



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

July 27, 2026
6:00 PM

PRELIMINARY AGENDA
[Packet Materials](#) / [Watch Meeting](#)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Finance Committee (Report)
 - b. Library and Museum Committee (Report)
 - c. Public Safety Committee (Report)
4. **Public Comment**
 - a. [Participation Rules and Procedures](#)
5. **Consent Agenda**
 - a. Minutes of July 20, 2026 (Action)
 - b. Approval of claims in the amount of \$306,030.31 (Action)
 - c. Approval of Request for Work Under Interlocal Agreement #25-064-IDS-001 (Action)
 - d. Contract Award: Water Treatment Plant (WTP) High Service Pump Station (HSPS) Heating, Ventilation, and Air Conditioning (HVAC) Improvement — Design #C2026-0212 (Action)
6. **Other Business**
 - a. Ordinance 5032: Repealing AMC 10.38 "Motorized Scooters" and Replacing it with New Chapter AMC 10.38 "Personal Transportation Devices"* (Second Read), (Discussion/Possible Action)
 - b. Contract Modification: Master Services Agreement with Anchor QEA for the A Avenue Landfill Project #21-024-LEG-001 (Discussion/Possible Action)
 - c. Contract Modification: Fire Station 1 Remodel Project #25-035-AFD-002 (Discussion/Action)
 - d. Wastewater Treatment Plant Alternatives Analysis (Discussion)
 - e. Quarter 2 Finance Update* (Report), (Discussion)
7. **Adjournment**

Watch online or participate via Zoom at www.anacorteswa.gov/meetings. Comment via email to cityclerk@anacorteswa.gov or to City Clerk, P.O. Box 547, Anacortes WA 98221. Public comments received by the City Clerk prior to 3 p.m. on the day of the meeting will become part of the record for the meeting. The City of Anacortes is committed to making public meetings accessible to all community members. For assistance with special needs, contact the City Clerk at 360-299-1960 in advance of the meeting.

Anacortes City Council Minutes - July 20, 2026

Call to Order

Mayor Ryan Walters called to order the July 20, 2026, Anacortes City Council meeting at 6:01 p.m. Councilmembers Marcia Hunt, Luke Currier, Anthony Young, Carolyn Moulton, Bruce McDougall and TJ Fantini were present. Councilmember Christine Cleland-McGrath was absent.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Ms. Moulton moved, seconded by Mr. Young, without objection to excuse the absence of Ms. Cleland-McGrath.

Firefighters Swearing In

Mayor Walters administered the Firefighter's Oath to Chief Mannix McDonnell, Firefighter Paramedic David Gettman on his promotion to Lieutenant, and Firefighter Paramedic Austin Foster, Firefighter Emergency Medical Technician Kevin Paggao, and Firefighter Emergency Medical Technician Andrew Ferrell.

Mr. Young expressed his appreciation for the Fire Department's work and service to the community following a recent visit to the Fire Station.

Announcements and Committee Reports

Mayor Walters made announcements regarding how to sign up for [updates to Fiber customers](#), [volunteering for vacancies on Boards and Commissions](#), National Night out on August 6th from 6pm to 8pm at Storvik Park, anacorteswa.gov/report for reporting issues in the community, referring to a slide presentation that was added to the packet materials for the meeting.

Public Works Committee

Mr. McDougall reported from the Committee meeting held earlier in the evening. The topics discussed included the draft National Pollutant Discharge Elimination System permit, the draft incinerator Title 5 permit, options for the Wastewater Treatment Plant solids handling, and a presentation on cathodic protection that prevents rust and corrosion on water system transmission pipes.

Mr. Fantini commended the Public Works Department for painting a yellow center line on West 3rd Street, which according to his own observation and feedback he received from area residents, had significantly improved the road.

Public Comment

Mayor Walters invited the public to comment on any item not on the agenda.

Public comment was delivered as follows:

Courtney Orrock of Ward 1, Anacortes asked about the due diligence that was performed prior to the appointment of the Fire Chief and requested a written response.

Theresa Baker of Old Town in Anacortes spoke about what she termed the city's overuse of consultants and the associated fees to inform decisions, expressing concern about potential spending on a study involving the intersection at 12th Street and K Avenue.

Ron Johnson of Oakes Avenue in Anacortes requested that presenters define the acronyms that were included in the slide presentation for the upcoming All Department update.

Consent Agenda

Mr. Young moved, seconded by Ms. Hunt, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

a. Minutes of July 13, 2026

b. Approval of claims in the amount of \$1,118,734.46

The following vouchers/checks were approved for payment:

EFT numbers: 83 through 142, total \$668,774.91

Check numbers: 116048 through 116062, total \$312,605.34

Wire transfer numbers: 52 through 81, total \$137,354.21

Other Business

Quarter 2 All-Department Update

Finance Director Steve Hoglund, Human Resources and Labor Relations Director Kendall Moyle, City Attorney Darcy Swetnam, Information Systems and Technology Manager Jose Cervantes, Fiber Manager Jim Lemberg, Fire Chief Mannix McDonnell, Police Chief Dave Floyd, Museum Director Bret Lunsford, Library Director Jeff Vogel and Librarian Patricia Wilson, Parks and Recreation Director Jonn Lunsford, Planning, Community, and Economic Development Director John Coleman, and Public Works Director Logan Lee presented their respective second quarter department updates, referring to a slide presentation that was included in the packet materials for the meeting.

Adjournment

There being no further business, at approximately 8:25 pm, the Anacortes City Council meeting of July 20, 2026, was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the July 27, 2026 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Department
400410	4/29/2026	1100008424	EUROFINS ENVIRONMENT TESTING	Lab Testing - Thickened Sludge	\$ 90.00	WWTP
400442	5/31/2026	36162927	KIMLEY-HORN AND ASSOCIATES, IN	MARCH'S PT WTR MAIN/BIKE LANE PROJECT - thru 5/31	\$ 24,457.29	PWENG
400413	6/11/2026	8498 30 017 0464628	COMCAST	WA park shop internet service	\$ 113.18	PARKS
400216	6/23/2026	400831	BAY CITY SUPPLY	Parks large black trash bags	\$ 547.15	PARKS
400301	6/27/2026	RefundSanderson	VENUS SANDERSON	WA park camping resident refund	\$ 10.00	PARKS
400127	7/1/2026	7126	NORTHWEST PARKING EQUIPMENT	WA PARK PAYSTATION MAINTENANCE	\$ 734.40	PARKS
400133	7/1/2026	154974	VENTEK INTERNATIONAL	WA park annual pay station monitoring fees	\$ 1,894.86	PARKS
400131	7/1/2026	291546	STORMIE REECE	Depot janitorial services	\$ 1,760.00	PARKS
400141	7/1/2026	RefundMast	DONNA MAST	Camping cancellation refund	\$ 165.00	PARKS
400446	7/1/2026	15-08195-33000	AS PAYMENT AGENT	June 2026 WM statement	\$ 159,128.47	FIN
400447	7/1/2026	312493	INFOSEND, INC.	June 2026 InfoSend invoice	\$ 5,312.65	FIN
400353	7/2/2026	1997	FIDALGO CLEANING	Museum Cleaning 7/2-7/16/26	\$ 200.00	MUS
400354	7/2/2026	1998	FIDALGO CLEANING	Heritage Center Cleaning 7/2-7/16/26	\$ 140.00	MUS
400093	7/7/2026	Retainage Release	BLYTHE MECHANICAL, INC	Retainage Release-2025 HVAC Maint #23-016-FAC-001	\$ 5,305.81	FAC
400253	7/8/2026	21903	WATER SAMPLES	2026 SENIOR SERVICES PROGRAM - O2	\$ 11,317.00	ASAC
400252	7/8/2026	000027	NORTHWEST PONY PARTIES	2026 KIDS R BEST FEST PONYS	\$ 3,371.92	PARKS
400333	7/8/2026	220013286525	PUGET SOUND ENERGY INC	Heart of Anacortes 6/4/26-7/7/26	\$ 64.24	PARKS
400345	7/9/2026	6560793777	VESTIS SERVICES LLC	OPS & PARKS LAUNDRY SERVICE	\$ 80.21	FLEET
400350	7/9/2026	401601	BAY CITY SUPPLY	SUPPLIES FOR FACILITIES	\$ 683.72	FAC
400360	7/9/2026	INV3214634	COPIERS NORTHWEST, INC	CANON/IRC5560I FINANCE/OPS/WWTP 6/8-7/7/26	\$ 573.06	FIN
400378	7/9/2026	200000667101	PUGET SOUND ENERGY INC	1220 10th 6/6-7/8/26	\$ 5,679.24	LIBR
400380	7/9/2026	200000666863	PUGET SOUND ENERGY INC	1220 10th LED 6/2-7/1/26	\$ 19.86	LIBR
400381	7/9/2026	200000667218	PUGET SOUND ENERGY INC	10 ST & M 6/2-7/1/26	\$ 34.23	FIN

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Department
400386	7/9/2026	6560793772	VESTIS	PUBLIC SAFETY BLDG - CARPETS	\$ 16.34	APD
400440	7/9/2026	245834	BLYTHE MECHANICAL, INC	HVAC ON-CALL REPAIR - WTP CONDENSERS CLEANING	\$ 2,254.92	WTP
400316	7/9/2026	30000290035 Jul	PUGET SOUND ENERGY INC	Museum 6/5-7/7/26	\$ 494.13	MUS
400402	7/10/2026	I1101609	BAYSHORE OFFICE PRODUCTS INC	BC Desk (Remodel)	\$ 571.51	FIRE
400395	7/10/2026	6560794414	VESTIS SERVICES LLC	Sta 3 Mat/Mop Service: 7/10	\$ 16.34	FIRE
400441	7/10/2026	18037	MATERIALS TESTING & CONSULTING	ON-CALL MATERIALS TESTING - CSO Pump Station	\$ 1,542.00	PWENG
400415	7/12/2026	328732	ANACORTES ANIMAL HOSPITAL	BOARD AND DISTRAINER; JUNE 2026	\$ 97.50	APD
400324	7/13/2026	440 400 0000 0	CASCADE NATURAL GAS CORP.	Senior Center 6/10/26-7/10/26	\$ 75.33	PARKS
400326	7/13/2026	917 600 0000 9	CASCADE NATURAL GAS CORP.	Volunteer Field 6/10/26-7/10/26	\$ 48.77	PARKS
400328	7/13/2026	304 713 4234 2	CASCADE NATURAL GAS CORP.	Depot 6/10/26-7/10/26	\$ 29.70	PARKS
400330	7/13/2026	260 037 3822 1	CASCADE NATURAL GAS CORP.	611 R Ave 6/10/26-7/10/26	\$ 36.23	PARKS
400331	7/13/2026	538 000 0000 1	CASCADE NATURAL GAS CORP.	411 Hillcrest 6/10/26-7/10/26	\$ 24.52	PARKS
400342	7/13/2026	300000000343	PUGET SOUND ENERGY INC	ParKs/Cem/WA Park/Fac/Depot 6/4/26-7/7/26	\$ 7,527.97	PARKS
400348	7/13/2026	710 300 0000 5	CASCADE NATURAL GAS CORP.	OPS NATURAL GAS	\$ 186.42	FLEET
400391	7/13/2026	0910	SKAGIT DOMESTIC VIOLENCE &	SKAGIT DVSA (APRIL - JUNE 2026)	\$ 2,280.50	APD
400397	7/13/2026	169 400 0000 9	CASCADE NATURAL GAS CORP.	Sta 2: 6/10 - 7/10	\$ 35.29	FIRE
400398	7/13/2026	674 400 0000 7	CASCADE NATURAL GAS CORP.	Sta 1: 6/10 - 7/10	\$ 106.34	FIRE
400416	7/13/2026	03820000002	CASCADE NATURAL GAS CORP.	PUBLIC SAFETY BLDG (6/10/26- 7/10/26)	\$ 73.27	APD
400318	7/13/2026	912 800 0000 0 Jul	CASCADE NATURAL GAS CORP.	Museum 6/10-7/10/26	\$ 46.67	MUS
400320	7/13/2026	199 800 0000 4 Jul	CASCADE NATURAL GAS CORP.	703 R Ave 6/10-7/10/26	\$ 25.50	MUS
400341	7/14/2026	2563R	OSBORN CONSULTING, INC	COMMERCIAL AVENUE ENHANCEMENT	\$ 3,789.94	STREE
400358	7/14/2026	INV3216621	COPIERS NORTHWEST, INC	CANON/IRC5870I/3RD FLOOR 6/11-7/10/26	\$ 154.43	FIN
400387	7/14/2026	11037-1	ANACORTES TOWING, LLC	TOWING; APD CASE 26-A04118	\$ 169.88	APD
400392	7/14/2026	795 700 0000 4 Jul	CASCADE NATURAL GAS CORP.	City Hall 6/10-7/10/26	\$ 25.50	FIN
400399	7/14/2026	978 800 0000 1	CASCADE NATURAL GAS CORP.	Sta 3: 6/11 - 7/13	\$ 42.77	FIRE
400396	7/14/2026	IN2546619	MES SERVICE COMPANY LLC	2 Pairs Fire Boots	\$ 1,114.33	FIRE
400322	7/15/2026	RefundRoberts	LAURA ROBERTS	Camping cancellation refund	\$ 97.00	PARKS

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Department
400323	7/15/2026	RefundLorvick	LORVICK, AARON	WA park camping cancellation	\$ 233.00	PARKS
400359	7/15/2026	INV3217328	COPIERS NORTHWEST, INC	S/N 4HU11634 LIBRARY	\$ 47.92	LIBR
400389	7/15/2026	I1076597	BAYSHORE OFFICE PRODUCTS INC	TABLETOP FOR PATROL ROOM - NEW WORK STATION	\$ 141.72	APD
400385	7/15/2026	2026Q2APD	SKAGIT COUNTY SHERIFF'S OFFICE	2026 QTR 2 - SPILLMAN	\$ 16,205.93	APD
400388	7/15/2026	INV3217327	COPIERS NORTHWEST, INC	ADMIN COPIER (6/14/26-7/13/26)	\$ 50.20	APD
400390	7/15/2026	302	THRIFTY CLEANERS	UNIFORM CLEANING (JUNE 2026)	\$ 40.99	APD
400400	7/15/2026	2163703	LIFE ASSIST, INC	Tubing, Exam Gloves, Electrodes, i-gel, MegaMovers	\$ 2,714.68	FIRE
400412	7/15/2026	I7368800	HD FOWLER COMPANY INC	Maintenance Supplies	\$ 2,280.56	WWTP
400411	7/15/2026	15085670	HACH COMPANY	Maintenance Supplies	\$ 1,650.54	WWTP
400435	7/15/2026	582	PACIFIC NORTHWEST HYDRO LLC	ANNUAL FIRE HOSE & LADDER TESTING	\$ 7,567.50	FIRE
400361	7/16/2026	12247	LAW OFFICE OF CARA LORENZO	Public Defense Conflict Case No 4A0197538	\$ 70.00	PUBD
400362	7/16/2026	4577	LAW OFFICE OF CARA LORENZO	Public Defense Conflict Case No 4A0197538	\$ 70.00	PUBD
400363	7/16/2026	4579	LAW OFFICE OF CARA LORENZO	Public Defense Conflict: Case No 5A0691674	\$ 70.00	PUBD
400364	7/16/2026	4578	LAW OFFICE OF CARA LORENZO	Public Defense Conflict Case No 5A0679775	\$ 40.00	PUBD
400366	7/16/2026	4580	LAW OFFICE OF CARA LORENZO	Public Defense Conflict Case No 3A0264513	\$ 530.00	PUBD
400367	7/16/2026	4581	LAW OFFICE OF CARA LORENZO	Public Defense Conflict Case No 4A0197539	\$ 50.00	PUBD
400368	7/16/2026	4582	LAW OFFICE OF CARA LORENZO	Public Defense Conflict Case No 4A0545907	\$ 120.00	PUBD
400370	7/16/2026	4583	LAW OFFICE OF CARA LORENZO	Public Defense Conflict: Case No 5A0691673	\$ 60.00	PUBD
400371	7/16/2026	4584	LAW OFFICE OF CARA LORENZO	Public Defense Conflict: Case No 5A0242860	\$ 170.00	PUBD
400372	7/16/2026	4585	LAW OFFICE OF CARA LORENZO	Public Defense Conflict: Case No 5A0447346	\$ 60.00	PUBD
400373	7/16/2026	4586	LAW OFFICE OF CARA LORENZO	Public Defense Conflict: Case No 5A0182238	\$ 210.00	PUBD
400375	7/16/2026	4587	LAW OFFICE OF CARA LORENZO	Public Defense Conflict: Case No 6A0128117	\$ 200.00	PUBD
400376	7/16/2026	4588	LAW OFFICE OF CARA LORENZO	Public Defense Conflict	\$ 160.00	PUBD
400377	7/16/2026	4589	LAW OFFICE OF CARA LORENZO	Public Defense Conflict Case No 6A0228034	\$ 10.00	PUBD
400401	7/16/2026	5244	SKAGIT 911	2nd Qtr Fire Mobile/Spillman	\$ 5,787.37	FIRE

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Department
400439	7/16/2026	245447	BLYTHE MECHANICAL, INC	WTP DRY COOLER FAN REPAIRS	\$ 6,810.03	FAC
400418	7/16/2026	6560797240	VESTIS SERVICES LLC	PUBLIC SAFETY BLDG; CARPETS	\$ 16.34	APD
400384	7/17/2026	HW003	ANACORTES HAWKEYE WRESTLING	Payment for holding youth wrestling camp July14-16	\$ 1,125.00	PARKS
400393	7/17/2026	INV3218363	COPIERS NORTHWEST, INC	COURT & ASAC Copies 6/16-7/15/26	\$ 469.93	FIN
400414	7/18/2026	00005W5A83296	UNITED PARCEL SERVICE	SHIPPING CHARGES; WEEK ENDING 7-18-26	\$ 14.96	APD
400403	7/20/2026	27-WAR045549-1	DEPARTMENT OF ECOLOGY	FY27 Permit Renewal Ref # WAR045549 7/1/26-6/30/27	\$ 9,554.00	WTP
400417	7/20/2026	11048-1	ANACORTES TOWING, LLC	TOWING; APD CASE 26-A04288	\$ 182.95	APD
400408	7/20/2026	1100012473	EUROFINS ENVIRONMENT TESTING	Lab Testing - Pacific Dream	\$ 536.00	WWTP
400409	7/20/2026	345991	NORTHSTAR CHEMICAL INC.	Plant Chemicals - Sodium Bisulfite	\$ 3,210.81	WWTP
400429	7/21/2026	96644111	INGRAM	Ingram Adult Books	\$ 1,350.07	LIBR
400425	7/21/2026	052726	SCOTT MILO GALLERY/FRAMEMAKER	Resolution 2060 frame and mat	\$ 337.83	EXEC
400427	7/21/2026	05272602	SCOTT MILO GALLERY/FRAMEMAKER	Dept Head Portrait Framing and Matting	\$ 756.68	EXEC
400428	7/21/2026	05262603	SCOTT MILO GALLERY/FRAMEMAKER	Elected Officials Portraits Framing and Matting	\$ 325.91	EXEC
400420	7/21/2026	260728	KRIYA GREAVES	WA park camping resident refund	\$ 10.00	PARKS
400419	7/21/2026	RefundHanenburg	DEBRA HANENBURG	WA park camping cancellation	\$ 224.00	PARKS
	Total				\$ 306,030.31	



City Council Agenda Bill

July 27, 2026

Action Type: Contract Award

Item: 5.c.

Title: Approval of Request for Work Under Interlocal Agreement #25-064-IDS-001

Staff Contact(s): Logan Lee

Approved for Submittal to Council by:

Logan Lee

Summary: As required by Article 2.2.1 of Interlocal Agreement #25-264-IDS-001, City staff seeks City Council consent to execute a Request for Work with the City of Mount Vernon (MV) in order for MV to provide "long line" road paint striping for the City of Anacortes at an estimated cost between \$55,000-\$60,000.

Interlocal Agreement #25-064-IDS-001 allows the parties to provide mutual assistance on projects, work and services. Such work and/or services shall be limited and infrequent in nature and may include, but is not necessarily limited to: small chip-sealing, road striping, and road maintenance and repair matters; culvert clearing; mowing, spraying and vegetation management; and plowing, salting, sanding, etc.; other services as may be requested.

Budget Impact:

Estimated Work Order Amount	\$55,000-\$60,000
In CFP?	No
BARS #	104.720.542.61.31
Budget Amendment Required?	No

Estimated Project Completion Date	August 7, 2026
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Previous Action: Interlocal #[25-064-IDS-001](#) was approved at the [March 10, 2025](#) Council meeting.

Recommended Motion: I move that City Council authorize the Mayor to execute the Request for Work for road paint striping under Interlocal Cooperation Agreement #25-064-IDS-001 between the City of Anacortes and the City of Mount Vernon.

Alternative Actions: Not approve the Request for Work.

Attachments (listed in order presented):

1. Mutual Assistance - Request for Work

REQUEST FOR WORK

Requesting Party:

☒ City of Anacortes

☐ City of Mount Vernon

Performing Party:

☐ City of Anacortes

☒ City of Mount Vernon

Description of Requested Work: Road striping for our city, estimating 700
gallons of white paint and 700 gallons of yellow paint, and usage of their linestriper and operators.

Estimated Date of Project Completion: August 7th 2026

Estimated Cost of Services: \$55,000-\$60,000

Approved By:

CITY OF ANACORTES

CITY OF MOUNT VERNON

By: _____
Its: Director of Public Works

Date: _____

By: _____
Its: Public Works Director

Date: _____

If requested Work to be performed is estimated to cost Forty-Five Thousand Dollars (\$45,000) or more:

Approved By:

CITY OF ANACORTES

CITY OF MOUNT VERNON

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____



City Council Agenda Bill

July 27, 2026

Action Type: Contract Award

Item: 5.d.

Title: Contract Award: Water Treatment Plant (WTP) High Service Pump Station (HSPS) Heating, Ventilation, and Air Conditioning (HVAC) Improvement — Design #C2026-0212

Staff Contact(s): Terry Nemeth, Logan Lee

Approved for Submittal to Council by:

Logan Lee

Summary: City staff seeks City Council consent to award a contract in the amount of \$61,505 to Hargis Engineers, Inc. to perform mechanical and electrical engineering services for the design of the WTP HSPS HVAC Improvement project.

1. History: The existing rooftop units serving the HSPS building have been operating under difficult conditions resulting in several repairs and are now nearing the end of their service life.

HU-6810 currently serves the Electrical Room. This unit cannot function in economizer mode because there is no method for adequate building pressure relief. In addition, two out of the four circuits are inoperable due to refrigerant leaks in the condenser coils. The third circuit has a minor leak in the condenser coil requiring periodic service to keep it running.

AHU-6820 currently serves the Pump Room. This unit is currently cooling on only three of the four circuits with mechanical cooling only. The economizer in this unit cannot function for the same reasons as AHU-6810.

2. Key Terms:

- Contract is on a time and materials basis not-to-exceed \$61,505.
- The period of performance under this Agreement is through December 31, 2026.

3. Competitive Bidding: Per RCW 39.80, this engineering consultant was selected based on qualifications from the City's MRSC Consultant Roster to provide a proposal for this scope of work.

Budget Impact:

Consultant	Hargis Engineers, Inc.
Contract Amount	\$61,505
Funding Source	Rates/User Fees
In CFP?	Yes
Earmarked Funds	\$535,000
BARS #	401.730.594.34.63
Budget Amendment Required?	No
Start Date	Contract execution
End Date	12/31/2026

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract C2026-0212 with Hargis Engineers, Inc. in the amount of \$61,505 to perform the design of the WTP HSPS HVAC Improvement project.

Alternative Actions: Not award the contract.

Attachments (listed in order presented):

1. C2026-0212



AGREEMENT #C2026-0212
Between
THE CITY OF ANACORTES
AND
HARGIS ENGINEERS, INC.

WTP HSPS HVAC Improvement - Design

This Agreement, hereinafter referred to as "Agreement", is made and entered into between the City of Anacortes, hereinafter referred to as the "City", and Hargis Engineers, Inc., hereinafter referred to as the "Consultant".

WHEREAS, the City requires the professional services of the Consultant;

NOW, THEREFORE, in consideration of mutual benefits accruing, it is agreed by and between the parties hereto as follows:

1. **Scope of Work**. Under this Agreement, the Consultant shall provide mechanical and electrical engineering services for the design of the WTP HSPS HVAC Improvement project as detailed in Exhibit A, which is attached hereto and incorporated by reference. All work shall be performed under the direction of Mario Gonzalez, or designee, hereinafter referred to as Project Manager.

2. **Price and Payment Terms**. The services provided under this Agreement shall be on a time and materials basis not-to-exceed **\$61,505**. The billable rates for services provided shall be in accordance with Exhibit A.

3. **Period of Performance**. The period of performance under this Agreement is from inception through December 31, 2026.

4. **Subcontracts**. The Consultant shall not subcontract the Scope of Work ("Work") unless detailed in this Agreement or the Project Manager approves in writing. If the Project Manager requests, the Consultant shall provide proof that the subcontractor has the experience, ability, and equipment the Work requires. "subcontractor" means an individual, partnership, firm, corporation, or joint venture who is sublet part of the Contract by the Consultant. Each request to subcontract shall include the following information (i) a description of the supplies or services to be subcontracted, (ii) identification of the type of subcontract to be used (iii) identification of the proposed subcontractor, (iv) proposed subcontract price, (v) identification of the percentage of work to be performed by subcontract. Approval of subcontract shall not:

- a. Relieve the Consultant of any responsibility to carry out the Contract,
- b. Relieve the Consultant of any obligations or liability under the Contract,
- c. Create any contract between the City and the subcontractor, or
- d. Convey to the subcontractor any rights against the City.

Consultant remains fully responsible for obligations, services, and functions performed by its subcontractor to the same extent as if such obligations, services, and functions were performed by Consultant's employees, and for purposes of the Agreement such work will be deemed work performed by Consultant. The Consultant shall give immediate written notice, reference Clause **Notices**, of any action or suit filed and prompt notice of any claim made against the Consultant by any subcontractor or vendor that, in the opinion of the Consultant, may result in litigation related in any way to this Agreement, with respect to which the Consultant may be entitled to reimbursement from the City.

If dissatisfied with any part of the subcontracted Work, the Project Manager may request in writing that the subcontractor be removed. The Consultant shall comply with this request at once and shall not employ the subcontractor for any further Work under the Contract.

5. **Taxes**. The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Consultant must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Consultant's gross or net income, or personal property to which the City does not hold title. The City is exempt from Federal Excise Tax. Where applicable the City shall furnish a Federal Excise Tax Exemption certificate.

6. **Invoicing**. All invoices shall include a cover page that states: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Manager Name, **Agreement Number**, Agreement Price, amount requested per invoice and cumulative invoiced amount. Invoices shall include actual hours worked by Period, by Labor Category. The Consultant must invoice MONTHLY for quantities delivered during the

invoice period, and no more frequently than monthly, and allow 30 calendar days from receipt of the invoice for payment. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@anacorteswa.gov. The City shall notify the Consultant within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Consultant shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

7. **Withholding Payment.** In the event the City determines that the Consultant has failed to perform any obligation under this Contract within the times set forth in this Contract, then the City may withhold from amounts otherwise due and payable to Consultant the amount determined by the City as necessary to cure the default, until the Contracting Officer determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Consultant to terminate or damages, provided that the City promptly gives notice in writing to the Consultant of the nature of the default or failure to perform, and in no case more than 8 days after it determines to withhold amounts otherwise due. A determination of the City Attorney set forth in such notice to the Consultant of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Consultant acts within the times and in strict accord with the provisions of the Disputes clause of this Contract. The City may act in accordance with any determination of the City Attorney which has become conclusive under this clause, without prejudice to any other remedy under the Contract, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Consultant, (3) to set off any amount so paid or incurred from amounts due to become due the Consultant. In the event the Consultant obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Consultant by reason of good faith withholding by the City under this clause.

8. **Final Payment: Waiver of Claim.** The Consultant's acceptance of final payment shall constitute a waiver of claims, except those previously and properly made and identified by the Consultant as unsettled at the time request for final payment is made.

