

RESOLUTION 16-38

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING TASK ORDER #2016-02 TO THE MASTER SERVICES AGREEMENT WITH MCNEIL CARROLL ENGINEERING, INC. RELATED TO THE CITY'S GLADES SOUTH CHANNEL DRAINAGE IMPROVEMENTS PROJECT IN AN AMOUNT OF \$20,000.

BE IT RESOLVED 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 #2016-01 to the Master Services Agreement between the City and McNeil Carroll Engineering, Inc., dated December 29, 2013, for general, localized stormwater engineering services, related to **the Glades South Channel drainage improvements project**, in a total amount of Twenty Thousand Dollars and No Cents (\$20,000.00), in substantially the form attached and presented to the Council today, draft dated December 29, 2015, 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 be effective immediately upon passage.

PASSED in regular session this 14th day of January, 2016.

CITY OF PANAMA CITY BEACH

By: Gayle F. Oberst
Gayle F. Oberst, Mayor


ATTEST:

Diane Fowler
Diane Fowler, City Clerk

Memorandum

To: Mario Gisbert

CC: Holly White, Paul Casto

From: Kelly Jenkins 

Date: December 29, 2015

Subject: Professional Stormwater Engineering Services Task Order –
Glades South Channel Improvements (near St. Bernadette)

In August 2013 CDM Smith was tasked to analyze different possible scenarios, for the Glades stormwater basin to see if proposed infrastructure improvements could help alleviate some of the flooding for 100 year rainfall events. The report suggested making a few different improvements when combined would be able to drop flooding levels approximately 0.6' in those areas where the most damage occurred to residences. One of the recommendations is to clean out and maintain the historic channel connecting the St. Bernadette Catholic Church pond to the existing channel currently connected to the Moylan Road system (see Exhibit A).

This channel has not been maintained and large quantities of various different types of debris were discovered along the channel. Staff has had preliminary discussions with McNeil Carroll Engineering to determine an alignment that would reconnect this channel which would include a culvert crossing. These improvements would help keep this drainage connection operational.

Staff requested and has received a proposed task order number 2016-02 (see Exhibit B w/ attachments) for work under the Master Services Agreement (MSA) with one of the City's stormwater consultants, McNeil Carroll Engineering Inc., to come up with final design of the connection and culvert crossing beneath the Gulf Power Easement. The proposal attached will provide services for survey, engineering design, bidding, permitting and construction oversight.

Staff recommends approval of this proposal in the amount of \$20,000 and has sufficient funds in this fiscal year stormwater budget.



Figure 6
Church Pond Channel
The Glades Flood Study
Update and Evaluation

Exhibit A



EXHIBIT B
COMBINED TASK ORDER AND
NOTICE TO PROCEED

TASK ORDER NO. 2016-02

DATE December 29, 2015

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND McNeil Carroll Engineering, Inc. RELATING TO GENERAL, LOCALIZED PROFESSIONAL STORMWATER ENGINEERING 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 **Exhibit B Attachments, Scope of Services**, relating to the **Glades South Channel Drainage Improvements Project (near St. Bernadette)**.

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

- a stipulated sum of \$ \$20,000.00; 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 at the rates set forth upon incorporated Attachment B, Hourly Fee Breakdown (if applicable), with a maximum cost of \$ _____;

and shall be paid in monthly installments as specified in the Agreement.

Work shall begin on _____, 2016, and shall be completed within 4 months. The date of completion of all work is therefore _____, 201____. 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:

McNeil Carroll Engineering, Inc.

By: _____ Date: _____
Its:

ATTEST:

City Clerk

CITY OF PANAMA CITY BEACH, FLA.

By: _____ Date: _____
City Manager

**MCNEIL—
—CARROLL**
ENGINEERING, INC.
PROFESSIONAL ENGINEERING CONSULTANTS

December 29, 2015

SENT VIA EMAIL

Ms. Kelly Jenkins, P.E.
City of Panama City Beach
110 South Arnold Road
Panama City Beach, FL 32413

Re: Task Order # 2016-02
Proposal for Engineering Services
Glades South Channel Improvements (near St. Bernadette)
Panama City Beach, Florida
MCEI File No. 245.27

Dear Ms. Jenkins:

McNeil Carroll Engineering, Inc. is pleased to have the opportunity to provide professional services for the proposed drainage improvement project located in Panama City Beach, Florida. Based on information provided to us, we have developed the following scope of services for your review and consideration.

Professional Service Description

- Task 1: Topographical Surveying (\$3,500.00)**
Preble Rish, Inc. will provide topographical surveying identifying existing grades and existing improvements for channel improvements.
- Task 2: Engineering Design (\$12,000.00)**
MCEI will provide engineering services designing the channel improvements including pipe sizing.
- Task 3: Construction and Bidding Documents (\$1,500.00)**
MCEI will prepare specifications and bid documents for bidding purposes for construction and oversee bidding process.
- Task 4: Permitting (\$1,500.00)**
MCEI will submit documents to FDEP and USACOE for regulatory approvals.
- Task 5: Construction Oversight (\$1,500.00)**
MCEI will provide construction observation during construction.

Panama City

475 Harrison Avenue, Suite 200
Panama City, FL 32401

Phone (850) 763-5730
Fax (850) 763-5744

mcneilcarroll.com

Panama City Beach

17800 Panama City Beach Parkway
Panama City Beach, FL 32413

Phone (850) 234-1730
Fax (850) 234-1731

COMPENSATION

The work described above will be performed on a flat fee basis with progress billing rates. The flat fee to complete the work described herein is as follows:

Task 1-5 Total: **\$20,000.00**

Once again, we appreciate your consideration of McNeil Carroll Engineering, Inc. and look forward to providing the City of Panama City Beach with quality engineering services. Should you have any questions or need any additional information, please do not hesitate to call.

Sincerely,

McNeil Carroll Engineering, Inc.



Robert Carroll, P.E.
Vice President

ACCEPTANCE

BY: _____

Mario Gisbert, City Manager
City of Panama City Beach

DATE: _____

RLC/sd
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