



City Council

Agenda Item

Subject: Approval of Change Order No. 7 (Final) for the Wells Fargo Renovation and Addition for the New City Hall, Project No. 2035, to the Huff Construction Contract for a decrease of \$49,911.74 for a New Contract Amount of \$4,204,558.76

Meeting: City Council - Aug 18 2025

From: Alan Stager, City Manager

BACKGROUND INFORMATION:

The Contract for Huff Construction included allowances for Appliances (\$8,000), Door Hardware (\$5,000), and Wood Finishing (\$20,000). All these items ran under budget, so this change order returns the remaining balance to the City.

Huff's contract also included a contingency allowance, which was increased by \$40,000 with Change Order #4 to \$90,000. This change order returns the remaining amount in contingency allowance to the City.

Change Order No. 7 (Final) also adjusts the contract for liquidated damages. The total of all changes reduces the contract amount by \$49,911.74 for a New Contract Amount of \$4,204,558.76.

Additional Background Information

On March 19, 2024, the City received seven (7) bids for the City Hall Renovation and Addition, Project #2035, ranging from \$4,214,470.00 to \$5,334,000.00. The low bid was received from Huff Construction for \$4,214,470.00, which was 15.7% lower than the Architect's estimate of \$5,000,000, and approximately \$30,000 lower than the next-low bidder.

The City will also have Owner-provided FFE, interior signage, IT/AV equipment, and geotechnical testing as part of this project. The total estimate to complete this project is \$5,369,682.00.

FINANCIAL CONSIDERATIONS:

The total estimate to complete budget of \$5,369,682.00 is included in the Capital Improvement Fund, Account 505-45603-43202, to be used for this project.

OVERSIGHT / PROJECT RESPONSIBILITY:

Justin Petersen, City Engineer
Marci Lewno, Engineer I/Project Manager

STAFF RECOMMENDATION / SUGGESTED MOTION:

Staff recommends approval of this Change Order through the following motion:

I move to approve Change Order No. 7 (Final) for the Wells Fargo Renovation and Addition for the New City Hall, Project No. 2035, to the Huff Construction Contract for a decrease of \$49,911.74 for a New Contract Amount of \$4,204,558.76.

ATTACHMENT(S):

[Watertown City Hall CO 07 \(Final\)](#)



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Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Renovation and Addition for New City
Hall City of Watertown
20 North Maple, Watertown, SD
TSP Project No. 09201051

CONTRACT INFORMATION:
Contract For: General Construction

CHANGE ORDER INFORMATION:
Change Order Number: 007

Date: February 23, 2024

Date: August 05, 2025

OWNER: *(Name and address)*
City of Watertown
1900 W Kemp
Watertown, South Dakota 57201

ARCHITECT: *(Name and address)*
TSP, Inc.
1112 N West Avenue
Sioux Falls, South Dakota 57104

CONTRACTOR: *(Name and address)*
Huff Construction
11 N Dakota Street
Aberdeen, South Dakota 57401

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

1. Appliance allowance	DEDUCT	\$3,293.22
2. Door Hardware allowance	DEDUCT	\$5,000.00
3. Wood Refinishing allowance	DEDUCT	\$10,853.03
4. General Contingency allowance	DEDUCT	\$15,090.49
5. Liquidated Damages	DEDUCT	\$15,675.00

Please note that the above items in the amount of \$49,911.74 will be deducted from the original Contract Sum..

The original Contract Sum was	\$	4,214,470.00
The net change by previously authorized Change Orders	\$	40,000.00
The Contract Sum prior to this Change Order was	\$	4,254,470.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	49,911.74
The new Contract Sum including this Change Order will be	\$	4,204,558.26

The Contract Time will be unchanged by Zero (0) days.

The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

TSP, Inc.

ARCHITECT *(Firm name)*

SIGNATURE

Tadd Holt, PE, Principal
PRINTED NAME AND TITLE

August 5, 2025

DATE

Huff Construction

CONTRACTOR *(Firm name)*

SIGNATURE

LeRoy Ask - VP

PRINTED NAME AND TITLE

8 / 6 / 25

DATE

City Of Watertown

OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE