

RESOLUTION 24-117

A RESOLUTION TO APPROVE THE CARRY OVER OF OUTSTANDING PURCHASE ORDERS AS WELL AS CERTAIN UNUSED BUDGETS FOR FY 2024 TO FY 2025

WHEREAS, the City of Spring Hill has outstanding or partial received purchase orders issued in FY 2024 for items and/or contract services that will not be completed prior to June 30, 2024; and

WHEREAS, City staff recommends these purchase orders be carried over to FY 2025 with the funds being rebudgeted in corresponding departments; and

WHEREAS, if additional funding through a change order is required, additional funds will be from the FY 2025 budget; and

WHEREAS, outstanding purchase orders recommended to be carried over are detailed in Exhibit A, attached hereto; and

WHEREAS, carried over purchase orders will remain in and be paid from the existing departments as detailed in Exhibit A; and

WHEREAS, certain budget expenses were unable to be encumbered prior to the end of the fiscal year and these funds are not accounted for in the FY 25 budget, the amounts need to be carry forward as well

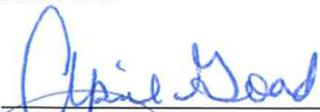
NOW, THEREFORE BE IT RESOLVED, the City of Spring Hill Board of Mayor and Aldermen approve the carry over of outstanding purchase orders for FY 2024 for which services or merchandise will not be completed prior to June 30, 2024 to FY 2025 and funding budgeted accordingly.

ALSO BE IT RESOLVED, the Board of Mayor and Aldermen approve the carry forward of expended budgets that were needed but not encumbered by June 30, 2023

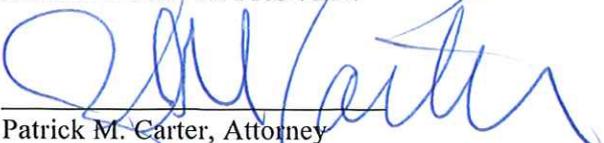
Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 20th day of May, 2024.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick M. Carter, Attorney



REQUEST: **Approval of Resolution 24 - 117**
SUBMITTED BY: **Pam Caskie, City Administrator**
Ismail Ahmed, Asst to the City Administrator
DATE: **May 20, 2024**
RE: **To approve the carry over of outstanding purchase orders from FY 24 to FY 25**

ATTACHMENTS: Exhibit A and Exhibit B

PURPOSE:

This resolution approves the carry over of outstanding and/or partially received purchase orders from FY 24 to FY 25.

BACKGROUND:

Currently there are several large outstanding and/or partially received purchase orders for items that have been ordered or for consultants that are in an on-going contract. For purchase orders that will not be completed in full prior to June 30, 2024, staff requests these purchase orders be carried over in lieu of voiding and reissuing all. The budgeted funds associated with these purchase orders will also be carried over. The purchase orders recommended to be rolled over are shown in Exhibit A, attached hereto. Budgets that have not been able to be expended in Fiscal year 2024 are shown in Exhibit B and are carried forward into Budget 24-25

FINANCIAL IMPACT:

The budgeted funds for FY 22 associated with the carry over purchase orders will carry over to FY 23 and will be shown as "prior year revenues". No additional funding will be required.

STAFF RECOMMENDATION:

Staff recommends approval of this Resolution to approve the carry over of outstanding purchase orders and the carry forward of certain budget items from FY 24 to FY 25

