

RESOLUTION 18-62

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING TASK ORDER #01 2018 TO THE MASTER SERVICES AGREEMENT WITH DEWBERRY/PREBLE-RISH RELATED TO PROFESSIONAL CONSTRUCTION OVERSIGHT INSPECTION AND UTILITY COORDINATION SERVICES IN AN AMOUNT OF \$44,975.

BE IT RESOLVED by the City of Panama City Beach, Florida that the appropriate officers of the City are authorized but not required to execute and deliver on behalf of the City that certain Task Order #01 2018 to the Master Services Agreement for Professional Stormwater Engineering dated December 29, 2013 between the City and Dewberry/Preble-Rish, related to construction oversight inspection and utility coordination services of the Gulf Highlands Drainage Improvement Project in the amount of Forty Four Thousand Nine Hundred Seventy Five Dollars (\$44,975), in substantially the form attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager, whose execution of such agreement shall be conclusive evidence of such approval.

THIS RESOLUTION shall take effect immediately upon passage.

PASSED in regular session this 8th day of February, 2018.

CITY OF PANAMA CITY BEACH

By: 

Mike Thomas, Mayor

ATTEST:


Jo Smith, City Clerk

January 30, 2018

VIA E-MAIL (pcasto@pcb.gov)

Mr. Paul Casto, Public Works Director
City of Panama City Beach
116 S. Arnold Road
Panama City Beach, Florida 32413

RE: Panama City Beach – Gulf Highlands Drainage Improvements – Construction Oversight (CEI)

Dear Mr. Casto:

Due to the complexity associated with the design and construction logistics of the Gulf Highlands Drainage Improvements project and the expected utility coordination associated with open cutting Front Beach Road that will be required as part of the project, Dewberry | Preble-Rish is pleased to provide this proposal for Construction Oversight (CEI).

Dewberry | Preble-Rish proposes to provide construction oversight inspection services for the construction of the Gulf Highlands Drainage Improvements project. Dewberry | Preble-Rish will provide shop drawing reviews, response to requests for information/field utility conflicts, resident inspection services (maximum of 120 days) and attend monthly progress meetings for a fee of **\$44,975.00**. See **Attachment A** for a detailed description of the proposed services. Also **Attachment B** breaks down the staff required to complete the task.

If the Task Order is acceptable, please have it executed and return to me at the Panama City office. If you have any questions, please give me a call at 850.571.1185. We look forward to working with you on this important project and thank you for the opportunity to be of service to the City.

Sincerely,
Dewberry | Preble-Rish



Eric Pitts
Sr. Project Manager

EP/sp

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

cc: Ms. Kelly Jenkins, City Engineer, City of Panama City Beach (via email kjenkins@pcb.gov)
Mr. Cliff Wilson PE, Vice President, Dewberry | Preble-Rish (via email cwilson@dewberry.com)
Mr. Cliff Knauer PE, Associate Vice President, Dewberry | Preble-Rish (via email cknauer@dewberry.com)
Mrs. Missy Ramsey, CPA, Controller, Dewberry | Preble-Rish (via email mramsey@dewberry.com)

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Attachment A

CITY OF PANAMA CITY BEACH
GULF HIGHLANDS DRAINAGE IMPROVEMENTS

TASK ORDER – 01 2018

This task order is for the purpose of Dewberry | Preble-Rish as the ENGINEER to provide Construction Inspection / CEI services for the Gulf Highlands Drainage Improvement project to the City of Panama City Beach (City) acting by and through its Council.

DESCRIPTION OF ENGINEER'S SERVICES

SCOPE OF SERVICES

A. Construction Services

Dewberry | Preble-Rish will provide Construction Oversight/Utility Coordination Services throughout the construction process, complete shop drawing reviews in accordance with the design plans on behalf of the City and attend regular progress meetings (monthly).

B. Deliverables

Dewberry | Preble-Rish will provide the following deliverables to the City:

1. Attend progress meetings (Anticipate Monthly).
2. Provide shop drawing reviews within 5 business days of receipt back to City and Contractor.
3. Provide Resident Inspector for the 120 day project, provide inspections reports, complete with photos and hand drawn as-builts.
4. Review and Respond to requests for information and field utility conflicts.

H. Professional Services Fees

1. Construction Oversight/ Inspection Services (Resident Field Inspections, Shop Drawing Reviews & progress meetings).

<u>Lump Sum Total</u>	\$44,975.00
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IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

DEWBERRY | PREBLE-RISH

203 Aberdeen Parkway
Panama City, Florida 32405

By:  _____

Name and Title: Eric Pitts
Sr. Project Manager

Witnessed:  _____

Date: 1-30-2018

CITY OF PANAMA CITY BEACH, FLORIDA

110 South Arnold Road
Panama City Beach, Florida 32413

By: _____

Name and Title: Mr. Mario Gisbert
City Manager

Witnessed: _____

Date: _____

Attachment B

CITY OF PANAMA CITY BEACH
GULF HIGHLANDS DRAINAGE IMPROVEMENTS

SCHEDULE OF HOURS

Position	Senior Engineer Cliff Knauer, PE	Sr. Project Manager Eric Pitts	Sr. Inspector Kyle Wilson	Admin
Hourly Rate	\$185.00	\$115.00	\$80.00	\$65.00
Hours Worked				
Monthly Progress Meetings	24	48	36	NA
Shop Drawing Reviews	3	12	12	4
Inspection Service Through Construction	4	24	220	10
Review/Respond to RFI's & Field Utility Conflicts	8	36	12	10
Total	\$7,215.00	\$13,800.00	\$22,400.00	\$1,560.00
Grand Total	\$44,975.00			