



STAFF REPORT

Meeting Type: City Council
Meeting Date: March 2, 2026
From: Tiana Rundell, Parks and Recreation Director
Subject: Purchase Authorization: Restroom for Meinig Park Renovation

DECISION TO BE MADE:

Whether to authorize the City Manager to execute a change order to add the restroom building kit and installation required to complete the approved renovations at Meinig Park. Authorization will allow the vendor to finalize design details and begin the fabrication process to meet the established project timeline.

APPLICABLE COUNCIL GOAL:

- **Goal 5.1.1:** Complete Deer Pointe Park construction, Meinig Park renovations, and Tickle Creek Trail restoration.

BACKGROUND / CONTEXT:

In alignment with Council direction, Sandy Parks and Recreation is implementing phased improvements to Meinig Park. On November 3, 2025, City Council reviewed and approved the proposed renovation plans for the park.

When staff came before Council [in January](#) to receive approval to order the park pavilions, new information regarding the restroom location was still being evaluated, which required review by Development Services. That review is now complete, and staff has approval to proceed with installation of a new restroom located near the main parking lot of Meinig Park. The restroom is planned as an owner-provided and installed component of the overall project. This approach allows the City to procure the building directly, avoiding contractor markups that would otherwise be applied if the restroom were included in a future general contractor's scope of work.

Due to vendor production schedules and lead times, the restroom must be ordered promptly to ensure fabrication and delivery align with the overall project timeline.

KEY CONSIDERATIONS / ANALYSIS:

Staff recommends approval of the restroom purchase for the following reasons:

- The purchase is consistent with Council-approved Meinig Park renovation plans and supports the phased implementation strategy adopted on November 3, 2025.

- Multiple restroom options were researched and evaluated for quality, durability, maintenance needs, and lifecycle cost. The selected restroom was determined to provide the best overall value and long-term performance for the city.
- The restroom design is consistent with recent park development projects, supporting a cohesive and high-quality aesthetic across City parks.
- Procuring the restroom as an owner-provided and installed component avoids contractor markup, resulting in a more cost-effective use of project funds.
- Immediate ordering is required to meet fabrication lead times and maintain the established project schedule, reducing the risk of construction delays.

BUDGET IMPACT:

The Parks and Recreation Department has allocated \$1,000,000 in Parks SDC funds in the 2025–2027 budget for Meinig Park improvements. In addition, the department secured \$791,146 in grant funding from Travel Oregon and the Oregon Parks and Recreation Department (OPRD) Local Government Grant Program. During the budget process, an additional \$800,000 was allocated from the Sandy Urban Renewal Agency, resulting in a total project budget of \$2,591,146.

The preliminary “turnkey” restroom cost estimate is as follows:

- Restroom and installation: \$334,483.00
- Total purchase price for restroom and 3 pavilions with installation (authorized on January 20, 2026): \$735,457.00

All costs are within the approved project budget.

GRAPHIC EXAMPLE:



RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to execute a change order to the existing Meinig Park pavilion order to add the restroom building kit and installation, in the amount of \$334,483.00 for a total contract price not to exceed \$735,457.00.

SUGGESTED MOTION LANGUAGE:

"I move to authorize the City Manager to execute a change order to add the restroom building kit and installation for the Meinig Park renovation project, in the amount of \$334,483 for a total contract price not to exceed \$735,457, as included in the meeting packet."

LIST OF ATTACHMENTS / EXHIBITS:

- Restroom building kit vendor proposal and cost estimates