RESOLUTION NO. 24-113

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH INFRASTRUCTURE SOLUTION SERVICES, LLC FOR ENGINEERING SERVICES RELATED TO THE FRANK BROWN PARK SITEWIDE STORMWATER DESIGN–3 PHASED AREAS PROJECT IN THE AMOUNT OF $499,680.00, AND DESIGNATING THE USE OF ARPA FUNDS FOR THE PROJECT.

BE IT RESOLVED that:

1. The appropriate officers of the City are authorized to execute and deliver on behalf of the City that certain Task Order No. 2024-01 to the Master Services Agreement dated December 28, 2021, between the City and Infrastructure Solution Services, LLC relating to General Stormwater Engineering Services for engineering services for the Frank Brown Park Sitewide Stormwater Design-3 Phased Areas Project in the amount of Four Hundred Ninety-Nine Thousand Six Hundred Eighty Dollars and No Cents ($499,680.00), 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.

2. The Council has found and determined that the Sitewide Stormwater Design-3 Phased Areas Project is essential for the planning of new improvements, amenities, and assets at Frank Brown Park which will enable the City to improve the community's quality of life. The Council hereby directs that the funds received by the City from the American Rescue Plan Act be used for the engineering and related services associated with the Sitewide Stormwater Design-3 Phased Areas Project.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED, APPROVED AND ADOPTED in regular session this 28th day of March 2024.

CITY OF PANAMA CITY BEACH

By: _____
Mark Sheldon, Mayor

ATTEST:

_____
Lynne Fasone, City Clerk

COMBINED TASK ORDER AND
NOTICE TO PROCEED

TASK ORDER NO. 2024-01 DATE March 15, 2024

Reference is made to that certain MASTER SERVICE AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND INFRASTRUCTURE SOLUTION SERVICES (ISS). RELATING TO PROFESSIONAL ENGINEERING SERVICES dated 12/09/21, (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, and shown in Figure 1-1, relating to Frank Brown Park Sitewide Stormwater Design - 3 Phased Areas.

Engineer's total compensation shall be (check one):
X a stipulated sum of $ 499,680; with a
lump sum fee of $ 499,680, plus one or more specified allowances listed below which may be authorized in writing by the City Manager or his designee,
Allowance of $ _____ for _____, and
Allowance of $ _____ for _____; or
____ a fee determined on a time-involved basis with a maximum cost of $ 499,680.

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 March 15, 2024, and shall be completed within 270 calendar days. The date of completion of all work is therefore December 10, 2024. 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:

ELENA BARRIOLAGA

ATTEST:

City Clerk

INFRASTRUCTURE SOLUTION SERVICES

By: [Brian Stahl] Date: 03/15/24
Its: Managing Member

CITY OF PANAMA CITY BEACH, FL.

By: _____ Date: 3-28-24
City Manager

INFRASTRUCTURE SOLUTION SERVICES

ATTACHMENT A

ISS TASK ORDER 2024-01 (PCB-015)
CITY OF PANAMA CITY BEACH, FLORIDA
FRANK BROWN PARK SITEWIDE STORMWATER DESIGN-3 PHASED AREAS

Section I. BACKGROUND

The City of Panama City Beach (PCB) has had stormwater challenges including standing water at the Frank Brown Park site. This park stormwater management system is a compilation of several smaller stormwater sub-basins. These sub-basins drain to different sections of the park. The park needs an overall stormwater evaluation that identifies and prioritizes stormwater solutions for the Frank Brown Park separated in three (3) Phased Areas. The City requested this Task Order from the Infrastructure Solution Services (ISS) Team to provide the stormwater engineering design services for the overall Frank Brown Park.

Section II. SCOPE OF SERVICES

This Task Order will complete modeling, engineering design, and prioritization of the entire park stormwater management system. Due to periodic drainage issues (per staff comments) ISS will design sitewide improvements for the Frank Brown Park stormwater system in a three (3) phase approach. Provide a letter report summarizing the stormwater system improvements. This project will provide a roadmap forward for the City to include the design and permitting services for these 3 phased areas.

