

## RESOLUTION 19-89

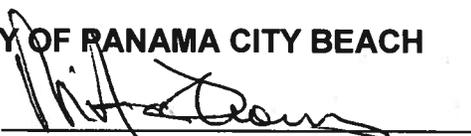
**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING TASK ORDER #1 TO THE MASTER SERVICES AGREEMENT WITH MOTT MACDONALD FLORIDA, LLC RELATED TO PROFESSIONAL UTILITY ENGINEERING SERVICES FOR THE WEST END WATER SYSTEM IMPROVEMENTS IN THE AMOUNT OF \$96,092.**

**BE IT RESOLVED** by the City of Panama City Beach, Florida that the appropriate officers of the City are authorized to deliver and execute on behalf of the City that certain Task Order #1 to the Master Services Agreement for Professional Utility Engineering Services (General Water and Sewer and Reclaimed Utility) between the City and Mott MacDonald Florida, LLC, relating to West End System Improvements, in the basic amount of Ninety-Six Thousand, Ninety-Two Dollars (\$96,092.00), in substantially the form of the Task Order attached hereto as Exhibit A 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, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this 23rd day of May, 2019.

**CITY OF PANAMA CITY BEACH**

By: 

Mike Thomas, Mayor

**ATTEST:**

  
Mary Jan Bossert, City Clerk

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

TASK ORDER NO. 1

DATE: May 23, 2019

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND MOTT MACDONALD FLORIDA, LLC RELATING TO PROFESSIONAL UTILITY ENGINEERING SERVICES dated August 23, 2018, (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 **West End Water System Improvements**.

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

a stipulated sum of **\$96,092**; 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 May 28, 2019, and shall be completed within one calendar year. The date of completion of all work is therefore May 27, 2020. 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:

MOTT MACDONALD FLORIDA, LLC.

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

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

ATTEST:

CITY OF PANAMA CITY BEACH, FL.

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

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

# ATTACHMENT A

## Task T

### **West End Water System Improvements Scope of Services (Subject to City Approval)**

#### *Understanding of Project*

Mott MacDonald (MM) understands that the City of Panama City Beach is looking to replace the existing potable water lines in residential areas bordering US HWY 98 on the west end to improve the fire prevention capabilities of the existing system.

The planning and evaluation of the water system will include consideration for replacement of the existing 2" water main with 6" and 4" water mains and associated water services. Additionally, fire hydrants and gate valves will be added to the design to implement fire protection and provide added operational and maintenance control of the system. The project is separated into two areas with the "A" area encompassing Avenue B, Avenue C, Verona St., Spires St., and Herlong St. Area "B" is the length of Rose Lane from US Highway 98 to Front Beach Road.

#### *Project Initiation and Kickoff*

A strong project start is of utmost importance. During this phase of the project, establishing clear lines of communication and responsibilities between all parties involved is critical. Our proposed project kickoff meeting will review the work plan, expectations for the project, lines of communication, and project design standards. We will work in close collaboration with the City to establish a good working relationship and to structure the project to meet your expectations.

#### *Field Reconnaissance, Data Collection, and Utility Search*

Obtaining all available data is critical in the planning/design development stage of utility projects. Typical engineering challenges in projects involve designing improvements around existing structures and utilities, existing terrain, protected trees, and other such obstacles, with minimum interference and disturbance.

At a minimum the following data will be obtained for the project:

- ◆ Site survey which will include horizontal and vertical control, right-of-way limits, topographic features, existing utility locations (with sewer manhole depths) and down-gradient stormwater facilities.
- ◆ Review of existing reports, as-built and record drawings.
- ◆ Right-of-way and easement maps.

#### *Preliminary Design*

The purpose of the preliminary design (typical up to 30 percent) is to establish the design basis or criteria, identify pipeline routes, perform preliminary modeling or hydraulic calculations. Major challenges associated with the project will be identified and addressed. During this phase of the project, alternatives and/or evaluations will be conducted to determine the most cost effective or preferred method for project implementation including cost estimates. As a Quality Assurance Measure, the preliminary design documents will be reviewed by MM's technical review committee.

### ***Surveying Services***

A complete topographic survey of the sites and routes for the water system improvements will be completed. This information will be used in preparing the construction plans and for designing the systems. Boundary surveys are not included in this scope of work but can be added as additional services if the need of such is identified.

