



## City Council Workshop Agenda Monday, April 03, 2023, 4:30 PM Council Chambers, 616 NE 4th AVE

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*NOTE: The City welcomes public meeting citizen participation. TTY Relay Service: 711. In compliance with the ADA, if you need special assistance to participate in a meeting, contact the City Clerk's office at (360) 834-6864, 72 hours prior to the meeting so reasonable accommodations can be made (28 CFR 35.102-35.104 ADA Title 1)*

### **To observe the meeting** (no public comment ability)

- go to [www.cityofcamas.us/meetings](http://www.cityofcamas.us/meetings) and click "Watch Livestream" (left on page)

### **To participate in the meeting** (able to public comment)

- go to <https://us06web.zoom.us/j/83054648980>

(public comments may be submitted to [publiccomments@cityofcamas.us](mailto:publiccomments@cityofcamas.us))

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## **CALL TO ORDER**

## **ROLL CALL**

## **PUBLIC COMMENTS**

## **WORKSHOP TOPICS**

1. [Downtown Camas Association \(DCA\) 2023 Update](#)  
[Presenter: Carrie Schulstad, DCA Executive Director and Sarah Laughlin, DCA Board President](#)  
[Time Estimate: 15 minutes](#)
2. [Crown Park Improvements: GreenWorks, PC Professional Service Agreement Amendment #3](#)  
[Presenter: Trang K. Lam, Parks & Recreation Director](#)  
[Time Estimate: 15 minutes](#)
3. [Update and Discussion - Ordinance No. 22-024 Establishing 2% Utility Tax on City-Owned Utilities](#)  
[Presenter: Doug Quinn, City Administrator](#)  
[Time Estimate: 5 minutes](#)
4. Staff Miscellaneous Updates  
Presenter: Doug Quinn, City Administrator  
Time Estimate: 10 minutes

## **COUNCIL COMMENTS AND REPORTS**

## **PUBLIC COMMENTS**

## **CLOSE OF MEETING**



# Downtown Camas Association Report to Council

April 3<sup>rd</sup>, 2023

# Helping Downtown to Thrive!



- Economic Vitality
- Promotion
- Design
- Outreach

# Economic Vitality

## Business Health, Tourism, Planned Growth

- Return on Strategic Investment
- Advocating for small businesses & district
  - Subarea Plan preparations
  - Merchant Meetings and communications
    - Collecting feedback & keeping businesses informed and connected
  - Safety
- Increased revenue/business vitality
  - Events
  - Newsletter and social media



# Promotion & Events

Item 1.



# Design

## Streetscape & Public Realm Improvements

- \$50,000 Façade Improvement Grant Program!
  - Lighting, Exterior upgrades, etc
- Historic Interpretive Panels, \$3,000
- Benches, \$30,000 + \$33,000
- Murals, \$5,000
- Spring Cleanup Day 4-23
  - Over 400 volunteer hours
  - Otherwise fall to City labor
  - Value of \$12,000+





# Outreach

## Partnerships, Resources and Fundraising

- ▶ GP Cleanup Community Advisory Group Update
- ▶ **We are Strategic Partners—Here's What We Need from You!**
  - B&O support from community leaders
  - Sharing events and initiatives
  - Representing Camas at RevitalizeWA in Vancouver, October 4-6



Thank you!

We appreciate Our Partnership!





## Staff Report

April 3, 2023 Council Workshop Meeting

Crown Park Improvements: GreenWorks, PC Professional Service Agreement Amendment #3

Presenter: Trang K. Lam, Parks & Recreation Director

Time Estimate: 15 minutes

Phone	Email
360.817.7037	tlam@cityofcamas.us

**BACKGROUND:** Crown Park, located at 120 NE 17th Avenue, is a 7.3 acre developed park comprised of mature fir trees, a picnic shelter, two play areas with equipment, a basketball half-court, two tennis courts and Scout Hall. Considered by many as the "Crown Jewel" of our entire parks system, the park hosts many of the City's events, such as the annual Camas Egg Scramble, summer concerts and movies, and the CamTown Youth Festival. However, at the core, this is a family gathering spot for birthdays, reunions, picnics and play.

