



City Council Regular Meeting Agenda Monday, April 01, 2024, 7:00 PM Council Chambers, 616 NE 4th AVE

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 and click "Watch Livestream" (left on page)

To participate in the meeting (able to public comment)

- go to <https://us06web.zoom.us/j/87048645195>

(public comments may be submitted to publiccomments@cityofcamas.us)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS

This is the public's opportunity to comment about any item on the agenda, including items up for final Council action.

CONSENT AGENDA

NOTE: Consent Agenda items may be removed for general discussion or action.

1. [March 18, 2024 Camas City Council Regular and Workshop Meeting Minutes](#)
2. [\\$1,614,621 PSA with Carollo Engineers, Inc., Camas Water System PFAS Evaluation and Well 13 PFAS Treatment Design](#)
[\(Submitted by Rob Charles, Utilities Manager\)](#)
3. [\\$7,632,975.00 Tapani Inc. Lower Prune Hill Booster Station & Reservoir 1 Improvements Bid Award with up to 10% change order authorization](#)
[\(Submitted by James E. Carothers, Engineering Manager\)](#)
4. [Professional Service Agreement Amendment 2, Greenworks PC, for South Lacamas Creek Trailhead Improvements](#)
[\(Submitted by Trang Lam, Parks & Recreation Director\)](#)

NON-AGENDA ITEMS

5. Staff

6. Council

MAYOR

7. [Child Abuse Prevention Month Proclamation](#)
8. [National Community Development Week Proclamation](#)
9. [National Library Week Proclamation](#)
10. Mayor Announcements

MEETING ITEMS

11. [Public Hearing - Ordinance No. 24-005 Complete Streets Policy](#)
[Presenter: James Carothers, Engineering Manager](#)
[Time Estimate: 10 minutes](#)
12. [Crown Park Improvements – Bid Package](#)
[Presenter: Trang K. Lam, Parks & Recreation Director](#)
[Time Estimate: 5 minutes](#)
13. [Public Hearing and Consideration for Ordinance 24-004 Spring Omnibus Budget](#)
[Presenter: Cathy Huber Nickerson, Finance Director and Debra Brooks, Financial Analyst](#)
[Time Estimate: 5 minutes](#)
14. [Resolution 24-006 Update 2024 Fee Schedule](#)
[Presenter: Cathy Huber Nickerson, Finance Director and Debra Brooks, Financial Analyst](#)
[Time Estimate: 5 minutes](#)

PUBLIC COMMENTS

CLOSE OF MEETING



City Council Workshop Meeting Minutes_Draft
Monday, March 18, 2024, 4:30 PM
Council Chambers, 616 NE 4th AVE

NOTE: Please see published Agenda Packet for all item file attachments

CALL TO ORDER

Mayor Hogan called the meeting to order at 4:30 p.m.

ROLL CALL

Present: Council Members Tim Hein, Leslie Lewallen, Bonnie Carter, Jennifer Senescu,
Remote: Council Members John Nohr and John Svilarich,
Excused: Council Member Boerke was excused
Staff: Sydney Baker, Carrie Davis, Cliff Free, Jennifer Gorsuch, Jude Grounds, Cathy Huber Nickerson, Michelle Jackson, Tina Jones, Trang Lam, Robert Maul, Alan Peters, Doug Quinn, Ron Schumacher, Heidi Steffensen, Madeline Sutherland, Matt Thorup, Connie Urquhart, and Steve Wall

Kelly Moyer, Camas-Washougal Post Record (joined at 4:30 p.m.)

PUBLIC COMMENTS

No one from the public wished to speak.

WORKSHOP TOPICS

1. Professional Services Agreement with Carollo Engineers for Water System Per- and Polyfluorinated Substances (PFAS) Evaluation and Well 13 Treatment Design
Presenter: Steve Wall, Public Works Director

This item will be placed on the April 1, 2024 Regular Council Meeting Consent Agenda for Council's consideration.

2. Lacamas Lake Treatment 2024 Scope of Work
Presenter: Steve Wall, Public Works Director

This item will be placed on the April 1, 2024 Regular Council Meeting Consent Agenda for Council's consideration.

3. Accessory Dwelling Unit Code Amendments
Presenter: Alan Peters, Community Development Director and Madeline Sutherland, Planner

Staff requested further direction from Council on this item.

The Council requested updated recommendations from Peters at the April 1, 2024, Council Workshop Meeting.

4. Our Camas 2045 Comprehensive Plan Update – Population and Employment Allocations

Presenter: Alan Peters, Community Development Director

This item was for Council's information only.

5. Public Pool Conversation

Presenter: Trang K. Lam, Parks & Recreation Director

Staff requested further direction from Council on this item.

Council requested Director Lam provide them with a decision package for the 2025-2026 biennium budget process.

6. Staff Miscellaneous Updates

Presenter: Doug Quinn, City Administrator

Quinn had no updates for Council,

COUNCIL COMMENTS AND REPORTS

Due to time constraints, Council comments and reports were moved to the Regular Meeting.

PUBLIC COMMENTS

No one from the public wished to speak.

CLOSE OF MEETING

The meeting closed at 6:30 p.m.



City Council Regular Meeting Minutes_Draft
Monday, March 18, 2024, 7:00 PM
Council Chambers, 616 NE 4th AVE

NOTE: Please see the published Agenda Packet for all item file attachments

CALL TO ORDER

Mayor Hogan called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Leslie Lewallen, Bonnie Carter, Jennifer Senescu, Tim Hein

Remote: Council Members John Nohr and John Svilarich

Excused: Council Member Boerke was excused

Staff: Sydney Baker, Debra Brooks, James Carothers, Carrie Davis, Cliff Free, Jennifer Gorsuch, Jude Grounds, Cathy Huber Nickerson, Michelle Jackson, Tina Jones, Trang Lam, Robert Maul, Alan Peters, Doug Quinn, Bryan Rachal, Ron Schumacher, Brian Smith, Heidi Steffensen, Matt Thorup, Connie Urquhart, and Steve Wall

Press: Kelly Moyer, Camas-Washougal Post Record (joined at 7:05 p.m.)

PUBLIC COMMENTS

Karin Nosrati, Camas, commented about a proposed gas station.

Kristen Price, Camas, commented about a proposed gas station.

Randy Nelson, Camas, commented about a proposed gas station.

Heidi Parker, Camas, commented about a proposed gas station.

Russell Wegner, Camas, commented about a proposed gas station.

CONSENT AGENDA

NOTE: Consent Agenda items may be removed for general discussion or action.

1. February 20, 2024 Camas City Council Regular and Workshop Meeting Minutes
2. \$1,092,652.80 Automated Clearing House, Deposits Numbered 700525-700564, Claim Checks Numbered 157161-157288 Approved by Finance Committee

3. \$40,000 AKS Engineering Professional Services Agreement for Forest Management Plan Update
(Submitted by Rob Charles, Utilities)
4. \$62,183.52 MacKay Sposito NW Lake Road and Sierra Street Intersection Improvements Professional Services Agreement Amendment 1
(Submitted by James Carothers)
5. Ward Map Update
(Submitted by Doug Quinn, City Administrator)
6. \$346,505.60 S&B, Inc. Lower Prune Hill Reservoir and Booster Station Instrumentation and Controls Purchase
(Submitted by James Carothers, Engineering Manager)
7. Interlocal Agreement between Clark County and the Cities of Vancouver, Washougal and Camas forming the Southwest Region Opioid Abatement Council
(Submitted by Cathy Huber Nickerson, Finance Director)
8. \$121,098.08 for January 2024 Emergency Medical Services (EMS) Write-off Billings for Monthly Uncollectable Balance of Medicare and Medicaid Accounts.
(Submitted by Cathy Huber Nickerson, Finance Director)
9. \$118,144.60 for February 2024 Emergency Medical Services (EMS) Write-off Billings for Monthly Uncollectable Balance of Medicare and Medicaid Accounts.
(Submitted by Cathy Huber Nickerson, Finance Director)

Senescu requested her comments from the March 4, 2024, Workshop Meeting in support of the “do nothing option” for Consent Agenda item 4 be noted on the record.

It was moved by Hein and seconded, to approve the Consent Agenda. The motion carried unanimously.

Due to time constraints, Council Comments and Reports from the Workshop Meeting Agenda were moved to the Regular Meeting Agenda.

COUNCIL COMMENTS AND REPORTS

Council Member Svilarich commented on the Climate Action Committee meeting.

Council Member Nohr had no updates.

Council Member Carter commented on the Finance Committee meeting, The Regional Fire Authority Planning Committee meeting, the Camas Washougal Port meeting, and the Our Camas 2045 Citizens Advisory Committee meeting.

Council Member Hein commented on the Fireworks sub-committee presentation scheduled for the April 1, 2024, Workshop Meeting, citizen comments regarding homeless concerns, parking concerns, and trail congestion, and thanked staff for providing detailed information on the proposed gas station and church demolition project.

Council Member Senescu had no updates.

Council Member Lewallen commented on citizen concerns about the proposed gas station, the airport annexation, and fireworks, shared that a Camas High School student has been shadowing her to learn more about local politics, and praised Washougal Council Member Tia Robertson for participating in the Fire Ops 101 training.

NON-AGENDA ITEMS

10. Staff

There were no items from the staff.

11. Council

There were no items from the Council.

MAYOR

12. Mayor Announcements

Mayor Hogan had no announcements.

13. 2024 Citizen Appointment - Parking Advisory Committee

It was moved by Carter and seconded, to approve the Mayor's 2024 Citizen Appointment to the Parking Advisory Committee. The motion carried unanimously.

MEETING ITEMS

14. Public Hearing for Ordinance 24-004 Spring Omnibus Budget
Presenter: Debra Brooks, Financial Analyst and Cathy Huber Nickerson, Finance Director

Director Huber-Nickerson introduced Police Chief Tina Jones to discuss unanticipated fees related to public records requests.

Chief Jones commented on the estimated cost of providing body camera footage for public records requests. This item was for Council's consideration at the April 1, 2024 Regular Meeting.

Debra commented on two other unanticipated fees, backflow, and library damage fee for Council's consideration at the April 1, 2024 Regular Meeting and requested Council open a public hearing for Ordinance N0. 24-004, which amends the City of Camas' 2024 budget.

Public hearing opened at 7:35 p.m.

No one from the public wished to comment.

The hearing remains open until the April 1, 2024, Regular Meeting, when it will be closed, and the Council will be asked to consider approving Ordinance No. 24-004.

15. Camas Downtown Headquarters Station 41 and Bond Levy Presentation
Presenter: Fire Chief Cliff Free and Cathy Huber Nickerson, Finance Director

This item will be brought to the April 1, 2024 Council Workshop Meeting for further discussion.

PUBLIC COMMENTS

Karin Nosrati, Camas, commented about a proposed gas station.

EXECUTIVE SESSION

16. Executive Session - Topic: Property Acquisition (RCW 42.30.110)

The Council entered Executive Session at 8:04 p.m. for 15 minutes.

The meeting resumed at 8:19 p.m.

CLOSE OF MEETING

The meeting closed at 8:19 p.m.



CITY OF CAMAS PROFESSIONAL SERVICES AGREEMENT

616 NE 4th Avenue
Camas, WA 98607

PROJECT NO. TBD

Camas Water System PFAS Evaluation and Well 13 PFAS Treatment Design

THIS AGREEMENT is entered into between the City of Camas, a municipal corporation, hereinafter referred to as "the City", and Carollo Engineers, Inc, hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified.

1. Project Designation. The Consultant is retained by the City to perform professional services in connection with the project designated as the Camas Water System PFA Evaluation and Well 13 PFAS Treatment Design.
2. Scope of Services. Consultant agrees to perform the services, identified on Exhibit "A" attached hereto, including the provision of all labor, materials, equipment, supplies and expenses.
3. Time for Performance. Consultant shall perform all services and provide all work product required pursuant to this agreement by no later than December 26, 2026, unless an 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 this Agreement.
4. Payment. The Consultant shall be paid by the City for completed work and for services rendered for an amount not to exceed \$1,614,621 under this agreement as follows:
 - a. Payment for the work provided by Consultant shall be made as provided on Exhibit "B" attached hereto, provided that the total amount of payment to Consultant shall not exceed the amounts for each task identified in Exhibit "A" (Scope of Services) inclusive of labor, materials, equipment supplies and expenses. Billing rates as identified in Exhibit "C".
 - b. The Consultant may submit vouchers to the City once per month during the progress of the work for payment for project completed to date. Vouchers submitted shall include the Project Number designated by the City and noted on this agreement. Such vouchers will be checked by the City, and upon approval thereof, payment will be made to the Consultant in the amount approved within thirty (30) days of receipt. Payment to the Consultant of partial estimates, final estimates, and retained percentages shall be subject to controlling laws.
 - c. Final payment of any balance due the Consultant of the total contract price earned will be made promptly upon its ascertainment and verification by the City after the completion of the work under this agreement and its acceptance by the City.
 - d. Payment as provided in this section shall be full compensation for work performed, services rendered and for all materials, supplies, equipment and incidentals necessary to complete the work.

- e. The Consultant's records and accounts pertaining to this agreement are to be kept available for inspection by representatives of the City and of the State of Washington for a period of three (3) years after final payment. Copies shall be made available upon request.

- 5. Ownership and Use of Documents. All documents, drawings, specifications, electronic copies and other materials produced by the Consultant hereinafter "Work Product" in connection with the services rendered under this Agreement shall be the property of the City whether the project for which they are made is executed or not. The Consultant shall be permitted to retain copies, including reproducible copies, of drawings and specifications for information, reference and use in connection with Consultant's endeavors. The City agrees, to the fullest extent permitted by law, to indemnify and hold the Consultant harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of any reuse or modification of the Work Product by the City or any person or entity that obtains the Work Product from or through the City.

All work product which may be produced or modified by the Consultant while performing the Services shall belong to the City, upon full payment of all monies owed to the Consultant under this agreement. Upon written notice by the City during the Term of this Agreement or upon the termination or cancellation of this Agreement, the Consultant shall deliver all copies of any such work product remaining in the possession of the Consultant to the City.

- 6. Compliance with Laws. Consultant shall, in performing the services contemplated by this agreement, faithfully observe and comply with all federal state and local laws, ordinances, and regulations, applicable to the services to be rendered under this agreement. Compliance shall include, but not limited to, 8 CFR Part 274a – Control of Employment of Aliens, § 274a.2 Verification of identity and employment authorization.
- 7. Indemnification. Consultant shall defend, indemnify and hold the City of Camas, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, to the extent caused by the negligent 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 and employees, the Consultant's liability, 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.

- 8. Consultant's Liability Insurance.
 - a. Insurance Term. The Consultant shall procure and maintain for the duration of this 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 the 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 types and coverage described below:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000.00 per accident. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000.00 each occurrence, \$2,000,000.00 general aggregate. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent Consultants and personal injury and advertising injury. The Public Entity shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the Public Entity using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.
3. Professional Liability insurance appropriate to the consultant's profession. Professional Liability insurance shall be written with limits no less than \$2,000,000.00 per claim and \$2,000,000.00 policy aggregate limit.
4. Workers' Compensation coverage as required by Industrial Insurance laws of the State of Washington.
5. Verification. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, showing the City of Camas as a named additional insured, evidencing the Automobile Liability and Commercial General Liability of the Consultant before commencement of the work.
- d. 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 to 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.
- e. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.
- f. Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.
- g. 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.
- h. 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 Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any 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.
9. Independent Consultant. The Consultant and the City agree that the Consultant is an independent Consultant with respect to the services provided pursuant to this agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto.

Neither Consultant nor any employee of Consultant shall be entitled to any benefits accorded City employees by virtue of the services provided under this Agreement. The City shall not be

responsible for withholding or otherwise deducting federal income tax or social security or for contributing to the state industrial insurance program, otherwise assuming the duties of an employer with respect to Consultant, or any employee of Consultant.

10. Covenant Against Contingent Fees. The Consultant warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this contract, and that he has 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 or making of this contract. For breach or violation of this warranty, the City shall have the right to annul this contract without liability or, in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
11. Discrimination Prohibited. During the performance of this Agreement, the Consultant, for itself, its assignees, and successors in interest agrees to comply with the following laws and regulations:
 - Title VI of the Civil Rights Act of 1964
(42 USC Chapter 21 Subchapter V Section 2000d through 2000d-4a)
 - Federal-aid Highway Act of 1973
(23 USC Chapter 3 Section 324)
 - Rehabilitation Act of 1973
(29 USC Chapter 16 Subchapter V Section 794)
 - Age Discrimination Act of 1975
(42 USC Chapter 76 Section 6101 et seq.)
 - Civil Rights Restoration Act of 1987
(Public Law 100-259)
 - Americans with Disabilities Act of 1990
(42 USC Chapter 126 Section 12101 et. seq.)
 - 49 CFR Part 21
 - 23 CFR Part 200
 - RCW 49.60.180

In relation to Title VI of the Civil Rights Act of 1964, the Consultant is bound by the provisions of Exhibit "D" attached hereto and by this reference made part of this Agreement, and shall include the attached Exhibit "D" in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

12. Confidentiality. The Consultant agrees that all materials containing confidential information received pursuant to this Agreement shall not be disclosed without the City's express written consent. Consultant agrees to provide the City with immediate written notification of any person seeking disclosure of any confidential information obtained for the City. The restrictions on the use and disclosure of the confidential information shall not apply to information which (a) was known to the Consultant before receipt of same from the City; or (b) becomes publicly known other than through the Consultant; or (c) is disclosed pursuant to the requirements of a governmental authority or judicial order, but only to the extent required to comply with the said requirements of the government authority or judicial order.
13. Work Product. All work product, including records, files, documents, plans, computer disks, magnetic media or material which may be produced or modified by the Contractor while performing the Services shall belong to the City, upon full payment of all monies owed to the Contractor under this agreement. Upon written notice by the City during the Term of this Agreement or upon the termination or cancellation of this Agreement, the Contractor shall deliver all copies of any such work product remaining in the possession of the Contractor to the City. Notwithstanding the foregoing, the Consultant shall be entitled to keep one (1) copy of all

deliverables, as well as any information that the Consultant used, relied upon and/or incorporated into the noted deliverable, in accordance with the standard of care. The Consultant shall hold all such retained information in accordance with the requirements of Section 12 hereunder.

14. Certification Regarding Debarment, Suspension, or Ineligibility and Voluntary Exclusion—Primary and Lower Tier Covered Transactions.

- a. The Consultant, defined as the primary participant and its principals, certifies by signing these General Terms and Conditions that to the best of its knowledge and belief that they:
 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State department or agency.
 2. Have not within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this section; and
 4. Have not within a three-year period preceding the signing of this contract had one or more public transactions (federal, state, or local) terminated for cause of default.
- b. Where the Consultant is unable to certify to any of the statements in this contract, the Consultant shall attach an explanation to this contract.
- c. The Consultant agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the City.
- d. The Consultant further agrees by signing this contract that it will include the clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Lower Tier Covered Transactions

1. The lower tier Consultant certifies, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the lower tier Consultant is unable to certify to any of the statements in this contract, such Consultant shall attach an explanation to this contract.
- e. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this section, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the City for assistance in obtaining a copy of these regulations.
- f.

15. Intellectual Property.

- a. Warranty of Non-infringement. Consultant represents and warrants that the Consultant is either the author of all deliverables to be provided under this Agreement or has obtained and holds all rights necessary to carry out this Agreement. Consultant further represents and warrants that the Services to be provided under this Agreement do not and will not infringe any copyright, patent, trademark, trade secret or other intellectual property right of any third party.
 - b. Rights in Data. Unless otherwise provided, data which originates from this Agreement shall be a "work for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the City. Data shall include, but not be limited to reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, films, tapes, and sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.
16. Assignment. The Consultant shall not sublet or assign any of the services covered by this agreement without the express written consent of the City.
 17. 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.
 18. Conflict of Interest. It is recognized that Consultant may or will be performing professional services during the Term for other parties; however, such performance of other services shall not conflict with or interfere with Consultant's ability to perform the Services. Consultant agrees to resolve any such conflicts of interest in favor of the City. Consultant confirms that Consultant does not have a business interest or a close family relationship with any City officer or employee who was, is, or will be involved in the Consultant's selection, negotiation, drafting, signing, administration, or evaluating the Consultant's performance.
 19. City's Right to Terminate Contract. The City shall have the right at its discretion and determination to terminate the contract following ten (10) calendar days written notice. The consultant shall be entitled to payment for work thus far performed and any associated expenses, but only after the city has received to its satisfaction the work completed in connection with the services to be rendered under this agreement.
 20. Notices. Notices to the City of Camas shall be sent to the following address:
 Rob Charles
 City of Camas
 616 NE 4th Avenue
 Camas, WA 98607
 PH: 360-817-7003
 EMAIL: rcharles@cityofcamas.us

 Notices to Consultant shall be sent to the following address:
 Jude Grounds
 Carollo Engineers
 707 SW Washington Street, Suite 500
 Portland, OR 97205
 PH: 503-2274-1885
 EMAIL: jgrounds@carollo.com
 21. Integrated Agreement. This Agreement together with attachments or addenda, represents the entire and integrated agreement between the City and the Consultant and supersedes all prior negotiations, representations, or agreements written or oral. This agreement may be amended only by written instrument signed by both City and Consultant. Should any language in any Exhibits to this Agreement conflict with any language in this Agreement, the terms of this Agreement shall prevail.

Any provision of this Agreement that is declared invalid, inoperative, null and void, or illegal shall in no way affect or invalidate any other provision hereof and such other provisions shall remain in full force and effect.

22. Arbitration Clause. If requested in writing by either the City or the Consultant, the City and the Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by first entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, if mutually agreed, the dispute shall be referred to arbitration in the Portland USA&M office in accordance with the applicable United States Arbitration and Mediation Rules of Arbitration. The arbitrator's decision shall be final and legally binding and judgement be entered thereon.
- Each party shall be responsible for its share of the arbitration fees in accordance with the applicable Rules of Arbitration. In the event a party fails to proceed with arbitration, unsuccessfully challenges the arbitrator's award, or fails to comply with the arbitrator's award, the other party is entitled to costs of suit, including reasonable attorney's fee for having to compel arbitration or defend or enforce award.
23. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Washington.
24. Venue. The venue for any dispute related to this Agreement or for any action to enforce any term of this Agreement shall be Clark County, Washington.
25. Remedies Cumulative. Any remedies provided for under the terms of this Agreement are not intended to be exclusive but shall be cumulative with all other remedies available to the City at law or in equity.
26. 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 counterparts, which counterparts shall collectively constitute the entire Agreement.
27. Standard of Care. The Consultant shall complete the services required hereunder in accordance with the prevailing standard of care by exercising the skill and ability' ordinarily required of consultants performing the same or similar services, under the same or similar circumstances, in the State of Washington
28. City-Provided Information and Services. The City shall furnish the Consultant available studies, reports and other data pertinent to the Consultant's services; obtain or authorize the Consultant to obtain or provide additional reports and data as required; furnish to the Consultant services of others required for the performance of the Consultant's services hereunder, and the Consultant shall be entitled to use and rely upon all such information and services provided by the City or others in performing the Consultant's services under this Agreement.
29. Access. The City shall arrange for access to and make all provisions for the Consultant to enter upon public and private property as required for the Consultant to perform services hereunder.
30. Estimates and Projections. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for potential projects, the Consultant has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the

ultimate project cost or schedule. Therefore, the Consultant makes no warranty that the City's actual project costs, financial aspects, economic feasibility, or schedules will not vary from the Consultant's opinions, analyses, projections, or estimates.

31. Third Parties. The services to be performed by the Consultant are intended solely for the benefit of the City. No person or entity not a signatory to this Agreement shall be entitled to rely on the Consultant's performance of its services hereunder, and no right to assert a claim against the Consultant by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the Consultant's services hereunder.

DATED this _____ day of _____, 20__.

CITY OF CAMAS:

CAROLLO ENGINEERS, INC.:
Authorized Representative

By _____

DocuSigned by:
By Jude Daniel Grounds
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Print Name _____

Print Name Jude Daniel Grounds

Title _____

Title Senior Vice President

Date 3/13/2024

EXHIBIT “A” SCOPE OF SERVICES

CITY OF CAMAS

WATER SYSTEM PFAS EVALUATION AND WELL 13 PFAS TREATMENT DESIGN

SCOPE OF WORK

BACKGROUND

Like many Washington communities on the Lower Columbia River, the City of Camas (City) is proactively developing a strategy to discuss and address the public health concerns associated with per and polyfluoroalkyl substances (PFAS) in its drinking water. PFAS has been detected in groundwater at the City's Lower Washougal Wellfield (LWWF) and threatens both the quality and quantity of its primary supply source. The need for response is urgent; PFAS levels from LWWF Well 13 exceeds Washington State Action Levels (SAL), and other LWWF wells have yielded results that exceed the United States Environmental Protection Agency's (USEPA) proposed maximum contaminant levels (MCL).

The City has advanced a Water System Plan Addendum, opening the door to state and federal funding opportunities paving the way for a PFAS mitigation strategy. With this project, the City intends to 'fast track' the planning and implementation of wellfield development, treatment, funding, and an outreach approach that addresses the near-term water quality and quantity needs of the City, while establishing a sustainable and equitable approach for long-term PFAS mitigation.

OBJECTIVES

Objective No. 1: Quickly develop Near-Term Treatment Plan at Well 13 to Reduce the Presence of PFAS below the State Action Levels

- Minimize the impacts of PFAS on the City's water supply as quickly as possible. To that end, the project will fast-track the addition of treatment to Well 13, and the optimization of existing groundwater capacity at Wells 7, 8 10, 11 and 12. All early efforts are intended to reduce the presence of PFAS below SALs.
- Implement near-term solutions that support a long-term mitigation strategy, maximizing the return of every dollar spent, and minimizing stranded investments.

Objective No. 2: Thoughtfully Develop Long-term Mitigation Plan

- Understand extent of existing of PFAS contamination, link to historical sources/land uses when possible, and establish a long-term mitigation plan for sustainably and equitably addressing the City's PFAS challenges moving forward.
- Leverage other regional and national experiences, trends and technologies when developing the long-term plan.

Objective No. 3: Secure and Maintain Key Stakeholder Support

- Help the City leadership discuss and explain the complicated PFAS risks in a clear, understandable manner throughout current and all future PFAS-related projects.

The following Scope of Services has been developed to define the work required to meet all of the above project objectives. The tasks listed under this Scope of Services have been prepared based on the Consultant's understanding of the proposed project, based on discussions with City staff.

ABBREVIATIONS

AACE	Advancement of Cost Engineering
BOE	Basis of Estimate Report
CAMP®	Concentrated Accelerated Motivational Problem-Solving
City	City of Camas
cm	centimeters
CMC	Camas Municipal Code
CUP	Conditional Use Permit
DOH	Department of Health (Washington)
EOM	electronic operations and maintenance
H&S	Health and Safety
LOS	level of service
LWWF	Lower Washougal Wellfield
MCL	maximum contaminant level
NEPA	National Environmental Policy Act
O&M	operations and maintenance
ODC	other direct costs
OPCC	opinions of probable construction cost
OS	open space
PCM	proposed conditions model
PDR	Preliminary Design Report
PFAS	per and polyfluoroalkyl substances
PFD	process flow diagram
PMP	Project Management Plan
QM	quality management
RFI	Requests for Information
RHA	Rivers and Harbors Act
RSSCT	rapid small scale column test
SAL	State Action Levels
SHPO	State Historic Preservation Officers
SOP	standard operating procedures
SOQ	Statement of Qualifications
SRF	State Revolving Loan Fund
TIR	Technical Information Report
TM	Technical Memorandum
USEPA	United States Environmental Protection Agency

1.0 SCOPE OF SERVICES

GENERAL PROJECT ASSUMPTIONS

- Carollo Engineers, Inc. and partner Consultants are referred to as "Consultant" in this document.
- The City of Camas and its staff are referred to as "City" in this document.
- Design, Planning, and Bidding efforts detailed in this Scope of Work are centered around installing PFAS treatment at the site of Well 13 and maximizing the capacity of the existing wellfield. However, it is likely that system wide PFAS mitigation planning will require additional capacity, PFAS treatment and associated infrastructure improvements at Wells 7, 8 10, 11 and 12. For this reason, preliminary facility/site utilization planning for this work will be performed within Task 1000.
- To minimize travel costs, all meetings/workshops will allow remote participation, unless otherwise stated in specific scope task descriptions.
- Draft submittals shall be provided in electronic copy (.pdf and .docx) and transmitted via email or secure file transfer. City comments and Consultant responses to draft submittals will be tracked via 'red line' markups incorporated into an electronic version of the submittal and formal 'comment/response' logs.
- Drawings shall be provided in electronic copy (.pdf) and transmitted via email or secure file transfer.
- Calculation tables shall be provided in .xlsx and .pdf format.
- Meeting notes and related materials shall be transmitted electronically (.pdf and/or .docx) via email.
- The City will print and produce additional copies of all documents, as necessary, for its use.
- The City will facilitate coordination and review with local jurisdictions and state regulatory agencies.
- In providing opinions of probable construction cost (OPCC), financial analyses, economic feasibility projections, and schedules for potential projects, Consultant has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, Consultant makes no warranty that the City's actual project costs, financial aspects, economic feasibility, or schedules will not vary from Consultant's opinions, analyses, projections, or estimates.
- Consultant shall be entitled to use and rely upon all such information and services provided by the City or others in performing Consultant's services under this Agreement.
- The design deliverables shall comply with Carollo's general CAD standards.
- Consultant shall be entitled to the following Other Direct Costs (ODC) for out-of-state and local travel:
 - » Out-of-town trips, including overnight stays (hotel, meals, car rental).
 - » In town trips: mileage, meals.
- Security improvements of the proposed improvements shall be based on the following assumptions:
 - » Scope of the security improvements shall be limited to 'access control' to occupied facilities and a secure perimeter (i.e. fencing) around the wellfield improvements.

- » If desired, City will work to identify a preferred provider for security services (if not self-performed), and will work with this provider to detail the scope of the security improvements at the proposed wellfield improvements.
- » Consultant will work with the City's preferred provider to include the required conduit/power/network for the City's preferred security system for all new infrastructure associated with the wellfield improvements.
- » The City will contract with the preferred provider to execute the scope for both the new infrastructure, as well as improvements to the existing facilities, if needed.
- This scope of work is limited to Engineering services during planning, design and bidding; all construction-related services shall be negotiated under a separate contract following conclusion of this work.

