



## Staff Report

August 15, 2022 Council Workshop Meeting

Library HVAC Professional Services Agreement Amendment

Presenter: Steve Wall, Public Works Director

Time Estimate: 5 Minutes

Phone	Email
360.817.7899	swall@cityofcamas.us

**BACKGROUND:** The City of Camas Library Heating, Ventilation, and Air Conditioning (HVAC) System is over 20 years old and in need of replacement. The City applied for and was awarded a grant of \$499,550 from the Washington State Department of Commerce (DOC) to help fund installation of a new HVAC system. In April 2022, the City entered into a professional services agreement (PSA) with Windsor Engineers to evaluate the existing HVAC system and determine the scope of work needed to replace or rehabilitate the existing system. This evaluation has been completed. The next step is to move forward with a contract amendment for design, bidding and technical support during construction.

**SUMMARY:** This PSA amendment will provide for the design and preparation of plans and specifications suitable to pre-purchase key HVAC equipment and to secure construction services to install and commission the new system. The cost of this amendment is not to exceed \$90,580. The cost of the initial evaluation by Windsor was \$29,250. With this amendment the total PSA cost will be \$119,830.

### EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

Approval of the proposed contract amendment for \$90,580.

What's the data? What does the data tell us?

Evaluation of the existing HVAC system confirms that replacement or rehabilitation is required.

How have communities been engaged? Are there opportunities to expand engagement?

N/A

Who will benefit from, or be burdened by this agenda item?

All employees and users of the library will benefit.

What are the strategies to mitigate any unintended consequences?

N/A

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

No

Will this agenda item improve ADA accessibilities for people with disabilities?

No

What potential hurdles exist in implementing this proposal (include both operational and political)?

N/A

How will you ensure accountabilities, communicate, and evaluate results?

Staff will be involved throughout the design process.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

The project is consistent with the City's Asset Management goals and preserves and provides year-round comfortable use of the Camas Library.

**BUDGET IMPACT:** The project will be funded up to 50% by the DOC Grant of \$499,550. The current budget includes \$250,000 from the General Fund. The total estimated cost of the project is still unknown at this time; however, staff anticipates a budget amendment will be required to complete the project.

**RECOMMENDATION:** Staff intends to place this PSA Amendment on the September 6, 2022 Consent Agenda for Council's consideration.