9. **Ownership and Use of Documents.** All finished and unfinished documents and material prepared by the Consultant with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to plans, specifications, reports, electronic and non-electronic data, and other design documents prepared by the Consultant. Pursuant to RCW 42.56.70, all information and documents produced under this Agreement may be subject to public disclosure.

10. **Assistance Regarding Patent and Copyright Infringement.** In the event of any claim or suit against City on account of any alleged patent or copyright infringement arising out of the performance of this Contract or out of the use of any material furnished or work or services performed hereunder, Consultant shall defend City against any such suit or claim and hold City harmless from any and all expenses, court costs, and attorney's fees in connection with such claim or suit.

11. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

12. **General and Professional Liability Insurance.**

A. Insurance Term: The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation: Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance: Consultant shall obtain insurance of the types and coverages described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles when any motor vehicles are used in connection with work to be performed. Coverage shall be as least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrences form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. **The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy** with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance: Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident when any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence and \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision: The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain, that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

F. Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

G. Verification of Coverage: The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Consultant **within 10 days of contract execution and before scheduling of the work**. Upon request by the City, the Consultant shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractor coverage. Failure of the City to demand such verification of coverage with these insurance requirements or failure of the City to identify a deficiency from the insurance documentation provided shall not be construed as a waiver of Consultant's obligation to maintain such insurance.

Verification of coverage shall include:

1. An ACORD certificate or a form determined by the City to be equivalent.
2. Copies of all endorsements naming the City as additional insured, showing the policy number. The Consultant may submit a copy of any blanket additional insured clause from its policies instead of a separate endorsement.
3. Any other amendatory endorsements to show the coverage required herein.
4. **A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements – actual endorsements must be submitted.**

H. Notice of Cancellation: The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance: Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice

to the Consultant to correct the breach, immediately terminate the contract, or at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits: If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

13. Certification Regarding Suspension, Debarment, Ineligibility or Voluntary Exclusion. The Consultant, by signing this agreement, certifies that they are not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds.

14. Registered or Licensed. The City is prohibited from executing an Agreement with a Consultant who is not registered or licensed as required by the applicable laws of the state for their profession. In addition, Anacortes Municipal Code requires that every business located within the city limits of Anacortes register the business with the state and include a City of Anacortes Endorsement. Businesses from outside city limits with a gross annual income of \$4,000 or more within Anacortes are also required to obtain a city endorsement. Business licenses and city endorsements can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at bls.dor.wa.gov.

15. Inspection. The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute the Consultant may appeal to the City Attorney, whose decision shall be final. The Consultant shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve the Consultant of their obligations or responsibilities under the Agreement. However, the Consultant shall be responsible for their own methods and conduct during the period of performance.

16. Standard of Care. The Consultant represents that they have the necessary knowledge, skill, and experience to perform the Services required by this Agreement. Consultant, and any persons employed by Consultant, shall use their professional skill and efforts to perform the Work in a professional manner consistent with sound practices, in accordance with the usually and customary professional care required for services of the type described in the Scope of Work herein provided at the same time and in the same locale. The City's remedy for a failure to meet the above Standard of Care shall be the re-performance of the Service or an equitable adjustment in the monies paid for the services, at the City's discretion.

17. Standard Title VI / Non-Discrimination Assurances. During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest agrees to the clauses in "Appendix A" and "Appendix E" of the Standard Title VI Assurances (USDOT1050.2A), which are hereby incorporated by reference and made a part hereof.

18. Consultant is an Independent Contractor. The parties intend that an independent contractor relationship will be created by this Agreement. No agent, employee or representative of the Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and subcontractors during the performance of this Agreement.

19. Acceptance. Consultant acknowledges and agrees that these contract terms are incorporated in, and are a part of, each purchase order or other agreement relating to the provision of goods and/or related services by Consultant. These contract terms supersede all conflicting or additional terms pre-printed on any purchase order, quote, invoice, Consultant's website, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

20. No Third Party Beneficiary Rights. This Agreement is not intended to and shall not be construed to give any Third Party any interest or rights (including, without limitation, any Third Party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided for in this Agreement.

21. Right to Terminate Agreement.

A. Termination for Default: If the Consultant defaults by failing to perform any of the obligations of the Agreement or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Consultant in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere. If the Agreement is terminated for default, the Consultant shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Consultant. The Consultant shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default. If a notice of termination for default has been issued and it is later determined for any reason that the Consultant was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

B. Termination for Public Convenience: The City may terminate the Agreement in whole or in part whenever the City determines, in its sole discretion that such termination is in the best interests of the City. Whenever the Agreement is terminated in accordance with this paragraph, the Consultant shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work through the date of termination. If the City exercises its option under this Paragraph, the City shall not be responsible for payment for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the City at any time during the term, whether for default or convenience, shall not constitute a breach of Agreement by the City.

22. Changes/Additional Work The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant will be entitled to additional compensation for authorized additional services or materials. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this Agreement. If conditions are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Consultant to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this Agreement is approved in writing by both parties.

23. Non-waiver Waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provision.

24. Non-assignable The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

25. Covenant Against Contingent Fees The Consultant warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that they have not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

26. Disputes

A. General: Differences between the Consultant and the City, arising under and by virtue of this Agreement shall be brought to the attention of the City at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The provisions of this Clause shall survive the expiration or termination of this Agreement.

B. Notice of Potential Claims: The Consultant shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the Contracting Agent or the City, or (2) the happening of any event or occurrence, unless the Consultant has given the City a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the City. The written Notice of Potential Claim shall set forth the reasons for which the Consultant believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Consultant shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

C. Detailed Claim: The Consultant shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the City, the Consultant has given the City a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

D. Dispute Resolution: In the event of a dispute between the City and the Consultant arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Consultant to have oversight over the administration of this Agreement. Said representatives shall meet within thirty (30) calendar days of receipt of detailed claim, and the parties shall make a good faith effort to achieve a resolution of the dispute. In the event the parties are unable to resolve the dispute under the procedure set forth above, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties. If either party is dissatisfied with the outcome of the mediation, that party may then pursue any available judicial remedies.

27. **Force Majeure.** Neither party shall be liable to the other or deemed in breach or default for any failure or delay in performance under this Agreement during the time and to the extent its performance is prevented by reasons of Force Majeure. For the purposes of this Agreement, Force Majeure means an occurrence that is beyond the reasonable control of and without fault or negligence of the party claiming force majeure and which, by exercise of due diligence of such party, could not have been prevented or overcome. Force Majeure shall include natural disasters, including fire, flood, earthquake, windstorm, avalanche, mudslide, and other similar events; acts of war or civil unrest when an emergency has been declared by appropriate governmental officials; acts of civil or military authority; freight embargoes; epidemics; pandemics; quarantine restrictions; labor strikes; boycotts; terrorist acts; riots; insurrections; explosions; and nuclear accidents. A party claiming suspension or termination of its obligations due to force majeure shall give the other party prompt written notice of the impediment and its effect on the ability to perform, with such notice to be provided no more than two (2) working days after the force majeure event or reasonable discovery of the event's impact on performance. Failure to provide such notice shall preclude recovery under this provision. Such delay shall cease as soon as practicable and written notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Consultant shall have no recourse against the City.

28. **Compliance with Laws.** The Consultant in the performance of this Agreement shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, executive proclamations, all applicable Washington Dept. of Labor & Industries (L&I) and Occupational Safety & Health Administration (OSHA) safety standards, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. The Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.

29. **Severability.** If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this Agreement are declared severable.

30. **Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Washington. Any action brought under the Agreement or relating to the Project shall be brought in the Superior Court of the State of Washington in Skagit County Washington.

31. **Survival of Agreement Termination.** The articles relating to Indemnification / Hold Harmless, Taxes, Ownership and Use of Documents, Assistance Regarding Patent and Copyright Infringement, The City's Right to Terminate Agreement, Governing Law, and Disputes, shall survive completion of the services, payment in full of the compensation and termination of this Agreement.

32. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given and received (a) when personally delivered, or delivered by same-day

courier; or (b) on the third business day after mailing by registered or certified mail, postage prepaid, return receipt requested; or (c) upon delivery when sent by prepaid overnight express delivery service (e.g., FedEx, UPS); or (d) when sent by email and upon the receipt by the sending party of written confirmation by the receiving party; provided, however, that an automated email confirmation of delivery or read receipt shall not constitute such confirmation. Notices shall be sent to the following addresses:

CITY:
City of Anacortes
Tiffany Matson
904 6th Street
PO Box 547
Anacortes, WA 98221
contracts@anacorteswa.gov

CONSULTANT:
Hargis Engineers, Inc.
Brian Cawley
1201 Third Ave, Suite 600
Seattle, WA. 98101
Brian.Cawley@hargis.biz

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the contract documents. Each of the persons signing below on behalf of any party hereby represents and warrants that they are signing with full and complete authority to bind the party on whose behalf of whom they are signing, to each and every term of this Agreement.

CITY OF ANACORTES

HARGIS ENGINEERS, INC.

By _____

By _____

Title _____

Title _____

Date _____

Date _____

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC§ 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

AGREEMENT #C2026-0212
EXHIBIT A

May 31, 2026
City of Anacortes
Public Works Operations Department
2201A 37th St
Anacortes, WA 98221

Attention: Brandon Krause, Facilities Maintenance Supervisor

Regarding: Fee Proposal - Engineering Services
City of Anacortes, Water Treatment Plant High Service Pump Station
HVAC Improvements

We are pleased to provide you with this proposal for mechanical and electrical engineering services for the above-mentioned project. We will provide engineering services in accordance with the attached task breakdown and the following.

Scope of Work

The scope includes engineering for replacement of existing mechanical equipment and controls components at the Anacortes Water Treatment Plant, Mount Vernon Washington. The goal of the project is to replace failing mechanical cooling equipment. Scope is as follows:

- Replace two existing packaged rooftop units

We understand that the Owner prefers construction will be facilitated through design bid build procurement with advertized bidding. The anticipated Maximum Allowable Construction Cost (MACC) for the project will be defined in a preliminary design phase.

Scope of services exclude architectural services, and will be submitted as an additional service if needed. We have excluded any contractor or specialty services for investigative purposes. We understand that some as-built drawings and operations and maintenance data for the buildings are available and the Owner will provide some level of backgrounds (AutoCAD) for our use if available.

Project Management

- During the preliminary design phase, Hargis Engineers will provide a rough order of magnitude project cost model for the Owner's uses on establishing a project budget.
- During the design document phase Hargis Engineers will provide drawings, specifications, cost opinions, coordination, and quality control. We will create AutoCAD backgrounds as required to accommodate the required system modifications. The Owner will furnish existing drawings if available. We will coordinate design coordination elements with electrical engineer and architect (if needed).
- During bidding we will facilitate a pre-bid site walk.

- During bidding we will answer questions for bidding contractors and issue addendums as necessary.
- During the construction phase of the project, we will facilitate construction meetings (2 on site and 2 virtual), and review/sign monthly pay applications.
- During the construction phase of the project, we will provide in-house support, review of submittals and shop drawings and construction administration. We will provide observation reports, review of operation and maintenance manuals and as-built drawings prepared by the contractor.
- During close out we will coordinate closeout activities with the State, the contractor and other parties involved.

Documentation

- A. Preliminary Design Phase Submittal: Progress cost opinion.
- B. Design Document Phase Submittal: Progress drawings, specifications, cost opinion.
- C. Owner Review/Permit Documents Phase: Permit drawings, specifications and forms will be submitted to the City by architectural consultant and all permit fees paid by owner.
- D. Construction Documents Phase: Construction drawings, specifications, cost opinion.
- E. Bidding/Pricing and Construction Phases: Review costing and approval, review submittals and shop drawings. Includes two site visits during construction, one punch list site visit and one backpunch (mechanical will cover electrical for site visits, OSO's and back punch).

Optional Services

- A. Update as-built drawings based upon contractor markups.

Design Phase Meetings

The following meetings are proposed and included in our fee proposal:

- A. Kickoff / Scoping Meeting (virtual)
- B. Design Phase Review Meetings (2) virtual

Fee

A. Basis: Design and pricing phases are fixed and construction administration is hourly NTE.

B. Amount:

1. Mechanical Engineering

a. Design Phase	\$.....	20,680
b. Bidding Phase	\$.....	4,040
c. Construction Administration Phase	\$.....	<u>15,000</u>
<i>Subtotal</i>	<i>\$.....</i>	<i>39,720</i>

2. Electrical Engineering

a. Design Phase	\$.....	10,550
b. Bidding Phase	\$.....	535
c. Construction Administration Phase	\$.....	<u>2,810</u>
<i>Subtotal</i>	<i>\$.....</i>	<i>13,895</i>

3. Subconsultant Services (hourly NTE)

a. Architectural Services	\$.....	TBD
b. Structural Engineering Services	\$.....	4,900
<i>10% subcontractor markup</i>	<i>.....</i>	<i>\$490</i>
<i>Subtotal (including 10% subconsultant markup).....</i>	<i>\$.....</i>	<i><u>\$5,390</u></i>

Total **\$.....59,005**

C. Reimbursable expenses: An allowance of \$2,500 is anticipated for reimbursable expenses for this project which include printing and delivery costs for Bid/Construction Set, and travel expenses. Reimbursible expenses will be invoiced at cost plus 10%. Permit expenses will be paid for directly by City of Anacortes.

Schedule

ITEM	TIME FRAME
A. Design Phase	6 weeks
B. Owner Review	1 week
C. Package bidding documents	1 weeks
D. Bidding	3 weeks
E. Construction Phase	3 months (2 weeks active construction)

May 31, 2026

City of Anacortes – Water Treatment Plant
High Service Pump Station
HVAC Improvements

H A R G I S

page 4

F. Final Completion

Winter 2026

We understand that the project construction timing for the work in will occur when cooling load can be minimized or phased. Hargis will work with City of Anacortes to coordinate schedule of construction to achieve completion as soon as practical in the late fall/winter of 2026.

We appreciate this opportunity to provide engineering services. Please call us if you have any questions about this fee proposal.

On Behalf of HARGIS ENGINEERS, INC.



Brian Cawley, PE
Principal, Mechanical



David Drewes-Moore
Associate, Mechanical

\\hargisfile\general\gg.vol\admin.vol\fee\client (owner)\civic - public safety-administration\city of anacortes\2026
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1201 third avenue, suite 600
seattle, washington 98101
t 206.448.3376 w hargis.biz

H A R G I S
mechanical
electrical
telecommunications
security
energy

18-May-26

**Anacortes WT HSPS
HVAC Unit Replacement**

Mechanical Design and Construction Administration Task Summary

1201 third avenue, suite 600
seattle, washington 98101

t 206.448.3376 w hargis.biz

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energy

	principal	project engineer	designer	
	\$230	\$190	\$155	total
design phase				
participate in project kickoff/scope confirmation meeting		2		\$ 380
project management	1	6		\$ 1,370
Coordination with Electrical		2	2	\$ 690
Coordination with Structural		4	2	\$ 1,070
review of existing as-built drawings		4		\$ 760
drawing setup / backgrounds		2	4	\$ 1,000
hvac load calculations		1	4	\$ 810
equipment selection/vendor coord		4		\$ 760
site visit to verify location/configuration of equipment		5		\$ 950
coordinate existing equipment for like-kind replacement feasibility		4	4	\$ 1,380
mechanical drawings - ductwork and equipment design		8	8	\$ 2,760
details and diagrams		4	4	\$ 1,380
energy code calculations / forms		2	2	\$ 690
technical specifications - drawing specs	1	6	2	\$ 1,680
cost opinion		3	2	\$ 880
coordination with owner		4		\$ 760
design review meeting with meeting minutes		4		\$ 760
respond and incorporate owner review comments		2		\$ 380
quality control	2	2	1	\$ 995
permit submittal / coordination		4	1	\$ 915
consolidation of drawing set / 'distribution of drawings / documents			2	\$ 310
total design phase	4.0	73.0	38.0	\$ 20,680
bidding/pricing phase				
pre-bid site walk with contractors		6		\$ 1,140
Manage documents and communication		8	4	\$ 2,140
answer bid time questions and issue addendum		4		\$ 760
total design development phase	0.0	18.0	4.0	\$ 4,040
construction administration and project closeout				
project management	1	8		\$ 1,750
participate in pre-construction meeting		4		\$ 760
review submittals		2	4	\$ 1,000
review RFIs/questions		8	4	\$ 2,140
review PRs / COPs / pay applications		8		\$ 1,520
meetings during construction / minutes (2 site and 2 virtual meetings included)		12		\$ 2,280
field report (2 visits & reports included)		12		\$ 2,280
punchlist site visit / report		5		\$ 950
backpunch site visit / report, review functional performance with owner		5		\$ 950
review and comment on TAB report		2		\$ 380
closeout	1	2		\$ 610
review as-built documents		2		\$ 380
total construction administration and project closeout phase	2.0	70.0	8.0	\$ 15,000
total mechanical	6.0	161.0	50.0	\$ 39,720

18-May-26

**Anacortes WT HSPS
HVAC Unit Replacement**

Electrical Design and Construction Administration Task Summary

1201 third avenue, suite 600
seattle, washington 98101
t 206.448.3376 w hargis.biz

H A R G I S

mechanical
electrical
telecommunications
security
energy

	principal	project engineer	designer	
	\$230	\$190	\$155	total
design phase				
Project management and kickoff meeting	3	1		\$ 880
drawing setup / backgrounds		1	2	\$ 500
coordination with mechanical		2	2	\$ 690
review of existing as-built drawings		1	2	\$ 500
site visit to verify existing conditions		6		\$ 1,140
Owner review meetings (3) virtual		3		\$ 570
electrical drawings		4	12	\$ 2,620
Details for equipment replacement		1	4	\$ 810
Cost Opinion		2	2	\$ 690
technical specifications		2	2	\$ 690
respond and incorporate owner review comments		1	2	\$ 500
quality control	2	1	2	\$ 960
permit submittal / coordination		0	0	\$ -
total design phase	5.0	25.0	30.0	\$ 10,550
bidding/pricing phase				
pre-bid site walk with SWR contractors				\$ -
answer bid time questions and issue addendum		2	1	\$ 535
total bidding/pricing phase	0.0	2.0	1.0	\$ 535
construction administration and closeout				
review submittals		1	4	\$ 810
review RFIs/questions		1	4	\$ 810
review PRs / COPs / pay applications		1	2	\$ 500
punchlist site visit / report (Completed by Mech)				\$ -
backpunch site visit / report (Completed by Mech)				\$ -
closeout / review O&Ms		1	1	\$ 345
review as-built documents		1	1	\$ 345
total construction administration and closeout phase	0.0	5.0	12.0	\$ 2,810
total electrical	5.0	32.0	43.0	\$13,895

May 18th, 2026

Mr. David Drewes-Moore
Hargis Engineers Inc. (Client)
1201 3rd Ave Suite #6
Seattle, Washington 98101

RE: Anacortes Water Treatment High Service Pump Station AHU Replacement – Proposal

Dear David,

Thank you for inviting Andersen Bjornstad Kane Jacobs (ABKJ) to submit a fee proposal for Structural Engineering services for the **Anacortes Water Treatment High Service Pump Station AHU Replacement Project**. Our team looks forward to working with you and Hargis Engineers on this project.

ABKJ understands the project and basic engineering scope will include the following:

A. Project Understanding

- Site Location: 14489 River Bend Rd, Mount Vernon, WA 98273
- Project Description:
 - Replacement of existing rooftop AHU at the Water Treatment facility (1 unit) with a unit that is larger in footprint size and weight than the existing unit
- Schedule:
 - Permit Set: date TBD
 - Construction Documents (CD): date TBD
 - Construction Administration: date TBD

B. ABKJ's Basic Scope for Structural Engineering

1. Attend and participate in team coordination meetings by teleconference
2. Perform a gravity load check for the new mechanical unit on the existing building roof framing
3. Perform all gravity and lateral load calculations for the mechanical unit anchors and the supporting roof framing as necessary
4. Provide sealed structural calculations and anchorage sketches (8 ½" x 11" sketch sheets) for submission to the City in the Permit Phase
5. Provide responses to City permit review comments to address all structural review comments
6. Provide Construction Administration services during the construction phase
7. Review shop drawing submittals
8. Provide responses to construction RFIs

9. Perform up to one site visit during the either the design phase or the Construction Administration phase as requested

C. Exclusions

Items **excluded** from our Structural Engineering scope of work include the following:

1. Additional site visits or site meetings other than those included in the Basic Scope
2. Miscellaneous additional design tasks or review due to unexpected existing conditions, contractor construction preferences, or new design issues arising during or after permit review
3. Structural retrofit details to strengthen existing roof framing members
4. Structural design or detailing for suspended conduit/plumbing/ducts
5. Structural design or detailing for new or enlarged roof penetrations
6. Structural design plan and detail drawings (only sketches will be provided)
7. As-built drawing set after project completion

D. Engineering Fees

For the basic scope of structural engineering services described above, ABKJ proposes to proceed with the above outlined Basic Scope of work to be billed on an **Hourly Rate** basis for all basic services for a total Structural Service Budget Not-To-Exceed **\$4,900**.

E. Additional Services

If additional structural services outside of or excluded from our basic scope of work are desired and requested by the Client (such as details for miscellaneous architectural items not in the Basic Scope), such requests shall constitute authorization for additional services and they shall be billed at **Hourly** rates according to the following rate schedule, apart from the fee for basic services.

F. Hourly Billing Rates

ABKJ hourly billing rates for this project will be as follows:

Principal Engineer:	\$220 - \$250
Project Manager:	\$180 - \$200
Project Engineer:	\$160 - \$180
Senior Design Engineer:	\$150 - \$170
Design Engineer:	\$140 - \$160

G. Reimbursable Expenses

Reimbursable expenses will include travel, parking, printing, and courier services. Reimbursable expenses will be billed at cost + 10% mark-up. Reimbursable expenses shall not exceed \$50, and are included in the Structural Service Budget amount above.

Additional requested work items not listed above will be considered additional services and billed at our normal hourly rates.

A statement of services will be provided monthly and will be due and payable upon receipt.

We appreciate the opportunity to work with you on this project. Your signature in the space below will constitute your acceptance of this agreement and authorization to proceed for the basic scope of services.

If you have any questions or need additional information, please feel free to call me on my cell phone at 206-940-6205. Thank you very much for considering ABKJ as your consultant for this project.

Respectfully submitted,

Approved and Accepted by:



Greg Lee, PE, SE
Principal
ABKJ Inc.

Signature: _____

Name: _____

Title: _____

Date: _____



City Council Agenda Bill

July 27, 2026

Action Type: Ordinance

Item: 6.a.

Title: Ordinance 5032: Repealing AMC 10.38 "Motorized Scooters" and Replacing it with New Chapter AMC 10.38 "Personal Transportation Devices"

Staff Contact(s): Dave Floyd

Approved for Submittal to Council by:

Dave Floyd
Steve Hoglund
Darcy Swetnam

Summary: Advances in personal mobility have increased the prevalence of electric-assisted bicycles, commonly known as e-bikes, which present similar or greater speed and operational characteristics compared to traditional bicycles and motorized foot scooters. The presence of e-bikes, motorized foot scooters, motorized skateboards and similar devices in high-pedestrian areas increases the potential for conflicts, collisions, and injuries to pedestrians, particularly in narrow sidewalks, crosswalks, and crowded storefront zones.

In June 2026, [Senate Bill 6110](#) went into effect, which adopted statewide regulation of e-bikes, electric motorcycles, and other personal transportation devices. This ordinance will establish regulations for motorized and non-motorized personal transportation devices on city streets, sidewalks, trails, and parks consistent with [RCW 46.61](#) in the interest of protecting public safety, minimizing noise and congestion on sidewalks in Anacortes, and ensuring safe, accessible pedestrian circulation for people of all ages and abilities.

Some key aspects of the ordinance include:

1. Defining types of personal transportation devices;
2. Adopting state law violations and penalties;
3. Requiring all riders under the age of 18 to wear helmets while operating personal transportation devices;
4. Limiting where personal transportation devices may be operated in the city; and
5. Placing responsibility on parents for allowing a minor child to operate a personal transportation device in violation of the chapter.

Changes since the last version reviewed July 13:

1. Restricted applicability to exclude ACFL (which is regulated elsewhere); added cross-reference
2. Defined "shared-use path" to mean the Guemes Channel Trail and Tommy Thompson Trail
3. Allowed class 3 e-bikes on shared-use paths (as allowed by state law)
4. Set 15 mph speed limit for motorized personal transportation devices
5. Added devices such as the one-wheel to the definition of motorized personal transportation devices
6. Reworded citation to traffic laws, which are incorporated by reference elsewhere (AMC 10.04)

Budget Impact:

N/A

Previous Action: City Council recodified AMC Chapter 9.56, Motorized Scooters, to AMC 10.38 under [Ordinance 4045](#), which was adopted at the [April 10, 2023](#), regular meeting.

Recommended Motion: Adopt Ordinance 5032 repealing AMC 10.38 "Motorized Scooters" and replacing it with the new Chapter AMC 10.38 "Personal Transportation Devices"

Alternative Actions: Direct staff to make additional revisions.

Attachments (listed in order presented):

1. Ordinance 5032 - AMC 10.38 Personal Transportation Devices - Markup
2. Ordinance 5032 - AMC 10.38 Personal Transportation Devices - Smooth

Ordinance 5032

An Ordinance Repealing Chapter 10.38 “Motorized Scooters” and Replacing it With New Chapter 10.38 “Personal Transportation Devices”

WHEREAS advances in personal mobility have increased the prevalence of electric-assisted bicycles commonly known as e-bikes, which present similar or greater speed and operational characteristics compared to traditional bicycles and motorized foot scooters;

WHEREAS RCW 46.61.715 authorizes local government to regulate the use of motorized foot scooters (including scooters commonly known as e-scooters), including those in shared programs, and to adopt/assess penalties for moving/parking violations involving them;

WHEREAS RCW 46.61.710 authorizes local government to regulate all classes of e-bikes including setting age restrictions, access to trails/sidewalks/parking, or use of helmets;

WHEREAS the regulatory authority belonging to local government under RCW 46.61.710 is such that local ordinances are not preempted by the RCW 46.61.710 provisions dictating where e-bikes and e-scooters can be ridden within the city;

WHEREAS creating helmet requirements for those under 18 increases safety for riders and consistency within the City, which will assist in effective code compliance and enforcement;

WHEREAS explicitly adopting the restriction in RCW 46.61.710, except where otherwise specified in the AMC allows the public and code enforcement officers to more easily refer to the Anacortes Municipal Code as a primary source when determining and enforcing e-bike regulations;

WHEREAS the presence of e-bikes, motorized foot scooters, motorized skateboards and similar devices in high-pedestrian areas increases the potential for conflicts, collisions, and injuries to pedestrians, particularly in narrow sidewalks, crosswalks, and crowded storefront zones;

WHEREAS the City has a compelling interest in protecting public safety, minimizing noise and congestion of sidewalks in Anacortes and ensuring safe, accessible pedestrian circulation for people of all ages and abilities;

WHEREAS the City has a compelling interest in protecting public safety and minimizing conflicts and collisions between e-bikes or motorized foot scooters and pedestrians within its parks, public trails and Central Business District;

WHEREAS the City has a compelling interest in protecting public safety and minimizing conflicts and collisions with the use of e-bikes or motorized foot scooters where permitted by adopting regulations that apply to ensure users operate e-bikes and motorized foot scooters in a safe manner;

WHEREAS the amendment will provide clear notice to the public and visitors about permitted and prohibited modes of travel in the City and will support consistent enforcement of the municipal code;

Now, therefore, the City Council does ordain as follows:

Section 1. AMC Chapter 10.38 Motorized Scooters is repealed and replaced with AMC Chapter 10.38 Personal Transportation Devices as shown in Exhibit A.

Section 2. Authority to Make Necessary Corrections. The City Clerk and the codifier of this Ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 3. Severability. The various parts, sections, and clauses of this ordinance are hereby declared to be severable. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision must not affect the validity of the remaining parts of this ordinance.

Section 4. Consistent with RCW 35A.12.130, this ordinance takes effect five days after passage, approval, and publication.