2.0 TASKS

To meet the objectives of this scope of services, the Consultant shall complete the tasks, as summarized in the table below and discussed in detail in the following subsections.

Task	Title
<i>Task 1000 - Fast-track Mitigation (Well 13 PFAS Treatment Improvements and Wellfield Optimization Planning)</i>	
Task 1100	Early Work Activities
Task 1200	Planning, Design and Bidding
Task 1300	Permitting
Task 1400	Support Services
<i>Task 2000 - System-wide PFAS Response Plan</i>	
Task 2100	Risk Assessment
Task 2200	Mitigation / Alternatives Analysis Screening
Task 2300	Response Plan
Task 2400	Hydrogeological Support Services
<i>Task 3000 - Communications and Funding Support</i>	
Task 3100	Stakeholder Engagement and Outreach Support
Task 3200	Funding Opportunity Tracking and Support
<i>Task 4000 - Project Management</i>	
<i>Task 5000 - Optional Services / Contingency Activities</i>	

TASK 1000 - FAST-TRACK MITIGATION

The purpose of this task is to quickly identify the risks and opportunities associated with treatment at Well 13 and capacity optimization at the City's existing LWWF sites, develop a near-term strategy for mitigating the risks associated with PFAS, and design PFAS treatment for Well 13.

TASK 1100 - EARLY WORK ACTIVITIES

The purpose of Task 1100 is to provide engineering support for key early-work activities on the critical path for project completion.

Task 1100 Activities

1101. Level of Service Goals

1. Consultant shall host a workshop to define level of service (LOS) Goals for the project to define the following project objectives:
 - a. Water quality objectives.
 - b. Water quantity objectives.
 - c. Reliability objectives.
 - d. Redundancy objectives.

1102. Regional Opportunities

1. Consultant shall facilitate collaboration with other Washington and Oregon groundwater users, utilities, and agencies to develop understanding of regional issues, and identify opportunities for collaboration, including:
 - a. Groundwater monitoring and modeling.
 - b. Media supply/purchasing.
 - c. Media disposal.
 - d. Regulatory influence.
 - e. Funding coordination and collaboration.
 - f. Legal coordination and alignment.
2. Consultant shall host a workshop to discuss key issues, identify mitigation strategies and collaborate on a regional solution if/when available/appropriate.

1103. PFAS Site Tours

1. Consultant to facilitate tours of two PFAS facilities (one with GAC-based PFAS treatment, and one with IX-based PFAS treatment) to help City staff better understand the operational and maintenance requirements associated with the various alternatives for PFAS treatment. The site tours may require travel outside of our region due to the lack of IX-based municipal PFAS treatment facilities in the State of Washington. An out of region trip to Arizona would allow City Staff to see firsthand operational considerations for IX facilities, as well as view the West Coast's only regeneration and incineration facilities for these media technologies – a critical long-term cost and risk implication of this project. Based on these tours, Consultant to collaborate with City staff to determine City preferences, if any, that may influence the overall PFAS treatment planning and design efforts.

1104. Bench-Scale Screening

Bench-scale tests and pre-design sampling and analysis efforts shall be performed to gain a better understanding of site-specific water quality characteristics and their impact on design considerations. These design considerations include:

- Optimal media type and efficacy of PFAS removal.
- Media exchange frequency.
- Cost estimate data development.

- Pretreatment needs.
- Post-treatment needs.

Bench-scale tests are assumed to include:

1. Four (4) Rapid Small Scale Column Tests (RSSCT), one using test water from Well 13, and another using test water from the Well 11/12 site.
2. Consultant will perform data analysis of RSSCT testing results. Data analysis of RSSCTs will include modelling media performance in Carollo's proprietary treatment modelling software, BluePlanIT®.

Pre-treatment screening efforts are assumed to include:

1. A Rossum sand test to help determine pretreatment needs.
2. Pre-treatment filtration comparison bench-scale sampling to optimize pretreatment selection.
3. A desktop study of corrosion control impacts from addition of treatment processes to maintain lead and copper rule compliance. NOTE: This will inform if there is a need for future bench-scale wet testing for corrosion control treatment study needs.

1105. Sampling and Analysis

1. Consultant will develop a near-term sampling plan, which will include sampling for PFAS throughout the LWWF, as well as additional water quality parameters at Well 13, Oak Park Wellfield (Wells 7, 8, 10, 11 and 12), additional groundwater wells suitable for monitoring as well as select locations within the distribution system.
2. Consultant will perform data analysis on PFAS results and water quality results to facilitate decision making on early work activities.
3. A Treatment Considerations technical memorandum (TM) will be developed to summarize the results of the efforts described within Task 1104 and 1105. The TM will recommend media type, pretreatment configuration, and any post-treatment that may be needed.

1106. Site Utilization Planning

1. Site 'utilization plans' shall be developed considering future infrastructure needs: PFAS treatment requirements, chemical storage and handling, power, constructability, permitting, schedule and operational considerations. One site plan shall be developed for each of the two sites:
 - a. Well 13.
 - b. Oak Park Wellfield (Wells 7, 8, 10, 11 and 12) and associated nearby wells.
2. Site plans and associated implications shall be summarized in annotated site plan drawings, and presented to the City during a Site Utilization Workshop. Consultant shall utilize SketchUP models to provide real-time 'what if' analysis during the workshop to help the City optimize and finalize the plans. Final recommendations shall be used to inform Task 2000, long-term activities. Site utilization efforts for Well 13 shall be used to support preliminary design efforts for Task 1201. Site utilization results from the Oak Park Wellfield will help inform planning efforts for future capacity and treatment expansion.

1107. Early Department of Health Coordination

1. Consultant to support a City-led introductory meeting with Department of Health's (DOH) City liaison to provide background on the City's proposed facilities, near-term improvements to address PFAS impacts on the system.

2. Consultant to coordinate upcoming State Revolving Loan Fund (SRF) meeting to discuss this, and other DOH Funding opportunities. NOTE: See task 3200 for funding support services.
3. Consultant to coordinate early source protection activities meeting to discuss preliminary findings and opportunities for source mitigation.

1108. Near-term Operations Support

1. Consultant to provide operational support strategies for the City staff, with the goal of minimizing the need for Well 13 in 2024. Strategies include:
 - a. Maximizing production and operational window of the Slow Sand Filter Plant.
 - b. Maximizing production out of the existing wellfield.
 - c. Regional supply considerations.
2. Consultant shall facilitate monthly meetings to review the results of the Near-term Operation Support efforts.

Task 1100 Workshop Summary

1. Workshop 1101: LOS Goals.
2. Workshop 1102: Regional Opportunities.
3. Workshop 1103: Plant Tours
4. Workshop 1106: Site Utilization.

Task 1100 Assumptions

1. Sub-task 1101 - LOS Goals.
 - a. Workshop shall be attended by key team members of the Consultant team, including: Project Manager, Project Engineer, Technical Advisors, Permitting specialists, Hydrogeologist
 - b. Workshop will be attended by key City Staff, including the City Project Manager, operations staff, public relations staff, and other staff the City deems appropriate.
2. Sub-task 1102 - Regional Opportunities.
 - a. Consultant to schedule up to three workshop with peer agencies/water suppliers in the region. Workshops shall be attended by the Consultant Project Manager, Project Engineer, and two subject matter experts.
 - b. Consultant to work in collaboration with the participants to develop the agenda and goals for the workshop.
3. Sub-task 1103 - PFAS Site Tours.
 - a. Site tours shall be attended by the Consultant's Project Manager, Project Engineer and Technical Advisor. Duration of the tours shall be eight hours, four hours per plant.
 - b. Out of state travel shall be limited to the Consultant's Project Manager and Project Engineer from the Consultant team.
4. Sub-task 1104 - Bench-scale Screening.
 - a. RSSCT testing shall be performed at Carollo's Water ARC® facility located in Boise, Idaho.
 - b. One fifty-five-gallon drum of water from each source will be required during the bench-scale testing, for total of two drums. Water for bench-scale testing shall be collected and shipped by the City.

- c. Shipping costs will be paid by the City.
 - d. Water quality sampling costs associated with the RSSCT testing will be paid by the City. NOTE: This can be a significant expense (assuming analysis and shipping costs are ~\$400 per sample, and each test will require 20 samples, a total of 80 samples will be required, costing \$32,000.)
- 5. Sub-task 1105 - Sampling and Analysis.
 - a. The near-term sampling plan developed as part of Task 1105 will outline the specific water quality sampling that the Consultant will recommend the City performs to support early-work activities. It is assumed the City will conduct two rounds of sampling and pay for costs associated with shipping and laboratory analysis. These sampling efforts may include, but are not limited to, sampling for chloride and sulfate, additional PFAS sampling, total suspended solids, and total organic carbon, iron, manganese, pH, temperature, and free chlorine downstream of injection. Data analysis associated with the near-term sampling plan assumes that Carollo will maintain the data in a project database and will perform any necessary QA/QC analysis on the data. It also assumes that sampling under the early work activities will be limited to two fast-track sampling events and that analysis will be limited to standard PFAS analysis, including trends associated with the compound type, concentration, and relative prevalence compared to national standards or guidelines.
- 6. Sub-task 1106 - Site Utilization.
 - a. Workshop duration shall be four hours.
 - b. Workshop shall be attended by key team members of the Consultant team, including: Project Manager, Project Engineer, Technical Advisors, Permitting, and Hydrogeologist.
 - c. Oak Park Wellfield site utilization will be done with existing information and assumes no additional site surveys, permitting, or additional support service investigations.
- 7. Sub-task 1107 - Early DOH Coordination.
 - a. Meeting shall be held via Teams with a scheduled duration of 2 hours and will require 4 hours of preparation time. Meeting shall be attended by Consultant's Project Manager, Project Engineer, and System Integration specialist, and Hydrogeologist.
- 8. Sub-task 1108 - Near-term Operational Support.
 - a. Monthly meetings shall be two hours in duration and shall be attended by the Consultant's Project Manager, Project Engineer, and Hydrogeological Lead. An additional two hours will be required for each participant in preparation for the meeting.
 - b. For local staff, meetings shall be held at City offices from March through October of 2024. Remote staff, including the hydrogeologist, shall participate via Teams.

Task 1100 City Deliverables

- 1. Review and comment on draft and final draft documents provided by Consultant.
- 2. City to provide additional water quality testing, hydrogeologic and well performance data gathered throughout the duration of the project.
- 3. Weekly water operational data summaries for Consultant review.

Task 1100 Consultant Deliverables

- 1. Draft and Final Agenda and Presentation for each workshop.
- 2. Meeting minutes for each workshop.

3. Near-term sampling plan (Draft and Final).
4. Treatment Considerations TM (Draft and Final).
5. Site Utilization Plans (Draft and Final).
6. Draft and Final Early DOH Coordination Meeting Agenda and Presentation.
7. Monthly Near-term Operations Support recommendations.

TASK 1200 – WELL 13 PFAS TREATMENT PLANNING, DESIGN AND BIDDING

The objective of Task 1200 is to develop and deliver design documents for PFAS treatment at Well 13.

Task 1200 Activities

1201. Preliminary Design Efforts/Basis of Design CAMP®

1. *Basis of Design:* Consultant shall develop sufficient engineering to define the basis of design for the Well 13 PFAS treatment improvements and associated ancillary facilities. Consultant will work collaboratively with the City to align this new infrastructure with past Master Planning efforts to identify the required sizing of the new facilities. The Basis of Design shall include the following:
 - a. Final process schematic providing an overview of the related process improvements and interconnecting piping.
 - b. Hydraulic profile for the proposed facilities.
 - c. Final design criteria for the proposed facility and related appurtenant systems.
 - d. Final layout and site plan including process and building layouts and electrical service, as appropriate.
 - e. Process piping diagrams.
 - f. Proposed electrical service upgrades including preparation of a single line diagram and recommendations for plant standby power generation capacity and approach.
 - g. List of major equipment and summary of long lead items.
 - h. Identify risks and opportunities associated with the various construction/delivery alternatives, and recommend final delivery strategies.
 - i. Identify risks and opportunities associated with long-term operations of the project.
2. *Basis of Design CAMP®:* Consultant shall conduct a Basis of Design CAMP® meeting with the City to advance and transition the basis of design for project elements to final design level detail. The Design CAMP® - an acronym for Concentrated, Accelerated, Motivated Problem solving - is a facilitated workshop meeting in which City Engineering and Operation staff actively participate in design development. The purpose of the CAMP® is to finalize the key design details, layouts, equipment preferences, and other key decisions with City staff.
3. *Preliminary Design Report:* Consultant shall prepare a Preliminary Design Report (PDR) to memorialize key Basis of Design/CAMP® decisions, and lay the foundation for detailed design efforts.
 - a. Preparation of design documents and a specification outline; drawings anticipated for inclusion in the submittal have been identified in the drawing list (see Section 4.0 - Drawing List.)
 - b. Internal quality control review and comment incorporation.
 - c. Updates to the design schedule.

- d. Facilitate a review workshop with City staff to discuss key comments and confirm assumptions.
- e. City comment review log shall be maintained to document all City review comments and associated design team responses/actions to address the comments.

1202. Early Procurement/Bid Packages

To meet the project schedule requirements, development of equipment procurement packages shall be accelerated for several project components. The objective of this task is to accelerate the procurement and submittal phases of equipment with long delivery schedules to better align delivery of the equipment with the project schedule. After review by the City of the PDR, Consultant shall progress the design of two major procurement packages to a final detailed design completion level: PFAS treatment equipment and key, long-lead electrical/mechanical equipment.

1. Consultant to provide examples of pre-procurement documents, and key lessons learned from recent PFAS pre-procurement efforts.
2. Each procurement package shall include: preliminary layout drawings, process and instrumentation diagrams, and required technical specifications. For each procurement package, Consultant shall:
 - a. Submit draft documents for City review.
 - b. Schedule and facilitate a one-day review workshop with City to present the documents and review any time sensitive items.
 - c. Provide responses to bidder questions and prepare addenda, as required.
 - d. Review bid proposals and provide recommendation for award.
3. Consultant shall provide procurement package front-end specifications for City legal review/approval, for inclusion in final pre-procurement documentation.
4. Consultant shall review equipment vendor proposals and provide recommendations on 'best value' in support of the City's selection process.
5. Consultant shall assist the City during final contract negotiations with the selected equipment manufacturers.

1203. 60 Percent Design

1. Following completion of the PDR, Consultant shall quickly proceed with development of the 60 percent design documents. 60 percent design services include:
 - a. Further development of design documents and select specification; drawings anticipated for inclusion in the submittal have been identified in the drawing list (see Section 4.0 - Drawing List.)
 - b. Internal quality control review and comment incorporation.
 - c. Updates to the design schedule.
2. An overview of the 60 percent documents (via 3D model review), and a discussion of preliminary City comments shall be presented at the 60 percent Design Review Workshop.
3. City comment review log shall be maintained to document all City review comments and associated design team responses/actions to address the comments.

1204. 90 Percent Design

1. Following completion of the 60 percent Design Phase, Consultant shall proceed with development of the 90 percent design documents. 90 percent design services include:
 - a. Further development of design documents and complete specifications; drawings anticipated for inclusion in the submittal have been identified in the drawing list (see Section 4.0 - Drawing List.)
 - b. Internal quality control review and comment incorporation.
 - c. Updates to the design schedule.
2. An overview of 90 percent documents (via 3D model review), and a discussion of preliminary City comments shall be presented at the 90 percent Design Review Workshop.
3. City comment review log shall be maintained to document all City review comments and associated design team responses/actions to address the comments.

1205. Final Design

1. Consultant shall provide final drawings and specifications, stamped and signed, ready to issue for final bidding. Consultant shall incorporate comments from the City's review of the 90 percent submittal, as well as any conditions of permitting/land use approval into a final set of drawings and specifications.

1206. Opinion of Probable Construction Costs

1. Consultant shall prepare OPCC estimates at key design milestone in general accordance with the guidance established by the Association for the Advancement of Cost Engineering (AACE). Each estimate shall be summarized in a Basis of Estimate Report (BOE), including all back-up at each design submittal. Estimates shall be prepared at the following design milestones:
 - a. An independent cost estimate shall be prepared at the PDR design milestone. It is anticipated that basis of design and corresponding preparation of effort will be consistent with AACE's Class 5 estimate description.
 - b. An independent cost estimate shall be prepared at the 60 percent design milestone. It is anticipated that basis of design and corresponding preparation of effort will be consistent with AACE's Class 3 estimate description.
 - c. An independent cost estimate shall be prepared at the 90 percent design milestone. It is anticipated that basis of design and corresponding preparation of effort will be consistent with AACE's Class 2 estimate description.
 - d. An independent cost estimate shall be prepared at the 100 percent design milestone. It is anticipated that basis of design and corresponding preparation of effort will be consistent with AACE's Class 2 estimate description.
2. Consultant shall respond to each City review comment and submit a comment response log prior to finalizing the estimate at each design stage.

1207. Design-related Permitting Support

During the Design Phase, Consultant shall provide permitting support to facilitate obtaining of the required permits for the project. Support activities shall include the following:

1. Preparation of figures/drawings, maps, and calculations and narrative descriptions of the facilities for use by the Consultant's Permitting Team in obtaining the required Land Use Permit.
2. Preparation of figures, maps, drawings, and calculations for use by the Contractor in obtaining required building permits.

1208. Early Operations and Maintenance Manual Efforts

The following scope of work outlines the recommended early work associated with the Operations and Maintenance (O&M) Manual.

1. Visioning Workshop. Immediately following commencement of PDR, Consultant shall conduct a visioning Workshop with City staff to discuss the relative pros/cons for a variety of O&M platforms. Example templates shall be provided to the City for review prior to the Workshop.
2. Electronic Operations and Maintenance (EOM) System Set-up. Consultant shall work with the City to lay the foundation for the EOM option selected in the Visioning Workshop. Consultant shall provide a recommended system specification that defines the preferred configuration. This specification will be finalized based on comments received, and included in the final contract documents.
3. Early standard operating procedures (SOP) Development: Following the delivery of the 90 percent design, the consultant shall make recommendations on the benefits of developing SOP before construction begins to capture key design or operational intents.

1209. Bid Assistance

Bid assistance activities shall assist the City in conducting a fair process in obtaining construction bids and selecting a construction contractor.

1. Department of Health Approval for Bid Document: The Consultant shall assist the City in obtaining the DOH approval of the bid documents.
2. Pre-Bid Conference: Consultant shall organize, prepare the agenda, and conduct the pre-bid conference and site tour for the construction contractors to allow acquaintance of potential contractors with the work. Meeting minutes shall be prepared to document the questions, comments and responses received during the pre-bid conference visit.
3. Addenda: The City will receive all questions from prospective bidders and interested parties. The Consultant shall prepare responses to technical questions forwarded by the City during the bid phase. If necessary, addenda support information shall be prepared and forwarded electronically to the City. The City will incorporate the support information into the final addenda and issue the final addenda.
4. Construction Contractor Bid Reviews: The Consultant shall assist the City with construction contractor bid reviews, through attendance at the bid opening. It is assumed that the Consultant will prepare the bid tabulation summary, evaluate the bid results, and provide written recommendations to the City concerning the award of the contract. It is assumed that one bid period will be conducted.
5. Preparation of Conformed Contract Documents: Consultant shall incorporate changes made by addendum into the Project specifications and drawings for use during construction. Electronic, print-ready versions of all conformed documents will be provided to the City.

Task 1200 Workshop Summary

1. Workshop 1201a: Basis of Design CAMP®.
2. Workshop 1201b: Preliminary Design Report City Comment Review.
3. Workshop 1203: 60 Percent Design Review.
4. Workshop 1204: 90 Percent Design Review.
5. Workshop 1208: O&M Manual Visioning Workshop.
6. Workshop 1209a: Pre-Bid Conference
7. Workshop 1209b: Bid Opening

Task 1200 Assumptions

1. Sub-task 1201 - Preliminary Design Efforts/Basis of Design CAMP®.
 - a. Basis of Design CAMP® shall occur over a three-day period. Consultant shall provide a draft and final CAMP® Workshop agenda prior to the meeting and workshop minutes after the meeting with an updated comment and decision log.
 - b. Basis of Design CAMP® shall be attended by the Consultant's Project Manager, Project Engineer, and three Discipline Leads.
 - c. Consultant shall prepare the PDR design drawings using a combination of MicroStation CAD software and SketchUp. The final PDR shall be provided to the City in PDF format. PDR drawings to be included in the submittal are summarized in Section 4.0 of this Scope of Work.
 - d. City will review the PDR and provide written (or electronic) review comments.
 - e. Design efforts shall not impact existing chemical storage and feed facilities.
2. Sub-task 1202 - Early Procurement/Bid Packages.
 - a. Consultant shall develop two early procurement packages, one for long-lead infrastructure, and one for the key electrical equipment.
 - b. For each early procurement package, the Consultant shall be responsible for all front-end and technical specifications.
 - c. No pre-procurement Workshop will be required.
 - d. Consultant shall review no more than 3 bid packages for each procurement effort.
 - e. Pre-procurement shall be a one-step process; no pre-qualification process is required.
3. Sub-task 1203 - 60 Percent Design.
 - a. Consultant shall prepare the 60 percent design drawings; all final drawings shall be provided to the City in PDF format. 60 percent drawings to be included in the submittal are summarized in Section 4.0 of this Scope of Work.
 - b. Consultant shall prepare 60 percent specifications using Consultant's standard specifications, which will include the following:
 - i. Completed Table of Contents of project specifications.
 - ii. Preliminary structural, mechanical and electrical specifications for major components not previously included in pre-procurement packages.
 - c. City will review the 60 percent design drawings and provide written (or electronic) review comments.

- d. 60 percent Design Review Workshop shall be a one-day workshop held in Camas and will be attended by the Consultant Project Manager, Project Engineer, and two Discipline Engineers.
 - e. Consultant shall provide a draft and final 60 percent Design Review Workshop agenda prior to the meeting and workshop minutes after the meeting with an updated comment and decision log.
- 4. Sub-task 1204 - 90 Percent Design.
 - a. Consultant shall prepare the 90 percent design drawings; all final drawings shall be provided to the City in PDF format. 90 percent drawings to be included in the submittal are summarized in Section 4.0 of this Scope of Work.
 - b. Consultant shall prepare 90 percent specifications using Consultant's standard specifications, which will include a complete set of specifications required for the delivery of the project.
 - c. City will review the 90 percent design drawings and provide written (or electronic) review comments.
 - d. 90 percent Design Review Workshop shall be a one-day workshop held in Camas and will be attended by the consultant project manager, project engineer, and two discipline engineers.
 - e. Consultant shall provide a draft and final 90 percent Design Review Workshop agenda prior to the meeting and workshop minutes after the meeting with an updated comment and decision log
 - f. Final 90 percent design documents shall be used for building permitting purposes.
- 5. Sub-task 1205 - Final Design.
 - a. Final design documents shall be used during bid process.
 - b. Carollo drawings will be prepared under Carollo's CAD standards.
 - c. No efforts assumed for detailed design of security systems.
 - d. Design efforts will assume a new PLC/RTU panel. No PCS/SCADA software or hardware upgrades are included.
 - e. No generator upgrades will be assumed in design efforts. Modifications will only assume tying in remote monitoring signals for existing generator.
- 6. Sub-task 1207 - Design-related Permitting Support.
 - a. Consultant design team shall provide up to 4 written responses to City and Agency review comments and shall incorporate City and Agency review comments/conditions of approval into the design documents.
 - b. Consultant design team shall attend up to 4 regulatory agency meetings to discuss information requirements and construction methods.
- 7. Sub-task 1208 - O&M Manual.
 - a. Review and comment on draft and final draft concepts/specifications provided by Consultant.
- 8. Sub-task 1209 – Bidding Services.
 - a. Pre-qualification efforts for Contractors, if needed, will be led by the City.
 - b. One bid period will be conducted resulting in one addendum.
 - c. One set of contract documents will be prepared.
 - d. Bidding will be based on a lump sum approach with up to three bid schedule alternatives.

- e. PDF documents will be provided to the City's document management system for the Contractor to download/print. Copies of the Bid Documents will be paid for by the interested Contractor/Subcontractors.
- f. The original Bid Documents and Addenda will prevail over the conformed Contract Documents in the event there is discrepancy between the subject documents.

Task 1200 City Deliverables

- 1. Review and comment on draft and final draft documents provided by Consultant.
- 2. Participation in Consultant-facilitated Basis of Design CAMP®.
- 3. City-preferred front-end documents for early procurement efforts and final bid documents.
- 4. Agency comments to various permit applications for Consultant review/comment.
- 5. Review O&M Manual templates in advance of the O&M Manual Visioning Workshop; develop a final recommendation on O&M platform one week following the workshop.
- 6. Participation in EOM Operational Interviews.
- 7. Participation in pre-bid conference.
- 8. Develop and issue all related Addenda.

Task 1200 Consultant Deliverables

- 1. Sub-task 1201 - Preliminary Design Efforts/CAMP®.
 - a. Draft and Final Basis of Design CAMP® Agenda and Meeting Minutes.
 - b. Draft and Final Preliminary Design Report.
 - c. Draft and Final Preliminary Design Report Comment Review Meeting Agenda and Meeting Minutes.
- 2. Sub-task 1202 - Early Procurement/ Bid Packages.
 - a. Example PFAS treatment/electrical equipment pre-procurement documents and lessons learned.
 - b. Consultant shall prepare draft and final pre-procurement packages, including both front-end and technical specifications.
 - c. Consultant shall provide bid addenda, as required.
 - d. Consultant shall provide bid review comments and final recommendation for contract award.
- 3. Sub-task 1203 - 60 Percent Design.
 - a. 60 percent drawings, specification Table of Contents and select specifications (PDF format).
 - b. Draft and Final 60 percent Design Review Workshop agenda and minutes.
 - c. Updated 60 percent comment, decision and change logs.
 - d. Updated design schedule.
- 4. Sub-task 1204 - 90 Percent Design.
 - a. 90 percent drawings and complete specifications (PDF format).
 - b. Draft and Final 90 percent Design Review Workshop agenda and minutes.
 - c. Updated 90 percent comment, decision and change logs.
 - d. Updated design schedule.

5. Sub-task 1205 - Final Design.
 - a. Final drawings and specifications in electronic format (PDF). Four copies of the final drawings shall be provided in half size versions (11-inch by 17-inch); four copies of the final specifications shall also be provided.
6. Sub-task 1206 - Opinion of Probable Construction Costs.
 - a. OPCC BOEs at the PDR, 60 percent, 90 percent and 100 percent design milestones.
 - b. City comment response log.
7. Sub-task 1207 - Design-related Permitting Support.
 - a. Support documentation for the Land Use permit application.
 - b. Support documentation for the Building permit application.
8. Sub-task 1208 - Early O&M Manual Efforts.
 - a. Draft and Final Visioning workshop agenda, presentation and meeting minutes.
 - b. Draft and Final EOM system specifications.
 - c. Draft and Final early SOP recommendations.
9. Sub-task 1209 – Bid Assistance.
 - a. Pre-Bid Conference Agenda.
 - b. Draft and Final Pre-Bid Conference Meeting Minutes.
 - c. Addenda support documentation.
 - d. Bid tabulation summary.
 - e. Conformed Documents.

TASK 1300 - PERMITTING

The purpose of Task 1300 is to execute the permitting strategy to facilitate delivery of Well 13 PFAS treatment as quickly as possible to mitigate PFAS impacts on the City's water supply.

Task 1300 Activities

1301. Permitting Strategy Development

1. *Environmental Permitting Strategy* Consultant shall prepare a natural resources permitting strategy document to identify natural resource permitting requirements for the Project. The natural resource permitting strategy shall incorporate available natural resource information to inform the permitting process, propose a schedule for permit application submittal and approval, and identify critical path elements and risks associated with permitting the proposed Project. The strategy will be based on the current project description, current permitting requirements and conversations with the relevant resource agencies to confirm permit requirements and approach. The natural resource permitting strategy shall include the following elements, as necessary:
 - a. List of required permits.
 - b. Design considerations and implications for each permit.
 - c. Permitting schedule, including critical path permit tasks.
 - d. General mitigation requirements and opportunities.

As part of this task, the Consultant shall attend up to four hours of meetings and advise the City on National Environmental Policy Act (NEPA) general requirements for different funding agencies.

Because each funding agency requires different documentation, a full NEPA scope is not possible at this time. If federal funding is acquired, a contract amendment will be required to develop the necessary documentation.

2. Land Use Permitting Strategy Consultant shall prepare a land use permitting strategy document that will identify the required land use approval requirements for the Project. The document will provide the following: summarize the major land use standards, approval criteria, and submittal requirements; provide an outline and schedule of the required land use approval processes, including public notice and public hearing requirements (if applicable); identify the decision makers and timing of land use decisions; identify and describe the potential risks and proposed approach for mitigating risks and appeals associated with land use permitting.

The Land Use Permitting Strategy shall also include a discussion of timing for the Project. For example, land use permits and approvals may be valid only for one or two years. Within the expiration period, a building permit must be issued and substantial development must occur for the land use permit to remain valid. The City may be able to apply for extensions beyond the deadline, but each extension requires a separate request, must demonstrate good cause, and carries the risk that City permitting staff may not approve an extension.

1302. Natural Resource Permitting

1. Consultant shall conduct a wetland and fish and wildlife habitat critical areas assessment within tax lots 91034000, 91031000, and 90928000. Up to two wetland functional assessments will be prepared to document the category of wetland. In addition, fish and wildlife habitat critical areas (snags, Oregon white oak, sensitive species) present on the site will be documented. Consultant shall prepare a joint wetland and fish and wildlife habitat critical areas report. Consultant shall coordinate a site visit with the local Washington Department of Ecology wetland specialist to review the wetland and stream delineation and to discuss proposed development onsite. This meeting will support the project's avoidance, minimization, and mitigation efforts to ensure early agreement and to avoid later design changes.
2. Consultant shall prepare a Shoreline Narrative that discusses how the project complies with the City Shoreline Management Program. The project will require a Conditional Use Permit (CUP) for utility work in a Medium Intensity Shoreline designation. All work will be conducted more than 50-feet from the ordinary high-water mark of Lacamas Creek; shoreline variances are not included in this scope. Consultant shall attend the public hearing and coordinate with Ecology to facilitate approval of the CUP.
3. Consultant shall prepare a mitigation plan for shoreline vegetation and/or riparian buffer impacts. All mitigation will be conducted onsite or at a mitigation bank; off-site selection is not included. The mitigation plan will include delineation of the mitigation footprint, plant selection and quantities, and monitoring/maintenance schedule. The plan will be coordinated in advance with Ecology.

