

RESOLUTION 24-263

A RESOLUTION TO AUTHORIZE WATER AND SEWER TASK ORDER AGREEMENTS WITH THOMAS AND HUTTON

WHEREAS, the Water and Sewer Capacity Study identifies the need to plan for multiple water and sewer improvements in the near term (prior to 2030); and

WHEREAS, Thomas and Hutton have provided task orders for multiple near term projects as detailed in the attached task orders and discussed at the October 21, 2024 BOMA worksession; and;

WHEREAS, the projects are proposed to be funded with uncommitted water and sewer development fees from the Water and Sewer Development Fee Funds and be accounted for in the first budget amendment for FY24-25 and;

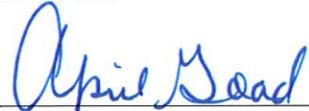
NOW, THEREFORE, BE IT RESOLVED, that the Board of Mayor and Aldermen of the City of Spring Hill authorizes the Mayor as follows:

1. To sign and execute Task Order 28298.0067 in the amount of \$614,700.00
2. To sign and execute Task Order 28298.0068 in the amount of \$ 43,500.00
3. To sign and execute Task Order 28298.0069 in the amount of \$151,500.00
4. To sign and execute Task Order 28298.0070 in the amount of \$744,000.00

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on this 4th day of November, 2024.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney



502 HAZELWOOD DRIVE
 SMYRNA, TN 37167 | 615-220-5800
 WWW.THOMASANDHUTTON.COM

SPRING HILL, TN
2025 WATER DISTRIBUTION IMPROVEMENTS
TASK ORDER CONTRACT

Task Order No: **28298.0067**

Date: **October 2, 2024**

The Professional Service Agreement – Task Order Contract between the City of Spring Hill and Thomas & Hutton for General Professional Engineering Consultant Services for completion of the design of the 2025 Water Distribution Improvements. The Professional Services Agreement (dated 10/4/2021) is hereby amended to include the following Task Order:

Task Description:	General Consulting, Survey, Design, Permitting, and Bidding of the proposed 2025 Water Distribution Improvements.		
Contact:	Dan Allen, P.E., Assistant City Administrator		
Scope of Services:	<p><u>Engineering Design Services</u> Engineering services will be provided for survey, design, permitting, and bidding of the proposed 2025 Water Distribution Improvements that were identified in the water capacity study that was completed in 2024. Engineering Services will include:</p> <ul style="list-style-type: none"> • General Consulting Phase to plan and layout for each of the proposed upgraded segments • Survey Phase to provide topographic data along the proposed alignment segments including easement and plat services. • Design Phase to provide construction plan sheets, including plan and profiles view, valve locations, pipe sizes and slopes, and details and appurtenances. • Development of hydraulic calculations including proposed design flow calculations. • Permitting phase to include submittal to the Tennessee Department of Environment and Conservation (TDEC) for plans package review and approval. Permitting shall include development of the Storm Water Pollution Prevention Plan (SWPPP) and ARAP permit. • Permitting phase shall also include assisting with the CSX Railroad Permitting • Bid services for construction <p>As part of Thomas & Hutton's above referenced efforts, the following tasks and engineering services will be provided. A detailed Scope of Services is provided in the attached Exhibit A.</p> <ol style="list-style-type: none"> 1. Planning and general consulting 2. Surveying and Easement Plat Services 3. Civil Engineering Design 4. Hydraulic design and calculations 5. Plans and specifications development 6. Opinion of Probable Construction Cost 7. Submittal to TDEC (Construction package, ARAP, and SWPPP) 8. Submittal to CSX 9. Bid Phase Services <p>EXCLUSIONS: Opinion of Probable Construction Cost will be based on similar projects of scope and size with similar components. Construction costs will be based on current market values and pricing. Due to recent price escalations in materials and labor, a contingency value will be included.</p>		
	<ol style="list-style-type: none"> 1. Engineering Consulting Services 2. Easement Plat Services 		
	<p>Engineering Fee:</p> <p><i>Westview Drive 6-inch Interconnection</i></p> <p><i>Williamsburg 6-inch Interconnection</i></p> <p><i>Upsize 8-inch Water Line to 10-inch on Stonecreek</i></p> <p><i>16-inch Water Main from Freehand Drive along Cleburne Road to Beechcroft</i></p> <p>Easement Plat Services:</p> <p>Reimbursable Expenses:</p> <p>Additional Services</p>	<p>Lump Sum</p> <p>Lump Sum</p> <p>Lump Sum</p> <p>Lump Sum</p> <p>Time & Expense (Budget):</p> <p>Time & Expense (Budget):</p> <p>Time & Expense</p>	<p>\$ 10,500.00</p> <p>\$ 24,000.00</p> <p>\$ 2,200.00</p> <p>\$ 515,000.00</p> <p>\$ 60,000.00</p> <p>\$ 3,000.00</p> <p>See Consulting Services Rate Sheet</p>
	<p>Total Task Order Amount: \$ 614,700.00</p>		

Handwritten signature

This Agreement hereby amends the above referenced Professional Services Agreement between Thomas & Hutton and the City of Spring Hill and supersedes all prior written or oral understandings. This Agreement of Services may only be amended, supplemented, modified, or cancelled by a duly executed written instrument. IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day written below,

Client:	CITY OF SPRING HILL	Engineer:	THOMAS & HUTTON
Signed:		Signed:	
Name:	Jim Hagaman	Name:	Trent V. Thompson, PE
Title:	Mayor	Title:	Vice President of Infrastructure
Date:	November 04, 2024	Date:	10/02/2024

EXHIBIT A

SCOPE OF SERVICES

Thomas & Hutton will provide General Consulting Phase, the Survey Phase, Design Phase, Permitting Phase, and Bid Phase services and such Additional Services as you may request during the course of the Project.