ADOPTED by the City Council of the City of Anacortes this ____ day of _____, 2026.

CITY OF ANACORTES:

Ryan Walters, Mayor

Attest:

Steven D. Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney

Exhibit A

Chapter 10.38 Personal Transportation Devices

10.38.010 Purpose	3
10.38.020 Applicability	3
10.38.030 Definitions	3
10.38.040 Distinguishing motorized personal transportation devices	4
10.38.050 Applicability of traffic laws	5
10.38.060 Helmet required for all personal transportation devices	5
10.38.070 Non-motorized personal transportation devices—general requirements	6
10.38.100 Motorized personal transportation devices—general requirements	6
10.38.110 Motorized personal transportation devices—allowed and prohibited areas	7
10.38.120 Parking	7
10.38.130 Parent responsibility	8
10.38.140 Penalties	8

10.38.010 Purpose

The purpose of this chapter is to define local regulations governing the use of personal transportation devices on city streets, sidewalks, trails, bike paths, and other public property.

10.38.020 Applicability

This chapter applies to personal transportation devices used within City limits, except not within the Anacortes Community Forest Lands, which are regulated by AMC Chapter 8.10.

10.38.030 Definitions

The following words and phrases have the following meanings when used in this chapter:

- A. "Bicycle" has the meaning found in [RCW 46.04.071](#).
- B. "Electric-assisted bicycle," "class 1 electric-assisted bicycle," "class 2 electric-assisted bicycle," and "class 3 electric-assisted bicycle" have the meanings as set forth in [RCW 46.04.169](#) as now adopted or hereafter amended.
- C. "Electric personal assistive mobility device" has the meaning found in RCW 46.04.1695.

~~E.D.~~ _____ "Moped" has the meaning found in [RCW 46.04.304](#).

~~D.E.~~ _____ "Motorcycle" has the meaning found in [RCW 46.04.330](#).

~~E.F.~~ _____ "Motor-driven cycle" has the meaning found in [RCW 46.04.332](#).

~~F.G.~~ _____ "Motorized foot scooter" has the meaning found in [RCW 46.04.336](#). For purposes of this chapter, a motor-driven cycle, a moped, an electric-assisted bicycle, or a motorcycle is not a motorized foot scooter.

~~G.H.~~ _____ "Motorized personal transportation device" is a motorized device for personal transportation including motorized foot scooters, ~~;~~ motorized skateboards, ~~;~~ class 1, class 2, and class 3 electric-assisted bicycles, ~~;~~ electric personal assistive mobility devices; and all other similar devices, but ~~must exclude excluding~~ motorized wheelchairs, motor driven cycles, mopeds, and motorcycles, ~~and electronic personal assistive mobility devices~~.

~~H.I.~~ _____ "Motorized skateboard" means every device with a platform on which the rider or operator balances, the platform having two or more sets of wheels beneath it, propelled by an attached or auxiliary electric or gasoline motor.

~~I.J.~~ _____ "Non-motorized personal transportation device" means any wheeled, human propelled device that does not run on a motor or use electrical assistance to move.

~~K.~~ _____ "Personal transportation device" means a non-motorized or motorized transportation device as defined in this section.

~~J.L.~~ _____ "Shared-use path" means the Guemes Channel Trail and Tommy Thompson Trail.

~~K.M.~~ _____ "Sidewalk" has the meaning found in [RCW 46.04.540](#).

~~L.N.~~ _____ "Street" means the entire width between the curb lines, including any designated bike lanes and the shoulder, of every publicly owned street in the City of Anacortes when any part thereof is open to the use of the public for purposes of vehicular travel or parking.

10.38.040 Distinguishing motorized personal transportation devices

While the definitions in AMC 10.38.030 control, the various modes of transportation addressed in this chapter are distinguished as follows:

1. "E-bikes" are equipped with fully operable pedals and an electric motor of no more than 750 watts.
2. "Motorcycles" and "mopeds" do not have fully operable pedals.
3. "Motorized foot scooter" means a device with no more than two ten-inch or smaller diameter wheels that has handlebars with a maximum speed of 20 mph.

10.38.050 Applicability of traffic laws

The Washington Model Traffic Ordinance, adopted by reference in AMC 10.04.010, includes the following provisions of the Revised Code of Washington ~~as presently constituted or hereinafter amended are adopted by reference and, which~~ apply to the operation of motorized personal transportation devices within the City of Anacortes:

- A. Negligent Driving – First Degree – RCW 46.61.5249, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- B. Negligent Driving – Second Degree – RCW 46.61.525, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- C. Reckless Driving – RCW 46.61.500, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- D. Driving Under the Influence – RCW 46.61.502, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- E. Driver Under 21 Consuming Alcohol – RCW 46.61.503, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.

10.38.060 Helmet required for all personal transportation devices

- A. A person under the age of 18 operating a personal transportation device on any street, alley, trail, or other public place in the City must wear an approved bicycle helmet designed for safety and must have the neck or chin strap of the helmet fastened securely while the personal transportation device is in motion or operation.
- B. The bicycle helmet referenced in this section must meet or exceed the required safety standards adopted by the U.S. Consumer Product Safety Commission (CPSC) 15 USCS 6004, or Z-90.4 set by the American National Standards Institute (ANSI), the Snell Foundation, the American Society for Testing and Materials (ASTM), or such subsequent nationally recognized standard for helmet performance as may be adopted by the City of Anacortes. The helmet must be equipped with a neck or chin strap that must be securely fastened while the motorized personal transportation device is in motion.

10.38.070 Non-motorized personal transportation devices—general requirements

i The effect of this section is to allow non-motorized personal transportation devices to travel:

- on sidewalks except for on Commercial Ave between 9th and 3rd Streets;
- in bike lanes;
- on street shoulders where other options are not available;

i on shared-use paths such as the Tommy Thompson or Guemes Channel Trail.

A. It is unlawful to operate a non-motorized personal transportation device:

1. on a sidewalk on Commercial Avenue between 9th and 3rd Streets;
 2. in a manner that endangers or is likely to endanger any person or property;
 - ~~3. at any speed over 15 mph on multi-use trails or hard-surfaced trails;~~
 - ~~4.3.~~ without yielding to pedestrians;
 - ~~5.4.~~ in a manner other than single file when operating on sidewalks or ~~shared-use trails~~ shared-use paths;
 - ~~6.5.~~ at a speed that does not allow the rider to yield and stop for pedestrians and other sidewalk traffic;
 - ~~6. at any speed over 15 mph, except on a street.~~
- B. It is unlawful to operate a bicycle after dark without a white front light and red rear light or reflector in conformance with [RCW 46.61.780](#).

10.38.100 Motorized personal transportation devices—general requirements

A. It is unlawful to operate any motorized personal transportation device:

1. on any public roadway by any person under the age of 16;
2. after dark without a white front light and red rear light or reflector in conformance with [RCW 46.61.780](#);
3. without a switch, lever, or other mechanism to disengage the motor;
4. without a non-modified working muffler, if the device is powered by an internal combustion engine;

5. to carry more persons at one time than the number for which it is designed and equipped (per [RCW 46.61.760](#));
6. while attached to any device other than a trailer specifically designed to be attached to and towed behind a bicycle~~;~~

~~7. at any speed over 15 mph, except on a street.~~

- B. It is unlawful for a person under the age of 16, or a person age 16 or over who does not possess a valid driver's license, to operate a motorcycle or moped (per [RCW 46.20.500](#)(2)).
- C. It is unlawful for a person under the age of 16 to operate a class 3 electric-assisted bicycle (per [RCW 46.20.500](#)(3)).

10.38.110 Motorized personal transportation devices—~~allowed and prohibited areas~~

 ~~Note the following limitation would prevent motorized bikes on trails such as those within parks, the TTT, and trail to the Rotary gazebo.~~

~~A. Per RCW 46.61.710, operation of a motorized personal transportation device, including a class 3 electric-assisted bicycle, is allowed on shared-use paths.~~

~~A.B.~~ It is unlawful to operate a motorized foot scooter or class 3 ~~electric~~-electric-assisted bicycle:

1. upon any sidewalk;
2. in any City park, except in public streets, parking areas, parking lots or such designated areas where motorized vehicular use is allowed, and as otherwise provided in AMC 10.38.050~~;~~
3. ~~on public trails that allow non-motorized bicycles unless otherwise posted.~~

~~B.C.~~ It is unlawful to operate a moped on limited access highways.

~~C.D.~~ It is unlawful to operate a motorized foot scooter on a street with a speed limit in excess of 30 miles per hour, unless it is operated within a bicycle lane.

~~D.E.~~ It is unlawful to operate a motorcycle or moped on sidewalks, in bike lanes, or on shared-use paths.

10.38.120 Parking

- A. It is unlawful to park a personal transportation device on a public sidewalk where parking interferes, impairs, obstructs, blocks, or impedes the free and full use of the sidewalk.
- B. Any personal transportation device parked illegally may be subject to removal without notice by the City.

10.38.130 Parent responsibility

It is unlawful for any parent, guardian, or other person having control or custody of a minor child to allow such minor to operate a personal transportation device in violation of this chapter.

10.38.140 Penalties

- A. A violation of this chapter is a class 4 civil infraction per Chapter 7.80 RCW.
- B. A second or subsequent violation of this section within a year is a class 3 civil infraction per Chapter 7.80 RCW.
- C. Conduct that constitutes a violation of a rule of the road, or constitutes a criminal traffic offense, may also be charged as such and is subject to the maximum penalties allowed for such an offense or offenses.
- D. A police officer is authorized to seize a personal transportation device used by a person under age 18 in violation of this chapter and may retain the seized property until it is picked up by the violator's parent or guardian.

Ordinance 5032

An Ordinance Repealing Chapter 10.38 “Motorized Scooters” and Replacing it With New Chapter 10.38 “Personal Transportation Devices”

WHEREAS advances in personal mobility have increased the prevalence of electric-assisted bicycles commonly known as e-bikes, which present similar or greater speed and operational characteristics compared to traditional bicycles and motorized foot scooters;

WHEREAS RCW 46.61.715 authorizes local government to regulate the use of motorized foot scooters (including scooters commonly known as e-scooters), including those in shared programs, and to adopt/assess penalties for moving/parking violations involving them;

WHEREAS RCW 46.61.710 authorizes local government to regulate all classes of e-bikes including setting age restrictions, access to trails/sidewalks/parking, or use of helmets;

WHEREAS the regulatory authority belonging to local government under RCW 46.61.710 is such that local ordinances are not preempted by the RCW 46.61.710 provisions dictating where e-bikes and e-scooters can be ridden within the city;

WHEREAS creating helmet requirements for those under 18 increases safety for riders and consistency within the City, which will assist in effective code compliance and enforcement;

WHEREAS explicitly adopting the restriction in RCW 46.61.710, except where otherwise specified in the AMC allows the public and code enforcement officers to more easily refer to the Anacortes Municipal Code as a primary source when determining and enforcing e-bike regulations;

WHEREAS the presence of e-bikes, motorized foot scooters, motorized skateboards and similar devices in high-pedestrian areas increases the potential for conflicts, collisions, and injuries to pedestrians, particularly in narrow sidewalks, crosswalks, and crowded storefront zones;

WHEREAS the City has a compelling interest in protecting public safety, minimizing noise and congestion of sidewalks in Anacortes and ensuring safe, accessible pedestrian circulation for people of all ages and abilities;

WHEREAS the City has a compelling interest in protecting public safety and minimizing conflicts and collisions between e-bikes or motorized foot scooters and pedestrians within its parks, public trails and Central Business District;

WHEREAS the City has a compelling interest in protecting public safety and minimizing conflicts and collisions with the use of e-bikes or motorized foot scooters where permitted by adopting regulations that apply to ensure users operate e-bikes and motorized foot scooters in a safe manner;

WHEREAS the amendment will provide clear notice to the public and visitors about permitted and prohibited modes of travel in the City and will support consistent enforcement of the municipal code;

Now, therefore, the City Council does ordain as follows:

Section 1. AMC Chapter 10.38 Motorized Scooters is repealed and replaced with AMC Chapter 10.38 Personal Transportation Devices as shown in Exhibit A.

Section 2. Authority to Make Necessary Corrections. The City Clerk and the codifier of this Ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 3. Severability. The various parts, sections, and clauses of this ordinance are hereby declared to be severable. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision must not affect the validity of the remaining parts of this ordinance.

Section 4. Consistent with RCW 35A.12.130, this ordinance takes effect five days after passage, approval, and publication.

ADOPTED by the City Council of the City of Anacortes this ____ day of _____, 2026.

CITY OF ANACORTES:

Ryan Walters, Mayor

Attest:

Steven D. Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney

Exhibit A

Chapter 10.38 Personal Transportation Devices

10.38.010 Purpose	3
10.38.020 Applicability	3
10.38.030 Definitions	3
10.38.040 Distinguishing motorized personal transportation devices	4
10.38.050 Applicability of traffic laws	5
10.38.060 Helmet required for all personal transportation devices	5
10.38.070 Non-motorized personal transportation devices—general requirements	5
10.38.100 Motorized personal transportation devices—general requirements	6
10.38.110 Motorized personal transportation devices—allowed and prohibited areas	6
10.38.120 Parking	7
10.38.130 Parent responsibility	7
10.38.140 Penalties	7

10.38.010 Purpose

The purpose of this chapter is to define local regulations governing the use of personal transportation devices on city streets, sidewalks, trails, bike paths, and other public property.

10.38.020 Applicability

This chapter applies to personal transportation devices used within City limits, except not within the Anacortes Community Forest Lands, which are regulated by AMC Chapter 8.10.

10.38.030 Definitions

The following words and phrases have the following meanings when used in this chapter:

- A. “Bicycle” has the meaning found in [RCW 46.04.071](#).
- B. "Electric-assisted bicycle," "class 1 electric-assisted bicycle," "class 2 electric-assisted bicycle," and "class 3 electric-assisted bicycle" have the meanings as set forth in [RCW 46.04.169](#) as now adopted or hereafter amended.
- C. “Electric personal assistive mobility device” has the meaning found in [RCW 46.04.1695](#).

- D. "Moped" has the meaning found in [RCW 46.04.304](#).
- E. "Motorcycle" has the meaning found in [RCW 46.04.330](#).
- F. "Motor-driven cycle" has the meaning found in [RCW 46.04.332](#).
- G. "Motorized foot scooter" has the meaning found in [RCW 46.04.336](#). For purposes of this chapter, a motor-driven cycle, a moped, an electric-assisted bicycle, or a motorcycle is not a motorized foot scooter.
- H. "Motorized personal transportation device" is a motorized device for personal transportation including motorized foot scooters; motorized skateboards; class 1, class 2, and class 3 electric-assisted bicycles; electric personal assistive mobility devices; and all other similar devices, but excluding motorized wheelchairs, motor driven cycles, mopeds, and motorcycles.
- I. "Motorized skateboard" means every device with a platform on which the rider or operator balances, the platform having two or more sets of wheels beneath it, propelled by an attached or auxiliary electric or gasoline motor.
- J. "Non-motorized personal transportation device" means any wheeled, human propelled device that does not run on a motor or use electrical assistance to move.
- K. "Personal transportation device" means a non-motorized or motorized transportation device as defined in this section.
- L. "Shared-use path" means the Guemes Channel Trail and Tommy Thompson Trail.
- M. "Sidewalk" has the meaning found in [RCW 46.04.540](#).
- N. "Street" means the entire width between the curb lines, including any designated bike lanes and the shoulder, of every publicly owned street in the City of Anacortes when any part thereof is open to the use of the public for purposes of vehicular travel or parking.

10.38.040 Distinguishing motorized personal transportation devices

While the definitions in AMC 10.38.030 control, the various modes of transportation addressed in this chapter are distinguished as follows:

1. "E-bikes" are equipped with fully operable pedals and an electric motor of no more than 750 watts.
2. "Motorcycles" and "mopeds" do not have fully operable pedals.
3. "Motorized foot scooter" means a device with no more than two ten-inch or smaller diameter wheels that has handlebars with a maximum speed of 20 mph.

10.38.050 Applicability of traffic laws

The Washington Model Traffic Ordinance, adopted by reference in AMC 10.04.010, includes the following provisions of the Revised Code of Washington , which apply to the operation of motorized personal transportation devices within the City of Anacortes:

- A. Negligent Driving – First Degree – RCW 46.61.5249, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- B. Negligent Driving – Second Degree – RCW 46.61.525, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- C. Reckless Driving – RCW 46.61.500, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- D. Driving Under the Influence – RCW 46.61.502, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.
- E. Driver Under 21 Consuming Alcohol – RCW 46.61.503, as adopted by reference in WAC 308-330-425, as adopted or hereafter amended.

10.38.060 Helmet required for all personal transportation devices

- A. A person under the age of 18 operating a personal transportation device on any street, alley, trail, or other public place in the City must wear an approved bicycle helmet designed for safety and must have the neck or chin strap of the helmet fastened securely while the personal transportation device is in motion or operation.
- B. The bicycle helmet referenced in this section must meet or exceed the required safety standards adopted by the U.S. Consumer Product Safety Commission (CPSC) 15 USCS 6004, or Z-90.4 set by the American National Standards Institute (ANSI), the Snell Foundation, the American Society for Testing and Materials (ASTM), or such subsequent nationally recognized standard for helmet performance as may be adopted by the City of Anacortes. The helmet must be equipped with a neck or chin strap that must be securely fastened while the motorized personal transportation device is in motion.

10.38.070 Non-motorized personal transportation devices—general requirements

- A. It is unlawful to operate a non-motorized personal transportation device:
 - 1. on a sidewalk on Commercial Avenue between 9th and 3rd Streets;
 - 2. in a manner that endangers or is likely to endanger any person or property;
 - 3. without yielding to pedestrians;
 - 4. in a manner other than single file when operating on sidewalks or shared-use paths;

5. at a speed that does not allow the rider to yield and stop for pedestrians and other sidewalk traffic;
 6. at any speed over 15 mph, except on a street.
- B. It is unlawful to operate a bicycle after dark without a white front light and red rear light or reflector in conformance with [RCW 46.61.780](#).

10.38.100 Motorized personal transportation devices—general requirements

- A. It is unlawful to operate any motorized personal transportation device:
1. on any public roadway by any person under the age of 16;
 2. after dark without a white front light and red rear light or reflector in conformance with [RCW 46.61.780](#);
 3. without a switch, lever, or other mechanism to disengage the motor;
 4. without a non-modified working muffler, if the device is powered by an internal combustion engine;
 5. to carry more persons at one time than the number for which it is designed and equipped (per [RCW 46.61.760](#));
 6. while attached to any device other than a trailer specifically designed to be attached to and towed behind a bicycle;
 7. at any speed over 15 mph, except on a street.
- B. It is unlawful for a person under the age of 16, or a person age 16 or over who does not possess a valid driver's license, to operate a motorcycle or moped (per [RCW 46.20.500\(2\)](#)).
- C. It is unlawful for a person under the age of 16 to operate a class 3 electric-assisted bicycle (per [RCW 46.20.500\(3\)](#)).

10.38.110 Motorized personal transportation devices—allowed and prohibited areas

- A. Per RCW 46.61.710, operation of a motorized personal transportation device, including a class 3 electric-assisted bicycle, is allowed on shared-use paths.
- B. It is unlawful to operate a motorized foot scooter or class 3 electric-assisted bicycle:
1. upon any sidewalk;
 2. in any City park, except in public streets, parking areas, parking lots or such designated areas where motorized vehicular use is allowed, and as otherwise provided in AMC 10.38.050.

3.

- C. It is unlawful to operate a moped on limited access highways.
- D. It is unlawful to operate a motorized foot scooter on a street with a speed limit in excess of 30 miles per hour, unless it is operated within a bicycle lane.
- E. It is unlawful to operate a motorcycle or moped on sidewalks, in bike lanes, or on shared-use paths.

10.38.120 Parking

- A. It is unlawful to park a personal transportation device on a public sidewalk where parking interferes, impairs, obstructs, blocks, or impedes the free and full use of the sidewalk.
- B. Any personal transportation device parked illegally may be subject to removal without notice by the City.

10.38.130 Parent responsibility

It is unlawful for any parent, guardian, or other person having control or custody of a minor child to allow such minor to operate a personal transportation device in violation of this chapter.

10.38.140 Penalties

- A. A violation of this chapter is a class 4 civil infraction per Chapter 7.80 RCW.
- B. A second or subsequent violation of this section within a year is a class 3 civil infraction per Chapter 7.80 RCW.
- C. Conduct that constitutes a violation of a rule of the road, or constitutes a criminal traffic offense, may also be charged as such and is subject to the maximum penalties allowed for such an offense or offenses.
- D. A police officer is authorized to seize a personal transportation device used by a person under age 18 in violation of this chapter and may retain the seized property until it is picked up by the violator's parent or guardian.



City Council Agenda Bill

July 27, 2026

Action Type: Contract Modification

Item: 6.b.

Title: Contract Modification: Master Services Agreement with Anchor QEA for the A Avenue Landfill Project #21-024-LEG-001

Staff Contact(s): Jonn Lunsford

Approved for Submittal to Council by:

Tiffany Matson

Jonn Lunsford

Summary: City staff seeks Council consent to issue a contract modification to Anchor QEA, LLC in the amount of \$25,100.00, increasing the total contract price to \$2,917,376.00, due to the need of a sonic drill to reach the required depth for the installation of the groundwater monitoring system at the A Avenue Landfill.

1. Reason for Contract Change: When we conducted the initial site walk with the subcontractor during the development of the work plan, a limited access Geoprobe rig was the recommended equipment needed for the job because of the rig's relatively small footprint and maneuverability. During drilling, however, the Geoprobe rig was unable to reach target depths that would allow observation of groundwater in any of the four target locations that were attempted. The field team exhausted all options with the drilling rig that was on site and got a lot of good information about subsurface conditions but ultimately could not get deep enough to install the wells at their target depth defined in the Ecology-approved sampling plan. This depth limitation could be a result of soil density being relatively high and, with additional, deeper drilling and sampling, we will be able to draw some conclusions about soil density being a limiting factor for Geoprobe drilling equipment at the site.

The sonic rig we are proposing to bring to the site utilizes a different technology than that applied with a Geoprobe rig. While the Geoprobe uses direct-push technology to "shove" soil into a coring device, the sonic rig uses sonic technology to "cut" a core of soil. One quick comparison that can be made between the two technologies is that a sonic rig can cut through concrete, but a Geoprobe cannot. We anticipate the sonic rig will be able to access the three well locations closest to the trailhead (AAL-MW02 through AAL-MW04) but may have difficulties getting to location AAL-MW01 on the

Cranberry Lake 124 trail due to the size of the sonic rig and sloped portions of the trail. We would plan to adjust the location of AAL-MW01 in the field with the contractor and in coordination with Ecology once we're able to determine how close the sonic rig is able to get to the target coordinates.

2. History: The Department of Ecology rescinded a No Further Action letter regarding the A Avenue Landfill site on January 22, 2020, opening the landfill site up for further evaluation and potential action. The City engaged Anchor QEA to advise the City and perform investigation and consultation with the Department of Ecology onsite actions.

The City entered into an Agreed Order (AO) with Ecology in February 2025 to conduct a Remedial Investigation (RI) and prepare a Draft RI Report that describes the nature and extent of potential contamination associated with the Site and assess if there are any environmental or human health risks that warrant further evaluation through a Focused Feasibility Study (FFS). If required, the FFS would evaluate potential remedial alternatives and identify a preferred cleanup action.

On behalf of the City, Anchor QEA submitted the Draft RI Work Plan and associated Sampling and Quality Assurance Project Plan (SQAPP) to Ecology on May 8, 2025. On September 26, 2025, the City received Ecology comments on the Draft RI Work Plan requiring additional sampling and analysis as part of the RI. In accordance with the AO, RI sampling must be performed after Ecology approval of the RI Work Plan.

3. Key Terms:

- Work will be performed on a time and materials basis not-to-exceed \$2,917,376.00.
- End date is extended to December 31, 2027.

4. Competitive Bidding: This work is considered a personal service and therefore not subject to any competitive bidding requirements.

Budget Impact:

Consultant	Anchor QEA, LLC
Original Agreement Amount	\$458,400.00
Modification 01	\$114,408.00
Modification 02	\$25,600.00

Modification 03	\$162,200.00
Modification 04	\$1,483,425.00
Modification 05	\$46,900.00
Modification 06	\$0
Modification 07	\$34,690.00
Modification 08	\$566,653.00
Current Agreement Amount	\$2,892,276.00
Change Per this Modification	\$25,100.00
Total After Modification	\$2,917,376.00
Funding Source	fund balance/reserve
BARS #	450.780.537.10.41
Paid on Contract as of 7/21/2026	\$2,111,047.28
Budget Amendment Required?	No
Start Date	Inception
End Date	12/31/2027

Previous Action: Council approved Contract [21-024-LEG-001](#) at the [January 25, 2021](#)

meeting, approved [Modification 01](#) at the [September 7, 2021](#) meeting, approved [Modification 02](#) at the [December 13, 2021](#) meeting, approved [Modification 03](#) at the [April 11, 2022](#) meeting, approved [Modification 04](#) at the [November 7, 2022](#) meeting, [Modification 05](#) was approved at the [July 22, 2024](#) meeting, cost-neutral [Modification 06](#) was executed on May 15, 2025, and [Modification 07](#) was approved at the [October 20, 2025](#) meeting. [Modification 08](#) was approved at the [February 17, 2026](#) meeting.

Recommended Motion: I move that City Council authorize the Mayor to sign a modification to contract 21-024-LEG-001 with Anchor QEA, LLC in the amount of \$25,100.00, increasing the total contract price to \$2,917,376.00.

Alternative Actions: Not approve the contract modification.

Attachments (listed in order presented):

1. 21-024-LEG-001 - Mod 09



Date July 27, 2026
Page 1 of 1 Page

Contract Title MASTER SERVICES AGREEMENT
Consultant ANCHOR QEA, LLC

BACKGROUND

This modification provides for an increase in contract price due to the need of a sonic drill to reach the required depth for the installation of the ground water monitoring system at the A Avenue Landfill. The total contract price is increased from \$2,892,276.00 by \$25,100.00 to \$2,917,376.00 and the following changes are incorporated under this contract:

ARTICLE 3.J. ATTACHMENTS AND SCHEDULES

The following paragraph is added:

“Per Contract Modification 09 the authorized drill for the installation of the ground water monitoring system at the "A" Avenue landfill is changed from a Geoprobe drill to a sonic drill at an additional cost of \$25,100.00, and the scheduled end date is extended to December 31, 2027.”

All other terms of the contract remain unchanged.

CITY OF ANACORTES

By _____

Title _____

Date _____

ANCHOR QEA, LLC

By _____

Title _____

Date _____

Original Agreement Amount	<u>\$458,400.00</u>	Original Contract Completion Date	<u>03/31/2022</u>
Current Agreement Amount	<u>\$2,892,276.00</u>	Current Contract Completion Date	<u>06/30/2027</u>
Change Per this Modification	<u>\$25,100.00</u>	Net Change	<u>184 Days</u>
Total After Modification	<u>\$2,917,376.00</u>	Contract Completion Date After Change	<u>12/31/2027</u>



City Council Agenda Bill

July 27, 2026

Action Type: Contract Modification

Item: 6.c.

Title: Contract Modification: Fire Station 1 Remodel Project #25-035-AFD-002

Staff Contact(s): Mannix McDonnell

Approved for Submittal to Council by:

Mannix McDonnell

Summary: City staff seeks Council consent to issue a contract modification to Lazer Construction LLC in the amount of \$29,771.37, increasing the total contract price to \$290,715.81, to modify the scope of work as detailed in Change Order #1 for the Fire Station 1 Remodel Project.

Reason for Contract Change: This modification incorporates Change Order #1 which includes several changes during the project, including unforeseen issues with the fire sprinkler system, additional framing, and subflooring. The required modifications include:

1. Adjustments to the fire sprinkler system to ensure coverage in newly created remote areas, including relocating and extending components and adding additional sprinkler heads.
2. Enlargement of an exterior door opening.
3. Removal of an existing chase, no longer required by current building systems, allowing for expanded office space.
4. Modifications to structural supports and joists to resolve conflicts with existing utilities.
5. Relocation of gas and vent lines.
6. Relocation of two home-run lines and four data communication cable lines discovered during demolition.
7. Removal of existing subfloor and installation of new plywood subfloor per flooring manufacturer warranty requirements.
8. Demolition of flooring, modification of blocking, and flooring repair following relocation of drain and water supply lines.

