

RESOLUTION 24-204

**A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION INSPECTION SERVICES AT SANCTUARY BLUFF WITH THOMAS & HUTTON**

**WHEREAS**, the City of Spring Hill has identified the need for as-needed construction inspection services at the Sanctuary Bluff project site; and

**WHEREAS**, Thomas & Hutton is under contract with the City of Spring Hill for professional engineering services; and

**WHEREAS**, City staff requested Thomas & Hutton prepare a professional services agreement and task order for the project, including a scope and cost estimate, as shown in Exhibit A; and

**WHEREAS**, the hourly, as-needed cost proposal total is not to exceed \$55,000.00.

**NOW, THEREFORE BE IT RESOLVED**, the City of Spring Hill Board of Mayor and Aldermen:

1. Approve the professional services agreement and task order with **THOMAS & HUTTON** for as-needed construction inspection services in the amount of up to \$55,000.00.
2. Authorize the Mayor to amend the Professional Services Agreement.

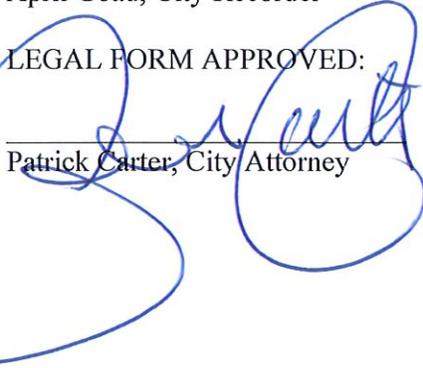
**Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 19<sup>TH</sup> day of August, 2024.**

  
\_\_\_\_\_  
Jim Hagaman, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney



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Spring Hill, TN  
Sanctuary Bluff  
(CEI) Task Order Contract

Task Order No: 28298.0065 CEI

Date: 7-03-2024

The Professional Service Agreement - Task Order Contract between the City of Spring Hill and Thomas & Hutton for Construction Engineering Consultant Services for the Sanctuary Bluff development project, roadway and miscellaneous field services. The Professional Services Agreement dated September 7, 2021 is hereby amended to include the following Task Order:

**Task Description:** CEI Services to include construction observations to assist the City staff with the private development project consisting of roadway construction within the development.

**Contact:** Dan Allen, Assistant City Administrator

**Scope of Services:** CEI Services for the Sanctuary Bluff private development project.  
CEI Services will be provided to include daily construction observations being performed by Thomas & Hutton personnel. Services will include recording daily observations and monitoring to ascertain that the work is in substantial conformance with the contract documents and with the design intent, and recording completed quantities as required. Services to include attending progress meetings, submitting daily diaries on a weekly basis, submitting records of completed quantities monthly, if required, and coordinating with City personnel and design engineer staff regarding any requests for information or noted deficiencies.

As part of Thomas & Hutton's engineering consulting services, the following tasks and engineering services will be provided:

1. CEI Services to include on-site construction observations.
  - a. Daily site construction observation (up to 40 hours per week)
  - b. Completing daily diary of construction observations
  - c. Tracking completed work.
  - d. Coordination with City personnel.

The service fees are based on a two (2) month construction period, based on the contractor's schedule to complete the project and performing up to 40 hours per week of construction observation services. Reimbursable Expenses shall include travel in company or private vehicles billed at the IRS Standard Mileage Rate. Should construction extend beyond that time or if additional on-visits are requested by the Owner, the Engineer shall furnish additional services on a time and expense basis following written authorization from the Owner.

EXCLUSIONS: Services do not include any type of material testing, surveying, or permitting.

**Deliverables:** 1. CEI Services during Construction

CEI Services	Time and Expense (Budget): \$53,000.00
Reimbursable Expenses	Time and Expense (Budget): \$2,000.00
Additional Services	Time & Expense: See Consulting Services Rate Sheet

**Total Task Order Amount: \$ 55,000.00**

This Agreement hereby amends the above referenced Professional Services Agreement between Thomas & Hutton and the City of Spring Hill. 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 Hawaman	Name:	Lisa Muzekari, P.E.
Title:	MAYOR	Title:	Principal/Environmental Manager
Date:	8-19-2024	Date:	7/03/2024