

RESOLUTION 16-39

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING TASK ORDER #2016-01 TO THE MASTER SERVICES AGREEMENT WITH PREBLE-RISH, INC. RELATED TO THE CITY'S GLADES AND HOMBRE OUTFALL IMPROVEMENTS NORTH OF US-98 IN AN AMOUNT OF \$90,400.

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 Preble-Rish, Inc., dated December 29, 2013, for general, localized stormwater engineering services, related to **the Glades Hombre Outfall improvements north of U.S. 98**, in a total amount of Ninety Thousand Four Hundred Dollars and No Cents (\$90,400.00), 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, Mayor

ATTEST:


Diane Fowler, City Clerk

Memorandum

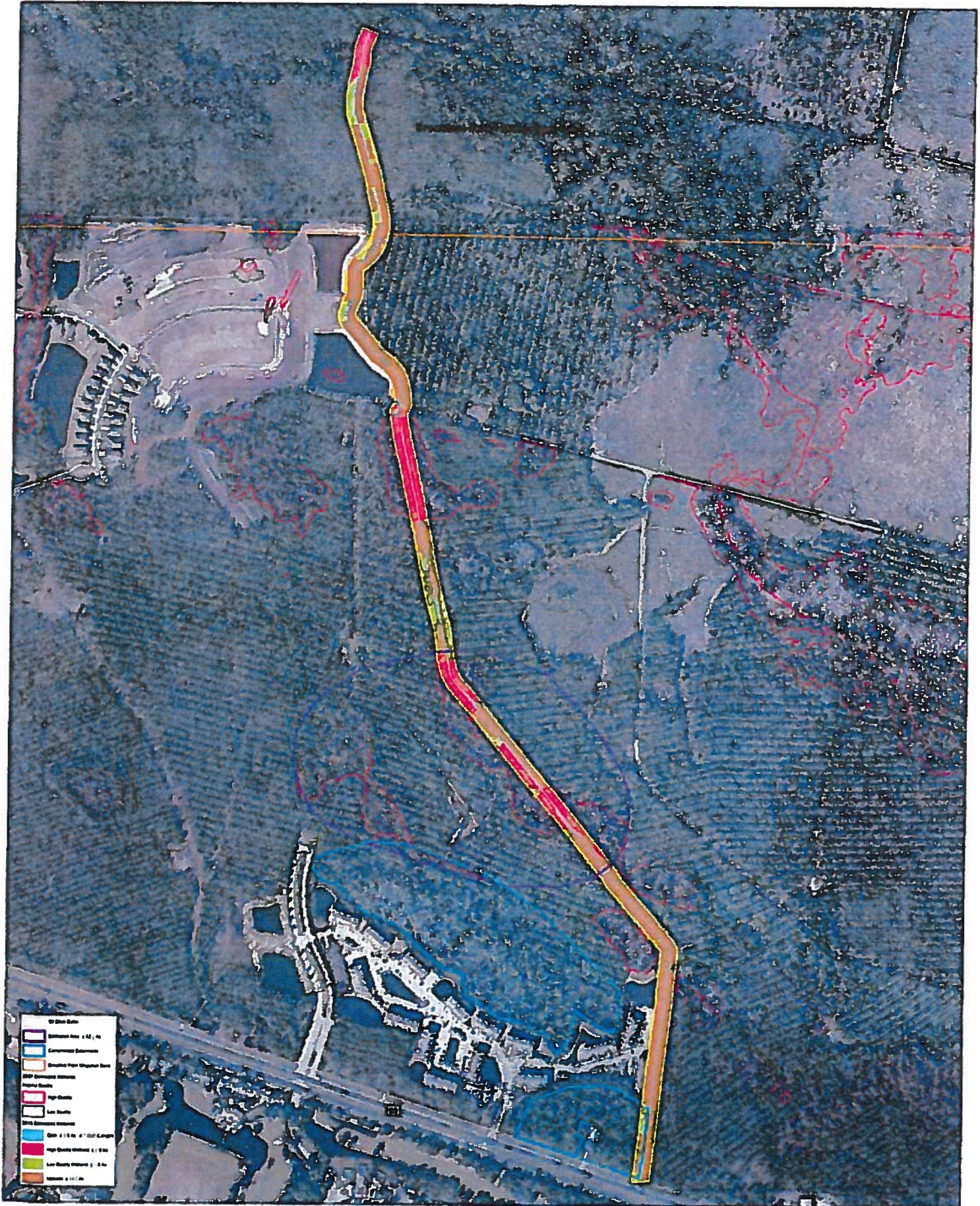
To: Mario Gisbert
CC: Holly White, Paul Casto
From: Kelly Jenkins 
Date: December 29, 2015
Subject: Professional Stormwater Engineering Services Task Order –
The Glades and Hombre Outfall Improvements North of US-98

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 which combined would be able to drop flooding levels approximately 0.6' in those areas where the most damage occurred to residences. Another recommendation from the report is to widen the channel that the Glades discharges to on the north side of Back Beach Road which then outfalls into West Bay (see Exhibit A).