All modifications are fully documented with detailed descriptions of work, material and supply requirements, subcontractor costs, and any permitting needs.

History: The project is to reconfigure portions of the second floor at Fire Station #1 to accommodate the personnel assigned to the new unit added by the 2023 levy lid lift by enlarging the kitchen and creating additional office space.

Key Terms:

- Contract is a fixed price of \$290,715.81, which includes an adjustment to \$23,759.14 in 8.9% sales tax due to the tax increase as of April 1, 2026.
- No change in term.

Competitive Bidding: The City solicited bids on February 4, 2026, and conducted a public bid opening on February 19, 2026. Ten bids were received. Lazer Construction LLC was determined to be the lowest responsible bidder. The Engineer's Estimate for this project was \$240,000.

City staff recommend approval of this contract modification to ensure completion of the Fire Station 1 remodel as designed and required.

Budget Impact:

Contractor	Lazer Construction LLC
Original Agreement Amount	\$260,944.44 (with sales tax adjustment)
Current Agreement Amount	\$260,944.44 (with sales tax adjustment)
Change Per this Modification	\$29,771.37
Total After Modification	\$290,715.81
Total Sum Increase from Original Amount	11.4%

In CFP?	Yes
Earmarked Funds	\$312,000.00
Funding Source	90% Impact fees/10% General Fund
BARS #	001.320.594.22.62
Paid on Contract as of 7/21/26	\$166,911.97
Budget Amendment Required?	No
Start Date	Inception
End Date	80 working days

Previous Action: On 1/15/25 the City executed contract [25-035-AFD-001](#) with Underwood & Associates, LLC to perform the project design. At the [6/9/25](#) meeting Council approved [Modification 01](#) to the design contract. Council approved Contract [25-035-AFD-002](#) for the construction at the [3/9/26](#) meeting.

Recommended Motion: I move that City Council authorize the Mayor to sign a modification to contract 25-035-AFD-002 with Lazer Construction LLC in the amount of \$29,771.37, increasing the total contract price to \$290,715.81.

Alternative Actions: Request for information.

Attachments (listed in order presented):

1. 25-035-AFD-001 - Mod 01



Date July 15, 2026
Page 1 of 1 Page

Contract Title FIRE STATION 1 REMODEL PROJECT
Contractor LAZER CONSTRUCTION LLC

BACKGROUND

In accordance with Article 25. Changes/Additional Work, this modification provides an equitable price adjustment in consideration of changes in Work as described below under Article 1. Accordingly, the contract price is increased by \$29,771.37 from \$260,944.44 to \$290,715.81, and the following changes are incorporated under this contract:

ARTICLE 1. Scope of Work. Insert the following as the second paragraph under Article 1:

“The work as described above is hereby amended per Modification 01. The Contractor will modify scope of work to add the work detailed in Change Order #1 which is hereby incorporated by reference and made a part hereof.”

ARTICLE 2. Price and Payment Terms. The paragraph is hereby modified to read:

“The Total Contract Price is **\$290,715.81**, which includes \$23,759.14 in 8.9% sales tax. The Contractor’s bid schedule is incorporated by reference and attached hereto as Exhibit A. Per Modification 01, the Contractor’s bid schedule is modified as detailed in Change Order #1.”

All other terms of the contract remain unchanged.

CITY OF ANACORTES

LAZER CONSTRUCTION LLC

By _____

By _____

Title _____

Title _____

Date _____

Date _____

Original Agreement Amount	<u>\$260,944.44</u>	Original Contract Completion Date	<u>80 working days</u>
Current Agreement Amount	<u>\$260,944.44</u>	Current Contract Completion Date	<u>80 working days</u>
Change Per this Modification	<u>\$29,771.37</u>	Net Change	<u>0</u>
Total After Modification	<u>\$290,715.81</u>	Contract Completion Date After Change	<u>80 working days</u>



Change Order No. 1

Contract Title: Anacortes Fire Station 1 Remodel
Contractor: Lazer Construction LLC.
Contract No.: 25-035-AFD-002
State Aid No.: _____

☐	Ordered By Engineer	☐	Force Account
☐	Proposed by Contractor (VECP)	☐	Bid Item
☐	Unilateral	☒	Lump Sum

Original Contract Amount:	\$260,944.44	Original Contract Working Days:	80
Current Contract Amount:	\$260,944.44	Current Contract Working Days:	80
Estimated Net Change This Order:	\$29,771.37	Added Working Days:	0
New Contract Amount:	\$290,715.81	Total Contract Working Days:	80

Prepared By:

Lance Jordan
Project Manager

7/7/2026
Date

Endorsed By

Mr. [Signature]
Contractor

7/6/2026
Date

Endorsed By:

Yvonne McNeill
Fire Department Chief

7/8/26
Date

Original Contract Amount and Current Contract Amount has been updated to reflect the sales tax increase as of April 1, 2026 to 8.9%.

-Tiffany Matson
Contracts and Grants Manager
City of Anacortes

Change Order No.: 1
Contract No.: 25-035-AFD-002
Contract Title: Anacortes Fire Station 1 Remodel

THE CONTRACT IS MODIFIED AS FOLLOWS:

Description of Change:

- The changes incorporated into this Contract Modification are as described in the attached, fully executed Change Order Proposals Nos. 1 through 10, together with their supporting documentation, all of which are incorporated herein by reference and made a part of this Contract Modification.

Attachments:

☒ RFI Correspondence

☒ Contractor's Quote

☒ Plans

☒ Summary of invoices

☒ Photos

☐ _____

The Work of the referenced Contract is modified to include the changes detailed herein. The payment provided for herein shall constitute the complete and final settlement for all costs of labor, equipment, materials, overhead, profit, permit fees, and all other claims that may be made by the Contractor as a result of this change.

Change Order No.:	<u>1</u>
Contract No.:	<u>25-035-AFD-002</u>
Contract Title:	<u>Anacortes Fire Station 1 Remodel</u>

LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002

Primary Contract Date: March 10, 2026

Owner: City of Anacortes

Architect: Underwood & Associates

Contractor: Lazer Construction LLC

COP Number: COP-001

COP Date: June 2, 2026

Reference: RFI No. N/A - Directive**CHANGE DESCRIPTION / SCOPE OF WORK**

1. Design fire suppression system to cover new remodel areas.
2. Move and extend existing systems as needed.
3. Add two new heads - including design, permits, inspections, testing

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Demo/Add support blocking as directed	1	\$ 125.00	3	\$375.00
			GC O&P: 29%		\$108.75
			GC Subtotal:		\$483.75
Materials	n/a	-	\$ -	-	\$0.00
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$0.00
			M&E Subtotal:		\$0.00
Subcontractor	Advanced Fire	1	L/S	1	\$5,125.00
Other Direct Costs	Advanced Fire Permit	1	L/S	1	\$208.56
			GC Sub Markup: 12%		\$640.03
			GC Sub Subtotal:		\$5,973.59
			Overall Total:		\$6,457.34
			Sales Tax: 8.9%		\$574.70
			GRAND TOTAL:		\$7,032.04

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$0.00
Contract Sum Prior to this Change Order:	\$260,704.82
Amount of This Change Order:	\$7,032.04
New Contract Sum Including This Change Order:	\$267,736.86

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: <i>MANNIX MCDONNELL A.C.</i>
Date: June 9, 2026	Date: June 10, 2026	Date: <i>6/11/2026</i>

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - Advanced Fire Protection Bid Proposal

Page 2 - Advanced Fire Protection Permit

**BID PROPOSAL**

DATE : 05/01/26 TO: Lazer Construction LLC
 ESTIMATOR: Peter Foltz
 PHONE # : 425-483-5657#125
 SECTION : FIRE PROTECTION ATTN:
 PROJECT : Anacortes Fire Station #1 PHONE#:
 BID : \$5,125.00 plus permit FAX#:

To furnish and install the fire protection work described below This includes material, labor, supervision, equipment and insurance. WSST is not included

INCLUDES:

- 1) Wet Automatic Fire Sprinkler System existing designed per NFPA 13, plans, and the City of Anacortes.
- 2) All inspections, approvals and acceptance testing as required.
- 3) Start inside building at existing system.
- 4) One year warranty on all materials and workmanship
- 5) Drill in two MT's to add sprinkler heads.
- 6) Change 6 heads to brass uprights for wall removal.
- 7) Plug one head.

NOT INCLUDED:

- 1) Working in the adjacent space
- 2) Relocating existing mains or branch lines for new mechanical, electrical or structure changes if required.
- 3) Relocating existing sprinkler heads for lights moving or new layout.
- 4) No electrical wiring.
- 5) Anacortes permitting closed Friday couldn't get a price for a permit.

NOTE:

- 1) This bid is valid for 30 days from above date after which it is subject to our review.

Advanced Fire Protection, Inc.

Peter Foltz, Project Manager
 peter@advfire.net

P.O. Box 1543 - 19738 - 144th Ave. N.E.
 Woodinville, Washington 98072
 A WASHINGTON CORPORATION



City of Anacortes, WA
 904 6th Street
 Anacortes, WA 98221
 (360) 293-1901
<http://cityofanacortes.org/>

BLD-2026-0324		FIRE SPRINKLER/HOOD SUPPRESSION																										
PROJECT NAME: FIRE STATION #1 REMODEL		ISSUED: 05/26/2026																										
SITE ADDRESS: 1016 13TH STREET ANACORTES		EXPIRES: 05/26/2027																										
PARCEL: 195113 LEGAL DESCRIPTION: (0.2479 ac) LOTS 11 TO 13, BLOCK 41, MAP OF THE CITY OF ANACORTES, AS PER PLAT RECORDED IN VOLUME 2 OF PLATS, PAGE 4, RECORDS OF SKAGIT COUNTY WASHINGTON LESS R/W IN LOT 11																												
APPLICANT:	Foltz, Peter PO Box 1543 Woodinville, WA 98072 2061509113	OWNER:	CITY OF ANACORTES UNKNOWN PO BOX 547 ANACORTES, WA 98221																									
CONSTRUCTION CONTRACTOR:	ADVANCED FIRE PROTECTION INC PO BOX 1543 WOODINVILLE, WA 98072 4254836657	License:	ADV/ANFP-19986 Expires: 05/01/2027																									
<table border="1"> <thead> <tr> <th>VALUATIONS:</th> <th></th> <th>FEES:</th> <th>Paid</th> <th>Due</th> </tr> </thead> <tbody> <tr> <td>Estimated construction cost</td> <td>4500.00</td> <td>Plan Review Fee</td> <td>\$72.31</td> <td>\$0.00</td> </tr> <tr> <td></td> <td></td> <td>Building Permit Fee</td> <td>\$111.25</td> <td>\$0.00</td> </tr> <tr> <td></td> <td></td> <td>State Building Code Council fee</td> <td>\$25.00</td> <td>\$0.00</td> </tr> <tr> <td>Total:</td> <td>\$4,500.00</td> <td>Totals:</td> <td>\$208.56</td> <td>\$0.00</td> </tr> </tbody> </table>				VALUATIONS:		FEES:	Paid	Due	Estimated construction cost	4500.00	Plan Review Fee	\$72.31	\$0.00			Building Permit Fee	\$111.25	\$0.00			State Building Code Council fee	\$25.00	\$0.00	Total:	\$4,500.00	Totals:	\$208.56	\$0.00
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Total:	\$4,500.00	Totals:	\$208.56	\$0.00																								

REQUIRED INSPECTIONS

FIRE SPRINKLER FINAL

CONDITIONS

* A backflow assembly test report must be submitted prior to the final inspection.

Please request inspections online through the [permit portal](#).

If that is not possible please call (360) 293-1901 for Building or Planning inspections.

For Public Works inspections, please call (360) 293-1908.

LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002
 Primary Contract Date: March 10, 2026
 Owner: City of Anacortes
 Architect: Underwood & Associates
 Contractor: Lazer Construction LLC

COP Number: COP-002**COP Date: June 2, 2026****Reference: RFI No. 005 & 010****CHANGE DESCRIPTION / SCOPE OF WORK**

1. Revise deck door by enlarging opening for door to deck,
2. Additional demo of existing walls, siding, studs and header,
3. Install new framing and header; Including new drywall, texture, painting, caulking, T&M to order, procur, pickup, and deliver new materials (by plan it would have been just saw cut down from existing window sill).
4. Upgrade 2/6 door (originally included in base contract scope) to a 3/0 door,

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Additional demo; Reframing, new header & king studs, repair drywall, texture paint, fill in flooring	2	\$ 125.00	12	\$3,000.00
			GC O&P: 29%		\$870.00
			GC Subtotal:		\$3,870.00
Materials	Lumber, glue, additional door cost	1	L/S	-	\$202.69
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$42.56
			M&E Subtotal:		\$245.25
Subcontractor	n/a	-	L/S	-	\$0.00
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		\$0.00
			GC Sub Subtotal:		\$0.00
			Overall Total:		\$4,115.25
			Sales Tax: 8.9%		\$366.26
			GRAND TOTAL:		\$4,481.51

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$7,032.04
Contract Sum Prior to this Change Order:	\$267,736.86
Amount of This Change Order:	\$4,481.51
New Contract Sum Including This Change Order:	\$272,218.37

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Marnix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Marnix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: MARNIX MCDONNELL
Date: June 9, 2026	Date: June 10, 2026	Date: 6/11/2026

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - Builders Alliance Quote
 Page 2 - Confirmation Email from Jill Underwood re Door Choice
 Page 3 - HomeDepot Lumber Quote
 Page 4 - Bellingham Millwork Supply Quote for 3/0 Door
 Page 5 - Bellingham Millwork Supply Quote for 2/6 Door
 Page 6 - RFI No. 005 & 010



Invoice Address
Lazer Construction LLC
1698 Haskell Road
Ferndale, WA, 98248

Quote

Anacortes - FBS
1911 Commercial Ave
Anacortes, Washington 98221

Phone
(360) 293-4588

Job Address
Lazer Construction LLC
1698 Haskell Road
Ferndale, WA, 98248



Quote No 461773
Quote Date 04/21/2026
Customer LAZERCONST
Your Ref fire house
Job On 04/21/2025
Taken By Brandy Hankins
Sales Rep House Account BAFR
Customer Phone (360) 410-9469
Expire Date 05/05/2026



Page 1 of 1

Special Instructions			Notes			
Line	Product Code	Description	Qty/Footage	Price	UOM	Total
		4' x6' DF Header	1/8'	18.45	ea	18.45
2	12CD	15/32 4X8 CDX PLYWOOD SHEATHING	1 ea	26.50	ea	26.50
3	2612F	2X6 12' PREMIUM 2&BTR S-DRY DOUG FIR 6/12	6 ea	11.92	ea	71.52
4	GR033HG	3" X .131 HG SMOOTH NAIL (4M)	1 ea	124.88	ea	20.00
1		up size door to 3/0	1 ea	66.49		66.49

By your signature below, you are agreeing to the Terms and Conditions set forth here.

Buyer/Customer Signature

Date

Print Signature

Total Amount	202.69
Sales Tax	\$0.00
Quotation Total	202.69

Info@LazerConstructionLLC

From: Jill Underwood <jill@underwoodarchitecture.com>
Sent: Thursday, May 21, 2026 10:04 AM
To: Michael Quinn
Cc: Info@LazerConstructionLLC
Subject: AFD Patio Door Header

Mike,

For Door #1 to the new deck, please use a 4x6 d.f. #2 header.

Kind regards,

Jill Underwood, Associate AIA
Designer | Office Manager
Underwood & Associates, LLC
Office: 360.588.0471

6/27/26, 11:56 AM

Mendocino Forest Products 4 in. x 6 in. x 8 ft. #2 Premium Grade Fir Dimensional Lumber 15226_06 - The Home Depot

⌚ SHOP MEMORIAL DAY SAVINGS >

0 DAYS 12 HRS 4 MIN 23 SEC

Standard Lumber 15226_06

4 in. x 6 in. x 8 ft. #2 Premium Grade Fir Dimensional Lumber

★★★★★ (131) Questions & Answers (9)

\$18⁴⁵

- Meets high grading standards for strength and appearance
- Easy to cut, fasten and paint, perfect for many building projects
- Renewable resource from environmentally managed forests
- [View More Details](#)

Nominal Product Length (ft.): 8 ft

8 ft 26 ft

Nominal Product Width (in.): 6 in

6 in 8 in

Unavailable at
Bellingham

Delivering to 98226

Pickup Nearby

Today
In stock 24 mi away

FREE

Delivery

Today
49 available[Check Nearby Stores](#)[Delivery Details](#) Get it delivered as soon as today. Schedule your delivery in checkout.

1 +

Add to Cart

PayPal

Pay in 4 interest-free payments on purchases of \$30-\$1,500 with PayPal [Learn more](#)

Details Report			
		BELLINGHAM MILLWORK SUPPLY CO - BELLINGHAM 3879 HANNAGAN ROAD BELLINGHAM, WA 98226 360-734-5700	
			
Quote Information			
Customer: GOOD CUSTOMER	Salesperson: Lane Ericks LaneEricks@BellinghamMillwork.com	Date quoted: 4/7/2026 Quote valid through:	
Quote No	PO	Sidemark	Notes
2912417		Lazer Construction	
Quote Pricing			
		Sub-Total:	\$1,692.20
		Sales Tax (0.000%):	\$0.00
		Quote Total:	\$1,692.20
<i>1692.20</i> <i>1625.71</i> <i>66.49</i>			
*Lead Time when displayed next to the Item # is the estimated time for the Retailer to receive the Item from the Vendor. The time taken for the End Customer to receive the Item may be different and is subject to the Retailer's Lead Time policy. Customer signature: _____ Date: _____ Printed name: _____			

Item 1		*FinishNote (3 weeks)	
Product Type	Exterior Door		
Product Line	Therma-Tru Steel and Fiberglass Doors		
Door Configuration	Single Prehung		
Door Handing	Left Hand r/wing (1A)		
Door Height	6'8"		
Door Width	3'0"		
Style Number	S118		
Door Category	Clear Glass Doors		
Material	Fiberglass		
Door Feature	Smooth-Star		
Door Thickness	1 3/4"		
Glass Shape	Full Lite Rectangle		
Glass Collection	Clear Glass		
Door Style	Full Lite w/Slide Lines		
Glass Name	Clear Lite		
Frame Profile	Scrolled Lite Frame		
Low E Glass	Yes		
Style Option Number	S118 LE		
NFRC Door Ratings	U Factor: 0.31 SHGC: 0.18 VT: 0.81: ESHGL: 0.3		
Door Finishing	Paint Door One Color		
Paint Door	Chestnut		
Door Frame Prefinished	Paint Frame One Color		
Paint Door Frame	Chestnut		
Lock System Type	Lock Prep Only - No Hardware		
Door Bore	Single Bore (Lockset Only)		
Bore Backset	2 3/8"		
Edge Prep	None (Radius Corner)		
Jamb Species	Composite Smooth		
Jamb Width	7 1/4"		
Weatherstrip	Bronze Weatherstrip		
Exterior Trim	Brickmould		
Exterior Trim Application	Apply Brickmould		
Sill	Bronze Tri-D Composite Adjustable Sill		
Sill Cover	Sill Cover		
Hinge Finish	Brushed Chrome (US260)		
Hinge Type	Residential		
Hinge Shape	6"R" Rail us		
Screen Door	None		
Paint Exterior Trim	Paint Exterior Trim		
Paint Exterior Trim	Chestnut		



S118-LE

OUTSIDE

Finish Note: * Due to color variances in monitor displays Marketplace cannot be used as a color matching tool. See actual samples for true colors.

Size	Width	Height
Rough Opening	38 1/4"	84"
Net Unit Size	37 1/2"	81 5/8"

Vendors Item Description

3/0 x 6'8" - Left Hand r/wing (1A) - S118 LE - Exterior Finish: Thermo-Tru Single Prehung - Lead Time: 3 weeks

3/0 x 6'8" Smooth-Star Full Lite w/Slide Lines Clear Lite No Grilles Scrolled Lite Frame Low-E - Paint Door Both Sides Chestnut - Paint Frame Both Sides Chestnut - Paint Exterior Trim Chestnut - Single Bore (Lockset Only) 2 3/8" - Bronze Weatherstrip - Composite Smooth Brickmould - Apply Brickmould - Bronze Tri-D Composite Adjustable Sill - Sill Cover - Brushed Chrome (US260) 6"R" Radius Residential Hinges

Item Price:	\$1,692.20
Quantity:	1
Promotion:	\$100.00
Item Total:	\$1,692.20

Quote: 2912417

04/30/2026 12:13 PM

Page 2 of 2

Quote: 2912417

04/30/2026 12:13 PM

Page 1 of 2

Details Report

Bellingham Millwork

BELLINGHAM MILLWORK
SUPPLY CO - BELLINGHAM
3879 HANNEGAN ROAD
BELLINGHAM, WA 98226
360-734-5700



Quote Information

Customer:
GOOD CUSTOMER

Salesperson:
Lane Eriks
LaneEriks@BellinghamMillwork.com

Date quoted: 4/7/2026
Quote valid through:

Quote No	PO	Sidemark	Notes
2912417		Lazer Construction	

Quote Pricing

Sub-Total: **\$1,625.71**
Sales Tax (0.000%): **\$0.00**
Quote Total: **\$1,625.71**

2/6 Door

*(Lead Time) when displayed next to the Item # is the estimated time for the Retailer to receive the Item from the Vendor. The time taken for the End Customer to receive the Item may be different and is subject to the Retailer's Lead Time policy.

Customer signature: _____ Date: _____

Printed name: _____

Item 1

*FinishNote (3 weeks)

Product Type: Exterior Doors
Product Line: Fiberglass and Fiberglass Doors
Door Configuration: Single Prehung
Door Handing: Left Hand Inswing (LH)
Door Height: 6'8"
Door Width: 2'6"
Style Number: S118
Door Category: Clear Glass Doors
Material: Fiberglass
Door Texture: Smooth-Star
Door Thickness: 1 3/4"
Glass Shape: Full Lite Rectangle
Glass Collection: Clear Glass
Door Style: Full Lite w/Style Lines
Glass Name: Clear Lite
Frame Profile: Scooped Lite Frame
Low-E Glass: Yes
Style Option Number: S118 LE
NFRC Door Ratings: U-Factor: 0.31, SHGC: 0.19, VT: 0.31, SolarHeatGainCoeff: 0.3
Door Finishing: Paint Door
Paint Door: Paint Door One Color
Paint Door Frame: Chestnut
Lock System Type: Lock Prep Only - No Hardware
Door Sore: Single Bore (Lockset Only)
Bore Backset: 2 1/8"
Edge Prep: Monitor (Radius Corner)
Jamb Spacers: Composite Smooth
Jamb Width: 6 5/16"
Weatherstripping: Bronze Weatherstrip
Exterior Trim: Brickmould
Exterior Trim Application: Apply Brickmould
Sill: Bronze Tri-D Composite Adjustable Sill
Sill Cover: Brushed Chrome (SS262) 3/4" Radius Residential
Hinge: Hinges
Hinge Finish: Respoent M
Hinge Type: 5/8" Radius
Hinge Shape: Paint Exterior Trim
Exterior Trim Prefinished: Chestnut
Paint Exterior Trim: Chestnut

S118-LE



OUTSIDE

(Please Refer to the Finish Note for details on the finish. Material shown cannot be used as a color matching tool. See actual samples for true color.)

Size	Width	Height
Rough Opening	32 1/4"	82"
Net Unit Size	31 1/2"	81 5/8"

Vendor Item Description

2/6 x 6'8" - Left Hand Inswing (LH) - S118-LE - Exterior Finish: Fiberglass Thermal Tri Single Prehung - Lead Time: 3 weeks
2/6 x 6'8" Smooth Star Full Lite w/Style Lines Clear Lite No Grilles Scooped Lite Frame Low-E - Paint Door Both Sides Chestnut - Paint Frame Both Sides Chestnut - Paint Exterior Trim Chestnut - Single Bore Lockset Only 2 1/8" - Monitor (Radius Corner Edge Prep - 6 5/16" Composite Smooth Jamb - Bronze Weatherstrip Composite Smooth Brickmould - Apply Brickmould - Bronze Tri-D Composite Adjustable Sill - Sill Cover - Brushed Chrome (SS262) 3/4" Radius Residential Hinges

Item Price: **\$1,625.71**
Quantity: **1**
Item Total: **\$1,625.71**

Quote: 2912417

04/07/2026 3:07 PM

Page 2 of 2

Quote: 2912417

04/07/2026 3:07 PM

Page: 1 of 2

RFI#-005

New exterior door at deck Alt#1

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

Response:

Enlarge opening toward center of deck to accommodate new 34" wide door.

Remove existing window header and replace with a longer 4x6 header. Provide temporary support of ceiling and existing roof structure prior to demolition.

Door shall be similar to specified. Trim and weatherproof new opening to match existing conditions. All finishes to match adjacent surfaces.

From: Lazer Construction LLC.

1698 Harksell Road

Ferndale, WA 98248

360-410-9468

Question from Lazer:

See attached picture.

For Alt # 1 On sheet 102.1 detail L 2c say's to remove window and replace with door. In detail L2a it says to remove window and lower wall and re-frame for new door. The existing opening is 28 3/8" wide. To frame for new door the rough opening will need to be a minimum of 32". I believe this will require re-framing of the whole opening including a new header. Please advise and provide new structural details should they be required

RFI#-0010

New deck door size

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

4/29/2026

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

Response:

Provide a 3'-0" (36") exterior door at the new deck location as listed in the previously discussed reduced door size. Contractor to coordinate framing and associated work as required to accommodate the revised door size.

Refer to associated updated pricing COP documentation for any cost impacts related to this revision.

From: Lazer Construction LLC.

1698 Harksell Road

Ferndale, WA 98248

360-410-9468

Question from Lazer:

It was discussed at the last construction meeting to make the new door for the deck smaller than 2/6 door shown on the plans. The current opening appears to be framed allowing for a 2/4 door. Please advise

LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL

Project: Fire Station 1 Remodel

Contract No. 25-035-AFD-002
 Primary Contract Date: March 10, 2026
 Owner: City of Anacortes
 Architect: Underwood & Associates
 Contractor: Lazer Construction LLC

COP Number: COP-003

COP Date: June 2, 2026

Reference: RFI No. N/A - Directive

CHANGE DESCRIPTION / SCOPE OF WORK

1. Demo existing chase, reframe and drywall. The existing chase is no longer required for current building systems and occupies usable floor area within the office area. Its removal will allow the space to be more efficiently utilized, including accommodating an additional workstation and improving overall functionality for staff. While not a required correction, this modification enhances the long-term usability of the space and supports operational needs of the Fire Department with minimal added cost during construction.

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Demo and add framing	1	\$ 125.00	4	\$500.00
			GC O&P: 29%		\$145.00
			GC Subtotal:		\$645.00
Materials	n/a	-	\$ -	-	\$0.00
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$0.00
			M&E Subtotal:		\$0.00
Subcontractor	Van Beek Drywall	1	L/S	1	\$400.00
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		\$48.00
			GC Sub Subtotal:		\$448.00
			Overall Total:		\$1,093.00
			Sales Tax: 8.9%		\$97.28
			GRAND TOTAL:		\$1,190.28

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$11,513.55
Contract Sum Prior to this Change Order:	\$272,218.37
Amount of This Change Order:	\$1,190.28
New Contract Sum Including This Change Order:	\$273,408.65

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: <i>Mannix McDonnell</i>
Date: June 9, 2026	Date: June 10, 2026	Date: <i>6/11/2026</i>

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - Van Beek Drywall Change Order



VAN BEEK DRYWALL, INC

1390 Slater Road
Ferndale, WA 98248Phone: (360) 647-8070
Fax: (360) 647-8069

Contractor License: VANBEDI101KA

To: Lazer Construction
1698 Harksell Rd
Ferndale WA 98248

Change Order

Order#: 1

Date: 05/28/2026

Project: 2602044
13th Street, 1016, Anacortes
Anacortes Fire Station 1The contractor agrees to perform and the owner agrees to
pay for the following changes to this contract.

