



Staff Report – Consent Agenda

December 15, 2025 Council Regular Meeting

Library Building Improvements Bid

Submitted by: Connie Urquhart, Library Director

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BACKGROUND: The Library Building Improvement Project, approved in the 2025–2026 biennial budget, includes a series of planned exterior and interior upgrades to the Camas Public Library. This phase of the project addresses three primary areas: enhancements to the Children’s Library, as identified through community input during the Library’s most recent strategic planning process; replacement of the carpet in the original 1940 Library wing, currently serving as the nonfiction area; and lighting improvements within the fiction area.

SUMMARY: The project was publicly advertised on October 6, 2025, with a pre-bid meeting and site walk on October 17, 2025. Nine bids were received and publicly opened on November 6, 2025. During the evaluation, staff and legal counsel identified inconsistencies between the supplemental bidder responsibility criteria referenced in the bid documents and the requirements outlined in RCW 39.04.350. Because the criteria were not presented in a standardized format that would allow for consistent interpretation or a clear determination of bidder responsibility, staff recommends rejecting all bids and re-advertising the project. Re-bidding with clarified and properly formatted supplemental criteria will ensure a fair, transparent, and fully compliant procurement process.

STRATEGIC PLAN: This project aligns with Stewardship of City Assets and Vibrant Community Amenities.

BUDGET IMPACT: The City has secured a \$730,000 Department of Commerce grant to support the exterior portions of the project. In addition, community donations for the Children’s Library enhancements total approximately \$120,000 to date. The remaining project funding is provided through American Rescue Plan Act allocations, General Obligation Bond proceeds, and Capital Facilities funds, consistent with the adopted 2025–2026 biennial budget.

RECOMMENDATION: Staff recommends that City Council reject all bids and direct staff to re-bid the project with a revised scope with explicit bidder qualification requirements to ensure alignment with state compliance standards.