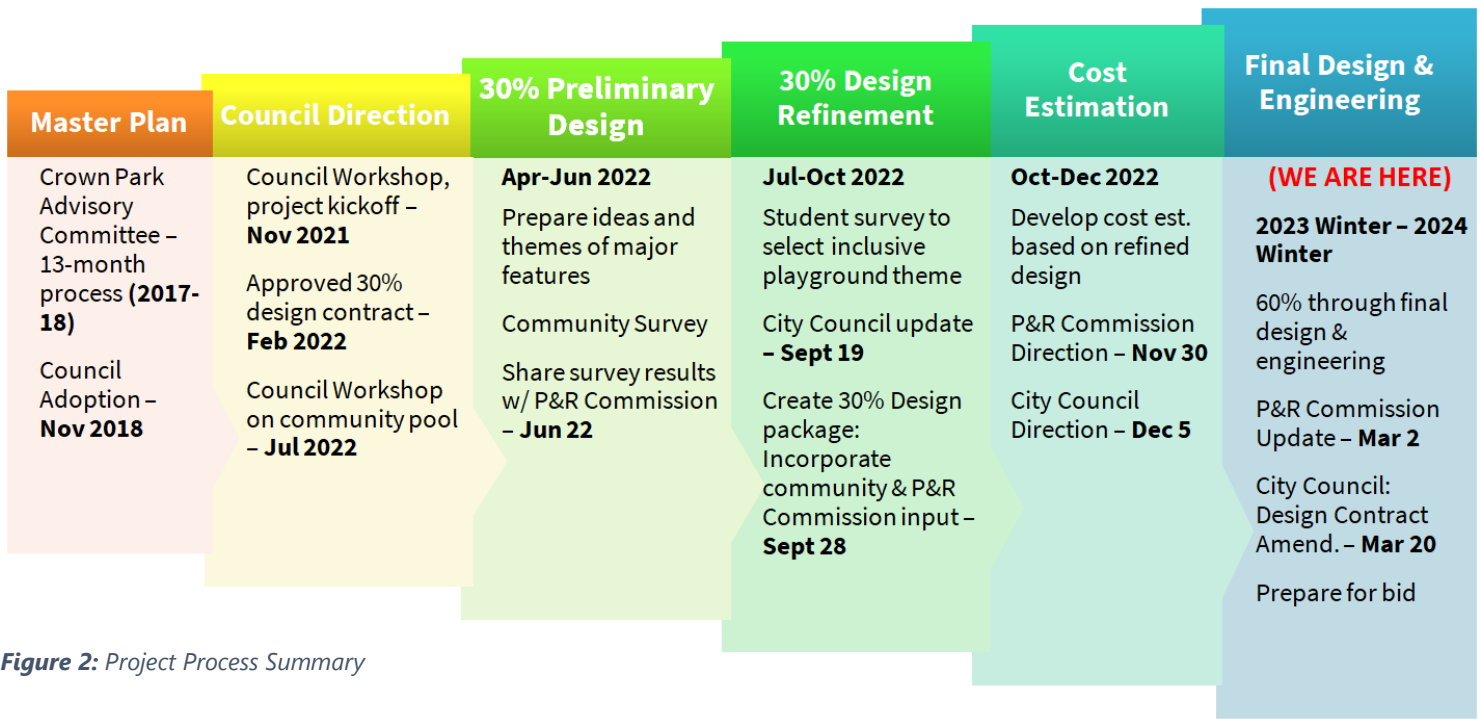
The 2018 Crown Park Master Plan (Master Plan) serves as a vision of the park for the next generation of users and is used as a framework to guide future funding decisions. Over a 13-month design process, the Crown Park Public Advisory Committee provided feedback and direction to the project. In addition, a Technical Advisory Committee and the Parks and Recreation Commission (Commission) were involved every step of the way, along with an extensive public engagement process. The Commission reviewed the final Master Plan report Oct. 24, 2018; and on Nov.5, 2018, Council adopted the Master Plan which includes the following park features:

- Interactive water feature
- Inclusive playground
- Permanent restrooms
- Outdoor amphitheater
- Sports court
- New ADA accessible pathways
- Access improvements to Scout Hall
- Flexible lawn space
- New site furnishings
- Upgraded irrigation system
- Stormwater management gardens and updated plantings



**Figure 1:** Park location map

At the November 15, 2021, Council Workshop, Council provided direction to implementation the Master Plan (Project). Below is an overview of the Project's process since adoption of the Master Plan.



**Figure 2:** Project Process Summary

**SUMMARY:** On Feb. 22, 2022, Project implementation kicked off with Council approval of the GreenWorks, PC Professional Services Agreement (PSA) for 30% design and engineering. In fall 2022, at no additional cost, PSA Amendment #1 was executed to add a subconsultant to help with inclusive playground equipment design. Last month, Amendment #2 was executed to extend the current contract expiration date to provide time for staff to get approval from Council for this PSA Amendment #3 (Amendment 3). The attached Amendment 3 with GreenWorks, PC, will allow staff to advance the project through construction documentation, permitting and bidding, and construction.

Staff is seeking Council approval of this Amendment 3 in the amount of \$383,657.11 to be dispersed through the end of Dec. 2024 to GreenWorks, PC, as work is completed. The proposed services and the associated costs are summarized below:

Base Fee	\$306,748
Optional Contingency Tasks	\$76,909
<b>TOTAL FEES (Not to Exceed)</b>	<b>\$383,657</b>

**BENEFITS TO THE COMMUNITY:** The park is located in a residential neighborhood on the north side of downtown Camas. Crown Park improvements will be the first of its kind in Camas, and the surrounding communities. Currently, there is no other interactive water feature within 14 miles of the site. The closest is located in downtown Vancouver; and the closest inclusive play facility is within 13 miles of the site in Portland. The park is at the heart of the city, and within walking distance to the charming downtown commercial corridor (i.e. our main street), the Camas Public Library, an elementary school, a middle school and a high school. The rejuvenation of this park sustains commercial/retail vitality for our main street and adds to quality of life for residents and businesses. This is also the community's gathering space, our outdoor living room, our "Crown jewel." The new and upgraded amenities listed in this Project will provide accessibility and play opportunities for all ages and abilities - serving not only Camas but the broader east county community.

According to Census tract data in the community surrounding Crown Park, this site is deficient in two of the five demographic and health categories identified in the Recreation & Conservation Office grant application:

1. Body mass index
2. Person of Color
3. Median Household Income
4. Mortality Rate
5. Disability

Compared to State averages, this area has a lower median household income and a higher mortality rate. Studies show that low-income communities are more frequently located in areas with limited access to quality parks and open spaces. They also frequently face significant health disparities which contributes to a much higher obesity and mortality rate. The improvements to this park add recreational opportunities for people of all ages and abilities to help improve the community's health and well-being.

This Project meets the following City adopted plans:

Camas 2035 Comprehensive Plan

Citywide Land Use Goal - LU-1.4:

- Ensure that park and recreation opportunities are distributed equitably throughout the City and work to achieve park and continuous trail corridors from Green Mountain to the Columbia River.

2022 Parks, Recreation and Open Space (PROS) Plan

STEWARDSHIP OF LAND, PARKS & PROGRAMS:

Goal: Enhance parks and trails amenities.



- Action: Refresh existing legacy parks with new features to reflect current community desires, such as Crown Park.

**PLAN FOR & FILL KNOWN SYSTEM GAPS:**

Goal: Design new parks, trails & amenities with environment, safety & accessibility in mind.

- Action: Design and maintain parks and facilities to offer universal accessibility for residents of all physical abilities, skill levels and age; at a minimal in compliance with the Americans with Disabilities Act (ADA) Standards for Accessible Design

Goal: Enhance outdoor recreation opportunities.

- Action: Prioritize implementation of existing master plans with consideration for service gap delivery and available financial resources.
- Action: Add new unique park amenities to the system such as nature play area, a splash pad, a bike skills pump track, and all-inclusive playgrounds.

