

RESOLUTION 24-150

A RESOLUTION TO APPROVE THE CARRY OVER OF OUTSTANDING PURCHASE ORDERS AS WELL AS CERTAIN UNUSED BUDGETS FOR FY 2024 TO FY 2025

WHEREAS, the City of Spring Hill has outstanding or partial received purchase orders issued in FY 2024 for items and/or contract services that will not be completed prior to June 30, 2024; and

WHEREAS, City staff recommends these purchase orders be carried over to FY 2025 with the funds being budgeted in corresponding departments; and

WHEREAS, if additional funding through a change order is required, additional funds will be from the FY 2025 budget; and

WHEREAS, outstanding purchase orders recommended to be carried over are detailed in Exhibit A, attached hereto; and

WHEREAS, carried over purchase orders will remain in and be paid from the existing departments as detailed in Exhibit A: and

WHEREAS, certain budget expenses were unable to be encumbered prior to the end of the fiscal year and these funds are not accounted for in the FY 25 budget, the amounts need to be carry forward as well; and

WHEREAS, the provided Exhibits shall take the place of those provided in Resolution 24-117;

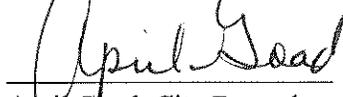
NOW, THEREFORE BE IT RESOLVED, the City of Spring Hill Board of Mayor and Aldermen approve the carry-over of outstanding purchase orders for FY 2024 for which services or merchandise will not be completed prior to June 30, 2024 to FY 2025 and funding budgeted accordingly.

ALSO BE IT RESOLVED, the Board of Mayor and Aldermen approve the carry forward of unexpended budgets that were needed but not encumbered by June 30, 2024.

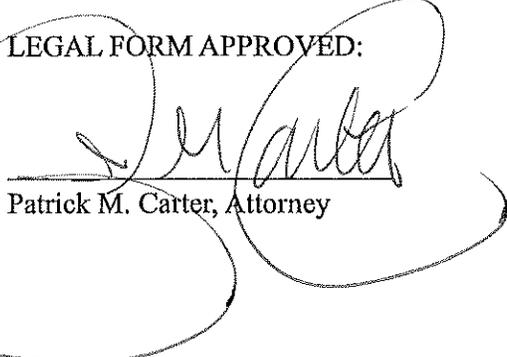
Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 17th day of June, 2024.


Jim Hagaman, Mayor

ATTEST:


April Gbad, City Recorder

LEGAL FORM APPROVED:


Patrick M. Carter, Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Alderman
FROM: Pam Caskie, City Administrator
DATE: June 14, 2024
RE: Resolution 24-150: Rolled Purchase Orders and Authority

PURPOSE:

The purpose of the proposed resolution is to adjust the previously approved encumbered purchase orders (POs) and rolled authority by the Board of Mayor and Aldermen (BOMA).

BACKGROUND:

Since the initial approval of Resolution 24-117, changes, adjustments, and corrections have necessitated the approval of an updated set of rollovers and authorities. The attached supporting documentation and analysis provide detailed information about the overall position of the presented funds.

FINANCIAL IMPACT:

The changes have a net positive impact as denoted in the attached summary of funds.

RECOMMENDATION:

Staff recommends that the Board of Mayor and Aldermen approve Resolution 24- 150 as presented.



OFFICE OF THE CITY ADMINISTRATOR

199 Town Center Parkway • Spring Hill, Tennessee 37174
931-486-2252, ext 215
www.springhilltn.org

RESOLUTION 24-117

Row Labels	Sum of Amount
110	\$ 5,385,864
124	\$ 6,914
150	\$ 1,881,733
210	\$ 218,662
311	\$ 26,104,003
313	\$ 903,362
410	\$ 3,918,470
416	\$ 165,631
Grand Total	\$ 38,584,638

RESOLUTION 24-150

Row Labels	Sum of Amount
110	\$ 4,065,686
124	\$ 6,914
150	\$ 2,591,539
210	\$ 785,644
311	\$ 26,104,003
313	\$ 904,694
410	\$ 2,329,401
416	\$ 153,130
Grand Total	\$ 36,941,011

