

RESOLUTION 22-247

**A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN A STORMWATER
PROJECTS TASK ORDER CONTRACT FOR DESIGN SERVICES
WITH THOMAS & HUTTON**

WHEREAS, the City of Spring Hill has identified areas within the City limits that are in need of stormwater repairs that it cannot perform itself; and

WHEREAS, City staff requested Thomas & Hutton, as engineers of record under contract with the City, prepare a Task Order Contract with cost proposals for the four identified areas for design services, survey services, and environmental document preparation; and

WHEREAS, the cost proposals for all projects is a total of \$284,800.00, as detailed in Exhibit A attached hereto; and

Augusta Place subdivision	\$88,180.00
Buckner Place subdivision	\$66,330.00
Cameron Farms subdivision	\$57,150.00
Tweed Court in Crowne Point subdivision	\$73,140.00

WHEREAS, costs for construction, construction inspection services, utility relocations and any easements needed will be presented at a future date for the Board of Mayor and Aldermen to approve to expense; and

WHEREAS, the design costs will be expensed in the Stormwater Fund with Budget Amendment No. 1 with revenue recognized through the Interfund Capital Note between the Water/Sewer Fund and the Stormwater Fund.

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

1. Approve the Stormwater Projects Task Order Contract with Thomas & Hutton for design services for four identified projects in the amount of \$284,800.00, attached hereto.
2. Authorize the Mayor to execute the Contract, attached hereto.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 7th day of November, 2022.



Jim Hagaman, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



THOMAS & HUTTON

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Spring Hill, TN Stormwater Projects Task Order Contract

Task Order No: **28298.0032, 28298.0033,
28298.0034, 28298.0036**

Date: **11/3/2022**

The Professional Service Agreement - Task Order Contract between the City of Spring Hill and Thomas & Hutton for General Professional Engineering Consultant Services for the Design of Stormwater Improvements at the following four (4) locations: Augusta Place Subdivision, Buckner Place Subdivision, Cameron Farms Subdivision, and Tweed Court in Crowne Pointe Subdivision. The Professional Services Agreement is hereby amended to include the following Task Order:

Task Description: Design services for the above mentioned four (4) stormwater projects.

Contact: Tyler Scroggins, Public Works Director

Scope of Services: Engineering Services for Development of Bid Documents for four (4) stormwater improvement projects. Where possible, the conveyance of the 100-year design storm shall be included. The ability to convey the 100-year design storm could be impacted by elevations and/or conflicts with existing utilities.

The following are the proposed design concepts:

1. Augusta Place Subdivision – Design of stormwater improvements from the "Pond" in Wynqate Estates to the storm sewer outlet in Augusta Place.
2. Buckner Place Subdivision – Design of a curb and gutter along Biggers Drive with curb inlets. Design of drainage swales between houses (where feasible) to convey stormwater to the swale at the rear property lines. In addition, design a storm sewer collection/conveyance system to address ponding at 2829 Biggers Drive.
3. Cameron Farms Subdivision – Design of a detention outlet structure with an emergency overflow to replace the sluice gate in the pond on Westchester Lane. Design storm sewer upgrades to improve the existing system from the rear yard of 2757 Douglas Lane to the outlet at Buckner Road.
4. Tweed Court in Crowne Pointe Subdivision – Design modifications to the existing storm sewer system along Tweed Court and Pedigo Place to mitigate the amount of stormwater runoff being conveyed within the roadway.

These concepts shall be considered fluid as the design approach may change due to site conflicts, existing downstream storm sewer capacity limitation, and cost feasibility.

Design engineering services will be provided for the proposed projects. Services will include:

1. Engineering design of the stormwater improvements for each of the four project locations.
2. Develop plans and specifications

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

1. Topographic/Boundary Survey
2. Civil Engineering Design
3. Storm sewer sizing with hydraulic calculations
4. Identification of required permanent and temporary easements
5. Development of Bid Documents (Plans and Specifications)
6. Development of Storm Water Pollution Prevention Plan (SWPPP); for project greater than 1-acre of disturbance
7. 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.

