



Staff Report

September 8, 2026 Council Workshop Meeting

City Facilities HVAC, Electrical and Plumbing Improvements Professional Services
Amendment No. 2

Presenter: Justin Monsrud, Project Manager

Time Estimate: 5 minutes

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BACKGROUND: In December 2023, the City of Camas entered into a Professional Services Agreement (PSA) with Windsor Engineering to provide professional engineering services for addressing backlogged Mechanical, Electrical, and Plumbing (MEP) maintenance items at multiple City facilities. These needs were identified in the City's 2022 Facility Condition Assessment completed by MENG Analysis.

The original PSA scope included MEP improvements at the Camas Operations Center, Lacamas Lake Lodge, Camas Police Department, Grass Valley Fire Station 42, and Camas City Hall. Services included design engineering, bid support, and construction administration, with a not-to-exceed amount of \$598,900. Windsor Engineering has completed the scope of work authorized under the original agreement.

In May 2025, Council approved PSA Amendment No. 1 in the amount of \$122,850. Amendment No. 1 authorized additional design engineering to complete bidding for the MEP projects, construction management, commissioning services, and additional design engineering for installation of the City Hall Generator as a standalone project. The total contract value for the original PSA and Amendment No. 1 is \$721,750.

SUMMARY: The item before Council is PSA Amendment No. 2 with Windsor Engineering in the amount of \$95,412. The amendment provides additional professional services to complete the Grass Valley Fire Station 42 and Lacamas Lake Lodge MEP projects, including design engineering and construction support.

Fire Station 42 and Lacamas Lake Lodge were previously included under Amendment No. 1; however, both projects were placed on hold due to funding constraints associated with the City Hall MEP project at the time. Restarting these projects requires Windsor to revisit the previous designs, update equipment selections to meet current refrigerant requirements, and provide additional professional services necessary to move the projects forward. Although Amendment No. 1 included allowances for some of these services, actual consultant effort has varied as the MEP projects have progressed, with some task-level budgets requiring greater effort than originally anticipated. Amendment No. 2 provides the additional capacity needed to move the remaining Fire Station 42 and

Lacamas Lake Lodge projects through design, bidding, construction administration, and commissioning.

Amendment No. 2 also adds new scope at Lacamas Lake Lodge that is separate from the previously authorized MEP improvements. This includes architectural and engineering services to design, permit, and support construction of an operable partition wall intended to improve the functionality and acoustics of the assembly space. The amendment also includes engineering support to evaluate ongoing chilled water system issues at the Camas Library.

Amendment No. 2 will increase the PSA by \$95,412, from \$721,750 to a total not-to-exceed contract amount of \$817,162. The additional scope totals \$110,550; however, \$15,138 in remaining budget from previously authorized work will be applied to the additional services, resulting in the net contract increase of \$95,412.

BENEFITS TO THE COMMUNITY: These projects will increase energy efficiency at aging facilities saving energy cost. Updating MEP systems will reduce unplanned maintenance and associative operational costs allowing City Staff to perform ordinary maintenance.

STRATEGIC PLAN: This item aligns with strategic plan priority stewardship of City Assets.

POTENTIAL CHALLENGES: With facility projects assumptions are made regarding existing conditions. Aging facilities can have unforeseen conditions that are not apparent until construction begins. Commissioning equipment with existing systems that may have unknown deficiencies can make it difficult to pinpoint operational issues and verify improvements perform as intended.

BUDGET IMPACT: This project is funded through the 2023 LTGO Bond, with funds dedicated to facility major maintenance. Amendment No. 2 includes \$110,550 in additional professional services. Of this amount, \$15,138 will be funded using remaining capacity from previously authorized work under the PSA, resulting in a net contract increase of \$95,412. Sufficient funding is available within the Facility Major Maintenance budget to support the amendment.

Budget:

<i>Facility Major Maintenance (FY 26)</i>	<i>\$ 2,600,000</i>
<i><u>Expenses Year to Date</u></i>	<i><u>\$ 296,567</u></i>
<i>Remaining Balance</i>	<i>\$ 2,303,433</i>

Estimated Expenses

<i>Amendment No.2</i>	<i>\$ 110,550</i>
<i><u>Credit Amendment No.1 (7-31-2026)</u></i>	<i><u>(\$ 15,138)</u></i>
<i>Total</i>	<i>\$ 95,412</i>

RECOMMENDATION: Staff recommend this item be placed on the September 21, 2026 regular meeting agenda for councils' consideration.