2022 Camas PROS Plan Capital Facilities Plan

Crown Park: Park development per site master plan (Listed as top priority project in the next 2-3 years)

**POTENTIAL CHALLENGES:** Construction cost escalation and inflation has been an issue for all capital projects over the last several years. While prices have seemed to balance out, it is difficult to predict the market a year out. Value engineering packages will be prepared during the final design process to be prepared for cost reduction measures as needed, in order to meet available construction funding at the time of bidding.

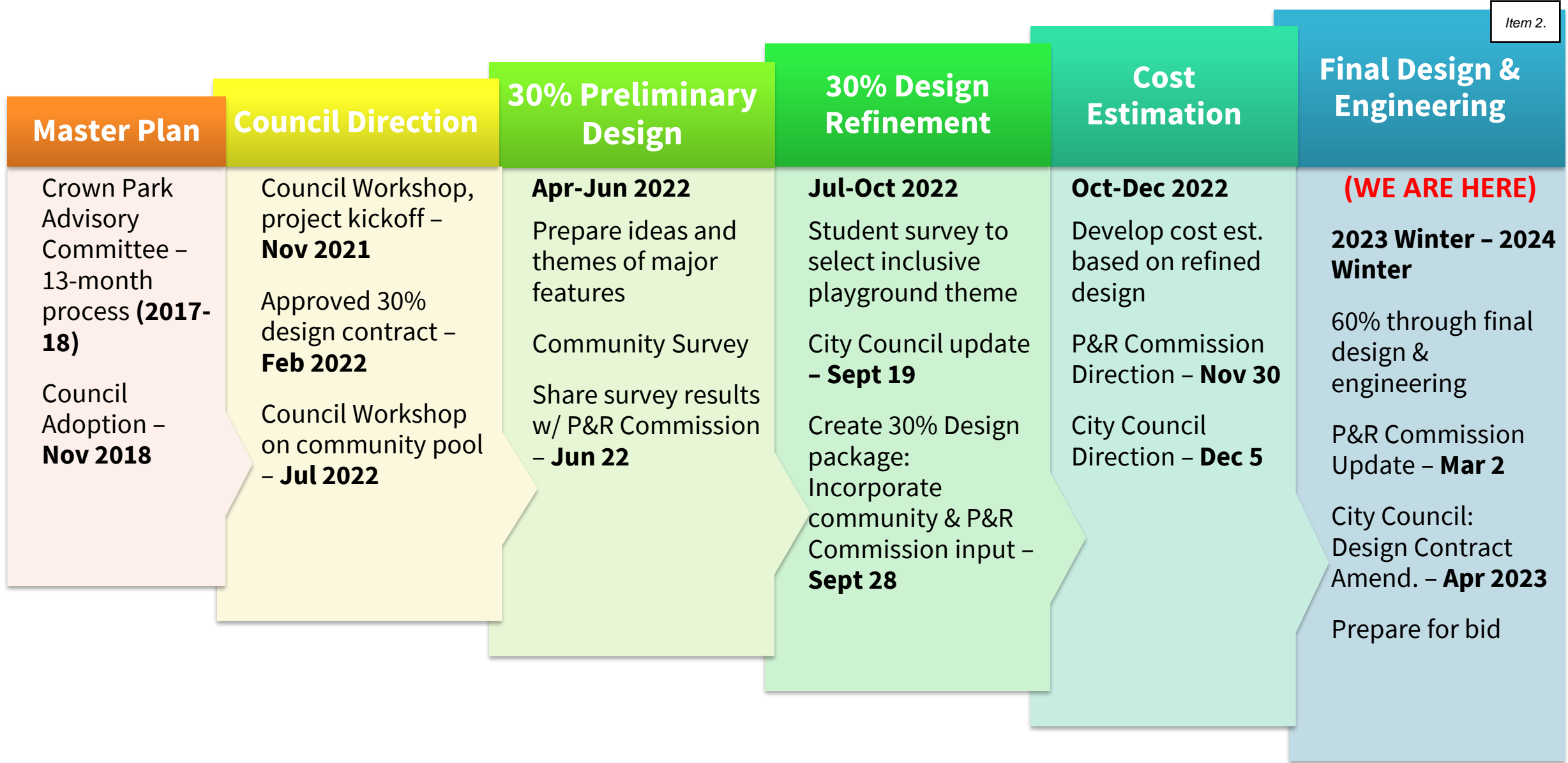
**BUDGET IMPACT:** This PSA Amendment 3 for Crown Park is funded in the FY 2023-2024 Parks Capital Budget.

**RECOMMENDATION:** Staff recommends this item be placed on the April 17, 2023 Council Regular Meeting consent agenda for Council's consideration and approval.

# Crown Park Improvements

- Process Overview & Recap
- Value Engineering Options
- Design Recommendation
- Next Steps









KEYNOTES			
① BENCH, TYP.	⑦ PLAYGROUND	⑬ EXISTING MONUMENT SIGN	⑲ STORMWATER PLANTER, TYP.
② RESTROOM	⑧ 6' CONCRETE PATH	⑭ PICNIC TABLE, TYP.	⑳ BIOSWALE AREA, TYP.
③ WATER FEATURE	⑨ 12' CONCRETE PATH	⑮ GRAVEL PATH	㉑ ADA PARKING
④ PICNIC SHELTER	⑩ EXISTING PICNIC SHELTER	⑯ LIGHT, TYP.	
⑤ AMPHITHEATER SEATING	⑪ SCOUT HALL	⑰ SPORT'S COURT	
⑥ ADA RAMP	⑫ OPEN LAWN	⑱ LOW UNDERSTORY PLANTING, TYP.	