EXCLUSIONS: The following items are excluded from this task order. Pricing for these items will be provided as the projects progress towards these specific tasks.

1. Easement document preparation and coordination.
2. Bidding assistance, review of bids, and award recommendation
3. Construction Engineering and Inspection (CEI) Services
4. Environmental studies as might be determined necessary for the SWPPP.

Deliverables:

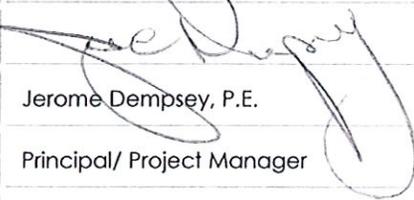
1. Bidding Documents (Plans and Specifications)
2. SWPPP Submittal, as required for each project
3. General layout of required easements (does not include easement exhibits or descriptions)

Design Service Fees:	Augusta Place Survey and Design	Lump Sum: \$81,480.00
	Buckner Place Survey and Design	Lump Sum: \$59,630.00
	Cameron Farms Survey and Design	Lump Sum: \$50,450.00
	Tweed Court Survey and Design	Lump Sum: \$66,440.00
	SWPPP Document Preparation	Lump Sum: \$6,700.00 Per Project Location (\$26,800.00)
	Additional Services	Time & Expense: See Consulting Services Rate Sheet
Total Task Order Amount:		\$ 284,800.00

The following are project construction estimates based on preliminary layouts to address each project scope. Since the estimates are not based on design plans, they should be viewed strictly as an estimate, and pricing may vary depending on the actual design and the construction market at the time of bidding. For these reasons, a 15% contingency and a utility relocation cost were included.

Location	Estimate of Construction Cost	15% Const. Contingency	Utility Relocation Allocation	Total Estimate
Augusta Place	\$720,050.00	\$108,007.50	\$50,000.00	\$878,057.50
Buckner Place	\$485,460.00	\$72,819.00	\$20,000.00	\$578,279.00
Douglas Lane	\$368,245.00	\$55,236.75	\$20,000.00	\$443,481.75
Tweed Place	\$578,590.00	\$86,788.50	\$20,000.00	\$685,378.50

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 Hageman	Name:	Jerome Dempsey, P.E.
Title:	Mayor	Title:	Principal/ Project Manager
Date:	11/7/2022	Date:	11/3/2022
		Signed:	
		Name:	Cory Hall, P.E.
		Title:	Project Manager
		Date:	11/3/2022



REQUEST: *Approval of Resolution 22-247*
SUBMITTED BY: Tyler Scroggins, Public Works Director
Missy Stahl, CIP Manager
DATE: October 17, 2022
RE: To authorize the Mayor to sign a Task Order Contract with Thomas & Hutton for design services for four stormwater projects
ATTACHMENTS: Task Order Contract

PURPOSE:

Thomas & Hutton has submitted a Task Order Contract for design services and associated services for the repairs of four identified areas within the City that require extensive stormwater repairs.

BACKGROUND:

The City of Spring Hill has identified four areas within the City limits that need extensive stormwater repairs that it cannot do in-house. Staff asked Thomas & Hutton to submit a cost proposal for the design services and associated services for the four identified areas. The total cost is \$284,800 and would include repairs to Augusta Place subdivision, Buckner Place subdivision, Cameron Farms subdivision and Tweed Court in Crowne Point subdivision. If additional services (such as environmental studies or geotech) are needed, an additional request for authorization would be presented to the BOMA for approval.

The Contract also includes estimated costs for construction and utility relocations. Costs for construction inspection services and any easements needed are not able to be calculated until design is finished. Authorization for these services will be presented to the BOMA in the future.

FINANCIAL IMPACT:

The costs will be expensed in the Stormwater Fund and will be added to the FY 23 budget with Budget Amendment No. 1. Offsetting revenue will also be added with Budget Amendment No. 1 utilizing the Interfund Capital Outlay Note from Water/Sewer Fund to the Stormwater Fund.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 22-247 to authorize the Mayor to sign a Task Order Contract with Thomas & Hutton for design services for four stormwater projects.



