

RESOLUTION NO. 23-187

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH INFRASTRUCTURE SOLUTION SERVICES, INC., RELATING TO ENGINEERING SERVICES FOR REPLACEMENT OF LIFT STATION 73, IN AN AMOUNT OF \$356,000.

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 Infrastructure Solution Services, Inc. for Professional Engineering Services for Wastewater Treatment Facilities, related to the replacement of Lift Station 73, in an amount of Three Hundred Fifty-Six Thousand Dollars (\$356,000), 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 8th day of June, 2023.

CITY OF PANAMA CITY BEACH

By: 
Mark Sheldon, Mayor

ATTEST:


Lynne Fasone, City Clerk

TASK ORDER

TASK ORDER NO. 21-03

DATE _____, 2023

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND INFRASTRUCTURE SOLUTIONS, Engineer RELATING TO MAJOR WASTEWATER AND RECLAIMED WATER FACILITIES dated December 28, 2021, (the "Agreement"), the terms, conditions and definitions of which are incorporated herein as if set forth in full. Neither party is in breach of the Agreement.

Pursuant to the Agreement, Engineer agrees to perform the specific tasks set forth upon incorporated Attachment A, Scope of Services, relating to .

Engineer's total compensation shall be:

a stipulated sum of \$356,000.00 as set forth upon incorporated Attachment B, Fee Breakdown, and shall be paid in monthly installments as specified in the Agreement.

Work shall begin on _____, 2023, and shall be completed within 160 calendar days. The date of completion of all work is therefore _____, 2023. Liquidated delay damages, if any, are set at the rate of \$ 0.00 per day.

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:

INFRASTRUCTURE SOLUTIONS

Print Name:

By: _____

Date:

Its:

Print Name:

CITY OF PANAMA CITY BEACH, FLA.

ATTEST: _____

By: _____

City Manager

Date:

City Clerk

ISS TASK ORDER 21-04; PCB-009

City of Panama City Beach Master LS #73 Replacement Project

Section I. BACKGROUND

The City of Panama City Beach is amid redevelopment that requires aging infrastructure to be expanded and improved. One of the wastewater pumping stations requiring these improvements in Master Lift Station #73 (LS #73) to be replaced at an adjacent site. As the City Utilities Department replaces LS #73, they are also making the needed improvements for this aging lift station to meet future growth, and the required standards. The City of Panama City Beach has requested this Task Order from the Infrastructure Solution Services (ISS) Team to provide professional design services working with the City Team on this important project.

Section II. SCOPE OF SERVICES, Field Services, Preliminary Design Services, Final Design Services, Permitting, Bidding, ESDC

TASK 1 FIELD SERVICES

a) Field Services – Surveying

The scope of services will be for the surveying services required for the design of the LS #73 Project. The specific services to be provided include the following:

On-site kickoff meeting with City personnel regarding project scope, deliverables, and deadlines.

Surveying services will include:

- Site-specific surveying including the existing lift station, the access driveway/ easement, right of way, and utility connections.
- Subsurface locates for areas requiring clarity related to utility conflicts, to include notices to utility companies.

b) Field Services - Geotechnical

The geotechnical investigation services that will be required for the proposed lift station and the piping.

TASK 2 DESIGN SERVICES

a) Preliminary (40%) Design Services

This effort will include the preliminary design for the City of Panama City Beach LS #73. This preliminary design work will be for this over 1 MGD lift station. The existing wetwell and gravity sewer would be intercepted and extended to the new LS #73 site. The Engineer shall complete design calculations for the system. A new force main would connect to the existing force main to transfer flow. The proposed LS #73 site is currently private property and this property is necessary for the new lift station site. The City will be responsible for interfacing with adjacent property owners as required. The City will review this 40% submittal and comments will be received by the Engineer at a meeting to be carried forward into the 90% phase.

This project design will include the following list of project components that will be prepared in the preliminary design and carried forward through the final design phase:

- 1) Gravity sewer from existing to proposed lift station site, gravity main for connections
- 2) Wetwell converted to terminal manhole
- 3) Gate valve
- 4) Basket hoist
- 5) Access hatch with safety screenings basket
- 6) Odor control system connections (relocation & connecting existing odor control)
- 7) Lift station wet well structure with lid, ventilation, accessories
- 8) Pumping system with all components, wet well and discharge piping
- 9) Valve (plug and check) system on pump discharge
- 10) MCC, Electrical Panel for LS, RTU
- 11) LS Pump-out connections
- 12) Discharge force main from LS to connect to existing FM
- 13) Generator with automatic transfer switch for power needs of the LS site
- 14) Fuel storage tank for generator
- 15) Flowmeter on the discharge force main
- 16) Bypass piping and valves for flowmeter
- 17) Transformer and power drop
- 18) Retaining wall along east side of site
- 19) Bollards
- 20) Fencing with visual screening
- 21) Underground electric
- 22) Watermain
- 23) Reduced pressure back flow preventer
- 24) Freeze proof yard hydrant with valve
- 25) Access driveway paved
- 26) Ingress/egress/utility easement
- 27) Stormwater management pond
- 28) Restoration of road and site associated with piping
- 29) Demolition of existing LS #73, piping, and valves

b) Final (90%) Construction Document Design Services

The Engineer shall prepare and submit (90%) design construction plans and cost estimate for the City LS #73 Project. This submittal shall include the LS #73 project features as defined above. This submittal will be reviewed by the City Staff. City review comments on the 90% submittal will be received by the Engineer at a meeting to be carried forward into the 100% phase.

c) Final (100%) Bid Document Design Services

The Engineer shall prepare and submit final (100%) construction plans and cost estimate for the City LS #73 Project. This submittal shall include the final biddable contract documents and an Engineer's Opinion of Probable Cost. This submittal will be provided to the City Staff. This submittal will be approved by the City Staff for bidding purposes.

d) Permitting Services

The ISS Team will have a pre-application meeting with the FDEP and the NFWFMD for the permitting of this project. The project will include the Wastewater Collection and Transmission Permit and the ERP permitting for the work associated with the Lift Station and other aspects of the collection system, plus the site improvements and stormwater management system. City approvals will be completed by the Engineer with insights from Utility Staff.