SCOPE EVALUATION AND SOLUTION REQUIREMENTS

Task 1) Prepare information request, compile data, and review available plans and reports for stormwater information.
Task 2) Field visit and meeting with PCB Staff to discuss the operating success/issues of existing Frank Brown Park stormwater management system and the compiled information.
Task 3) Perform site-specific survey to obtain additional overall site topo data and stormwater structures and system information to have survey information for the entire site on this evaluation (SUB).Perform Geotechnical services. Perform Ecological services. Prepare videos of pipe that may have problems.
Task 4) Georeferenced aerial photogrammetry of Frank Brown Park.
Task 5) Complete an evaluation of the existing entire site and divide the park into three stormwater subbasins for analysis and design.
Task 6) Complete an evaluation of three existing site stormwater subbasin systems to include hydrology and hydraulics computations (ICPR modeling/ calculations) to evaluate the existing and determine required capacity and performance of each subbasins ponds and piping/conveyance systems onsite. Prepare a list of stormwater improvements needed onsite with probable costs.
Task 7) Complete preliminary engineering to include a list of stormwater improvements for the three subbasins with opinion of probable costs in a letter report.
Task 8) 30% design review and QC review meeting with the City
Task 9) Prepare 60% design documents for Stormwater Improvements for the three subbasins and opinion of probable cost
Task 10) 60% design review and QC review meeting with the City
Task 11) Prepare 90% design documents for Stormwater Improvements for the three subbasins and opinion of probable cost

Task 12) Prepare permit applications and exhibits for the FDEP Environmental Resource Permit. Prepare responses to Requests for Additional Information (RAI). One RAI is anticipated for each application.
Task 13) 90% design and permit review and QC review meeting with the City
Task 14) Prepare and submit final 100% design drawings and specifications incorporating comments from the 90% design review with the City and permitting agency comments.
Task 15) Prioritize the stormwater improvements for CIP and identify potential funding sources.
Task 16) Project Management & Administration.

Section III. SUBCONSULTANTS

The ISS Team is using Dewberry as a survey subconsultant for this project. Survey subconsultant will provide a comprehensive survey of the Frank Brown Park Site. The geotechnical services will be provided by Southern Earth Sciences (SES). The Ecological/Wetland work will be conducted by Icarus.

Section IV. CITY RESPONSIBILITY

The City of PCB will provide all available survey and design related information on the existing park's stormwater management system. The City will review and comment on the draft deliverables developed in this project. The City will attend key meetings with ISS to discuss the stormwater issues and potential improvements. Based on review and search of the state permitting portal, it appears that there are no existing permit(s) associated with this park. The City will review the draft engineering design plans and specs and the required permitting documents. The City will pay for all permit application fees.

Section V. DELIVERABLES

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

#	***Deliverables***
1	One (1) Electronic copy of the draft letter report with stormwater improvements and cost estimate information
2	One (1) Electronic copy of the 60% design documents for Stormwater Improvements for the three subbasins and opinion of probable cost
3	One (1) Electronic copy of the 90% design documents for Stormwater Improvements for the three subbasins and opinion of probable cost
4	One (1) Electronic copy of the permit applications and exhibits for the FDEP Environmental Resource Permit
5	One (1) Electronic copy of the final 100% design documents for Stormwater Improvements for the three subbasins and opinion of probable cost

Section VI. SCHEDULE

ISS will complete this project schedule to assist the City in their decision processes. Project duration with survey work will be 270 days. The scheduled calendar days start from receipt of the City provided information and NTP to the ISS Team.

Section VII. METHOD OF COMPENSATION

The City of Panama City Beach shall compensate the ISS Team for this Frank Brown Park System Wide Stormwater Design - 3 Phased Areas Project scope of work at the lump sum fee amount of Four Hundred Ninety-Nine Thousand Six Hundred Eighty Dollars and Zero Cents ($499,680). The total fee cost breakdown for this Project is below. At the direction of the City, ISS may be requested to provide additional services. These additional services would be requested and approved by the City of PCB. ISS will invoice the City based on the percentage of work completed to date on each task in this project.

TASK #	*TASK NAME*	*COST*
1-16	SCOPE ENGINEERING DESIGN AND PERMITTING SOLUTIONS -ISS	$401,505
	EXPENSES	$4,000
	ISS SUBTOTAL FEE	$405,505
	SURVEYING SERVICES SUBCONSULTANT - DEWBERRY	$69,875
	GEOTECHNICAL SERVICES SUBCONSULTANT - SES	$19,300
	ECOLOGICAL/WETLAND SERVICES SUBCONSULTANT - ICARUS	$ 5,000
	ISS TEAM TOTAL COST	**$499,680**

Section VIII. 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

Brian Stahl

Brian Stahl, P.E.
Managing Member

02/22/2024
Date

CITY OF PANAMA CITY BEACH

Name
Title

3-28-24
Date

Professional Engineering Services
for City of Panama City Beach
PCB Frank Brown Park Sitewide Stormwater Design - 3 Phased Areas

