



Agenda Item Request Form

ITEM: Consideration of Approval of proposal from AnchorCEI (See Attached) for additional CEI services for an amount **NOT TO EXCEED \$8,000.00 per month through April 30, 2022**, associated with the TRIUMPH Gulf Coast Grant, Aluminum Fabrication Building (AFB) project,

Background Information: This Amendment to Task Order No.1, dated June 9, 2020, and signed by the City of Panama City (City) on November 5, 2020 (See Task Order No. 1 Attached for Reference), is incorporated in the Triumph Gulf Coast Grant.

DEPARTMENT HEAD RECOMMENDATION: Tim McGuffin – Director PMO, Award to AnchorCEI.

Budget Impact: None

Budgeted? Yes: No: How Much budgeted? [Click here to enter text.](#) If more,

where do you suggest funds come from?

Reimbursement from the Triumph Gulf Coast Grant

Cost Center Affected: [Click here to enter text.](#)

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

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

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

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

Requested By: Tim McGuffin – Director PMO

Date: 1/19/2022



P. 850.215.1285 F. 850.215.1286
450 Magnolia Avenue
Panama City, FL 32401

January 19, 2022

Mr. Tim McGuffin, Director
Project Management Office
City of Panama City
501 Harrison Avenue
Panama City, FL 32401

Sent via email to: tmcguffin@pcgov.org

**RE: Aluminum Fabrication Building Construction Inspection and Administration
Amendment No. 1 | Project No. 1600-004**

Dear Mr. McGuffin:

Anchor Consulting Engineering and Inspection (Anchor) is pleased to submit **Amendment No. 1** to the **City of Panama City (City)** for the **Eastern Shipbuilding Group – Aluminum Fabrication Building** project. This Amendment modifies the original Task Order executed by the City November 5, 2020.

Due to the extended construction timeframe for this project, Anchor is requesting this amendment for the additional services that will be required due to extending site inspections and construction administration during the time extension. This amendment extends the original contract through April 30, 2022. Should additional services be needed after this amended contract time, another amendment can be considered.

PROFESSIONAL SERVICES FEES

The services listed above shall be for a not-to-exceed monthly fee of **\$8,000.00**.

EXCLUSIONS:

Any service not detailed above is excluded from this Amendment. If additional services are required, an amendment will be prepared.

To execute this proposal, please sign on Page 2 of this Amendment and return to Anchor as our Notice to Proceed.

ANCHOR CEI, INC.

Elizabeth S. Moore, PE
President

1.19.2022
Date

CITY OF PANAMA CITY

Greg Brudnicki Date
Mayor

EASTERN SHIPBUILDING GROUP

 1-19-22
Greg Boudreaux Date
Project Manager

(CC INFORMATION)
4/19/2022

EXHIBIT A

COMBINED TASK ORDER
AND NOTICE TO PROCEED

TASK ORDER NO. 1

Reference is made to that certain AGREEMENT FOR PROFESSIONAL SERVICES (Extension) between the CITY OF PANAMA CITY and ANCHOR CEI, INC. (Consultant) dated June 9th, 2020, (the "Agreement"), the terms, conditions and definitions of which are incorporated herein as if set forth in full.

Pursuant to the Agreement, Consultant agrees to perform the specific tasks set forth upon incorporated proposal letter dated October 28, 2020 relating to Aluminum Fabricated Building Construction Engineering and Inspection.

Consultant's total compensation shall be a stipulated:

ACEI proposes to provide inspection services described herein for a lump sum of \$94,875. This fee is based on anticipated hours, expenses, construction closeout and a construction timeframe of 216 days (Per Berkshire Johnstone LLC construction schedule November 25, 2020 to June 29, 2021). This fee will be billed monthly based on construction progress.

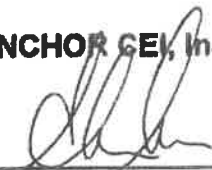
Work shall begin on 11-17-20.

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 Consultant and the City of Panama City, Consultant is directed to proceed.

Parties have caused these presents to be executed in their names on the date shown.

ANCHOR CEI, Inc.



Elizabeth S. Moore, PE Date
President

CITY OF PANAMA CITY



Date 5/12/20