This ditch runs primarily through St. Joe land which lies within their overall planned Breakfast Point Subdivision. Along this ditch are many different land designations including conservation easements, mitigation banks, and wetlands (both high and low quality). In February 2015 the outfall route was flagged and surveyed by Icarus Ecological Services, Inc. The survey information of these wetland impacts was utilized when staff, Preble-Rish, Inc. (PRI), and Icarus met with the Florida Department of Environmental Protection (FDEP) and the Corps of Engineers (COE). During that meeting it was determined that an individual permit would be required for permitting through these agencies.

Staff requested and has received a proposed task order number 2016-01 (see Exhibit B w/ attachments) for work under the Master Services Agreement (MSA) with one of the City's stormwater consultants, Preble-Rish, Inc., to provide the tasks necessary to permit and design the widening of this channel. They have also utilized a sub-consultant, ICARUS Ecological Services Inc. The proposal attached will provide services to survey, design, plans preparation, bidding and construction services, and environmental permitting.

Staff recommends approval of this proposal for a total project cost in the amount of \$90,400 and has sufficient funds in this fiscal year stormwater budget. Due to the extensive amount of permitting efforts required, this task order is estimated to be completed within one year from the notice to proceed.



Prepared by Icarus Ecological Services, Inc
904.307.9511
8638 Ranchwood Lane
St. Augustine, FL 32082

Exhibit A



EXHIBIT B
COMBINED TASK ORDER AND
NOTICE TO PROCEED

TASK ORDER NO. 2016-01

DATE December 29, 2015

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND Preble-Rish, 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 and Hombre Outfall Improvements North of US-98.

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

- a stipulated sum of \$ \$90,400.00; 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 one calendar year. 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:

Preble-Rish, Inc.

By: _____ Date: _____
Its:

ATTEST:

City Clerk

CITY OF PANAMA CITY BEACH, FLA.

By: _____ Date: _____
City Manager



PREBLE-RISH INC
CONSULTING ENGINEERS & SURVEYORS

December 28, 2015

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

RE: The Glades and Hombre Outfall Improvements North of US-98

Dear Ms. Jenkins,

The Glades and Hombre Outfall Improvement project has been carefully reviewed with on-site inspections and review of the recommendations by CDM in the October 2014 study referred to as "The Glades Flood Study Update and Evaluation". The overall concept is to improve the discharge rates for the Glades basin by constructing an improved outfall ditch that would be wider with a new alignment to provide additional capacity and reduce peak flood stage elevations south of US-98.

In February of 2015 the proposed outfall route was flagged and surveyed by Icarus Ecological Services, Inc. to determine the limits of the low and high quality wetlands for a 50 foot wide cross section centered on the existing ditch alignment. The purpose of the new survey was to verify the estimated impacts for meetings with the DEP and ACOE that would provide direction on the permitting process, estimated timeframes, and submittal requirements. The survey that was conducted determined that there were a total of 2.9 acres of high quality wetland impacts and 1.8 acres of low quality wetland impacts.

In April 2015 you attended meetings that were conducted with PRI and Icarus Ecological Services, Inc. (Thomas Estes) to determine the best options for design to minimize wetland impacts within DEP and ACOE jurisdictional areas. The DEP meeting was conducted with Charlotte Cope, P.E. and it was determined that the EMA process would be followed for any proposed impacts. The meeting with ACOE was conducted with Andy Kozlowskis and it was determined that the project would require an individual project approval (IP) due to the amount of impacts that were being proposed for project construction.

The following are the service summaries for design, plans preparation, bidding and contract services, and environmental permitting for the proposed outfall ditch improvements north of US-98. PRI is subcontracting the environmental permitting through Icarus Ecological Services, Inc. as we have discussed in the meetings with both the DEP and ACOE in preliminary meetings.