1303. Land Use Permitting and Civil Engineering Design

The following scopes reflect the current understanding of the project. Exact permitting requirements may be different once the project's footprint and basic design are finalized and presented to City planning staff.

1. City of Camas Land Use Permitting. The Project will involve the construction of new PFAS infrastructure on the existing Well 13 site. The Project area is located within the City jurisdiction and

will therefore demonstrate conformance with the City of Camas Municipal Code. The Project area, which consists of three separate tax parcels, is zoned R-18 and is approximately 0.56 acres in size. Per Camas Municipal Code (CMC) Chapter 18.07.040 - Table 2, minor public facilities are listed as a conditional use in the R-18 multifamily zone and, therefore, require a Type III CUP. Additionally, per CMC Chapter 18.19.020, all new developments within multifamily zones are also subject to a Design Review submittal. The southern portion of the site is located within the Medium Intensity Shoreline designation. Should any improvements be proposed within the 200-foot shoreline buffer, a Shoreline Conditional Use Permit will also be required. The Type III CUP for the proposed use and the Shoreline CUP will be processed concurrently by the City of Camas with a public hearing held in front of a Hearing Examiner. While the Hearing Examiner will rule on the Type III CUP for the land use, only a recommendation will be provided by the Hearing Examiner on the Shoreline CUP. The Shoreline CUP will then be submitted to the Washington State Department of Ecology which will have the final regulatory approval of the Shoreline CUP. Please find more information regarding the Shoreline CUP under the Environmental Scope.

- a. The following is an outline of the land use process for this project with Consultant's scope included:
 - i. Consultant shall prepare, submit and attend one Pre-Application Conference with City of Camas jurisdictional staff to verify and confirm the land use approvals and procedures that will be required. Consultant's scope for the Pre-Application Conference is as indicated below:
 - (1) Prepare an Existing Conditions plan based on GIS and/or survey data and meeting City of Camas submittal checklist requirements;
 - (2) Prepare a Site Plan based on GIS and/or survey data prepared by MSi, CAD file of proposed site plan layout (as provided by Consor) and meeting City of Camas submittal checklist requirements;
 - (3) Prepare/compile material for a Pre-Application Conference submittal to the City of Camas. These components include the following:
 - (a) Plans as indicated above;
 - (b) Application form;
 - (c) Developer's GIS packet;
 - (d) Narrative describing the proposal;
 - (4) Submit the Pre-Application Conference application to the City.
 - (5) Attend the Pre-Application Conference.
 - (6) Review the Pre-Application Conference final report and provide recommendations for the Type III Conditional Use Permit submittal.
 - ii. Consultant shall prepare and submit a land use application package to the City for review and approval. Consultant's scope for the Type III Conditional Use Permit, Design Review and Shoreline Conditional Use Permit submittal is as indicated below:
 - (1) Prepare an Existing Conditions Plan based on survey data.
 - (a) Consultant will prepare a boundary and topographic survey of the subject parcels as well as tying the Ordinary High-Water Mark of Lacamas Creek.
 - (2) Prepare a Preliminary Site Plan based on survey data.

- (3) Prepare a Preliminary Development Plan showing compliance with City stormwater requirements.
- (4) Prepare a Preliminary Stormwater Technical Information Report (TIR) as required addressing compliance with the City's stormwater ordinance.
- (5) Prepare a Preliminary Landscape Plan meeting City of Camas' tree ordinance, landscaping and buffer requirements.
- (6) Prepare/compile material for a fully complete Type III Conditional Use Permit and Design Review submittal to the City of Camas. These components include the following:
 - (a) Plans as indicated above and elsewhere in this proposal.
 - (b) Application forms.
 - (c) Applicable submittal fees.
 - (d) Pre-Application Conference summary.
 - (e) Developer's GIS packet.
 - (f) Narrative describing the proposal and how compliance with applicable zoning code and design review standards are being met.
 - (g) Shoreline narrative and other documents as required for a Shoreline CUP submittal.
 - (h) SEPA environmental checklist.
 - (i) Quarter section map and mailing labels for all properties within 300 feet of the site.
 - (j) Other associated applications, plans or studies as indicated in the notes from the Pre--Application Conference meeting.
- (7) Coordinate with other consultants for incorporation of other's work into the submittal package.
- (8) Submit the Type III CUP, Design Review and Shoreline CUP application to the City.
- (9) Facilitate the installation of a 4-foot by 8-foot sign on the subject property detailing the project and listing the date of the public hearing.
- (10) Track the approval process.
- (11) Prepare a Powerpoint Presentation and/or other exhibits as required for the public hearing.
- (12) Attend the public hearing.
- (13) Review Hearing Examiner's Final Order and advise as to any required conditions of approval.
 - (a) Consultant shall address incompleteness items, if any, and coordinate with City planning staff as needed to facilitate land use approvals within the statutory timeframe for approval.
 - (b) Consultant shall prepare final civil engineering plans following issuance of the Hearing Examiner's Final Order addressing erosion control, grading and stormwater. Plans shall be submitted to the City of Camas for review and approval prior to construction activities on the site.
 - Consultant shall prepare a final Landscape Plan, Irrigation Plan, landscape and irrigation specifications and construction details to be included in the final civil engineering plan set.

- Consultant shall prepare a Final Site Plan to be included in the final civil engineering plan set.
- Consultant shall submit a Final Site Plan to the City of Camas meeting any conditions of approval as outlined in the Hearing Examiner Final Order.

(14) Consultant shall provide construction administration related to site development and landscape architecture and those items contained within the civil engineering and landscape plans for site development.

- iii. Consultant shall prepare and submit as-built civil engineering drawings to the City of Camas for review and approval.

1304. Cultural Resources Surveys and Permitting

1. Consultation, Background Research and Permitting. Consultant shall conduct background research in DAHP site and survey databases, and within its library. Consultant staff shall also review previous geotechnical reports, General Land Office maps, soils and wetland data, and any other resources deemed appropriate during the course of the investigations. Consultant will carry out on-going consultation with the project engineers, the City, the lead federal agency, relevant Tribes, and others, as needed. This does not take the place of the mandated government-to-government consultation under Section 106 of the NHPA.
 - a. Consultant assumes that the project is receiving federal funds and is therefore considered a federal undertaking from the cultural resource review standpoint. As such, consultant assumes that no state archaeological excavation permits will be required to carry out the cultural resource inventory effort.. However, if the project becomes subject to review at the state or local level, Consultant may apply for an Washington State Archaeological Excavation Permit to complete subsurface archaeological investigations within a previously recorded site at the Well 13 parcel.
2. Cultural Resources Field Surveys. the project areas have been previously surveyed. The Well 13 project area was surveyed in 2007 and a pre-contact site was found. The Well 6 and 14 project area was surveyed by Archaeological Services, LLC in 2018 for a water main project. Consultant shall consider these previous surveys to plan the field inventory efforts for the Well 13 PFAS Treatment project. The surveys will, at a minimum include pedestrian walkover and documentation of current conditions. If deemed appropriate, additional subsurface investigations may be carried out – this would consist of the excavation of shovel test probes, described below. A new report tailored to the Well 13 PFAS Treatment project will be prepared.
 - a. The pedestrian archaeological survey will involve archaeologists walking along transects spaced no more than 20 meters apart systematically examining the ground surface for archaeological materials. If shovel probes are excavated, they will measure 30 centimeters (cm) in diameter and will extend to a minimum of 50 cm below surface. Should soil profiles encountered in shovel probes warrant deeper investigation, a 6-inch bucket auger may also be used to excavate below the typical depth of shovel probes. The bucket auger would be placed in the bottom of a shovel probe at approximately 70-80 cm below the surface and be excavated up to two meters below the surface.

- b. All soils will be screened through 1/8-inch hardware mesh. All diagnostic materials will be photographed. Up to one archaeological resource (archaeological site, archaeological isolate) will be recorded on the appropriate DAHP resource forms.
 - c. The architectural survey will involve an architectural historian taking notes and photo-documenting any structures that are 45 years or older and completing documentation forms for above-ground structures.
3. **Cultural Resources Reporting.** Consultant shall evaluate the results of background research and fieldwork and prepare a report to DAHP and federal standards to aid in satisfying the cultural resources evaluation requirements of Section 106 of the NHPA. The report will include documentation of background research, methods and results of the field investigations, and conclusions and recommendations for further work, if any. The report will include all necessary graphics and resources forms for up to two resources. If appropriate, above ground historic properties will be recorded in the Washington Historic Property Inventory Any archaeological resources will be recorded using the state's online resource form portal. All final documentation will be submitted to the lead federal agency and Washington DAHP via the WISAARD project management system.

Task 1300 Workshop Summary

- 1. Workshop 1303 - City of Camas Land Use Permitting Coordination Meeting.

Task 1300 Assumptions

- 1. Sub-task 1301 - Environmental and Land Use Permitting Strategies.
 - a. Preliminary identification of potential jurisdictional wetlands and waterways, species of concern, and sensitive habitat areas will be accomplished through a desktop-level analysis. Formal wetland delineations and/or biological surveys may not be completed prior to finalizing the permitting strategy.
 - b. Up to three meetings with resource agencies to describe the project and confirm permitting requirements.
 - c. Consultant shall evaluate natural resource-related considerations associated with different design options; however, a formal alternatives analysis will not be prepared for this task.
 - d. An evaluation of the potential climate change impacts associated with the Project will not be conducted.
 - e. A review of cultural resource permitting requirements and considerations is not included as part of this task.
 - f. Sub-consultant shall receive one set of consolidated comments on Draft documents from Consultant and City.
- 2. Sub-task 1302 - Natural Resource Permitting
 - a. Up to 24 hours are included for the permit strategy.
 - b. Up to 4 hours of meeting attendance is included to support the potential NEPA process. If federal funding is acquired, a contract amendment will be required to develop the necessary documentation.
 - c. All delineation flags will be collected by professional land surveyors outside of this task.
 - d. The delineation will include a one-day field effort for Well 13.
 - e. Hydrology monitoring is not included.
 - f. A single agency site visit is included.

- g. A single in-person public hearing is included.
 - h. Direct wetland/stream impacts are not included. U.S. Army Corps of Engineers permitting is not included.
 - i. No work (including vegetation removal) will occur within 150 feet of the ordinary high water mark of Lacamas Creek and Washougal River.
 - j. A Shoreline Conditional Use Permit is included. A Shoreline Variance is not included.
 - k. Ground disturbance will be less than 1 acre; a construction stormwater general permit is not included.
 - l. Sub-consultant shall receive one set of consolidated comments on Draft documents from Consultant and City.
3. Sub-task 1303 - Land Use Permitting and Civil Engineering.
- a. The City will pay all required agency review fees.
 - b. No land use approvals other than the City are anticipated for this Project.
 - c. Pre-construction permits including, but not limited to, grading, NPDES and building permits are excluded from this scope, and assumed to be obtained by the Contractor or the City.
 - d. City will provide all required signatures and proofs of ownership and pay all permit application fees in a timely manner.
 - e. This scope assumes that the land use decision will not be appealed by a third party. Should the decision be appealed, an amendment will be required to address this additional level of effort.
 - f. Any items required for the Type III Conditional Use Permit applications as listed in the Pre-application Conference Report or as requested by City staff, that are not identified above, are not included in this scope.
 - g. This scope does not include addressing CARA requirements.
 - h. Consultant shall not be responsible for changes to the documents required by the jurisdiction based upon rules, regulations, codes or requirements of the jurisdiction that are not written regulations or correspondence from the jurisdiction. Changes required due to unwritten rules, regulations, codes or requirements by the jurisdiction shall be considered additional services that are not part of this contract.
 - i. Sub-consultant shall receive one set of consolidated comments on Draft documents from Consultant and City.
4. Sub-task 1304 - Cultural Resources Surveys and Permitting.
- a. Approval of a Washington State Archaeological Excavation Permit will take 40-50 days.
 - b. Recording of up to one archaeological resource (site or isolate) is included in this Scope of Work. Should other resources be discovered during field surveys and require recording with State Historic Preservation Officers (SHPO), additional scope and fee will be required.
 - c. Consultant shall submit the final deliverables to SHPO directly in fulfillment of the state permit requirements.
 - d. Sub-consultant shall receive one set of consolidated comments on Draft documents from Consultant and City.

Task 1300 City Deliverables

- 1. Review and comment on draft and final draft documents provided by Consultant.
- 2. Payment for all permit applications.

Task 1300 Consultant Deliverables

1. Sub-task 1301 - Environmental Permitting
 - a. One draft and one final Natural Resource Permitting Strategy.
 - b. One draft and one final Critical Areas Report.
 - c. One draft and one final Shoreline Narrative.
 - d. One draft and one final Mitigation Plan.
2. Sub-task 1302 – Land Use Permitting and Civil Engineering.
 - a. One draft and one final Conditional Use Permit application packages for the City.
 - b. One draft and one final draft set of civil engineering and landscape plans for the City.
 - c. One draft and one final set of civil engineering as-built drawings.
3. Sub-task 1304 - Cultural Resources Surveys and Permitting.
 - a. One electronic copy of the state permit application, in pdf format.
 - b. Summary of results of field survey.
 - c. One draft and one final Cultural Resources Report.
 - d. GIS line work.

TASK 1400 - SUPPORT SERVICES

The purpose of Task 1400 is to provide additional technical support services to support the design and delivery of Well 13 PFAS treatment infrastructure improvements at the City's groundwater supply system.

Task 1400 Activities**1401. Geotechnical Services**

1. Geotechnical Services:
 - a. Geotechnical Investigation. Conduct site visits, background information review, and conduct a review of available geologic information to identify geologic settings and assessing potential hazards at Well 13. Prior to the explorations, we will conduct a site reconnaissance. During the site reconnaissance, we will mark and reference the exploration locations (borings) in the field, and we will contact the utility notification center (One-Call) for utility clearance. Consultant will conduct one geotechnical boring to 50 feet deep to assess the subsurface soil and groundwater conditions at each of the two sites, for a total of two borings. The borings will collect standard penetration test and thin wall Shelby tube soil samples for laboratory testing and assessing soil parameters for seismic liquefaction evaluation and foundation design.
2. Geotechnical Engineering Analysis and Reports:
 - a. Based on the field logs and laboratory testing results, we will develop the boring log for the explorations. Our geotechnical engineering design and construction recommendations will include the following:
 - i. Assess soil seismic profile (site classification) and site response parameters in accordance with the 2021 Washington State Building Code (2021 International Building Code). If the sites are potentially liquefiable, the soil seismic profile will be only for the facilities with seismic periods less than 0.5 second.
 - ii. Evaluate the liquefaction potential, and liquefaction induced effects such as seismic-induced settlements, lateral spreading, and potential reduction in soil bearing capacities.

- iii. Evaluate static and seismic soil bearing capacities, subgrade modulus and total and differential settlements for the proposed foundations.
- iv. Provide recommendations and design criteria for the preferred foundations (i.e. shallow or deep foundations) or ground improvements to mitigation soil liquefaction hazard.
- v. Provide lateral load resistance recommendations, including passive earth pressure and coefficient of friction.
- vi. Provide recommendations for shoring and dewatering of any deep excavations.
- vii. Provide recommendations for site preparations, grading, drainage, and wet-weather earthwork procedures.
- viii. Provide engineered fill recommendations for the foundation or ground improvement and compaction criteria.

Task 1401 - Workshops

1. N/A

Task 1401 - Assumptions

1. Investigations will occur at Well 13. Results from the investigation will be combined into one single report.
2. City of Camas to provide site access and to locate buried utilities onsite that are unknown to the One-Call utility locating service.
3. The explorations do not include environmental assessments, and the site is assumed to be "clean" regarding contaminated and hazardous materials.
4. Key results from this analysis shall be reviewed with the City during the Design CAMP®.

Task 1401 - City Deliverables

1. Review and comment on Draft and Final Draft documents provided by Consultant.

Task 1401 - Consultant Deliverables

1. Draft and Final Geotechnical Engineering Report.

1402. Utility Location, Mapping, and Surveying

1. Site Survey.
 - a. The purpose of this task is to collect existing topographic features and provide a basemap for the design of the improvements to Well 13 and Wells 7, 8, 11 and 12. Consultant shall collect topographic data of constructed and natural features within the project limits. Detailed mapping shall include the following features:
 - i. Buildings and structures.
 - ii. Above ground and underground utilities.
 - iii. Ground shots and grade breaks.
 - iv. Trees (6-inch diameter breast height and larger). Tree tags are not included in this scope.
 - v. Significant surface features such as roads, landings, water treatment pools, concrete pads, guardrails, etc.
 - vi. Wetland delineation.

- vii. Ordinary High Water Mark (OHWM) for Lacamas Creek.
 - viii. Wetland delineation and OHWM by others. Flags and/or marks will be located prior to survey work.
 - b. Consultant shall establish survey control for this project. The horizontal datum shall be NAD 83 (2011), Washington State Plane South Zone (Survey Feet). The vertical datum shall be National Geodetic Vertical Datum of 1929 (Survey Feet). Client to verify vertical datum with surveyor prior to work commencing. Consultant shall create a digital terrain model using topographic data collected.
2. Underground Utility Locate.
- a. Consultant shall work with a private utility locator to conduct a pre-survey utility locate and identify the locations and depths of underground utilities. The steps for locating the underground utilities are as follows:
 - i. Step 1:
 - (1) Obtain construction and as-built plans from City of Camas.
 - (2) Call Washington Utility Notification Center to request a pre-survey utility locate (if applicable).
 - ii. Step 2:
 - (1) Direct private utility locator Consultant to locate underground utilities.
 - iii. Step 3:
 - (1) For utilities of concern, and dependent on the type of information required, Consultant shall work with the private utility locator to either:
 - (a) Perform geophysical survey using ground penetrating radar to obtain locations and depth of utilities, or
 - (b) Perform potholing to verify locations and obtain depths of utilities.

Task 1402 - Workshops

- 1. N/A

Task 1402 - Assumptions

- 1. Assumptions related to survey scope:
 - a. Permission to enter any properties will be obtained by the client prior to scheduling the survey.
 - b. No monuments will be set nor will any boundary lines be marked or staked during this survey.
 - c. Preparation of and recording of a Record of Survey is not included.
 - d. Preparation of an ALTA survey is not included.
 - e. Preparation of deed history for a legal lot determination is not included.
 - f. Horizontal Datum will be based on Washington State Plane South and Vertical Datum will be determined by client;
 - g. Recording fees are not included.
 - h. No tree survey is included in the scope of work.

Task 1402 - City Deliverables

- 1. City will provide as-builts plans.

Task 1402 – Consultant Deliverables

1. Civil 3D drawing with digital terrain model.

1403. Hydrogeological Support Services

1. Provide hydrogeologic perspective and input to early work activities to identify issues and approaches relevant to fast-track mitigation.
2. Provide hydrogeologic perspective to interpret existing PFAS sampling data (including Task 1100 data), characterize the current extent and possible hydrogeologic mechanisms associated with known PFAS contamination, and assess the degree to which the recent contaminant source inventory (Mott MacDonald, in press) may be helpful as a preliminary means of assessing potential PFAS sources.
3. Explore opportunities to shift the distribution of pumping among LWFF wells and/or develop new groundwater sources in known or alternative locations.
4. Assist with the permitting, preparing technical specifications, drilling, design, testing and documenting a new well within the Oak Park Wellfield to increase its overall capacity. This task will also include: evaluating well performance, maximum sustainable well yield and interference drawdowns between wells.
5. Assist with possible modification of existing wells within the Oak Park Wellfield to increase its overall capacity.
6. Provide analysis to optimize wellfield yield and pumping operations.
7. Consultant will prepare for and host a workshop to discuss opportunities to increase Oak Park Wellfield yield, select preferred opportunities, identify logistical considerations, and assign roles for further actions.

Task 1403 - Workshops

1. Workshop 1403: Current Wellfield Opportunities.

Task 1403 - Assumptions

1. Well 13 mitigation currently assumes drilling of one new well within the Oak Park Wellfield, but could be expanded to include modifications to existing wells and pumps and/or drilling more than one additional well.
1. City will contract directly with well driller. Hydrogeologic services associated with new or modified wells could be contracted under this project or directly under the PSC between the City and Mott MacDonald.
2. Mott MacDonald and Carollo Engineers, Inc. will work cooperatively to complete the DOH Susceptibility Assessment form required for authorization of a new production well.
3. Analysis of near-term sampling results assumes that Carollo will maintain the data in a project database and will perform any necessary QA/QC analysis on the data.
4. Strategy development for Near Term Operations Support (Task 1108) assumes that the updated groundwater model will not be ready and available during this “early work activity” stage. Instead, this task will rely upon aquifer test analysis. The City may elect to run a LWFF wide aquifer test under Mott’s direction early on in 2024 such that wellfield responses to various pumping combinations can be used to characterize wellfield behavior and optimize wellfield yield. If performed, the wellfield test will be conducted under separate contract.

Task 1403 - City Deliverables

1. Review and ranking of the drilling and well modification options.

Task 1403 - Consultant Deliverables

1. Technical memorandum (TM) presenting recommendations for redistributing pumping between existing Oak Park and Lower Washougal Wellfield wells, drilling of new production well(s), and/or reconfiguration of existing wells.
2. Hydrogeologic report associated with new production well.
3. Hydrogeologic input to WDOH Susceptibility Assessment form required to authorize withdrawals from a new production well.

TASK 2000 - SYSTEM-WIDE PFAS RESPONSE PLAN

The purpose of this task is to build an adaptive PFAS response plan for the City to strategically plan for system-wide, sustainable and equitable PFAS mitigation. The goal of these long-term PFAS response efforts will be to develop a roadmap to compliance with the USEPA's proposed PFAS MCLs by the agency's deadline. The response plan will include a risk assessment, a mitigation screening evaluation, continued PFAS monitoring and source management, and hydrogeological efforts to support decision making. Each one of these elements is described in turn below.

TASK 2100 - RISK ASSESSMENT

The Risk Assessment will serve to identify near-term and long-term actions that can be taken to mitigate PFAS and maintain the City's commitment to providing high-quality water by ranking the highest risks facing the City with respect to PFAS. Efforts from Task 2400 - Hydrogeological support services will also support development of risks and opportunities.

Task 2100 Activities**2101. Risk Register**

Consultant to develop and maintain a working risk register throughout the duration of the project. The Risk Register will be initially developed in collaboration with the City via a PESTLE workshop.

1. Consultant to facilitate a 'PESTLE' workshop with City staff and key project stakeholders. PESTLE is an acronym for Political, Economic, Social, Technical, Legislative and Environmental. Participants will use these categories to help brainstorm, organize and preliminarily rank potential project risks and opportunities, not only for Well 13, but for system-wide PFAS mitigation.
2. Results from the PESTLE exercise shall be used to populate the preliminary risk register. Consultant Project Manager shall work with the City's Project Manager to quantify the likelihood and consequence of occurrence for each risk and opportunity. The risks and opportunities will then be ranked; the Consultant Project Manager shall work with the City's Project Manager to collaborate on mitigation strategies for the most critical items. The risk register shall support task 2300, which will consist of quarterly meetings to update a PFAS Response Plan, based on the risks and opportunities identified within this task.

2102. Contaminant Source Risk Inventory

1. Consultant will review Ecology and Clark County land use information, including a parcel-level historical review as warranted, to identify potential past and present sites or facilities that could be associated with PFAS contamination (desktop study). The geographic extent of the review will be limited to the expected wellfield.
2. Consultant will consider groundwater flow patterns when assessing relative risk of potential contaminant sources to City supply wells. The groundwater flow model may be used to support groundwater flow path analysis, particularly if it is updated prior to performing this task.
3. Consultant will develop a draft TM to present our results and host an online workshop to discuss findings and glean local knowledge that may be useful for understanding contaminant source risks. The TM will be updated based on the results of this workshop. Specific risks could potentially be incorporated into the Risk Register.

2103. Long-Term PFAS Sampling Plan

This sampling plan will serve to supplement the near-term PFAS sampling plan identified in Task 1105.

1. A comprehensive, long term PFAS sampling plan will help the City prepare for compliance with USEPA PFAS sampling requirements, and guide efforts to maximize value out of sampling throughout the groundwater area and within the distribution system. The sampling plan results will help guide efforts in Task 2200 and 2300 and will help track progress of PFAS mitigation as the project progresses.
2. Consultant will analyze PFAS data and provide the CITY with analysis tools and resources for interpreting results that can be efficiently updated as new data becomes available. Efforts will include:
 - a. Development of objectives, goals and questions to be answered through the sampling effort via a meeting between the CONSULTANT and CITY.
 - b. Ongoing refinement of the sampling plan based on PFAS mitigation progress and USEPA sampling requirements.
 - c. Ongoing data analysis as results become available to analyze trends and provide insights towards answering the questions presented in the sampling plan.

Task 2100 Workshop Summary

1. Workshop 2101: PESTLE Exercise.
2. Workshop 2102: Contaminant Source Evaluation.
3. Workshop 2103: Long-term Sampling Plan Goals.

Task 2100 Assumptions

1. PESTLE Exercise shall be two hours in duration, and shall be attended by the Consultant's Project Manager and Project Engineer, as well as representatives from our key subconsultants. Preparation time shall be eight hours for the Project Manager and four hours for the Project Engineer. City will engage all key City Staff to participate in the PESTLE exercise, including operations staff, communications staff, and any additional staff the City feels would provide benefit to the exercise. Use of the groundwater flow model to assess potential contaminant transport towards City supply wells assumes that the model is updated external to this project.
2. Task 2103.2 assumes that the City will conduct four rounds of sampling over the course of a year, beginning when the short-term sampling for early work activities is completed. With each of the four

rounds of data we receive, Carollo will maintain a simple database, perform data QC when data is received, and work with Mott to perform an analysis from the data available. This will involve analyses of any trends in concentration, location, or PFAS type and may include hydrogeologic considerations.

Task 2100 City Deliverables

1. Review and ranking of the Risk Register.
2. Review of the long-term sampling plan.
3. Review of PFAS data analysis and analysis tools.

Task 2100 Consultant Deliverables

1. Risk Register.
2. Draft and Final PFAS Source Assessment TM.
3. Long-term Sampling Plan.
4. PFAS Analysis Summary.

TASK 2200 - MITIGATION/ALTERNATIVES ANALYSIS SCREENING

This effort includes ongoing evaluations to find the best alternative for PFAS mitigation system wide in a manner that will ensure compliance by USEPA's proposed deadline of 2026. Screening options will generally be divided into the categories of treatment-based mitigation or operational-based mitigation.

Task 2200 Activities

2201. System Integration Baseline

1. Consultant will help to establish an understanding among key Project members regarding the water system, key criteria, operational restrictions, and future capacity and infrastructure expansion plans. The Project team will establish initial options to screen for system-wide PFAS mitigation through brainstorming of options that are in alignment with both the City's economic development plans, the LOS goals established in Task 1101, and the USEPA's MCL enforcement schedule.
2. Consultant will outline up to four options to be screened that will provide system-wide compliance with a preliminary screening options TM.

2202. PFAS Alternatives Mitigation Screening

1. Using the Risk Register and the preliminary screening options TM as guidance, a collaborative meeting will:
 - a. Establish a method by which mitigation options will be screened and ranked for feasibility. Screening will consider the City's economic development plans, the level of service goals established in Task 1101, and the USEPA's MCL enforcement schedule. Screening options will consider treatment options and other mitigation options, such as new wells, alternate operational strategies, or regional-based solutions, for example. Non-cost factors to evaluate options will also be established.
 - b. Collaboratively discuss, screen, and rank various PFAS mitigation options and non-cost factors that affect their ranking.

2. Consultant will prepare planning-level, parametric costs for the two top-ranked options to support decision making.
3. Consultant will prepare a summary TM that lists the results of the mitigation screening exercise. The TM will include a summary of the top-ranked options with associated planning-level cost and non-cost factors. Screened options will also be memorialized in the TM.

Task 2202 Workshop Summary

1. PFAS Mitigation Screening Workshop

Task 2202 Assumptions

1. PFAS Mitigation Screening Workshop shall be 2 hours in duration and shall be attended by the Consultant's Project Manager and Project Engineer, as well as representatives from our key subconsultants.

Task 2202 City Deliverables

1. Review of the PFAS Mitigation Alternatives TM.

Task 2202 Consultant Deliverables

1. PFAS Mitigation Alternatives TM.

TASK 2300 - RESPONSE PLAN

The goal of a PFAS response plan will be to develop a roadmap to compliance with the MCLs by USEPA's proposed deadline. It will incorporate results from the Risk Register (Task 2100) and the Screening Evaluations (Task 2200) into a comprehensive, adaptive, plan for the City to ensure compliance with upcoming MCLs that can be updated over time as conditions within the system change and risks are mitigated.

Task 2300 Activities:

2301. PFAS Response Plan Database Meetings

1. Consultant will develop a PFAS response plan. The response plan will serve as a comprehensive, live document that contains the Risk Register and actions that can be taken to mitigate the risks, which will be based on the PFAS alternatives evaluation in Task 2200.
2. PFAS response plan will be updated quarterly to reflect project status, and associated impacts on the risks and opportunities. Quarterly update meetings are assumed to include the City's PM, the Consultant's PM, and Consultant's PE.
3. Consultant will evaluate ongoing efforts for PFAS mitigation and recommend actions as needed to ensure mitigation efforts align with the City's CIP and economic development plan. Efforts to update CIPs, future water system plan updates, economic development plans, or other master planning efforts are available as an optional task in Task 5000.

2302. PFAS Status Tracking.

1. Consultant will track regional and national PFAS news, updates, and report applicable information to City. Consultant and City will collaborate on any changes to near-term actions or PFAS response plan items as a result of these status updates.

Task 2300 Workshop Summary

1. Quarterly PFAS Response Plan Update (Quarterly) .

Task 2300 Assumptions

1. Quarterly PFAS Response Plan updates shall require three hours of the Consultant Project Manager and six hour of the Project Engineer's time per quarter.

Task 2300 City Deliverables

1. Review of the PFAS response plan.

Task 2300 Consultant Deliverables

1. PFAS response plan updates.
2. Regional/National PFAS status updates.

TASK 2400 - HYDROGEOLOGIC SUPPORT SERVICES

Hydrogeologic input from Mott MacDonald will be provided to support the 2000-level tasks, including: assessing contaminant risks to groundwater quality, identifying mitigative alternatives to reduce/eliminate pumping of PFAS contaminated groundwater into production wells, and supporting response planning. The hydrogeologic input will draw upon understanding of the groundwater flow system, expected groundwater flow directions, stream-aquifer interactions, production well performance and wellfield operations. Hydrogeologic understanding will be coupled to environmental assessment of potential past and current PFAS sources.

