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March 29, 2021

Via E-mail smazloun@pcgov.org

Ms. Samar Mazloun, P.E.
City Utilities Engineer
City of Panama City
501 Harrison Avenue
Panama City, Florida 32401

**RE: City of Panama City- 39th Street Sewer Improvements
Professional Services Fee Proposal**

Dear Ms. Mazloun:

Dewberry Engineers Inc. (Dewberry) is pleased to provide the enclosed Task Order to the City of Panama City for professional services associated with Sewer Improvement project required to re-route the existing sewer along Hwy 390 to the new Lift Station #34 currently under construction. Dewberry has met with City staff and understands what the City's expectations are. This project is necessary to upgrade existing sewer lines and install necessary piping to four (4) existing lift stations #31, #39, #98, & #102.

Dewberry has prepared the enclosed Task Order (**Attachment A**) which details our scope of services. Dewberry proposes to provide the services described in the attached Task Order for a lump sum fee of **\$67,785.00**. The Estimated Hours / Fees is attached as **Attachment B**.

If this task order is acceptable to the City, please execute and return to our Panama City office. There is a 60-day timeline from the date of executed Task Order to have plans designed and permitted and ready for construction. 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 of Panama City.

Sincerely,
DEWBERRY

Eric Pitts
Associate
Senior Project Manager

EP/sp

Approved.
Mark W. [Signature]
31 Mar 21

cc: Mr. Johnny C Sims, P.E., Panama City Public Works (via jsims@pcgov.org)
Ms. Angie Lightfoot, Panama City Utilities Department (via astokes@pcgov.org)
Mr. Cliff Wilson, P.E., Vice President, Dewberry (via cwilson@dewberry.com)
Mr. Jonathan Sklarski, P.E. Branch Manager, Dewberry (via jsklarski@dewberry.com)
Mrs. Missy Ramsey, Accounting/Finance, Dewberry (via mramsey@dewberry.com)

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ATTACHMENT A

Scope of Services Proposal CITY OF PANAMA CITY 39TH STREET SEWER IMPROVEMENTS

Reference is made to that certain **CONTINUING SERVICES CONTRACT FOR ENGINEERING AND RELATED SERVICES AGREEMENT BETWEEN THE CITY OF PANAMA CITY AND DEWBERRY ENGINEERS, INC.** dated June 29, 2017, (the "Agreement"), the terms, conditions and definitions of which are incorporated herein as if set forth in full. Neither part is in breach of the Agreement.

This task order is for the purpose of Dewberry Engineers Inc. (Dewberry), as the ENGINEER, to provide professional engineering services in conjunction with the 39th Street Sewer Improvements Project for the City of Panama City (City) acting by and through its council.

Scope of Work: Route survey along 39th Street from intersection of Hwy 390 west to existing lift station #31, #39, force main from #98, & #102. The survey will include the adjacent property owners, wetland limits and existing easements for the proposed force main upgrade. The upgrade and piping changes are necessary to re-route the existing sewer flow out to a new 12" force main along Hwy 390 to serve as the primary influent for the new LS #34 under construction. The new lift station, force mains and changes are part of the process to remove the old force mains and lift station currently on the old airport property or SweetBay Development.

Task A. SURVEYING SERVICES

1. Provide route topographic survey and canal profile. Survey will include from the north edge of pavement to the R/W along 39th Street then pick up the area from the canal south within the utility easement we think the City has up to where Torino Way extends south. The canal profile will be at the extension of Torino Way in line with the lift station of Tuscany Road. Survey will include adjacent property lines and all recorded easements along the route.

Task B. PERMITTING SERVICES

1. Prepare and submit plans to FDOT for the Utility Use Permit.
2. Prepare and submit to FDEP for Wastewater Permit.
3. Prepare wetland exhibits.
4. Prepare and submit to FDEP for a General Permit for any surface water impacts.
5. Prepare and submit to ACOE for a Nationwide Permit for any surface water impacts.

Task C. ENGINEERING SERVICES

1. Prepare the sewer design plan.
2. Prepare vertical profile for ditch crossings for directional bore locations.
3. Prepare connection plan and detail for lift station connections
4. Prepare air/vacuum release valve location plan.
5. Prepare erosion and sediment control plan.
6. Specify City of Panama City standard utility details.
7. Prepare detailed bid tab and change order to L&K Contracting for the additional work to be added to existing contract.