### ***Final Design***

Upon concurrence of the preliminary phase of work, MM will proceed into final design. As the plans are completed, review sets will be submitted to the City at various completion levels (typically at 60 and 90 percent) or as requested with the final deliverable to provide a bid set of plans and specifications (contract documents). The plans will be assembled so that a contractor will know all components of the proposed work, as well as the obstacles within the construction limits. It will also be necessary to work with the owners of any existing utilities during the final design to determine if relocation and/ or temporary support of their utilities will be required. At the 90 percent phase, as a quality assurance measure, MM will conduct two specialist reviews, 1) constructability review; such a review helps mitigate constructability issues, change orders and unforeseen costs during the construction phase and 2) operations review; such a review helps develop and review maintaining system operations and provide input on construction sequence to minimize disruption to existing operations during construction activities.

### ***Regulatory Permitting***

MM believes in a proactive approach to permitting which includes pre-application meetings between MM, the City, and regulatory agencies to define elements of the project and foster continuous interaction. Based on the project's complexity, one to two meetings will occur during the preliminary phase. MM realizes these agencies are part of the project team, and open and positive communication is important in obtaining permits without delays or redesigns. MM will assist in preparing and submitting the permit applications when the plans are near completion and have been approved by the City. Permit applications will be prepared for FDOT Utility in Right of Way and FDEP. It is noted that permit application fees are not included in the scope of services. At this point MM is not aware of any impacts to wetlands, and therefore has not included services to obtain an Environmental Resource Permit (ERP).

### ***Bidding***

MM will assist during the bidding stage to answer questions for addendums, review contractors' bids, and make a recommendation for award of the construction contract. MM will provide a certified bid tab for the City's use if so desired.

### ***Services During Construction***

During the construction phase, MM will review shop drawings and contractor's pay requests, provide technical assistance, attend or conduct construction progress meetings, and assist during project closeout and start-up, including final inspections and assuring compliance with punch lists. Biweekly onsite inspections will be conducted to determine contract compliance.

**Project Completion and Certification**

MM understands the importance of items such as record drawings and warranties. Record drawing and as-built information is critical and are necessary to operate the facilities and to understand where infrastructure is located. MM will ensure that the contractor meets the completion requirements of the project.

**Fee**

MM proposes the following fee for the project. The proposed fee includes the cost of the survey to be provided by Dewberry which was project specific. Additionally, bidding assistance of both areas is included.

**Engineering Fee**

Engineering Area A	\$ 35,154
Engineering Area B	\$ 27,398
Surveying Area A	\$ 11,220
Surveying Area B	\$ 6,820

**Permitting**

FDOT	\$ INC
FDEP Water	\$ INC
ERP (wetlands)	Not Anticipated

**Geotechnical Services** Not Anticipated

**Project Bidding** \$ INC

**Services During Construction**

Pre-Construction Meeting	\$ 1,500
Shop Drawing Review	\$ 1,500
Pay Application Rev & Process	\$ 1,000
Asbuilt Rev and Certification	\$ 1,500
Site Inspection Biweekly (Breakdown below) (Up to 6 months)	\$ 10,000

weeks	16	trips per week	2
hours per trip	3		
Description	rate	QTY	Subtotal
Inspector IV	\$ 85 / hr	96	\$ 8,160.00
Engineer IV	\$ 175 / hr	6	\$ 1,050.00
mileage	0.58	1408	\$ 816.64
TOTAL			\$ 10,026.64

**Total Project Cost**

~~\$902,012~~  
**982,604**

Should this proposal meet with your approval, MM will complete the Task Order Form in accordance with the General Engineering Agreement.