Based on recommendations determined by the water capacity study for the City of Spring Hill, upgrades to the water system include the following proposed segments:

- Westview Drive 6-inch Water Main Interconnection (approximately 350 LF),
- Williamsburg 6-inch Water Main Interconnection (approximately 800 LF),
- Upsize 8-inch Water Main to 10-inch on Stonecreek (approximately 75 LF), and
- 16-inch Water Main from Freehand Drive along Cleburne Road to Beechcroft (approximately 14,400 LF).

1. SCOPE OF SERVICES

Engineering Consulting Services

A. General Consulting Phases

1. General Consulting Phase

Thomas & Hutton shall assist the City of Spring Hill (Client) through the design and permitting stages of the project. During the early stages of the project when the conceptual design details are being finalized, assistance may include assembling documents, responding to questions, and feasibility analyses.

2. Project Administrative/Clerical Phase

Consultant shall provide general clerical/administration duties to support the Project including typing, preparation of packages for submittal, and mailing.

3. Project Team Meetings

Consultant shall attend Project meetings and conference calls at the request of the Client.

B. Survey Phases

Based upon the final plan approved by the Client, Consultant will perform the following Survey Phase tasks:

1. Easement Plat Services

- Consultant will conduct a survey for the location of boundary and right of way lines intersecting for each of the proposed water main alignment segments.
- This survey is for the location of physical boundary evidence (E.g. fences, iron pins, and concrete monuments) and for determining the relationship of such to the descriptions in record documents or the depictions on official right of way maps found or provided (E.g.

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deeds, plans, and plats).

- The survey will be performed in accordance with the Rules of the Tennessee State Board of Examiners for Land Surveyors, Chapter 0820-03, Standards of Practice.
- Consultant will prepare exhibit maps and legal descriptions for the permanent easements and the temporary construction easements required where the proposed water main alignment crosses individual lots, parcels, roadways, etc.
- The exhibit maps will be certified by the professional surveyor responsible for the boundary resolutions and legal descriptions.
- The survey may be delivered in hard copy and/or digital formats [E.g. CAD file (dwg) and Portable Document File (pdf)].
- Document research by the surveyor will be limited to deeds and plats referenced at the property assessor's office, and any additional documents to be addressed must be provided for by the client (e.g., copies of those documents or specific references with book and page numbers).
- Visible and apparent easements, encroachments, projections, rights of way, uses, etc. that cross or form the boundary lines surveyed, as well as ambiguities regarding boundaries, which in the opinion of the Professional Land Surveyor in responsible charge of the survey require further action (I.e. property line agreements, quiet title actions, etc.) for resolution, will be clearly shown graphically on the survey map or plat along with explanatory notes quantifying the magnitude of any gaps, gores, or overlaps; such further actions, if required, will be the responsibility of the client.

2. Topographic Survey

- Consultant will conduct a survey for the locations and elevations of structures and/or pipe networks (including sizes, types, and inverts) and other physical features which are visible, obvious, and apparent from surface indications, such as buildings, drainage, pads, sanitary sewer, utilities, water bodies, etc.
- The survey will be performed in accordance with the Rules of the Tennessee State Board of Examiners for Land Surveyors, Chapter 0820-03, Standards of Practice.
- Vertical relief will be depicted as contours at intervals of two (2) feet and/or spot elevations.
- The survey may be delivered in hard copy and/or digital formats [E.g. CAD file (dwg) and Portable Document File (pdf)].
- The survey will be conducted relative to the Tennessee State Plane Coordinate System, TN-4100, NAD83(2011), U.S. Survey Feet.
- Elevations will be in terms of NAVD88 and will be equal to orthometric heights derived using GEOID18.

3. Reimbursable Expenses

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- Lump sum fees do not include overnight or local delivery charges, or printing.
- Review and Recording fees, if requested, are not included in our fee schedule and shall be provided by the Client at the time of submittal.
- Underground utilities (i.e. power, communication, water and gas) that may exist within the project limits will be shown based upon the location of visible surface appurtenances. Subsurface utility designation is not included in this scope of work.

4. Exclusions

Items not included in the survey scope of services are as follows:

- Subdivision of or other platting of the property
- Recordation of survey plat
- Archaeological survey and report
- Wetland delineation, surveys, or permits unless specifically covered in the scope of services
- Geotechnical investigation or report
- Phase One or Phase Two Environmental Assessments
- Endangered species survey and report
- Tree Survey unless specifically covered in the scope of services
- Off-site work unless specifically covered in the scope of services
- Act as an expert witness for legal activities
- Location of underground utilities other than from above ground features or markings
- ALTA/NSPS Land Title Survey

These items may be completed as additional services if requested by the Client.

