



## Staff Report

December 4, 2023 Council Workshop Meeting

City Facilities HVAC, Electrical and Plumbing Professional Services Agreement

Presenter: James Carothers, Engineering Manager

Time Estimate: Five minutes

| Phone        | Email                     |
|--------------|---------------------------|
| 360.817.7230 | Jcarothers@cityofcamas.us |

**BACKGROUND:** In 2021, City Council authorized completion of a Facilities Condition Assessment for multiple City-owned buildings. Staff worked with Meng Analysis and completed the Condition Assessment report in spring 2022. Within this report recommendations to address facility "Observed Deficiencies" were provided. Upon receiving recommendations, staff developed a workplan to address the most critical facility observed deficiencies.

In August of 2023, staff released a Request for Qualifications (RFQ) for professional engineering services with expertise in Mechanical, Electrical, and Plumbing (MEP) design for development of bid ready plans, specifications, and construction estimates (PS&E) for MEP projects at City Hall, Police Station, Operations Center and Grass Valley Fire Station 42. Four RFQ proposals were received and staff selected Windsor Engineering based on overall qualifications.

**SUMMARY:** Staff has negotiated this Professional Services Agreement in an amount not to exceed \$598,900. This scope of work includes, but is not limited to, project management and building modeling, basis of design narratives, permitting, PS&E packages for public bid advertisements, bidding support and construction administration support.

This work will be broken into two separate design phases for PS&E development and public bidding:

Phase 1 includes design work and PS&E for Operations Center, Police Department and Grass Valley Fire station 42. Design will include replacement of existing HVAC equipment and necessary electrical upgrades to accommodate the new equipment.

Phase 2 includes design work and PS&E for City Hall. Design will include replacement of the existing HVAC system, plumbing system and electrical distribution system. In addition, this work will include opportunity improvements to City Hall's lighting system to standardize lighting equipment (i.e. switch out fluorescent lighting with LED). Improvements to City Hall are more complex than the other noted facilities. Staff has included electrical and plumbing upgrades with the HVAC improvements to decrease overall staff workspace and City business interruptions.

**BENEFITS TO THE COMMUNITY:** These Improvements will lower operational expenses by minimizing costly emergency repairs, and providing increased energy efficiency, sustainability and water conservation.

**POTENTIAL CHALLENGES:** **1)** The Washington State Energy Code updates are pending. Currently there is uncertainty regarding the code revision scope and implementation timeframe. It is anticipated that code changes will be implemented in March 2024. Staff plans to streamline the mechanical permitting to vest under the current energy code. **2)** Equipment manufacturers are experiencing long lead times on parts and components, which can result in construction delays.

**BUDGET IMPACT:** This agreement in the amount of \$598,900 is funded by the 2023 LTGO bond. The 2023-2024 Biennial Budget allocated approximately \$7,000,000 of LTGO bond proceeds within the Capital Facilities Fund for multiple facility rehabilitation projects.

**RECOMMENDATION:** Staff recommends this item be placed on the December 18, 2023 Council Regular Meeting Agenda for Council's consideration.