

RESOLUTION 23-32

A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE THE CHANGE ORDER AGREEMENT WITH OHM ADVISORS FOR GENERAL FUND GIS PROFESSIONAL SERVICES

WHEREAS, the City of Spring Hill Board of Mayor and Aldermen previously approved Resolution 23-10, approving the Professional Services Agreement with OHM advisors for Phase 5, which authorizes OHM Advisors to perform GIS development services for a variety of departments in the General Fund; and

WHEREAS, OHM Advisors were approved to perform tasks 1-4 (GIS Services referenced in the proposal attached to Resolution 23-10) in the amount of \$47,641.25, to be coded to 110-41642-254 and funded with unspent salary allocations in the GIS Department; and

WHEREAS, the professional services for Task 1, GIS Department General Support will need an additional \$15,000.00 for advice and assistance with GIS server and an additional \$5,000.00 for Administrative; and

WHEREAS, the professional services for Task 3, Planning and Zoning Department General Support will need an additional \$1,000.00 to establish the development dashboard and an additional \$5,000.00 for the As-Built File Conversion; and

WHEREAS, the total additional funds needed per the Change Order is \$26,000.00 as referenced above, making the agreement with OHM Advisors \$73,641.25 for Professional Services; and

WHEREAS, the total costs of \$73,641.25 will be coded to 110-41642-254 and the cost will be covered through an internal budget transfer from Salaries within the GIS Department (41642) due to positions not being filled; and

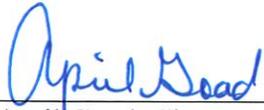
NOW, THEREFORE BE IT RESOLVED, that the Board of Mayor and Alderman of the City of Spring Hill authorizes the Mayor as follows:

1. To approve the Professional Services Change Order agreement with OHM Advisors attached to perform additional tasks (referenced in the attached proposal) in the total amount of \$73,641.25, to be coded to 110-41642-254 and funded with unspent salary allocations in the GIS Department.
2. To authorize the Mayor to execute the Change Order agreement with OHM Advisors.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 21st day of February, 2023.


Jim Hagaman, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney



ARCHITECTS. ENGINEERS. PLANNERS.

February 13, 2023

Mr. Dan Allen, Assistant City Administrator
 City of Spring Hill
 199 Town Center Parkway
 Spring Hill, TN 37174

RE: MEMORANDUM
 Change Order to Existing Contract - 2022-2023 GIS General Services

Dear Mr. Allen:

OHM Advisors is currently under contract with the City of Spring Hill for GIS services pursuant to Spring Hill Resolution 23-10. Through a recent email and telephone conversation, additional work has been proposed and a change order will be necessary to perform the additional scope of work. The table below represents the additional work by department and OHM's estimated cost to perform the work.

Department	Task	Due Date	Contracted Budget	Additional Budget Needed	Amended Budget
Task 1: GIS Department General Support	Advise and Assist with GIS Server Specifications for creation of a GIS server. Specific assistance for migration of data.	March 2023*	\$9,147.50	\$15,000.00	\$29,147.50
	Administrative Data Updates, Ongoing Training and Assistance to City GIS Staff	Ongoing		\$5,000.00	
Task 2: Parks and Recreation General Support	Bike and Greenway Updates We have a list of projects in this shapefile that are not shown correctly or need to be updated. Additionally, provide for support assistance to Shannon H with maintaining files on a monthly basis, including changing status from proposed to existing and updating development changes.	Ongoing	\$5,000.00	\$0	\$5,000.00
	Setup Parks and Recreation Dashboard Create field maps for inspections and condition assessments of assets.	November 2023			
Task 3: Planning and Zoning Department General Support	Establish Development Dashboard Support GIS Department with Updating Development and Planning Layers. Create Hillside Slope Overlay District.	August 2023	\$11,506.25	\$1,000.00	\$17,506.25
	As-Built File Conversion (authorized only as needed)	Ongoing		\$5,000.00	



Department	Task	Due Date	Contracted Budget	Additional Budget Needed	Amended Budget
Task 4: Public Works Department General Support	Stormwater Compliance Mapping Assist Stormwater Department with updating arrows to show directions of flow to be in compliance with findings from the state.	July 2023			
	Pavement Surveys Staff indicate they are having trouble accessing the data in order to update with field maps for this year's inspections.	Completed	\$21,987.50	\$0	\$21,987.50
	Establish Capital Improvement Projects Dashboard	August 2023			
		TOTALS	\$47,641.25	\$26,000.00	\$73,641.25

*Dependent on VC3 and City IT Scheduling

Compensation

OHM Advisors anticipates an additional fee of \$ 26,000.00.

Notes: "Hourly (Estimated Fee)" represents the budget estimate for the Task (per the rates identified in our Hourly Rate Schedule). Budget estimate shall serve as a maximum. Any requested work beyond this fee must be approved by the City prior to proceeding.

Sincerely,
 OHM Advisors

Paula K. Hepp
 Project Manager

AUTHORIZATION
 City of Spring Hill

Signature

Jim Hagaman, Mayor
 Print

2-21-2023
 Date

cc: Greg Sanford, OHM Advisors
 Helen Orlet, OHM Advisors