C. Design Phases

1. Engineering Design Phase

After completion of Survey Phase and approval of the preliminary routing plan by the City of Spring Hill, Consultant shall prepare construction plans, which will include:

1. General Plan Sheets (Cover Sheet, General Notes, and Legend)
2. Site Plans showing site and utility locations (existing site, survey control plan, utility locations)
3. Water main design construction plans, including plan and profile views. Plans shall show vertical and horizontal fittings, known utility conflicts, valve/manhole locations, and proposed pipe depths for

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each proposed water main upgrade segments.

4. Relevant details, notes, and schedules
5. Erosion and Sediment Control Plans, Details, Notes

In addition, Thomas & Hutton shall prepare and submit the following items along with the plan submittal:

6. Prepare and submit the permits considered and required.
7. Engineer's Estimate of Probable Construction Cost.
8. Specifications, including Standard Contract Documents and Technical Specifications

D. Permit Phase

Consultant will provide the following services for the Permitting Phase:

1. Tennessee Department of Environment and Conservation (TDEC)

Consultant will assist Client during the TDEC permitting phase of the project by complying with the requirements of TDEC and submitting the appropriate applications including Utility Line Crossing ARAP Permit and Water Plan Review permit package applications including required construction plans and engineering calculations and reports to the agency.

2. CSX Railroad Encroachment

Consultant will assist the city in preparation of encroachment application to submit to CSX Transportation. Consultant shall prepare and submit applications to the railroad company for utility encroachment permits. Permit phase services shall include coordination, correspondence, and submittal of documentation for review and concurrence.

Submittal fees, license fees, permit fees, railroad insurance fees, and any other potential charges to the City for permit/encroachment fees are **not** included in Thomas & Hutton's fee schedule and shall be provided by the Client at the time of submittal.

E. Bid Phase Services

As part of our Bid Phase Services Consultant will provide the following:

- Attend one pre-bid conference with Owner and prospective Contractors
- Prepare minutes of pre-bid conference for distribution to Owner and prospective Contractors.
- Assist in the preparation of addendum documentation and responses to questions presented by Contractor.
- Assist Owner in acceptance of final bid package from Contractor.
- Prepare a tabulation from each Contractor and summary of bonding information for the project(s).

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- Evaluate bid submittal for general conformance to contract documents and provide a recommendation of award to Owner.

F. **Exclusions**

Unless a specific scope is included in this Agreement, these items are **not** included in the Scope of Services:

- Construction Administration and Observation
- Accessibility construction compliance verification
- Archaeological survey and report, unless specific scope is included in the Agreement
- Wetland delineation, surveys, or permits
- Geotechnical investigation or report, unless specific scope is included in the Agreement
- Phase One or Phase Two Environmental Assessments
- Endangered species survey and report
- Interior Courtyard Design
- Off-site work unless specifically covered in the Scope of Services
- Approvals or permits other than those related to the Scope of Services covered by this Agreement
- Act as an expert witness for legal activities
- Telephones, cable television, gas, and power distribution systems

These items can be coordinated or provided, if requested by Client in writing.

2. **PERIODS OF SERVICE**

A. **General Consulting Phases**

After receipt of a written notice to proceed from Client, Consultant will commence work within seven (7) calendar days after receipt.

B. **Survey Phase**

After Client approves concept plan, Consultant will commence work within fourteen (14) calendar days after acceptance of the general water alignment segments.

C. **Design Phase**

After the Survey Phase required for design is complete, Consultant will commence work within seven (7) calendar days and complete design services within one-hundred and eighty (180) calendar days.

D. **Permit Phase**

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After the Design Phase is complete, Consultant will commence work within seven (7) calendar days and complete permitting services within one-hundred and eighty (180) calendar days.

E. Bid Phase

After the Permit Phase is complete, Consultant will assist the Client with Bid Phase services as outlined in Scope of Services.

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**Spring Hill, TN
Miles Johnson Booster Station
Improvements
Task Order Contract**

Task Order No: **28298.0068**

Date: **October 2, 2024**

The Professional Service Agreement – Task Order Contract between the City of Spring Hill and Thomas & Hutton for General Professional Engineering Consultant Services for completion of the design of the Miles Johnson Booster Station Improvements. The Professional Services Agreement (dated 10/4/2021) is hereby amended to include the following Task Order:

Task Description: General Consulting, Design and Permitting of the proposed Miles Johnson Booster Station Improvements.

Contact: Dan Allen, P.E., Assistant City Administrator

Scope of Services: Engineering Design Services
Engineering services will be provided for general consulting, design, permitting, and bidding for the proposed Miles Johnson Booster Station. Improvements for the booster station were identified in the water capacity study update completed in 2024. Engineering Services will include:

- General Consulting Phase to plan conceptual proposed upgraded pump design
- Design Phase to provide construction plan sheets, including valve locations, pipe sizes, and details and appurtenances.
- Development of hydraulic calculations including proposed design flows and open-channel flow calculations.
- Permitting phase to include submittal to the Tennessee Department of Environment and Conservation (TDEC) for plans package review and approval.
- Bid phase services for construction

of Thomas & Hutton's above referenced efforts, the following tasks and engineering services will be provided. A detailed Scope of Services is provided in the attached Exhibit A.

