

**Action Requested/Required:**

- ☒ Vote/Action Requested
☒ Discussion or Presentation Only
☐ Public Hearing
Report Date: _____
Hearing Date: _____
Voting Date: _____

Department: Public Works **Presenter(s) & Title:** Scott Hooper - Public Works Director

Agenda Item Title:

Discussion and Possible Action on TSW Contract Amendment for Construction Administration Services for the South Canton Park Project

Summary:

Requesting approval of an amendment to the existing professional services agreement for the South Canton Park Project to include Construction Administration Services. This amendment will cover the consultant's continued involvement throughout the construction phase including oversight, progress meetings, submittal reviews, pay application verification, and coordination with City staff and contractors to ensure compliance with project plans and specifications.

Budget Implications:

Budgeted? ☒ Yes ☐ No ☒ N/A

Total Cost of Project: \$ 101,000.00 Check if Estimated ☐

Fund Source: General Fund ☐ Water & Sewer ☐ Sales Tax ☐ Other: _____

Staff Recommendations:

Staff would ask for a motion to approve the contract amendment to the professional services agreement with TSW for construction administration services for South Canton Park Project.

Reviews:

Has this been reviewed by Management and Legal Counsel, if required? ☐ Yes ☐ No

Attachments:

Contract Amendment



CONTRACT AMENDMENT 2

Design Services

This AMENDMENT (the 'Amendment') is dated and in effect as of

(date) June 25, 2025

This amendment (the "Amendment") is made by:

Between:

Owner/Company:

City of Canton, GA

Address:

110 Academy Street, Canton, GA 30114

Hereafter referred to as "Owner", and

TSW

1447 Peachtree Street, Suite 850

Atlanta, GA 30309

Hereafter referred to as "Consultant".

Parties to the agreement for:

Design Services for **South Canton Park** (the "PROJECT")

Dated May 7th, 2024, and authorized May 7th, 2024 (the "AGREEMENT").

Scope of Work

The Consultant will provide construction administration services for the project, acting as the Owners design representative. This work will include providing input and review of design related items for the duration of the construction phase and other items such as: attending monthly OAC meetings, review of submittals, production of RFI responses, ASI's, and site visits. TSW will compile final punch lists and review close out documents.

The Agreement is amended as follows:

1. Task 5 – Construction Administration Services

a. Deliverables

- Preconstruction kick off meeting (virtual)
- RFI responses
- Submittal reviews
- OAC Meetings biweekly; (virtual & in-person as needed)
- Final punch walk meeting (1)
- Final acceptance review (virtual)
- ASI Issuance
- Mockup reviews
- Pay application review and approval.

2. Fee Detail: The task shall be completed on an hourly basis, with a total amount Not to Exceed (NTE) \$101,000. The revised contract amount shall not exceed \$500,500.

Task 5 – Construction Administration Services

Hourly – NTE \$101,000

Assumptions

- This work excludes value engineering, or production of a conformed set of drawings based on negotiated changes during the bidding process. Those changes will be additional and be completed for a negotiated fee or as an hourly service as directed by the city.
- Construction administration period is 15 months. Extension beyond that time will be cause for additional services.

Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.

The undersigned agrees to the terms of this agreement on behalf of his or her organization or business.

On behalf of the Owner: _____ Date: _____

Signature

Name: _____ Title: _____

On behalf of Consultant: _____ Date: 06.25.2025

Signature

Name: Adam Williamson Title: Principal, TSW