In order to support the Task 2400 activities, the City may elect to have Mott MacDonald perform additional work (likely outside of this contract) to improve characterization of the groundwater flow system and to update the groundwater flow model. The updated model could be used to: assess groundwater flow patterns (particularly where data are unavailable); assess how changes in pumping can affect groundwater flow patterns; assess how groundwater/surface-water interactions may affect the origin of groundwater pumped from the City's wells; update delineation of wellhead protection capture zones; predict groundwater flow pathways originating at potential sources of PFAS contamination; identify preferred locations for monitoring wells; optimize wellfield operations to maximize yield and minimize required PFAS treatment.

Task 2400 Activities**2401. Identify Potential PFAS Sources and Contaminant Transport Pathways**

1. Reviewing Ecology and Clark County land use information, including a parcel-level historical review as warranted, to identify potential past and present sites or facilities that could be associated with PFAS contamination (desktop study). *This activity supports Task 2102.*
 - a. Identify potential historic and current land uses that could be associated with introduction of PFAS into underlying groundwater.
 - b. Apply hydrogeologic conceptual model and/or groundwater flow model to better understand groundwater flow patterns, PFAS occurrence, and potential contaminant transport pathways within the groundwater flow system.

2402. Identify Monitoring Opportunities

1. Identify water level and water quality monitoring recommendations based on findings of Task 2401 and discussion with City Staff regarding the suitability of their infrastructure for monitoring along with potential cooperation with other entities monitoring groundwater within the area of interest. *This activity supports Task 2103.*

2403. Identify Mitigation Strategies

1. Identify mitigative strategies for reducing (or avoiding) capturing PFAS-contaminated groundwater. *This activity supports Tasks 2200 and 2300.*
 - a. Strategies would likely focus on operational modifications and/or optimization of the City's groundwater sources.

Task 2400 Workshop Summary

1. Hydrogeologic considerations will be presented at workshops proposed for the tasks above (2102, 2103, 2200, 2300).
2. If requested by the City, Mott MacDonald will provide stand-alone workshops to discuss: understanding the hydrogeologic conceptual model; understanding the design and capabilities of the groundwater flow model; recommended changes in wellfield operations; understanding potential PFAS sources, transport in groundwater and potential mitigations; recommendations for enhanced groundwater monitoring; and other topics (as requested).

Task 2400 Assumptions

1. Since Mott MacDonald is both a member of this project team and also consults directly for the City, hydrogeologic support services may be performed under this project or under their direct Professional Service Contract, as desired by the City.
 - a. Tasks related to improving the conceptual hydrogeologic model have not yet been specifically defined, and might be performed outside this scope of work (e.g. under direct contract between Mott MacDonald and the City).
 - b. Use of the groundwater flow model to better understand groundwater flow patterns and potential impacts of modified wellfield operation on flow patterns assumes that the model will be updated. Update of the groundwater flow model might be performed outside this scope of work (e.g. under direct contract between Mott MacDonald and the City).
2. Cost estimate does not include stand-alone hydrogeologic workshops. If requested, such workshops would require a scope/budget modification.
3. Documentation of hydrogeologic findings will be incorporated into reports and TM's associated with the 2000-level tasks, as noted above. No standalone hydrogeologic interpretation will be developed unless specifically requested/authorized by the City. If requested, such documentation would require a scope/budget modification.
4. City staff will continue to assist in collecting pumping and water level data from supply wells. City staff may assist in developing cooperative relationships with entities that have monitoring wells within the area of interest.
5. The level of effort for Historic Site Review under the Contaminant Source Risk Inventory (Task 2102) is difficult to predict without starting in on the task. The task will likely incorporate a commercially

available historic land use analysis (Environmental Data Resources, or “EDR”) – and the City will purchase this commercial product directly. Without knowing the number of potential sites requiring investigation, the hours shown on the project cost estimate represent a fixed level of effort. If the EDR data suggest that the number of sites worthy of review exceeds the assumed level of effort, the City could elect to increase the task budget with a contract amendment.

6. Development of the Long Term PFAS Sampling Plan (Task 2103) is limited to a planning level effort. It will identify monitoring opportunities, general methods, and possible locations for additional monitoring. It will not include consideration of sampling from existing cleanup sites (which would include access, liability and other arrangements).

Task 2400 City Deliverables

1. A number of City deliverables listed under Tasks 2100, 2200, and 2300 may be directly relevant to hydrogeologic support services.

Task 2400 Consultant Deliverables

1. Documentation of hydrogeologic findings will be incorporated into reports and TMs associated with the 2000-level tasks, as noted above. No standalone hydrogeologic interpretation will be developed unless specifically requested/authorized by the City. If requested, such documentation would require a scope/budget modification.

TASK 3000 - COMMUNICATIONS AND FUNDING SUPPORT

TASK 3100 - STAKEHOLDER ENGAGEMENT AND OUTREACH SUPPORT

The purpose of this activity is to maintain project support and feasibility through securing stakeholder support via communications and outreach efforts.

Task 3100 Activities

3101.Kick-Off Meeting

Review communications scope and objectives with the City staff and Consultant project team.

3102. Public Outreach Support

1. Review of City’s PFAS Public Outreach Plan. Consultant will review City’s PFAS outreach and public involvement materials, plan, and coordination efforts and make recommendations based on Consultant’s experience. The content that may be reviewed may include items or key outreach topics such as target audiences, messaging and talking points, tools and materials, outreach channels, schedules, and assignments.
2. Consultant will organize meetings and facilitate coordination between the City’s communication’s staff and public relations/ communications staff from local or regional utilities to facilitate collaboration and information sharing on PFAS topics.
3. Consultant will support the City in hosting an “open house”. Open house will be public, in-person opportunity for members of the public to ask questions about PFAS and their water system.
4. Consultant will support the City in presenting the status of PFAS in Camas to Camas City Council members.

Task 3100 Workshop Summary

1. Peer agency Communications Staff collaboration meetings.
2. Support with one City-led "Open House" events.
3. Support with three City Council updates regarding the PFAS status in Camas, including pre-council preparation meetings.

Task 3100 Assumptions

1. City will lead the organization and logistics of one Open House event. Consultant will act in a support role, helping to guide discussion points or answer technical questions (not questions or discussion that are strictly City-specific matters).
2. City will prepare any required pre-work or logistics planning necessary to support the City Council meetings. Consultant may help prepare staff reports. It is assumed the City will coordinate with Council members and schedule pre-council meetings to discuss the topic with council members in an informal setting, such as a Teams meeting, prior to the City Council meeting.

Task 3100 City Deliverables

1. Review of City council presentation slides.

Task 3100 Consultant Deliverables

1. City council meeting presentation slides

TASK 3200 - FUNDING OPPORTUNITY TRACKING AND SUPPORT

The purpose of this task is to track funding opportunities and ensure the City is maximizing opportunities to secure funds for the project.

Task 3200 Activities**3201. Funding Survey**

1. Carollo will identify potential local, state, and federal grant funding opportunities that may be applicable to any or all portions of this project. Carollo will research and compile a list of potential state and federal grant funding opportunities, including the USEPA, Bureau of Reclamation, Department of Energy, Economic Development Administration, Federal Emergency Management Agency, State Water Resources Control Board, Department of Water Resources, Washington State-level grants, and others, and will identify potential opportunities through the Bipartisan Infrastructure Bill and the Inflation Reduction Act. The results will be documented in a Funding Matrix which will include details such as funding agency, program, description of funding program eligibility, requirements and limitations, total funding provided, documentation requirements, timing, relevance to the project, and "next steps."
2. Carollo will develop a brief Funding Strategy Project Memorandum summarizing the approach to the identification, CIP projects evaluated, and the funding opportunities identified/ considered. The memo will include the funding summary matrix and a mapping of these opportunities to the identified projects.
3. Carollo will update the funding matrix and Funding Strategy Project Memorandum based on review input from the City and discussions from a follow up meeting regarding the funding opportunity matrix.

Task 3200 Workshop Summary

1. Funding opportunity review workshop.
2. Quarterly updates to update the funding matrix.

Task 3200 Assumptions

1. Preparation of grant or loan funding applications is not included but is included in Task 5000 - Optional Services should the City desire support in preparing applications for funding.

Task 3200 City Deliverables

1. Review of the Draft Funding Strategy TM and finding matrix.

Task 3200 Consultant Deliverables

1. Draft and Final Funding Strategy TM.

TASK 4000 - PROJECT MANAGEMENT ACTIVITIES**TASK 4100 - PROJECT MANAGEMENT DURING DESIGN**

The purpose of this task is to direct all project activities, while maintaining the project within the contracted scope, schedule, and budget. This includes project administration, monthly invoicing, City and team coordination and quality assurance/quality control review necessary to successfully the project to the City's expectations.

Task 4100 Activities**4101. Kick-Off Meeting**

Review scope and objectives with the City staff and Consultant project team.

4102. Project Management and Health and Safety Plans

1. Prepare a Project Management Plan (PMP) that describes project roles and responsibilities, lists contact information for the project team, and describes communications protocols, quality management (QM), including the scope of work, schedule and budget. The Draft PMP shall be introduced and discussed with the City's project team as part of the Project Kick-off Meeting. A revised, Final PMP shall be delivered following incorporation of City Comments. QM includes, but is not limited to the following elements:
 - a. Project Manager overview of all primary documents to verify technical consistency and compliance with the contract requirements.
 - b. Designate and assign qualified Consultant staff to develop assigned project deliverables, and manage Consultant staff for schedule, quality and budget relative to assigned deliverables.
 - c. Develop a proposed timeline for project delivery.
 - d. Protocol for maintaining a decision log, tracking all decisions as they occur.
 - e. Protocol for maintaining a risk register identifying all potential project risks with input from City and other key stakeholders.
2. The Consultant shall prepare a draft and final site-specific Health and Safety (H&S) plan for acceptance by the City, covering field work to be performed by the Consultant and Subcontractor(s) staff for the design and construction of the Well 13 PFAS Treatment project. The Consultant shall

facilitate Consultant and Subcontractor (who perform field work) compliance with these requirements. The Consultant shall comply with applicable federal, state, and local environmental, health, and safety legislation, regulations, and codes.

- a. The Consultant shall provide a draft site-specific health and safety plan with the PMP. Updates for specific, planned field work shall be provided by the Consultant for the City to review and comment, to confirm compliance with overall City safety goals.
- b. Before the start of Well 13 PFAS Treatment construction, the Consultant shall update their site-specific Health and Safety Plan for acceptance by the City. The Consultant's H&S Plan shall be coordinated with the Contractor's H&S plan. Updates for specific, planned fieldwork shall be provided by the Consultant for the City to review and comment, to confirm compliance with overall project safety goals.

4103. Monthly Progress Reports and Invoices

1. This subtask includes assisting the project team members in the implementation of the task items, reviewing the work-in-progress reports and monthly invoices. Consultant shall prepare and submit monthly activity reports showing current project scope, budget and schedule status, identifying key issues, or elements of the project that will need to be addressed in the proceeding weeks. An electronic version of the monthly progress reports (including updated project schedule) and invoices shall be sent to City for review and approval.

4104. Consultant Team Coordination.

1. Manage the Consultant project team to track time and budget, work elements accomplished, work items planned for the next period, manpower, scope changes and time and budget needed to complete the project tasks.
2. Create and maintain a working project schedule, based on the baseline schedule in the PMP; provide revised schedule with monthly progress reports, as defined in Task 4103.

4105. Project Website and Associated Document Management Training

1. Consultant to develop a Project Website for Consultant, Contractor and City use throughout the duration of the project. The website shall be used to capture key documents/deliverables, presentations, project logs and meeting agendas/minutes developed as part of the project, track key schedule milestones and events on a project calendar, and archive project photographs.
2. Consultant to provide training for City and Contractor staff, as required, to facilitate use of the Project Website.

4106. Progress Meetings

1. Bi-weekly Project Status conference calls shall be held to review project status, including scope, budget, and schedule. Prepare an agenda and document discussions, including action items and decisions, in meeting minutes which shall serve as the following week's agenda.
2. Quarterly Project Summary Meetings to provide project status updates to the City leadership and/or key stakeholders, as required.

4107. Project Logs

Consultant shall maintain the following logs, which shall be reviewed on a bi-weekly basis with the City's Project Manager.

1. Consultant shall maintain a log of key Action Items throughout the project duration, summarizing key actions, due dates and status of all action items identified throughout the project duration.
2. Consultant shall maintain a log of key Decisions made throughout the project, focusing on key design decisions that impact cost and/or operability.
3. Consultant shall maintain a log of key Design Changes to identify items that may significantly change design and/or construction costs from the previous deliverable.

4108. Project Communications Protocol

1. Consultant will coordinate with City's Legal department to discuss and establish communications protocols for the project.

Task 4100 Workshop Summary

1. Workshop 4101: Project Kick-off Meeting.

Task 4100 Assumptions

1. The total duration of the design phase is two years (24 months).
2. Kick-Off meeting shall be attended by Consultant's Project Manager, Project Engineer and Task Lead. Meeting duration shall be two hours; preparation time shall be six hours for the Consultant Project Manager, and 2 hours for each additional attendee.
3. Consultant Team Coordination Meetings shall occur weekly during design efforts, and shall be attended by the Consultant's Project Manager and Project Engineer. Meeting durations shall be one hour; one hour of preparation if required by the Consultant's Project Engineer.
4. Baseline Schedule shall be updated monthly throughout design efforts. Updates shall require one hour of Consultant's Project Manager and Project Engineer.
5. Project website trainings shall be two hours in duration, and will require four hours of preparation time. A total of four trainings shall be offered.
6. Bi-weekly Project Status Meetings shall either be held via conference call, or shall be scheduled to coincide with a Workshop; participation limited to Consultant and City Project Managers. Total duration for each meeting is one hour, with one hour of preparation time. A total of 48 meetings are anticipated.
7. Quarterly Project Summary Meetings to provide project status updates to the City Leadership and/or key stakeholders will require participation from the Consultant Principal in Charge and Project Manager. Total duration for each meeting is one hour, with one hour of preparation time. A total of eight meetings are anticipated.
8. Project Logs shall be updated on a weekly basis; the Consultant's Project Manager and Project Engineer's shall dedicate one hour/week for log updates.

Task 4100 City Deliverables

1. Review and comment on draft and final draft documents provided by Consultant.
2. Team member contact information.
3. Respond to data requests in a timely manner.
4. Receive, review, and process Consultant invoices in a timely manner.
5. Render decisions and provide guidance in a timely manner.

Task 4100 Consultant Deliverables

1. Data request list.
2. Draft and Final Project Management and Health and Safety Plans
3. Draft and Final Project Website; maintenance of the Website throughout duration of the project.
4. Monthly progress reports and invoices.
5. Bi-weekly Project Status Meeting agendas and minutes.
6. Quarterly Project Summary Meeting agendas and minutes.
7. Preliminary project logs, with weekly status updates throughout the duration of the project.

TASK 5000 - OPTIONAL SERVICES/CONTINGENCY ACTIVITIES

Items listed under Task 5000 are anticipated, but currently undefined scope items. The following scope and associated level of effort are intended as placeholders based on the Consultants' current understanding of these efforts, for use as part of future scope negotiations.

5100.Cost Escalation

The original proposed billing rates are based on 2024 dollars, and do not include escalations for future years. The escalation clause included in the City's standard agreement allows increases to billing rates. To help the City plan for these future escalations, we have included a relatively conservative escalation of 5% per year to plan for the future. Escalation contingency tasks include:

5101. 2025 Escalation of Costs

1. To be finalized following determination of 2025 activities.

5102. 2026 Escalation of Costs

1. To be finalized following determination of 2026 activities.

3.0 WORKSHOP AND DELIVERABLE SUMMARY

The following tables provide an overview of the Workshops and Deliverables for the Camas PFAS Evaluation and Design Project. NOTE: Task 5000 information is not included in these summaries.

Summary Of Workshops	
Workshop 1101	▪ LOS Goals
Workshop 1102	▪ Regional Opportunities
Workshop 1103	▪ Plant Tours
Workshop 1106	▪ Site Utilization
Workshop 1201a	▪ Basins of Design CAMP®
Workshop 1201b	▪ Preliminary Design Report City Comment Review
Workshop 1203	▪ 60 Percent Design Review
Workshop 1204	▪ 90 Percent Design Review
Workshop 1208	▪ O&M Manual Visioning Workshop
Workshop 1209a	▪ Pre-Bid Conference
Workshop 1209b	▪ Bid Opening
Workshop 1303	▪ City of Camas Land Use Permitting Coordination Meeting
Workshop 1403	▪ Current Wellfield Opportunities
Workshop 2101	▪ PESTLE Exercise
Workshop 2102	▪ Contaminant Source Evaluation
Workshop 2103	▪ Long-term Sampling Plan Goals
Workshop 2202	▪ PFAS Mitigation Screening Workshop
Workshop 2300	▪ PFAS Response Plan Update (Quarterly)
Workshop 3100	▪ Open House
Workshop 3200	▪ Funding Opportunity Review

Summary of Deliverables	
Task 1100	<ul style="list-style-type: none"> ▪ Draft and Final Agenda and Presentation for each Workshop. ▪ Meeting minutes for each workshop. ▪ Near-term sampling plan (Draft and Final) ▪ Treatment Considerations TM (Draft and Final). ▪ Site Utilization Plans (Draft and Final). ▪ Draft and Final Early DOH Coordination Meeting Agenda and Presentation. ▪ Monthly Near-term Operations Support recommendations.

Summary of Deliverables

Task 1200

- Sub-task 1201 - Preliminary Design Efforts/CAMP®.
 - » Draft and Final Basis of Design CAMP® Agenda and Meeting Minutes.
 - » Draft and Final Preliminary Design Report.
 - » Draft and Final Preliminary Design Report Comment Review Meeting Agenda and Meeting Minutes.
- Sub-task 1202 - Early Procurement/ Bid Packages.
 - » Example PFAS treatment/electrical equipment pre-procurement documents and lessons learned.
 - » Consultant shall prepare draft and final pre-procurement packages, including both front-end and technical specifications.
 - » Consultant shall provide bid addenda, as required.
 - » Consultant shall provide bid review comments and final recommendation for contract award.
- Sub-task 1203 - 60 Percent Design.
 - » 60 percent drawings, specification Table of Contents and select specifications (PDF format).
 - » Draft and Final 60 percent Design Review Workshop agenda and minutes.
 - » Updated 60 percent comment, decision and change logs.
 - » Updated design schedule.
- Sub-task 1204 - 90 Percent Design.
 - » 90 percent drawings and complete specifications (PDF format).
 - » Draft and Final 90 percent Design Review Workshop agenda and minutes.
 - » Updated 90 percent comment, decision and change logs.
 - » Updated design schedule.
- Sub-task 1205 - Final Design.
 - » Final drawings and specifications in electronic format (PDF). Four copies of the final drawings shall be provided in half size versions (11-inch by 17-inch); four copies of the final specifications shall also be provided.
- Sub-task 1206 - Opinion of Probable Construction Costs.
 - » OPCC BOEs at the PDR, 60 percent, 90 percent and 100 percent design milestones.
 - » City comment response log.
- Sub-task 1207 - Design-related Permitting Support.
 - » Support documentation for the Land Use permit application.
 - » Support documentation for the Building permit application.
- Sub-task 1208 - Early O&M Manual Efforts.
 - » Draft and Final Visioning workshop agenda, presentation and meeting minutes.
 - » Draft and Final EOM system specifications.
 - » Draft and Final early SOP recommendations.
- Sub-task 1209 – Bid Assistance.
 - » Pre-Bid Conference Agenda.
 - » Draft and Final Pre-Bid Conference Meeting Minutes.
 - » Addenda support documentation.
 - » Bid tabulation summary.
 - » Conformed Documents.

Summary of Deliverables	
Task 1300	<ul style="list-style-type: none"> ■ Sub-task 1301 - Environmental Permitting <ul style="list-style-type: none"> » One draft and one final Natural Resource Permitting Strategy. » One draft and one final Critical Areas Report. » One draft and one final Shoreline Narrative. » One draft and one final Mitigation Plan. ■ Sub-task 1302 – Land Use Permitting and Civil Engineering. <ul style="list-style-type: none"> » One draft and one final Conditional Use Permit application packages for the City. » One draft and one final draft set of civil engineering and landscape plans for the City. » One draft and one final set of civil engineering as-built drawings. ■ Sub-task 1304 - Cultural Resources Surveys and Permitting. <ul style="list-style-type: none"> » One electronic copy of the state permit application, in pdf format. » Summary of results of field survey. » One draft and one final Cultural Resources Report. » GIS line work.
Task 1400	<ul style="list-style-type: none"> ■ Sub-task 1401 – Geotechnical Services. <ul style="list-style-type: none"> » Draft and Final Geotechnical Engineering Report. ■ Sub-task 1402 – Utility Location, Mapping, and Surveying. <ul style="list-style-type: none"> » Civil 3D drawing with digital terrain model. ■ Sub-task 1403 – Hydrogeological Support Services <ul style="list-style-type: none"> » Draft and Final Technical memorandum (TM) presenting recommendations for redistributing pumping between existing Oak Park and Lower Washougal Wellfield wells, drilling of new production well(s), and/or reconfiguration of existing wells. » Draft and Final Hydrogeologic report associated with new production well. » Hydrogeologic input to WDOH Susceptibility Assessment form required to authorize withdrawals from a new production well.
Task 2100	<ul style="list-style-type: none"> ■ Risk Register. ■ Draft and Final PFAS Source Assessment TM ■ Long-term Sampling Plan. ■ PFAS Analysis Summary.
Task 2200	<ul style="list-style-type: none"> ■ PFAS Mitigation Alternatives TM.
Task 2300	<ul style="list-style-type: none"> ■ PFAS response plan updates. ■ Regional/National PFAS status updates.
Task 3000	<ul style="list-style-type: none"> ■ City council meeting presentation slides. ■ Draft and Final Funding Strategy TM.
Task 4000	<ul style="list-style-type: none"> ■ Data request list. ■ Draft and Final Project Management and Health and Safety Plans ■ Draft and Final Project Website; maintenance of the Website throughout duration of the project. ■ Monthly progress reports and invoices. ■ Bi-weekly Project Status Meeting agendas and minutes. ■ Quarterly Project Summary Meeting agendas and minutes. ■ Preliminary project logs, with weekly status updates throughout the duration of the project.

4.0 DRAWING LIST

The following table provides a preliminary drawing list for Camas PFAS Evaluation and Design Project.

			<div>Drawing List</div> <div>Well 13 PFAS Treatment</div>	PDR	60 Percent	90 Percent	Final Design
G	-	1	Cover Sheet				
G	-	2	Drawing index, General notes, Legnends, and Symbols				
G	-	3	Abbreviations				
G	-	4	Design criteria				
G	-	5	Process flow diagram				
G	-	6	Hydraulic profile				
D	-	1	Demo plan				
GC	-	1	General civil sheet				
C	-	1	Horizontal control sheet				
C	-	2	Site coordinate data				
C	-	3	Paving and grading plan				
C	-	4	Yard piping plan 1				
C	-	5	Yard piping plan 2				
C	-	6	Yard piping Profiles				
C	-	7	Civil details 1				
C	-	8	Civil details 2				
C	-	9	Civil details 3				
C	-	11	Site access plan				
L	-	1	Landscape Plan				
L	-	2	Landscape and Irrigation Details				
L	-	3	Landscape and Irrigation Specifications				
GA	-	1	General Arch sheet, Treatment Building code analysis, schedules, egress plan, abreviations				
A	-	1	Treatment building floor and roof plan				
A	-	2	Treatment building enlarged plan				
A	-	3	Treatment building exterior elevations				
A	-	4	Arch sections/details 1				
A	-	5	Arch details 2				
A	-	6	Arch details 3				
A	-	7	Arch details 4				
A	-	8	Arch details 5				
A	-	9	Arch details 6				
GS	-	1	General structural notes 1				
GS	-	2	General structural notes 2				
GS	-	3	General structural sections				
S	-	1	Treatment building plan 1				
S	-	2	Treatment building plan 2				
S	-	3	Treatment building section 1				
S	-	4	Treatment building section 2				
S	-	5	Treatment building - pressure vessel details				
S	-	6	Treatment building details 1				
S	-	7	Treatment building details 2				
S	-	8	Unloading station plans, sections, and details				
S	-	9	Misc structural sections				
S	-	10	S typ details 1				
S	-	11	S typ details 2				
S	-	12	S typ details 3				
S	-	13	S typ details 4				
S	-	14	S typ details 5				
S	-	15	S typ details 6				
GM	-	1	General mech sheet				
M	-	1	Mech area designations				
M	-	2	Tank and equipment schedules				
M	-	3	Well pump modifications 1				
M	-	4	Pre-treatment building plan and section				
M	-	5	Pre-treatment building details				

			<div>Drawing List</div> <div>Well 13 PFAS Treatment</div>	PDR	60 Percent	90 Percent	Final Design
M	-	6	Treatment vessel plan 1				
M	-	7	Treatment vessel sections 1				
M	-	8	Treatment vessel sections 2				
M	-	9	Treatment vessel details 1				
M	-	10	Treatment vessel details 2				
M	-	11	Ancillary support equipment plan 1				
M	-	12	Ancillary support equipment sections				
M	-	13	Ancillary support equipment details				
M	-	14	M typ details 1				
M	-	15	M typ details 2				
M	-	16	M typ details 3				
M	-	17	M typ details 4				
M	-	18	M typ details 5				
GH	-	1	General HVAC sheet				
H	-	1	Treatment building floor plan, air flow, and fire protection plan				
H	-	2	Treatment building HVAC schedules				
H	-	3	HVAC typ details				
GP	-	1	Plumbing gen sheet				
P	-	2	Treatment building floor plans and isometrics				
P	-	3	Plumbing typ details				
GE	-	1	Gen electrical sheet				
E	-	1	Electrical abbreviations				
E	-	2	Overall site plan				
E	-	3	Lighting plan				
E	-	5	Electrical duct bank sections				
E	-	6	Power distribution one line diagram				
E	-	7	One-line diagram				
E	-	8	Panelboard schedules				
E	-	9	Luminare, handhole, and disconnect schedule				
E	-	10	Pretreatment power and control plan				
E	-	11	Pretreatment lighting, receptacles, and grounding				
E	-	12	Well electrical plan				
E	-	13	Treatment vessel power and control plan				
E	-	14	Treatment vessel lighting, receptacles, and grounding				
E	-	15	Ancillary equipment power and control plan				
E	-	16	Ancillary equipment lighting, receptacles, and grounding				
E	-	17	Electrical typ details 1				
E	-	18	Electrical typ details 2				
E	-	19	Electrical typ details 3				
E	-	20	Electrical typ details 4				
E	-	21	Electrical typ details 5				
E	-	22	Electrical typ details 6				
E	-	23	Electrical typ details 7				
E	-	24	Electrical typ details 8				
E	-	25	Electrical typ details 9				
GN	-	1	General I&C sheet				
N	-	1	I&C symbols and abbreviations 1				
N	-	2	I&C symbols and abbreviations 2				
N	-	3	I&C symbols and abbreviations 3				
N	-	4	I&C symbols and abbreviations 4				
N	-	5	I&C symbols and abbreviations 5				
N	-	6	I&C symbols and abbreviations 6				
N	-	7	Schematic symbols				
N	-	8	Sample loop drawing				
N	-	9	Network block diagram				
N	-	10	Network connection diagram				
N	-	11	Existing panel modifications				
N	-	12	PCM cabinet elevation 1				

			<div>Drawing List</div> <div>Well 13 PFAS Treatment</div>	PDR	60 Percent	90 Percent	Final Design
N	-	13	PCM cabinet elevation 2				
N	-	14	PLC cabinet schematic				
N	-	15	Virtual IO tables				
N	-	16	Control schematics 1				
N	-	17	Control schematics 2				
N	-	18	Control schematics 3				
N	-	19	Control schematics 4				
N	-	20	Control schematics 5				
N	-	21	Control schematics 6				
N	-	22	Control schematics 7				
N	-	23	Control schematics 8				
N	-	24	Sediment Removal P&ID				
N	-	25	Ancillary equipment P&ID				
N	-	26	Treatment vessels 1 P&ID				
N	-	27	Treatment vessels 2 P&ID				
N	-	28	Treatment vessels 3				
N	-	29	Treatment vessels 4				
N	-	30	Treatment vessels 5				
N	-	31	PCM P&ID				
N	-	32	System P&ID				
N	-	33	Typ detail 1				
N	-	34	Typ detail 2				
N	-	35	Typ detail 3				
N	-	36	Typ detail 4				
N	-	37	Typ detail 5				
N	-	38	Typ detail 6				
N	-	39	Typ detail 7				
N	-	40	Typ detail 8				

5.0 LEVEL OF EFFORT

The following tables provide a summary of the Level of Effort anticipated for the Camas PFAS Evaluation and Design Project.



CITY OF CAMAS
PFAS TREATMENT AND WATER SYSTEM EVALUATION
CONSULTANT LEVEL OF EFFORT

TASK / DESCRIPTION	TOTAL COST
TASK 1000: FAST-TRACK MITIGATION	\$ 1,119,943
Task 1100. Early Work Activities	\$ 205,807
Task 1200 (Well 13 PFAS Treatment). Planning, Design, and Bidding	\$ 690,272
Task 1300. Permitting and Civil/Landscape Design Support	\$ 91,354
Task 1400. Support Services	\$ 132,510
TASK 2000 - SYSTEM WIDE PFAS RESPONSE PLAN	\$ 264,461
Task 2100. Risk Assessment	\$ 46,323
Task 2200. Mitigation/Alternatives Analysis Screening	\$ 51,376
Task 2300. Response Plan	\$ 25,398
Task 2400. Hydrogeological Support Services	\$ 141,363
TASK 3000 - COMMUNICATIONS AND FUNDING SUPPORT	\$ 65,766
Task 3100. Stakeholder Engagement and Outreach Support	\$ 45,530
Task 3200. Funding Opportunity Tracking and Support	\$ 20,236
TASK 4000: PROJECT MANAGEMENT ACTIVITIES	\$ 164,452
Task 4100. Project Management during Design	\$ 164,452
TOTAL (TASK 1000 - 4000)	\$ 1,614,621
TASK 5000: OPTIONAL SERVICES/CONTINGENCY ACTIVITIES	\$ 35,000
Task 5100. Cost Escalation	\$ 35,000



Staff Report – Consent Agenda

April 1, 2024 Council Regular Meeting

\$7,632,975.00 Tapani Inc. Lower Prune Hill Booster Station & Reservoir 1 Improvements Bid Award with up to 10% change order authorization (Submitted by James E. Carothers, Engineering Manager)

Phone	Email
360.817.7230	jcarothers@cityofcamas.us

SUMMARY: The Lower Prune Hill Reservoir and Booster Station project is a multi-year construction project. Advertisement for construction bids began on February 7, 2024. Bids were opened on March 19, 2024. The lowest bidder is Tapani Inc. with a bid of \$7,632,975. The engineering consultant's estimate is \$10,380,737. This estimate exceeds the lowest bid by \$2,747,762.