1. Planning and general consulting
2. Civil Engineering Design
3. Hydraulic design and calculations
4. Plans and specifications development
5. Opinion of Probable Construction Cost
6. Submittal to TDEC
7. Bid Phase services

EXCLUSIONS: Opinion of Probable Construction Cost will be based on similar projects of scope and size with similar components. Construction costs will be based on current market values and pricing. Due to recent price escalations in materials and labor, a contingency value will be included.

1. Engineering Consulting Services

Engineering Fee:	Lump Sum	\$ 42,000.00
Reimbursable Expenses:	Time & Expense (Budget):	\$ 1,500.00
Additional Services	Time & Expense	See Consulting Services Rate Sheet
Total Task Order Amount:		\$ 43,500.00

This Agreement hereby amends the above referenced Professional Services Agreement between Thomas & Hutton and the City of Spring Hill and supersedes all prior written or oral understandings. This Agreement of Services may only be amended, supplemented, modified, or cancelled by a duly executed written instrument. IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day written below,

Client:	CITY OF SPRING HILL	Engineer:	THOMAS & HUTTON
Signed:		Signed:	
Name:	Jim Hagaman	Name:	Trent V. Thompson, PE
Title:	Mayor	Title:	Vice President of Infrastructure
Date:	November 04, 2024	Date:	10/02/2024

EXHIBIT A

SCOPE OF SERVICES

Thomas & Hutton will provide General Consulting Phase, Design Phase, Permitting Phase, and Bid Phase services and such Additional Services as you may request during the course of the Project.

Based on recommendations determined by the water capacity study for the City of Spring Hill, upgrades to the existing Miles Johnson Booster Station are proposed. Upgrades to the existing booster station include adding a proposed third pump to the station to increase the capacity and pressure in the system. Consultant will utilize the existing booster station record drawings and information for the proposed pump design and base files for the construction plans.

1. SCOPE OF SERVICES

Engineering Consulting Services

A. General Consulting Phases

1. General Consulting Phase

Thomas & Hutton shall assist the City of Spring Hill (Client) through the design and permitting stages of the project. During the early stages of the project when the conceptual design details are being finalized, assistance may include assembling documents, responding to questions, and feasibility analyses.

2. Project Administrative/Clerical Phase

Consultant shall provide general clerical/administration duties to support the Project including typing, preparation of packages for submittal, and mailing.

3. Project Team Meetings

Consultant shall attend Project meetings and conference calls at the request of the Client.

B. Design Phases

1. Engineering Design Phase

Consultant shall prepare construction plans, which will include:

1. General Plan Sheets (Cover Sheet, General Notes, and Legend)
2. Booster Station Plans showing existing and proposed upgrades.
3. Booster Station construction plans, including plan and section views and required piping to connect to the existing main.
4. Relevant details, notes, and schedules

In addition, Thomas & Hutton shall prepare and submit the following items along with the plan submittal:

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5. Prepare and submit the permits considered and required.
6. Hydraulic design and calculations.
7. Engineer's Estimate of Probable Construction Cost.
8. Specifications, including Standard Contract Documents and Technical Specifications

C. Permit Phase

Consultant will provide the following services for the Permitting Phase:

1. Tennessee Department of Environment and Conservation (TDEC)

Consultant will assist Client during the TDEC permitting phase of the project by complying with the requirements of TDEC and submitting the appropriate applications including Water Plan Review permit package applications including required construction plans and engineering calculations and reports to the agency.

D. Bid Phase Services

As part of our Bid Phase Services Consultant will provide the following:

- Attend one pre-bid conference with Owner and prospective Contractors
- Prepare minutes of pre-bid conference for distribution to Owner and prospective Contractors.
- Assist in the preparation of addendum documentation and responses to questions presented by Contractor.
- Assist Owner in acceptance of final bid package from Contractor.
- Prepare a tabulation from each Contractor and summary of bonding information for the project(s).
- Evaluate bid submittal for general conformance to contract documents and provide a recommendation of award to Owner.

E. Exclusions

Unless a specific scope is included in this Agreement, these items are **not** included in the Scope of Services:

- Construction Administration and Observation
- Accessibility construction compliance verification
- Archaeological survey and report, unless specific scope is included in the Agreement
- Wetland delineation, surveys, or permits
- Geotechnical investigation or report, unless specific scope is included in the Agreement
- Phase One or Phase Two Environmental Assessments

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- Endangered species survey and report
- Interior Courtyard Design
- Off-site work unless specifically covered in the Scope of Services
- Approvals or permits other than those related to the Scope of Services covered by this Agreement
- Act as an expert witness for legal activities
- Telephones, cable television, gas, and power distribution systems

These items can be coordinated or provided, if requested by Client in writing.

2. **PERIODS OF SERVICE**

A. **General Consulting Phases**

After receipt of a written notice to proceed from Client, Consultant will commence work within seven (7) calendar days after receipt.

B. **Design Phase**

After the Survey Phase required for design is complete, Consultant will commence work within seven (7) calendar days and complete design services within sixty (60) calendar days.

C. **Permit Phase**

After the Design Phase is complete, Consultant will commence work within seven (7) calendar days and complete permitting services within sixty (60) calendar days.

D. **Bid Phase**

After the Permit Phase is complete, Consultant will assist the Client with Bid Phase services outlined in the Scope of Services.