EXHIBIT A

PO #	GL Code	Vendor	Amount	Dept	Notes
13566-R2	124-43110-59852	Corradino Group	\$3,456.86	124-43110	Prof Svs Port Royal Rd
13034-R2	311-48005-59123	CT Consultants	\$118,621.03	311-48005	Prof Svs Cont.
13567-R2	311-48013-59123	Corradino Group	\$26,771.18	311-48013	Cont Prof Svs
15683	416-43150-59421	Hank Williams Trailers	\$18,795.00	MS4	Tilt Trailer
15188	110-44700-59421	Smith Turf & Irrigation	\$10,242.00	Parks	Toro Pro Force Blower
15448	110-43100-59411	Alan Jay	\$37,000.00	PW Admin	Chevy Colorado
14946	210-43200-52952	Benchmark Co	\$35,500.00	Sanitation	Brush Grinding
15673	210-43200-52952	Benchmark Co	\$44,000.00	Sanitation	Brush Grinding
15308	416-43150-52549	CEC	\$34,000.00	Stormwater	Stormwater Stream Monitoring
14948	416-43150-52918	Sweeping Corp of America	\$52,479.91	Stormwater	Street Sweeping
14457	416-43150-59000	Thomas & Hutton	\$23,076.99	Stormwater	Design - Augusta
14458	416-43150-59000	Thomas & Hutton	\$11,341.31	Stormwater	Design - Buckner
14459-R1	416-43150-59000	Thomas & Hutton	\$15,924.55	Stormwater	Design - Camerson Farms
14460-R1	416-43150-59000	Thomas & Hutton	\$10,012.99	Stormwater	Design - Tweed
14942	110-43110-54221	Sentinel	\$23,335.00	Streets	Guardrails
15161	110-43110-52541	Thomas & Hutton	\$31,500.00	Streets	consultant services for Bellagio Villas
15560	110-43110-52672	M.A.Y. Contr. Co	\$10,000.00	Streets	NSP Round Hill
15561	110-43110-52672	M.A.Y. Contr. Co	\$9,800.00	Streets	NSP Lori Ann & Kendrick
15562	110-43110-52672	M.A.Y. Contr. Co	\$36,900.00	Streets	NSP Buckner Ln
15563	110-43110-52672	M.A.Y. Contr. Co	\$49,400.00	Streets	NSP Buckner Ln
15564	110-43110-52672	M.A.Y. Contr. Co	\$64,000.00	Streets	NSP Burtwood & Bailey
15565	110-43110-52672	M.A.Y. Contr. Co	\$63,500.00	Streets	NSP Commonwealth Dr.
15465	110-43110-52681	Rogers Group	\$124,634.00	Streets	Hurt Road
15466	110-43110-52681	Rogers Group	\$244,684.00	Streets	Candlewood
15467	110-43110-52681	Rogers Group	\$78,173.00	Streets	Burtonwood
15469	110-43110-52681	Rogers Group	\$622,989.00	Streets	Haynes Crossing
15470	110-43110-52681	Rogers Group	\$223,663.00	Streets	Cochran Trace
15471	110-43110-52681	Rogers Group	\$167,905.50	Streets	Belshire
15472	110-43110-52681	Rogers Group	\$222,064.50	Streets	Baker Springs
15473	110-43110-52681	Rogers Group	\$246,239.00	Streets	Repaving Contingency
15473	110-43110-52681	Rogers Group	\$191,469.46	Streets	Repaving Cont.
13837-R2	110-43110-52681	Kerr Bros	\$12,154.16	Streets	Restriping City Streets
14391-R1	110-43110-52681	Kerr Bros	\$74,497.92	Streets	Road Striping
14535-R1	110-43110-52681	Rogers Group	\$161,307.50	Streets	Rutherford Downs
14550-R1	110-43110-52681	Rogers Group	\$10,057.50	Streets	Brindle Ridge
14771-R1	110-43110-52681	Kerr Bros	\$54,218.60	Streets	Road Striping

