



Staff Report

August,4 2025 Council Workshop Meeting

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

Presenter: James Carothers, Engineering Manager

Time Estimate: 5 minutes

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BACKGROUND: The City of Camas entered into a Professional Services Agreement (PSA) with Windsor Engineering in December of 2023 for engineering services to design improvements to Mechanical, Electrical, and Plumbing (MEP) systems at multiple City Facilities. This agreement was split into two phases based on complexity of projects:

Phase 1 - MEP rehabilitation projects at Operations Center, Fire Station 42, Lacamas Lake Lodge, and Police Department. These projects have reached bidding phase and are under construction.

Phase 2 - City Hall MEP replacement project. This is an extensive overhaul of MEP systems including new equipment, piping, ducting, and electrical distribution. This project is currently nearing final design with building permits issued.

The total not to exceed amount for the original PSA was \$598,000. This work has been completed. In May of 2025 council approved PSA Amendment #1 for phase 1 construction support and City Hall Generator engineered drawings raising the not to exceed price to \$721,750.

SUMMARY:

The Phase 2 City Hall MEP replacement project will be very difficult to complete with staff on-site. The PSA amendment before you tonight is for a new task order to consider viable alternatives for staff relocation, construction phasing, and associated costs.

PSA amendment #2 in amount of \$39,700 is for new task order work for the Phase 2 City Hall MEP replacement project. This additional scope of work is for architectural and cost estimating services to evaluate options for construction phasing, relocation of staff, and maintaining critical services during construction. This scope of work includes but is not limited to following tasks:

- Stakeholder Engagement with Department Leaders to identify needs
- Departmental Needs Assessment
- Temporary Space Options
- Scenario Development

Task order deliverable will be a final recommendation report summarizing department needs during construction, summary of relocation options, and construction phasing recommendations. Staff has also requested recommendation of opportunity improvements and cost information for developed scenarios. This deliverable will be brought to Council for feedback and consensus on phasing options.

BENEFITS TO THE COMMUNITY: This item will benefit community by providing direction on completing backlogged maintenance while maintaining level of services to community.

POTENTIAL CHALLENGES: This item is risk mitigation and will identify challenges with construction phasing, maintaining City Services, and associated cost allowing for a informed decision.

BUDGET IMPACT: This PSA amendment in the amount of \$39,700 is funded through the 2023 Limited Tax General Obligation bond with proceeds dedicated for Major Building Maintenance (Capital Facilities Fund).

RECOMMENDATION: Staff recommends this item be placed on the August 18, 2025 regular Council meeting agenda for Councils consideration.