2022 CONSULTING SERVICES RATE SHEET

Thomas & Hutton provides services on a time and expense basis as follows:

1. This basis includes allowance for direct salary expenses and for direct non-salary expenses. It also provides for services we may subcontract to others.
2. Direct salary expenses are generally based upon our payroll costs. The payroll costs include the cost of salaries and wages (including sick leave, vacation, and holiday pay) for time directly chargeable to the project; plus, unemployment, excise, payroll taxes, and contributions for social security, employment compensation insurance, retirement benefits, and medical and insurance benefits.

The current hourly rate charges for each skill position for 2022 are as follows:

Hourly Rate	Engineer	Survey	Landscape	GIS	Quality Control	Business/ Administrative
\$ 265.00	Consultant	Consultant	Consultant	Consultant	Consultant	
\$ 240.00	Senior Manager	Senior Manager Survey Party (3-Men)	Senior Manager	Senior Manager	Senior Manager	Senior Manager
\$ 215.00	Project Manager V Project Engineer V	Survey Manager V Project Surveyor V	Landscape Architect V LA Project Manager V	GIS Manager V		
\$ 200.00	Project Manager IV Project Engineer IV	Survey Manager IV Project Surveyor IV	Landscape Architect IV LA Project Manager IV	GIS Manager IV		Senior Application Developer IV, Software/Computer Consultant IV
\$ 185.00	Project Manager III Project Engineer III	Survey Manager III Project Surveyor III	Landscape Architect III LA Project Manager III	GIS Manager III		Senior Application Developer III, Software/Computer Consultant III
\$ 175.00	Project Manager II Project Engineer II	Survey Manager II Project Surveyor II Survey Party (2-Men)	Landscape Architect II LA Project Manager II	GIS Manager II	Construction Administrator II	Senior Application Developer II, Software/Computer Consultant II
\$ 160.00	Project Manager I Project Engineer I	Survey Manager I Staff Surveyor V Project Surveyor I	Landscape Architect I LA Project Manager I	GIS Manager I	Construction Administrator I	Grant Administrator, Senior Application Developer I, Software/Computer Consultant I
\$ 150.00	Designer IV Engineering Technician IV	Survey Field Supervisor	Landscape Designer IV	GIS Analyst IV	Field Representative V	Application Developer IV
\$ 140.00	Designer III Engineering Technician III	Staff Surveyor IV	Landscape Designer III	GIS Analyst III	Field Representative IV	Application Developer III
\$ 125.00	Designer II Engineering Technician II	Staff Surveyor III Survey Party (1-Man)	Landscape Designer II	GIS Analyst II		Permit Coordinator III Application Developer II
\$ 115.00	Designer I Engineering Technician I	Staff Surveyor II	Landscape Designer I	GIS Analyst I	Field Representative III	Application Developer I, Permit Coordinator II, Admin IV
\$ 105.00	CADD Technician III	Staff Surveyor I Survey Technician III	Landscape Technician III	GIS Technician III	Field Representative II	Permit Coordinator I
\$ 95.00	CADD Technician II	Survey Technician II	Landscape Technician II	GIS Technician II		
\$ 90.00	CADD Technician I	Survey Technician I	Landscape Technician I	GIS Technician I	Field Representative I	Admin III
\$ 85.00						Admin II
\$ 80.00						Admin I
\$ 420.00	Expert Witness					

3. When warranted, overtime will be charged for any non-salary employees. Overtime hours will be billed at 1.5 times the individual's charge rate.
4. Direct non-salary (reimbursable) expenses, including printing, reproduction, air travel, lodging, and meals are billed at cost. Travel in company or private vehicles will be billed at the 2022 IRS Standard Mileage Rate and may be revised based on fuel pricing. Outside consultant fees will be billed at 1.15 times the cost.
5. All rates and charges are effective through January 1, 2023, including printing, reproductions, materials, and travel and are subject to change at that time. New rates and costs will become immediately effective to contracts in effect at the time of rate changes.

CLIENT'S INITIALS

CONSULTANT'S INITIALS