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Spring Hill, TN
KEDRON 8-INCH TO 12-INCH UPSIZE WEST OF
KEDRON SQUARE
Task Order Contract

Task Order No: **28298.0069**

Date: **October 2, 2024**

The Professional Service Agreement – Task Order Contract between the City of Spring Hill and Thomas & Hutton for General Professional Engineering Consultant Services for completion of the design of the Kedron 8-inch to 12-inch Upsize West of Kedron Square. The Professional Services Agreement (dated 10/4/2021) is hereby amended to include the following Task Order:

Task Description: General Consulting, Survey, Design, Permitting and Bidding of the proposed Kedron 8-inch to 12-inch Upsize West of Kedron Square.

Contact: Dan Allen, P.E., Assistant City Administrator

Scope of Services: Engineering Design Services
 Engineering services will be provided for survey, design, permitting, and bidding of the proposed Kedron 8-inch to 12-inch Upsize West of Kedron Square that was identified in the sewer capacity study that was completed in 2024. Engineering Services will include:

- General Consulting Phase to plan and layout the proposed sewer alignment
- Survey Phase to provide topographic data along the proposed alignment
- Design Phase to provide construction plan sheets, including plan and profiles view, pipe sizes and slopes, and details and appurtenances.
- Development of hydraulic calculations including proposed design flow calculations.
- Permitting phase to include submittal to the Tennessee Department of Environment and Conservation (TDEC) for plans package review and approval. Permitting shall include development of the Storm Water Pollution Prevention Plan (SWPPP).
- Permitting phase shall also include assisting with the Tennessee Department of Transportation (TDOT) application.
- Bid phase services for construction.

As part of Thomas & Hutton's above referenced efforts, the following tasks and engineering services will be provided. A detailed Scope of Services is provided in the attached Exhibit A.

1. Planning and general consulting
2. Surveying and Easement Plat Services
3. Civil Engineering Design
4. Hydraulic design and calculations
5. Plans and specifications development
6. Opinion of Probable Construction Cost
7. Submittal to TDEC (Construction package, ARAP, SWPPP)
8. Submittal to TDOT
9. Bid Phase services

EXCLUSIONS: Opinion of Probable Construction Cost will be based on similar projects of scope and size with similar components. Construction costs will be based on current market values and pricing. Due to recent price escalations in materials and labor, a contingency value will be included.

1. Engineering Consulting Services
2. Easement Plat Services

Engineering Fee:	Lump Sum	\$ 150,000.00
Reimbursable Expenses:	Time & Expense (Budget):	\$ 1,500.00
Additional Services:	Time & Expense	See Consulting Services Rate Sheet
Total Task Order Amount:		\$ 151,500.00

This Agreement hereby amends the above referenced Professional Services Agreement between Thomas & Hutton and the City of Spring Hill and supersedes all prior written or oral understandings. This Agreement of Services may only be amended, supplemented, modified, or cancelled by a duly executed written instrument. IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day written below,

Client:	CITY OF SPRING HILL	Engineer:	THOMAS & HUTTON
Signed:		Signed:	
Name:	Jim Hagaman	Name:	Trent V. Thompson, PE
Title:	Mayor	Title:	Vice President of Infrastructure
Date:	November 04, 2024	Date:	10/02/2024

EXHIBIT A

SCOPE OF SERVICES

Thomas & Hutton will provide General Consulting Phase, the Survey Phase, Design Phase, Permitting Phase, and Bid Phase services and such Additional Services as you may request during the course of the Project.

Based on recommendations determined by the 2024 Sewer Capacity Study for the City of Spring Hill, upgrades to the sewer system include approximately 2,500 LF of an existing 8-inch gravity sewer main to be upgraded to a 12-inch gravity sewer main located west of Kedron Square.

1. SCOPE OF SERVICES

Engineering Consulting Services

A. General Consulting Phases

1. General Consulting Phase

Thomas & Hutton shall assist the City of Spring Hill (Client) through the design and permitting stages of the project. During the early stages of the project when the conceptual design details are being finalized, assistance may include assembling documents, responding to questions, and feasibility analyses.

2. Project Administrative/Clerical Phase

Consultant shall provide general clerical/administration duties to support the Project including typing, preparation of packages for submittal, and mailing.

3. Project Team Meetings

Consultant shall attend Project meetings and conference calls at the request of the Client.

B. Survey Phases

Based upon the final plan approved by the Client, Consultant will perform the following Survey Phase tasks:

1. Topographic Survey

- Consultant will conduct a survey for the locations and elevations of structures and/or pipe networks (including sizes, types, and inverts) and other physical features which are visible, obvious, and apparent from surface indications, such as buildings, drainage, pads, sanitary sewer, utilities, water bodies, etc.
- The survey will be performed in accordance with the Rules of the Tennessee State Board of Examiners for Land Surveyors, Chapter 0820-03, Standards of Practice.
- Vertical relief will be depicted as contours at intervals of two (2) feet and/or spot elevations.

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- The survey may be delivered in hard copy and/or digital formats [E.g. CAD file (dwg) and Portable Document File (pdf)].
- The survey will be conducted relative to the Tennessee State Plane Coordinate System, TN-4100, NAD83(2011), U.S. Survey Feet.
- Elevations will be in terms of NAVD88 and will be equal to orthometric heights derived using GEOID18.