EXHIBIT A

PO #	GL Code	Vendor	Amount	Dept	Notes
15277	110-43110-53801	Tennessee Electrical	\$14,430.00	Streets	Repairs to Power Poles
15457	110-43110-59411	Tri Green	\$189,651.24	Streets	Tractor
15458	110-43110-59411	Alan Jay	\$101,394.00	Streets	F550
15554	110-43110-59421	Thompson Cat	\$243,427.33	Streets	Paving Machine
15425	110-43110-59811	CT Consultants	\$8,997.00	Streets	TCRC Sidewalk Design 2
14549-R1	110-43120-52000	Corradino Group	\$1,310.26	Traffic	Traffic Calming
15625	110-43120-52544	Corradino Group	\$6,572.50	Traffic	Prof Services
15662	110-43120-52549	Corradino Group	\$43,980.00	Traffic	SHTC/CEI Design
15539	110-43120-52549	Corradino Group	\$1,552.00	Traffic	Spring Hill Town Crossing
14565-R1	110-43120-52651	KCI Technologies	\$41,399.27	Traffic	Prof Svs - CMAQ Grant
15726	311-48001-59125	HENSEL PHELPS	\$14,489,970.00	Capital Design	POLICE DEPT HQ CONSTRUCTION
15656	313-48007-59123	THE CORRADINO GROUP	\$27,798.85	Capital Design	SUPPLEMENT TO CONSTRUCTION PLANS
15655	311-48013-59131	PORT ROYAL ESTATES HO	\$73,200.00	Capital Easement Acquisition	ROW ACQUISITION COUNTLESS ROUNDABOUT
15629	311-48001-59125	S&M, INC	\$9,940.00	Capitla Site Construction	CHANGE ORDER FOR PD HEADQUARTERS
15627	311-48001-59125	HENSEL PHELPS	\$2,968,550.00	Police Headquarters	HENSEL PHELPS PARTIAL CONTRACT
15625	110-43120-52544	THE CORRADINO GROUP	\$6,572.50	Traffic	PROFESSIONAL SERVICES
15565	110-43110-54226	A.Y. CONSTRUCTION CO II	\$63,500.00	Pedestrian Safety	NSP COMMONWEALTH DR
15564	110-43110-54226	A.Y. CONSTRUCTION CO II	\$64,000.00	Sidewalk - New	NSP BURTONWOOD & BAILEY'S TRACE
15563	110-43110-54226	A.Y. CONSTRUCTION CO II	\$49,400.00	Sidewalk - New	NSP BUCKNER LN (MONOCO TO CHAP RET)
15562	110-43110-54226	A.Y. CONSTRUCTION CO II	\$36,900.00	Sidewalk - New	NSP BUCKNER LN (CHAP RET TO B'WOOD)
15561	110-43110-54226	A.Y. CONSTRUCTION CO II	\$9,800.00	Sidewalk - New	NSP LORI ANN & KENDRICK CORNER
15560	110-43110-54226	A.Y. CONSTRUCTION CO II	\$10,000.00	Sidewalk - New	NSP ROUND HILL DRIVE
15539	110-43120-52549	THE CORRADINO GROUP	\$1,552.00	Other Professional Services	SPRING HILL TOWNE CROSSING
15421	313-48012-59123	THE CORRADINO GROUP	\$1,464.80	Capital Design	KEDRON ROAD IMPROVEMENTS
15374	110-41330-52111	LETE FORMS SUPPLY COM	\$9,225.09	Special Census	SPECIAL CENSUS POST CARDS
15265	311-48013-59123	THE CORRADINO GROUP	\$139,640.25	Countess Roundabout	COUNTLESS ROUNDABOUT FINAL DESIGN
15264	311-48002-59125	ES BROS CONTRACTORS,	\$5,672,102.99	Buckner Lane	CONSTR SVC BUCKNER LANE (WIDENING NORTH S
15260	311-48002-59123	AS & HUTTON ENGINEERII	\$6,541.51	Buckner Lane	BUCKNER LN WIDENING UTILITY RELOCATIONS
15161	110-43110-52541	AS & HUTTON ENGINEERII	\$1,651.85	Streets	CONSULTANT SERVICES FOR BELLAGIO VILLAS RE
15077	313-48019-59123	STV, INC	\$191,780.29	Jim Warren Bridge Improvements	PROF SVCS-JIM WARREN RD BRIDGE IMP (RES 23-
15075	313-48011-59123	STV, INC	\$515,911.71	Port Royal (Duplex to Kedron)	PROF SVCS-PORT ROYAL RD WIDENING (RES 23-15
15042	311-48003-59807	VOLKERT, INC	\$49,910.87	I-65 LIC1 and LIC2-48003	OWNER'S REP SVCS - FY 24 - I65 INTERCHANGE
14959	311-48001-59125	S&M, INC	\$8,822.62	Police Headquarters	PROF SVCS - MATERIALS TESTING - PD HQ
14643-R1	311-48003-59131	-SQUARE ENGINEERING IN	\$6,500.00	I-65 LIC1 and LIC2-48003	PROF SVCS-BUCKNER LN SEPTIC SYSTEM RELOCA
14565-R1	110-43120-52651	KCI TECHNOLOGIES, INC.	\$41,399.27	Traffic	PROF SVCS - CMAQ GRANT SIGNAL TIMING SYNCH
14548-R1	311-48002-59601	LEY-HORN & ASSOCIATES,	\$1,100,000.00	Buckner Lane	CEI svcs - Buckner Ln widening