DIFFERENCE	
110	\$ (1,320,177)
124	\$ -
150	\$ 709,806
210	\$ 566,982
311	\$ -
313	\$ 1,333
410	\$ (1,589,069)
416	\$ (12,501)
TOTAL	\$ (1,643,627)

EXHIBIT A

PO #	Fund	Division	Object	Vendor	Amount	Dept	Notes
15374	110	41330	52111	COMPLETE FORMS SUPPLY COMPANY	\$9,223.09	Special Census	SPECIAL CENSUS POST CARDS
14976	110	41500	52531	MAULDIN & JENKINS	\$8,785.00	Finance	FINANCIAL & COMPLIANCE AUDIT CITY YEAR END 2024
15072	110	41641	52451	NEC	\$3,500.00	IT	NEC / Telephone
15247	110	41641	52722	VC3	\$44,767.00	IT	VC3
14960	110	41641	52723	Brightly	\$3,908.00	IT	Brightly
14714-r1	110	41641	52724	CDW	\$4,943.00	IT	CDW
15789	110	41641	52724	Power DMS	\$17,670.00	IT	Power DMS / Policy Module
14984	110	41641	52725	Champion Data Systems	\$1,000.00	IT	Packet and Livestreaming Software
15456	110	41641	52725	Tyler Time	\$9,275.00	IT	Tyler Time Clocks
15794	110	41641	52725	VC3	\$6,589.00	IT	VC3
14967	110	41641	53141	VC3 Switch	\$34,818.00	IT	Switch Queue
15798	110	41641	53141	Dell Equipment	\$17,152.00	IT	Computer Life Replacements
14761-r1	110	41641	59705	VC3	\$5,725.00	IT	VC3
15676	110	41641	59710	Dell Marketing	\$7,337.20	IT	Library Laptops replacement
15682	110	41641	59710	Electronic Express	\$6,999.00	IT	TVs for station bill
15772	110	41641	59710	Bibliotheca	\$17,966.00	IT	Self-Checkouts
15774	110	41641	59710	CDW	\$7,593.00	IT	Self-Checkouts
15271	110	41642	52549		\$50,630.75	GIS	Resolution 23-32 and 23-10
15713	110	41800	52661	Inspired Flooring & Design	\$16,984.85	Facilities	Carpet for Courtroom Remodel
15716	110	41800	52661	Hamphre Planning	\$15,344.00	Facilities	Paint for Courtroom Remodel
15717	110	41800	52661	Granger	\$5,000.00	Facilities	Blanket for Courtroom Remodel
15928	110	42100	52261	GALLS	\$10,961.00	Police Headquarters	New Hire Uniforms
15234	110	42100	52833	PINNACLE	\$770.00	Police	ongoing course
15692	110	42100	53141	PROLOGIC	\$14,208.28	POLICE	ADD TO LIST 6.13.24 panasonic laptops for dl scanner
15496	110	42100	53261	GALLS	\$7,532.80	Police	for new hires
14786	110	42100	53261	GALLS	\$3,043.32	POLICE	
15766	110	42100	53261	PUBLIC SAFETY CONCEPTS	\$14,160.00	POLICE	ADD TO LIST 6.13.24 custom badges in process now
15509	110	42100	53281	TNYC	\$2,303.61	Police	remaining order estimated to ship out in AUG
15575	110	42100	53281	EOD GEAR TRAINING CENTER PROS	\$3,696.00	Police	these are custom made, measurements have been completed, waiting on vendor for order completion
15653	110	42100	59824	TRUNE TRAILER SALES	\$14,400.00	POLICE	ADD TO LIST 6.13.24 base grant - dot enforcement trailer
14163-R1	110	42200	59802	Pierce Pumper Truck	900,400.00	Fire	Encumbered by PO - Transfer to CERP Fund
15448	110	43100	59411	Alan Jay	\$37,000.00	PW Admin	Chery Colorado
15161	110	43110	52541	Thomas & Hutton	\$1,650.00	Streets	consultant services for Bellagio Villas
15560	110	43110	52541	TEOMAS & HUTTON ENGINEERING CO	\$1,651.85	Streets	CONSULTANT SERVICES FOR BELLAGIO VILLAS REPAIRS
15562	110	43110	52672	M.A.Y. Contr. Co	\$10,000.00	Streets	NSP Round Hill
15561	110	43110	52672	M.A.Y. Contr. Co	\$9,800.00	Streets	NSP Lot Ann & Kenadiok
15563	110	43110	52672	M.A.Y. Contr. Co	\$56,900.00	Streets	NSP Buckner Ln
15564	110	43110	52672	M.A.Y. Contr. Co	\$49,400.00	Streets	NSP Buckner Ln
15565	110	43110	52672	M.A.Y. Contr. Co	\$64,000.00	Streets	NSP Burwood & Bailey
15465	110	43110	52681	Regent Group	\$63,500.00	Streets	NSP Commonwealth Dr.
					\$124,634.00	Streets	Hurt Road