# **Panama City Beach Water Main Improvements Estimates**

April 30, 2019

City of Panama City Beach

# 1 Estimate for Ave B & C from Hwy. 98 to Herlong St.

Water Main Replacement Estimate				
Description	Qty.	Unit	Unit Cost	Total Cost
Mobilization	1	LS	\$15,000.00	\$15,000.00
Maintenance of Traffic	1	LS	\$10,000.00	\$10,000.00
Cut and Cap Existing Pipe	10	EA	\$100.00	\$1,000.00
4" Water Pipe	1340	LF	\$30.00	\$40,200.00
6" Water Pipe	3300	LF	\$35.00	\$115,500.00
6" Gate Valves	4	EA	\$1,100.00	\$4,400.00
4" Gate Valves	4	EA	\$900.00	\$3,600.00
Fire Hydrant Assembly	9	EA	\$4,500.00	\$40,500.00
6" HDD	210	LF	\$100.00	\$21,000.00
4" HDD	90	LF	\$80.00	\$7,200.00
Water Service, Long (HDD)	29	EA	\$1,100.00	\$31,900.00
Water Service, Short	27	EA	\$600.00	\$16,200.00
D.I. Fittings	1050	LB	\$7.00	\$7,350.00
16" x 6" Tapping Sleeve and Valve	2	EA	\$3,000.00	\$6,000.00
Remove and Replace Driveway (Asphalt)	50	SY	\$100.00	\$5,000.00
Remove and Replace Driveway (Concrete)	100	SY	\$100.00	\$10,000.00
Misc. Concrete	25	CY	\$500.00	\$12,500.00
Remove and Reinstall Storm Pipe	80	LF	\$100.00	\$8,000.00
Solid Sod	800	SY	\$7.00	\$5,600.00
Seed and Mulch	1200	SY	\$5.00	\$6,000.00
Landscaping	1	LS	\$2,000.00	\$2,000.00
Record Drawings	1	LS	\$7,500.00	\$7,500.00
Erosion Control / NPDES	1	LS	\$10,000.00	\$10,000.00
<b>Construction Subtotal</b>				<b>\$386,450.00</b>
<b>Contingency</b>	<b>20%</b>			<b>\$77,290.00</b>
<b>Construction Cost</b>				<b>\$463,740.00</b>
<b>Engineering</b>				<b>\$35,154.00</b>
<b>Surveying</b>				<b>\$11,220.00</b>
<b>Construction Inspection</b>				<b>\$TBD</b>
<b>Total Price</b>				<b>\$510,114.00</b>

## 2 Estimate for Rose Ln.

<b>Water Main Replacement Estimate</b>				
<b>Description</b>	<b>Qty.</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Mobilization	1	LS	\$11,000.00	\$11,000.00
Maintenance of Traffic	1	LS	\$7,500.00	\$7,500.00
Cut and Cap Existing Pipe	5	EA	\$100.00	\$500.00
6" Water Pipe	2250	LF	\$35.00	\$78,750.00
6" Gate Valves	8	EA	\$1,100.00	\$8,800.00
Fire Hydrant Assembly	4	EA	\$4,500.00	\$18,000.00
6" HDD	140	LF	\$100.00	\$14,000.00
Water Service, Long (HDD)	29	EA	\$1,100.00	\$31,900.00
Water Service, Short	23	EA	\$600.00	\$13,800.00
D.I. Fittings	600	LB	\$7.00	\$4,200.00
16" x 6" Tapping Sleeve and Valve	1	EA	\$3,000.00	\$3,000.00
8" x 6" Tapping Sleeve and Valve	1	EA	\$1,200.00	\$1,200.00
Remove and Replace Driveway (Asphalt)	300	SY	\$100.00	\$30,000.00
Remove and Replace Driveway (Concrete)	320	SY	\$100.00	\$32,000.00
Misc. Concrete	10	CY	\$500.00	\$5,000.00
Remove and Replace Pavers	20	SY	\$100.00	\$2,000.00
Solid Sod	1000	SY	\$7.00	\$7,000.00
Seed and Mulch	200	SY	\$5.00	\$1,000.00
Landscaping	1	LS	\$2,000.00	\$2,000.00
Record Drawings	1	LS	\$6,000.00	\$6,000.00
Erosion Control / NPDES	1	LS	\$7,500.00	\$7,500.00
<b>Construction Subtotal</b>				<b>\$285,150.00</b>
<b>Contingency</b>	<b>20%</b>			<b>\$57,030.00</b>
<b>Construction Cost</b>				<b>\$342,180.00</b>
<b>Engineering</b>				<b>\$27,398.00</b>
<b>Survey</b>				<b>\$6,820.00</b>
<b>Construction Inspection</b>				<b>\$TBD</b>
<b>Total Price</b>				<b>\$376,398.00</b>