Phase 1 – RCO grant request (\$500,000 pending)

	Full Park Master Plan Estimate (2021)	Full Park 30% Estimate (2022)	Variance
<b>HARD COSTS*</b>	<b>\$4,010,000</b>	<b>\$5,412,000</b>	<b>\$1,402,000</b>
Inflation (15%, 10% )	\$601,500	\$541,200	(\$60,300)
Contingency (25%, 20% )	\$1,002,500	\$1,082,400	\$79,900
<b>TOTAL HARD COST</b>	<b>\$5,614,000</b>	<b>\$7,035,600</b>	<b>\$1,421,600</b>
<b>SOFT COSTS</b>	<b>\$620,500</b>	<b>\$620,500</b>	<b>\$0</b>
<b>TOTAL PROJECT COST</b>	<b>\$ 6,234,500</b>	<b>\$ 7,656,100</b>	<b>\$ 1,421,600</b>

\* Includes Taxes, Mobilization, General Conditions (GC), GC Bond & Insurance, GC OH & Profit



## CROWN PARK IMPROVEMENTS - Value Engineering Options

3.08.23

	Full Park Master Plan Estimate (2021)	Full Park 30% Estimate (2022)	VE - Item 1 Recirculating System	VE - Item 2 Picnic Shelter	VE - Item 3 EWF for Turf Surfacing	VE - Item 4 Reduce Irrigation	VE - Item 5 Change Path to AC	VE - Item 6 Remove Sports Court	VE - Item 7 Remove ROW Improvements	VE - Item 8 Reduce Plantings by 1/2	VE - Item 9 Amphitheater	VE - Item 10 Seed Stormwater Planters	VE - Item 11 West Half of Park w/o Recirculating System	VE - Item 12 West Half w/ Recirculating System
<b>HARD COSTS</b>	\$ 4,010,000	\$ 5,412,000	\$ 5,098,000	\$ 5,314,000	\$ 5,133,000	\$ 5,097,000	\$ 5,259,000	\$ 5,318,000	\$ 5,352,000	\$ 5,289,000	\$ 5,340,000	\$ 5,381,000	\$ 4,073,000	\$ 4,388,000
Inflation (15%, 10%)	\$ 601,500	\$ 541,200	\$ 509,800	\$ 531,400	\$ 513,300	\$ 509,700	\$ 525,900	\$ 531,800	\$ 535,200	\$ 528,900	\$ 534,000	\$ 538,100	\$ 407,300	\$ 438,800
Contingency 25% at MP Level 20% at 30pct Level	\$ 1,002,500	\$ 1,082,400	\$ 1,019,600	\$ 1,062,800	\$ 1,026,600	\$ 1,019,400	\$ 1,051,800	\$ 1,063,600	\$ 1,070,400	\$ 1,057,800	\$ 1,068,000	\$ 1,076,200	\$ 814,600	\$ 877,600
<b>TOTAL HARD COST</b>	\$ 5,614,000	\$ 7,035,600	\$ 6,627,400	\$ 6,908,200	\$ 6,672,900	\$ 6,626,100	\$ 6,836,700	\$ 6,913,400	\$ 6,957,600	\$ 6,875,700	\$ 6,942,000	\$ 6,995,300	\$ 5,294,900	\$ 5,704,400
<b>SOFT COSTS</b>	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500	\$ 620,500
<b>TOTAL PROJECT COST</b>	\$ 6,234,500	\$ 7,656,100	\$ 7,247,900	\$ 7,528,700	\$ 7,293,400	\$ 7,246,600	\$ 7,457,200	\$ 7,533,900	\$ 7,578,100	\$ 7,496,200	\$ 7,562,500	\$ 7,615,800	\$ 5,915,400	\$ 6,324,900
<b>Savings:</b>			\$ 408,200	\$ 127,400	\$ 362,700	\$ 409,500	\$ 198,900	\$ 122,200	\$ 78,000	\$ 159,900	\$ 93,600	\$ 40,300	\$ 1,740,700	\$ 1,331,200

Savings  
Needed \$ 1,421,600

Sum of VE Items 1-10 \$ 2,000,700





KEYNOTES			
① BENCH, TYP.	⑦ PLAYGROUND	⑬ EXISTING MONUMENT SIGN	⑲ STORMWATER PLANTER, TYP.
② RESTROOM	⑧ 6' CONCRETE PATH	⑭ PICNIC TABLE, TYP.	⑳ BIOSWALE AREA, TYP.
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⑥ ADA RAMP	⑫ OPEN LAWN	⑱ LOW UNDERSTORY PLANTING, TYP.	

Design full park project and be ready to alignment bid package with available funding.

# Design Recommendation





# NEXT STEPS:

Amend 3 Base Fee	\$306,748
Optional Contingency Tasks (As needed tasks triggered by City)	\$76,909
<b>Amend 3 TOTAL FEES (Not to Exceed)</b>	<b>\$383,657</b>

Place GreenWorks, PC Professional Services Agreement Amendment #3 on the April 17, 2023 City Council consent agenda for consideration and approval.





**CITY OF CAMAS  
PROFESSIONAL SERVICES AGREEMENT  
Amendment No. 3**

**616 NE 4<sup>th</sup> Avenue  
Camas, WA 98607**

**Project No. P1007**

**CROWN PARK – ALL-PARK IMPROVEMENTS**

THIS AMENDMENT (“Amendment”) to Professional Services Agreement is made as of the 28 day of March, 2023, by and between the **City of Camas**, a municipal corporation, hereinafter referred to as "the City", and **GreenWorks, PC**, hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified. The City and Consultant may herinafter be referred to collectively as the “Parties.”

The Parties entered into an Original Agreement dated February 22, 2022, by which Consultant provides professional services in support of the Project identified above. Except as amended herein, the Original Agreement shall remain in full force and effect, for an amount not-to-exceed \$383,657.11.

