



REQUEST: Resolution 26-068 – Resolution to Approve Professional Services Agreement between STV Engineers, Inc. and Town of Nolensville for Engineering Services for Clovercroft Road Widening Project

SUBMITTED BY: Victor Lay, Town Manager
Chuck Downham, Assistant Town Manager
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DATE: June 4, 2026

ATTACHMENTS: Resolution 26-068– Resolution to Approve Professional Services Agreement between STV Engineers, Inc. and Town of Nolensville for Engineering Services for Clovercroft Road Widening Project
Professional Services Agreement – STV Engineers, Inc. (Exhibit B)

PURPOSE:

To approve Resolution 26-068 to approve a revised Professional Services Agreement between STV Engineers, Inc. and the Town of Nolensville for engineering services for the Clovercroft Road widening project.

BACKGROUND:

The Town of Nolensville adopted a Major Thoroughfare Plan in 2022 that provides a general plan for major street system and intersection improvements to support the continued growth and development of the community while ensuring safe travel for vehicles and pedestrians throughout the Town of Nolensville. Correspondingly, with the growth and development experienced in the Town of Nolensville traffic generation has increased proportionately along major arterials including Nolensville Road that serves as a major transportation corridor for the working population commuting between destinations Williamson, Davidson and Rutherford Counties.

With continued growth and development of the Town the Major Thoroughfare Plan forecasts other major roads serving as east-west corridors such as Clovercroft Road, Kidd/McFarlin Road, Rocky Fork Road and Sunset Road will continue to experience large increases in traffic volumes including AM and PM peak periods. The Major Thoroughfare Plan recommends Clovercroft Road be widened to three (3) lanes and to improve intersection capacity including addressing necessary geometric improvements to improve operational efficiency along Clovercroft Road.

The Board of Commissioners approved Resolution 25-044 to authorize the Town Manager to issue a Request for Qualifications for engineering services for the Clovercroft Road widening project. The Town published a Request for Qualifications in mid-August 2025 and received numerous Statements of Qualification from qualified engineering consultants. Utilizing a qualification-based selection process, STV Engineers, Inc. (“STV”) was selected as the preferred consultant based upon their qualifications and experience with similar road projects and their past experience working with the Town of Nolensville including most notably Rocky Fork Road.

STV initially submitted for consideration in October 2025 a Professional Services Agreement that included a detailed scope of services providing the following services:

- Project Management
- Field Survey
- Traffic Engineering/Analysis
- Preliminary Plans and Cost Estimate

The scope of services also included an “optional” public engagement scope of service to assist and provide input to the Town’s Public Information Officer regarding the project to only be utilized upon written authorization by the Town to be billed on an hourly basis with a not-to-exceed amount.

In November 2026, the Board of Commissioners by a majority voted to postpone action on Resolution 25-096, a resolution to approve a professional services agreement between the Town of Nolensville and STV for the Clovercroft Road widening project, until the Strategic Planning Session in February 2026. The project has not advanced since the Strategic Planning Session. Recently, the Board of Commissioners expressed interest in moving forward with the project. Town staff contacted STV to confirm whether the prior agreement including the lump sum fee were still valid to which STV replied the prior agreement could still be utilized including the lump sum fee provided there were no significant changes in the scope of services.

The Board of Commissioners expressed a need for improved communication and transparency for the project along with accountability to ensure timely delivery of professional services within the agreed upon schedule. An updated/revised agreement was prepared by STV to address the concerns expressed to include conducting monthly progress meetings and the preparation of monthly project updates to be shared with the Board of Commissioners and posted on the Town’s website. Any deviations from schedule will be promptly communicated by Town staff and the consultant including steps to recover schedule where possible.

The initial agreement presented by STV as well as the latest revised agreement propose to provide the scope of services as outlined in the agreement for a lump sum fee not to exceed \$119,691 (excluding the Optional Task for public and stakeholder engagement with an hourly not to exceed amount of \$2,500). The lump sum fee was not adjusted by STV from the October 2025 version to the current version. STV proposes completion of preliminary design by end of December 2026 based on a notice to proceed being issued by the Town in early June 2026. The schedule in the revised agreement is slightly longer than the initial agreement to accommodate conducting required traffic counts that will need to wait until public schools are back in full session in late August to provide accurate and up-to-date traffic data for completion of the traffic analysis task within the scope of services. Following completion of preliminary design, the Board of Commissioners can then consider whether to authorize and fund remaining engineering services including geotechnical, environmental permitting, right-of-way, preparation of construction plans and bid documentation, project management, and related services.

Town staff also recommends the inclusion of a design contingency in the amount of \$12,000 to cover unforeseen design considerations during the preliminary design process. The recommended contingency amount is contained in Resolution 26-068 for consideration by the Board.

FISCAL IMPACT:

The Board of Commissioners has initially budgeted \$300,000 in FY2025-26 for engineering services that has been carried forward in the FY2026-27 fiscal budget pending approval by the Board of Commissioners. Based upon the revised schedule provided with the updated agreement, preliminary design services should conclude at the midpoint of the fiscal year. The budget appropriation will be sufficient to cover expenditures for preliminary design services as outlined in the revised scope of services and corresponding schedule for completion of said services.

STV Engineers, Inc. proposes in their revised agreement a total fee in the amount of \$122,191 (lump sum fee of \$119,691 plus \$2,500 to be billed hourly-not-to-exceed only upon written authorization by Town). Town staff further recommends as reflected in the Resolution that a budgeted contingency in the amount of \$12,000 be approved to provide additional funding to address unforeseen engineering design issues that may arise during preliminary design for a total expenditure of \$134,191.

If the Board decides to progress the project beyond preliminary design, Town staff will work collaboratively with STV to prepare an addendum to the agreement to authorize remaining engineering services including, but not limited to, geotechnical, environmental permitting, right-of-way and construction plans, and bid documentation and project management and support services. An additional budget appropriation may be needed by the Board to provide sufficient funding and design contingency to complete remaining engineering services through bid preparation and evaluation.

STAFF RECOMMENDATION:

Town staff recommends approval of Resolution 26-068 to approve the revised Professional Services Agreement between STV Engineers, Inc. and the Town of Nolensville for preliminary engineering services for the Clovercroft Road widening project for a total fee in the amount of \$122,191 (lump sum fee of \$119,691 plus \$2,500 to be billed hourly-not-to-exceed only upon written authorization by Town). Town staff further recommends as reflected in the Resolution that a budgeted contingency in the amount of \$12,000 be approved to provide additional funding to address unforeseen engineering design issues that may arise during preliminary design for a total expenditure of \$134,191.

Alternatively, should the Board of Commissioners desire to not consider approval of Resolution 26-068, Town staff recommends the Board consider taking action to reject all statements of qualification received in September 2025 given the amount of time that has transpired since the initial request for qualifications was published in August 2025. Following rejection of the statements of qualification, if the desire of the Board is to reinstate a qualification-based approach for engineering consultant services for the Clovercroft Road widening project, the Board will need to consider and approve an action to direct the Town Manager to initiate a qualification-based selection process for engineering services the Clovercroft Road widening project. Town staff anticipates the qualification-based selection process will require 3-4 months to complete including preparation and publication of an updated request for qualifications, an appropriate response period for qualified consultants to respond, review of statements of qualification to identify firms to interview, consultant interviews, identification of qualified consultant to negotiate a professional services agreement, and presentation and consideration of the agreement by the Board of Commissioners.