

**RESOLUTION 18-46**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH DEWBERRY ENGINEERS, INC. FOR SURVEYING SERVICES RELATED TO WATER AND SEWER IMPROVEMENTS ON BEACH DRIVE IN THE LUMP SUM AMOUNT OF \$43,935.**

**BE IT RESOLVED** that the appropriate officers of the City are authorized but not required to accept and deliver on behalf of the City that certain Task Order PLSS 2018-01 to the Master Services Agreement for land surveying services dated December 29, 2013 between the City and Dewberry Engineers, Inc., relating to surveying services related to the water and sewer utility improvements on Beach Drive, in the basic amount of Forty Three Thousand, Nine Hundred Thirty Five Dollars and No Cents (\$43,935), in substantially the form of the scope of work attached and presented to the Council today, draft dated January 4, 2018, 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 11<sup>th</sup> day of January, 2018.

**CITY OF PANAMA CITY BEACH**

By:   
Mike Thomas, Mayor

**ATTEST:**

  
Jo Smith, City Clerk

**EXHIBIT B**  
COMBINED TASK ORDER AND  
NOTICE TO PROCEED

TASK ORDER NO. PLSS 2018-01

DATE: January \_\_, 2018

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS INC. (formerly PREBLE-RISH, INC.) RELATING TO PROFESSIONAL LAND SURVEYING SERVICES dated December 29, 2013, (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 **Beach Drive Water and Sewer Improvements**.

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

- a stipulated sum of **\$43,935**; or  
 a stipulated sum of \$ \_\_\_\_\_ 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 \$ \_\_\_\_\_;

Work shall begin on January \_\_, 2018, and shall be completed within forty five (45) calendar days. The date of completion of all work is therefore \_\_\_\_\_, 2018. Liquidated delay damages, if any, are set at the rate of \$0 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:

DEWBERRY ENGINEERS, INC.

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its:

ATTEST:

CITY OF PANAMA CITY BEACH, FL.

\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Manager

January 4, 2018

Via Email at [ashortt@pcbgov.com](mailto:ashortt@pcbgov.com)

Attn: Al Shortt, PE, Utilities Director  
City of Panama City Beach  
110 South Arnold Road  
Panama City Beach, Florida 32413

RE: Panama City Beach – Beach Drive Water and Sewer Improvements

Dear Mr. Shortt:

Dewberry Engineers Inc. (Dewberry) is pleased to submit this task order to the City of Panama City Beach for professional surveying services for the Beach Drive Water and Sewer Improvements project, being approximately 15,050 LF along Beach Drive, from Tarpon Street to the east right of way line of Thomas Drive and each of the street right of ways connecting Beach Drive to Thomas Drive.

Dewberry will provide professional surveying services to be used for the planning and designing of proposed improvements to the water and sewer systems. Dewberry shall establish site project control points to be used for the duration of the project, established the boundaries of the Right of Way lines, and perform a topographic survey of the project site.

Dewberry will provide these surveying services for the City of Panama City Beach for a lump sum fee of **\$43,935.00**. Please see the attached **Task Order PLSS 2018-01** defining the scope of services (**Attachment A**). If you have any questions, please give me a call at 850.571.1158. We look forward to working with the City on this project and thank you for the opportunity to be of continued service.

Sincerely,  
**Dewberry|Preble-Rish**

  
Frederick C. Rankin, P.S.M.  
Professional Surveyor & Mapper

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

cc: Mr. Cliff Wilson, P.E., Vice President, DPR (via e-mail at [cwilsonc@dewberry.com](mailto:cwilsonc@dewberry.com))  
Mr. David Bartlett, P.L.S., Survey Manager, DPR (via e-mail at [dbartlett@dewberry.com](mailto:dbartlett@dewberry.com))  
Mr. Ray Marsh, Office Survey Coordinator, DPR (via e-mail at [rmarsh@dewberry.com](mailto:rmarsh@dewberry.com))  
Ms. Missy Ramsey, CPA, Accounting/Finance, DPR (via e-mail at [mramsey@dewberry.com](mailto:mramsey@dewberry.com))  
P:\Survey Proposals\City of Panama City Beach\Shortt 03 29 17 (206 N Gulf Blvd).docx

P:\Survey Proposals\City of Panama City Beach\Beach Drive\Shortt 01 04 18 (Beach Drive).docx

**Attachment A**  
**Scope of Services, Task Order PLSS 2018-01**  
**CITY OF PANAMA CITY BEACH**  
**Beach Drive Water and Sewer Improvements**

This task order is for the purpose of Dewberry Engineers Inc. (Dewberry), as the SURVEYOR, to provide professional surveying services for the Beach Drive Water and Sewer Improvements project, being approximately 15,050 LF along Beach Drive, from Tarpon Street to the east right of way line of Thomas Drive 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 PROFESSIONAL LAND SURVEYING SERVICES** dated December 29, 2013.