ATTACHMENT B

INFRASTRUCTURE SOLUTION SERVICES

	Hourly Labor Breakdown Estimate	Engineer VIII	Engineer VII	Engineer IV	Engineer II	Project Professional V	Designer III	Project Representative III	Administrative Assistant I	Total Hours	Total Dollars	Percent Complete	Total Earned
	Engineering Services	$200	$195	$150	$125	$165	$125	$125	$55				
	SCOPE DESIGN AND PERMITTING SOLUTIONS												
1	Prepare information request, compile data, and review available plans and reports for stormwater information.	8	8		8					24	$4,160	0%	$0
2	Field visit and meeting with PCB Staff to discuss the operating success/issues of existing Frank Brown Park stormwater management system and the compiled information.	16	16		16					48	$8,320	0%	$0
3	Perform site-specific survey to obtain additional overall site topo data and stormwater structures and system information to have survey information for the entire site on this evaluation (SUB).Perform Geotechnical services. Perform Ecological services. Prepare videos of pipe that may have problems.									0	$0	0%	$0
4	Georeferenced aerial photogrammetry of Frank Brown Park.					32		32		64	$9,280	0%	$0
5	Complete an evaluation of the existing entire site and divide the park into three stormwater subbasins	20	80		80		80			260	$39,600	0%	$0
6	Complete an evaluation of three existing site stormwater subbasin systems to include hydrology and hydraulics computations (ICPR modeling/ calculations) to evaluate the existing and determine required capacity and performance of each subbasins ponds and piping/conveyance systems onsite.	48	160		160		60			428	$68,300	0%	$0
7	Complete preliminary engineering to include a list of stormwater improvements for the three subbasins with opinion of probable costs in a letter report.	20	60		60		16			156	$25,200	0%	$0
8	30% design review and QC review meeting with the City	4	8							12	$2,360	0%	$0
9	Prepare 60% design documents for Stormwater Improvements for the three subbasins and opinion of probable cost	40	120		120		200			480	$71,400	0%	$0
10	60% design review and QC review meeting with the City	4	8							12	$2,360	0%	$0
11	Prepare 90% design documents for Stormwater Improvements for the three subbasins and opinion of probable cost	40	120		120		200			480	$71,400	0%	$0
12	Prepare permit applications and exhibits for the FDEP Environmental Resource Permit. Prepare responses to Requests for Additional Information (RAI). One RAI is anticipated for each application.	12	40		48		80			180	$26,200	0%	$0
13	90% design and permit review and QC review meeting with the City	4	8							12	$2,360	0%	$0
14	Prepare and submit final 100% design drawings and specifications incorporating comments from the 90% design review with the City and permitting agency comments.	12	32		33		60			137	$20,265	0%	$0
15	Prioritize the stormwater improvements for CIP and identify potential funding sources.	40	40		20					100	$18,300	0%	$0
16	Project Management & Administration.	160								160	$32,000	0%	$0
	SCOPE DESIGN AND TOTAL	428	700	0	665	32	696	32	0	2,553	$401,505	0%	$0
	TOTAL LABOR HRS	428	700	0	665	32	696	32	0	2,553	401,505	0%	$0
	TOTAL LABOR FEE	$85,600	$136,500	$0	$83,125	$5,280	$87,000	$4,000	$0		401,505		

Professional Engineering Services
for City of Panama City Beach
PCB Frank Brown Park Sitewide Stormwater Design - 3 Phased Areas