EXHIBIT A

PO #	Fund	Division	Object	Vendor	Amount	Dept	Notes
15466	110	43110	52681	Rogers Group	\$244,684.00	Streets	Candlerwood
15467	110	43110	52681	Rogers Group	\$78,173.00	Streets	Burtonwood
15469	110	43110	52681	Rogers Group	\$622,989.00	Streets	Haynes Crossing
15470	110	43110	52681	Rogers Group	\$223,663.00	Streets	Cochran Trace
15471	110	43110	52681	Rogers Group	\$1,671,905.50	Streets	Belshire
15472	110	43110	52681	Rogers Group	\$222,064.50	Streets	Baker Springs
15473	110	43110	52681	Rogers Group	\$246,239.00	Streets	Repaving Comingentry
13877-R2	110	43110	52681	Kerr Bros	\$12,154.16	Streets	Repaving Cont.
14391-R1	110	43110	52681	Kerr Bros	\$74,497.92	Streets	Resurfacing City Streets
14355-R1	110	43110	52681	Rogers Group	\$161,307.50	Streets	Road Striping
14550-R1	110	43110	52681	Rogers Group	\$10,057.50	Streets	Rutherford Downs
14771-R1	110	43110	52681	Kerr Bros	\$54,218.60	Streets	Briarleaf Ridge
15277	110	43110	53801	Tennessee Electrical	\$14,430.00	Streets	Road Striping
14942	110	43110	54221	Sentinel	\$23,335.00	Streets	Repairs to Power Poles
15565	110	43110	54226	M.A.Y. CONSTRUCTION CO INC	\$63,500.00	Streets	Guardrails
15564	110	43110	54226	M.A.Y. CONSTRUCTION CO INC	\$64,000.00	Streets	NSP COMMONWEALTH DR
15563	110	43110	54226	M.A.Y. CONSTRUCTION CO INC	\$49,400.00	Streets	NSP BURTONWOOD & BALLEYS TRACE
15562	110	43110	54226	M.A.Y. CONSTRUCTION CO INC	\$36,900.00	Streets	NSP BUCKNER LN (MONOCO TO CHAP RET)
15561	110	43110	54226	M.A.Y. CONSTRUCTION CO INC	\$9,800.00	Streets	NSP BUCKNER LN (CHAP RET TO B'WOOD)
15560	110	43110	54226	M.A.Y. CONSTRUCTION CO INC	\$10,000.00	Streets	NSP LORI ANN & KENDRICK CORNER
15457	110	43110	59411	Tri Green	\$189,651.24	Streets	NSP ROUND HILL DRIVE
15458	110	43110	59411	Alan Jay	\$101,394.00	Streets	Tractor
15554	110	43110	59421	Thompson Cat	\$243,427.33	Streets	F550
15425	110	43110	59811	CT Consultants	\$8,997.00	Streets	Paving Machine
14549-R1	110	43120	52000	Corradino Group	\$1,310.26	Streets	TCRC Sidewalk Design 2
15625	110	43120	52544	Corradino Group	\$6,572.50	Traffic	Traffic Calming
15662	110	43120	52549	Corradino Group	\$43,980.00	Traffic	Prof Services
15539	110	43120	52549	Corradino Group	\$1,552.00	Traffic	PROFESSIONAL SERVICES
15539	110	43120	52549	Corradino Group	\$1,552.00	Traffic	SHTC/CEI Design
14565-R1	110	43120	52651	KCI Technologies	\$41,399.27	Traffic	Spring Hill Town Crossing
14565-R1	110	43120	52651	KCI Technologies, INC.	\$41,399.27	Traffic	SPRING HILL TOWNE CROSSING
15679	110	44400	57205	Game Time Sports	\$3,020.00	Recreation	Prof Sys - CMAQ Grant
15211	110	44700	52651	Line to Line	\$1,286.10	Parks Mtc	PROF SVCS - CMAQ GRANT SIGNAL TIMING SYNCH
15188	110	44700	59421	Smith Turf & Irrigation	\$10,242.00	Parks Mtc	Park Benches
15791	110	46300	53291	Discovery Management Group	\$17,720.00	Engineering	Infield Mix for Softball Fields
13566-R2	124	43110	59852	Corradino Group	\$3,456.86	Streets	Toro Pro Force Blower
13566-R2	124	43110	59852	THE CORRADINO GROUP	\$3,456.86	Streets	Prof Sys Port Royal Rd
15359	150	42100	59411	IT OF COLUMBIA	\$487,296.75	Police	PROF SVCS-PORT ROYAL RD/COUNTRESS ROUNDABOUT
15362	150	42100	59411	PROLOGIC	\$222,508.97	Police	this purchase is in process this purchase is in process