BUDGET IMPACT: There is \$7.2 million budgeted for this project in the 2024 budget. Bid costs and consultant costs will not exceed this amount in 2024. Additional funding will be allocated in the 2025 budget.

RECOMMENDATION: Staff recommends Council award to the lowest bidder, Tapani Inc., for the bid price of \$7,632,975.00 with up to 10% change order authorization.



I, James E. Carothers, Engineering Manager, hereby certify
that these bid tabulations are correct.

DocuSigned by:
James E. Carothers
James E. Carothers, PE

3/20/2024
Date

Item 3.

PROJECT NO. WTR23003 / W1011				Engineer's Estimate:		Tapani Inc		Rotschy Inc		McClure and Sons Inc		T Bailey Inc	
				\$10,380,000.00		PO Box 1900		7408 NE 113th Circle		15714 Country Club Drive		9628 South Marchs Point Rd	
DESCRIPTION: Lower Prune Hill Booster Station & Reservoir 1 Improvements						Battle Ground WA 98604		Vancouver, WA 98662		Mill Creek WA 98012		Anacortes WA 98221	
				Ent. By		lancet@tapani.com		estimator@rotschyinc.com		bids@mcclureandsons.com		gtanaka@tbailey.com	
DATE OF BID OPENING: 3/19/2024 @10:00am				MP		360-687-1148		360-334-3100		425-316-6999		360-299-8222	
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1	Mobilization (maximum 10% of contract total)	LS	1	\$870,000.00	\$870,000.00	\$435,200.00	\$435,200.00	\$821,398.00	\$821,398.00	\$400,000.00	\$400,000.00	\$548,500.00	\$548,500.00
2	Temporary Erosion Control and Water Pollution Control	LS	1	\$73,000.00	\$73,000.00	\$140,000.00	\$140,000.00	\$55,000.00	\$55,000.00	\$67,000.00	\$67,000.00	\$40,000.00	\$40,000.00
3	Temporary Traffic Control	LS	1	\$31,000.00	\$31,000.00	\$25,000.00	\$25,000.00	\$40,000.00	\$40,000.00	\$60,000.00	\$60,000.00	\$40,000.00	\$40,000.00
4	Traffic Control Supervisor	HR	800	\$180.00	\$144,000.00	\$90.00	\$72,000.00	\$50.00	\$40,000.00	\$145.00	\$116,000.00	\$110.00	\$88,000.00
5	Flaggers	HR	4,800	\$85.00	\$408,000.00	\$66.00	\$316,800.00	\$50.00	\$240,000.00	\$76.00	\$364,800.00	\$72.00	\$345,600.00
6	Portable Changeable Message Signs	DAY	300	\$450.00	\$135,000.00	\$100.00	\$30,000.00	\$100.00	\$30,000.00	\$125.00	\$37,500.00	\$115.00	\$34,500.00
7	Construction Surveying & As-Building (min. bid \$50,000)	LS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
8	Demolition	LS	1	\$238,000.00	\$238,000.00	\$155,000.00	\$155,000.00	\$98,000.00	\$98,000.00	\$260,000.00	\$260,000.00	\$350,000.00	\$350,000.00
9	Paving, Grading, Sitework & Landscaping	LS	1	\$637,000.00	\$637,000.00	\$395,000.00	\$395,000.00	\$545,000.00	\$545,000.00	\$630,000.00	\$630,000.00	\$425,000.00	\$425,000.00
10	Site Retaining Wall	LS	1	\$834,000.00	\$834,000.00	\$1,425,000.00	\$1,425,000.00	\$1,310,000.00	\$1,310,000.00	\$1,425,000.00	\$1,425,000.00	\$1,570,000.00	\$1,570,000.00
11	Pump Station Structure	LS	1	\$468,000.00	\$468,000.00	\$350,000.00	\$350,000.00	\$321,000.00	\$321,000.00	\$475,000.00	\$475,000.00	\$430,000.00	\$430,000.00
12	Pump Station Mechanical (Piping, valves, etc)	LS	1	\$244,000.00	\$244,000.00	\$65,000.00	\$65,000.00	\$220,000.00	\$220,000.00	\$350,000.00	\$350,000.00	\$300,000.00	\$300,000.00
13	Pumps & Motors	LS	1	\$852,000.00	\$852,000.00	\$600,000.00	\$600,000.00	\$634,944.00	\$634,944.00	\$565,000.00	\$565,000.00	\$500,000.00	\$500,000.00
14	Yard Water Piping	LS	1	\$628,000.00	\$628,000.00	\$415,000.00	\$415,000.00	\$460,000.00	\$460,000.00	\$400,000.00	\$400,000.00	\$650,000.00	\$650,000.00
15	Electrical	LS	1	\$640,000.00	\$640,000.00	\$450,000.00	\$450,000.00	\$540,000.00	\$540,000.00	\$509,977.00	\$509,977.00	\$550,000.00	\$550,000.00
16	Standby Generator	LS	1	\$647,000.00	\$647,000.00	\$250,000.00	\$250,000.00	\$260,000.00	\$260,000.00	\$250,000.00	\$250,000.00	\$200,000.00	\$200,000.00
17	Drain Piping and Stormwater Improvements	LS	1	\$366,000.00	\$366,000.00	\$185,000.00	\$185,000.00	\$130,000.00	\$130,000.00	\$210,000.00	\$210,000.00	\$250,000.00	\$250,000.00
18	0.57 MG Welded Steel Reservoir	LS	1	\$1,902,000.00	\$1,902,000.00	\$1,400,000.00	\$1,400,000.00	\$1,731,000.00	\$1,731,000.00	\$1,560,000.00	\$1,560,000.00	\$1,725,000.00	\$1,725,000.00
19	Testing, Training, & System Start-Up	LS	1	\$30,500.00	\$30,500.00	\$4,000.00	\$4,000.00	\$10,000.00	\$10,000.00	\$25,000.00	\$25,000.00	\$45,000.00	\$45,000.00
20	Unsuitable Foundation Excavation	CY	100	\$150.00	\$15,000.00	\$130.00	\$13,000.00	\$100.00	\$10,000.00	\$150.00	\$15,000.00	\$55.00	\$5,500.00
21	Rock Excavation	CY	200	\$490.00	\$98,000.00	\$110.00	\$22,000.00	\$200.00	\$40,000.00	\$300.00	\$60,000.00	\$220.00	\$44,000.00
22	Additional Drilled Shaft for Solddier Pile Installation	VF	100	\$370.00	\$37,000.00	\$440.00	\$44,000.00	\$100.00	\$10,000.00	\$230.00	\$23,000.00	\$220.00	\$22,000.00
23	Minor Change (min. bid \$10,000)	FA	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
24	Construction Documentation (min. bid \$150,000)	LS	1	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
25	Trench Safety System	LS	1	\$40,000.00	\$40,000.00	\$15,000.00	\$15,000.00	\$10,000.00	\$10,000.00	\$50,000.00	\$50,000.00	\$30,000.00	\$30,000.00
26	Reservoir 2 Improvements	LS	1	\$20,000.00	\$20,000.00	\$18,000.00	\$18,000.00	\$50,000.00	\$50,000.00	\$65,000.00	\$65,000.00	\$16,000.00	\$16,000.00
Subtotal -				\$9,567,500.00		\$7,035,000.00		\$7,816,342.00		\$8,128,277.00		\$8,419,100.00	
Sales Tax (8.5%)				\$813,237.50		\$597,975.00		\$664,389.07		\$690,903.55		\$715,623.50	
Total Schedule A -				\$10,380,737.50		\$7,632,975.00		\$8,480,731.07		\$8,819,180.55		\$9,134,723.50	



**CITY OF CAMAS
PROFESSIONAL SERVICES AGREEMENT
Amendment No. 2**

616 NE 4th Avenue
Camas, WA 98607

Project No. P1030 (PNR23004)

SOUTH LACAMAS CREEK TRAILHEAD IMPROVEMENTS

THIS AMENDMENT ("Amendment") to Professional Services Agreement is made as of the ____ day of _____, 202__, 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 hereinafter be referred to collectively as the "Parties."

The Parties entered into an Original Agreement dated July 7, 2021, 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.

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, for an amount not-to-exceed \$28,906.86.
 - 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 April 30, 2025.
 - b. ☐ Unchanged from Original/Previous Contract date of _____, 20__

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 "B"** (Costs for Scope of Services) with a total estimated not to exceed fee of:
 - a. Previous not to exceed fee: \$87,563.00
 - b. Amendment No. 2 \$28,906.86
 - c. **Total: \$116,469.86**
 - d. Consultant billing rates:
 - ☒ Modification to Consultant Billing Rates per **Exhibit "B"** attached herein
 - ☐ Unchanged from Original/Previous 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:

CONSULTANT:

Authorized Representative

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

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

2-20-2024

Jim Hodges
City of Camas
616 NE 4th Avenue
Camas, WA 98607

Re: NE 3rd Avenue Trailhead Improvements – Camas, WA
Construction Services Proposal – No. 210015.2

Jim,

We look forward to continuing this project through the construction phase, and supporting the City toward a successful completion of the trailhead. GreenWorks will lead the consultant team, which will include Wallis Engineering, and R&W Engineering. We assume that City staff will take the lead role as Owner's Representative for day to day field inspections and will be the contractor's primary contact.

We make the following proposal for your consideration and acceptance:

PROPOSED SCOPE OF SERVICES

TASK 1 CONSTRUCTION MEETINGS

1.1 Construction Meetings

We will attend up to (6) on-site construction meetings at (2) hours each plus drive time.

Task 1 Deliverables: Annotated reviews of product submittals and shop drawings.

TASK 2 SUBMITTALS

2.1 Product Submittals

We will review and respond to up to (25) product submittals and shop drawings, including soil tests. The total number of submittal reviews includes revisions of initially rejected submittals.

Task 2 Deliverables: Annotated reviews of product submittals and shop drawings.

TASK 3 REQUESTS FOR INFORMATION

3.1 Requests for Information

We will respond to up to (12) RFI's from the contractor, including drawing revisions if needed.

Task 3 Deliverables: RFI responses and drawing revisions.

TASK 4 SITE OBSERVATIONS

4.1 Progress Site Visits

We will observe in-progress work such as irrigation, plants prior to and after installation, gabions, signage, utilities, and the restroom installation. We will provide up to (8) progress site visits with written field reports.

4.2 Substantial Completion

At Substantial Completion we will observe the installed work and provide a punch list of all items that do not meet the requirements of the contract documents.

4.3 Final Walk-Through

After the contractor has corrected the Substantial Completion items, we will perform a final walk-through to confirm those corrections and provide a final closeout list of any remaining items to correct.

4.4 Post-Completion

We will visit the site up to (4) times to review contracted landscape maintenance and evaluate potential landscape warranty items.

Task 4 Deliverables: field reports, punch list, final closeout list.

TASK 5 AS-BUILTS**5.1 As-Built Drawings**

Using as-built survey information (not included in this contract) we will produce as-built drawings that includes constructed elements that were installed differently than shown on the contract drawings.

Task 5 Deliverables: as-built drawings.

Assumptions

1. Materials testing is not included. The City will coordinate materials testing with a 3rd party tester.
2. Construction surveying is not included.
3. Permitting fees will be paid by the City, and are not included in this proposal.
4. The project duration is anticipated to be approximately 10 to 14 months, starting from the date of the notice to proceed.
5. During construction observation visits, GreenWorks, P.C. and our subconsultants may observe and discuss potential problems. These visits are neither construction inspections, directives, nor a guarantee that there will not be construction deficiencies. In no instance will GreenWorks, P.C. or our subconsultants undertake to supervise the work of others.
6. All environmental permitting (including Shoreline Substantial Development Permit, SEPA, and Critical Area Permits) has been performed for the project as part of the Lacamas Creek Pump Station project, and no further environmental services will be necessary.
7. The Lacamas Creek Pump Station record drawings will be available to the design team, and construction will depend on the locations of utility stubs and other features shown on the record drawings. GreenWorks, P.C. will not be responsible for errors or omissions in the record drawings.
8. Restoration and Buffer Mitigation Plan – Lacamas Creek Sewer Pump Station by Ecological Land Services, Inc. in January 2019 specifies habitat enhancement and restoration areas as mitigation for stream buffer disturbance by the pump station and trailhead improvement projects. However, this proposal does not include recording a conservation easement, a monitoring plan, a maintenance plan, or a contingency plan.
9. Fee for a consulting arborist, if necessary, is not included in this proposal.

10. Archaeological evaluation and permitting have been performed for the project site as part of the Lacamas Creek Pump Station project, and no further archaeological services will be necessary.
11. Geotechnical investigation and evaluation have been performed for the project site as part of the Lacamas Creek Pump Station project, and no further geotechnical services will be necessary.
12. A traffic impact study is not included in this proposal.
13. GreenWorks, PC shall render its services as expeditiously as is consistent with professional skill and care.
14. The Client acknowledges and agrees that proper Project maintenance will be required after the Project is complete. Without adequate maintenance and care on the part of the Owner, portions of the landscape may never mature and function in the manner intended, and other site features may become degraded, resulting in a site that does not achieve the original intent expressed by the designer to the client. GreenWorks, PC cannot be responsible for conditions or events that result from inadequate or improper maintenance.

TERMS OF AGREEMENT**Fee Schedule**

Professional fees for the scope of work are as follows:

Task 1 Construction Meetings	\$4,070.00
Task 2 Submittals	\$5,930.00
Task 3 Requests for Information	\$5,728.00
Task 4 Site Observations	\$10,446.00
Task 5 As-Builts	\$2,269.00
Reimbursable Expenses	\$463.86
Fee Total	\$28,906.86

This **total fee of \$28,906.86** will be billed monthly on a time and materials (T&M) basis, not to exceed the total authorized fee stated above, and includes reimbursable expenses.

Hourly Rates

This proposal is based upon the current hourly rates shown on the attached fee spreadsheet. 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.

Reimbursable Expenses

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

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 Client before performing any additional work.

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,



Gill Williams, PLA, ASLA

Principal

GreenWorks, P.C.

503-222-5612 | gillw@greenworkspc.com

Accepted By

City of Camas

Signature

Date

EXHIBIT “B”
AMENDED COSTS FOR SCOPE OF SERVICES AND BILLING RATES

210015.2 South Lacamas Creek Trailhead			GreenWorks, PC			Wallis Engineering			R&W Engineering				Cost by Task
Construction Services			Principal	Project Manager	Administrative	EM IV	Tech IV	Admin IV	Sr. Eng. II	Sr. Tech II	CAD/Tech	Cler/Admin.	not incl separate exps,
AH updated 2/20/2024		Hourly Rate:	Hours (\$198/hr)	Hours (\$147/hr)	Hours (\$140/hr)	Hours (\$228/hr)	Hours (\$141/hr)	Hours (\$132/hr)	Hours (\$185/hr)	Hours (\$145/hr)	Hours (\$105/hr)	Hours (\$60/hr)	
Task 1		Construction Meetings	0	18	0	3	0	0	4	0	0	0	\$4,070.00
25	1.1	Construction Meetings		18		3			4				
Task 2		Submittals	0	26	0	6	0	0	4	0	0	0	\$5,930.00
36	2.1	Product Submittals		26		6			4				
Task 3		Requests for Information	2	16	4	4	0	4	4	0	0	4	\$5,728.00
38	3.1	Requests for Information	2	16	4	4		4	4			4	
Task 4		Site Observations	0	42	0	9	0	0	12	0	0	0	\$10,446.00
31	4.1	Progress Site Visits		24		3			4				
11	4.2	Substantial Completion		4		3			4				
11	4.3	Final Walk-Through		4		3			4				
10	4.4	Post-Completion		10									
Task 5		As-Builts	0	0	0	2	8	0	1	2	2	0	\$2,269.00
15	5.1	As-Built Drawings				2	8		1	2	2		
		Individual Totals(hours)	2	102	4	24	8	4	25	2	2	4	
		Firm Totals (cost)			\$15,950.00			\$7,128.00				\$5,365.00	total expenses:
	(% varies)	Reimbursable Expenses			\$319.00			\$0.00				\$144.86	\$463.86
		Consultant Total Fee			\$16,269.00			\$7,128.00				\$5,509.86	
		TOTAL FEE										\$28,906.86	

~ PROCLAMATION ~

WHEREAS, the City of Camas prides itself on contributing to the quality of life for its citizens; and

WHEREAS, the members of the General Federation of Women's Club Camas-Washougal desire to help raise awareness of child abuse and promote healthy childhoods; and

WHEREAS children who are raised in supportive and stable environments are more academically and financially successful; and

WHEREAS, children are vital to the City's future success and prosperity, as well as being our most vulnerable citizens; and

WHEREAS, all children deserve to have the safe, stable, nurturing homes and communities they need to foster healthy growth and development; and

WHEREAS, child abuse and neglect are serious problems affecting every segment of society, and finding solutions requires input and action from everyone in our community; and

WHEREAS, in April, all communities are encouraged to join the national effort to raise awareness for those children who are victims of child abuse and neglect; and

WHEREAS, we acknowledge that we must work together as a community to increase awareness about child abuse and contribute to promoting the social and emotional well-being of children and families;

NOW THEREFORE, I, Steve Hogan, Mayor of the City of Camas, do hereby proclaim April 2024, as:

"Child Abuse Prevention Month"

in the City of Camas and urge all citizens to join the effort to raise awareness and help prevent child abuse.



In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 1st day of April 2024.

Steve Hogan, Mayor

~ PROCLAMATION ~

WHEREAS, Community Development Week is the time of year where we highlight the impact the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program have in our communities; and

WHEREAS, the CDBG Program has considerable flexibility to allow communities to carry out activities that are tailored to their unique housing, community and neighborhood revitalization needs; and

WHEREAS, in Clark County, CDBG funding of over \$65 million dollars since 1975, and HOME funding of over \$25 million since 1992, has provided affordable housing and housing rehabilitation; neighborhood revitalization; human service needs; construction or expansion of community facilities and shelters; and physical redevelopment throughout the county; and

WHEREAS, The City of Camas has applied for and received over \$7.0 million in CDBG funds since 1985 resulting in over 40 infrastructure projects benefiting the citizens of Camas with a total combined value of over \$12.0 million; and

WHEREAS, the City of Camas and other local governments have clearly demonstrated the capacity to administer and customize the CDBG program to identify and resolve pressing local problems, such as neighborhood infrastructure and social service needs, job creation and retention, and affordable housing;

NOW THEREFORE, I, Steve Hogan, Mayor of the City of Camas, do hereby proclaim April 1-5, 2024, as:

“National Community Development Week”

in the City of Camas and urge citizens to join in recognizing the positive impacts of the Community Development Block Grant and HOME Investment Partnerships Program and its importance to our community.



In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 1st day of April 2024.

Steve Hogan, Mayor

~ PROCLAMATION ~

WHEREAS, libraries provide the opportunity for everyone to pursue their passions and engage in lifelong learning;

WHEREAS, libraries have long served as trusted institutions for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status;

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve and ensure equity of access for all;

WHEREAS, libraries adapt to the ever-changing needs of their communities, continually expanding their collections, services, and partnerships;

WHEREAS, libraries play a critical role in the economic vitality of communities by providing internet and technology access, literacy skills, and support for job seekers, small businesses, and entrepreneurs;

WHEREAS, libraries are accessible and inclusive places that promote a sense of local connection, advancing understanding, civic engagement, and shared community goals;

WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all;

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week;

NOW, THEREFORE, I, Steve Hogan, proclaim April 7-13, 2024, as

“National Library Week”

In the City of Camas. This week, I encourage all community members to visit their library to explore the wealth of available resources.



In witness whereof, I have set my hand
and caused the seal of the City of Camas to
be affixed this 1st day of April 2024.

Steve Hogan, Mayor



Staff Report – Public Hearing for Ordinance

April 1, 2024 Council Regular Meeting

Public Hearing - Ordinance No. 24-005 Complete Streets Policy

Presenter: James Carothers, Engineering Manager

Time Estimate: 10 minutes

Phone	Email
360.817.7230	jcarothers@cityofcamas.us

BACKGROUND: RCW 47.04.320 directed the Washington State Transportation Board (TIB) to establish a Complete Streets Grant program to encourage local jurisdictions to adopt urban arterial retrofit street ordinances designed to provide safe access to all users including bicyclists, pedestrians and motorists. TIB has implemented this grant program and local agencies with adopted Complete Streets ordinances are eligible to apply for grant funds. This program funds retrofit projects that promote non-motorized mobility and safety on local urban arterial streets.

SUMMARY: Staff consulted with PBS for assistance with compiling the attached proposed Complete Streets ordinance. This draft was sent to TIB staff for their review of the content for ample requirements to meet grant eligibility. TIB staff has verified that this proposed ordinance meets the intent of the Complete Streets program. If adopted by Council, the City would be eligible to apply for the upcoming round of Complete Streets grant funding later this year.

Staff presented this ordinance draft at the March 4 Council Workshop. This public hearing has been posted in the Camas-Washougal Post Record, on the City website and at city hall.

BENEFITS TO THE COMMUNITY: All roadway users will benefit from Complete Streets projects that would be funded through the TIB grant program. Potential projects may include sidewalk gap and curb ramp installations, enhanced crosswalk installation, added bicycle lanes and shared use paths.

This ordinance supports Comprehensive Plan Goal T-2: The needs of bicyclists, pedestrians, transit users, and accessibility (ADA-compliant) will be considered in all street improvements and will be integrated in all collector and arterial roadway projects, including regular safe street crossings; and Policy T-2.4: Recognize and support Complete Street implementation in all new and retrofit development to better the health of the community.

POTENTIAL CHALLENGES: While the Complete Streets grant is a competitive program, successful local agencies may receive up to \$500,000 per grant round. TIB typically has a call for grant applications every two years.

BUDGET IMPACT: Complete Streets Policy tracking will require minimal staff time. Successful grant projects would be included in future City budgets. Project grant funding may cover 80% to 100% of the project budget.

RECOMMENDATION: Staff recommends Council hold the public hearing and take public testimony. If there are no revisions to be made, staff recommends Council adopt Ordinance No. 24-005 and it be published accordingly to law.

ORDINANCE NO. 24-005

AN ORDINANCE adding a new chapter 12.44 to the Camas Municipal Code establishing a Complete Streets Policy.

WHEREAS, the City of Camas is a non-charter code City duly incorporated and operating under the laws of the State of Washington; and

WHEREAS, RCW 47.04.320 directs the Transportation Improvement Board (TIB) to establish a Complete Streets Grant program to encourage local jurisdictions to adopt urban arterial retrofit street ordinances designed to provide safe access to all users including bicyclists, pedestrians, and motorists; and

WHEREAS, RCW 47.26.282, requires that any project funded by the Transportation Improvement Board must consider the land-use implication of the project including whether the project promotes the use of multimodal transportation; and

WHEREAS, a public workshop was held on March 4, 2024 to introduce and present this Complete Streets Policy; and

WHEREAS, a duly advertised public hearing was conducted before the City Council on April 1, 2024 to facilitate public involvement and local community participation in the adoption process of the Complete Streets Policy;

THE CITY COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:

I

There is hereby added to the Camas Municipal Code a new Chapter 12.44 as provided in the attached Exhibit "A" to be entitled 'Complete Streets Policy'.

II

This Ordinance shall take force and be in effect five (5) days from and after its publication according to law.

PASSED by the Council and APPROVED by the Mayor this ____ day of _____, 2024.

SIGNED: _____
Mayor

ATTEST: _____
Clerk

APPROVED as to form:

City Attorney
City of Camas Ordinance 24-005
Page 1 of 5

Exhibit “A”

Chapter 12.44 Complete Streets Policy

12.44.010	Purpose
12.44.020	Definitions
12.44.030	Policy
12.44.040	Exceptions
12.44.050	Intergovernmental Cooperation
12.44.060	Design Criteria
12.44.070	Implementation
12.44.080	Performance Measures

12.44.10 Purpose.

This policy implements a Complete Street concept in the planning and design of street projects in the city of Camas. The purpose of this policy is to:

- A. Promote multi-modal transportation infrastructure, for all users including: pedestrians, bicyclists, automobiles, transit vehicles and riders, freight, and emergency services.
- B. Improve public safety, health, and efficient travel for all ages, abilities, and economic levels, which benefits not only each user but the vitality of the local economy.
- C. Incorporate multiple types of transportation methods across the urban landscape to foster a sense of unity amongst citizens and visitors who travel within and throughout the community by creating a complete, connected, network of transportation infrastructure.
- D. Promote the use of multimodal transportation to reduce traffic congestion and foster cleaner air quality conditions by providing more efficient use of public rights-of-way with expanded opportunities to use alternate transportation methods, thus reducing miles driven and greenhouse gas emissions emitted.

12.44.020 Definitions.

- A. “All users” means individuals of all ages and abilities including, but not limited to, pedestrians, bicyclists, public/paratransit users, people with disabilities, emergency responders, motorists, freight delivery/service personnel providers, commercial vehicles, and green modes (skateboarding, rollerblades, etc.)
- B. “Complete Streets” means a transportation policy and design approach that requires streets to be planned, designed, operated, and maintained to enable safe, convenient and comfortable travel and access for all users regardless of their mode of transportation. Complete Streets allow for safe travel by those walking, cycling, driving automobiles, riding, transit, or delivering goods. Complete Streets are streets for everyone.
- C. “Maintenance activity” means ordinary repair designed to keep facilities in safe working condition, such as, but not limited to, cleaning, sweeping, spot repair, concrete joint repair, pothole filling, water, sewer and drainage or other utility installation or repairs.
- D. “Multimodal transportation system” means a single transportation system that

appropriately and adequately accommodates two or more modes of transportation.

12.44.030 Policy.

- A. The City of Camas will plan for, design, and construct all new transportation systems to provide appropriate accommodation for pedestrians, bicyclists, and persons of all abilities to accommodate the ease of movement for all users across the City's urban landscape regardless of age, ability, or economic standing.
- B. Complete Streets principals will be incorporated into City plans, rules, regulations and programs as appropriate to produce safer, more accessible streets.
- C. The City will integrate the Complete Street concept throughout all phases including design, planning, and rehabilitation of transportation facilities providing a fully connected network for all users.
- D. This policy will be implemented with hardscape infrastructure and, where appropriate, enhanced street-side landscaping. Such improvements may include, but are not limited to, sidewalk improvements, bicycle lanes, pedestrian buffering, grass and vegetation, signage and markings, and other streetscape features.
- E. The transportation network should be planned and built as a connected system that maximizes mobility and access for its users by providing multiple options for travel.
- F. Complete Streets design recommendations will be incorporated into all publicly and privately funded projects as appropriate. The following Complete Streets components must be evaluated and considered in all phases of transportation project planning, design, construction, and operation:
 - 1. Sidewalks and Crosswalks
 - 2. Roadway and pedestrian scale lighting
 - 3. Bicycle Accommodation
 - 4. Landscaping
 - 5. Use of Raised Medians for Traffic Safety, Traffic Flow and Pedestrian Refuge
 - 6. Adequate Buffer Areas for Pedestrian Safety, Drainage and Landscaping
 - 7. Lane Widths Appropriately Sized for Use and Context of Surrounding Land Uses
 - 8. On-Street Parking where Appropriate for Surrounding Land Uses
 - 9. Signage
 - 10. Level of connectivity to the existing transportation network

12.44.040 Exceptions.

- A. The City of Camas will incorporate Complete Streets principals into the early planning and design of transportation projects. However, not all roadways are suitable for all Complete Streets components; in some cases, a limited range of modal choices may be appropriate. Such circumstances include the following:
 - 1. Where the establishment of such facilities would be detrimental to public health or safety; or

2. Where there is no documented current or anticipated need for accommodation for non-motorized roadway users or the street is not a current or planned transit route; or
 3. Where the project involves a roadway on which non-motorized use is prohibited by law; or
 4. Where the cost for a particular Complete Street design recommendation would be excessively disproportionate to the need of that particular improvement, with due consideration given to future users; or
 5. Where the Complete Street design recommendation would cause additional property impacts/acquisition beyond that which is required by the City's corridor section; or
 6. Where there would be significant adverse environmental impacts to streams, wetland, steep slopes, or other critical areas; or
 7. Where their inclusion in a small, isolated project would create a very short section of improvements with problematic transitions on either end or that are in an isolated area unlikely to be followed by similar improvements at either end resulting in a facility that would have no connectivity for users; or
 8. Where the project is routine maintenance of the transportation network that does not change the geometry or operations, such as striping, cleaning, sweeping, crack sealing, spot repair and surface treatments such as chip sealing or other similar interim surface preservation measures.
- B. Exceptions 1-7 to this policy require documentation and supporting data to be approved by the City Engineer.

12.44.050 Intergovernmental Cooperation.

It is the goal of the City of Camas to foster partnerships with agencies that support or fund the concept of fair access to transportation regardless of its form or type including the: Washington State Department of Transportation (WSDOT), Southwest Washington Regional Transportation Council (RTC), Clark Communities Bicycle and Pedestrian Advisory Committee (CCBPAC), Clark County Public Works, Clark County Health District, Camas School District, Clark Public Utility District, as well as area citizens, businesses, and other interest groups.

12.44.060 Design Criteria.

- A. The City Engineer or designated professional, along with assistance from other City staff, shall interpret, evaluate, and review design standards and guideline criteria for proposed transportation infrastructure. The City Engineer or designated professional shall gauge these standards with the industry's best practices including the exceptions of this policy, to incorporate the Complete Street concept of accommodating all users. Street construction standards in the City of Camas Design Standards Manual Section III, Section IV, and Title 12 and Chapter 17.19 of the Camas Municipal Code (CMC).
- B. When applicable, the City will also use the best practices and design solutions developed by the following agencies and resources as guides: Washington State Department of Transportation (WSDOT), Washington State Department of Ecology,

American Association of State Highway and Transportation Officials (AASHTO), Institute of Transportation Engineers (ITE), National Association of City Transportation Officials (NACTO), Americans with Disabilities Act (ADA), Transportation Research Board, Smart Growth America, National Complete Streets Coalition, and the Clark Communities Bicycle and Pedestrian Master Plan.

