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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
<b>Total Task Order Amount:</b>		<b>\$ 151,500.00</b>

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,

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