



City Council

Agenda Item

Subject: Approval of Amendment No. 5 (Final) of a Professional Services Agreement for additional construction services associated with the City Hall Renovation project, Project No. 2035, with TSP, Inc, increase in the amount of \$7,267.50, for a total contract of \$394,979.50.

Meeting: City Council - Aug 18 2025

From: Alan Stager, City Manager

BACKGROUND INFORMATION:

This amendment is to compensate TSP for additional fees for unanticipated conditions or owner requested revisions during design and construction of the City Hall Renovation project. The revisions were related to damaged existing ducts, undocumented foundation conditions at garage, office power/data changes, and site revisions.

The amendment would bring total compensation to TSP to \$394,979.50, which includes predesign, FFE, Design, Redesign, and Construction Administration services.

The City Hall Renovation project included remodeling of the former Wells Fargo building, an addition of a new Council Chambers, electrical, plumbing, site work, and enclosure of the existing teller lanes as a bid alternate.

FINANCIAL CONSIDERATIONS:

The funding for the City Hall project is budgeted in account 505-45603-43202. There is sufficient funding for this amendment.

OVERSIGHT / PROJECT RESPONSIBILITY:

Justin Petersen, City Engineer

STAFF RECOMMENDATION / SUGGESTED MOTION:

Staff recommends approval of the Professional Services Agreement Amendment through the following motion:

I move to approve Amendment No. 5 (Final) of a Professional Services Agreement for additional construction services associated with the City Hall Renovation project, Project No. 2035, with TSP, Inc, increase in the amount of \$7,267.50, for a total contract of \$394,979.50.

ATTACHMENT(S):

[G802-2017 - Watertown City Hall Amend No 05](#)



AIA® Document G802® – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
Renovate Wells Fargo Building into
City Hall Building
20 N Maple
Watertown, South Dakota 57201
TSP Project No. 09201051

AGREEMENT INFORMATION:
Date: December 10, 2020

AMENDMENT INFORMATION:
Amendment Number: 005

Date: August 13, 2025

OWNER: *(name and address)*
City of Watertown
23 2nd Street NE
Watertown, South Dakota 57201

ARCHITECT: *(name and address)*
TSP, Inc.
20 S Maple
Watertown, South Dakota 57201

The Owner and Architect amend the Agreement as follows:

Compensation for unanticipated conditions and Owner requested revisions during design and construction such as damaged existing ducts, undocumented foundation conditions at garage, office power/data changes and site revisions.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Increase Lump Sum by Seven Thousand, Two Hundred Sixty-Seven Dollars and Fifty Cents (\$7,267.50), (from \$387,712.00 to \$394,979.50), plus any and all applicable taxes.

Schedule Adjustment:

N/A

SIGNATURES:

TSP, Inc.

ARCHITECT *(Firm name)*



SIGNATURE

Tadd Holt, PE Principal

PRINTED NAME AND TITLE

August 13, 2025

DATE

City of Watertown

OWNER *(Firm name)*



SIGNATURE

PRINTED NAME AND TITLE

DATE