

RESOLUTION NO. 25-175

A RESOLUTION TO AUTHORIZE A TEMPORARY EXTENSION OF THE PROFESSIONAL SERVICES CONTRACT WITH THOMAS & HUTTON FOR ENGINEERING SERVICES IN ORDER TO ISSUE A REQUEST FOR QUALIFICATIONS (RFQ) IN COMPLIANCE WITH CITY PURCHASING POLICY

WHEREAS, the City of Spring Hill entered a professional services contract with Thomas & Hutton for engineering services as authorized by Resolution 21-173; and

WHEREAS, the City's Purchasing Policy states that "The City of Spring Hill will review, at a minimum, Professional Services Contracts every three (3) years and will issue Requests for Qualifications to determine the capabilities and standards of other potential service providers"; and

WHEREAS, the existing professional services contract with Thomas & Hutton has exceeded the three-year review threshold and is no longer in compliance with the City's Purchasing Policy; and

WHEREAS, the City recognizes the need for continuity of engineering services while preparing and issuing a new Request for Qualifications (RFQ) in accordance with policy; and

WHEREAS, several active and time-sensitive projects are currently underway, including infrastructure planning and development activities connected to growth-related concerns and utility-related moratorium issue, which require uninterrupted engineering support to avoid unnecessary delays and complications; and

WHEREAS, a temporary, emergency extension of the current contract will allow these essential services to continue while the City conducts a competitive qualifications-based selection process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, AS FOLLOWS:

SECTION 1. The Board of Mayor and Aldermen hereby authorizes a six (6) month emergency extension of the existing professional services contract with Thomas & Hutton, effective immediately, in order to allow time for the issuance and completion of a Request for Qualifications (RFQ) process in compliance with City policy.

SECTION 2. The Mayor is authorized to execute any necessary documentation related to the extension of the contract and the future RFQ process.

SECTION 3. This resolution shall take effect immediately upon its passage, the public welfare requiring it.

Passed and approved, this 21st day of July, 2025.



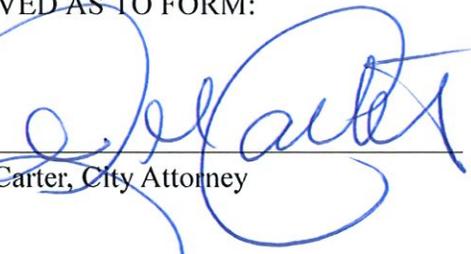
Matt Fitterer, Mayor

ATTEST:



April Goad, City Recorder

APPROVED AS TO FORM:



Patrick Carter, City Attorney



REQUEST: *Approval of Resolution 25-175*
SUBMITTED BY: Rebecca Holden, Finance Director
DATE: July 21, 2025
RE: To approve Resolution to temporarily extend contract with Thomas & Hutton
ATTACHMENTS: Resolution

PURPOSE:

The purpose of this resolution is to comply with the Purchasing Policy of the City of Spring Hill.

BACKGROUND:

Resolution 21-173 authorized professional engineering services contract with Thomas and Hutton. The Purchasing policy states "The City of Spring Hill will review, at a minimum, Professional Services Contracts every three (3) years and will issue Requests for Qualifications to determine the capabilities and standards of other potential services providers. This professional service contract with Thomas & Hutton is currently out of purchasing policy guidelines. This is a request for an emergency extension of 6 months in order to have time to issue an RFQ. This will allow engineering work to continue related to time sensitive projects.

FINANCIAL IMPACT:

Current Contract Pricing

STAFF RECOMMENDATION:

City staff recommends approval of Resolution 25-175 to temporarily extend contract with Thomas and Hutton until the Request for Qualifications can be issued.