2. Reimbursable Expenses

- Lump sum fees do not include overnight or local delivery charges, or printing.
- Review and Recording fees, if requested, are not included in our fee schedule and shall be provided by the Client at the time of submittal.
- Underground utilities (i.e. power, communication, water and gas) that may exist within the project limits will be shown based upon the location of visible surface appurtenances. Subsurface utility designation is not included in this scope of work.

3. Exclusions

Items not included in the survey scope of services are as follows:

- Subdivision of or other platting of the property
- Recordation of survey plat
- Archaeological survey and report
- Wetland delineation, surveys, or permits unless specifically covered in the scope of services
- Geotechnical investigation or report
- Phase One or Phase Two Environmental Assessments
- Endangered species survey and report
- Tree Survey unless specifically covered in the scope of services
- Off-site work unless specifically covered in the scope of services
- Act as an expert witness for legal activities
- Location of underground utilities other than from above ground features or markings
- ALTA/NSPS Land Title Survey

These items may be completed as additional services if requested by the Client.

C. Design Phases

1. Engineering Design Phase

After completion of Survey Phase and approval of the preliminary routing plan by the City of Spring Hill, Consultant shall prepare construction plans,

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which will include:

1. General Plan Sheets (Cover Sheet, General Notes, and Legend)
2. Site Plans showing site and utility locations (existing site, survey control plan, utility locations)
3. Gravity Sewer design construction plans, including plan and profile views. Profiles shall show utility conflicts, manhole locations and proposed pipe depths along the selected route of the sanitary sewer main.
4. Relevant details, notes, and schedules
5. Erosion and Sediment Control Plans, Details, Notes

In addition, Thomas & Hutton shall prepare and submit the following items along with the plan submittal:

6. Prepare and submit the permits considered and required.
7. Hydraulic calculations
8. Engineer's Estimate of Probable Construction Cost.
9. Specifications, including Standard Contract Documents and Technical Specifications

D. Permit Phase

Consultant will provide the following services for the Permitting Phase:

1. Tennessee Department of Environment and Conservation (TDEC)

Consultant will assist Client during the TDEC permitting phase of the project by complying with the requirements of TDEC and submitting the appropriate applications including Utility Line Crossing ARAP Permit and Water Plan Review permit package applications including required construction plans and engineering calculations and reports to the agency.

2. Tennessee Department of Transportation (TDOT)

Consultant will assist Client during the TDOT permitting phase of the project by complying with the requirements of TDOT and submitting the permit package application including construction plans to the agency.

E. Bid Phase Services

As part of our Bid Phase Services Consultant will provide the following:

- Attend one pre-bid conference with Owner and prospective Contractors
- Prepare minutes of pre-bid conference for distribution to Owner and prospective Contractors.
- Assist in the preparation of addendum documentation and responses to questions presented by Contractor.

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- Assist Owner in acceptance of final bid package from Contractor.
- Prepare a tabulation from each Contractor and summary of bonding information for the project(s).
- Evaluate bid submittal for general conformance to contract documents and provide a recommendation of award to Owner.

F. Exclusions

Unless a specific scope is included in this Agreement, these items are **not** included in the Scope of Services:

- Construction Administration and Observation
- Accessibility construction compliance verification
- Archaeological survey and report, unless specific scope is included in the Agreement
- Wetland delineation, surveys, or permits
- Geotechnical investigation or report, unless specific scope is included in the Agreement
- Phase One or Phase Two Environmental Assessments
- Endangered species survey and report
- Interior Courtyard Design
- Off-site work unless specifically covered in the Scope of Services
- Approvals or permits other than those related to the Scope of Services covered by this Agreement
- Act as an expert witness for legal activities
- Telephones, cable television, gas, and power distribution systems

These items can be coordinated or provided, if requested by Client in writing.

2. PERIODS OF SERVICE

A. General Consulting Phases

After receipt of a written notice to proceed from Client, Consultant will commence work within seven (7) calendar days after receipt.

B. Survey Phase

After Client approves concept plan, Consultant will commence work within fourteen (14) calendar days after acceptance of the general sewer alignment.

C. Design Phase

After the Survey Phase required for design is complete, Consultant will commence work within seven (7) calendar days and complete design services within ninety (90) calendar days.

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D. **Permit Phase**

After the Design Phase is complete, Consultant will commence work within seven (7) calendar days and complete permitting services within ninety (90) calendar days.

E. **Bid Phase**

After the Permit Phase is complete, Consultant will assist the Client with Bid Phase services outlined in the Scope of Services.

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502 HAZELWOOD DRIVE
SMYRNA, TN 37167 | 615-220-5800
WWW.THOMASANDHUTTON.COM

**SPRING HILL, TN
GRASSY BRANCH 30-INCH PARALLEL TRUNK
TASK ORDER CONTRACT**

Task Order No: **28298.0070**

Date: **October 2, 2024**

The Professional Service Agreement – Task Order Contract between the City of Spring Hill and Thomas & Hutton for General Professional Engineering Consultant Services for completion of the design of the Grassy Branch 30-inch Parallel Trunk. The Professional Services Agreement (dated 10/4/2021) is hereby amended to include the following Task Order:

Task Description: General Consulting, Survey, Design, Permitting, Bidding of the proposed Grassy Branch 30-inch parallel trunk.