Task D. MEETINGS AND COORDINATION

1. Coordinate with all 3rd party utility owners to obtain and incorporate design files.
2. Coordinate with Bay County Utilities to verify location of any existing facilities.
3. Attend meetings with City of Panama City to review design plans.
4. Attend pre-application meetings with permitting agencies (FDEP, ACOE, etc).

PROFESSIONAL SERVICES FEES SUMMARY

Task A: Surveying Services	\$ 6,785.00
Task B: Permitting Services	\$ 7,500.00
Task C: Engineering Services	\$ 51,750.00
Task D: Meetings and Coordination	\$ 1,750.00

TOTAL PROPOSED FEE: **\$67,785.00**

Services not included in this proposal are as follows:

1. Permit application fees.
2. Hydraulic modeling.
3. Extension of utility beyond the limits.
4. As built survey (contractor responsibility).
5. Construction stakeout (contractor responsibility).
6. Materials testing
7. Construction Inspection
8. Gopher Tortoise Inspection

DEWBERRY ENGINEERS INC.
203 Aberdeen Parkway
Panama City, Florida 32405

By: 

Name and Title: Eric Pitts, Associate, Senior Project Manager

Date: 3/29/2021

CITY OF PANAMA CITY
501 Harrison Avenue
Panama City, FL 32401

By: _____

Name and Title: Mr. Mark McQueen, City Manager

Date: _____

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ATTACHMENT B

Dewberry Engineers Inc.		FEE COMPUTATION									
Task No.	Hourly Rate	Senior Project Engineer	Project Engineer	2-Man Survey Crew	Senior Professional Land Surveyor	Administrative	CADD Technician	Total Hours	Cost For Activity		
		Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Cost	Activity
39th Street Sewer Improvements		\$165.00	\$140.00	\$155.00	\$170.00	\$90.00	\$125.00				
A Surveying Services											
1	Provide Route Topographic & Canal Profile	6.00	2.00	22.00	5.00	3.00	8.00	46.00	\$6,800.00	\$6,800.00	
B Permitting Services											
1	Prepare and Submit Plans to FDOT for the Utility Use Permit	5.00	2.00			2.00	2.00	11.00	\$1,535.00	\$1,535.00	
2	Prepare and Submit to FDEP for Wastewater Permit	5.00	2.00			2.00	2.00	11.00	\$1,535.00	\$1,535.00	
3	Prepare Wetland Exhibits	5.00	2.00			1.50	5.00	13.50	\$1,865.00	\$1,865.00	
4	Prepare and Submit to FDEP for a General Permit for any surface water impacts	5.00	2.00			2.00	2.00	9.00	\$1,285.00	\$1,285.00	
5	Prepare and submit to ACOE for Nationwide Permit for any surface water impacts	5.00	2.00			2.00	2.00	9.00	\$1,285.00	\$1,285.00	
C Engineering Services											
1	Prepare the sewer design plan	60.00	10.00			2.00	80.00	152.00	\$21,480.00	\$21,480.00	
2	Prepare vertical profile for ditch crossings for directional bore locations.	25.00	8.00				35.00	68.00	\$9,620.00	\$9,620.00	
3	Prepare connection plan and detail for lift station connections	25.00	7.00				20.00	52.00	\$7,605.00	\$7,605.00	
4	Prepare air/vacuum release valve location plan	12.00	7.00				12.00	31.00	\$4,460.00	\$4,460.00	
5	Prepare erosion and sediment control plan	12.00	7.00				15.00	34.00	\$4,835.00	\$4,835.00	
6	Specify City of Panama City Standard Utility Details	10.00				2.00	2.00	14.00	\$2,080.00	\$2,080.00	
7	Prepare detailed bid tab and change order to L & K Contracting for the additional work to be added to existing contract	8.00	1.00			3.00		12.00	\$1,730.00	\$1,730.00	
D Meetings and Coordination											
1	Coordinate with all 3rd party utility owners to obtain and incorporate design files.	2.50				1.50		4.00	\$547.50	\$547.50	
1	Coordinate with Bay County Utilities to verify location of any existing facilities	2.00						2.00	\$330.00	\$330.00	
1	Attend meetings with City of Panama City to review design plans.	3.00						3.00	\$495.00	\$495.00	
4	Attend pre-application meetings with permitting agencies (FDEP, ACOE, etc.)	2.50						2.50	\$412.50	\$412.50	
TOTAL MANHOURS		193.00	52.00	22.00	5.00	21.00	181.00	474.00			
TOTAL COSTS		\$31,845.00	\$7,280.00	\$3,410.00	\$850.00	\$1,890.00	\$22,625.00		\$67,900.00	\$67,900.00	