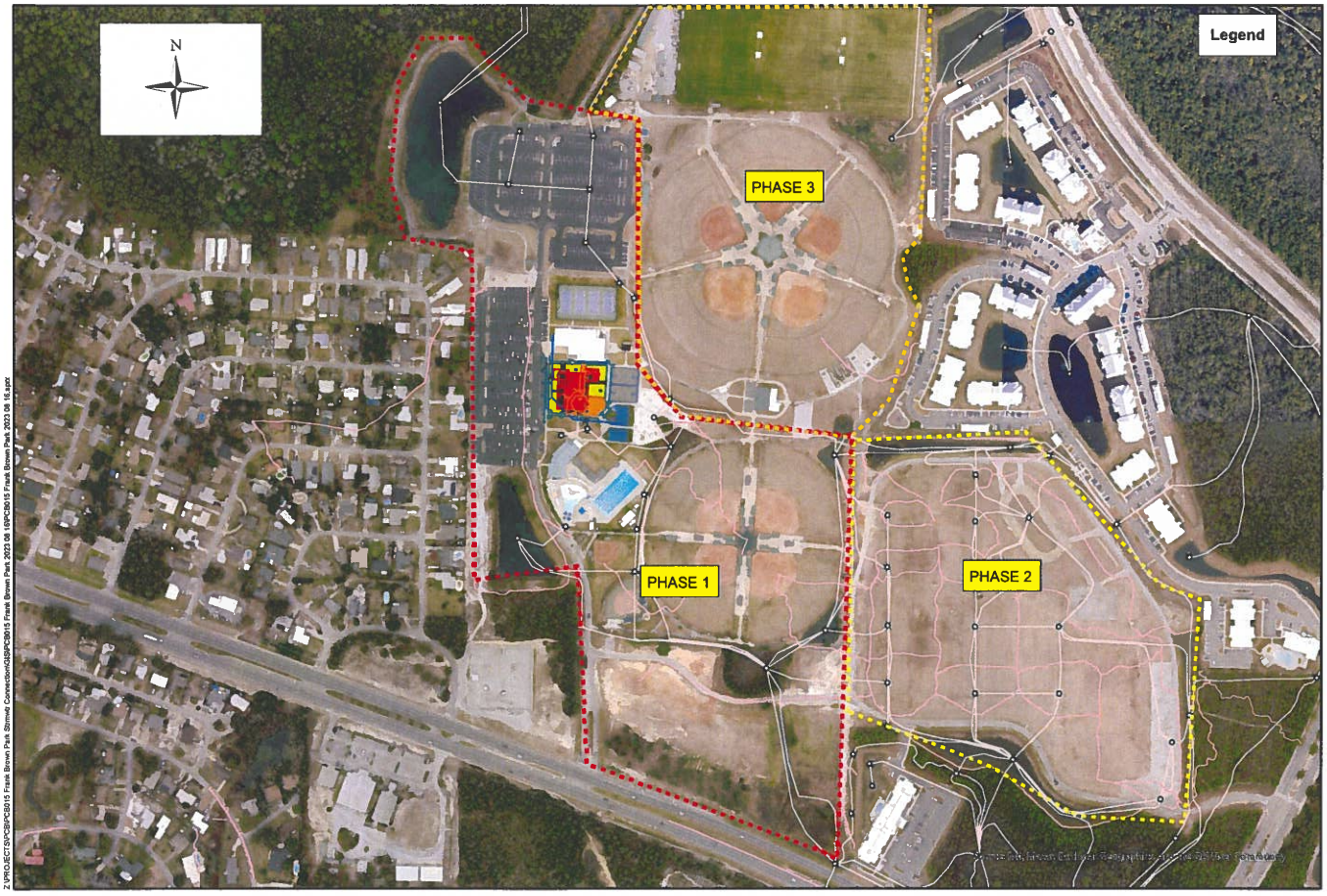
ATTACHMENT B

INFRASTRUCTURE SOLUTION SERVICES

Hourly Labor Breakdown Estimate	Engineer VIII	Engineer VII	Engineer IV	Engineer II	Project Professional V	Designer III	Project Representative III	Administrative Assistant I	Total Hours	Total Dollars	Percent Complete	Total Earned
Engineering Services	$200	$195	$150	$125	$165	$125	$125	$55				

Expenses Estimate Breakdown	Quantity	Units	Unit Cost		Total Cost		
Travel from ISS PCB							
No of Trips =Evaluation Miles per Rdtrip = 16	16					Evaluation	
Mileage = 16 miles/Trip x 10 Trips =	160	miles	$ 0.625		$ 100.00	$ 100.00	
CDS AND DVDS:	0		$10.00		$ -		
COPIES (B&W 8 1/2 x11)	5000	Per Copy	$0.10		$ 500.00	$ 500.00	
COPIES (B&W 11 x 17)	2000	Per Copy	$0.50		$ 1,000.00	$ 1,000.00	
COPIES (COLOR 8 1/2 x 11)	500	Per Copy	$0.75		$ 375.00	$ 375.00	
COPIES (COLOR 11 x 17)	200	Per Copy	$1.50		$ 300.00	$ 300.00	
COLOR POSTERS (24" x 36" @ $0.80/sf):	0	Sheet	$4.80		$ -	$ -	
Miscellaneous Expenses	1		$ 1,725		$ 1,725.00	$ 1,725.00	
TOTAL ESTIMATED EXPENSES					**$ 4,000.00**	$ 4,000.00	

SUMMARY OF TASK ESTIMATE									Construction Value
	TOTALS	ISS LABOR	SUBS	EXPENSES					
Site Specific Survey Fee (Dewberry)	$69,875	$0	$69,875	$0					
Geotechnical Services Fee (SES)	$19,300	$0	$19,300	$0					
Ecological/Wetland Services Fee (Icarus)	$5,000	$0	$5,000	$0					
Video Work (City of PCB to Evaluate Piping)	$0	$0	$0	$0					
Scope Evaluation and Solution Requirements	$401,505	$401,505	$0	$0					
TOTAL ESTIMATED FEE OF PROJECT	$499,680	$401,505	$94,175	$4,000					



Melbourne | Sarasota | Panama City Beach

NOTES

Frank Brown Park Building Layout
City of Panama City Beach

PROJECT NO.
PCB015

DATE.
08/16/23

FIGURE NO.
1-1

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