

**RESOLUTION 21-157**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING A TASK ORDER WITH DEWBERRY ENGINEERS, INC. FOR PROVISION OF PROFESSIONAL ENGINEERING DESIGN SERVICES FOR FRONT BEACH ROAD 4.2 UTILITIES RELOCATION IN THE AMOUNT OF \$222,940.**

**BE IT RESOLVED** that the appropriate officers of the City are authorized to accept and execute on behalf of the City that certain Task Order 2021-05 to the Master Services Agreement for Utility Engineering Services between the City and Dewberry Engineers, Inc., related to Front Beach Road 4.2 Utilities relocation, in the amount of Two Hundred Twenty Two Thousand, Nine Hundred Forty Dollars (\$222,940.00) in substantially the form attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager, whose execution shall be conclusive evidence of such approval.

**THIS RESOLUTION** shall be effective immediately upon passage.

**PASSED** in regular session this 13 day of May, 2021.

**CITY OF PANAMA CITY BEACH**

By:   
Mark Sheldon, Mayor

**ATTEST:**

  
Lynne Fasone, City Clerk



Dewberry Engineers Inc  
203 Aberdeen Parkway  
Panama City, FL 32405

850.522.0644  
850.522.1011 fax  
www.dewberry.com

May 6, 2021

Via Email at [mshaeffe@pcbcgov.com](mailto:mshaeffe@pcbcgov.com)

Attn: Mark E. Shaeffer, P.E.  
Utilities Director  
City of Panama City Beach  
110 South Arnold Road  
Panama City Beach, Florida 32413

RE: Front Beach Road CRA 4.2 Utilities Improvements  
Design Services Proposal

Dear Mr. Shaeffer:

Per your request, Dewberry Engineers Inc. (Dewberry) is pleased to submit this task order for providing professional engineering design services required in conjunction with the relocation of existing utilities, including water, reclaim, gravity sanitary and force mains in preparation to Front Beach Road Community Redevelopment Plan Project Segment 4.2 from east of Hill Road STA 243+80 to Hutchinson BLVD STA 315+60 for the City of Panama City Beach (City) acting by and through its Council under the **MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS INC. (formerly PREBLE-RISH, INC.) RELATING TO UTILITY ENGINEERING SERVICES (General Water and Sewer and Reclaimed Utility) dated April 8, 2014.**

Dewberry will provide professional engineering services required to generate construction drawings and technical specifications in sufficient detail to enable Panama City Beach to receive competitive bids from construction contractors. Dewberry will perform additional topographic survey to complement survey information recently completed on Front Beach Road Segment 4.2 and to verify information discovered in the field during site investigations. Based on the information referenced above, Dewberry will provide design, FDEP and FDOT permitting, Bay County coordination and right-of-way use, and bid document preparation for a lump sum fee of **\$222,940.00**. Please see the attached **Task Order 2021.05** defining the scope of services (**Attachment A**).

As always, we look forward to working with you and your staff and the opportunity to improve the water, reclaim and sewer distribution systems within the City. Should you have any questions or require additional information in support of this Proposal, do not hesitate to contact me.

Sincerely,  
Dewberry Engineers Inc.

Morgan Hurst, PE  
Project Manager

Attachments: Attachment A (Task Order – Scope of Services)

cc: Mr. Jonathan Sklarski, P.E., Associate Vice-President, Dewberry (via email [JSklarski@Dewberry.com](mailto:JSklarski@Dewberry.com))  
Mr. Clifford D. Wilson III, P.E., Vice President, Dewberry (via email [CWilson@Dewberry.com](mailto:CWilson@Dewberry.com))

**Attachment A**  
**Scope of Services, Task Order 2021-05**  
**CITY OF PANAMA CITY BEACH**  
**Front Beach Road Community Redevelopment Plan Project Utilities Improvements**  
**Professional Engineering Design and Permitting Services**

This task order is for the purpose of Dewberry Engineers Inc. (Dewberry), as the ENGINEER, to provide professional services in conjunction with the relocation of existing utilities, including water, reclaim, gravity sanitary and force mains in preparation to Front Beach Road Community Redevelopment Plan Project Segment 4.2 from east of Hill Road STA 243+80 to Hutchinson BLVD STA 315+60 for the City of Panama City Beach (City) acting by and through its Council under the **MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS INC. (formerly PREBLE-RISH, INC.) RELATING TO UTILITY ENGINEERING SERVICES (General Water and Sewer and Reclaimed Utility) dated April 8, 2014.**

**DESCRIPTION OF ENGINEER'S SERVICES**

The services to be performed by Dewberry during the construction of the Front Beach Road Community Redevelopment Plan Project Segment 4.2 will consist of one (1) phase as described below.

**Phase 1- Design Services**

The scope of work for this phase of the project will include the basic services outlined below. The detailed design will culminate in the preparation of plans, specifications and bid documents that depict the character and scope of the project in sufficient detail to enable the City to receive competitive bids from construction contractors.