1. Scope of Services. Consultant agrees to perform additional services as identified on **Exhibit “A”** (Amended Scope of Services) attached hereto, including the provision of all labor, materials, equipment, supplies and expenses.
  - a. ☐ Unchanged from Original/Previous Contract
2. Time for Performance. Consultant shall perform all services and provide all work product required pursuant to this Amendment by:
  - a. ☒ Extended to December 31, 2024
  - b. ☐ Unchanged from Original/Previous Contract date of March 31, 2023

Unless an additional extension of such time is granted in writing by the City, or the Agreement is terminated by the City in accordance with Section 18 of the Original Agreement.
3. Payment. Based on the Scope of Services and assumptions noted in **Exhibit “A”**, Consultant proposes to be compensated on a time and material basis per **Exhibit “C”** (Costs for Scope of Services) with a total estimated not to exceed fee of:
  - a. Previous not to exceed fee: \$112,503.46
  - b. Amendment No. 3 \$383,657.11
  - c. **Total: \$496,160.57**
  - d. Consultant billing rates:
    - ☒ Modification to Consultant Billing Rates per **Exhibit “B”** attached herein
    - ☐ Unchanged from Original Contract



4. Counterparts. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individual is duly authorized to execute and deliver this Agreement. This Agreement may be executed in any number of counter-parts, which counterparts shall collectively constitute the entire Agreement.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF CAMAS:

GREENWORKS, PC:

***Authorized Representative***

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT “A”  
AMENDED SCOPE OF SERVICES**



## EXHIBIT A: SCOPE OF WORK

March 22, 2023

Trang Lam  
Parks and Recreation Director  
City of Camas

Re: **Crown Park – All Park Improvements**  
Landscape Architectural Services Proposal

Dear Trang,

Thank you for the opportunity to continue working with the City of Camas. This project includes construction documentation for all the elements in the 2018 Crown Park Master Plan. We have put the following proposal together based on our knowledge of the project and conversations with you and Steve Wall, the City Public Works Director. The following is the consultant team assembled to perform the work:

### GreenWorks Consultant Team:

**GreenWorks (GW):** Prime Consultant and Landscape Architecture

**Wallis Engineering (WE):** Civil Engineering

**Water Technology, Inc. (WTI):** Water Feature Consultant

**R&W Engineering (R&W):** Electrical and Lighting Design

**Morgan Holen and Associates (MH):** Arborist

**DCW Cost Management:** Third Party Cost Estimating

We make the following proposal for your consideration and acceptance:

## PROPOSED SCOPE OF SERVICES

### TASK 1 CONSTRUCTION DOCUMENTS

#### 1.1 60, 90 and 100% Construction Documents

Based on feedback from the City, the Design Team will prepare 60, 90 and 100% Construction Documents for the entire park.. Each phase of documentation will include a QA/QC review process to check for accuracy and coordination between disciplines. The 100% Set will be used for development permits. Drawings will be prepared in AutoCAD and provided as PDFs for City review. Plans included in the Construction Documents and listed below.

**1.2 Stormwater Report**

The team's Civil Engineer, Wallis Engineering, will prepare a stormwater design and report based on the infiltration rates, proposed design, and City requirements. The Stormwater Report will be generated at the 60% level and updated at 90% and 100% for permitting.

**1.3 Cost Estimate**

Update cost estimate based on changes and detail added at the 60, 90 and 100% CD level.

**1.4 Design Team Meetings (3)**

Meet virtually with the Design Team for approximately one hour to review design direction and coordinate deliverables.

**1.5 Client Meetings (3)**

Meet virtually with the City Staff three times for approximately one hour each meeting during the process to review plan comments

**1.6 Client Check-in Meetings (8)**

Meet virtually with the City Staff up to eight times during construction documentation.

**1.7 Project Coordination**

This task includes general project coordination time for phone calls, emails, and project management throughout the duration of Task #1.

*Task 1 Deliverables: 60, 90, and 100% Construction Documents, Cost Estimate and Stormwater Report*

*Construction Documents to Include: Cover Sheet, Existing Conditions Plan, Erosion Control Plan and Details, Demolition/Tree Protection Plan, Site Plan, Layout Plan Enlargements (5), Grading Plan, Civil Utilities Plan and Details, Electrical Plan and Details, Site Details, Water Feature Piping Nozzles and Control Plans and Details, Water Feature Details, Playground Details, Technical Specifications; Plans, Details, and Specification for a recirculating system of the Water feature.*

**TASK 2 PERMITTING AND BIDDING ASSISTANCE****2.1 Permit Drawing Assistance**

Deliver electronic plans for Plan Review and prepare Building Permit Applications. This proposal assumes the 100% CDs shall be used for Permitting. Permitting includes Erosion Control, Building, Stormwater, and Department of Health (water feature). Plumbing and Traffic Control Permits will be deferred submittals by the contractor.

**2.2 Bid Set**

Update 100% CDs for bidding based on City Comments during permitting. The Design Team shall provide plans and technical specifications for bidding, the City shall provide the front end (Division 0 and Division 1) specifications for the Bid Documents.

**2.3 Pre-Bid Meeting**

Attend pre-bid meeting and answer questions as needed.

**2.4 Bid Clarifications**

Answer question from bidders and provide clarification drawings and addenda as needed during the bidding process.

*Task 2 Deliverables: 100% CDs and Stormwater Report, Permit Applications for Development Permits (Building, Stormwater, Erosion Control, Department of Health), Building Permit Applications, Bid Set of Plans and Technical Specifications*



### CONTINGENCY TASK 3: SERVICES DURING CONSTRUCTION

#### 3.1 Construction Observation

Participate in site visits with the contractor to generally review the progress of construction and to visually inspect the work completed is consistent with the intent of the contract documents within our scope of work. This proposal assumes the following number of visits per team member:

GreenWorks: 12

Wallis Engineering: 5

R&W Engineering: 3

WTI: 2

#### 3.2 Requests for Information (RFI)

Review and respond up to 10 project RFIs from contractor.

#### 3.3 Submittal Review and Response

Review all contractor submittal and shop drawings and provide responses.

#### 3.4 Change Order and Pay Apps

Assist in reviewing contractor change order and monthly pay applications.

#### 3.5 Punch List

Participate in one final punch list walk-through to document items that are not complete per the drawings and specifications. Prepare a list documenting those items.

#### 3.6 Record Drawings

Prepare Record Drawings based on revisions during construction and contractor as-builts. Files will be submitted electronically.

