



Agenda Item Request Form

ITEM: Consideration to approve Panhandle Engineering, Inc (“PEI”) Task Order for SRF Area D-11 Improvements Construction Engineering Inspection (“CEI”) Services in the amount up to \$48,000 proposed at the standard hourly rate listed in the Task Order.

BACKGROUND INFORMATION: The City of Panama City (“the City”) will soon commence construction to improve Area D-11 located in the St. Andrews area South of 14th Street, North of 13th Street, East of Bayview Avenue and West of Arthur Avenue. PEI provided the lead engineering services on this project and therefore has intimate knowledge of the project design and overall scope of work. PEI will be tasked with coordinating with CDG for field design engineering decisions and labor interviews. It is estimated that a combined total of ~6 hours per week for 40 weeks will be associated with implementing this task.

Details of the work to be performed is attached.

DEPARTMENT HEAD RECOMMENDATION: Director recommends approval.

Budget Impact:

Budgeted? Yes: No: How much budgeted?

If more, where do you suggest funds come from? **SRF Funds**

[Click here to enter text.](#)

Cost Center: 430.6520.56500

Personnel \$ [Click here to enter text.](#)

Operating \$ [Click here to enter text.](#)

Capital \$ **48,000**

Revenue \$ [Click here to enter text.](#)

Requested By: **Jonathan H. Hayes, Director of Public Works**
Prepared By: **Samar Mazloum, Ph.D., City Utilities Engineer**
Reviewed By: **Angie Lightfoot, Administrative Specialist**
Approved By: **Jonathan H. Hayes, Director of Public Works**
Date: **June 21, 2023**