Contact: Dan Allen, P.E., Assistant City Administrator

Scope of Services: Engineering Design Services
Engineering services will be provided for survey, design, permitting, and bidding of the proposed Grassy Branch 30-inch Parallel Trunk that was identified in the sewer capacity study update completed in 2024. Engineering Services will include:

- General Consulting Phase to plan and layout the route.
- Survey Phase to provide topographic data along the proposed alignment including easement and plat services and invert elevations of the existing sewer trunk.
- Design Phase to provide construction plan sheets, including plan and profiles view, manhole locations, pipe sizes and slopes, and details and appurtenances.
- Development of hydraulic calculations including proposed design flows and open-channel flow calculations.
- Permitting phase to include submittal to the Tennessee Department of Environment and Conservation (TDEC) for plans package review and approval. Permitting shall include development of Aquatic Resources Alteration Permits (ARAP) for utility line crossings of streams and development of the Storm Water Pollution Prevention Plan (SWPPP).
- Bid phase services for construction.

As part of Thomas & Hutton's above referenced efforts, the following tasks and engineering services will be provided. A detailed Scope of Services is provided in the attached Exhibit A.

1. Planning and general consulting
2. Surveying and Easement Plat Services
3. Civil Engineering Design
4. Hydraulic design and calculations
5. Plans and specifications development
6. Opinion of Probable Construction Cost
7. Submittal to TDEC (Construction package, ARAP and SWPPP)
8. Bid Phase services

EXCLUSIONS: Opinion of Probable Construction Cost will be based on similar projects of scope and size with similar components. Construction costs will be based on current market values and pricing. Due to recent price escalations in materials and labor, a contingency value will be included.

1. Engineering Consulting Services
2. Easement Plat Services

Engineering Fee:	Lump Sum	\$684,000.00
Easement Plat Services:	Time & Expense (Budget):	\$ 60,000.00
Reimbursable Expenses:	Time & Expense (Budget):	\$ 2,000.00
Additional Services	Time & Expense	See Consulting Services Rate Sheet

Total Task Order Amount: \$ 744,000.00

This Agreement hereby amends the above referenced Professional Services Agreement between Thomas & Hutton and the City of Spring Hill and supersedes all prior written or oral understandings. This Agreement of Services may only be amended, supplemented, modified, or cancelled by a duly executed written instrument. IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day written below.

Client: CITY OF SPRING HILL

Engineer: THOMAS & HUTTON

Signed:

Signed:

Name: Jim Hagaman

Name: Trent V. Thompson, PE

Title: Mayor

Title: Vice President of Infrastructure

Date: November 04, 2024

Date: 10/02/2024

EXHIBIT A

SCOPE OF SERVICES

Thomas & Hutton will provide General Consulting Phase, the Survey Phase, Design Phase, Permitting Phase, and Bid Phase services and such Additional Services as you may request during the course of the Project.

Based on recommendations determined by the 2024 Sewer Capacity Study for the City of Spring Hill, upgrades to the sewer system include approximately 3,500 LF of a proposed 30-inch gravity sewer paralleling the existing 30-inch gravity sewer main along Grassy Branch.

1. SCOPE OF SERVICES

Engineering Consulting Services

A. General Consulting Phases

1. General Consulting Phase

Thomas & Hutton shall assist the City of Spring Hill (Client) through the design and permitting stages of the project. During the early stages of the project when the conceptual design details are being finalized, assistance may include assembling documents, responding to questions, and feasibility analyses.

2. Project Administrative/Clerical Phase

Consultant shall provide general clerical/administration duties to support the Project including typing, preparation of packages for submittal, and mailing.

3. Project Team Meetings

Consultant shall attend Project meetings and conference calls at the request of the Client.

B. Survey Phases

Based upon the final master plan approved by the Client, Consultant will perform the following Survey Phase tasks:

1. Easement Plat Services

- Consultant will conduct a survey for the location of boundary and right of way lines intersecting the proposed sewer alignment.
- This survey is for the location of physical boundary evidence (E.g. fences, iron pins, and concrete monuments) and for determining the relationship of such to the descriptions in record documents or the depictions on official right of way maps found or provided (E.g. deeds, plans, and plats).
- The survey will be performed in accordance with the Rules of the Tennessee State Board of Examiners for Land Surveyors, Chapter 0820-03, Standards of Practice.
- Consultant will prepare exhibit maps and legal descriptions for the

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permanent easements and the temporary construction easements required where the proposed sewer alignment crosses individual lots, parcels, roadways, etc.

- The exhibit maps will be certified by the professional surveyor responsible for the boundary resolutions and legal descriptions.
- The survey may be delivered in hard copy and/or digital formats [E.g. CAD file (dwg) and Portable Document File (pdf)].
- Document research by the surveyor will be limited to deeds and plats referenced at the property assessor's office, and any additional documents to be addressed must be provided for by the client (E.g., copies of those documents or specific references with book and page numbers).
- Visible and apparent easements, encroachments, projections, rights of way, uses, etc. that cross or form the boundary lines surveyed, as well as ambiguities regarding boundaries, which in the opinion of the Professional Land Surveyor in responsible charge of the survey require further action (I.e. property line agreements, quiet title actions, etc.) for resolution, will be clearly shown graphically on the survey map or plat along with explanatory notes quantifying the magnitude of any gaps, gores, or overlaps; such further actions, if required, will be the responsibility of the client.