*Task 3: RFI responses, Submittal and Shop Drawing responses, Construction Observation Reports, Punch List, Record Drawings (PDF format).*

### CONTINGENCY TASKS 4: BID ALTERNATES

#### 4.1 Bid Alternates

The design team shall document bid alternates on the plans and prepare a separate specification and proposal section proposal to outline bid alternates. It is assumed bid alternates will be deductive alternates and documented on a single plan sheet identifying the alternate and work included and excluded in the alternate. Each Alternates savings will be identified in the cost estimate.

*Task 4 Deliverables: One Plan Sheet outlining Bid Alternates, Alternates Specification Section. Civil and Electrical Plan notes and outline for Bid Alternates. Cost Sheet for Alternates.*

### CONTINGENCY TASKS 5: THIRD PARTY COST ESTIMATING

#### 5.1 Third Party Cost Estimating

If desired, DCW will prepare third party cost estimates for the 60 and 90% CDs.

*Task5 Deliverables: 60 and 90% Cost Estimates*

## Assumptions

1. The Design is based on the 30% design prepared by the GreenWorks and subconsultants.
2. The Base fee assumes the splash pad will be a recirculating system.
3. No detailed traffic control plans are required for work in the Right of Way.
4. We assume the contractor will attain traffic control plans and permits and plumbing permits.
5. Permitting assistance is based on hours, if time surpasses the allotted time, the design team may require additional services.
6. Code development research will help inform the basis of work, but it is not a guarantee that the reviewing agency or agencies will interpret the development requirements with the same outcome.
7. Structural engineering necessary for design of walls, trellises, fences, and other landscape features is not included in this scope of work. All structures are assumed to be prefabricated and any stamped structural plans and calculations will be prepared by the fabricator.
8. Signage and wayfinding design are not included in this scope of work but could be added for additional services and fees.
9. GreenWorks, P.C. and it's team of subconsultants shall render their services as expeditiously as is consistent with professional skill and care.

## TERMS OF AGREEMENT

### Fee Schedule

Professional fees for the scope of work are as follows:

<b>Task 1 Construction Documents</b> .....	<b>\$267,711</b>
<b>Task 2 Permitting and Bidding Assistance</b> .....	<b>\$ 39,037</b>
<b>TOTAL BASE FEE</b> .....	<b>\$306,748</b>

This total base fee of **\$306,909** will be billed monthly on a time and materials (T&M) basis, not to exceed the total fee stated above, and includes reimbursable expenses.

### Contingency Tasks:

<b>Task 3 Construction Administration</b> .....	<b>\$ 57,702</b>
<b>Task 4 Bid Alternates</b> .....	<b>\$ 6,287</b>
<b>Task 5 Independent Cost Estimating</b> .....	<b>\$ 12,920</b>
<b>TOTAL CONTINGENCY FEE</b> .....	<b>\$ 76,909</b>

If accepted, this total contingency fee of **\$76,909** will be added to the base fee and billed on a time and materials (T&M) basis, not to exceed the total fee stated above, and includes reimbursable expenses.

### Hourly Rates

This proposal is based upon the hourly rates for the current calendar. If this proposal is accepted or work begun in the following calendar year, our fees will be revised to incorporate the billing rates then in effect. If work continues

into subsequent calendar years, we reserve the right to revise and update our fees. See Exhibit C for Hourly Rates and Exhibit B for Task and Fee Schedule.

**Reimbursable Expenses**

Project expenses such as mileage, delivery services, printing and reproductions, supplies, and communication will be billed at cost.

**Payment**

Invoices are payable upon receipt, and Client shall not back charge or withhold payment from Landscape Architect for any charges, costs or expenses without Landscape Architect's specific written consent. Invoices not paid within twenty (20) days are delinquent and shall bear interest at the rate of one and one-half percent (1.5%) per month, or the maximum amount allowed by law, whichever is less, until paid. In addition, Client shall pay Landscape Architect's reasonable costs incurred in collection of any delinquent amounts, including attorney fees and costs of preparing and filing liens, regardless of whether suit or action is instituted.

**Additional Work**

Client agrees to promptly notify Landscape Architect if Client's schedule or budget changes. Client acknowledges that significant changes to the Project or construction schedule or budget or to the Project's scope may require Additional Services of Landscape Architect. Fees for additional work, beyond the scope of work as outlined in this agreement, will be invoiced as provided above, or according to our regular rates in effect at the time. We will notify you before performing additional services. We will notify Client before performing any additional work.

**Plan Processing**

GreenWorks, P.C. will not be responsible for submittals to City or County agencies. GreenWorks, P.C. will cooperate with the person responsible for obtaining required permits.

**Contract Time Limit**

Client accepts this Contract by returning this Proposal signed below to Landscape Architect or by accepting any part of Landscape Architect's performance under this Proposal. Upon acceptance, Client agrees to be bound by the Terms and Conditions printed above. If acceptance fails to occur within 90 days of the date above, this Proposal will be void unless accepted by Landscape Architect. If this proposal meets with your approval, kindly return one signed copy to our office.

Sincerely,



**Ben Johnson, PLA, ASLA**

Associate Principal

GreenWorks, P.C.