Ordered By:

Customer Order:

Description of Work	Amount
Added patching at removed chase and opened 2'x8' area per photos:	
Chase wall: cop 03	400.00
Plumbing wall: cop 08	400.00

Requested Amount of Change

800.00

Owner: _____ Date: _____
Contractor: _____ Date: _____

LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002
Primary Contract Date: March 10, 2026
Owner: City of Anacortes
Architect: Underwood & Associates
Contractor: Lazer Construction LLC

COP Number: COP-004**COP Date: June 4, 2026****Reference: RFI No. N/A - Directive****CHANGE DESCRIPTION / SCOPE OF WORK**

1. Deduction of Cost for the removal of existing LVT flooring (originally included in base contract scope). New flooring shall be installed directly over the existing subfloor and underlayment in place. This deletion only pertains to the training area that is to receive carpet.

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Install underlayment	-2	\$ 125.00	4	-\$1,000.00
			GC O&P: 29%		n/a
			GC Subtotal:		-\$1,000.00
Materials	Disposal Fee	-1	\$ -	-	-\$300.00
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		n/a
			M&E Subtotal:		-\$300.00
Subcontractor	n/a	-	L/S	-	\$0.00
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		n/a
			GC Sub Subtotal:		\$0.00
			Overall Total:		-\$1,300.00
			Sales Tax: 8.9%		-\$115.70
			GRAND TOTAL:		-\$1,415.70

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$12,703.83
Contract Sum Prior to this Change Order:	\$273,408.65
Amount of This Change Order:	-\$1,415.70
New Contract Sum Including This Change Order:	\$271,992.95

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix/McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix/McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: MANNIX MCDONNELL AC
Date: June 9, 2026	Date: June 10, 2026	Date: 6/11/2026

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

n/a

LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002
Primary Contract Date: March 10, 2026
Owner: City of Anacortes
Architect: Underwood & Associates
Contractor: Lazer Construction LLC

COP Number: COP-005**COP Date: June 4, 2026****Reference: RFI No. 002****CHANGE DESCRIPTION / SCOPE OF WORK**

1. Deduction of Cost for the use of Romex and same style.

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	n/a	-	\$ 125.00	-	\$0.00
			GC O&P: 29%		\$0.00
			GC Subtotal:		\$0.00
Materials	n/a	-	\$ -	-	\$0.00
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$0.00
			M&E Subtotal:		\$0.00
Subcontractor	VECA	-1	L/S	1	-\$5,488.00
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		n/a
			GC Sub Subtotal:		-\$5,488.00
			Overall Total:		-\$5,488.00
			Sales Tax: 8.9%		-\$488.43
			GRAND TOTAL:		-\$5,976.43

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$11,288.13
Contract Sum Prior to this Change Order:	\$271,992.95
Amount of This Change Order:	-\$5,976.43
New Contract Sum Including This Change Order:	\$266,016.52

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: MANNIX McDONNELL AC
Date: June 9, 2026	Date: June 10, 2026	Date: 6/11/2026

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - RFI No. 002

RFI#-002
Electrical Wiring
Fire Station 1 Remodel
25-035-AFD-002
City of Anacortes Washington
Project address 1016 13th Street, Anacortes WA. 98221

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

Response:

Reviewed – No Exception Taken with the following clarification.

The statement that this approach was approved by the "owner rep" during the preconstruction walk is not attributed to Underwood & Associates, and no prior approval was issued by our office.

Based on review by the project electrical engineer, the use of Romex wiring is permitted by code. Contractor may proceed with this substitution, provided it is acceptable to the Owner.

Please provide the proposed cost credit associated with this change for Owner review and approval prior to implementation.

From: Lazer Construction LLC.

1698 Harksell Road

Ferndale, WA 98248

360-410-9468

4/8/26:

Response:

Use of Romex wiring is acceptable.

Please include this deductive change in the change order. Contractor may proceed with this change.

Question from Veca:

"Existing condition of living quarters in this building are all installed with Romex and we would like to continue using this method on the rebuild. Owner rep approved this option on preconstruction walk. If approved, we would of course provide a deduct."

LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002
Primary Contract Date: March 10, 2026
Owner: City of Anacortes
Architect: Underwood & Associates
Contractor: Lazer Construction LLC

COP Number: COP-006**COP Date: June 4, 2026****Reference: RFI No. 009 & 014****CHANGE DESCRIPTION / SCOPE OF WORK**

1. Structural Additions to deck.
2. Add TGI web fillers and Simpson DTT22 at deck joist (3); Additional demo for access to install supports
3. Add additional 2x10 ledger fastened with screws; Move piers due to conflicts with existing utilities to extend length of deck, add longer beams, joist, handrail and more decking.

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Demo/Add framing per engineer	2	\$ 125.00	16	\$4,000.00
			GC O&P: 29%		\$1,160.00
			GC Subtotal:		\$5,160.00
Materials	Lumber & Hardware	1	L/S	1312.98	\$1,312.98
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$275.73
			M&E Subtotal:		\$1,588.71
Subcontractor	n/a	-	L/S	-	\$0.00
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		\$0.00
			GC Sub Subtotal:		\$0.00
			Overall Total:		\$6,748.71
			Sales Tax: 8.9%		\$600.63
			GRAND TOTAL:		\$7,349.34

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$5,311.70
Contract Sum Prior to this Change Order:	\$266,016.52
Amount of This Change Order:	\$7,349.34
New Contract Sum Including This Change Order:	\$273,365.86

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: <i>MANNIX MCDONNELL PE</i>
Date: June 9, 2026	Date: June 10, 2026	Date: <i>6/11/2026</i>

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - Email from Kevin @ QXO (prev. Builders Alliance) re Deck Rim Pricing
Page 3 - Builders Alliance Quote
Page 4 - Builders Alliance Delivery Order
Page 5 - RFI No. 009
Page 6 - RFI No. 009
Page 7 - RFI No. 014

From: Kevin Caron <kevin.caron@qxo.com>
Sent: Thursday, April 30, 2026 12:28 PM
To: Info@LazerConstructionLLC <Info@lazerconstructionllc.com>
Subject: RE: Anacortes Fire Station RFI 009 deck rim attachment

Originally
included in base
contract scope

This quote is broken into two sections lines 1-22 are the original it has a sub total in \$5919.50 there for you. the next section is change order items lines 23-35 \$783.36 is the sub total for the change orders.

Kevin Caron
Outside Sales Rep



1911 Commercial Avenue
anacortes, Washington 98221
O: [360-914-0926](tel:360-914-0926)
M: [360-914-0926](tel:360-914-0926)

From: Info@LazerConstructionLLC <Info@lazerconstructionllc.com>
Sent: Thursday, April 30, 2026 12:21 PM
To: Kevin Caron <kevin.caron@qxo.com>
Subject: RE: Anacortes Fire Station RFI 009 deck rim attachment

CYBERSECURITY WARNING: External Sender is Info@lazerconstructionllc.com. Pause and review before clicking links or opening attachments. When in doubt, click Report Phish.

Kevin is this a complete updated quote? Could you separate the change order parts or highlight them so I can show them the upgrade please



Invoice Address
Cash Discount - KC
Anacortes, WA, 98221

Quote

Anacortes - FBS
1911 Commercial Ave
Anacortes, Washington 98221

Phone
(360) 293-4588

Job Address
1016 13th st
Anacortes, WA, 98221



Quote No **459091**
Quote Date **02/11/2026**
Customer C-KC
Your Ref mes Fire Dept, Station 1
Job On 05/14/2026
Taken By Blake Moran
Sales Rep Kevin Caron
Customer Phone
Expire Date **05/14/2026**



Invoice Address
Cash Discount - KC
Anacortes, WA, 98221

Quote

Anacortes - FBS
1911 Commercial Ave
Anacortes, Washington 98221

Phone
(360) 293-4588

Job Address
1016 13th st
Anacortes, WA, 98221



Quote No **459091**
Quote Date **02/11/2026**
Customer C-KC
Your Ref mes Fire Dept, Station 1
Job On 05/14/2026
Taken By Blake Moran
Sales Rep Kevin Caron
Customer Phone
Expire Date **05/14/2026**



RFI 9 Deck ledger additions

Page 1 of 2



Page 2 of 2

Special Instructions			Notes			
Line	Product Code	Description	Qty/Footage	Price	UOM	Total
1		**Framing Material**				
2	QUOTEINFO	ALL OFFERS TO BUY BASED ON THIS QUOTE ARE NOT FINAL UNTIL ACCEPTED VIA EMAIL OR TEXT BY A BUILDERS ALLIANCE OR FRONTIER BUILDING SUPPLY REP. PRICES ARE SUBJECT TO CHANGE BASED ON PRODUCT AVAILABILITY AND MARKET PRICE CHANGES AT TIME OF QUOTE ACCEPTANCE	1 ea	0.00	ea	0.00
3	EPC6Z	EPC6Z ZMAX END POST CAP 10/CTN	2 ea	48.31	ea	92.62
4	FALL00150	5" LEDGERLOK HEX HEAD SCREW 50CT	1 BX	87.72	BX	87.72
5	61016T54	6X10 16' S4S TREATED UC4A GROUND CONT 1/16	1 ea	178.87	ea	178.87
6	61012T54	6X10 12' S4S TREATED UC4A GROUND CONT 1/12	1 ea	132.50	ea	132.50
7	HUC610Z	HUC610Z 6X10DLVL ZMAX HANGER CONCEALED FLANGE 25CTN	2 ea	43.75	ea	87.50
8	LUS210Z	LUS210Z ZMAX LIGHT DBL SHEAR JOIST HANGER 50/CTN	7 ea	2.71	ea	18.97
9	21012TGC	2X10 12' 2&BTR TREATED UC4A GROUND CONTACT 3/12	6 ea	27.98	ea	167.88
10	288TGC	2X8 8' 2&BTR TREATED UC4A GROUND CONTACT 3/8	2 ea	11.73	ea	23.46
11	HB-12T-G	1/2-13 x 7 Coarse Hex Bolts Galvanized	4 ea	3.48	ea	13.92
12	HW-12-G	1/2-13 Coarse Hex Nuts Galvanized (BULK)	4 ea	0.19	ea	0.76
13	W-12-G	1/2 USS Flat Washers Galvanized	8 ea	0.29	ea	2.32
14	54816TKC	54 X 8 16' KD TIGHT KNOT S1S2E CEDAR 1/16	1 ea	94.45	ea	94.45
15	2108TKC	2 X 10 8' KD TIGHT KNOT S1S2E CEDAR 2/8	2 ea	93.75	ea	187.50
16	PRQV5412ST	TIMBERTECH EDGE PRI+ SEA SALT GRAY GROOVED 1X6S-1/2-12	12 ea	31.95	ea	383.40
17	CLOCFAST	TimberTech Concealable Hidden Fasteners 100 sq ft per box	1 ea	109.54	ea	109.54
18	248F	2X4 8' PREMIUM 2&BTR S-DRY DOUG FIR 12/16	10 ea	5.11	ea	51.10
19	2416F	2X4 16' PREMIUM 2&BTR S-DRY DOUG FIR 12/16	12 ea	10.22	ea	122.64
20	2410F	2X4 10' PREMIUM 2&BTR S-DRY DOUG FIR 12/16	3 ea	6.30	ea	18.90

Line	Product Code	Description	Qty/Footage	Price	UOM	Total
21	==_SOR_18514	3/10 Special Order Railings & Accessories - 9000 Series Rail Black w/ Stainless Cable Special Order Item - Not Returnable	1 ea	4 077.05	ea	4 077.05
22		End of **Framing Material**				
23		Change order items COP 6 RFI 9 Additions line 23- 35				
24	DTT2Z	DTT2Z DECK POST CONNECTOR ZMAX EACH 20/CTN	6 ea	12.27	ea	73.62
25	TR-125-G	GALV THREADED ROD 1/2" X 36"	3 ea	4.48	ea	13.44
26	HN-12-G	1/2-13 Coarse Hex Nuts Galvanized (BULK)	8 ea	0.19	ea	1.54
27	541216P5	54X12 16' S1S2E PRIMED SPRUCE 1/16	1 ea	74.17	ea	74.17
28	H2 54Z	H254Z ZMAX HURRICANE ANCHOR 100/CTN	7 ea	0.56	ea	3.92
29	VYCORDK4	GRACE VYCOR DECK PROTECTOR 4"X5"	2 ea	41.13	ea	82.26
30	3620T54	6X8 20' S4S TREATED UC4A GROUND CONT 2/20	2 ea	118.94	ea	237.88
31	CBST096-SDSCHDG	8X6 COLUMN BASE STANDOFF HDG W/SCREWS	2 ea	79.58	ea	159.16
32	SDS3530G-425	SDS SCREWS 1/4X3 25 BOX (12 Box Per Ctn)	2 ea	12.32	ea	24.64
33	21012TGC	2X10 12' 2&BTR TREATED UC4A GROUND CONTACT 3/12	3 ea	27.98	ea	83.94
34	21129P	2 X 1 1/2" BROWN PLYDEG 100 DEG	3 ea	9.93	ea	29.79
35		End of Change order items				
By your signature below, you are agreeing to the Terms and Conditions set forth here:						
Buyer/Customer Signature						
Date						
Print Signature						
Subject to our terms and conditions of sale.						
Please carefully verify all specifications, sizes, and quantities prior to ordering. Materials on this quote are not guaranteed to complete any specific project. Returns are subject to a restocking fee of up to 25%. Special orders are not returnable. Quote must be accepted within 3 days and prices expire on the expire date stated in the header of this quote.						
Total Amount						\$8,702.58
Sales Tax						\$508.58
Quotation Total						\$9,211.16



Delivered Order

Anacortes - FBS
1911 Commercial Ave
Anacortes, Washington 98221
Phone: (360) 293-4588
Fax: (360) 293-5128



Order No **6825000**
Order Date **05/20/2020**

Customer LAZERCONST
Contact Name Michael Quinn
Contact Number
Job Ana Fire Station
Your Ref fire station
Delivery On 05/20/20
Taken By Kevin Caron
Sales Rep Kevin Caron

Invoice Address
Lazer Construction LLC
1698 Harskell Road
Femdale, WA, 98248

Delivery Address
Lazer Construction LLC
1016 13th St
Anacortes, Washington, 98221

RFI 14 Added decking

This is a reprint



Page 1 of 1

Special Instructions						
Line	Product Code	Description	Qty/Feetage	Price	UOM	Total
1	PR5410ST	TIMBERTECH EDGE PRO+ SEA SALT GRAY SOLID 1X05-102-16"	4 ea	36.54	ea	146.56
	</					

Goods received in good condition

Print name _____

Signature _____

Total Amount	\$146.56
Sales Tax @ 6.00%	\$8.80
Order Total	\$155.36

Subject to our terms and conditions of sale. Further copies available on request.

Printed: 5/20/2020 5:20:47PM



Delivered Order

Anacortes - FBS
1911 Commercial Ave
Anacortes, Washington 98221
Phone: (360) 293-4588
Fax: (360) 293-5128



Order No **6810745**
Order Date **05/14/2020**

Customer LAZERCONST
Contact Name Michael Quinn
Contact Number
Job Ana Fire Station
Your Ref fire station change order
Delivery On 05/14/20
Taken By Kevin Caron
Sales Rep Kevin Caron

Invoice Address
Lazer Construction LLC
1698 Harskell Road
Femdale, WA, 98248

Delivery Address
Lazer Construction LLC
1016 13th St
Anacortes, Washington, 98221

RFI 14 Added lumber

This is a reprint



Page 1 of 1

Special Instructions						
Line	Product Code	Description	Qty/Package	Price	UOM	Total
1	2108TGC	2X10 8' 28BTR TREATED UC4A GROUND CONTACT	10 ea	18.28	ea	182.80
2	6108T54	6X10 8' 54S TREATED UC4A GROUND CONT	1 ea	88.33	ea	88.33
3	21018TGC	2X10 16' 28BTR TREATED UC4A GROUND CONTACT	3 ea	37.31	ea	111.93

Goods received in good condition

Print name _____

Signature _____

Total Amount	\$383.06
Sales Tax @ 6.00%	\$23.00
Order Total	\$406.06

Subject to our terms and conditions of sale. Further copies available on request.

Printed: 5/14/2020 10:44:23AM

RFI#-009.1 A-C
Existing subfloor rim for new deck ledger
 Fire Station 1 Remodel
 # 25-035-AFD-002
 City of Anacortes Washington
 Project address 1016 13th Street, Anacortes WA. 98221

4/29/2026

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

From: Lazer Construction LLC

1698 Harksell Road

Ferndale, WA 98248

360-410-9468

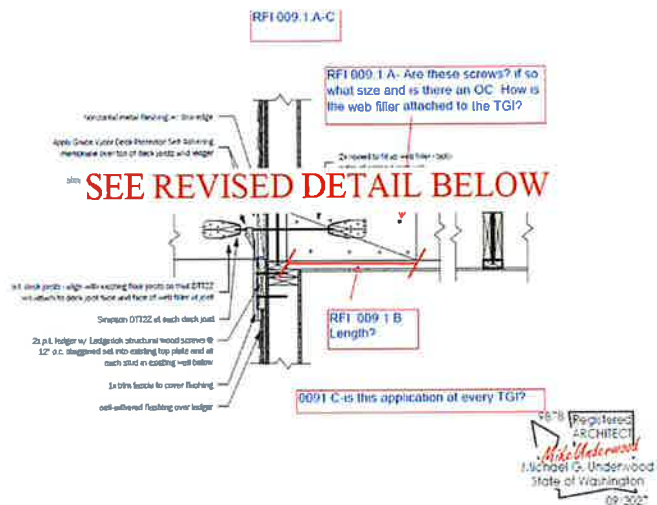
Question from Lazer:

The existing subfloor has no rim joist for the new deck ledger to attach to. Currently it's only TGI blocking. Please advise

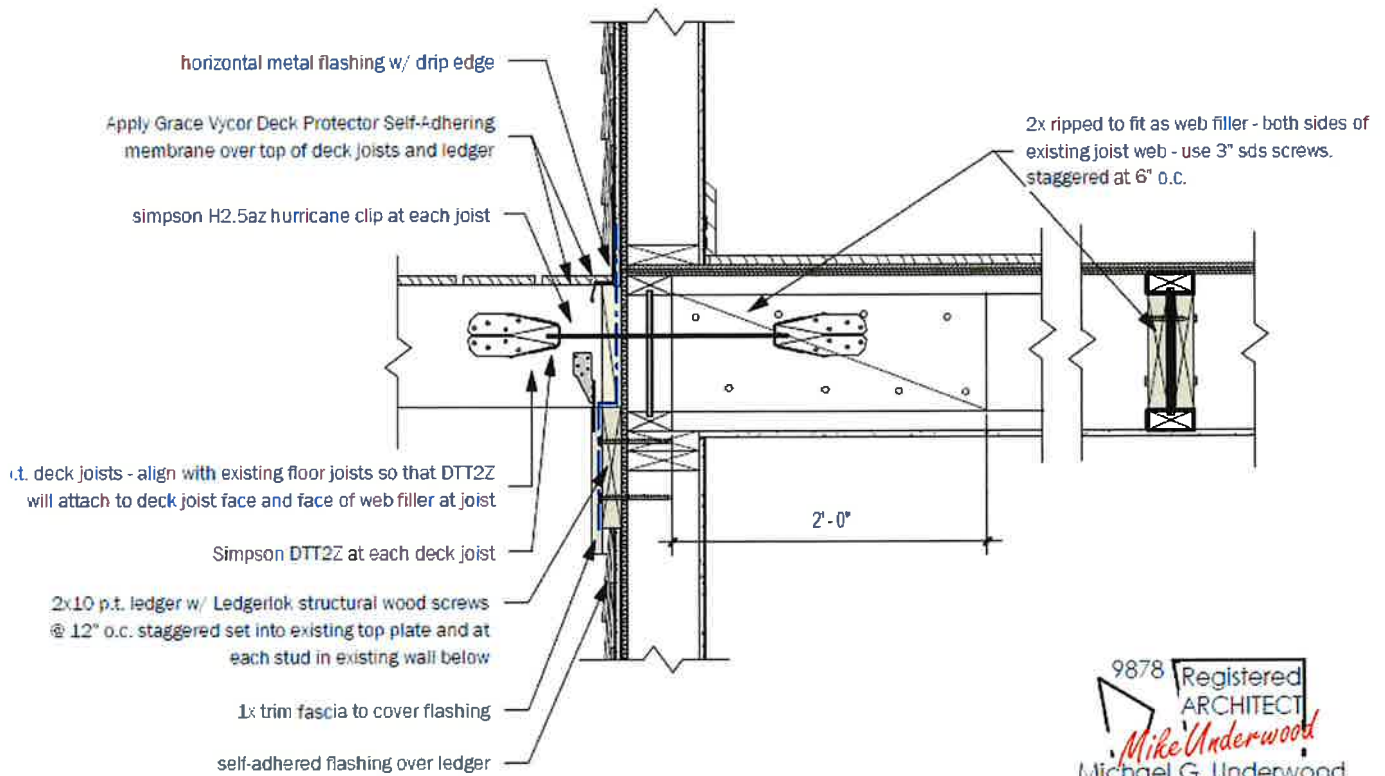
Response:

Field conditions discovered during demolition indicate the existing floor framing does not include a traditional rim joist at the proposed deck attachment location. Existing condition consists of TGI joists with plywood web blocking only.

Please see attached revised detail for the approved ledger attachment method and revised bearing condition. Contractor may proceed in accordance with attached detail.



REVISED 4/30/26



9878 Registered
ARCHITECT
Mike Underwood
Michael G. Underwood
State of Washington
09/2027

RFI#-0014

New deck pier locations

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

5/13/2026

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

From: Lazer Construction LLC.

1698 Harksell Road

Ferndale, WA 98248

360-410-9468

Question from Lazer:

Existing utilities have been located at the new deck pier locations shown on plans. Lazer has excavated new locations that will not interfere with existing utilities and new piers. See attached drawing for potential new dimensions. Will there be any change in joist or beam sizes? Please provide advice.

RFI#-0014

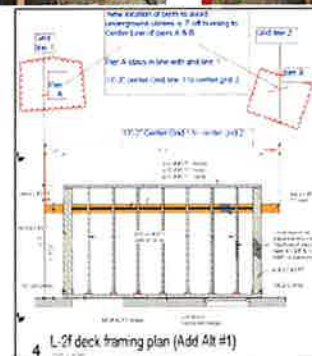
New deck pier locations

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221



LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002
Primary Contract Date: March 10, 2026
Owner: City of Anacortes
Architect: Underwood & Associates
Contractor: Lazer Construction LLC

COP Number: COP-007

COP Date: June 4, 2026

Reference: RFI No. 008

CHANGE DESCRIPTION / SCOPE OF WORK

1. Move gas and vent lines.

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Remove floor and drywall; Restore floor.	1	\$ 125.00	8	\$1,000.00
			GC O&P: 29%		\$290.00
			GC Subtotal:		\$1,290.00
Materials	Plywood and Glue.	1	L/S	\$ 167.24	\$167.24
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$35.12
			M&E Subtotal:		\$202.36
Subcontractor	Slattery Plumbing	1	L/S	\$2,439.51	\$2,439.51
Subcontractor	Vanbeek	1	L/S	\$ 400.00	\$400.00
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		\$340.74
			GC Sub Subtotal:		\$3,180.25
			Overall Total:		\$4,672.61
			Sales Tax: 8.9%		\$415.86
			GRAND TOTAL:		\$5,088.47

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$12,661.04
Contract Sum Prior to this Change Order:	\$273,365.86
Amount of This Change Order:	\$5,088.47
New Contract Sum Including This Change Order:	\$278,454.33

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: MANNIX MCDONNELL
Date: June 9, 2026	Date: June 10, 2026	Date: 6/11/2026

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - HomeDepot Plywood Quote
Page 2 - HomeDepot Glue Quote
Page 3 - Slattery Plumbing Change Order
Page 3 - Van Beek Drywall Change Order
Page 4 - RFI No. 008
Page 5 - RFI No. 008

Supporting Document #1 - HomeDepot Plywood Quote and HomeDepot Glue Quote

5/29/26 12:00 PM 23/32 in. x 4 ft. x 8 ft. Fir Sheathing Plywood (Actual: 0.568 in. x 48 in. x 96 in.) 439614 - The Home Depot

Home Improvement Advisor | Bellingham 10PM | 98226 | Shop All Services | DIY | Log In

Home / Lumber & Composites / Plywood / Sheathing Plywood

Item # 439614 Model # 439614 Store SKU # 439614



Upload Blocked



23/32 in. x 4 ft. x 8 ft. Fir Sheathing Plywood (Actual: 0.568 in. x 48 in. x 96 in.)

★★★★☆ (87) Questions & Answers (78)

DEAL PRICE \$39⁹⁴

Buy 48 or more \$35.35

Pay \$14.84 after \$25 OFF your first qualifying purchase upon opening a new card

Specialize in Home Depot, Composites & more

- Plywood panels for home projects
- Sanded and easy to work with

5/29/26 12:05 PM Liquid Nails Subfloor and Deck 28 oz. Tan Low VOC Construction Adhesive LNP-902 - The Home Depot

Home Improvement Advisor | Bellingham 10PM | 98226 | Shop All Services | DIY | Log In

Adhesives / Construction Adhesive / Specialty Construction Adhesive / Liquid Nails Specialty Construction Adhesive

Item # 439614 Model # LNP-902 Store SKU # 439614 Store SKU # 439614



Liquid Nails Subfloor and Deck 28 oz. Tan Low VOC Construction Adhesive

★★★★☆ (25) Questions & Answers (30)

DEAL PRICE \$7⁴⁸

Buy 12 or more \$6.73



Phone: (360) 647-8070
Fax: (360) 647-8069

Contractor License: VANBEDI101KA

To: Lazer Construction
1698 Harknell Rd
Ferndale WA 98248

Change Order

Order#: 1
Date: 05/28/2026

Project: 2602044
13th Street, 1016, Anacortes
Anacortes Fire Station 1

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Ordered By: _____ Customer Order: _____

Description of Work	Amount
Added patching at removed chase and opened 2x8' area per photos:	
Chase wall: cop 03	400.00
Plumbing wall: cop 07	400.00

Requested Amount of Change **800.00**

Owner: _____ Date: _____
Contractor: _____ Date: _____

Job: 223AF - 2815 Date: 05.11.26
Contractor: Lazer Subcontractor CO No. CO 001
Owner: Anacortes FS 1

Description: Move Vent and Gas Line

Construction Inclusions / Exclusions still enforced

1. CRAFT LABOR COSTS		
a. craft labor costs from break down	\$	1039.79
b. foreman (includes supervision)	\$	
c. lead foreman	\$	
Direct Labor Subtotal	\$	1039.79
FICA/Fed/Withholding	\$	181.96
d. direct supervision (15% of 1a)	\$	155.97
e. fuel expense (see breakdown)	\$	42.13
f. safety (2% of lines 1a, b & c)	\$	
		1. Craft Labor Costs \$ 1419.85
2. Materials Costs		
a. materials costs	\$	317.10
b. freight costs (itemized)	\$	50.00
		2. Materials Costs \$ 367.10
3. Equipment Costs		
a. Threader	\$	111.69
b. rental equipment	\$	
		3. Equipment Costs \$ 111.69
4. Small Tools		
a. small tools (8% of 1a and 1b)	\$	
		4. Small Tools \$ 83.18
		Subtotal (1, 2, 3, 4) \$ 1981.82
5. Overhead Allowance		
a. 10% portion of 1, 2, 3, & 4 up to \$50,000	\$	198.18
		5. Overhead \$ 198.18
Fuel Breakdown		
9.00 Hours		
1.125 Trips		
60 Miles		
5 Gallons		
7.49 Fuel Cost		
42.13 Total		
		6. Profit 99.09
		7. Payroll Insurance(4.5% of 1) \$ 63.89
		8. Volume Insurance(4.5% 1-6) \$ 96.52
		Total Costs from above \$ 2439.51

Please see Attached Worksheet (ALWAYS INCLUDED) for a breakdown of the above;
Contractor Agreement with the above Change Order:

Signed: _____ Date: _____

RFI#-008
Gas and PVC line in existing kitchen wall
Fire Station 1 Remodel
25-035-AFD-002
City of Anacortes Washington
Project address 1016 13th Street, Anacortes WA. 98221

4/24/2026

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471



Response: See page 2 for JTK notes.