2. Topographic Survey

- Consultant will conduct a survey for the locations and elevations of structures and/or pipe networks (including sizes, types, and inverts) and other physical features which are visible, obvious, and apparent from surface indications, such as buildings, drainage, pads, sanitary sewer, utilities, water bodies, etc.
- The survey will be performed in accordance with the Rules of the Tennessee State Board of Examiners for Land Surveyors, Chapter 0820-03, Standards of Practice.
- Vertical relief will be depicted as contours at intervals of two (2) feet and/or spot elevations.
- The survey may be delivered in hard copy and/or digital formats [E.g. CAD file (dwg) and Portable Document File (pdf)].
- The survey will be conducted relative to the Tennessee State Plane Coordinate System, TN-4100, NAD83(2011), U.S. Survey Feet.
- Elevations will be in terms of NAVD88 and will be equal to orthometric heights derived using GEOID18.

3. Reimbursable Expenses

- Lump sum fees do not include overnight or local delivery charges, or printing.
- Review and Recording fees, if requested, are not included in our fee schedule and shall be provided by the Client at the time of submittal.

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- Underground utilities (i.e. power, communication, water and gas) that may exist within the project limits will be shown based upon the location of visible surface appurtenances. Subsurface utility designation is not included in this scope of work.

4. Exclusions

Items not included in the survey scope of services are as follows:

- Subdivision of or other platting of the property
- Recordation of survey plat
- Archaeological survey and report
- Wetland delineation, surveys, or permits unless specifically covered in the scope of services
- Geotechnical investigation or report
- Phase One or Phase Two Environmental Assessments
- Endangered species survey and report
- Tree Survey unless specifically covered in the scope of services
- Off-site work unless specifically covered in the scope of services
- Act as an expert witness for legal activities
- Location of underground utilities other than from above ground features or markings
- ALTA/NSPS Land Title Survey

These items may be completed as additional services if requested by the Client.

C. Design Phases

1. Engineering Design Phase

After completion of Survey Phase and approval of the preliminary routing plan by the City of Spring Hill, Consultant shall prepare construction plans, which will include:

1. General Plan Sheets (Cover Sheet, General Notes, and Legend)
2. Sanitary Sewer design construction plans, including plan and profile views. Profiles shall show utility conflicts, manhole locations and proposed pipe depths along the selected route of the sanitary sewer main.

In addition, Thomas & Hutton shall prepare and submit the following items along with the plan submittal:

3. Prepare and submit the permits considered and required.
4. Hydraulic calculations
5. Engineer's Estimate of Probable Construction Cost.

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6. Specifications, including Standard Contract Documents and Technical Specifications

D. Permit Phase

Consultant will provide the following services for the Permitting Phase:

1. Tennessee Department of Environment and Conservation (TDEC)

Consultant will assist Client during the TDEC permitting phase of the project by complying with the requirements of TDEC and submitting the appropriate applications including Utility Line Crossing ARAP Permit and Sewer Plan Review permit package applications including required construction plans and engineering calculations and reports to the agency.

2. Tennessee Department of Transportation (TDOT)

Consultant will assist Client during the TDOT permitting phase of the project by complying with the requirements of TDOT and submitting the permit package application including construction plans to the agency.

E. Bid Phase Services

As part of our Bid Phase Services Consultant will provide the following:

- Attend one pre-bid conference with Owner and prospective Contractors
- Prepare minutes of pre-bid conference for distribution to Owner and prospective Contractors.
- Assist in the preparation of addendum documentation and responses to questions presented by Contractor.
- Assist Owner in acceptance of final bid package from Contractor.
- Prepare a tabulation from each Contractor and summary of bonding information for the project(s).
- Evaluate bid submittal for general conformance to contract documents and provide a recommendation of award to Owner.

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Unless a specific scope is included in this Agreement, these items are **not** included in the Scope of Services:

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- Wetland delineation, surveys, or permits
- Geotechnical investigation or report, unless specific scope is included in the Agreement
- Phase One or Phase Two Environmental Assessments

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- Endangered species survey and report
- Interior Courtyard Design
- Off-site work unless specifically covered in the Scope of Services
- Approvals or permits other than those related to the Scope of Services covered by this Agreement
- Act as an expert witness for legal activities
- Telephones, cable television, gas, and power distribution systems

These items can be coordinated or provided, if requested by Client in writing.

2. **PERIODS OF SERVICE**

A. **General Consulting Phases**

After receipt of a written notice to proceed from Client, Consultant will commence work within seven (7) calendar days after receipt.

B. **Survey Phase**

After Client approves the final master plan, Consultant will commence work within fourteen (14) calendar days after acceptance of the general sewer alignment.

C. **Design Phase**

After the Survey Phase required for design is complete, Consultant will commence work within seven (7) calendar days and complete design services within one-hundred and eighty (180) calendar days.

D. **Permit Phase**

After the Survey Phase required for design is complete, Consultant will commence work within seven (7) calendar days and complete permitting services within one-hundred and eighty (180) calendar days.

E. **Bid Phase**

After the Permit Phase is complete, Consultant will assist the Client with Bid Phase services outlined in the Scope of Services.

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