Surveying – Provide topographical survey with one foot contours to include cross sections at 100 foot intervals through the straight segments and 50 foot intervals in all bends and curves. In addition, provide wetland flag locations at key areas where high quality wetland impacts are anticipated. Low quality wetland areas will utilize the GPS data points already established by Icarus Environmental Services, Inc..

Survey Total - \$11,350.00

Design and Construction Plans – Provide design to meet minimum requirements from CDM study including ditch profiles, cross sections, earthwork quantities, and impact areas required for permit drawing preparation. Includes typical sections, erosion control, slope stabilization recommendations, and construction specifications

Design Total - \$35,500.00

Bidding, Inspection and Contract Services – Provide Specifications to City of Panama City Beach standard template format with detailed bid schedule, work plan, project overview, and advertisements. Conduct pre-bid conference or prequalification package (or both) and attend bid opening, provide award recommendations, and handle contract administration with pay request verification / approval. In addition, provide periodic on-site inspection during construction with a minimum of 16 hours per week (192 hours) assuming a 90 day construction schedule.

Bidding, Inspection, and Contract Services Total - \$14,550.00

Environmental Permitting – PRI will subcontract the environmental services to Icarus Ecological Services, Inc. which will include the following items: The consultant will participate in the preliminary jurisdictional wetland evaluation approval process with FDEP and the Corps (USACE). The consultant will prepare and submit Individual Permit and/or Ecosystem Management Agreement Individual Project Approval packages for both State and Federal agencies (FDEP and USACE). Icarus will prepare the Corps Individual Permit application using the Joint Application SWERP forms for Individual Projects. Icarus will address required federal review topics such as; listed species (if any), minimization and avoidance, secondary impacts, UMAM and the 404(b) (1) guidelines, which require an Alternative Sites Analysis. It is likely that an EMA will be required for the project from FDEP. The EMA is a binding agreement between FDEP and The St. Joe Company (SJC) and covered all properties owned by (SJC) at the time of execution (2004). The proposed Glades Ditch Improvement Project occurs within the EMA identified lands. As such, SJC will be a required co-applicant for the Individual Project Approval (IPA) issued under the EMA. If more than 20% of the low quality wetlands are impacted, low quality wetlands within the highway 98 sub-basin will be required to be placed into a Conservation Easement (CE) at a ratio of 4:1. The direct impacts to both low quality and high quality wetlands will require the use of credits from the Breakfast Point Mitigation Bank (BPMB) which is currently estimated to provide credits for \$75,000 per credit. Icarus will prepare and submit the EMA request for IPA, or Individual Permit, whichever is ultimately required by FDEP. It is estimated that the permitting fees will be between \$1,500 and \$5,000 for FDEP, depending on which mechanism the Department ultimately decides must be used. These fees will be paid by the City of Panama City Beach once the exact fee amount is determined by DEP. The coordination efforts with the St. Joe Company will include the City representatives and will be one of the key aspects to approval for the ditch improvement project. Both PRI and Icarus will attend coordination meetings and

Ms. Kelly P. Jenkins, P.E., CFM
The Glades and Hombre Outfall Ditch Improvements
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provide assistance with any information needed for key decision making that will be required by the City and St. Joe Company during the permitting process.

Environmental Permitting Services Total - \$29,000.00

Total Project Cost - \$90,400.00

The estimated timeframe for completion of survey, design, and permitting for the project to be ready for advertising and construction is one year from the notice to proceed. The permitting portion of the effort is estimated at seven (7) months of the total. The use of an EMA will require frequent coordination with St. Joe Company, including authorizations, documentation, and the use of credits from Breakfast Point Mitigation Bank. In addition, the applicant will need to submit project information and data in hard copy and electronic form to St. Joe Company for the RGP-SAJ86 / EMA annual compliance report, and ledger information required by the EMA.

Thank you for the opportunity to provide the services outlined above and please sign the attached Task Order to execute the contract. Please let me know if you have any questions or need any additional information related to the completion of the project.

Sincerely,



Cliff L. Knauer, P.E., CFM
Vice President
Preble-Rish Inc.

cc: Cliff Wilson, President Preble-Rish Inc.

**CITY OF PANAMA CITY BEACH
NORTH GLADES AND HOMBRE DRAINAGE IMPROVEMENTS
PRI PROJECT NO. 211.213**

TASK ORDER 2016-01

This Task Order is for the purpose of Preble-Rish, Inc. (PRI) as the Engineer to provide professional services for the North Glades and Hombre Drainage Improvements project to the City of Panama City Beach (City) acting by and through its Council. PRI understands that the City is pursuing the Glades and Hombre Drainage Improvements as part of the overall Master Stormwater Evaluation and is in accordance with the CIP priority list. PRI has developed the following scope of services and associated fee schedule in an effort to develop 100% engineering documents and to obtain the necessary permits. The Environmental Permitting will be subcontracted to Icarus Ecological Services, Inc. as outlined in the proposal documents.