From: Lazer Construction LLC.

1698 Harksell Road

Ferndale, WA 98248

360-410-9468

Question from Lazer:

There is a gas line and PVC line in the wall this is to be demo'd. No gas line or PCV line is shown on plans in this area. Please advise what is to be done to both.

Attached pictures show existing gas and PVC lines

RFI#-008

Gas and PVC line in existing kitchen wall
Fire Station 1 Remodel
25-035-AFD-002
City of Anacortes Washington
Project address 1016 13th Street, Anacortes WA. 98221

Response JTK 2026.05.04: Per site visit discussion the gas piping shall be rerouting either in the attic or in the room below to the exterior wall to connect to the new range. The PVC line appears to be a vent line from a floor drain on the ground level. The line can be rerouted in the space below and up the exterior wall and reconnect to the existing roof penetration in the attic.

RFI#-008
Gas and PVC line in existing kitchen wall
Fire Station 1 Remodel
25-035-AFD-002
City of Anacortes Washington
Project address 1016 13th Street, Anacortes WA. 98221



RFI#-008
Gas and PVC line in existing kitchen wall
Fire Station 1 Remodel
25-035-AFD-002
City of Anacortes Washington
Project address 1016 13th Street, Anacortes WA. 98221



LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002
Primary Contract Date: March 10, 2026
Owner: City of Anacortes
Architect: Underwood & Associates
Contractor: Lazer Construction LLC

COP Number: COP-008**COP Date: June 4, 2026****Reference: RFI No. 011 & 012****CHANGE DESCRIPTION / SCOPE OF WORK****1. Relocate two home run lines and four data communication cable lines discovered during demo.****COST TABLE**

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	n/a	-	\$ 125.00	-	\$0.00
			GC O&P: 29%		\$0.00
			GC Subtotal:		\$0.00
Materials	n/a	-	\$ -	-	\$0.00
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$0.00
			M&E Subtotal:		\$0.00
Subcontractor	VECA	1	L/S	\$1,204.85	\$1,204.85
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		\$144.58
			GC Sub Subtotal:		\$1,349.43
			Overall Total:		\$1,349.43
			Sales Tax: 8.9%		\$120.10
			GRAND TOTAL:		\$1,469.53

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$17,749.51
Contract Sum Prior to this Change Order:	\$278,454.33
Amount of This Change Order:	\$1,469.53
New Contract Sum Including This Change Order:	\$279,923.86

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: <i>MANNIX MCDONNELL</i>
Date: June 9, 2026	Date: June 10, 2026	Date: <i>6/10/2026</i>

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - VECA Change Order
Page 3 - RFI No. 011
Page 4 - RFI No. 011
Page 5 - RFI No. 012



Bellingham
3950 Hammer Drive Ste. 100
Bellingham, Washington 98226
Client Address:

Proposed Change Order

PCO Name: RFI#11 & 12 - Moving power and data
PCO #: 3
Client PCO #:
Project Name: Fire Station 1 -Anacortes
Project #: 628848

Change Order Description

RFI#11: All labor and materials required to move existing cabling found in lieutenants chase.

RFI#12: All labor required to relocate qty 2 home runs and 4 data cables.

Proposed Change Order

Bellingham
3950 Hammer Drive Ste. 100
Bellingham, Washington 98226
Client Address:

PCO Name: RFI#11 & 12 - Moving power and data
PCO #: 3
Client PCO #:
Project Name: Fire Station 1 -Anacortes
Project #: 628848

Summary				
Labor	Hours	Rate	Sub Total	Total
Field Labor				
1191 W&E-ST General Foreman:	8.000	124.16	993.28	
Total Field Labor				993.28
Indirect Labor				
PROJECT MANAGER:	1.000			
Total Indirect Labor				
Total Labor Cost				993.28
Total Labor				993.28
General Expenses	Qty	Duration	Cost/Unit	Total
Consumables Direct Labor	993.28	1.000	0.01	10.93
Small Tools Direct Labor	993.28	1.000	0.02	19.87
Indirect Tool Fee (Eq For Indirect Labor)	90.00	1.000	0.02	1.80
Safety Direct Labor	993.28	1.000	0.01	10.93
Total General Expenses				43.54
Sub Total				1,036.82
Markup			15.000	155.52
Total Markup				155.52
Selling Price				1,192.34
Tax				12.51
Total				1,204.85

Client Acceptance

PCO #: 3
Final Amount:
Name: _____
Date: _____
Signature: _____
Change Order #: _____
I hereby accept this quotation and authorize the contractor to complete the above described work.

RFI#-0011

Lieutenants chase electrical and vent pipe

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

5/07/2026

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

From: Lazer Construction LLC.

1698 Harksell Road

Ferndale, WA 98248

360-410-9468

Question from Lazer:

During demo of the chase in the Lieutenants room a vent pipe or condensate line to basement and communication lines have been discovered. See attached photos. Please advise

Response:

See page 2 for MEP responses.

RFI#-0011

Lieutenants chase electrical and vent pipe

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

Response JTK 2026.05.12: The existing drain pipe appears to serve the heat pump in the attic. This pipe can be offset as need to accommodate the wall changes and connected back to the existing piping for gravity drainage. The existing vent pipe serves the generator exhaust from the lower levels and is to remain.

Response K Engineers 2026.05.11: Relocate the existing cables into the adjacent wall cavity. Cables may not be cut.

RFI#-0011

Lieutenants chase electrical and vent pipe

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221



RFI#-0011

Lieutenants chase electrical and vent pipe

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221



RFI#-0012

Existing electrical wires in demo area

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

5/08/2026

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

From: Lazer Construction LLC.

1698 Harknell Road

Ferndale, WA 98248

360-410-9468

Question from Lazer:

During demo of the wall in lieutenants' room for cabinet exposed existing wires the will need to be moved please advise. Photo attached

Response from K. Engineers: Re-route the existing wiring into an adjacent wall cavity. Cables can be cut and spliced in a code compliant manner.

RFI#-0012

Existing electrical wires in demo area

Fire Station 1 Remodel

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221



LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-035-AFD-002
Primary Contract Date: March 10, 2026
Owner: City of Anacortes
Architect: Underwood & Associates
Contractor: Lazer Construction LLC

COP Number: COP-009**COP Date: June 4, 2026****Reference: RFI No. N/A - Directive****CHANGE DESCRIPTION / SCOPE OF WORK****1. Install additional underlayment on top of existing subfloor per manufacturers recommendation for warranty to apply.****COST TABLE**

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Install Underlayment.	3	\$ 125.00	8	\$3,000.00
			GC O&P: 29%		\$870.00
			GC Subtotal:		\$3,870.00
Materials	Plywood, Staples, and Glue.	1	L/S	1837.38	\$1,837.38
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$385.85
			M&E Subtotal:		\$2,223.23
Subcontractor	n/a	-	\$ -	-	\$0.00
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		\$0.00
			GC Sub Subtotal:		\$0.00
			Overall Total:		\$6,093.23
			Sales Tax: 8.9%		\$542.30
			GRAND TOTAL:		\$6,635.53

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$19,219.04
Contract Sum Prior to this Change Order:	\$279,923.86
Amount of This Change Order:	\$6,635.53
New Contract Sum Including This Change Order:	\$286,559.39

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Mannix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Mannix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: MANNIX MCDONNELL AC
Date: June 9, 2026	Date: June 10, 2026	Date: 6/11/2026

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - Bellingham Millworks Estimate

BELLINGHAM MILLWORK SUPPLY
 3879 Hannegan Rd.
 Bellingham, WA 98226
 PHONE: (360) 734-5700

PAGE NO 1

TSCA TITLE VI COMPLIANT

Customer No.	Job No.	Purchase Order No.	Reference	Terms	Check	Date	Time
14505				1st 10th. Net EOM	12	5/2/26	10:42

Sold To
 LAZER CONSTRUCTION LLC
 1698 HARKSELL RD
 FERNDALE WA 98248-2750
 (360) 410-9468

Ship To

EXP. DATE: 6/12/26

DOC# 521834

TERM#564

* ESTIMATE *

SLSPR: 19 Lane Eriks

TAX : 002 Wholesale

EST. 521834

QUANTITY	ORDERED	UNIT	SKU	DESCRIPTION	UNITS	PRICE/UNIT	EXTENSION
	50	EA	14ULTRA	1/4 4X8 ULTRAPLY UNDERLAYMENT	50	31.05 /EA	1,552.50 N
	2	EA	GRL15	FINISH STAPLE 18GA L 1.25" EG 5M	2	13.04 /EA	26.08 N
	48	EA	7019-4910-9	TITEBOND SUBFLOOR ADHESIVE 100Z	48	5.12 /EA	245.76 N
							TAXABLE 0.00
							NON-TAXABLE 1837.38
							SUBTOTAL 1837.38
							TAX AMOUNT 0.00
							TOTAL AMOUNT 1837.38

** ESTIMATE ** ESTIMATE ** ESTIMATE ** ESTIMATE **
 (MICHAEL QUINN)

X

PAID BY

LAZER CONSTRUCTION LLC - CHANGE ORDER PROPOSAL**Project: Fire Station 1 Remodel**

Contract No. 25-03S-AFD-002
Primary Contract Date: March 10, 2026
Owner: City of Anacortes
Architect: Underwood & Associates
Contractor: Lazer Construction LLC

COP Number: COP-010**COP Date: June 8, 2026****Reference: RFI No. 018****CHANGE DESCRIPTION / SCOPE OF WORK**

1. Demo to remove flooring and cut holes in blocking; Repair demo areas after drain for ice maker and water supply for coffee machine installation is completed.

COST TABLE

Description	Vendor / Supplier	Quantity	Rate	Hours	Amount
Labor	Demo and repair.	1	\$ 125.00	4	\$500.00
			GC O&P: 29%		\$145.00
			GC Subtotal:		\$645.00
Materials	n/a	-	\$ -	-	\$0.00
Equipment	n/a	-	\$ -	-	\$0.00
			M&E O&P: 21%		\$0.00
			M&E Subtotal:		\$0.00
Subcontractor	Slattz Plumbing	1	\$ 2,635.44	-	\$2,635.44
Other Direct Costs	n/a	-	L/S	-	\$0.00
			GC Sub Markup: 12%		\$316.25
			GC Sub Subtotal:		\$2,951.69
			Overall Total:		\$3,596.69
			Sales Tax: 8.9%		\$320.11
			GRAND TOTAL:		\$3,916.80

CONTRACT SUMMARY ADJUSTMENTS

Original Contract Amount:	\$260,704.82
Net Change by Previously Authorized Change Orders:	\$25,854.57
Contract Sum Prior to this Change Order:	\$286,559.39
Amount of This Change Order:	\$3,916.80
New Contract Sum Including This Change Order:	\$290,476.19

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

APPROVALS - The undersigned parties agree to the changes in the Contract as described herein.

Contractor: Lazer Construction LLC	Architect: Underwood & Assoc.	Owner's Agent: Anacortes Fire Department
Mike Quinn	Mike Underwood	Asst. Chief Magnix McDonnell
Signature: <i>Mike Quinn</i>	Signature: <i>Mike Underwood</i>	Signature: <i>Magnix McDonnell</i>
Printed Name/Title: Mike Quinn, CEO	Printed Name/Title: Mike Underwood, Architect	Printed Name/Title: <i>Magnix McDonnell Asst. Chief</i>
Date: June 9, 2026	Date: June 10, 2026	Date: <i>6/11/2026</i>

SCHEDULE IMPACT

Original Substantial Completion Date:	August 10, 2026
Contract Time Adjustment (Days):	TBD
Revised Substantial Completion Date:	TBD

SUPPORTING DOCUMENTATION

Page 2 - Slattz Plumbing Quote
Page 3 - RFI No. 018
Page 4 - RFI No. 018

Job: 223AF - 2815 Date: 05.31.26
 Contractor: Lazar Subcontractor CO No. CO 002
 Owner: Anacortes FS 1

Description: Add Drain for Ice Maker and Water Supply for Coffee Machine

Construction Inclusions / Exclusions still enforced

1. CRAFT LABOR COSTS		
a. craft labor costs from break down	\$	797.28
b. foreman (includes supervision)	\$	
c. lead foreman	\$	
Direct Labor Subtotal	\$	797.28
FICA/Fed/Withholding	\$	139.52
d. direct supervision (15% of 1a)	\$	119.59
e. fuel expense (see breakdown)	\$	27.62
f. safety (2% of lines 1a, b & c)	\$	
	1. Craft Labor Costs	\$ 1084.02
2. Materials Costs		
a. materials costs	\$	849.18
b. freight costs (itemized)	\$	50.00
	2. Materials Costs	\$ 899.18
3. Equipment Costs		
a. Threader	\$	111.69
b. rental equipment	\$	
	3. Equipment Costs	\$ 111.69
4. Small Tools		
a. small tools (8% of 1a and 1b)	\$	
	4. Small Tools	\$ 63.78
	Subtotal (1, 2, 3, 4)	\$ 2158.67
5. Overhead Allowance		
a. 10% portion of 1, 2, 3, & 4 up to \$50,000	\$	215.87
	5. Overhead	\$ 215.87
Fuel Breakdown		
5.90 Hours		
0.7375 Trips		
60 Miles		
5 Gallons		
7.49 Fuel Cost		
27.62 Total		
	6. Profit	107.93
	7. Payroll Insurance(4.5% of 1)	\$ 48.78
	8. Volume Insurance(4.5% 1-6)	\$ 104.19
	Total Costs from above	\$ 2635.44

Please see Attached Worksheet (ALWAYS INCLUDED) for a breakdown of the above;
 Contractor Agreement with the above Change Order:

Signed: _____ Date: _____

RFI#-0018

Water line for Ice machine and coffee bar

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

5/20/2026

TO: Underwood & Associates, LLC.

Jill Underwood

1005 4th Street

Anacortes, WA 98221

360-588-0471

Response:

Please see JTK - Plumbing Engineer's response below.

RFI#-0018

Water line for Ice machine and coffee bar

25-035-AFD-002

City of Anacortes Washington

Project address 1016 13th Street, Anacortes WA. 98221

JTK Response: Please see attached revised plumbing drawing.

From: Lazer Construction LLC.

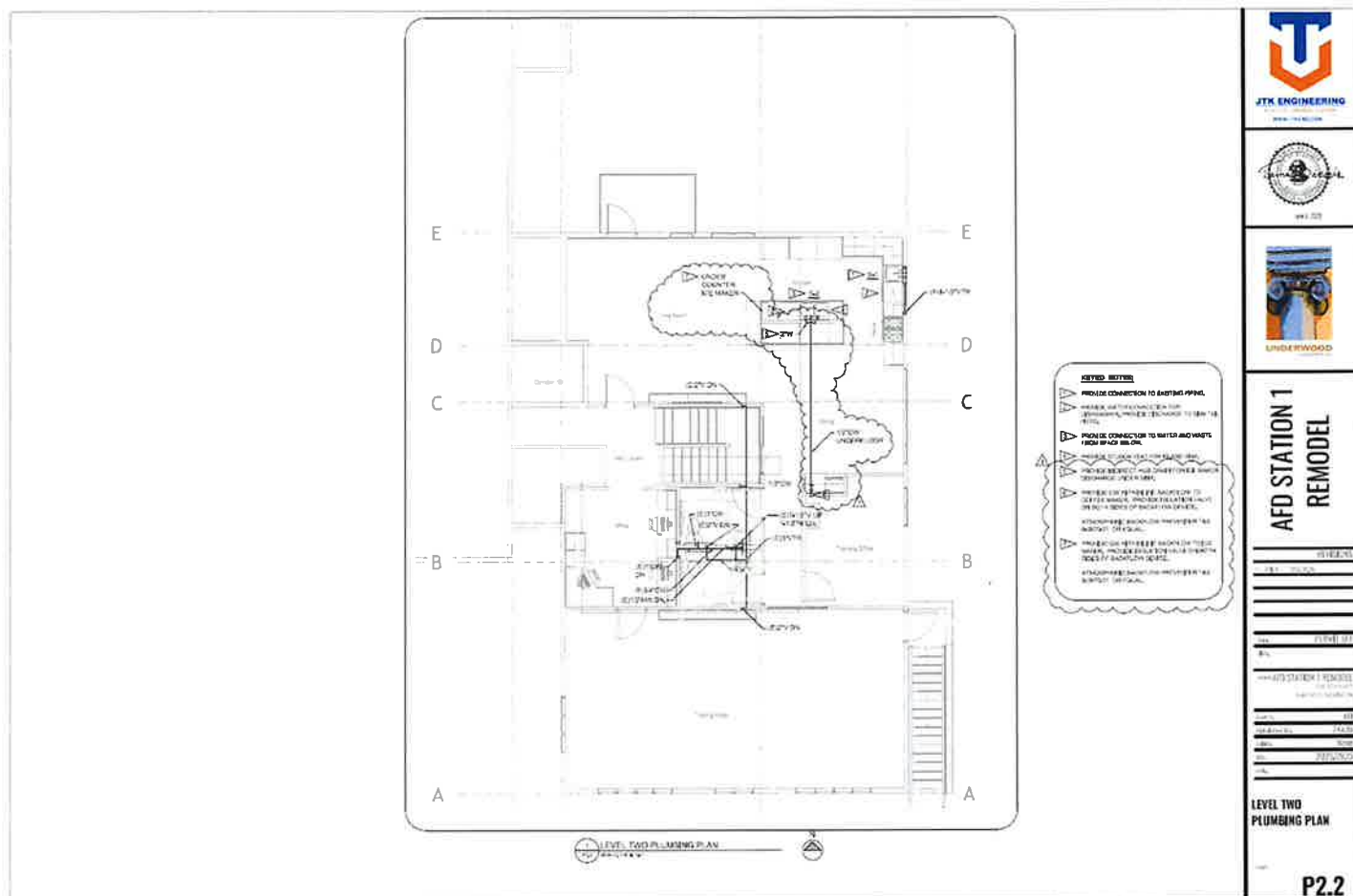
1698 Harksell Road

Ferndale, WA 98248

360-410-9468

Question from Lazer Construction:

We don't see a water line for the ice maker or coffee bar. Does a drain want to be added for the ice maker? It's also possible that by code both waterlines would require a backflow preventer. How will the water line finish out at the coffee bar? Does it solid connect to the coffee maker? Wouldn't the coffee maker still require a drain line? Please advise





City Council Agenda Bill

July 27, 2026

Action Type: Discussion

Item: 6.d.

Title: Wastewater Treatment Plant Alternatives Analysis

Staff Contact(s): Logan Lee, Brian Walker

Approved for Submittal to Council by:

Logan Lee

Summary: Brown and Caldwell will present regarding the WWTP Bio-Solids System, including a discussion of various alternatives for the future of the WWTP solids handling system.

Budget Impact:

Previous Action:

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented):

1. 2026-07-27 WWTP Alternatives Analysis Presentation



Anacortes WWTP Solids System Planning Update



July 27, 2026



Agenda

- Recap planning process
- Survey results
- Present 5 short-listed alternatives
- Next steps

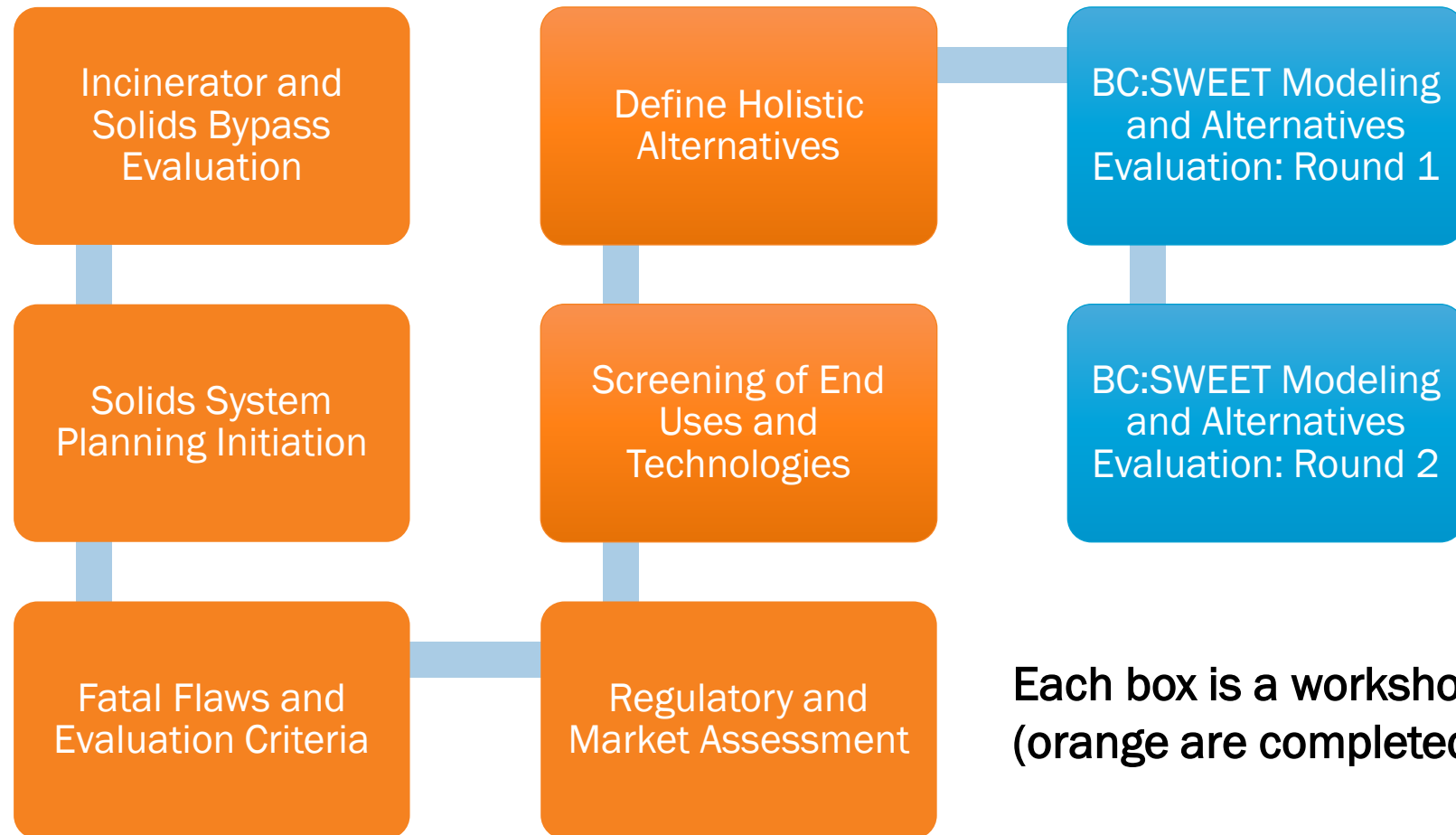


Anacortes Solids System Planning Project Statement

Develop a resilient, cost-effective solids treatment program that reliably meets the City of Anacortes' current needs while remaining flexible to evolving regulations, long-term environmental goals, and future growth.



Project Approach: *How we are working together to get there?*



**Each box is a workshop
(orange are completed workshops)**

Planning Process

Mandatory Goals

Do technologies meet process goals?



Evaluation Criteria

How well do alternatives meet process goals under various scenarios.

BC:SWEET

(Quantitative Performance Metrics)

+

MCDA

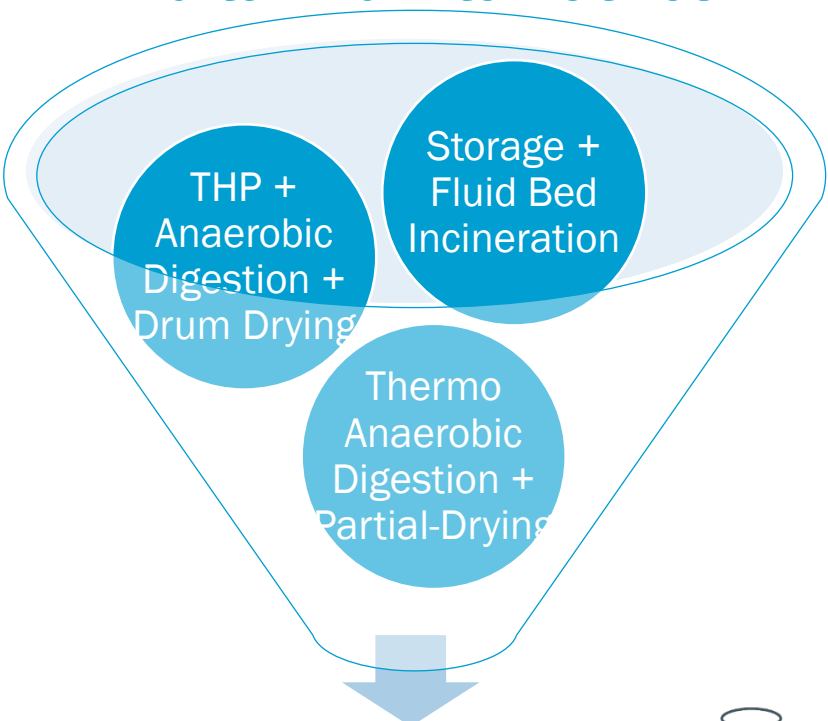
(Qualitative Performance Metrics)



Universe of Technologies

Mesophilic Anaerobic Digestion
Fluid Bed Incineration
Thermophilic Anaerobic Digestion
Regional biosolids composting
THP
Biosolids Drying

End-to-End Alternatives



Preferred Alternative



Mandatory goals

How we will identify viable technologies



- The technology **MUST** fit within the available physical space (preferable in downtown space but other sites may be available), with considerations for other site improvements.
- The technology **MUST** have 1 commercial installation operating in the United States at an equivalent sized facility.
- The technology **MUST** be adaptable to comply with all applicable current regulations and prepare for future known or probable regulations, including both air emissions and high nutrient side streams.
- The technology **MUST NOT** require proprietary consumables or software (i.e. **MUST** integrate with SCADA)
- The technology **MUST** produce a product that can be sent to multiple outlets (i.e. not dependent on one outlet to take the final product)
- The technology **MUST NOT** require 24-hour staffing to operate

Evaluation Criteria for Alternatives



- Environmental

- GHG emissions, net energy use, air pollution, resource recovery



- Social

- Odor, truck traffic, noise



- Financial

- Initial capital cost, O&M costs



- Technical

- Footprint, reliability, technological maturity, impact to maintenance (O&M), operability