EXHIBIT A

PO #	Fund	Division	Object	Vendor	Amount	Dept	Notes
15091	150	42200	59411	100' Ladder Truck	1,881,733.00	Fire	Encumbered by PO - move budget from Fire to CERP in FY24
14946	210	43200	52952	Benchmark Co	\$35,500.00	Sanitation	Brush Grinding
15673	210	43200	52952	Benchmark Co	\$44,000.00	Sanitation	Brush Grinding
15594	210	43200	52956	The Turf Sod Farms	\$6,502.00	Parks Mtc	Springing for Athletic Fields
14945	210	43200	52957	United Waste Handlers	\$56,905.00	Sanitation	Waste Hauling
15048	210	43200	52958	Marshall Co Solid Waste	\$55,005.00	Sanitation	Solid Waste
15538	210	43200	52991	Game Time Sports	\$20,750.00	Parks Mtc	Top Dressing Fields
15387	210	44700	52651	Waste Mgmt	\$364,523.90	Sanitation	Recycling Expense
15388	210	44700	52651	Waste Mgmt	\$202,657.84	Sanitation	Garbage Collection Expense
14482	311	48001	59000	T M PARTNERS, PLLC	\$278,336.23	18-75 Capital Projects Fund (311)	DESIGN SVC-NEW POLICE DEPT HEADQUARTERS
13775-R2	311	48001	59000	T M PARTNERS, PLLC	\$151,543.44	18-75 Capital Projects Fund (311)	DESIGN SVCS CONTINGENCY-NEW PD HEADQUARTERS
15726	311	48001	59125	HENSEL PHELPS	\$14,489,970.00	Capital Design	POLICE DEPT HO CONSTRUCTION
15629	311	48001	59125	S&M, INC	\$9,940.00	Capital Site Construction	CHANGE ORDER FOR PD HEADQUARTERS
14959	311	48001	59125	HENSEL PHELPS	\$2,968,550.00	Police Headquarters	HENSEL PHELPS PARTIAL CONTRACT
15260	311	48001	59125	S&M, INC	\$8,822.62	Police Headquarters	PROF SVCS - MATERIALS TESTING - PD HO
13041-R2	311	48002	59123	THOMAS & HUTTON ENGINEERING CO	\$6,541.51	Buckner Lane	BUCKNER LN WIDENING UTILITY RELOCATIONS
15264	311	48002	59125	KIMLEY-HORN & ASSOCIATES, INC	\$136,650.00	Adequate Facilities	PROF SVCS-DESIGN CONTINGENCY-BUCKNER LN WIDENING
14548-R1	311	48002	59601	KIMLEY-HORN & ASSOCIATES, INC	\$5,672,102.99	Buckner Lane	CONSTR SVC BUCKNER LANE (WIDENING NORTH SEGMENT)
14547-R1	311	48002	59601	THOMAS & HUTTON ENGINEERING CO	\$1,100,000.00	Buckner Lane	CEI svcs - Buckner Ln widening
13047-R2	311	48002	59849	MIDDLE TENNESSEE ELECTRIC MEMBERSHIP CORP	\$400,000.00	18-75 Capital Projects Fund (311)	Utility Relocation CEI svcs - Buckner Ln widening