- C. Situations will present themselves where alternatives may be preferred to allow conformance with existing conditions, to overcome adverse topography or to allow for more affordable solutions without adversely affecting safety, maintainability or aesthetics. Provisions have been made for exceptions to the Complete Streets Policy in section 12.44.040 CMC.

12.44.070 Implementation.

The City views the principals of this Complete Streets Policy as an essential component influencing decision-making in the planning and design of transportation facilities and improvements. To that end, the following actions are intended to implement this policy. The list in this section should not be considered as a limiting factor in meeting the transportation needs of the community.

- A. Review existing design standards to ensure that they facilitate consideration of and reference to the design recommendations in section 12.44.030 CMC.
- B. A sidewalk inventory and gap analysis will be completed as part of the City's Transportation System Plan.
- C. Consider the Clark Communities Bicycle and Pedestrian Master Plan recommendations for improving facilities for bicycles.
- D. Support and encourage planning staff, engineering staff, public works staff, and appointed and elected officials to attend trainings, workshops, and webinars to improve the understanding and implementation of Complete Streets principles.
- E. The application of the complete streets policy should be continuously evaluated for successes, to determine progress and effectiveness, as well as opportunity for improvement. The city should measure the success of this policy on an annual basis. The annual report shall include at a minimum qualitative and quantitative data categorized by mode to provide performance measurements frequency and severity of motorized and nonmotorized collisions, and exemptions approved from this policy.



Staff Report

April 1, 2024 Council Regular Meeting

Crown Park Improvements – Bid Package

Presenter: Trang K. Lam, Parks & Recreation Director

Time Estimate: 5 minutes

Phone	Email
360.817.7037	tlam@cityofcamas.us

BACKGROUND: On October 16, 2023, staff provided City Council with an update to the Crown Park Improvement Project. At that meeting, staff shared the final design, updates on cost estimates and the next steps to bid the project for construction. On December 4, 2023, Council approved staff's recommendation to bid the full project scope.

SUMMARY: The City of Camas (City) posted the project for bid on February 29, 2024 and advertised in the Oregon DJC, Camas-Washougal Post-Record, OMWBE and The Skanner. The City received two submittals, and the sealed bids were opened on March 22, 2024 at 10:00 a.m. Staff has thoroughly reviewed the bid submittals, and have found a unit cost discrepancy for a bid item on the schedule. Due to the discrepancy, staff finds that it would be more transparent to recommend that the bid packages be rejected and the City rebids the project.

BUDGET IMPACT: There are no budget impacts.

RECOMMENDATION: Staff recommends rejecting the bid packages and rebidding the project.



I, James E. Carothers, Engineering Manager, hereby certify that these bid tabulations are correct.

DocuSigned by:
James E. Carothers
James E. Carothers, PE
222ADA9D2B934F1...

3/27/2024
Date

PROJECT NO. P1007 / PNR23002			Engineer's Estimate:			Colf Construction LLC		Advanced Excavating Specialists LLC		
			\$5,467,372.00			PO Box 1434		1200 Hazel Street		
DESCRIPTION: Crown Park Improvements REVISED BID TAB						Vancouver WA 98668		Kelso, WA 98626		
			Ent. By				garrett@colf.com		chad@advexc.us	
DATE OF BID OPENING: March 21, 2024 @ 10:00 AM			MP				360-949-6719		360-232-8854	
Project - Schedule A: Crown Park Base Bid										
ITEM NO	DESCRIPTION	QTY	UNIT	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	
1	Mobilization	1	LS	\$395,000.00	\$395,000.00	\$400,000.00	\$400,000.00	\$385,000.00	\$385,000.00	
2	Construction Documentation (Min. bid \$20000)	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
3	SPCC Plan	1	LS	\$3,750.00	\$3,750.00	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	
4	Contractor Construction Survey	1	LS	\$45,000.00	\$45,000.00	\$30,000.00	\$30,000.00	\$50,000.00	\$50,000.00	
5	Tree protection, Erosion Control, and Water Pollution Control	1	LS	\$100,000.00	\$100,000.00	\$50,000.00	\$50,000.00	\$47,000.00	\$47,000.00	
6	Demolition and Removal and Replacement Unsuitable material, Incl. Haul	1	CY	\$375,000.00	\$375,000.00	\$5,000.00	\$5,000.00	\$200.00	\$200.00	
7	Trench Safety System (Min. bid \$4000)	1	LS	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	
8	Solid Rock Excavation, Incl. Haul	10	CY	\$250.00	\$2,500.00	\$500.00	\$5,000.00	\$1,000.00	\$10,000.00	
9	Site Utilities	1	LS	\$900,000.00	\$900,000.00	\$400,000.00	\$400,000.00	\$715,000.00	\$715,000.00	
10	Furnish and Install Park Improvements (remainder of scope not covered in other line items)	1	LS	\$1,767,000.00	\$1,767,000.00	\$2,400,000.00	\$2,400,000.00	\$2,845,000.00	\$2,845,000.00	
11	Coordination and Installation of OFCI items	1	LS	\$154,000.00	\$154,000.00	\$50,000.00	\$50,000.00	\$410,000.00	\$410,000.00	
12	Landscape and Irrigation Improvements	1	LS	\$1,035,000.00	\$1,035,000.00	\$200,000.00	\$200,000.00	\$515,000.00	\$515,000.00	
13	Landscape & Irrigation Maintenance (for all existing and newly installed areas) (Min. bid \$20000/year)	2	Year	\$20,000.00	\$40,000.00	\$20,000.00	\$40,000.00	\$25,000.00	\$50,000.00	
14	Minor Change (Minimum Bid \$4000)	1	LS	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	
Subtotal Schedule A -					\$4,845,250.00		\$3,611,000.00		\$5,057,200.00	
Sales Tax (8.5%)					\$411,846.25		\$306,935.00		\$429,862.00	
Total Schedule A -					\$5,257,096.25		\$3,917,935.00		\$5,487,062.00	
Project - Schedule B: Crown Park Right of Way Improvements										
ITEM NO	DESCRIPTION	QTY	UNIT	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	
1	Tree protection, Erosion Control, and Water Pollution Control	1	LS	\$4,500.00	\$4,500.00	\$2,000.00	\$2,000.00	\$6,500.00	\$6,500.00	
2	Contractor Construction Survey	1	LS	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00	\$10,000.00	\$10,000.00	
3	Trench Safety System (Min. bid \$4000)	1	LS	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	
4	Solid Rock Excavation, Incl. Haul	1	CY	\$250.00	\$250.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	
5	Utilities	1	LS	\$20,000.00	\$20,000.00	\$100,000.00	\$100,000.00	\$18,000.00	\$18,000.00	
6	Furnish and Install Right of Way Improvements (remainder of scope not covered in other line items)	1	LS	\$5,400.00	\$5,400.00	\$50,000.00	\$50,000.00	\$25,000.00	\$25,000.00	
7	Curbs, Ramps, and Tactile warming surface	1	LS	\$63,264.00	\$63,264.00	\$40,000.00	\$40,000.00	\$50,000.00	\$50,000.00	
8	Public sidewalk replacement	6500	SF	\$10.00	\$65,000.00	\$6.00	\$39,000.00	\$13.00	\$84,500.00	
9	Asphalt and striping	1	LS	\$39,000.00	\$39,000.00	\$30,000.00	\$30,000.00	\$100,000.00	\$100,000.00	
10	Minor Change (Min. bid \$4000)	1	LS	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	
Subtotal Schedule B -					\$210,414.00		\$286,000.00		\$303,000.00	
Sales Tax - N/A					\$0.00		\$0.00		\$0.00	
Total Schedule B -					\$210,414.00		\$286,000.00		\$303,000.00	
BASE BID TOTAL A+B -					\$5,467,510.25		\$4,203,935.00		\$5,790,062.00	
Project - Schedule C: Crown Park Deductive Alternatives										
ITEM NO	DESCRIPTION	QTY	UNIT	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	
A	Delete Picnic Shelter from scope	1	LS	\$96,000.00	\$96,000.00	\$50,000.00	\$50,000.00	\$80,000.00	\$80,000.00	
B	Reduce improvements in amphitheater	1	LS	\$68,500.00	\$68,500.00	\$40,000.00	\$40,000.00	\$47,000.00	\$47,000.00	
C	delete pickleball court from scope	1	LS	\$131,000.00	\$131,000.00	\$90,000.00	\$90,000.00	\$98,500.00	\$98,500.00	
D	Retain and update existing wall ball court	1	LS	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
Subtotal Schedule C -					\$305,500.00		\$190,000.00		\$235,500.00	
Sales Tax (8.5%)					\$25,967.50		\$16,150.00		\$20,017.50	
Total Schedule C -					\$331,467.50		\$206,150.00		\$255,517.50	
Schedules A + B - Deductions C					\$5,136,042.75		\$3,997,785.00		\$5,534,544.50	



Staff Report

April 1, 2024 Council Workshop Meeting

Public Hearing and Consideration for Ordinance 24-004 Spring Omnibus Budget

Presenter: Debra Brooks, Financial Analyst, Cathy Huber Nickerson, Finance Director

Time Estimate: 5 minutes

Phone	Email
360.817.1537	chuber@cityofcamas.us
360.817.7025	dbrooks@cityofcamas.us

BACKGROUND: This is a public hearing for Ordinance 24-004 amending the 2024 Budget for the carry forward, administrative, and supplemental budget packages upon closing the public hearing Council will have the opportunity to consider approving Ordinance 24-004.

SUMMARY: The 2024 Spring Omnibus are items which address unspent 2023 budget for capital projects, unforeseen budget requirements or unanticipated costs increases. This Omnibus Budget also includes administrative budget appropriations which generally are budget neutral, meaning there are additional revenues to offset the expenditures. The supplemental packages include unanticipated operating and capital expenditures.

BENEFITS TO THE COMMUNITY: This ordinance will authorize changes to the 2024 Budget to address budget items unanticipated revenue and/or expenditures in the 2024 fiscal year.

POTENTIAL CHALLENGES: The City has the resources to support these budget changes.

BUDGET IMPACT: The budget impact will be \$12.6 million with \$8.4 million in 2023 Budget carry forward to 2024; (\$157,403) in administrative budget items, and \$4.4 million in supplemental budget items.

RECOMMENDATION: Staff recommend the Council consider public testimony afterwards move to close the Public Hearing and move to approve Ordinance No. 24-004.

ORDINANCE NO. 22-004

AN ORDINANCE amending the City of Camas' 2024 Budget
Ordinance No. 23-021

WHEREAS, the City Council of the City of Camas approved Ordinance No. 23-021 and readopted a budget for fiscal year 2024; and

WHEREAS, the City Council of the City of Camas desires to effectively utilize and manage the City's financial resources; and,

WHEREAS, the City will receive additional revenues that were not anticipated at the time of adopting the budget for 2024; and

WHEREAS, funds received in excess of estimated revenues during the current fiscal year when authorized by an ordinance amending the original budget may be included in the expenditure limitation; and

WHEREAS, the City desires to undertake activities which were not foreseen at the time of adopting the 2024 budget; and

WHEREAS, the financial activities in the following funds could not have been reasonably foreseen at the time of adopting the 2024 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMAS AS FOLLOWS:

Section I

Budget Amendment: The City of Camas' 2024 Budget as adopted in Ordinance No. 23-021 is amended as follows:

1. Modify the 2024 Budget for Library Shelving.
2. Modify the 2024 Budget for Minor Library Building Projects.
3. Modify the 2024 Budget for IT Office 365 Upgrades.
4. Modify the 2024 Budget for IT Network Equipment Refresh.
5. Modify the 2024 Budget for Traffic Controller Upgrades.
6. Modify the 2024 Budget for Brady Road/Grand Ridge Intersection improvements.
7. Modify the 2024 Budget for the Everett St. Corridor Analysis.
8. Modify the 2024 Budget for NW 14th Ave improvements.
9. Modify the 2022 Budget for the 38th Ave. Traffic Cabinet Replacement.

ORDINANCE NO. 24-004

10. Modify the 2024 Budget for 38th Ave. Phase 3 Construction Improvements.
11. Modify the 2024 Budget for CARES staff vehicle.
12. Modify the 2024 Budget for Air Bottle Refilling System.
13. Modify the 2024 Budget for Crown Park Improvements Phases 1 & 2
14. Modify the 2024 Budget for South Lacamas Creek Trailhead Improvements.
15. Modify the 2024 Budget for the Library HVAC replacement.
16. Modify the 2024 Budget for the Library Lighting Project.
17. Modify the 2024 Budget for Endicott CIPP Slipline Culvert.
18. Modify the 2024 Budget for Boulder Creek Intake.
19. Modify the 2024 Budget for the Well 6/14 Waterline Transmission Main.
20. Modify the 2024 Budget for Fleet additions and replacements.
21. Adjust the 2024 Budget for the Comprehensive Plan grant funded climate action work.
22. Adjust the 2024 Budget for the Horizontal Curve Improvements and grant funding.
23. Adjust the 2024 Budget for the CARES funding and staffing of 1 FTE.
24. Adjust the 2024 Budget for grant funding for the storm plan for Lacamas Lake.
25. Adjust the 2024 Budget for the Nakia Creek Timber Harvest.
26. Supplement the 2024 Budget for WCIA insurance increases.
27. Supplement the 2024 Budget for update of the Strategic Plan.
28. Supplement the 2024 Budget for increased legal activity.
29. Supplement the 2024 Budget for additional police training.
30. Supplement the 2024 Budget for new animal shelter contracts.
31. Supplement the 2024 Budget for extension of ERP Engagement Manager contract.
32. Supplement the 2024 Budget for increases in engineering overtime.
33. Supplement the 2024 Budget for engineering professional service contracts.
34. Supplement the 2024 Budget for park tree care.
35. Supplement the 2024 Budget for ongoing streetlights and pole replacements.
36. Supplement the 2024 Budget for additional storm events.

ORDINANCE NO. 24-004

37. Supplement the 2024 Budget for wage adjustments and retro pay for IAFF.
38. Supplement the 2024 Budget for equipment to prepare fire engine for service.
39. Supplement the 2024 Budget for a program for tracking Lake Management.
40. Supplement the 2024 Budget for new generator and outfall improvements.
41. Supplement the 2024 Budget for Crown Park regional storm treatment.
42. Supplement the 2024 Budget for Downtown regional storm treatment.
43. Supplement the 2024 Budget for Zone 343 Reservoir Design.
44. Supplement the 2024 Budget for SR500/NE 3rd St Waterline Relocation.
45. Supplement the 2024 Budget for PFAS Evaluation and Well 13 Design.
46. Supplement the 2024 Budget for Angelo Booster Station Design.
47. Remove the 2024 Budget for 43rd /Franklin Waterline.
48. Remove the 2024 Budget for Crown Road Booster Station.

Section II

Budget Amendment – Effect on Fund Revenues and Expenses: The foregoing increases affect the City funds as shown on Attachment A.

Section III

Effective Date. This ordinance shall take force and be in effect five days from and after its publication according to law.

ORDINANCE NO. 24-004

PASSED BY the Council and APPROVED by the Mayor this 1st day of April 2024.

SIGNED: _____
Mayor

SIGNED: _____
Clerk

APPROVED as to form:

City Attorney

2024 Budget Amendment - Fund Summary

	Beg Fund Balance	Budget Revenues (1)	Budget Expenses (1)	Estimated End Fund Balance	Budget Amendment Revenues	Budget Amendment Expenses	Amended Fund Balance	Note: Budget Packages
Operating Funds								
General	\$ 15,242,618	\$ 35,892,351	\$ (39,698,523)	\$ 11,436,446	\$ 197,500	\$ (1,916,051)	\$ 9,717,895	
Streets	\$ 826,763	\$ 5,071,107	\$ (4,443,591)	\$ 1,454,279	\$ 360,000	\$ (1,057,999)	\$ 756,280	
American Rescue Plan Act	\$ 3,714,210	\$ 36,808	\$ (3,751,018)	\$ -	\$ -	\$ -	\$ -	
Tree Fund	\$ 15,626	\$ 100	\$ -	\$ 15,726	\$ -	\$ -	\$ 15,726	
Camas/Washougal Fire & EMS	\$ 1,859,999	\$ 17,371,084	\$ (18,483,950)	\$ 747,133	\$ 325,000	\$ (1,110,175)	\$ (38,042)	
Cemetery	\$ 147,231	\$ 287,272	\$ (321,657)	\$ 112,846	\$ -	\$ -	\$ 112,846	

Capital/Enterprise Funds								
Limited GO Debt Service	\$ -	\$ 4,288,295	\$ (4,288,295)	\$ -	\$ -	\$ -	\$ -	
REET	\$ 13,537,604	\$ 2,307,666	\$ (11,109,251)	\$ 4,736,019	\$ 100,000	\$ (1,750,000)	\$ 3,086,019	
Park Impact Fee	\$ 3,848,368	\$ 441,546	\$ (1,389,786)	\$ 2,900,128	\$ -	\$ (100,000)	\$ 2,800,128	
Transportation Impact Fee	\$ 3,081,816	\$ 1,160,054	\$ (1,657,816)	\$ 2,584,054	\$ -	\$ -	\$ 2,584,054	
Fire Impact Fee	\$ 1,679,697	\$ 276,715	\$ -	\$ 1,956,412	\$ -	\$ (200,000)	\$ 1,756,412	
NW 38th Ave Phase 3	\$ 5,021,285	\$ 4,214,000	\$ (4,214,000)	\$ 5,021,285	\$ 1,380,286	\$ (3,586,000)	\$ 2,815,571	
Facilities Capital Fund	\$ 6,980,911	\$ 2,614,333	\$ (4,255,000)	\$ 5,340,244	\$ -	\$ (1,258,047)	\$ 4,082,197	
Legacy Lands	\$ 9,545,238	\$ 10,861	\$ (650,000)	\$ 8,906,099	\$ -	\$ -	\$ 8,906,099	
Storm Water	\$ 1,887,626	\$ 2,513,247	\$ (2,565,389)	\$ 1,835,484	\$ 540,000	\$ (1,521,180)	\$ 854,304	
Solid Waste	\$ 3,148,918	\$ 2,513,247	\$ (3,535,235)	\$ 2,126,930	\$ -	\$ (13,953)	\$ 2,112,977	
Water/Sewer	\$ 21,666,232	\$ 24,671,564	\$ (25,301,178)	\$ 21,036,618	\$ 150,000	\$ (2,170,428)	\$ 19,016,190	
W/S Capital Projects	\$ -	\$ 5,800,000	\$ (5,800,000)	\$ -	\$ 4,475,000	\$ (4,475,000)	\$ -	
Water Capital Projects	\$ 6,259,362	\$ 1,290,740	\$ (7,200,000)	\$ 350,102	\$ -	\$ -	\$ 350,102	
WS Capital Reserve	\$ 18,660,804	\$ 2,820,569	\$ (10,825,000)	\$ 10,656,373	\$ -	\$ (925,000)	\$ 9,731,373	
WS Bond Reserve	\$ 1,234,213	\$ 5,294	\$ -	\$ 1,239,507	\$ -	\$ -	\$ 1,239,507	

Reserve Funds								
Lodging Tax	\$ 72,657	\$ 23,657	\$ (35,000)	\$ 61,314	\$ -	\$ -	\$ 61,314	
Equipment Rental and Replacement	\$ 2,070,275	\$ 2,429,263	\$ (3,158,088)	\$ 1,341,450	\$ -	\$ (51,299)	\$ 1,290,151	
Firefighters' Pension	\$ 1,137,115	\$ 8,709	\$ (92,265)	\$ 1,053,559	\$ -	\$ -	\$ 1,053,559	
Retiree Medical	\$ 10,023	\$ 156,212	\$ (156,709)	\$ 9,526	\$ -	\$ -	\$ 9,526	
LEOFF 1 Disability Board	\$ 499,446	\$ 175,014	\$ (217,593)	\$ 456,867	\$ -	\$ -	\$ 456,867	

\$ 122,148,038\$ 116,379,708\$ (153,149,344)\$ 85,378,402\$ 7,527,786\$ (20,135,132)\$ 72,771,056

\$ (12,607,346)

(1) Budgeted revenues and expenses reflect the 2024 Adopted Budget

				Carry Forward	\$ 2,480,286	\$ (10,885,430)
Ord Budget	\$ 218,908,699	\$ 250,397,286	Administrative	\$ 1,182,500	\$ (1,025,097)	
2024 Budget	\$ 117,474,515	\$ 153,187,286	Supplemental	\$ 3,690,000	\$ (8,049,605)	
Spring 2024 Adj	\$ 7,527,786	\$ 20,135,132				
Adjusted 2023	\$ 125,002,301	\$ 173,322,418		\$ 7,352,786	\$ (19,960,132)	
					\$ (12,607,346)	

2024 Spring Omnibus Budget - Fund Balance Impacts

	General Fund	Street Fund	C/W Fire & EMS	REET Projects	Park Imp Fee	Fire Imp Fee	NW 38th Ave Ph 3	Facilities Fund	Storm Water	Solid Waste	Water/Sewer	Water-Sewer Capital Projects	W/S Capital Reserve	Equipment Rental	Total
Beginning Balance	\$ 15,242,618	\$ 826,763	\$ 1,859,999	\$ 13,537,604	\$ 3,848,368	\$ 1,679,697	\$ 5,021,285	\$ 6,980,911	\$ 1,887,626	\$ 3,148,918	\$ 21,666,232	\$ -	\$ 18,660,804	\$ 2,070,275	\$ 119,190,414
Revenues	\$ 35,892,351	\$ 5,071,107	\$ 17,371,084	\$ 2,307,666	\$ 441,546	\$ 276,715	\$ 4,214,000	\$ 2,614,333	\$ 2,513,247	\$ 2,513,247	\$ 24,671,564	\$ 5,800,000	\$ 2,820,569	\$ 2,429,263	\$ 116,172,045
Expenditures	\$ (39,698,523)	\$ (4,443,591)	\$ (18,483,950)	\$ (11,109,251)	\$ (1,389,786)	\$ -	\$ (4,214,000)	\$ (4,255,000)	\$ (2,565,389)	\$ (3,535,235)	\$ (25,301,178)	\$ (5,800,000)	\$ (10,825,000)	\$ (3,158,088)	\$ (152,804,486)
Projected Ending Fund Balance	\$ 11,436,446	28.8% \$ 1,454,279	\$ 747,133	\$ 4,736,019	\$ 2,900,128	\$ 1,956,412	\$ 5,021,285	\$ 5,340,244	\$ 1,835,484	\$ 2,126,930	\$ 21,036,618	\$ -	\$ 10,656,373	\$ 1,341,450	\$ 82,557,973

Carry Forward Packages

CF-01 Library Shelving	\$ (14,000)														\$ (14,000)
CF-02 Minor Library Projects	\$ (340,383)														\$ (340,383)
CF-03 IT Office 365 Upgrade	\$ (430,000)														\$ (430,000)
CF-04 IT Network Refresh	\$ (140,000)														\$ (140,000)
CF-05 Traffic Controller Upgrades		\$ (205,000)													\$ (205,000)
CF-06 Brady Rd/Grand Ridge Intersctn		\$ (24,000)													\$ (24,000)
CF-07 Everett St Corridor Analysis		\$ (80,000)													\$ (80,000)
CF-08 NW 14th Ave		\$ (100,000)													\$ (100,000)
CF-09 38th Traffic Cabinet Replcmt		\$ (180,000)													\$ (180,000)
CF-10 38th Ave Impvmt Ph. 3 - Construct Grant Funding							\$ (3,586,000)								\$ (3,586,000)
							\$ 1,380,286								\$ 1,380,286
CF-11 CARES staff vehicle			\$ (42,000)												\$ (42,000)
CF-12 Air Bottle Refilling Station			\$ (108,000)												\$ (108,000)
CF-13 Crown Park Imprv Ph 1 & 2				\$ (1,150,000)											\$ (1,150,000)
CF-14 S Lacamas Creek Trailhead				\$ (600,000)											\$ (600,000)
				\$ 100,000	\$ (100,000)										\$ -
CF-15 Library HVAC								\$ (1,083,047)							\$ (1,083,047)
CF-16 Library Bldg Projects								\$ (175,000)							\$ (175,000)
CF-17 Endicott CIPP Slipline Culvert									\$ (150,000)						\$ (150,000)
CF-18 Boulder Creek Intake												\$ (175,000)			\$ (175,000)
Water SDC Funding Transfer												\$ 175,000	\$ (175,000)		\$ -
CF-19 Well 6/14 Wtrline Trans Main												\$ (1,000,000)			\$ (1,000,000)
Water SDC Funding Transfer												\$ 1,000,000	\$ (1,000,000)		\$ -
CF-20 Fleet Adds/Replacements	\$ (147,000)	\$ (5,000)							\$ (5,000)	\$ (5,000)	\$ (41,000)				\$ (203,000)
Total Carry Forward	\$ (1,071,383)	\$ (594,000)	\$ (150,000)	\$ (1,650,000)	\$ (100,000)	\$ -	\$ (2,205,714)	\$ (1,258,047)	\$ (155,000)	\$ (5,000)	\$ (41,000)	\$ -	\$ (1,175,000)	\$ -	\$ (8,405,144)
Subtotal Fund Balance	\$ 10,365,063	\$ 860,279	\$ 597,133	\$ 3,086,019	\$ 2,800,128	\$ 1,956,412	\$ 2,815,571	\$ 4,082,197	\$ 1,680,484	\$ 2,121,930	\$ 20,995,618	\$ -	\$ 9,481,373	\$ 1,341,450	\$ 74,152,829

Administrative Packages

A-01 Comp Plan - Climate Action	\$ (40,097)														\$ (40,097)
Climate Planning Grant	\$ 160,000														\$ 160,000
Middle Housing Grant	\$ 37,500														\$ 37,500
A-02 Horizontal Curve Improvements		\$ (360,000)													\$ (360,000)
Highway Safety Grant		\$ 360,000													\$ 360,000
A-03 CARES Provider - 1 FTE			\$ (125,000)												\$ (125,000)
SWWA ACH Grant			\$ 125,000												\$ 125,000
A-04 Lacamas Lake Treatment									\$ (200,000)						\$ (200,000)
Grant Funding									\$ 200,000						\$ 200,000
A-05 Nakia Creek Timber Harvest												\$ (150,000)			\$ (150,000)
Timber Harvest											\$ 150,000				\$ 150,000
Water Revenue Funding Transfer											\$ (150,000)	\$ 150,000			\$ -
Total Administrative	\$ 157,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,403
Subtotal Fund Balance	\$ 10,522,466	\$ 860,279	\$ 597,133	\$ 3,086,019	\$ 2,800,128	\$ 1,956,412	\$ 2,815,571	\$ 4,082,197	\$ 1,680,484	\$ 2,121,930	\$ 20,995,618	\$ -	\$ 9,481,373	\$ 1,341,450	\$ 74,310,232

Supplemental Packages

S-01 Insurance Increases	\$ (304,017)								\$ (12,877)		\$ (51,891)			\$ (51,299)	\$ (420,084)
S-02 Strategic Planning	\$ (150,000)														\$ (150,000)
S-03 Legal Services	\$ (50,000)														\$ (50,000)
S-04 Police Training	\$ (36,000)														\$ (36,000)

2024 Spring Omnibus Budget - Fund Balance Impacts

		General Fund	Street Fund	C/W Fire & EMS	REET Projects	Park Imp Fee	Fire Imp Fee	NW 38th Ave Ph 3	Facilities Fund	Storm Water	Solid Waste	Water/Sewer	Water-Sewer Capital Projects	W/S Capital Reserve	Equipment Rental	Total	
S-05	Animal Control	\$ (20,000)														\$ (20,000)	
S-06	ERP Mgr Contract Extension	\$ (94,554)	\$ (3,999)	\$ (11,654)						\$ (3,303)	\$ (8,953)	\$ (27,537)				\$ (150,000)	
S-07	Engineering Overtime	\$ (10,000)														\$ (10,000)	
S-08	Engineering Prof Services	\$ (100,000)														\$ (100,000)	
S-09	Tree Removal - Grounds Crew	\$ (40,000)														\$ (40,000)	
S-10	Street Light/Pole Replacements		\$ (50,000)													\$ (50,000)	
S-11	Snow/Ice Supplies		\$ (50,000)													\$ (50,000)	
S-12	Contract Settlement IAFF			\$ (623,521)												\$ (623,521)	
S-13	Fire Engine Outfitting			\$ (200,000)												\$ (200,000)	
				\$ 200,000			\$ (200,000)									\$ -	
S-14	Lake Management Program									\$ (250,000)						\$ (250,000)	
S-15	Crown View Storm/LS Generator									\$ (500,000)						\$ (500,000)	
S-16	Crown Park Regional Storm									\$ (200,000)						\$ (200,000)	
	Grant Funding									\$ 170,000						\$ 170,000	
S-17	Downtown Regional Storm									\$ (200,000)						\$ (200,000)	
	Grant Funding									\$ 170,000						\$ 170,000	
S-18	Zone 343 Reservoir Design												\$ (750,000)			\$ (750,000)	
	Water SDC Funding Transfer												\$ 750,000	\$ (750,000)		\$ -	
S-19	SR 500/NE 3rd St Waterline												\$ (400,000)			\$ (400,000)	
	Water Rates Funding Transfer											\$ (400,000)	\$ 400,000			\$ -	
S-20	PFAS Eval and Well 13 Design												\$ (1,500,000)			\$ (1,500,000)	
	Water Rates Funding Transfer											\$ (1,500,000)	\$ 1,500,000			\$ -	
S-21	Angelo Booster Station Design												\$ (500,000)			\$ (500,000)	
	WaterSDC Funding Transfer												\$ 500,000	\$ (500,000)		\$ -	
S-22	Remove 43rd/Franklin Waterline													\$ 500,000		\$ 500,000	
S-23	Remove Crown Rd Booster Stn													\$ 1,000,000		\$ 1,000,000	
Total Supplemental		\$ (804,571)	\$ (103,999)	\$ (635,175)	\$ -	\$ -	\$ (200,000)	\$ -	\$ -	\$ (826,180)	\$ (8,953)	\$ (1,979,428)	\$ -	\$ 250,000	\$ (51,299)	\$ (4,359,605)	
Net Budget Adjustment		\$ (1,718,551)	\$ (697,999)	\$ (785,175)	\$ (1,650,000)	\$ (100,000)	\$ (200,000)	\$ (2,205,714)	\$ (1,258,047)	\$ (981,180)	\$ (13,953)	\$ (2,020,428)	\$ -	\$ (925,000)	\$ (51,299)	\$ (12,607,346)	
Total Adjusted Fund Balance		\$ 9,717,895	24.5%	\$ 756,280	\$ (38,042)	\$ 3,086,019	\$ 2,800,128	\$ 1,756,412	\$ 2,815,571	\$ 4,082,197	\$ 854,304	\$ 2,112,977	\$ 19,016,190	\$ -	\$ 9,731,373	\$ 1,290,151	\$ 69,950,627