- Regulatory

- Permitting complexity, flexibility to meet future regulations

Solids System Planning Survey

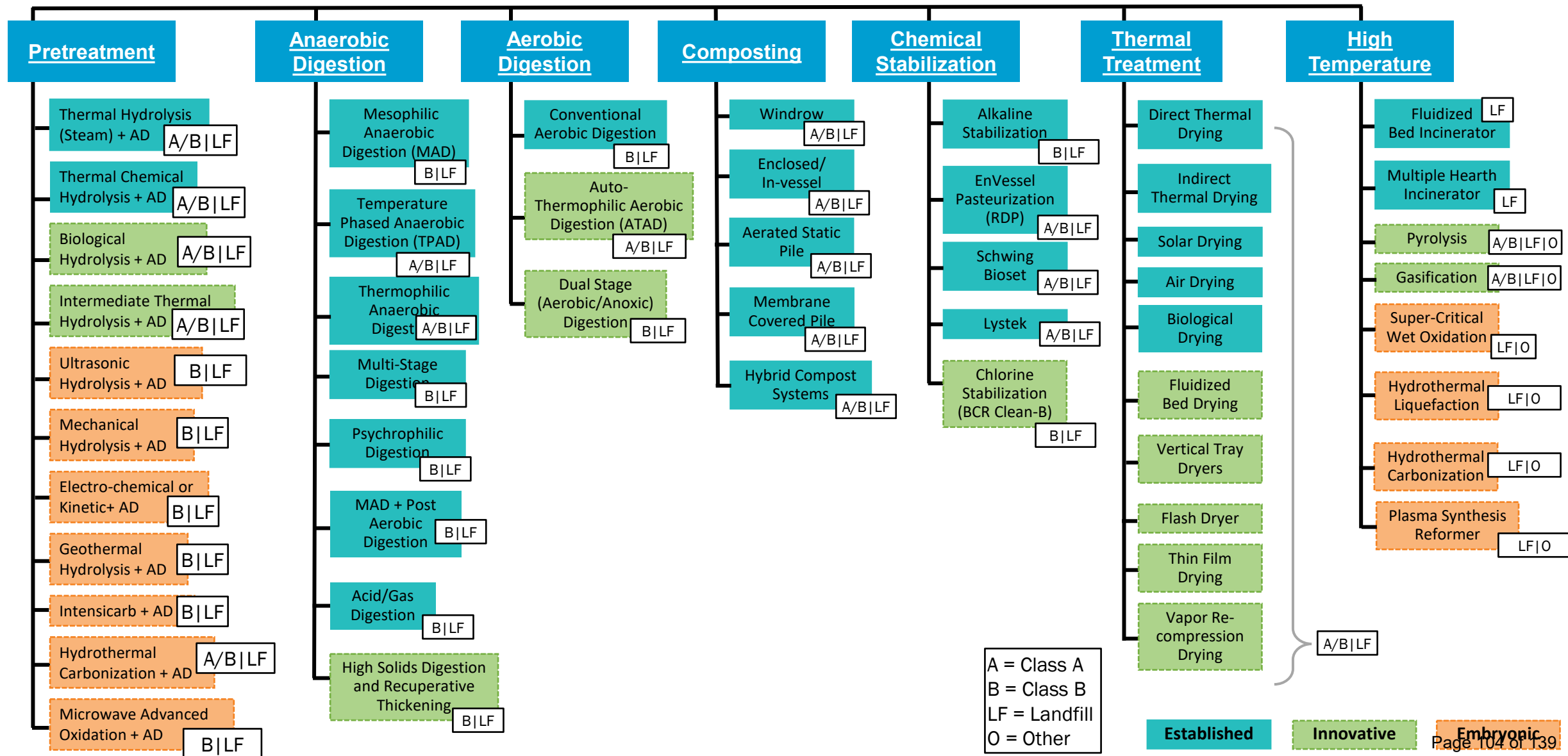
- 19 responses from council members, public works committee, and plant staff
- General agreement on mandatory goals
- Evaluation criteria ranking results shown on the right

10. Please rate the importance of the following evaluation criteria for solids treatment alternatives.

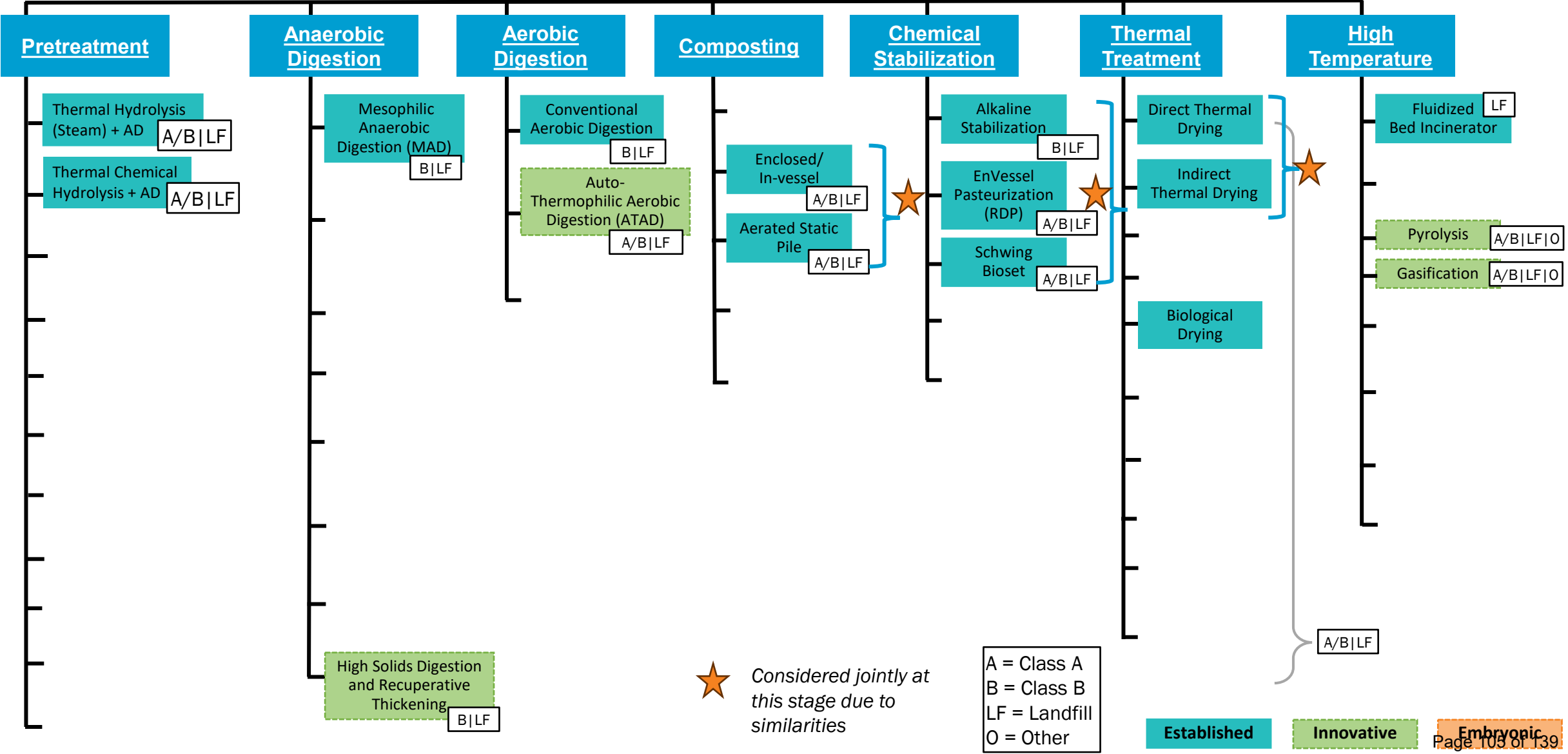
[More details](#)



Universe of Solids Stabilization Technologies



Screened Technologies (i.e. Meet Mandatory Goals)



Alternatives Definition Workshop – 6/23/2026

- Goal: Select up to 6 process alternatives for further development
- Attendees: Anacortes WWTP staff and BC Engineers
- Presented preliminary layouts, operational considerations, and high-level relative costs for 14 alternatives
- Eliminated many due to large footprint, complex operations, and high costs
- Anacortes WWTP staff deliberated and agreed up 5 alternatives to carry forward

Alternative Summary and Short-list

#	Name	Relative Cost	Footprint	Operational Complexity	Short-listed (☒ or ☐)
1	Rehab existing FBI to LLLL	\$	Small	✘	☒
2	New LLLL FBI	\$	Small	✘	☒
3	MAD	\$	Medium	✘✘	☐
4	MAD with Recuperative Thickening	\$	Large	✘✘✘	☐
5	Aerobic Digestion	\$	Large	✘	☐
6	ATAD	\$	Large	✘✘	☒
7	Alkaline Stabilization	\$	Medium	✘	☐
8	Biodrying	\$	Large	✘✘	☒
9	Biodrying with Pyrolysis	\$\$	Large	✘✘✘	☒
10	MAD with thermal drying	\$\$\$	Large	✘✘✘	☐
11	Gasification	\$\$\$	Large	✘✘✘	☐
12	THP with MAD	\$\$	Large	✘✘✘	☐
13	TCHP with MAD	\$\$\$	Large	✘✘✘	☐
14	Offsite composting	\$	Small (at plant)	✘✘	☐

Alt 1: Rehab existing FBI to LLLL

- Relative Cost: \$
- Footprint: Small
- Operational Complexity: ✖
- Pros:
 - Familiar operation
 - Small quantity of residuals
 - Minimal impact to existing site (small footprint)
- Cons:
 - Air permitting
 - Requires landfilling dewatered cake offsite for a period of time
- Recommendation:
 - Evaluate as baseline condition



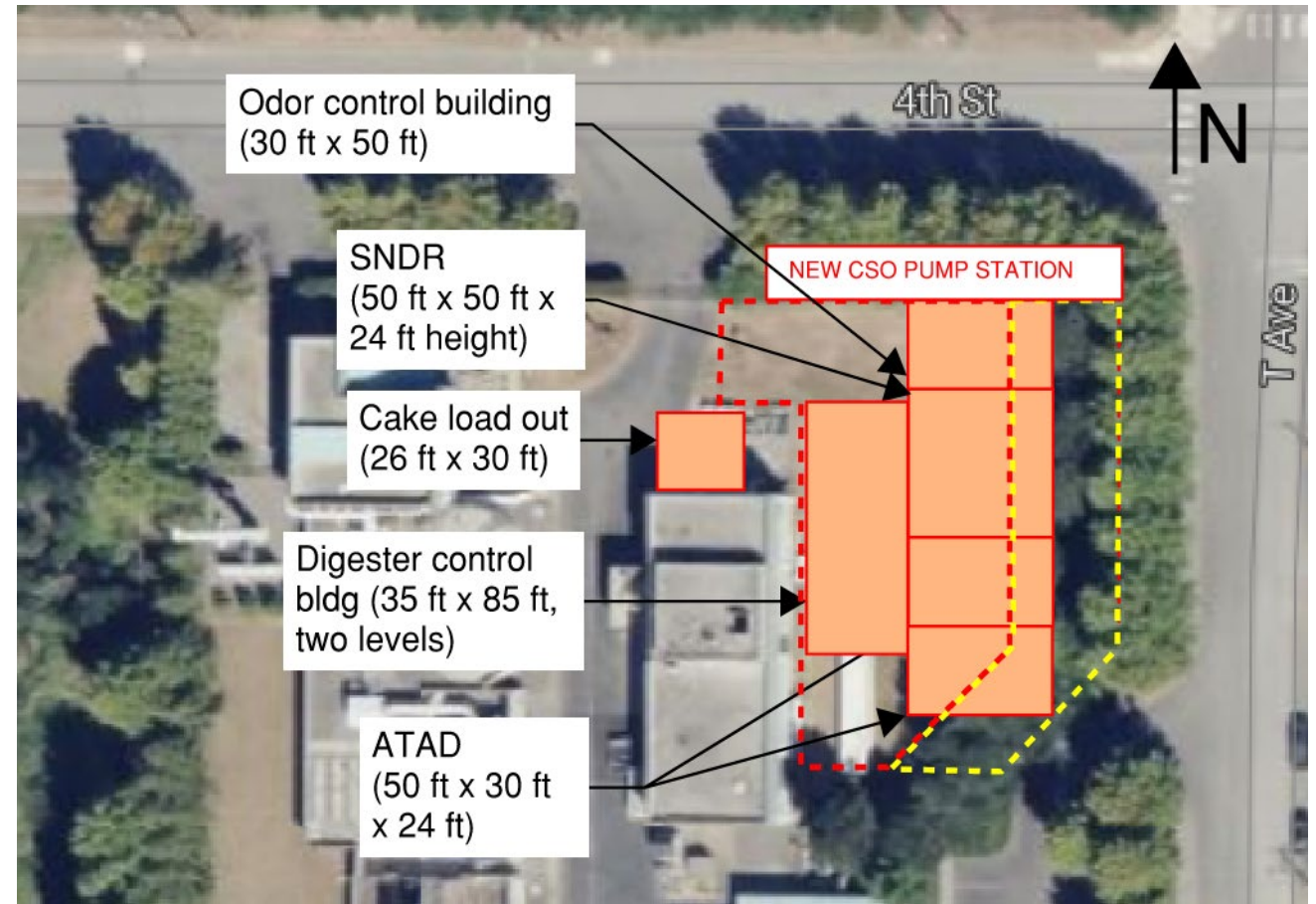
Alt 2: New LLLL FBI

- Relative Cost: \$
- Footprint: Small
- Operational Complexity: ✂
- Pros:
 - Familiar operation
 - Small quantity of residuals
 - Minimal impact to existing site (small footprint)
- Cons:
 - Air permitting
 - Requires landfilling solids for an extended period during construction
- Recommendation:
 - Evaluate



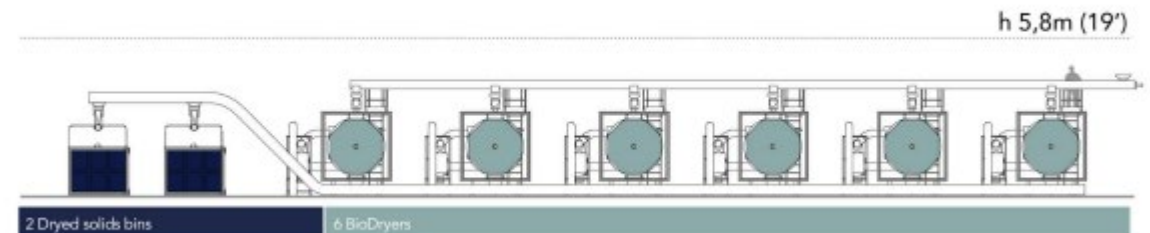
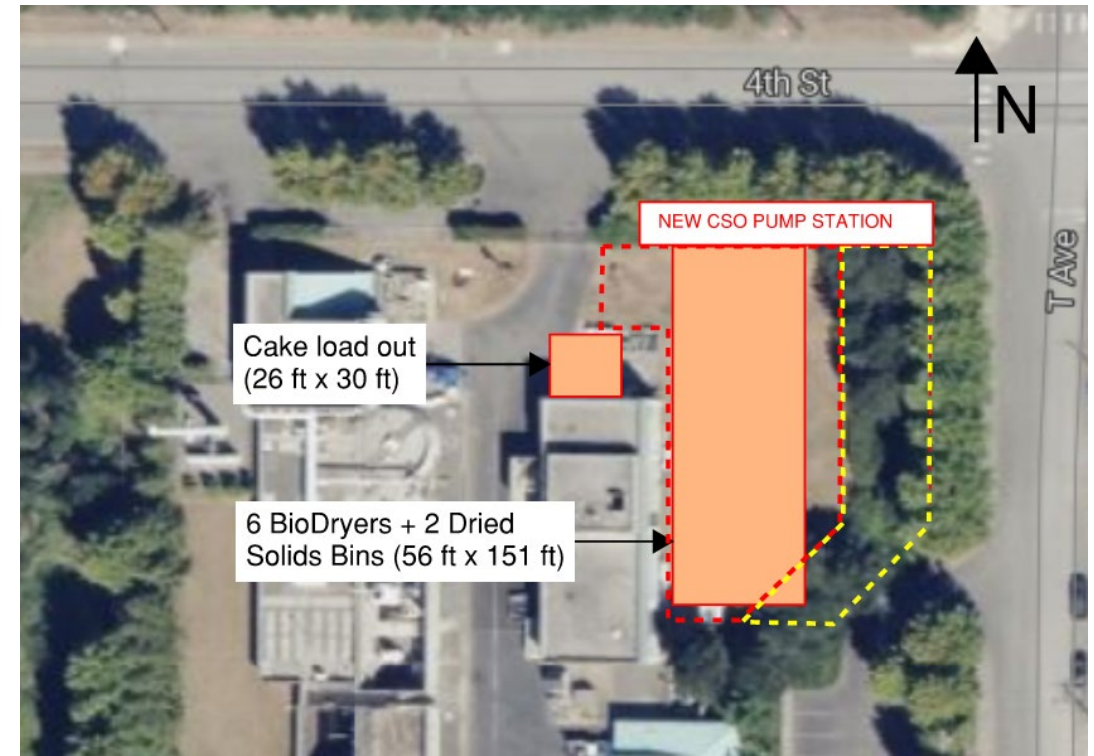
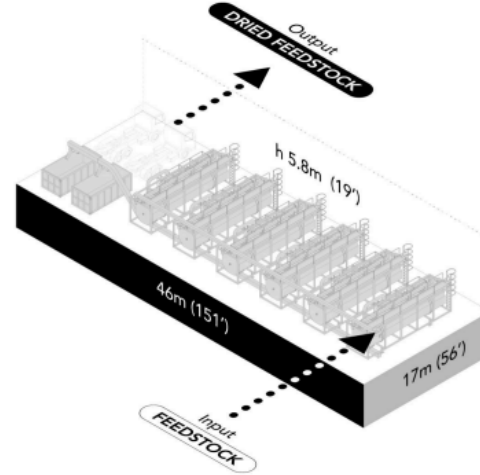
Alt 6: Autothermal Thermophilic Aerobic Digestion (ATAD)

- Relative Cost: \$
- Footprint: Large
- Operational Complexity: ✖ ✖
- Piloting available: Yes
- FBI building required demo: No
- Pros:
 - Class A biosolids
 - SNDR provides nutrient removal
 - No alterations to the existing incinerator building
 - Packaged system
- Cons:
 - Odor potential
- Recommendation:
 - Evaluate



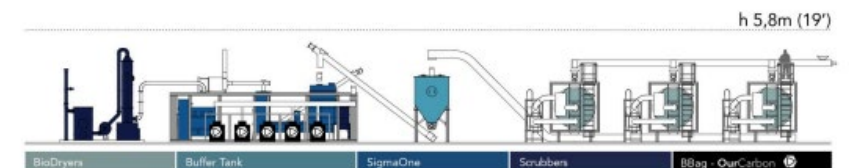
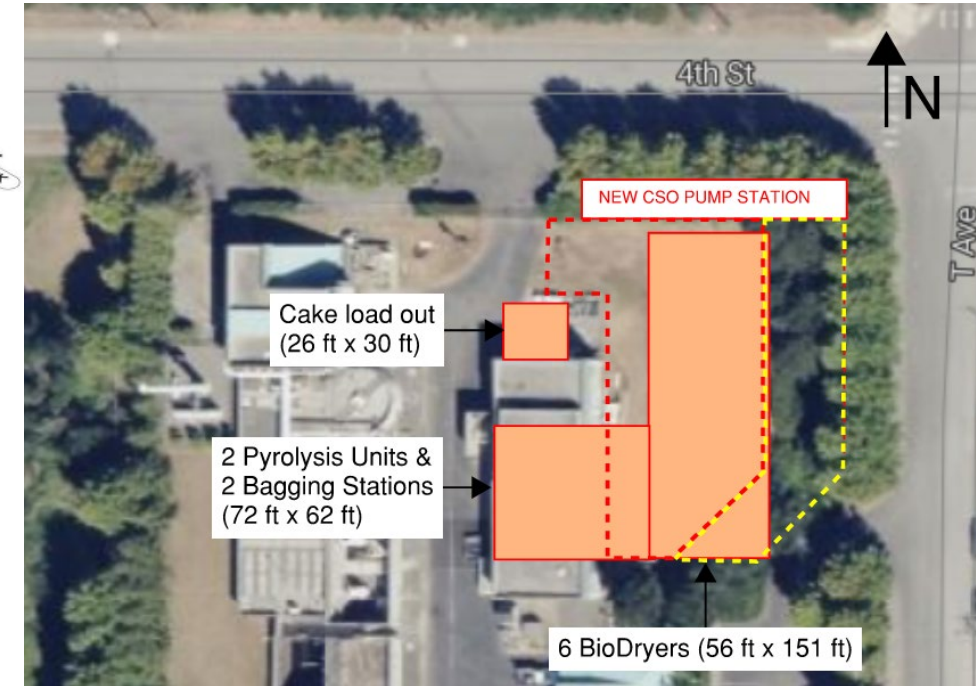
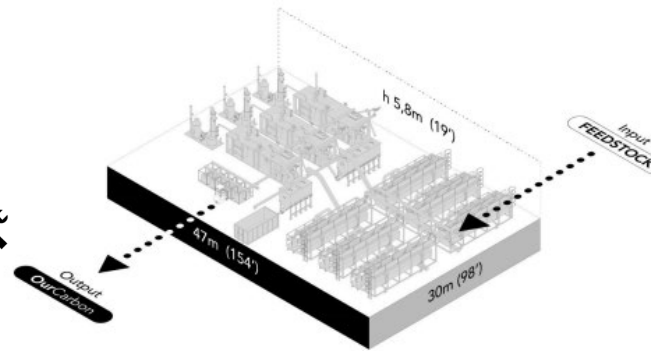
Alt 8: BioDrying

- Relative Cost: \$\$
- Footprint: Large
- Operational Complexity: ✖ ✖
- Piloting available: Yes
- FBI building required demo: No
- Pros:
 - Class A biosolids
 - Modular therefore easy to stagger construction
 - No alterations to the existing incinerator building
- Cons:
 - Six biodryers required to meet full projected loads
 - Potential odors. Additional odor control maybe required, not shown
- Recommendation:
 - Evaluate



Alt 9: BioDrying with Pyrolysis

- Relative Cost: \$\$
- Footprint: Large
- Operational Complexity: ✕ ✕ ✕
- Piloting available: Yes
- FBI building required demo: Yes
- Pros:
 - Small quantity of residual
 - No alterations to the existing incinerator building
- Cons:
 - Large footprint and complexity
 - Pyrolysis and bagging stations retrofitted in existing incinerator facility.
 - Potential odors. Additional odor control maybe required, not shown
- Recommendation:
 - Evaluate



Next steps

- July-August: Further development of 5 short-listed alternatives
 - Refine layouts
 - BC:SWEET tool to model costs and mass balances
- September: Workshop to review refined alternatives and narrow to 3 alts
- October: Develop phasing and implementation plans for 3 alts
- November: Workshops to perform MCDA and select final preferred alternative
- January: deliver Tech Memo draft



Thank you.

Questions?

Brown AND **Caldwell** :





City Council Agenda Bill

July 27, 2026

Action Type: Staff Report

Item: 6.e.

Title: Quarter 2 Finance Update

Staff Contact(s): Steve Hoglund, Rhonda Peck

Approved for Submittal to Council by:

Rhonda Peck

Steve Hoglund

Summary: This update covers year-to-date City revenue and expenditure data, as of June 30, 2026. The 3 largest tax revenue streams are property tax, sales tax, and utility tax. First half property tax has been recorded, and sales tax and utility tax are both tracking close to budgeted expectations. Generally, all departments' expenditures are tracking to budgeted expectations. Any salient deviations or unexpected diversions from budgeted will be noted on the slides or accompanying narrative.

Budget Impact:

Not applicable

Previous Action: 2026 budget [Ordinance 5009](#) adopted [November 24, 2025](#); 1Q budget amendment [Ordinance 5024 March 16, 2026](#); 2Q budget amendment [Ordinance 5033 July 13, 2026](#).

Recommended Motion: Not applicable

Alternative Actions: Not applicable

Attachments (listed in order presented):

1. Q2 Finance Update

Q2 Finance Update

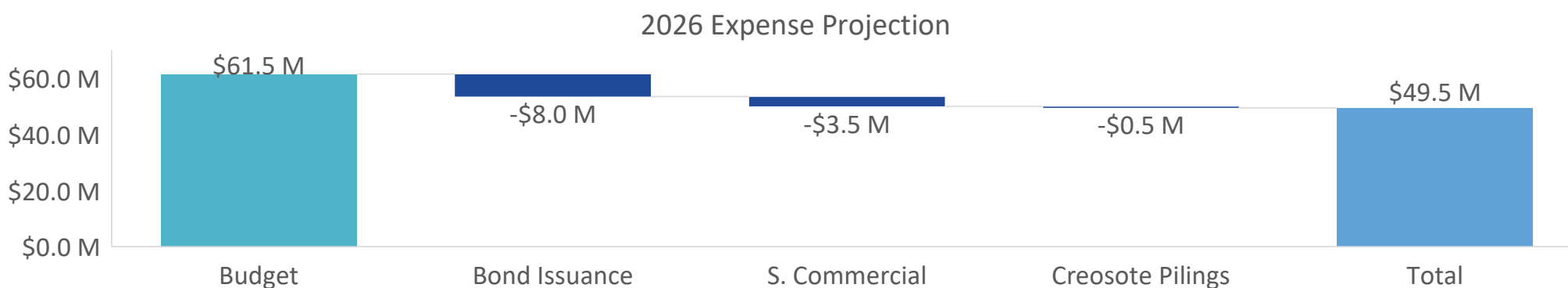
Rhonda Peck, Assistant Finance Director

July 27, 2026





2026 Outlook



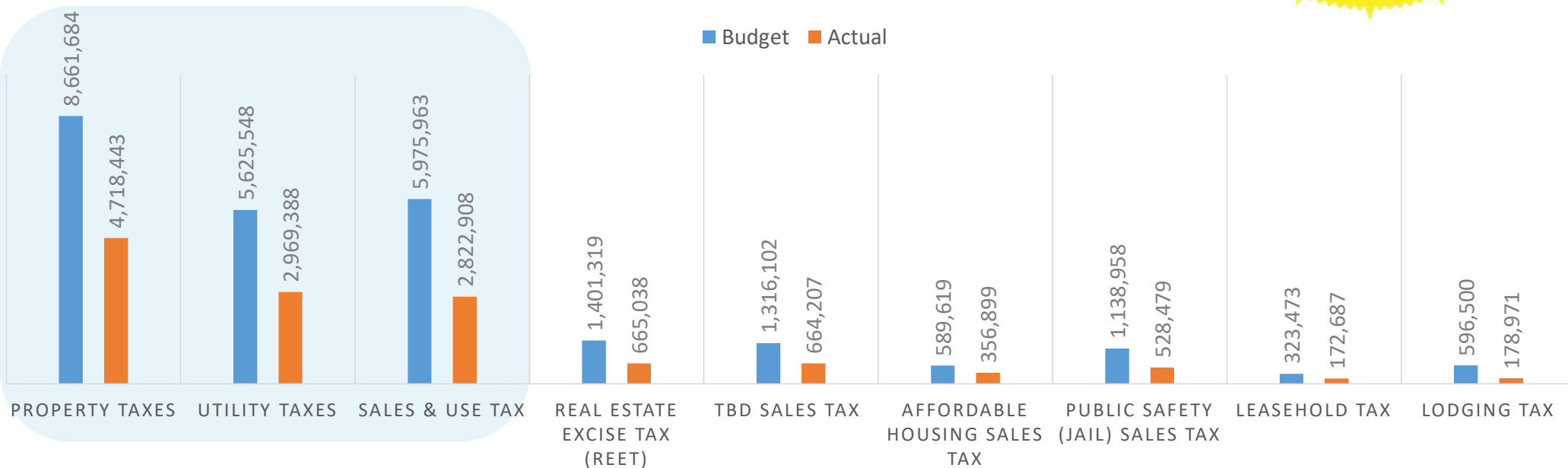
Looking at potential timing changes, our projected expenses for 2026 are \$49.5M with estimated revenues of \$49.6M