14643-R1	311	48003	59131	T-SQUARE ENGINEERING INC	\$292,726.29	1-65 LIC1 and LIC2-48003	ELECTRIC SVCS RELOCATION-BUCKNER LN WIDENING NORTH
15042	311	48003	59807	VOLKERT, INC	\$6,500.00	1-65 LIC1 and LIC2-48003	PROF SVCS-BUCKNER LN SEPTIC SYSTEM RELOCATION
14481	311	48003	59807	VOLKERT, INC	\$49,910.87	OWNERS REP SVC - FY 24 - I65 INTERCHANGE	OWNERS REP SVCS - FY 24 - I65 INTERCHANGE
13034-R2	311	48005	59123	CT Consultants	\$28,784.74	18-75 Capital Projects Fund (311)	OWNERS REP SVC - I-65 INTERCHANGE
13034-R2	311	48005	59123	CT Consultants	\$118,621.03	Harvey Park Greenway	Prof Svcs Cont.
13567-R2	311	48013	59123	Comradino Group	\$118,621.03	Parks Mtc	PROF SVCS-CONTINGENCY-HARVEY PARK GREENWAY
15265	311	48013	59123	THE CORRADINO GROUP	\$26,771.18	Port Royal and Count Roundabout	Count Prof Svcs
13567-R2	311	48013	59123	THE CORRADINO GROUP	\$139,640.25	Countess Roundabout	COUNTESS ROUNDABOUT FINAL DESIGN
15655	311	48013	59131	PORT ROYAL ESTATES HOA	\$26,771.18	Public Works Administration	CONTINGENCY-PROF SVCS-PORT ROYAL/COUNTESS ROUNDABOUT
15656	313	48007	59123	THE CORRADINO GROUP	\$73,200.00	Capital Assessment Acquisition	ROW ACQUISITION COUNTESS ROUNDABOUT
4483-R1	313	48007	59860	THE CORRADINO GROUP	\$27,798.85	Capital Design	SUPPLEMENT TO CONSTRUCTION PLANS
13777-R2	313	48007	59860	THE CORRADINO GROUP	\$5,243.89	18-75 Capital Projects Fund (311)	PROF SVC-PORT ROYAL RD/BUCKNER INTERSECTION IMPROV
14278-R1	313	48010	59123	RENAISSANCE GROUP, INC	\$25,691.19	18-75 Capital Projects Fund (311)	PROF SVCS CONTINGENCY-PORT ROYAL/BUCKNER INTERSECT
15075	313	48011	59123	STV, INC	\$135,470.91	Capital Design	ARCHITECT & ENG SVCS - FIRE HALL #4
15421	313	48012	59123	THE CORRADINO GROUP	\$515,911.71	Port Royal (Duplex to Kostrom)	PROF SVCS-PORT ROYAL RD WIDENING (RES 23-155)
15311	313	48017	59123	KIMLEY-HORN & ASSOCIAT	\$1,464.80	Capital Design	KEDRON ROAD IMPROVEMENTS
15365	313	48018	59123	KIMLEY-HORN & ASSOCIAT	\$660.88	LPRF	
15077	313	48019	59123	STV, INC	\$671.88	LPRF	
14975	410	52050	52111	USPS	\$191,780.29	Jim Warren Bridge Improvements	PROF SVCS-JIM WARREN RD BRIDGE IMP (RES 23-156)
14983	410	52050	52202	FLEX DIGITAL	\$600.00	General fund support services	Postage, Water Bills
					\$3,238.78	General fund support services	Printing of Utility Bills

