

RESOLUTION NO. 23-102

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH VOLKERT, INC. FOR MAJOR ENGINEERING DESIGN AND PERMITTING SERVICES FOR PARKING FACILITY AT THE INTERSECTION OF FRONT BEACH AND MIDDLE BEACH ROAD, IN AN AMOUNT NOT TO EXCEED \$27,760.

BE IT RESOLVED that the appropriate officers of the City are authorized to execute and deliver on behalf of the City that certain Task Order to its Master Services Agreement with Volkert, Inc. for Major Transportation Engineering Design, Survey, Permitting and Construction Administration Services, dated July 8, 2021, related to design of a Parking Facility at the intersection of Front Beach and Middle Beach Road, in an amount not to exceed Twenty-Seven Thousand, Seven Hundred Sixty Dollars (\$27,760), in substantially the form **attached** as Exhibit A and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 26th day of January, 2023.

CITY OF PANAMA CITY BEACH

By: _____


Mark Sheldon, Mayor

ATTEST:



Lynne Fasone, City Clerk

October 24, 2022

Mr. Courtney Drummond
CRA Manager
130 Richard Jackson Blvd, Suite 104 C
Panama City Beach, FL 32413

**Re: Addition of Parking Lot at intersection of Front Beach Road and Middle Beach Road
Engineering Design and Permitting Services**

Dear Mr. Drummond-

Volkert, Inc. is pleased to provide the included professional services scope of work and fee proposal for the proposed parking lot that is to be developed on parcels:

- 34355-000-000
- 34356-000-000
- 34357-000-000

The scope of work includes three conceptual layouts, landscaping, engineering and permitting services required for the project (to be included as part of the roadway construction plans and documents). Two for these named parcels one if parcel 34391-000-000 comes available.

The Scope of Services will include the following:

Task 1- Parking Lot Concept Development, Permitting and Engineering

- Boundary and Topographic Survey (above ground features and utilities per Sunshine 811 Design Ticket or if marked by utility owners)
- Coordination with the Client and Permitting Agencies
- Provide detailed construction documents for the construction of the new development in accordance with the developed and approved preliminary site plan to include parking, access aisles, landscaping, lighting, driveways and stormwater. The construction plans will be coordinated with City. The plans will be designed to meet the City of Panama City Beach and the State of Florida standards.
- Permitting to include City of Panama City Beach, FDEP ERP (will be included in roadway plan sets for permitting)
- As-Builts and Certifications: Volkert will submit the required as-builts and certifications based on the red-lined as-builts provided by the contractor and survey provided by contractor.
- Response to RAI for Bidding Assistance, Response to RAI for shop drawing review during bid process.
 - *FDEP NPDES permitting is by others.*
 - *Construction oversight services can be provided as needed but is not included. These services can be provided and will be negotiated at that time that they are requested.*

Delivering the future of infrastructure

- *Engineering and Permitting Services does not include the following: Traffic Engineering Services (Traffic Study), water/sanitary design/permitting. If it is determined that these services are required for the project than the additional fees will be negotiated at that time.*

The approximate cost of this task is included below:

FBR CRA 4.3; Parking Lot Concept Development, Permitting and Engineering	
Topographic and Boundary Surveys	\$11,758.00
Conceptual Development	\$3,816.00
Engineering	\$5,236.00
Lighting Layout/Design	\$3,960.00
Landscape Layout/Design	\$2,990.00
Construction Oversight Services	TBD
Parking Lot Task Total Costs	\$27,760.00

Deliverables:

Signed and Sealed Constructions Plans

Schedule: To be completed in conjunction construction plans and documents for CRA 4.3.

Sincerely,



Arthur V Hooks IV, P.E.
 Project Manager
Volkert, Inc.

Accepted- Mr. Courtney Drummond

Upon Acceptance Volkert Standard Letter Agreement Contract will be provided for signature

COMBINED TASK ORDER AND
NOTICE TO PROCEED

TASK ORDER NO. CRA2021-07-V-2

DATE January, 2023

Reference is made to that certain PROFESSIONAL MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND VOLKERT for MAJOR TRANSPORTATION ENGINEERING DESIGN, SURVEY PERMITTING AND CONSTRUCTION ADMINISTRATION SERVICES FOR FRONT BEACH ROAD SEGMENT 4.3, dated July 8, 2021, (the "Agreement"), the terms, conditions and definitions of which are incorporated herein as if set forth in full.

Pursuant to the Agreement, Engineer agrees to perform the specific professional engineering tasks set forth upon incorporated **Attachment A**, Scope of Services, relating to **Combined Parking/Stormwater Facility – Front Beach and Middle Beach Road**.

Engineer's compensation shall be paid in monthly installments as specified in the Agreement. Engineer's total compensation for the services to be provided under this Task Order shall be determined as follows:

Engineer's total compensation shall be (check one):

a stipulated sum of \$27,760.00.

a fee determined on a time-involved basis with a maximum cost of \$ _____:
as set forth upon incorporated Attachment B, Fee Breakdown.

Work shall begin on **February 1, 2022** and shall be substantially completed by **December 31, 2023**. There are no additional rights and obligations related to this Task Order other than as specified in the Agreement.

Upon execution of this Task Order by both Engineer and City, Engineer is directed to proceed.

IN WITNESS WHEREOF the parties have caused these presents to be executed in their names on the date shown.

Witness:

VOLKERT, INC.

By: _____

Its: _____

Date: _____

CITY OF PANAMA CITY BEACH, FL

ATTEST:

By: _____
City Manager

City Clerk

Date: _____