Project Management & Administration shall occur throughout the design.



TASK 3 BIDDING ASSISTANCE SERVICES

- a) Compile the bid documents in PDF format and provide to the City for bidding purposes
- b) Attend the pre-bid meeting
- c) Prepare answers to bidder questions for the City to use in preparation and distribution of bid addenda
- d) Review bids and investigate bidder qualifications
- e) Prepare a written recommendation for award of the construction contract
- f) Project Management & Administration

TASK 4 ENGINEERING SERVICES DURING CONSTRUCTION

- a) Attend the pre-construction conference.
- b) Review and approve shop drawings.
- c) Review and answer Contractor requests for information (RFI.)
- d) Provide field observations at critical points in the construction for certification. Thirty weeks at 30 hours per week of field Inspector time is anticipated.
- e) Field communications with the Contractor.
- f) Review and approve Contractor pay requests.
- g) Determine Substantial and Final completion.
- h) Approve and submit final record drawings based on the Contractor redlines and the as-built survey information provided by the Contractor's Professional Surveyor.
- i) Provide Manufacturer based operation and maintenance manuals.
- j) Prepare certificates of completion to submit to agencies and close out the project.
- k) Project Management & Administration

Section III. SUBCONSULTANTS

The ISS Team will utilize a geotechnical subconsultant as necessary on this project.

Section IV. PERMITTING

The LS #73 Project will require Wastewater Collection/Transmission System Permitting, Environmental Resource Permitting, and FDOT Driveway Connection Permitting. ISS will prepare complete permit applications for City execution, and then monitor for permit approvals.

Section V. OWNER'S RESPONSIBILITY

The City of Panama City Beach will provide all available design related information on the existing LS #73, force main, and gravity system. The City will mark up City related utilities or other infrastructure to be connected to or avoided in this project. The City will review and provide comments on the preliminary design and the 90% design documentation. The City will handle all aspects of property acquisition to include the joint access/egress with adjacent property owners. All legal representations on this project related to the property ownership issues shall be the responsibility of the City. The City will be responsible for all permit fees, as required. With the current industry construction costs in Florida, the City recognizes that construction costs continue to rise and delivery times are much longer so the City may want to hire a Contractor for cost estimating.



Section VI. DELIVERABLES

The ISS Team will provide the following deliverables to the City of Panama City Beach:

#	Deliverables
1	One (1) Electronic set of the Preliminary Design Info and Cost Estimate
2	One (1) Electronic set and Three (3) hard copy sets of the 90% Plans (11x17) and specs and Cost Estimate
3	One (1) Electronic set of the final 100% with final ready-to-bid Contract Documents including permits, geotechnical
4	One (1) Electronic copy of the Final 100% Contract Documents in PDF

Section VII. SCHEDULE

This ISS project schedule was developed based on similar master lift station projects and ISS will make every effort to beat this design schedule to meet the needs of the City. The scheduled calendar days start from receipt of the City provided information and NTP to the ISS Team.

TASK NAME	TASK DAYS	CUMUL DAYS
Field Surveying Services (includes locates)	44	44
Preliminary (40%) Design of LS-#73	40	84
Owner Preliminary Design Review	9	93
90% Plans, Specs, Cost Estimate, Permit Submittal	40	133
Permit Application Submittals	0	133
Owner 90% Plans Review & ISS QC Review	9	142
Permit Review Approvals	27	160
100% Plans, Specs, Contract Documents	18	160
Total Duration for Design Phase w/Reviews		160

** Permit submittal and Approval will occur simultaneous to Owner 90% review.*

Section VIII. METHOD OF COMPENSATION

The City of Panama City Beach shall compensate the ISS Team for this LS #73 project scope of work at the lump sum fee amount based on the breakdown below. Industry standard Engineering Fee Curves are provided as a relative comparison. The Construction cost for LS #73 Project is estimated at \$3.5 Million dollars without fees.

The ISS total fee with expenses is Three Hundred Fifty Thousand Dollars and Zero Cents (\$350,000) plus subconsultant service allowance at a total of Six Thousand Dollars and Zero Cents (\$6,000). This



is a total project fee of Three Hundred Fifty-Six Thousand Dollars and Zero Cents (\$356,000). The design and ESDC fee cost breakdown for this City of Panama City Beach LS #73 Project is below CDBG and USDA fee curve percentages.

TASK #	TASK NAME	COST
1	Preliminary Design Services	\$ 48,900
2	Final Design Services	\$179,560
3	Bidding Services	\$ 12,800
4	Engineering Services during Construction	\$106,625
SUBTOTAL LABOR COST		\$347,885
EXPENSES		\$ 2,115
SUBTOTAL COST w/EXPENSES		\$350,000
GEOTECHNICAL SUBCONSULTANT ALLOWANCE		\$ 6,000
TOTAL COST		\$356,000

Section IX. ACCEPTANCE

If the above scope and fees meet your approval, please indicate by your signature in the space provided below and return one (1) signed copy which will constitute an "Agreement and Notice to Proceed" for the accomplishment of this work.

INFRASTRUCTURE SOLUTION SERVICES

CITY OF PANAMA CITY BEACH

 Brian Stahl, P.E.
 Managing Member

05/24/23

Date

Date