EXHIBIT A

PO #	Fund	Division	Object	Vendor	Amount	Dept	Notes
15063	410	52050	52521	MIDDLE TENNESSEE LAW GROUP, PLLC	\$1,953.75	General fund support services	LEGAL SERVICES 2023-2024 REFER TO RESOLUTION 19-44
15251	410	52100	59411	Alan Jay the Water Dist Dept	\$52,459.00	Water Treatment Plant	Pickup Truck
15753	410	52110	54253	DMD Consultants	\$119,948.00	Water Distribution	Fire Hydrant Maintenance Program
15250	410	52110	59411	Alan Jay the Water Dist Dept	\$52,459.00	Water Distribution	Pickup Truck
15729	410	52210	52621	BAR ENVIRONMENTAL SUPPLY INC	\$16,200.00	Waste Water Treatment Plant	Emergency serum scrapers for 3 clarifiers
15775	410	52210	52621	CUMBERLAND MACHINE COMPANY	\$9,127.55	Waste Water Treatment Plant	Emergency motor & gear box for screen conveyor
15734	410	52210	55331	BAR ENVIRONMENTAL SUPPLY INC	\$10,000.00	Waste Water Treatment Plant	Deposit for Mobile Belt Press
13682-R2	410	52210	55655	STATE OF TENNESSEE	\$63,360.00	Waste Water Treatment Plant	Directors Order WWTP
15253	410	52220	59411	Alan Jay the Water Dist Dept	\$52,459.00	Sewer Collection	Pickup Truck
13906-R2	410	52304	59125	CLAYTON PROPERTIES GROUP	\$382,583.00	Arbor Valley Tank	Arbor Valley Tank Construction
13743-R2	410	52305	59123	THOMAS & HUTTON ENGINEERING CO	\$584,692.00	WTP Capacity Upgrade to 6MGD	Eng Srvc WWTP Oxidation filter basin Thomas & Hutton
15380	410	52308	59201	THOMAS & HUTTON ENGINEERING CO	\$8,229.00	June Lake Water Tank	June Lake Water Storage Tank CEI
14719-R1	410	52308	59201	BUCKNER LANE PARTNERS, LLS	\$359,956.50	June Lake Water Tank	June Lake Water Storage Tank Construction
13725-R2	410	52309	59123	THOMAS & HUTTON ENGINEERING CO	\$62,434.77	Southside Water Tank	Southside Water Tank Engineering Services (2MG)
13880-R2	410	52404	59123	THOMAS & HUTTON ENGINEERING CO	\$237,047.00	WWTP - Oxidation Repair	Eng Srvc WWTP Oxidation filter basing
13890-R2	410	52405	59123	THOMAS & HUTTON ENGINEERING CO	\$84,260.00	Royalton Woods Gravity Sewer	T&H crooked creek
15738	410	52405	59125	OHM ADVISORS	\$47,200.00	Sewer Inflow and Infiltration	T&I contract with OHM
15370	410	52407	59601	PRIME CONTROLS	\$68,000.00	Sewer Collection	Emergency Purchase Rain Gauges
15620	410	52410	59125	THOMAS & HUTTON ENGINEERING CO	\$4,978.80	Kedron/Mahlon Moore Gravity Sewer	Mahlon Moore Rd Sewer CEI
15504	410	52410	59601	SMITH CONSTRUCTORS	\$71,671.00	Harvey Park Sewer Replacement	Harvey Park Sewer Construction
15333	410	52412	59121	THOMAS & HUTTON ENGINEERING CO	\$4,498.00	Harvey Park Sewer Replacement	McCUTCHEEN Creek Sewer Upsizing
14199-R1	410	52503	59121	THOMAS & HUTTON ENGINEERING CO	\$8,087.44	Advanced Purification Pilot	
15308	416	43150	52549	CEC	\$23,978.25	T&H W&S Model Update	Water and sewer update
14948	416	43150	52918	Sweeping Corp of America	\$54,000.00	Stormwater	Stormwater Stream Monitoring
14457	416	43150	59000	Thomas & Hutton	\$52,479.91	Stormwater	Street Sweeping
14458	416	43150	59000	Thomas & Hutton	\$10,576.00	Stormwater	Design - Augusta
14459-R1	416	43150	59000	Thomas & Hutton	\$11,541.31	Stormwater	Design - Backner
14460-R1	416	43150	59000	Thomas & Hutton	\$15,924.55	Stormwater	Design - Cameron Farms
15683	416	43150	59421	Hank Williams Trailers	\$10,012.99	Stormwater	Design - Tweed
					\$18,795.00	MSA	Tilt Trailer