DESCRIPTION OF SCOPE OF SERVICES

SURVEYING - \$11,350.00

A. Topographic Survey - \$7,850.00

1. Conveyance system survey to include US-98 culvert crossing, Hombre weir area, and existing channel to the limits of the Breakfast Point Mitigation Bank boundaries. Survey will include location of high quality wetland flags and cross sections at 100 ft intervals with 50 ft intervals in bends and channel curves.

B. As-Built Survey - \$3,500.00

1. Provide as-built topographic survey after construction is completed for inclusion into the modeling for the Glades Basin to update the SWIMM data.

ENGINEERING SERVICES - \$50,050.00

A. Outfall Design - \$ 28,500.00

1. Provide plan and profiles for ditch improvements to the BPMB property limits
2. Provide cross sections with earthwork quantities for contractor take off and bidding
3. Provide details for slope stabilization, erosion control, staging, and specifications
4. Construction Plans Preparation with details for bidding out the project

B. Permit Drawings and Exhibits - \$5000.00

1. Provide permit drawings and exhibits as required to assist Icarus Ecological Services, Inc.
2. Provide earthwork quantities for impact areas and staging plans for avoidance of high quality wetland areas

C. Meetings - \$2000,00

Attend meeting with and for Owner as required to efficiently complete the services required under this scope of work. Coordination efforts with St. Joe Company and the City will be key components of project success.

1. Kick-off meeting with Owner.
2. Preliminary outfall layout meeting at 30% to evaluate options.
3. 60% review meeting with Owner.
4. Coordination meetings with St. Joe Company and City
5. FDEP/USACOE pre-application meetings.
6. 90% construction plan review meeting.

D. Contract Administration - Bidding and Inspection Services - \$14,550.00

1. Consultant to provide project Contract Administration during construction through the construction process full time during the construction activities. Includes preparation of all bidding and contract documents to meet the City of Panama City Beach templates with bid schedules, project overview, work plan, etc.
2. Provide periodic inspection through project completion estimated at 18 hours per week with a 90 day completion timeframe.
3. Project closeout including submittals for DEP and ACOE required for environmental permit compliance

ENVIRONMENTAL SERVICES - \$29,000.00

A. Environmental Permitting- DEP and ACOE permitting - \$29,000.00

Consultant will prepare permit packages and submittals for each phase which includes submittals to the following agencies/permits:

1. FDEP and ACOE pre-application meetings and conference calls
2. EMA permit modifications as required
3. Permitting Packages - The consultant will participate in the preliminary jurisdictional wetland evaluation approval process with FDEP and the Corps (USACE). The consultant will prepare and submit Individual Permit and/or Ecosystem Management Agreement Individual Project Approval packages for both State and Federal agencies (FDEP and USACE). Icarus will prepare the Corps Individual Permit application using the Joint Application SWERP forms for Individual Projects. Icarus will address required federal review topics such as; listed species (if any), minimization and avoidance, secondary impacts, UMAM and the 404(b) (1) guidelines, which require an Alternative Sites Analysis. ngs with St. Joe Company and City of Panama City Beach to coordinate permitting

EXCLUSIONS

1. All agencies permit application fees.
2. Electrical, cable, telephone, gas, or other communication utility design
3. Dredge and fill plans and permitting beyond project limits.
4. Geotechnical Evaluation and Testing

FEE ESTIMATE

Professional Services Fees

A. Surveying	\$11,350.00
B. Engineering / Design / Contract Administration	\$50,050.00
C. Environmental Permitting	\$29,000.00

Total \$90,400.00

Note:

Permitting fees and advertisement fees are not included and are the responsibility of the City.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

PREBLE-RISH, INC.
877 C.R. 393 North
Santa Rosa Beach, Florida 32454

By: 

Name: CSR Krzymer, PE.

Title: Senior Vice President

Witnessed: 

Date: 12.29.15

CITY OF PANAMA CITY BEACH, FLORIDA
110 S. Arnold Road
Panama City Beach, Florida 32413

By: _____

Name: Mario Gisbert

Title: City Manager

Witnessed: _____

Date: _____