TO: City Council

FROM: Brandon Hicks, Transportation & Engineering Director

DATE: November 17, 2026

SUBJECT: Service Provider Agreement with Artisans Group for On-Call Architectural Services Amendment No. 1

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1) Recommended Action:

Authorize the Mayor to sign the Service Provider Agreement with Artisans Group for On-Call Architectural Services Amendment No. 1.

The agreement was recommended for approval on the consent calendar at the November 5, 2026, Public Works Committee.

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2) Background:

The original agreement for $100,000 was signed on March 18, 2026.

This First Amendment increases the not-to-exceed amount to $124,000 to cover anticipated costs for the remaining construction administration services for the new Parks and Recreation offices at the Tumwater Valley Lodge building.

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3) Policy Support:

Council Strategic Goals and Priorities 2026-2032
Tumwater Excellence – Refine and sustain a great organization.

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4) Alternatives:

- ❑ Do not approve Amendment No. 1

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5) Fiscal Notes:

Fees charged for this agreement will be allocated to the appropriate City fund, dependent upon the work completed.

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6) Attachments:

A. First Amendment to the Service Provider Agreement
B. Original Service Provider Agreement