City of Camas 2024 Spring Omnibus Budget Packages

3/13/2024

Pkg # Carry Forward List

	Department	Description	Amount	Reason
CF-01	General Govt	Library Shelving	\$ 14,000	operating carry forward awaiting interior repairs
CF-02	General Govt	Minor Library Building Projects	\$ 340,383	interior repairs awaiting larger capital projects
CF-03	General Govt	IT Office 365 Upgrades	\$ 430,000	capital carry-forward
CF-04	General Govt	IT Network Equipment Refresh	\$ 140,000	capital carry-forward
CF-05	Streets	Traffic Controller Upgrades	\$ 205,000	capital carry-forward
CF-06	Streets	Brady Rd/Grand Ridge Intersection	\$ 24,000	capital carry-forward
CF-07	Streets	Everett St Corridor Analysis	\$ 80,000	capital carry-forward
CF-08	Streets	NW 14th Ave	\$ 100,000	capital carry-forward
CF-09	Streets	38th Traffic Cabinet Replcmt	\$ 180,000	capital carry-forward
CF-10	Streets	38th Ave Improvements Ph. 3 - Construction	\$ 2,205,714	capital carry-forward
CF-11	CWFD	CARES staff vehicle	\$ 42,000	capital carry-forward
CF-12	CWFD	Air Bottle Refilling Station	\$ 108,000	capital carry-forward
CF-13	Parks	Crown Park Imprv Ph 1 & 2	\$ 1,150,000	capital carry-forward
CF-14	Parks	S Lacamas Creek Trailhead	\$ 600,000	capital carry-forward
CF-15	Facilities	Library HVAC	\$ 1,083,047	capital carry-forward
CF-16	Facilities	Library Lighting	\$ 175,000	capital carry-forward
CF-17	Storm Water	Endicott CIPP Slipline Culvert	\$ 150,000	capital carry-forward
CF-18	Water	Boulder Creek Intake	\$ 175,000	capital carry-forward
CF-19	Water	Well 6/14 Wtrline Trans Main	\$ 1,000,000	capital carry-forward
CF-20	Multiple	Fleet Additions & Replacements	\$ 203,000	capital carry-forward
Total			\$ 8,405,144	

Administrative List

	Department	Description	Amount	Reason
A-01	Community Dev	Comprehensive Plan	\$ (157,403)	grant funded interlocal work on climate action
A-02	Streets	Horizontal Curve Improvements	\$ -	grant funded work on road safety for curves
A-03	CWFD	CARES Provider - 1 FTE	\$ -	grant funded CWFD position
A-04	Storm	Lacamas Lake Storm Treatment	\$ -	grant funded storm plan for Lacamas Lake area
A-05	Water	Nakia Creek Timber Harvest	\$ -	on-going Nakia Creek timber harvest
Total			\$ (157,403)	

Supplemental List

	Department	Description	Amount	Reason
S-01	General Govt	Insurance Increases	\$ 420,084	WCIA increases in General Fund, Storm, Water, ER&
S-02	General Govt	Strategic Planning	\$ 150,000	update of the strategic plan
S-03	General Govt	Legal Services	\$ 50,000	increased legal activity
S-04	General Govt	Police Training	\$ 36,000	additional 2024 staff training needs
S-05	General Govt	Animal Control	\$ 20,000	covers new shelter contracts with both shelters
S-06	General Govt	ERP Engagement Mgr Contract Extension	\$ 150,000	extension of Engagement Manager for ERP project
S-07	General Govt	Engineering Overtime	\$ 10,000	staff assisting with completing multiple City plans
S-08	General Govt	Engineering Prof Services	\$ 100,000	assistance with completing multiple City plans
S-09	Parks	Tree Removal - Grounds Crew	\$ 40,000	complete tree care
S-10	Streets	Street Light/Pole Replacements	\$ 50,000	on-going replacement of light poles and street lights
S-11	Streets	Snow/Ice Supplies	\$ 50,000	additional funds for inclement weather events
S-12	CWFD	Contract Settlement IAFF	\$ 623,521	wage adjustments and retroactive pay for IAFF
S-13	CWFD	Fire Engine Outfitting	\$ 200,000	equipment needed to ready fire engine for service
S-14	Storm Water	Lake Management program in the Storm Fund	\$ 250,000	program for tracking Lake Mgmt within dept
S-15	Storm Water	Crown View Storm/LS Generator	\$ 500,000	new generator & outfall improvements
S-16	Storm Water	Crown Park Regional Storm Treatment	\$ 30,000	development of a regional storm treatment plan
S-17	Storm Water	Downtown Regional Storm Treatment	\$ 30,000	development of a regional storm treatment plan
S-18	Water/Sewer	Zone 343 Reservoir Design	\$ 750,000	new reservoir for addtl capacity & fire flow
S-19	Water/Sewer	SR 500/NE 3rd St Waterline Relocation	\$ 400,000	relocation of service lines required by WSDOT
S-20	Water/Sewer	PFAS Eval and Well 13 Design	\$ 1,500,000	evaluating impact and mitigation for PFAS
S-21	Water/Sewer	Angelo Booster Station Design	\$ 500,000	design for new Angelo booster station
S-22	Water/Sewer	Remove 2024 Budget for 43rd/Franklin Waterline	\$ (500,000)	project completed in 2023, no 2024 budget needed
S-23	Water/Sewer	Remove Crown Road Booster Station	\$ (1,000,000)	deferred, reprioritizing funds to other projects
Total			\$ 4,359,605	

Total Omnibus Budget Packages \$ 12,607,346

City of Camas 2024 Spring Omnibus Budget - Description of Packages

Package	Title	Description	Fund Impacted	Overall Appropriation
CF-01	Library Shelving	Added shelving to increase library capacity, purchase delayed until other interior building projects are completed	General Fund	\$ 14,000
CF-02	Minor Library Repairs/Cleaning/Furniture	Carry forward unspent 2023 budget for cleaning, minor repairs, furniture, and flooring; which are all awaiting completion of the larger projects	General Fund	\$ 340,383
CF-03	IT Office 365 Upgrades	Carry forward unspent 2023 budget to continue migrating all employees to Office 365	General Fund	\$ 430,000
CF-04	IT Network Equipment Refresh	Carry forward unspent 2023 budget to continue refreshing and upgrading IT network equipment	General Fund	\$ 140,000
CF-05	Traffic Controller Upgrades	Carry forward unspent 2023 budget for countywide upgrades, as the large scale of the work has pushed into 2024	Street Fund	\$ 205,000
CF-06	Brady Rd/Grand Ridge Intersection	Carry forward unspent 2023 budget to finish out the improvements	Street Fund	\$ 24,000
CF-07	Everett St Corridor Analysis	Carry forward unspent 2023 budget to complete an alternatives analysis for Everett, including public outreach, with a final plan for future improvement project(s)	Street Fund	\$ 80,000
CF-08	NW 14th Ave	Carry forward unspent 2023 budget to improved a failed roadway, and improve water infrastructure at the same time	Street Fund	\$ 100,000
CF-09	38th Traffic Cabinet Replcmt	Carry forward and supplement unspent 2023 budget to replace a traffic controller on 38th Avenue that was damaged by a vehicle	Street Fund	\$ 180,000
CF-10	38th Ave Improvements Ph. 3 - Construction	Carry forward unspent 2023 budget for the large, multi-year project--project has substantial grant funding	Street Fund	\$ 2,205,714
CF-11	CARES staff vehicle	Carry forward unspent 2023 budget for the staff vehicle needed for the new CARS provider position for CWFD. Late order in 2023 meant delivery was delayed into 2024.	C-W Fire/EMS Fund	\$ 42,000
CF-12	Air Bottle Refilling Station	Carry forward 2023 budget to replace the SCBA refilling station at Station 42 to handle current pressure and volume of use	C-W Fire/EMS Fund	\$ 108,000
CF-13	Crown Park Imprv Ph 1 & 2	Carry forward unspent 2023 budget for the large, multi-year project	REET Fund	\$ 1,150,000
CF-14	S Lacamas Creek Trailhead	Carry forward unspent 2023 budget for the large, multi-year project	REET Fund	\$ 600,000
CF-15	Library HVAC	Carry forward unspent 2023 budget to repair the Library HVAC system, project has a partial state grant	Capital Facilities	\$ 1,083,047
CF-16	Library Lighting	Carry forward unspent 2023 budget for replacement/repair of library lighting	Capital Facilities	\$ 175,000
CF-17	Endicott CIPP Slipline Culvert	Carry forward budget to replace two sections of a failed 42" CMP culvert. The slipline will provide structural protection and prolong this culvert without digging up the street.	Storm Water Fund	\$ 150,000
CF-18	Boulder Creek Intake	Work on improvements for the Boulder Creek water intake, including the annual removal of debris affecting intake	Water-Sewer Fund	\$ 175,000
CF-19	Well 6/14 Wtrline Trans Main	Carry forward unspent 2023 budget for connecting the two wells with a larger diameter pipeline to provide additional water pumping capacity	Water-Sewer Fund	\$ 1,000,000
CF-20	Fleet Adds/Replacements	Carry forward unspent 2023 budget for the purchase of vehicles, which have been delayed	General Fund, Streets, Storm, Solid Waste, Water, Sewer	\$ 203,000
A-01	Comprehensive Plan - Climate Action	Fully grant-funded work on an interlocal agreement to develop a climate action portion of the City's comprehensive plan.	General Fund	\$ (157,403)
A-02	Horizontal Curve Improvements	Carry forward of a fully grant-funded project to identify and make safer any horizontal curves on the City roads	Street Fund	\$ -
A-03	CARES Provider - 1 FTE	Carrying forward the CARES Team provider for the fire department which is 100% funded by a grant from SWAACH (Southwest Washington Accountable Community of Health).	C-W Fire/EMS Fund	\$ -
A-04	Lacamas Lake Treatment Design	Design of regional stormwater treatment for the lake area. 100% grant funded.	Storm Water Fund	\$ -
A-05	Nakia Creek Timber Harvest	Harvest of the timber from the 2022 Nakia Creek wildfire area in order to preserve the value of the resultant lumber	Water-Sewer Fund	\$ -
S-01	Insurance Increases	WCIA insurance increases across several departments/programs	General, Storm, W/S, ER&R	\$ 420,084
S-02	Strategic Planning	Redevelopment of the City's strategic plan	General Fund	\$ 150,000
S-03	Legal Services	Increased legal activity and CPI increases for legal services	General Fund	\$ 50,000
S-04	Police Training	Deferred 2023 training to be caught up in 2024	General Fund	\$ 36,000
S-05	Animal Control	Animal Shelter contract costs have increased, and a second shelter was contracted with as well	General Fund	\$ 20,000
S-06	ERP Engagement Mgr Contract Extension	Extending the contract with the ERP provider's engagement manager to continue for an additional 6 months	General Fund	\$ 150,000
S-07	Engineering Overtime	To assist with the preparation of multiple City plans	General Fund	\$ 10,000
S-08	Engineering Prof Services	Completion of Complete Streets Plan, Local Road Safety Plan, ERP, etc.	General Fund	\$ 100,000
S-09	Tree Removal - Grounds Crew	Tree Care/Removal in Parks Maintenance	General Fund	\$ 40,000
S-10	Street Light/Pole Replacements	Continuation of light and pole replacement for City streets lights	Street Fund	\$ 50,000
S-11	Snow/Ice Supplies	Additional supplies for inclement weather events	Street Fund	\$ 50,000
S-12	Contract Settlement IAFF	Wage adjustments and retroactive pay for IAFF labor contract settlement	C-W Fire/EMS Fund	\$ 623,521

City of Camas 2024 Spring Omnibus Budget - Description of Packages

Package Title		Description	Fund Impacted	Overall Appropriation
S-13	Fire Engine Outfitting	Additional budget to ensure the fire engine can be fully outfitted with necessary equipment	C-W Fire/EMS Fund	\$ 200,000
S-14	Lake Management Subsidiary Storm Water Fund Program	Creation of a subsidiary program within the Storm Water Fund for tracking lake management activity	Storm Water Fund	\$ 250,000
S-15	Crown View Storm/LS Generator	Crown View subdivision stormwater outfall improvements and installation of new generator at the Crown View Lift Station.	Storm/Sewer Funds	\$ 500,000
S-16	Crown Park Regional Storm Treatment Design	Design of regional stormwater treatment for the Crown Park area. 85% grant funded.	Storm Water Fund	\$ 30,000
S-17	Downtown Regional Storm Treatment Design	Design of regional stormwater treatment for the Downtown area. 85% grant funded.	Storm Water Fund	\$ 30,000
S-18	Zone 343 Reservoir Design	Design of a new reservoir in the 343 pressure zone (downtown area) to provide more effective storage and fire flows	Water-Sewer Fund	\$ 750,000
S-19	SR 500/NE 3rd St Waterline Relocation	Waterline relocation required by WSDOT to allow for construction of a new roundabout.	Water-Sewer Fund	\$ 400,000
S-20	PFAS Eval and Well 13 Design	Evaluation of the impacts of PFAS on the City's water system and design of PFAS Treatment for Well 13.	Water-Sewer Fund	\$ 1,500,000
S-21	Angelo Booster Station Design	Design for Angelo Booster station	Water-Sewer Fund	\$ 500,000
S-22	Remove 43rd/Franklin Project	Reduction of project budget; completed in 2023, no need for 2024 budget	Water-Sewer Fund	\$ (500,000)
S-23	Remove Crown Road Booster Station Project	Reduction of budget, reallocation of resources to more pressing needs	Water-Sewer Fund	\$ (1,000,000)
			Total	\$ 12,607,346

					Credit	Debit	Item 13.
Adjustment #	Description	Note	Fund	GL Code	Rev Increase Exp Decrease	Rev Decrease Exp Increase	
CF-01	Library Tools & Equipment	Library Shelving	0001	0001.70.0000.200.5725000.535000.		\$ (14,000)	\$ (14,000)
CF-02	Library Professional Svcs	Library Bldg Repairs & Cleaning	0001	0001.70.0000.200.5725000.540000.		\$ (340,383)	\$ (340,383)
CF-03	IT O365 Project	IT O365 Project	0001	0001.06.9100.000.5941800.564003.		\$ (430,000)	\$ (430,000)
CF-04	IT Network Equipment	IT Network Equipment	0001	0001.06.9100.000.5941800.564002.		\$ (140,000)	\$ (140,000)
CF-05	Traffic Controller Upgrades	Traffic Controller Upgrades	1120	1120.06.9120.000.5956400.563001.		\$ (205,000)	\$ (205,000)
CF-06	Brady/Grand Ridge Intersection	Brady/Grand Ridge Intersection	1120	1120.06.9120.000.5953000.565001.		\$ (24,000)	\$ (24,000)
CF-07	Streets Professional Services	Everett St Corridor Analysis	1120	1120.40.0000.400.5429000.540000.		\$ (80,000)	\$ (80,000)
CF-08	NW 14th Ave CDBG Project	NW 14th Ave CDBG Project	1120	3000.06.9120.000.5953000.563000.		\$ (100,000)	\$ (100,000)
CF-09	38th Traffic Cabinet Replacement	38th Traffic Controller Replacemt	1120	1120.06.9120.000.5956400.563002.		\$ (180,000)	\$ (180,000)
CF-10	NW 38th Av Ph 3 - Construction	38th Ave Impvmt Ph. 3	3130	3130.06.9120.000.5953000.563000.		\$ (3,586,000)	\$ (3,586,000)
CF-10	Grant Funding	Grant Funding	3130		\$ 1,380,286		\$ 1,380,286
CF-11	EMS Vehicles	CARES Staff Vehicle	1150	1150.06.9150.000.5942200.566000.		\$ (42,000)	\$ (42,000)
CF-12	SCBA Brath Apparatus Repair	Air Bottle (SCBA) Refilling Station	1150	1150.06.9154.000.5942200.564000.		\$ (108,000)	\$ (108,000)
CF-13	Crown Park Imprv Ph 1 & 2	Crown Park Impvmt Ph. 1 & 2	3000	3000.06.9180.000.5947600.563001.		\$ (1,150,000)	\$ (1,150,000)
CF-14	S Lacamas Creek Trailhead	S Lacamas Creek Trailhead	3000	3000.06.9180.000.5947600.563000.		\$ (600,000)	\$ (600,000)
CF-14	Transfers In - Fund 3010	Funding Transfer In	3000	3000.97.0000.000.3973010.300097.	\$ 100,000		\$ 100,000
CF-14	Transfers Out - Fund 3000	Funding Transfer Out	3130	3010.97.0000.000.5973000.500097.		\$ (100,000)	\$ (100,000)
CF-15	Library HVAC Repair/Replace	Library HVAC Replacement	3180	3180.06.9318.000.5947200.563002.		\$ (1,083,047)	\$ (1,083,047)
CF-16	Library Building Improvements	Library Building Improvements	3180	3180.06.9318.000.5947200.563000.		\$ (175,000)	\$ (175,000)
CF-17	Storm O&M Repairs & Maint	Endicott CIPP Slipline Culvert	4190	4190.31.0000.610.5310000.548000.		\$ (150,000)	\$ (150,000)
CF-18	Boulder Creek Intake	Boulder Creek Intake	4420	4420.06.9440.000.5943400.563004.		\$ (175,000)	\$ (175,000)
CF-18	Transfers In - Fund 4600	Funding Transfer In	4420	4420.97.0000.000.3974600.300097.	\$ 175,000		\$ 175,000
CF-18	Transfers Out - Fund 4420	Funding Transfer Out	4600	4600.34.0000.000.5974420.500097.		\$ (175,000)	\$ (175,000)
CF-19	Well 6/14 Transmission Main	Well 6/14 Transmission Main	4420	4420.06.9440.000.5943400.565001.		\$ (1,000,000)	\$ (1,000,000)
CF-19	Transfers In - Fund 4600	Funding Transfer In	4420	4420.97.0000.000.3974600.300097.	\$ 1,000,000		\$ 1,000,000
CF-19	Transfers Out - Fund 4420	Funding Transfer Out	4600	4600.34.0000.000.5974420.500097.		\$ (1,000,000)	\$ (1,000,000)
CF-20	Parks & Recreation Vehicles	Fleet Additions & Replacements	0001	0001.06.9180.000.5947300.566000.		\$ (60,000)	\$ (60,000)
CF-20	Parks Maintenance Vehicles	Fleet Additions & Replacements	0001	0001.06.9180.000.5947600.566000.		\$ (53,000)	\$ (53,000)
CF-20	Engineering Vehicles	Fleet Additions & Replacements	0001	0001.06.9100.000.5941800.566000.		\$ (31,000)	\$ (31,000)
CF-20	Central Services Vehicles	Fleet Additions & Replacements	0001	0001.06.9100.000.5944800.566000.		\$ (3,000)	\$ (3,000)
CF-20	Streets Capital Vehicles	Fleet Additions & Replacements	1120	1120.06.9120.000.5944200.566000.		\$ (5,000)	\$ (5,000)
CF-20	Storm Water Vehicles	Fleet Additions & Replacements	4190	4190.06.9419.000.5943100.566000.		\$ (5,000)	\$ (5,000)
CF-20	Solid Waste Vehicles	Fleet Additions & Replacements	4220	4220.06.9420.000.5943700.566000.		\$ (5,000)	\$ (5,000)
CF-20	Water Vehicles	Fleet Additions & Replacements	4400	4400.06.9440.000.5943400.566000.		\$ (36,000)	\$ (36,000)
CF-20	Sewer Vehicles	Fleet Additions & Replacements	4400	4400.06.9450.000.5943500.566000.		\$ (5,000)	\$ (5,000)
A-01	Planning Professional Services	Comp Plan - Climate Planning	0001	0001.58.0000.150.5586000.540000.		\$ (40,097)	\$ (40,097)
A-01	State Grant Dept of Commerce	Climate Planning Grant	0001	0001.58.0000.000.3340420.300000.	\$ 160,000		\$ 160,000
A-01	State Grant Dept of Commerce	Middle Housing Grant	0001	0001.58.0000.000.3340420.300000.	\$ 37,500		\$ 37,500
A-02	Streets Capital Projects	Horizontal Curve Impvmt	1120	1120.06.9120.000.5956900.565002.		\$ (360,000)	\$ (360,000)
A-02	Federal HSIP Grant	Horizontal Curve Impvmt	1120	1120.40.0000.000.3332000.300000.	\$ 360,000		\$ 360,000
A-03	EMS Salaries	CARES provider (FTE)	1150	1150.20.0000.500.5227000.511000.		\$ (96,000)	\$ (96,000)
A-03	EMS Benefits	CARES provider (FTE)	1150	1150.20.0000.500.5227000.521000.		\$ (29,000)	\$ (29,000)
A-03	State Grant SW WA ACH	CARES provider (FTE)	1150	1150.20.0000.000.3670000.300000.	\$ 125,000		\$ 125,000
A-04	Lacamas Lake Storm Treatment Design	Lacamas Lake Storm Design	4190	4190.06.9419.000.5943100.563005.		\$ (200,000)	\$ (200,000)
A-04	Grant Funding	Grant Funding	4190		\$ 200,000		\$ 200,000
A-05	Capital Sewer Utilities	Nakia Creek Timber Harvest	4420	4420.06.9440.000.5943400.565003.		\$ (150,000)	\$ (150,000)
A-05	Transfer In - 4400	Funding Transfer In	4420	4420.97.0000.000.3974400.300097.	\$ 150,000		\$ 150,000
A-05	Transfer Out - 4420	Funding Transfer Out	4400	4400.97.0000.000.5974420.500097.		\$ (150,000)	\$ (150,000)

					Credit	Debit	Item 13.
Adjustment #	Description	Note	Fund	GL Code	Rev Increase Exp Decrease	Rev Decrease Exp Increase	
A-05	Miscellaneous Other Operating	Timber Sale	4400	4400.34.0000.000.3699100.300000.	\$ 150,000		\$ 150,000
S-01	Judicial Insurance	Insurance Increase	0001	0001.10.0000.020.5125000.546000.		\$ (4,019)	\$ (4,019)
S-01	Executive Insurance	Insurance Increase	0001	0001.10.0000.030.5131000.546000.		\$ (126,407)	\$ (126,407)
S-01	IT Insurance	Insurance Increase	0001	0001.10.0000.080.5188000.546000.		\$ (9,809)	\$ (9,809)
S-01	Engineering Insurance	Insurance Increase	0001	0001.10.0000.130.5189000.546000.		\$ (3,972)	\$ (3,972)
S-01	Facilities Insurance	Insurance Increase	0001	0001.10.0000.260.5183000.546000.		\$ (15,156)	\$ (15,156)
S-01	Police Insurance	Insurance Increase	0001	0001.20.0000.090.5212000.546000.		\$ (40,538)	\$ (40,538)
S-01	Comm Dev Insurance	Insurance Increase	0001	0001.58.0000.140.5593000.546000.		\$ (3,270)	\$ (3,270)
S-01	Library Insurance	Insurance Increase	0001	0001.70.0000.200.5722000.546000.		\$ (54,390)	\$ (54,390)
S-01	Library Insurance	Insurance Increase	0001	0001.70.0000.200.5725000.546000.		\$ (19,416)	\$ (19,416)
S-01	Parks Insurance	Insurance Increase	0001	0001.70.1800.180.5768000.546000.		\$ (20,335)	\$ (20,335)
S-01	Parks Insurance	Insurance Increase	0001	0001.70.1830.180.5755000.546000.		\$ (6,705)	\$ (6,705)
S-01	Storm O&M Insurance	Insurance Increase	4190	4190.31.0000.610.5310000.546000.		\$ (12,877)	\$ (12,877)
S-01	Water Srcs Insurance	Insurance Increase	4400	4400.34.0000.735.5340000.546000.		\$ (20,711)	\$ (20,711)
S-01	Sewer Pressure Insurance	Insurance Increase	4400	4400.34.0000.800.5350000.546000.		\$ (3,317)	\$ (3,317)
S-01	Sewer Treatmt Insurance	Insurance Increase	4400	4400.34.0000.820.5350000.546000.		\$ (27,863)	\$ (27,863)
S-01	ERR Equip Maint Insurance	Insurance Increase	5200	5200.48.0000.910.5486000.546000.		\$ (13,967)	\$ (13,967)
S-01	ERR Bldgs Insurance	Insurance Increase	5200	5200.48.0000.920.5486000.546000.		\$ (37,332)	\$ (37,332)
S-02	Executive Professional Services	Strategic Planning	0001	0001.10.0000.030.5131000.540000.		\$ (150,000)	\$ (150,000)
S-03	Legal Prof Svcs - Criminal	Legal Services	0001	0001.10.0000.050.5154510.540000.		\$ (50,000)	\$ (50,000)
S-04	Police Travel	Police Training	0001	0001.20.0000.090.5212000.542000.		\$ (20,000)	\$ (20,000)
S-04	Police Miscellaneous	Police Training	0001	0001.20.0000.090.5212000.549900.		\$ (16,000)	\$ (16,000)
S-05	Animal Ctrl Intergovt Other	Animal Shelter Contracts	0001	0001.20.0000.110.5543000.540400.		\$ (20,000)	\$ (20,000)
S-06	Finance Professional Services	ERP Mgr Contract Extension - 040	0001	0001.10.0000.040.5142000.540000.		\$ (44,608)	\$ (44,608)
S-06	Community Dev Professional Svcs	ERP Mgr Contract Extension - 140	0001	0001.58.0000.140.5593000.540000.		\$ (49,946)	\$ (49,946)
S-06	Streets Admin Professional Svcs	ERP Mgr Contract Extension	1120	1120.40.0000.400.5429000.540000.		\$ (3,999)	\$ (3,999)
S-06	Fire/EMS Professional Services	ERP Mgr Contract Extension	1150	1150.20.0000.500.5221000.540000.		\$ (11,654)	\$ (11,654)
S-06	Storm O&M Professional Services	ERP Mgr Contract Extension	4190	4190.31.0000.610.5310000.540000.		\$ (3,303)	\$ (3,303)
S-06	Solid Waste Professional Services	ERP Mgr Contract Extension	4220	4220.37.0000.660.5370000.540000.		\$ (8,953)	\$ (8,953)
S-06	Water/Sewer Admin Prof Services	ERP Mgr Contract Extension	4400	4400.34.0000.720.5340000.540000.		\$ (27,537)	\$ (27,537)
S-07	Engineering Overtime	Engineering Overtime	0001	0001.10.0000.130.5189000.512000.		\$ (10,000)	\$ (10,000)
S-08	Engineering Professional Svcs	Engineering Professional Services	0001	0001.10.0000.130.5189000.540000.		\$ (100,000)	\$ (100,000)
S-09	Parks Repairs & Maint	Tree Removal - Parks Maintenance	0001	0001.70.1800.180.5768000.548000.		\$ (40,000)	\$ (40,000)
S-10	Streets Repairs & Maint	Street Light/Pole Replacements	1120	1120.40.0000.400.5426300.548000.		\$ (50,000)	\$ (50,000)
S-11	Streets Supplies	Snow/Ice Supplies	1120	1120.40.0000.400.5426600.531000.		\$ (50,000)	\$ (50,000)
S-12	EMS Salaries	Contract Settlement - IAFF	1150	1150.20.0000.500.5227000.511000.		\$ (195,448)	\$ (195,448)
S-12	EMS Overtime	Contract Settlement - IAFF	1150	1150.20.0000.500.5227000.512000.		\$ (10,037)	\$ (10,037)
S-12	EMS Benefits	Contract Settlement - IAFF	1150	1150.20.0000.500.5227000.521000.		\$ (16,688)	\$ (16,688)
S-12	Fire Salaries	Contract Settlement - IAFF	1150	1150.20.0000.540.5222000.511000.		\$ (343,450)	\$ (343,450)
S-12	Fire Overtime	Contract Settlement - IAFF	1150	1150.20.0000.540.5222000.512000.		\$ (26,056)	\$ (26,056)
S-12	Fire Benefits	Contract Settlement - IAFF	1150	1150.20.0000.540.5222000.521000.		\$ (31,842)	\$ (31,842)
S-13	Fire Engine	Fire Engine Outfitting	1150	1150.06.9154.000.5942200.566000.		\$ (200,000)	\$ (200,000)
S-13	Transfers In - Fund 397	Funding Transfer In	1150	1150.97.0000.000.3973030.300097.	\$ 200,000		\$ 200,000
S-13	Transfers Out - Fund 1150	Funding Transfer Out	3030	3030.97.0000.000.5971150.500097.		\$ (200,000)	\$ (200,000)
S-14	Storm Lake Mgmt Supplies	Lake Management Program	4190	4190.31.0000.635.5310000.531000.		\$ (4,000)	\$ (4,000)
S-14	Storm Lake Mgmt Tools & Equip	Lake Management Program	4190	4190.31.0000.635.5310000.535000.		\$ (15,000)	\$ (15,000)
S-14	Storm Lake Mgmt Prof Services	Lake Management Program	4190	4190.31.0000.635.5310000.540000.		\$ (230,000)	\$ (230,000)
S-14	Storm Lake Mgmt Miscellaneous	Lake Management Program	4190	4190.31.0000.635.5310000.549900.		\$ (1,000)	\$ (1,000)
S-15	Crown View Storm/LS Generator	Crown View Storm/LS Generator	4190	4190.06.9419.000.5943100.563002.		\$ (500,000)	\$ (500,000)
S-16	Crown Park Storm Treatment Design	Crown Park Storm Treatment Design	4190	4190.06.9419.000.5943100.563003.		\$ (200,000)	\$ (200,000)
S-16	Grant Funding	Grant Funding	4190		\$ 170,000		\$ 170,000
S-17	Downtown Storm Treatment Design	Downtown Storm Treatment Design	4190	4190.06.9419.000.5943100.563004.		\$ (200,000)	\$ (200,000)
S-17	Grant Funding	Grant Funding	4190		\$ 170,000		\$

					Credit	Debit	Item 13.
Adjustment #	Description	Note	Fund	GL Code	Rev Increase Exp Decrease	Rev Decrease Exp Increase	
S-18	Zone 343 Reservoir	Zone 343 Reservoir Design	4420			\$ (750,000)	\$ (750,000)
S-18	Transfers In - Fund 4600	Funding Transfer In	4420	4420.97.0000.000.3974600.300097.	\$ 750,000		\$ 750,000
S-18	Transfers Out - Fund 4420	Funding Transfer Out	4600	4600.34.0000.000.5974420.500097.		\$ (750,000)	\$ (750,000)
S-19	SR 500/NE 3rd St Waterline Relo	SR500/NE 3rd St WL Relocation	4420			\$ (400,000)	\$ (400,000)
S-19	Transfer In - 4400	Funding Transfer In	4420	4420.97.0000.000.3974400.300097.	\$ 400,000		\$ 400,000
S-19	Transfer Out - 4420	Funding Transfer Out	4400	4400.97.0000.000.5974420.500097.		\$ (400,000)	\$ (400,000)
S-20	PFAS Evaluation & Mitigation	PFAS Evaluation & Mitigation	4420			\$ (1,500,000)	\$ (1,500,000)
S-20	Transfer In - 4400	Funding Transfer In	4420	4420.97.0000.000.3974400.300097.	\$ 1,500,000		\$ 1,500,000
S-20	Transfer Out - 4420	Funding Transfer Out	4400	4400.97.0000.000.5974420.500097.		\$ (1,500,000)	\$ (1,500,000)
S-21	Angelo Booster Station	Angelo Booster Station Design	4420			\$ (500,000)	\$ (500,000)
S-21	Transfers In - Fund 4600	Funding Transfer In	4420	4420.97.0000.000.3974600.300097.	\$ 500,000		\$ 500,000
S-21	Transfers Out - Fund 4420	Funding Transfer Out	4600	4600.34.0000.000.5974420.500097.		\$ (500,000)	\$ (500,000)
S-22	NE 43rd/Franklin Replacement	Remove 43rd/Franklin from Budget	4420	4420.06.9440.000.5943400.563002.	\$ 500,000		\$ 500,000
S-23	Capital Water Utilities	Remove Crown Rd BS from Budget	4420	4420.34.0000.760.5943400.565000.	\$ 1,000,000		\$ 1,000,000

	\$ 9,027,786	\$ (21,635,132)	\$ (12,607,346)
Net Total	\$ 7,527,786	\$ (20,135,132)	
		<u>\$ (12,607,346)</u>	
		\$ 69,950,627	
		\$ 82,557,973	

Carry Forward	\$ 2,480,286	\$ (10,885,430)	
Net Balance	\$ (8,405,144)	\$ (8,405,144)	
Administrative	\$ 1,182,500	\$ (1,025,097)	
Net Balance	\$ 157,403	\$ 157,403	
Supplemental	\$ 3,690,000	\$ (8,049,605)	
Net Balance	\$ (4,359,605)	\$ (4,359,605)	
			\$ (12,607,346)

Budget Summary		
Total	\$ 7,527,786	\$ (20,135,132)
		<u>\$ (12,607,346)</u>
		\$ (12,607,346)
		\$ -



Staff Report

April 1, 2024 Council Workshop

Resolution 24-006 Update 2024 Fee Schedule

Presenter: Cathy Huber Nickerson, Finance Director and Debra Brooks, Financial Analyst

Time Estimate: 5 minutes

Phone	Email
360.817.1537	chuber@cityofcamas.us
360.817.7025	dbrooks@cityofcamas.us

BACKGROUND: Resolution 24-006 authorizes the City Council to update the 2024 Fee Schedule.