EXHIBIT A

PO #	GL Code	Vendor	Amount	Dept	Notes
14547-R1	311-48002-59601	AS & HUTTON ENGINEERING	\$292,726.29	Buckner Lane	Utility Relocation CEI svcs - Buckner Ln widening
4483-R1	313-48007-59860	THE CORRADINO GROUP	\$5,243.89	18-75 Capital Projects Fund (311)	PROF SVC-PORT ROYAL RD/BUCKNER INTERSECTION
14482	311-48001-59000	T M PARTNERS, PLLC	\$278,336.23	18-75 Capital Projects Fund (311)	DESIGN SVC-NEW POLICE DEPT HEADQUARTERS
14481	311-48003-59807	VOLKERT, INC	\$28,784.74	18-75 Capital Projects Fund (311)	OWNERS REP SVC 1-65 INTERCHANGE
14278-R1	313-48010-59123	RENAISSANCE GROUP, INC	\$135,470.91	Capital Design	ARCHITECT & ENG SVCS - FIRE HALL #4
13777-R2	313-48007-59860	THE CORRADINO GROUP	\$25,691.19	18-75 Capital Projects Fund (311)	PROF SVCS CONTINGENCY-PORT ROYAL/BUCKNER INTERSECTION
13775-R2	311-48001-59000	T M PARTNERS, PLLC	\$151,543.44	18-75 Capital Projects Fund (311)	DESIGN SVCS CONTINGENCY-NEW PD HEADQUARTERS
13567-R2	311-48013-59123	THE CORRADINO GROUP	\$26,771.18	Public Works Administration	CONTINGENCY-PROF SVCS-PORT ROYAL/COUNTESS ROUNDABOUT
13566-R2	124-43110-59852	THE CORRADINO GROUP	\$3,456.86	Public Works Administration	PROF SVCS-PORT ROYAL RD/COUNTESS ROUNDABOUT
13047-R2	311-48002-59849	NESSEE ELECTRIC MEMBERSHIP	\$400,000.00	18-75 Capital Projects Fund (311)	ELECTRIC SVCS RELOCATION-BUCKNER LN WIDENING
13041-R2	311-48002-59123	LEY-HORN & ASSOCIATES, INC	\$136,650.00	Adequate Facilities	PROF SVCS-DESIGN CONTINGENCY-BUCKNER LN WIDENING
13034-R2	311-48005-59123	CT CONSULTANTS, INC	\$118,621.03	Parks	PROF SVCS-CONTINGENCY-HARVEY PARK GREENWAY
15091	150-42200-59411	100' Ladder Truck	1,881,733.00	Fire	Encumbered by PO - move budget from Fire to CERP in
14163-R1	110-42200-59802	Pierce Pumper Truck	900,400.00	Fire	Encumbered by PO - Transfer to CERP Fund
15536	110-42200-53265	NAFECO INC	35,646.00	Fire	Turnout Gear
15411	110-42200-53265	NAFECO INC	31,356.00	Fire	Turnout Gear
15256	110-42200-53265	NAFECO INC	2,514.00	Fire	Turnout Boots
15713	110-41800-52661	Inspired Flooring & Design	\$16,984.85	Facilities	Carpet for Courtroom Remodel
15716	110-41800-52661	Harpeth Painting	\$15,344.00	Facilities	Paint for Courtroom Remodel
15717	110-41800-52661	Grainger	\$5,000.00	Facilities	Blanket for Courtroom Remodel
15558	210-43200-52991	Game Time Sports	\$20,750.00	Parks	Top Dressing Fields
15594	210-43200-52956	Tri Turf Sod Farms	\$6,502.00	Parks	Sprigging for Athletic Fields
14945	210-43200-52957	United Waste Haulers	\$56,905.00	Sanitation	Waste Hauling
15048	210-43200-52958	Marshall Co Solid Waste	\$55,005.00	Sanitation	Solid Waste
15211	110-44700-52651	Line to Line	\$1,286.10	Parks	Infield Mix for Softball Fields
15387	110-44700-52651	Waste Mgmt	\$364,323.90	Sanitation	Recycling Expense
15388	110-44700-52651	Waste Mgmt	\$202,657.84	Sanitation	Garbage Collection Expense
14976	110-415000	MAULDIN & JENKINS	9,642.50	Finance	FINANCIAL & COMPLIANCE AUDIT CITY YEAR END 2023
14975	410-520500	USPS	4,900.00	General fund support services	Postage, Water Bills
14983	410-520500	FLEX DIGITAL	3,288.95	General fund support services	Printing of Utility Bills
15063	410-520500	E TENNESSEE LAW GROUP	3,292.50	General fund support services	LEGAL SERVICES 2023-2024 REFER TO RESOLUTION 2023-001
	410-52110-59411	Water Distribution	\$52,459.00	Vehicles	
	410-52100-59411	Water Treatment Plant	\$52,459.00	Vehicles	
	410-52220-59411	Sewer Collection	\$52,459.00	Vehicles	
	410-52405-59125	Sewer Inflow and Infiltration		Capital Site Construction	
	41000	#N/A	\$110,867.00	#N/A	