**DESCRIPTION OF SURVEYING SERVICES**

**SCOPE OF SERVICES**

**A. Topographic Survey**

Dewberry|Preble-Rish shall perform all office and field work required for the purpose of performing a Topographic Survey of approximately 15,050 LF of Beach Drive. Said survey to include the following:

1. Survey shall be referenced to the Florida State Plane Coordinate System, North Zone, North American Datum (NAD) 1983/2011, U.S. Survey Feet, per Florida Department of Transportation and/or National Geodetic Survey control points.
2. Survey shall be referenced to North American Vertical Datum of 1988 (NAVD 88), per Florida Department of Transportation and/or National Geodetic Survey benchmarks and/or control points.
3. Existing published site control points shall be recovered and verified.
4. Additional site control points shall be established as necessary to provide a sufficient number of onsite project control points to be used for the duration of construction. Site control points and benchmarks shall be spaced at approximately 1,000' intervals along the route.
5. Horizontal location of the Right of Way lines of Tarpon Street, Beach Drive, and Thomas Drive.
6. Cross sections shall be surveyed at 100' intervals, and shall extend to the R/W lines in each direction.
7. Contours at 1-foot intervals, together with spot elevations.
8. Horizontal and vertical location of all aboveground visible improvements and/or structures within the limits of survey.
9. Location and elevation of all stormwater infrastructure, including top elevations, pipe sizes, types, and invert elevations.
10. Location of all water meters.
11. Location of all aboveground/visible utilities within the limits of survey, including pipe sizes, types, and invert elevations. This proposal does not include excavation, or verification of buried utilities.
12. Location of all buried utilities within the limits of survey, as marked in the field by others prior to field survey pursuant to an 811 utility locate request. Once notified that utilities have been marked, Dewberry|Preble-Rish shall send a crew to locate flags and/or paint marks. However, 811 or other utility request from Dewberry|Preble-Rish may be ignored or result in an incomplete response. This proposal does not include excavation or verification of said buried utilities by Dewberry|Preble-Rish.
13. Location of improvements and marked utilities in each of the street R/Ws connecting Beach Drive to Thomas Drive.

**B. Deliverables**

Dewberry will provide the following deliverables to the City:

1. Signed/Sealed Survey Map and Report by a Florida-Licensed Surveyor & Mapper.
2. Digital copies of the survey (Adobe® PDF and AutoCAD® files).

**C. Professional Services Fees**

Topographic Survey

**Lump Sum Total    \$43,935.00**

**Attachment A**  
**Scope of Services, Task Order PLSS 2018-01**  
**CITY OF PANAMA CITY BEACH**  
**Beach Drive Water and Sewer Improvements**

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: Clifford D. Wilson III, PE  
Vice President

Name and Title: Mr. Mario Gisbert  
City Manager

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

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

Date: 1/4/18

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



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Utilities Department - Al Shortt, Utilities Director

**2. MEETING DATE:**

January 11, 2018

**3. REQUESTED MOTION/ACTION:**

Approve a Task Order with Dewberry Engineers, Inc. for surveying services related to water and sewer improvements on Beach Drive.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?** YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

Bay County has notified the City that it plans to make improvements to approximately 3.1 miles of the Thomas Drive roadway. Portions of the City water and sewer utilities that could interfere with the planned County roadway improvements will need to be relocated, or replaced. Planning is underway for that effort and it has become apparent the current utility congestion in the road right of way (r.o.w.) will make construction difficult. As a means to improve overall service in the area while simultaneously addressing the County's roadway project, staff plans to improve the water and sewer utility assets in the adjacent Beach Drive r.o.w. so certain older pipelines can be relocated within, or removed from, the Thomas Drive r.o.w.. A detailed survey of the Beach Drive right of way and several connecting streets will be required before the final utility design scope can be determined and decisions made on how to achieve the most efficient and cost effective solution. The overall project construction cost is expected to be over \$1,000,000.

Staff requested a proposal from Dewberry Engineers to provide the necessary survey effort on Beach Drive and the associated side streets. Attached for your review is their proposal as Attachment A under the current Master Services Agreement for professional land surveying services. Staff has reviewed the proposal and finds that the requested fee of \$43,935 is in line with the work effort. Also attached for your review is a draft Exhibit B, Combined Task Order and Notice To Proceed, that the City Manager would be authorized to execute on behalf of the City upon City Council approval. Staff recommends approval of the Task Order, and the project is budgeted for this fiscal year.

**WHY** - To allow the City Manager to execute Task Order PLSS 2018-01 between the City and Dewberry Engineers for surveying services related to water and sewer improvements on Beach Drive.

**WHAT** - Completion of necessary engineering and design scope to support the improvement of critical City utility assets under the Beach Drive and Thomas Drive roadways.