503-222-5612 | [benj@greenworkspc.com](mailto:benj@greenworkspc.com)

**EXHIBIT “B”  
BILLING RATES**



## EXHIBIT B - HOURLY BILLING RATES

2023 Private Rates GreenWorks PC	
PRINCIPAL /TECHNICAL DIRECTOR	\$198.00
ASSOCIATE PRINCIPAL / PM	\$165.00
LANDSCAPE ARCHITECT IV	\$170.50
LANDSCAPE ARCHITECT III	\$154.00
SENIOR PROJECT MANAGER/LA III	\$143.00
LANDSCAPE ARCHITECT II	\$132.00
LANDSCAPE DESIGNER III	\$126.50
LANDSCAPE DESIGNER II	\$104.50
LANDSCAPE DESIGNER I	\$93.50
PROJECT ASSISTANT	\$88.00
PROJECT ASSISTANT II	\$104.50
PROJECT ASSISTANT III	\$150.00

## RATE SCHEDULE

Rate Schedule good through December 31, 2023

<u>Title</u>	<u>Range</u>	
Associate Engineer	\$157.47	\$157.47
Senior Engineer	\$214.25	\$214.25
Engineering Manager I - VI	\$184.25	\$211.03
Project Engineer I - IX	\$127.48	\$178.89
Staff Engineer I - IV	\$106.05	\$125.33
Engineering Intern I - III	\$65.34	\$72.84
Designer	\$124.26	\$149.97
Construction Manager	\$139.26	\$139.26
Inspector I - II	\$97.48	\$114.62
Technician I-IV	\$85.70	\$126.40
Administrative I – VI	\$51.42	\$115.69

These hourly rates include in-house office expenses, photocopying, and other incidental items. Mileage will be reimbursed at the current standard IRS rate. Outside expenses will be billed at cost plus 10%.

## 2023 HOURLY BILLING RATES

PRINCIPAL _____	\$220.00/hr
PROJECT MANAGER _____	\$195.00/hr
SENIOR ENGINEER II _____	\$180.00/hr
SENIOR ENGINEER I _____	\$145.00/hr
ENGINEER _____	\$132.00/hr
SENIOR TECHNICIAN II _____	\$140.00/hr
SENIOR TECHNICIAN I _____	\$115.00/hr
TECHNICIAN/DESIGNER _____	\$100.00/hr
PROJECT SUPPORT _____	\$85.00/hr
CLERICAL _____	\$57.00/hr
MILEAGE _____	IRS ALLOWABLE EXPENSES PLUS 10%
OTHER EXPENSES _____	COST PLUS 10%

Expires: December 31, 2023

# WTI Professional Hourly Rates

March 23, 2023

Water Technology, Inc. (WT) hourly billing rates are provided below in USD and are valid for a period of twelve months.

Principal/Director	\$250.00
Project Manager/Engineer	\$185.00
Creative Studio	\$160.00
Project Design	\$145.00
Mechanical Design	\$170.00
Technical Design	\$105.00
Administrative	\$75.00





2023 Hourly Rates

Morgan Holen and Associates

Morgan Holen, Consulting Arborist: \$165/hr

**EXHIBIT “C”**  
**COSTS FOR AMENDED SCOPE OF SERVICES**

		GreenWorks, PC				Wallis Engineering					R&W				WTI				Morgan Holen	DCW						
Role:		PIC/DIR	PM/Assoc PIC	LD III	PA II	PIC/QA (JV)	PM (DB)	EIT (JH)	CAD (CK)	Admin (EK)	SrEngr2	SrEng1	SrTech2	Project Support	PIC	PM/Eng	Mchncl	Tech	Arborist	Cost Estimating	Cost by Task					
Hourly Rate:		Hours (\$198/hr)	Hours (\$165/hr)	Hours (\$126.5/hr)	Hours (\$150/hr)	Hours (\$157.47/hr)	Hours (\$199.25/hr)	Hours (\$125.34/hr)	Hours (\$126.4/hr)	Hours (\$104.98/hr)	Hours (\$180/hr)	Hours (\$145/hr)	Hours (\$140/hr)	Hours (\$85/hr)	Hours (\$250/hr)	Hours (\$185/hr)	Hours (\$170/hr)	Hours (\$105/hr)	Hours (\$165/hr)	Fee	Including expenses					
1		CONSTRUCTION DOCUMENTS				57	350	668	8		9	43	132	96	8	14	46	92	68	9	48	100	30	24	0	\$267,711.04
1.1		60% Construction Documents				16																				
		Cover Sheet		1	8																					
		Existing Conditions Plan																								
		Erosion Control Plan and Details					1	2	4																	
		Demolition / Tree Portection Plan		4	12																			8		
		Site Plan		4	16																					
		Layout Plan		4	16																					
		Plan Enlargements (5)		12	40																					
		Grading Plan		12	40																					
		Civil Utilities Plan					2	8	10																	
		Civil Utility Details					1	2	4																	
		Civil Offsite Improvements					1	8	8																	
		Electrical Plan										12	32	24												
		Electrical Details										6	16	12												
		Planting Plan		8	40																					
		Irrigation Plan		8	40																					
		Site Details		8	24																					
		Water Feature Piping, Nozzling, and Control Plan		2	8																					
		Water Feature - Recirculating Equipment Details		4												1	4	12	4							
		Water Feature Hardscape Details		8	24											1	4	16	4							
		Playground Details		16	24																					
		Specifications	1	20			4	4		1	4						2							4		
	1.2	Stormwater Report						4	35	12	3															
	1.3	60% Cost Estimate	4	8	24	1	1	2				6				1	1									
	1.4	90% Construction Documents				16																				
		Cover Sheet			4																					
		Existing Conditions Plan																								
		Erosion Control Plan and Details						1	2															6		
		Demolition / Tree Portection Plan		1	8																					
		Site Plan		2	16																					
		Layout Plan		2	24																					
		Plan Enlargements (3)		24	40																					
		Grading Plan		12	24																					
		Civil Utilities Plan					1	4	8	10																
		Civil Utility Details						1	4	4																
		Civil Offsite Improvements						2	8	8																
		Electrical Plan										8	20	12												
		Electrical Details										2	8	8												
		Planting Plan		2	32																					
		Irrigation Plan		4	32																					
		Site Details		4	16																					
		Water Feature Piping, Nozzling, and Control Plan		2	4											1	8	20	6							
		Water Feature - Recirculating Equipment Details		2												1	8	40	8							
		Water Feature Hardscape Details		4	16																					
		Playground Details		8	16																					
		Specifications		30			1	2	4		1	4					8							2		
	1.5	Stormwater Report					1	2	10	8	2															
	1.6	90% Cost Estimate	2	8	16	1	1	4				4				1	2									
	1.7	100% Construction Documents				12																				
		Cover Sheet			2																					
		Existing Conditions Plan																								
		Erosion Control Plan																								
		Demolition / Tree Portection Plan		1	8			1	4															4		
		Site Plan		2	16																					
		Plan Enlargements (5)		4	16																					
		Grading Plan		4	16																					
		Civil Utilities Plan					1	4	5	10																
		Civil Utility Details							4	4																
		Civil Offsite Improvements						8	8																	
		Electrical Plan						2				4	12	8												
		Electrical Details										2	4	4												
		Planting Plan		1	8																					
		Irrigation Plan		1	8																					
		Site Details		2	8																					
		Water Feature Piping, Nozzling, and Control Plan		2													4	4	4							
		Water Feature - Recirculating Equipment Details		1													4	8	4							
		Water Feature Hardscape Details		2	8																					
		Playground Details		2	8																					
		Specifications		20			1	2	4		1	2					2									
	1.8	100% Cost Estimate	1	4	8	1	1	4		1						1	1									
	1.9	Design Team Meetings (3)	2	6	6			3	3			4														
	1.10	City Review Meetings (3)	2	6				3	3																	
	1.11	City Check-in Meetings (8)		8																						
	1.12	Project Coordination		60	8		2																			
2		PERMITTING AND BIDDING ASSISTANCE				3	72	44	2	0	18	29	8	2	0	8	20	16	2	20	6	0	0	0	0	\$39,037.08
	2.1	Permitting Assistance	1	24	8			16	16							1	16									
	2.2	Bid Set Preparation	1	16	20			2	8	4	1		4	12	12	1	4	6								
	2.3	Bidding Assistance																								