EXHIBIT A

PO #	GL Code	Vendor	Amount	Dept	Notes
	410-52304-59125	Arbor Valley Tank		Capital Site Construction	
	410-52308-59601	June Lake Water Tank	\$382,583.00	Capital CEI	
	410-52308-59201	June Lake Water Tank	\$11,307.00	Capital Building Construction	
	410-52412-59121	Advance Purification Pilot	\$678,391.00	Capital Planning	
	410-52309-59123	Southside Water Tank	\$136,000.00	Capital Design	
	410-52407-59125	Iron/Mahlon Moore Gravity Se	\$603,000.00	Capital Site Construction	
	410-52047-59125	#N/A	\$83,665.16	Capital Site Construction	
	410-52410-59125	arvey Park Sewer Replaceme	\$779,054.00	Capital Site Construction	
	410-52410-59601	arvey Park Sewer Replaceme	\$74,054.00	Capital CEI	
	410-52210-55655	Waste Water Treatment Plant	\$5,591.00	Tennessee State Fees	
	410-52403-59125	WWTP - Oxidation Repair	\$63,360.00	Capital Site Construction	
	410-52305-59123	WTP Capacity Upgrade to 6MG	\$237,047.00	Capital Design	
	410-52404-59123	Royalton Woods Gravity Sewe	\$584,692.00	Capital Design	
	110-42100-59411	Police	\$84,260.00	Vehicles	

EXHIBIT B

Description	Amount	Notes	Expenses	Effect
Capital Easement Acquisition	\$ 2,357,676	BUCKNER LN SOUTH - ROW ACQUISITION	\$ 2,357,676	Increase Expenses
Capital Installation	\$ 365,000	FUTURE USE	\$ 365,000	Increase Expenses
Capital CEI	\$ 750,000	BUCKNER LN SOUTH - UTILITY RELOCATION CEI	\$ 750,000	Increase Expenses
Capital Site Construction	\$ 12,393,051	POTENTIAL CHANGE ORDERS	\$ 12,393,051	Increase Expenses
Capital Site Construction	\$ 596,000	NOT PUT OUT FOR CONSTRUCTION BID YET	\$ 596,000	Increase Expenses
Capital CEI	\$ 299,000	HARVEY PARK GREENWAY - CEI SERVICES	\$ 299,000	Increase Expenses
Capital Design	\$ 37,000	CARRY OVER FROM PREVIOUS YEARS	\$ 37,000	Increase Expenses
Capital Land Acquisition	\$ 1,600,000	FUTURE USE	\$ 1,600,000	Increase Expenses
Capital Planning	\$ 144,600	FUTURE USE	\$ 144,600	Increase Expenses
Capital Environment	\$ 47,200	FUTURE USE	\$ 47,200	Increase Expenses
Capital Design	\$ 115,020	CLEB RD/BEEHCROFT RD - FUTURE DESIGN SVCS	\$ 115,020	Increase Expenses
Capital Design	\$ 59,880	ADD'L NEED IN FUTURE; NO DESIGNATED CONTRACTOR	\$ 59,880	Increase Expenses
Capital Easement Acquisition	\$ 636,000	ADD'L NEED IN FUTURE; NO DESIGNATED CONTRACTOR	\$ 636,000	Increase Expenses
Capital Site Construction	\$ 165,000	PROJECT OUT FOR BID; NO CONTRACTOR SELECTED YET	\$ 165,000	Increase Expenses
Capital Site Construction	\$ 533,075	PROJECT OUT FOR BID; NO CONTRACTOR SELECTED YET	\$ 533,075	Increase Expenses
Capital Design	\$ 35,500	ADD'L NEED IN FUTURE; NO DESIGNATED CONTRACTOR	\$ 35,500	Increase Expenses
Capital Environment	\$ 63,178	PROJECT OUT FOR BID; NO CONTRACTOR SELECTED YET	\$ 63,178	Increase Expenses
Capital Design	\$ 34,299	PROJECT OUT FOR BID; NO CONTRACTOR SELECTED YET	\$ 34,299	Increase Expenses
Capital Site Construction	\$ 30,000	FUTURE USE; PLANS COMPLETE; IN ACQUISITION PHASE	\$ 30,000	Increase Expenses
Capital Easement Acquisition	\$ 55,000	FUTURE USE; PLANS COMPLETE; IN ACQUISITION PHASE	\$ 55,000	Increase Expenses