1. Utility Coordination Kickoff meeting
2. Subordination of easements coordination
3. Perform additional topographical survey to complement previous survey and information discovered in the field during site investigations
4. Utility design meetings and updates with City of Panama City Beach Utility Department
5. Perform analysis of the City's current hydraulic water model to confirm required fire flow for existing developments
6. Verification and review utility markups, work schedules and processing of schedules and agreements
7. Utility constructability reviews with UAOs and City of Panama City Beach Utility Department
8. Develop 60%, 90% and 100% utility design plans to include water, wastewater and reuse in accordance with City of Panama City Beach Design Standards
9. Design horizontal utility relocation alignments and improvements for water, wastewater and reuse in coordination with all third party utility providers (TECO Gas, Gulf Power, AT&T etc)
10. Design vertical utility relocation alignments and improvements for water, wastewater, and reuse in coordination with all third party utility providers (TECO Gas, Gulf Power, AT&T etc)
11. Provide utility design cross check to accommodate stormwater structures and conveyance systems to minimize conflicts during construction
12. Develop engineer cost opinion
13. Preparation of bid documents and specifications that show the character and scope of the work to be performed. The anticipated construction drawings include:
  - Cover Sheet
  - General Note Sheet
  - General Construction Notes
  - Water Line Plan & Profile Sheets with 30-foot and 3-foot horizontal and vertical scales, respectively.
  - Reclaim Line Plan & Profile Sheets with 30-foot and 3-foot horizontal and vertical scales, respectively
  - Gravity Sanitary Sewer Line Plan & Profile Sheets with 30-foot and 3-foot horizontal and vertical scales, respectively
  - Force Main Plan & Profile Sheets with 30-foot and 3-foot horizontal and vertical scales, respectively.

**Attachment A  
 Scope of Services, Task Order 2021-05  
 CITY OF PANAMA CITY BEACH  
 Front Beach Road Community Redevelopment Plan Project Utilities Improvements  
 Professional Engineering Design and Permitting Services**

- Water and Reclaim Lines and Force Main Detail Sheets.
  - MOT Sheets.
14. Assist the City with acquiring permits to construct from FDEP and FDOT.
  15. Quality assurance/quality Control Reviews
  16. Prepare a detailed estimate of probable construction cost.
  17. Prepare Bid Form, Notice to Bidders, Instructions to Bidders, and Technical Specifications

**PROJECT SCHEDULE**

We anticipate performing Phase 1 outlined above within One Hundred and Eighty (180) days following the City authorization to Proceed with the Project.

**COMPENSATION**

1. Phase1, Design Services, Total Lump Sum Fee: **\$ 222,940.00**

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized

**DEWBERRY**

203 Aberdeen Parkway  
 Panama City, Florida 32405

**CITY OF PANAMA CITY BEACH, FLORIDA**

110 South Arnold Road  
 Panama City Beach, Florida 32413

By: 

By: 

Name and Title: Morgan Hurst, PE  
 Senior Project Manager

Name and Title: Mr. Drew Whitman  
 City Manager

Witnessed: Sandra R. Lewis

Witnessed: \_\_\_\_\_

Date: 05/06/2021

Date: \_\_\_\_\_

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project: Panama City Beach CRA Segment 4.2  
 County: Bay County  
 FPN: 2021-05  
 Consultant Name: Danberry Engineers Inc.  
 Consultant No.: 50104124  
 Date: 4/7/2021  
 Estimator: MHC

Staff Classification	Hours From SH Summary Form	Principal Engineer	Senior Engineer	Engineer	Engineer Intern	Senior Technician	Senior Landscape Architect	Landscape Architect	SH	By Activity	Salary Cost By Activity	Average Rate Per Task
1. Project General and Project Commn Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
2. Roadway Analysis	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
3. Roadway Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
4. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
5. Drainage Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
<b>7. Utilities</b>	<b>1,846</b>	<b>80</b>	<b>280</b>	<b>640</b>	<b>246</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,846</b>	<b>\$222,940</b>
8. Environmental Permits, Compliance & Clearances	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
9. Structures - Misc. Tanks, Dams, Non-Tech.	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
25. Landscape Architecture Analysis	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
26. Landscape Architecture Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
29. Mapping	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
<b>Total Staff Hours</b>	<b>1,846</b>	<b>80</b>	<b>280</b>	<b>640</b>	<b>246</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,846</b>	<b>\$178,77</b>
<b>Total Staff Cost</b>		<b>\$15,200.00</b>	<b>\$46,200.00</b>	<b>\$10,400.00</b>	<b>\$22,140.00</b>	<b>\$89,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$222,940.00</b>

Survey Field Days by Subconsultant  
 4 - Person Crew

Notes  
 1. This sheet to be used by Prime Consultant to calculate the Grand Total fee  
 2. Manually enter fee from each subconsultant. Unpaid subconsultant rows may be hidden

SALARY RELATED COSTS												
OVERHEAD												
OPERATING MARGIN												
ECOM Facilities Casual Cost Allowance												
EXPENSES												
Survey Field - if by Prime	0											
SUBTOTAL ESTIMATED FEE:												
Subconsultant: <b>Geotechnical</b>												
Subconsultant: <b>Survey</b>												
Subconsultant: <b>Corremobly Engineering Inc.</b>												
Subconsultant: <b>SCSI (Geotechnical)</b>												
SUBTOTAL ESTIMATED FEE:												
Geotechnical Field and Lab Testing												
SUBTOTAL ESTIMATED FEE:												
Optional Services												
GRAND TOTAL ESTIMATED FEE:												