TAX REVENUE SUMMARY



2026 TAX REVENUE BUDGET TO ACTUAL

■ Budget ■ Actual

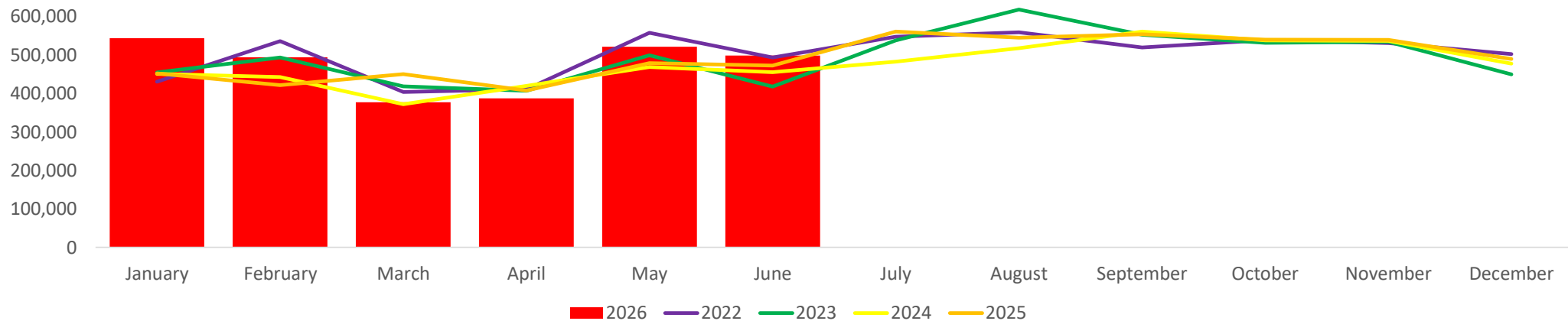


Property, Utility and Sales & Use Tax = 78% of the tax revenues

SALES TAX TREND

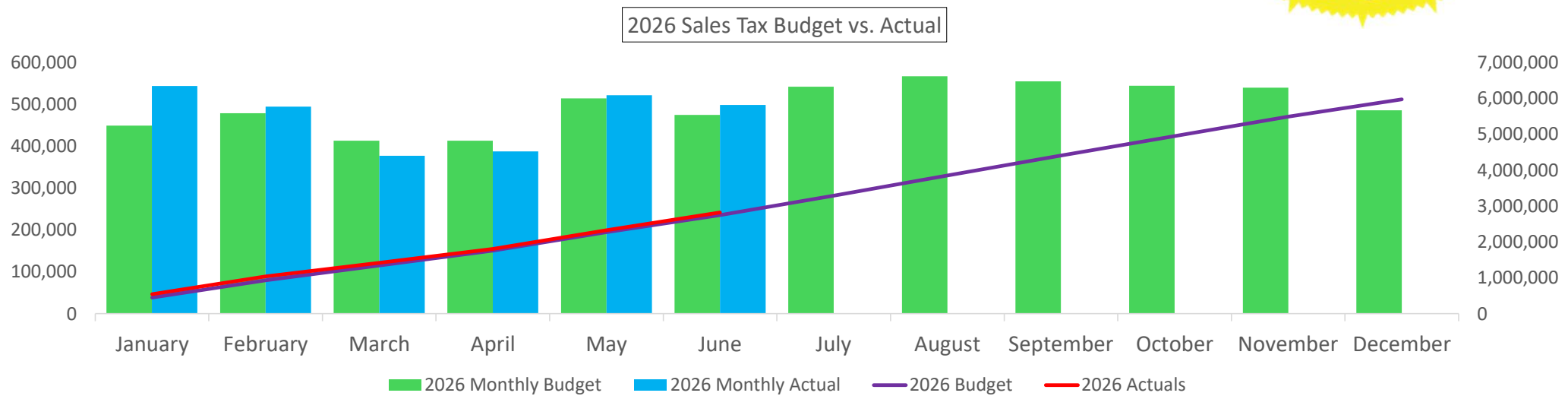


Receipts are 2 months behind; June receipts are from April sales



While sales tax revenues are tracking slightly above 2025 levels and meeting budget expectations, a targeted annual growth rate of approximately 10% is necessary to offset increasing operational costs

SALES TAX

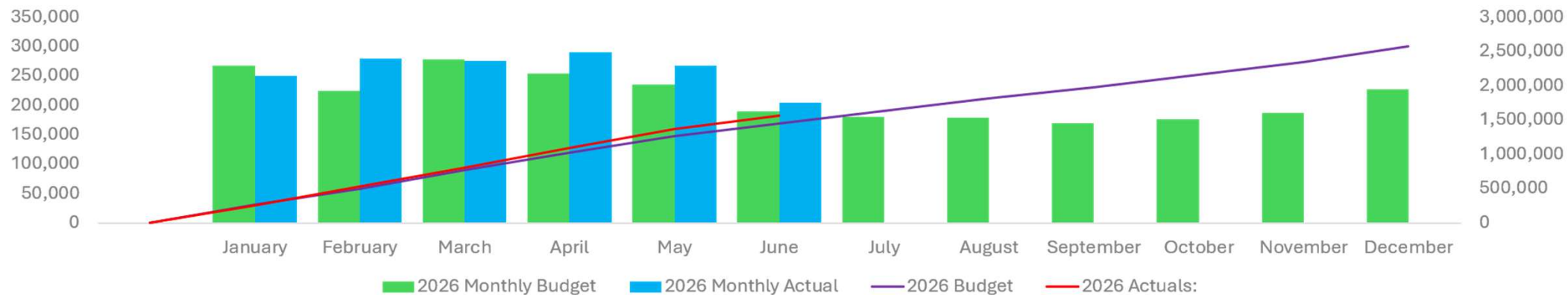


Despite outperforming the budget by 2.9%, our outlook for 2026 remains steady

PRIVATE UTILITY TAX



Budget vs. Actual

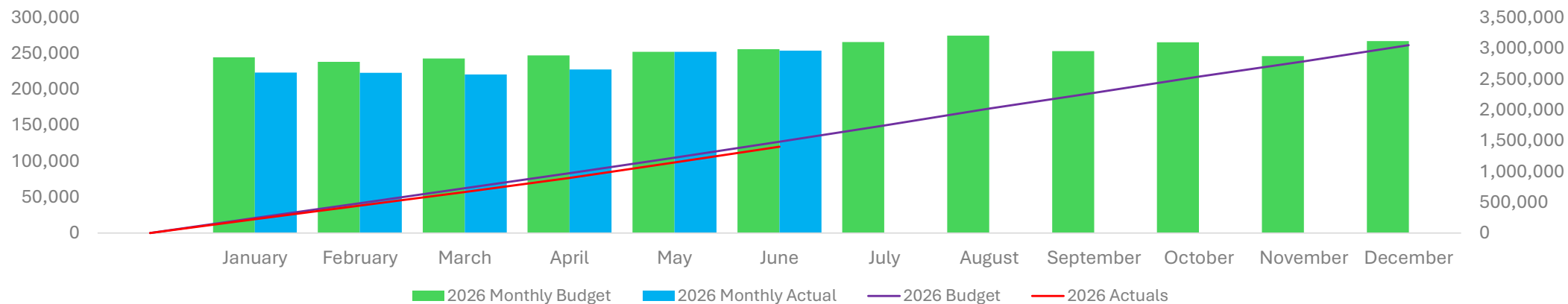


Private utility tax revenues for the first half of the year total \$1.57M, tracking 3.2% ahead of last year's pace. This positive trend suggests continued stability in utility tax collections, supporting the City's general operations as anticipated.

PUBLIC UTILITY TAX

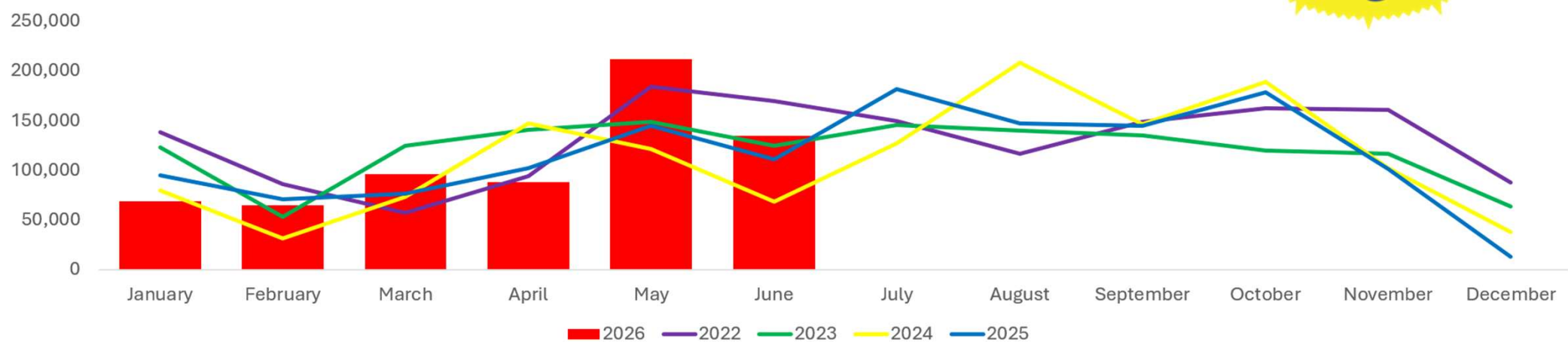


Budget vs. Actual



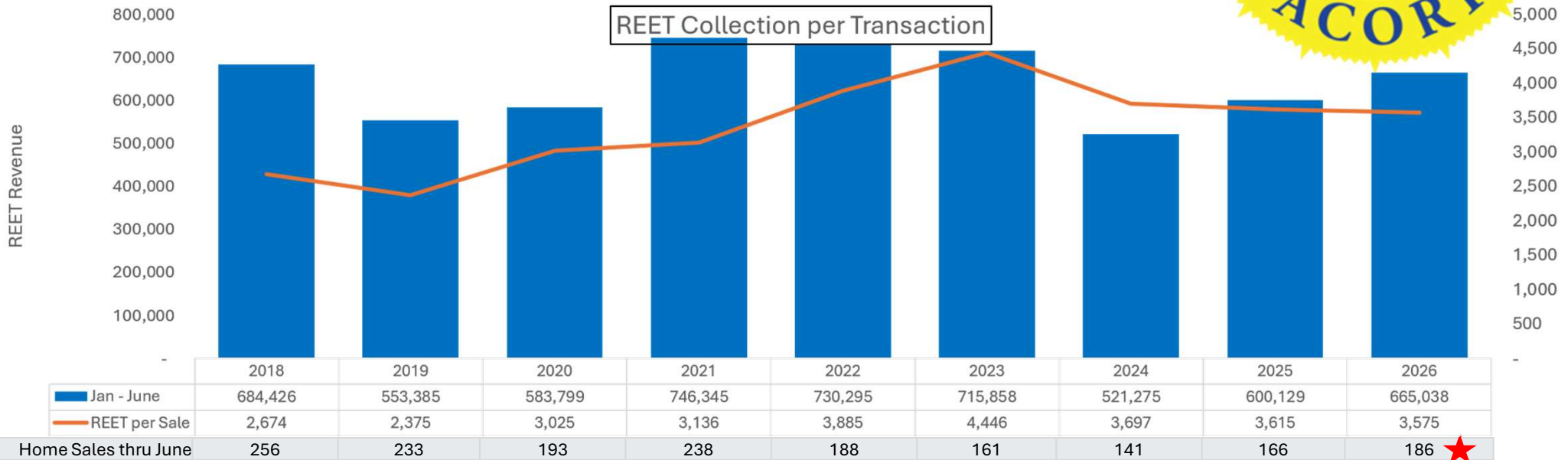
Public utility tax revenues for the first half of the year total \$1.4M, reflecting a 19.8% increase as anticipated following last year's rate adjustment. This substantial growth underscores the effectiveness of the rate increase and provides a strong foundation for continued support of the City's general operations.

REAL ESTATE EXCISE TAX (REET)



Real estate excise tax revenues for the first half of the year total \$665k, marking a 10.8% increase compared to the prior year. However, the average REET collected per transaction has decreased, resulting in a downward trend in overall revenues

REAL ESTATE EXCISE TAX (REET)

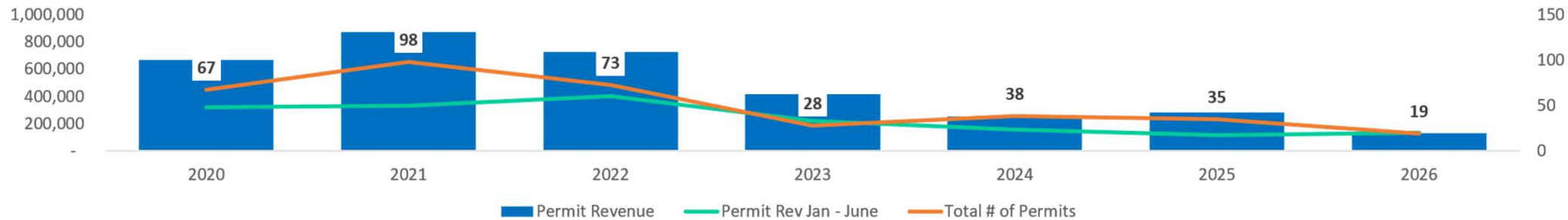


Home sales through June have reached their highest level in the past four years, totaling 186 transactions. However, the average real estate excise tax (REET) collected per sale has declined compared to 2025, indicating that despite robust activity, overall revenue growth may be tempered by lower transaction values

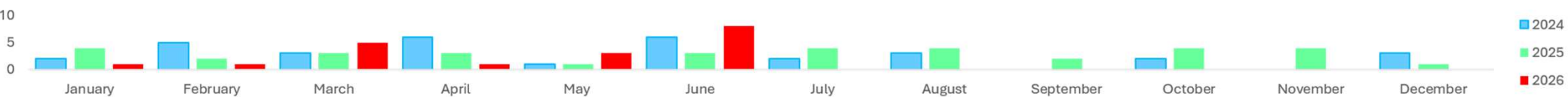
BUILDING REVENUES



Annual Building Permit Revenue and Permits
2020 - 2026



Permits Issued by Month

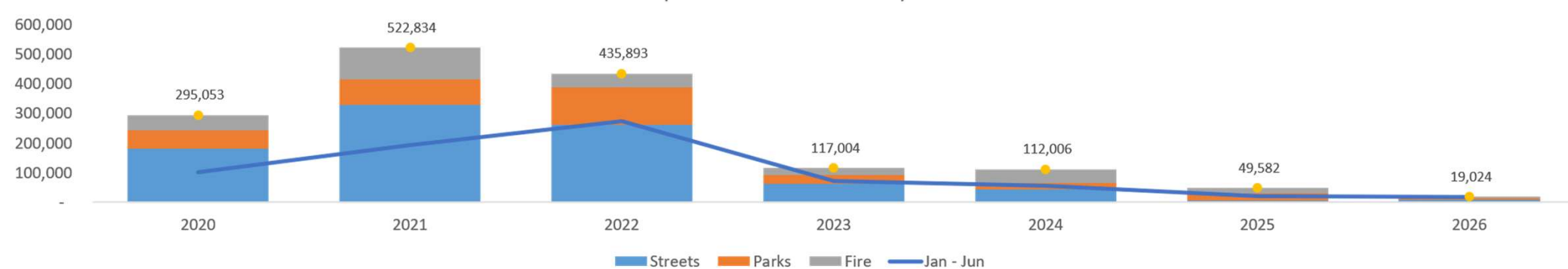


Nineteen building permits have been issued through June, an increase of three compared to 2025. Permit revenues are currently tracking at 51% of the annual budget

IMPACT FEES



Impact Fee Total Revenue by Year

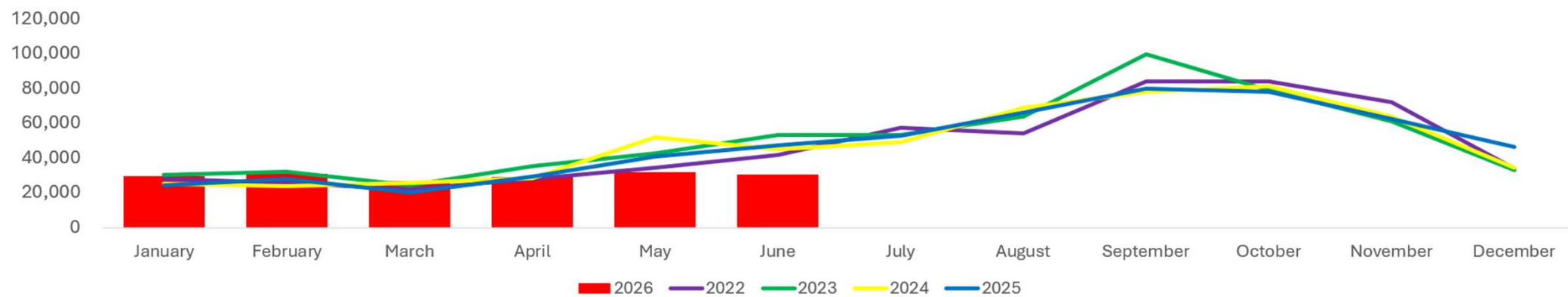


Impact fees are collected as part of the construction permitting process. With construction activity slowing, impact fee revenues are expected to continue declining.

LODGING TAX



Lodging Tax Receipts



Lodging tax revenues for the first half of the year total \$179k, reflecting a 6% decrease compared to the prior year

MAJOR FUNDS SUMMARY – Q2

Fund		Act Rev	Bud Rev	Rev %	Act Exp	Bud Exp	Exp %	Cash	Rainy Day
001	GENERAL FUND	17,081,656	43,445,198	39%	16,066,052	44,016,978	36%	7,754,408	5,336,229
101	PARKS & RECREATION	210,374	2,150,146	10%	1,088,538	2,150,146	51%	(193,931)	
102	CEMETERY	167,103	377,462	44%	210,678	377,462	56%	(162,762)	
103	LIBRARY	46,537	1,584,905	3%	772,600	1,584,905	49%	(10,595)	
104	STREET MAINTENANCE	790,480	2,062,060	38%	1,063,988	2,062,060	52%	967,988	
105	STREET CONSTRUCTION	397,272	5,867,187	7%	694,120	5,867,187	12%	(273,647)	
107	WA PARK	195,106	524,753	37%	213,508	524,753	41%	266,908	
108	PARKS CAPITAL IMPROVEMENT	371,690	1,625,000	23%	347,108	1,625,000	21%	33,515	
109	AFFORDABLE HOUSING	217,551	589,619	37%	364,515	589,619	62%	113,296	
112	IMPACT FEES	19,024	240,000	8%	-	240,000	0%	75,119	Roads
								235,825	Parks
								412,149	Fire
113	ACFL	5,282	275,405	2%	137,858	275,405	50%	467,265	
114	FOREST LAND ENDOWMENT FUND	27,983	150,000	19%	-	150,000	0%		
135	TOURISM FUND	178,971	596,500	30%	239,699	596,500	40%	1,638,975	
335	GROWTH MGMT	702,770	2,640,000	27%	-	2,640,000	0%	4,062,639	
501	EQUIPMENT RENTAL	1,913,674	2,967,406	64%	1,314,984	2,942,405	45%	1,353,583	Operating
								2,513,109	IF Loan Rec
								7,170,451	Capital
Total		22,325,474	65,095,641	34%	22,513,649	65,642,420	34%		

* Cash for 101, 102, and 103 is negative as we finalize transitioning those funds into the general fund

The general fund's operating cash balance is elevated at this point in the year, reflecting the recent receipt of property tax payments

UTILITY FUNDS SUMMARY – Q2



Fund	Act Rev	Bud Rev	Rev %	Act Exp	Bud Exp	Exp %	Cash	Rainy Day	Capital
401 WATER	12,076,046	28,526,215	42%	8,618,714	28,533,468	30%	7,708,598	1,520,344	19,669,512
440 WASTEWATER	4,726,677	14,503,851	33%	4,606,712	14,515,454	32%	3,215,009	1,600,346	47,771
445 STORMWATER	1,814,787	2,788,525	65%	972,017	2,788,525	35%	2,293,493	235,864	
450 SOLID WASTE	3,573,893	7,393,158	48%	3,458,864	7,394,607	47%	1,213,880	647,038	
Total	22,191,403	53,211,750	42%	17,656,306	53,232,054	33%			

- **Water Fund:** Cash balances continue to support planned capital investments. Service revenues are at 49.8%.
- **Sewer Fund:** Cash balance is attributed to the interfund loan supporting the CSO project. Service revenues are at 46.6%.
- **Stormwater Fund:** Cash balance is growing as planned, due to the recent rate increase. Service revenues are at 58.4%.
- **Solid Waste Fund:** Pacing as planned. Service revenues are at 50%.



UTILITY FUNDS OUTLOOK - 2027



Our Utility funds remain strong with service revenues supporting operating costs and future planned capital investments

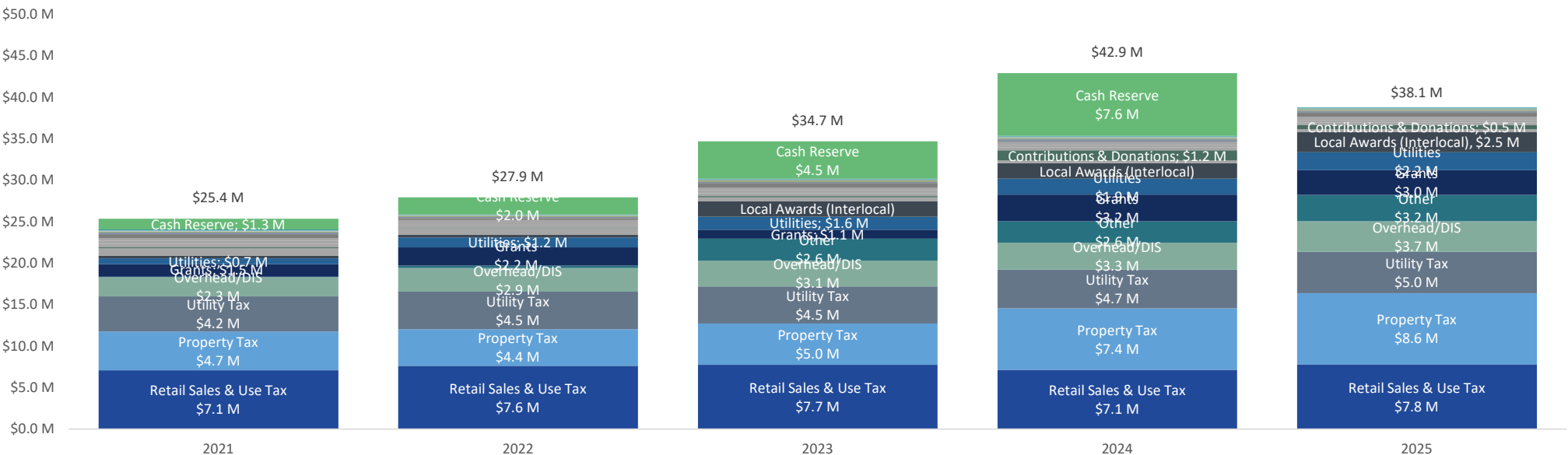


Utility rate changes for 2027 are expected to only be for indexing to the CPI



Looking ahead | 2027 Budget

General Fund Overview



- Historical reliance on cash reserves depleted funds
- Cutbacks in 2025 and 2026 were a result of limited reserves
- Property tax
 - Increase shown in 2024 attributed to Proposition 1 (Public Safety Levy Lid Lift)
 - Increase shown in 2025 due to eliminating the allocation to 104, 105, and 108
- Cumulative CPI has grown 25% since 2021



General revenues pay for...



Court



Police



Prosecutor,
Public Defense



Fire/EMS*



Internal (Finance,
HR, IT, Legal)*



Planning



Cemetery



Library



Museum



Parks



Senior Center

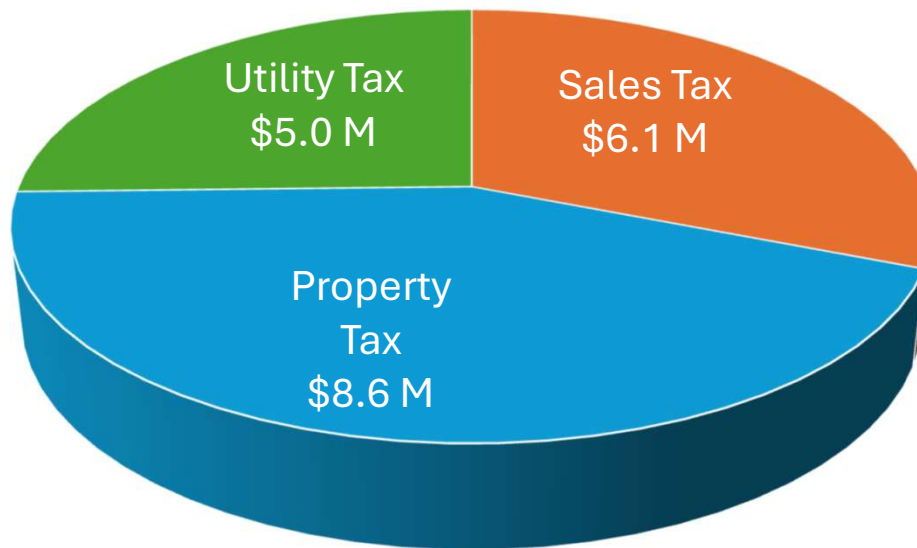


Streets*



City General Revenue

Property tax is the highest revenue contributor supporting General Fund expenses



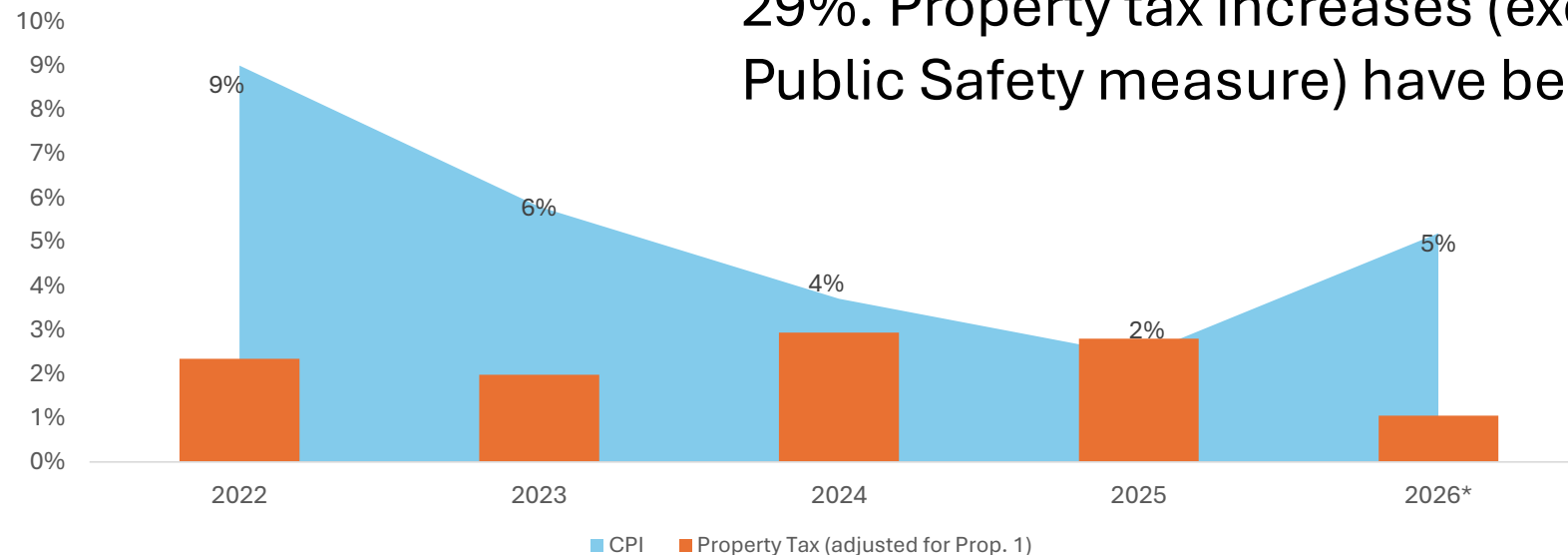
Based on 2025



Property Tax

Inflation (represented by CPI) has outpaced our 1% property tax growth lid in each of the last 15 years except one

Since 2020, inflation has been cumulative 29%. Property tax increases (except for the Public Safety measure) have been only 6%.



2027 Budget Outlook

Non-Utilities



2027 Budget Outlook | non-utilities



Key expense assumptions

- Salary increases aligned with contractual obligations (\$1.0M)
- Cost of employee benefits expected up by 12.5% (\$942k)
- Cost of fuel expected up by 8% (\$30k)
- All discretionary spend is declining
- Adjusting the 2027 budget to reflect actuals in 2026 for overtime, insurance, utilities, and repairs and maintenance

Teamsters
↑2.5%

IAFF
↑4.0%

NC Police
Guild
↑3.5%

2027 Budget Outlook | non-utilities



Key revenue assumptions

- Utility tax revenues will increase based on CPI
- Property tax revenues will increase by the allowed 1%
- Sales tax revenue projections are increased by 2% over projected 2026
- We're working to secure grant funding for *capital* projects
 - Contracting with a grant research agent
 - Using Transpo Group for transportation opportunities
 - Continuing our lobbyist engagement

2027 Budget Outlook | non-utilities



Based on assumptions on prior slides,
2027 expenses are expected to exceed revenues by
\$2.4 million