	Individual Totals (Hours)	66	476	816	10	10	99	209	104	10	14	84	148	84	13	89	142	30	48	12920
	Firm Totals (cost)			\$196,332.00					\$61,691.91					\$42,560.00				\$47,005.00	\$7,920.00	\$12,920.00
2%	Reimbursable Expenses			\$3,926.64					\$1,233.84					\$851.20				\$940.10	\$158.40	
5%	Subconsultant Management			\$8,118.02																
	Consultant Total Fee			\$208,376.66					\$62,925.75					\$43,411.20				\$47,945.10	\$8,078.40	\$12,920.00
	TOTAL FEE																			\$383,657.11

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## Staff Report

April 3, 2023 Council Workshop Meeting

Ordinance No. 22-024 Establishing 2% Utility Tax on City-Owned Utilities Discussion

Presenter: Doug Quinn, City Administrator

Time Estimate: 5 minutes

Phone	Email
360.834.6864	dquinn@cityofcamas.us

**BACKGROUND:** This agenda item is to provide an update to the City Council on Ordinance No. 22-024 which established a 2% utility tax on City-owned utilities.

### SUMMARY:

Ordinance 22-024 established a 2% utility tax on City of Camas water, sewer, solid waste, and stormwater utilities to start January, 2023. This tax is estimated to generate approximately \$1,051,119 over the 2023-2024 biennium or approximately \$500,000 a year. As an example of the impact to a variety of customers, a table below calculates the potential impact:

### 2% Utility Tax Scenarios

City Utilities	Residence 1			Residence 2			Residence 3		
	Bi-monthly	2% Util Tax	Bi-Monthly Total	Bi-monthly	2% Util Tax	Bi-Monthly Total	Bi-monthly	2% Util Tax	Bi-Monthly Total
Water	\$ 144.50	\$ 2.89	\$ 147.39	\$ 74.90	\$ 1.50	\$ 76.40	\$ 316.18	\$ 6.32	\$ 322.50
Sewer	\$ 142.12	\$ 2.84	\$ 144.96	\$ 82.06	\$ 1.64	\$ 83.70	\$ 283.69	\$ 5.67	\$ 289.36
Garbage	\$ 43.10	\$ 0.86	\$ 43.96	\$ 29.30	\$ 0.59	\$ 29.89	\$ 33.90	\$ 0.68	\$ 34.58
Stormwater	\$ 26.32	\$ 0.53	\$ 26.85	\$ 26.32	\$ 0.53	\$ 26.85	\$ 26.32	\$ 0.53	\$ 26.85
<b>Total</b>	\$ 356.04	\$ 7.12	\$ 363.16	\$ 212.58	\$ 4.25	\$ 216.83	\$ 660.09	\$ 13.20	\$ 673.29
<b>Annualized</b>	<b>\$ 2,136.24</b>	<b>\$ 42.72</b>	<b>\$ 2,178.96</b>	<b>\$ 1,275.48</b>	<b>\$ 25.51</b>	<b>\$ 1,300.99</b>	<b>\$ 3,960.54</b>	<b>\$ 79.21</b>	<b>\$ 4,039.75</b>

Ordinance 22-024 also provides for utility tax assistance program in the form of a rebate and a sunset clause to end at the end of the biennium or the formation of a Regional Fire Authority whichever is first.

On January 10, 2023, the special referendum petitions were delivered to the City. Upon review by the City, the petition was denied due to insufficient documentation as prescribed by law. The petitioners filed a lawsuit against the City and Clark County to allow the referendum process to proceed in which they prevailed. The petitions were delivered to Clark County Election Office to review for sufficient valid signatures which would allow the utility tax to be considered by City voters in an election in November. The City subsequently paused on collecting the utility tax until the County verified signatures.



The City was notified by Clark County that the referendum did not have a sufficient number of signatures.

**BENEFITS TO THE COMMUNITY:** This ordinance provides diversification of the City's revenues similar to the City's neighboring jurisdictions, as well as bridge funding the gap between General Fund revenues and new funding driven by increased staffing needs of the CWFD.

**POTENTIAL CHALLENGES:** Utility customers will see higher utility bills but there are current options available to mitigate the impact on low-income households. The other challenge is the sunset provision of the ordinance which makes it difficult to use the utility tax revenues for ongoing expenditures.

**BUDGET IMPACT:** This funding was incorporated into the 2023-2024 Budget for \$1.1 million.

**RECOMMENDATION:** This agenda item is to update the City Council on the current status of the utility tax.