

RESOLUTION NO. 23-199

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AMENDED TASK ORDER WITH PANHANDLE ENGINEERING, INC., FOR THE NORTH RICHARD JACKSON BOULEVARD AND PANAMA CITY BEACH PARKWAY INTERSECTION IMPROVEMENT PHASE 2 IN THE NET AMOUNT OF \$29,750.

BE IT RESOLVED that the appropriate officers of the City are authorized to execute and deliver on behalf of the City that certain Amended Task Order approving a revised scope of work between the City and Panhandle Engineering, Inc., for the North Richard Jackson Boulevard and Panama City Beach Parkway Intersection Improvement Phase 2, in the net amount of Twenty-Nine Thousand, Seven Hundred Fifty Dollars and Zero Cents (\$29,750.00), 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 27th day of July, 2023.

CITY OF PANAMA CITY BEACH

By: 
Mark Sheldon, Mayor

ATTEST:


Lynne Fasone, City Clerk

June 10, 2023

Mr. Wyatt Rothwell, P.E.
Public Works Engineer
City of Panama City Beach
17007 Panama City Beach Parkway
Panama City Beach, FL 32413

RE: Richard Jackson Blvd & PCB Parkway Intersection Improvements
Task Order Amendment No.1-Phase II (Revision No.2)
PE File #12062

Dear Mr. Rothwell:

Panhandle Engineering, Inc. appreciates the opportunity to provide professional engineering services to the City of Panama City Beach. Based on the information you provided, we have prepared and attached a proposed Task Order Amendment, for the City's consideration.

It is our understanding that FDOT has LAP Safety Funds Available for Phase II of this project. As a result of this funding, it precludes us from providing CEI based on FDOT's procurement policy. As you know, we completed the design back in 2021 for both phases and Phase I was successfully constructed. The Phase II plans will be reviewed by FDOT since they are funding the project. We anticipate substantial input from FDOT staff since the project will be funded by FDOT/LAP funds. The contract documents will need to be updated to comply with LAP Bid specifications and contract documents. We will also need to provide engineer of record services during construction.

We have developed a proposed Task Order Amendment and it is attached and labeled as **Exhibit "A"**. The proposed task order amendment will replace the previous task order and amount remaining under contract.

Thank you for the opportunity to continue to provide professional services to the City. If this task order is acceptable to the City Council, please have the City Manager sign our task order and provide us a copy for our files. We look forward to working with you on this important project.

If you have any questions, please give me a call @ 850.596.1235.

Sincerely,

PANHANDLE ENGINEERING, INC.



Chris Forehand, PE
President

CC: Ms. Kathy Yource, E.I., Interim Public Works Director



civil engineers
environmental
land planning
roads + bridges
stormwater
water + wastewater

PANHANDLE ENGINEERING, INC
600 Ohio Avenue
Lynn Haven, FL 32444
P: 850.763.5200



EXHIBIT "A"

TASK ORDER AMENDMENT NO. 1

(Revision No.2)

City of Panama City Beach

Richard Jackson Blvd & Panama City Beach Parkway Intersection Improvements Phase II

PE File #12062

This Task Order is for the purpose of Panhandle Engineering, Inc. (*PE*) as the Engineer to provide professional services for the Richard Jackson Boulevard & Panama City Beach Parkway Intersection Improvements to the **City of Panama City Beach (City)** acting by and through its Council. *PE* has developed the following scope of services and associated fee schedule.

DESIGN/PREPARATION OF FINAL CONSTRUCTION PLANS AND BID DOCUMENTS

\$31,000.00

1. Update Bid Documents and Specifications to comply with LAP Funding.
2. Submit all documents to FDOT for their staff reviewed approval.
3. Respond to all FDOT comments as long as the design concept does not change.

BIDDING SERVICES AND LIMITED ENGINEER OF RECORD SERVICES DURING CONSTRUCTION

\$10,000.00

1. Provide specifications to the City of Panama City Beach in standard template format with detailed Bid Schedule and Advertisement.
2. Attend pre-bid conference and attend the bid opening.
3. Provide addendum information as needed during the bid process to answer bidder's questions.
4. Provide a detailed bid tabulation and award recommendation.
5. Provide conformed set of bid documents.
6. Attend project kickoff meeting.
7. Attend up to 6 progress meetings during construction.

EXCLUSIONS

1. CEI
2. Advertisement Fees
3. Copies of Plans
4. Major Plan Changes
5. Landscape/Irrigation Design
6. Coordination with Bay County regarding signalization
7. Project certifications of construction completion
8. Any other services not specifically described above


PROPOSED FEE SCHEDULE

Professional Service Fees

A. Design/Preparation of Construction Plans and Bid Documents	\$31,000.00
B. Bidding/Limited Engineer of Record/Services During Construction	<u>\$10,000.00</u>
TOTAL	\$41,000.00

Amount remaining under the current contract is \$11,250.00; therefore, the additional funds requested are \$29,750.00.

City of Panama City Beach
17007 Panama City Beach Parkway
Panama City Beach, FL 32413

By: 
Name: Drew Whitman
Title: ACM 6 City Manager
Date: 08/02/23