SUMMARY: Updates to the City of Camas fee schedule includes new fees for Police to include Body Worn Camera Recording preparation and for the library fee clarification for Lost and Damage Materials.

BENEFITS TO THE COMMUNITY: The fee schedule provides for funding for services such as building permits, recreational programming, solid waste extras and fire marshal inspections.

POTENTIAL CHALLENGES: The City reviews the fees annually to ensure fees are at market, fund reasonable amount of service provided, and the fees do not place unfair burden on the residents.

BUDGET IMPACT: These fees are not included in the 2024 Budget because of the likely immaterial impact to the General Fund.

RECOMMENDATION: Staff recommends Council move to approve Resolution No. 24-006.

RESOLUTION NO. 22-014

A RESOLUTION revising the City of Camas fee schedule for 2024.

WHEREAS, the City of Camas has established a Fee Schedule pursuant to its authority to establish fees and charges for services provided by the City; and

WHEREAS, it is prudent business to review fees and charges imposed by the City; and

WHEREAS, it is necessary to establish such fees at rates that reasonably assure recovery of the full direct and indirect costs of the time and materials expended to provide the service for which the fee is charged; and

WHEREAS, it should be understood that these fees and charges are an important part of the resources for the operation of the City and in many cases do not cover the costs involved; and

WHEREAS, the fee schedule and administrative provisions set forth in this resolution are supported by the analysis performed by the City and adjusted by inflation; and

WHEREAS, it is desirable to improve the City's ability to communicate its fees and charges to its citizens and customers through the preparation of a consolidated fee schedule.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAMAS AS FOLLOWS:

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The fees and charges on the attached Exhibit "A" were adopted and made part of the City of Camas Fee Schedule effective January 1, 2024 and includes new fees for Body Worn Camera Recording preparation and the library fee clarification for Lost and Damage Materials.

Resolution No. 24-006

II

On January 1 of each year, the fees set forth in this Resolution may increase (if allowed by law) by the rate of increase, if any, of the Consumer Price Index for All Urban Consumers (CPI-U) Western Region, All Items, July to July Index, published by the Bureau of Labor Statistics in the year prior. Fees will be rounded to the nearest whole dollar.

III

ADOPTED by the Council of the City of Camas and approved by the Mayor this 1st day of April 2024.

SIGNED: _____
Mayor

ATTEST: _____
Clerk

APPROVED as to form:

City Attorney

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
ADMINISTRATIVE FEES		
Public Records		
Photocopies of Public Records, printed copies of electronic when requested by the person requesting records, or for use of agency equipment to photocopy records .	per page; RCW 42.56.070 2017 c 340.	\$ 0.15
Public Records scanned into an electronic format or for use of agency equipment to scan records	per page; RCW 42.56.070 2017 c 340.	\$ 0.10
Each four electronic files or attachments uploaded to email, cloud-based data storage service or other electronic means	per 4 electronic files; RCW 42.56.070 2017 c 340.	\$ 0.05
Transmission of Public Records in an electronic format or for the use of agency equipment to send the records electronically	per gigabyte; RCW 42.56.070 2017 c 340.	\$ 0.10
Maps Printed		\$ 9.00
Non-Sufficient Funds / Returned Payments Processed		\$ 35.00
Photos	actual cost	
Digital storage media/device, mail container, postage/delivery charge	actual cost	
Customized technology expertise to prepare data or provide customized electronic access	actual cost	
COMMUNITY DEVELOPMENT, BUILDING, ENGINEERING & PLANNING FEES		
System Development Charges		
Water		
Accessory Dwelling Unit	no additional charge	
Residential/Commercial – 3/4" water meter		\$ 9,056.00
Residential/Commercial – 1" water meter		\$ 15,093.00
Residential/Commercial – 1.5" water meter		\$ 30,183.00
Residential/Commercial – 2" water meter		\$ 48,248.00
Residential/Commercial – 3" water meter		\$ 96,587.00
Residential/Commercial – 4" water meter		\$ 150,917.00
Residential/Commercial – 6" water meter		\$ 301,833.00
Residential/Commercial – 8" water meter		\$ 482,934.00
Industrial/Other	calculated by mandatory engineering study	
Sewer		
Residential		\$ 7,184.00
Commercial – 3/4" water meter		\$ 7,184.00
Commercial – 1" water meter		\$ 11,973.00
Commercial – 1.5" water meter		\$ 23,946.00
Commercial – 2" water meter		\$ 38,313.00
Commercial – 3" water meter		\$ 71,836.00
Commercial – 4" water meter		\$ 119,727.00
Commercial – 6" water meter	calculated by PW Director	
Commercial – 8" water meter	calculated by PW Director	
Commercial II / Industrial	calculated by PW Director	
Accessory dwelling unit (internal)	no additional charge	

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Fee Description	Notes	2024
Accessory dwelling unit (external)	no additional charge	
Impact Fees		
Park/Open Space		
Single Family (detached)		\$ 5,853.00
Apartment/Duplex/Townhome		\$ 5,853.00
Transportation – North District		
Single Family (detached)		\$ 10,372.00
Apartment	per dwelling unit	\$ 5,972.00
Duplex/Townhome	per dwelling unit	\$ 6,391.00
Accessory dwelling unit (internal)		\$ 2,593.00
Accessory dwelling unit (external)		\$ 3,630.00
Commercial	calculated by PW Director	
Transportation – South District		
Single Family (detached)		\$ 3,948.00
Apartment	per dwelling unit	\$ 2,273.00
Duplex/Townhome	per dwelling unit	\$ 2,433.00
Accessory dwelling unit (internal)		\$ 987.00
Accessory dwelling unit (external)		\$ 1,382.00
Commercial	calculated by PW Director	
Fire		
Single Family (detached)	per square foot	\$ 0.69
Apartment/Duplex/Townhome	per square foot	\$ 0.37
Accessory dwelling unit (external)	per square foot	\$ 0.69
Commercial	per square foot	\$ 0.89
School – Camas School District		
School Impact Fee – Single Family		\$ 6,650.00
School Impact Fee – Multi-Family		\$ 6,650.00
School Impact Fee – Accessory dwelling units (internal)	25% of single family rate	
School Impact Fee – Accessory dwelling units (external)	35% of single family rate	
School – Evergreen School District		
School Impact Fee – Single Family		\$ 6,432.62
School Impact Fee – Multi-Family		\$ 3,753.39
School Impact Fee – Accessory dwelling units (internal)	25% of single family rate	
School Impact Fee – Accessory dwelling units (external)	35% of single family rate	
School – Washougal School District		
School Impact Fee – Single Family		\$ -
School Impact Fee – Multi-Family		\$ -
School Impact Fee – Accessory dwelling units (internal)	25% of single family rate	
School Impact Fee – Accessory dwelling units (external)	35% of single family rate	
Building Fees		
Building Permit Fees Total Valuation		
\$1.00 to \$500.00		\$ 32.00

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
\$501.00 to \$2,000.00		
for the first \$500		\$ 32.00
for each additional \$100, or fraction thereof, to and including \$2,000		\$ 5.00
\$2,001.00 to \$25,000.00		
for the first \$2,000		\$ 100.00
for each additional \$1,000, or fraction thereof, to and including \$25,000		\$ 20.00
\$25,001.00 to \$50,000.00		
for the first \$25,000		\$ 546.00
for each additional \$1,000, or fraction thereof, to and including \$50,000		\$ 14.00
\$50,001.00 to \$100,000.00		
for the first \$50,000		\$ 888.00
for each additional \$1,000, or fraction thereof, to and including \$100,000		\$ 10.00
\$100,001.00 to \$500,000.00		
for the first \$100,000		\$ 1,401.00
for each additional \$1,000, or fraction thereof, to and including \$500,000		\$ 8.00
\$500,001.00 to \$1,000,000.00		
for the first \$500,000		\$ 4,593.00
for each additional \$1,000, or fraction thereof, to and including \$1,000,000		\$ 7.00
\$1,000,001.00 and up		
for the first \$1,000,000		\$ 8,013.00
for each additional \$1,000, or fraction thereof		\$ 6.00
Washington State Surcharge Pass-Through Fee	Per RCW 19.27.85	
Inspections & Fees		
Building Plan Review Fee	65% of the Building Permit Fee	
Inspections During Non-Business Hours (minimum charge 2 hours)	per hour	\$ 94.00
Re-inspection Fees	per hour	\$ 94.00
Inspections for which No Fee is Specifically Indicated (minimum charge – one half hour)	per hour	\$ 94.00
Additional Plan Review for Changes, Additions or Revisions to Plans (minimum charge – one half hour)	per hour	\$ 94.00
Use of Outside Consultants for Plan Checking and Inspections, or both	actual costs (include administrative and overhead costs)	
Reissue of Lost Permit		\$ 46.00
Reissue of Lost or Damaged Approved Construction Plans & Documents		\$ 94.00
Impact Fee Deferral	City fee plus pass-through lien filing/release fee per dwelling	\$ 545.00
Latecomer Pass-Through Fee		\$ 65.00
Building Valuation Table		
Building Valuation Table – August prior year	100% of ICC Building Safety Journal Building Valuation Data	
Mechanical Permit Fees		
Mechanical Permit		\$ 47.00
Mechanical Plan Review	65% of the Mechanical Permit Fee	
Unit Fee Schedule – Does not include permit issuance fee		

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance		
Up to and including 100,000 Btu/h (29.3kW)		\$ 32.00
Over 100,000 Btu/h (29.3kW)		\$ 39.00
For the installation or relocation of each floor furnace, including vent		\$ 32.00
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted heater		\$ 32.00
Repairs or Additions		
Repair or alteration or addition to heating appliance, refrigeration unit, cooking unit, absorption unit or heating, cooling, absorption or evaporative cooling system including installation of controls regulated by Mechanical Code		\$ 28.00
Boilers, Compressor and Absorption Systems		
For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3kW)		\$ 32.00
For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW), to and including 15 horsepower (52.7 kW) or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)		\$ 59.00
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW), to or including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)		\$ 78.00
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW), to or including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)		\$ 111.00
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)		\$ 183.00
Air Handlers		
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto	This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code	\$ 23.00
For each air-handling unit greater than 10,000 cubic feet per minute (cfm) (4719L/s)		\$ 40.00
Evaporative Coolers		
For each evaporative cooler, other than a portable type		\$ 22.00
Ventilation & Exhaust		
For each ventilation fan connected to a single duct		\$ 16.00
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit		\$ 23.00

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Fee Description	Notes	2024
For the installation of each hood which is served by a mechanical exhaust, including ducts for such hood		\$ 23.00
Incinerators		
For the installation or relocation of each domestic-type incinerator		\$ 40.00
For the installation or relocation of each commercial or industrial-type incinerator		\$ 29.00
Miscellaneous		
For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed		\$ 21.00
Gas Piping System		
For each gas piping system of one to four outlets		
one to four outlets		\$ 10.00
more than 4	fee for each additional gas piping outlet	\$ 3.00
For each hazardous process piping system (HPP) of one to four outlets		
one to four outlets		\$ 10.00
more than 4	fee for each additional outlet	\$ 3.00
For each non-hazardous process piping system (NPP) of one to four outlets		
one to four outlets		\$ 6.00
more than 4	fee for each additional outlet	\$ 3.00
Plumbing Permit Fees		
For issuance of each permit		\$ 47.00
Plumbing Plan Review	65% of the Plumbing Permit Fee	
Unit Fee Schedule (in addition to 2 items above)		
For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection thereof)		\$ 16.00
For each building sewer and each trailer park sewer		\$ 32.00
Rainwater systems – per drain (inside building)		\$ 16.00
For each water heater and/or vent		\$ 16.00
For each gas-piping system of one to four outlets		
one to four outlets		\$ 10.00
more than 4	fee for each additional outlet	\$ 3.00
For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps		\$ 16.00
For each installation, alteration or repair of water piping and/or water treating equipment	each	\$ 16.00
For each repair or alteration of drainage or vent piping, each fixture		\$ 16.00
For each backflow protective device		
two inch (51 mm) diameter and smaller		\$ 16.00
over two inch (51 mm) diameter		\$ 32.00
For each graywater system	plumbing plan review required	\$ 78.00

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
For each annual cross-connection testing of a reclaimed water system (excluding initial test)	per hour	\$ 94.00
For each medical gas piping system for a specific gas		
one to four inlet(s)/outlet(s)		\$ 97.00
more than 4	fee for each additional medical gas inlet(s)/outlet(s)	\$ 10.00
Other Inspections & Fees		
Inspections outside of normal business hours (minimum charge – two hours)	per hour	\$ 93.00
Reinspection fees, per inspection		\$ 93.00
Inspections for which no fee is specifically indicated (minimum charge – one half hour)	per hour	\$ 93.00
Additional plan review required by changes, additions, or revisions to approved plans (minimum charge – one half hour)	per hour	\$ 93.00
Demolition Permit		\$ 31.00
Residential Re-Roofing		\$ 162.00
Residential Siding		\$ 162.00
Commercial Re-Reroofing		\$ 358.00
Commercial Siding		\$ 358.00
Administrative Fee – Residential Permits		\$ 65.00
Addressing Changes (minimum charge – one hour)	per hour	\$ 94.00
Engineering Fees		
Grading Plan Review Fees		
Additional Plan Review required by Changes, Additions or Revisions to Approved Plans (minimum charge – one half hour)	per hour	\$ 94.00
Other Grading Plan Fees		
Inspections Outside of Normal Business Hours (minimum charge – 2 hours)	per hour	\$ 94.00
Reinspection Fees, per Inspection	per hour	\$ 94.00
Inspections for which no fee is specifically indicated (minimum charge – one half hour)	per hour	\$ 94.00
¹ The fee for a grading permit authorizing additional work under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.		
Other Inspections & Fees		
Encroachment Permit		
first \$1,500 construction value		\$ 40.00
over \$1,500 construction value	fee plus 2.5% of construction value	\$ 40.00
Encroachment Permit extension		\$ 33.00
Encroachment Permit for Street Tree Removal		\$ -
Engineering Construction Inspection Overtime	actual cost-calculation based on time worked and actual staff overtime rate	
Engineering Plan Review & Construction Inspection Fee	3% of estimated construction costs	
Franchise Agreement Administrative Fee		\$ 5,954.00
Gates/Barrier on Private Street Review Fee		\$ 1,191.00
Modification to Approved Engineering Construction Plans		\$ 480.00
Storm Water Review Fee – Single Family Residence		\$ 238.00
Planning Fees		

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
Annexation – 10% petition		\$ 987.00
Annexation – 60% petition		\$ 4,195.00
Appeal Fee		\$ 456.00
Archaeological Review		\$ 157.00
Binding Site Plan		\$ 2,148.00
plus fee per unit		\$ 25.00
Boundary Line Adjustment		\$ 118.00
Comprehensive Plan Amendment		\$ 6,662.00
Conditional Use Permit – Residential		\$ 3,908.00
plus fee per unit		\$ 110.00
Conditional Use Permit – Non-Residential		\$ 4,949.00
Continuance of Public Hearing		\$ 599.00
Critical or Sensitive Areas	fee per type (wetlands, steep slopes/ potentially unstable soils, streams & watercourses, vegetation removal, wildlife habitat)	\$ 886.00
Design Review – Minor		\$ 495.00
Design Review – Committee		\$ 2,716.00
Development Agreement	first hearing	\$ 1,002.00
Continuance or Additional Hearing		\$ 617.00
Director's Interpretation		\$ 366.00
Home Occupation – Minor	notification	\$ -
Home Occupation – Major		\$ 78.00
LI/BP Development		\$ 4,949.00
plus fee per 1,000 sf of GFA		\$ 43.00
Minor Modification to Approved Development		\$ 395.00
Planned Residential Development	per unit plus subdivision fee	\$ 40.00
Plat, Preliminary – Short Plat	4 lots or less: per lot	\$ 2,214.00
Plat, Preliminary – Short Plat		\$ 8,204.00
plus fee for each lot		\$ 261.00
Plat, Preliminary Subdivision		\$ 8,204.00
plus fee for each lot		\$ 261.00
Plat, Final – Short Plat		\$ 229.00
Plat, Final – Subdivision		\$ 2,716.00
Plat Modification/Alteration		\$ 1,367.00
Pre-Application Conference for Type III or IV	general	\$ 405.00
Pre-Application Conference for Type III or IV	subdivision	\$ 1,041.00
SEPA		\$ 926.00
Shoreline Permit		\$ 1,367.00
Sign Permit – General Sign	exempt if building permit is required	\$ 47.00
Sign Permit – Master Sign Permit		\$ 144.00
Site Plan Review – Residential		\$ 1,316.00
plus fee per lot		\$ 36.00
Site Plan Review – Non-Residential		\$ 3,289.00

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
plus fee per 1,000 sf of GFA		\$ 71.00
Site Plan Review – Mixed Use		\$ 4,636.00
plus fee per residential unit		\$ 36.00
plus fee per 1,000 sf of GFA		\$ 71.00
Temporary Use Permit		\$ 92.00
Variance – Minor		\$ 794.00
Variance – Major		\$ 1,481.00
Zone Change	single tract	\$ 3,825.00
Sexually Oriented Businesses		
Live Entertainment Application Fee		\$ 996.00
Live Entertainment License Fee	renewal Date 12/31	\$ 333.00
Live Entertainment Renewal Fee		\$ 333.00
Live Entertainment Renewal Fee – 1/2 Year	after 6/30	\$ 174.00
Other Sexually Oriented Business Application Fee		\$ 666.00
Other Sexually Oriented Business License Fee	renewal Date 12/31	\$ 333.00
Other Sexually Oriented Business Renewal Fee		\$ 333.00
Other Sexually Oriented Business Renewal Fee – 1/2 Year	after 6/30	\$ 175.00
Manager's License Application Fee		\$ 140.00
Manager's License Fee	renewal Date 12/31	\$ 70.00
Manager's License Renewal Fee		\$ 70.00
Manager's License Renewal Fee – 1/2 Year	after 6/30	\$ 39.00
Entertainer's License Application Fee		\$ 140.00
Entertainer's License Fee	renewal Date 12/31	\$ 70.00
Entertainer's License Renewal Fee		\$ 70.00
Entertainer's License Renewal Fee – 1/2 Year	after 6/30	\$ 39.00
FINANCE FEES		
Ambulance		
ALS In-District		\$ 905.00
ALS Out-of-District		\$ 1,444.00
BLS In-District		\$ 905.00
BLS Out-of-District		\$ 1,444.00
Extra Attendant		\$ 201.00
Late Fee		\$ 35.00
Mileage (in district)	per mile	\$ 23.00
Mileage (out of district)	per mile	\$ 25.00
Non-emergency transport		\$ 678.00
Patient treated – no transport		\$ 239.00
Ambulance – annual license		\$ 69.00
Cemetery		
Lots – Full Burial		
Adult – Flat Marker		\$ 1,233.00

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
Adult – Upright Marker		\$ 2,578.00
Child under 5 years in Garden of Angels		\$ 336.00
Cremains		
Single Niche Garden of Faith		\$ 1,009.00
Single Niche Premium		\$ 1,233.00
Single Niche Standard		\$ 1,009.00
Double Niche Premium		\$ 1,900.00
Double Niche Standard		\$ 1,597.00
4 x 4 Foot Ground Lot		\$ 590.00
Liners		
Cremains Liner (Single Urn Vaults)		\$ 258.00
Cremains Liner (Double Urn Vaults)		\$ 432.00
Niche Wall (Single Bronze Urns)		\$ 185.00
Urn Vault Liner (Wooden Urns)		\$ 303.00
Open & Close Fees		
Disinterment Charges	includes staking & inspection fee, and deed transfer fee	\$ 561.00
Cremains – Added with a Full Burial Lot		\$ 432.00
Cremains – 4 x 4 Lot		\$ 432.00
Cremains – Niche Wall	does not include engraving	\$ 392.00
Saturday Services	in addition to any other applicable fees	\$ 280.00
Sunday/Holiday Services	in addition to any other applicable fees	\$ 504.00
Locating, Marker & Staking Fees		
Staking & Inspection (cremains & grave lots)		\$ 140.00
Marker Setting Fee		\$ 140.00
Miscellaneous Additional Charges		
Remembrance Wall – Inscription	City fee is in addition to pass-through fees from vendor	\$ 26.00
Engraving of Niche Wall	City fee is in addition to pass-through fees from vendor	\$ 26.00
Deed Transfers/Replacement Deeds		\$ 39.00
Maintenance Fund Lot		\$ 225.00
Maintenance Fund Niche		\$ 280.00
Second Rite of Burial	one full burial and two cremains, or three cremains per lot	\$ 392.00
Other License & Permits		
Dog License – lifetime		\$ 39.00
Dog License – replacement		\$ 7.00
Guard Dog		\$ 70.00
Pawnbroker's/Second Hand Dealer – 2 yr. license		\$ 140.00
Solicitor's License application/back ground check		\$ 58.00
Solicitor's License New or Renewal		\$ 39.00
Special Event Permit		\$ 52.00
Taxicab – annual license	issued after 7/1 - half of fee	\$ 52.00
Taxicab per vehicle		\$ 16.00
Taxi Driver's license		\$ 8.00

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
Taxi Driver's License Renewal		\$ 8.00
Vehicle Restoration Permit		\$ 32.00
Utilities		
Lien and Lien Release Filing Fees	City fee is in addition to pass-through fees from vendor	\$ 26.00
New Utility Account Set-Up Fee		\$ 30.00
Title Check Fee	plus pass-through fee from vendor	\$ 17.00
Utility Late Fee	5% of past due balance with a minimum charge equivalent to current fee	\$ 17.00
Utility Service Call Fee	first call free, additional each	\$ 30.00
Water – Sewer		
Backflow Testing	testing fee dependent on vendor bids	\$ 27.00
Backflow Testing Administrative Fee		\$ 5.00
Backflow Testing Non-Compliance Fee		\$ 60.00
Portable Hydrant Meter Rental – Deposit	refundable - damage dependent	\$ 1,380.00
Portable Hydrant Meter Rental – Placement Fee		\$ 117.00
STEP/STEF Inspection		\$ 199.00
STEP/STEF Reinspection	per inspection	\$ 90.00
Temporary Water Service	to be determined based on meter size and use as approved by PW Director	
Water Meter Installation – 3/4" Meter		\$ 450.00
Water Meter Installation – 1" Meter		\$ 502.00
Water Meter Installation – 1.5" Meter		\$ 1,112.00
Water Meter Installation – 1.5" Turbine Meter		\$ 1,112.00
Water Meter Installation – 2" Meter		\$ 2,148.00
2" Service with 1.5" Meter	in addition to 1.5" Water Meter Installation fee	\$ 570.00
Water Meter Installation Reinspection		\$ 90.00
Water Disconnection at Owner's Request		\$ 41.00
Water Disconnection for Non-Payment		\$ 52.00
Water Reconnection After Hours		\$ 105.00
Padlocking Water Meter		\$ 52.00
Removal of Water Meter		\$ 52.00
Wrongfully or Illegally Reconnection		\$ 285.00
Water Meter Testing	deposit to be returned if meter found not to be operating within range	\$ 252.00
Solid Waste		
Change Can Size		\$ 13.00
Return Trip For Missed Service		\$ 7.00
Overfilling Can		\$ 4.00
Extra Bag		\$ 4.00
Extra Can 35 gallon		\$ 8.00
Extra Can 65 gallon		\$ 17.00
Extra Can 95 gallon		\$ 26.00
Bi-weekly service on off-week		\$ 8.00
Unscheduled Pick Up Charge (day other than normal service day)		\$ 23.00
Extra Yard (not in rented container)		\$ 40.00

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
Replacement of damaged can		
35 gallon can		\$ 67.00
65 gallon can		\$ 88.00
Extra Solid Waste Items		
Barbeque		\$ 26.00
Bicycle		\$ 14.00
Christmas Tree	no taller than five feet	\$ 14.00
Table		\$ 28.00
Recycling	pass-through from vendor	
FIRE DEPARTMENT (FMO)		
Development Review		
Commercial Site Plans – Review Fee		\$ 240.00
Commercial Site Plans – Inspection Fee		\$ 240.00
Subdivision or PRD – Review Fee		\$ 201.00
Subdivision or PRD – Inspection Fee		\$ 201.00
Pre-Application Conference – Review Fee		\$ 161.00
Other Land Use Applications – Review Fee		\$ 161.00
Other Land Use Applications – Inspection Fee		\$ 161.00
Building Construction/Change of Use or Occupancy		
A, B, E, F, M, R Occupancies 0-1,000 sq. ft. – Review Fee		\$ 122.00
A, B, E, F, M, R Occupancies 0-1,000 sq. ft. – Inspection Fee		\$ 122.00
A, B, E, F, M, R Occupancies 1,001-5,000 sq. ft. – Review Fee		\$ 161.00
A, B, E, F, M, R Occupancies 1,001-5,000 sq. ft. – Inspection Fee		\$ 122.00
A, B, E, F, M, R Occupancies 5,001-10,000 sq. ft. – Review Fee		\$ 201.00
A, B, E, F, M, R Occupancies 5,001-10,000 sq. ft. – Inspection Fee		\$ 161.00
A, B, E, F, M, R Occupancies 10,001-20,000 sq. ft. – Review Fee		\$ 248.00
A, B, E, F, M, R Occupancies 10,001-20,000 sq. ft. – Inspection Fee		\$ 201.00
A, B, E, F, M, R Occupancies 20,001-40,000 sq. ft. – Review Fee		\$ 296.00
A, B, E, F, M, R Occupancies 20,001-40,000 sq. ft. – Inspection Fee		\$ 239.00
Each Additional 20,000 sq. ft. – Review Fee		\$ 49.00
Each Additional 20,000 sq. ft. – Inspection Fee		\$ 40.00
Portable Classroom – Review Fee		\$ 181.00
Portable Classroom – Inspection Fee		\$ 181.00
H1 Occupancy – Review Fee		\$ 478.00
H1 Occupancy – Inspection Fee		\$ 478.00
H2 Occupancy – Review Fee		\$ 478.00
H2 Occupancy – Inspection Fee		\$ 478.00
H3 Occupancy – Review Fee		\$ 530.00
H3 Occupancy – Inspection Fee		\$ 530.00
H4 Occupancy – Review Fee		\$ 372.00
H4 Occupancy – Inspection Fee		\$ 362.00

2024 City of Camas Fee Schedule - Revised April 2024

Fee Description	Notes	2024
H5 Occupancy – Review Fee		\$ 658.00
H5 Occupancy – Inspection Fee		\$ 658.00
I Occupancy – Review Fee		\$ 362.00
I Occupancy – Inspection Fee		\$ 240.00
S Occupancy – Review Fee		\$ 240.00
S Occupancy – Inspection Fee		\$ 240.00
Each additional 10,000 sq. ft. – Review Fee		\$ 122.00
Each additional 10,000 sq. ft. – Inspection Fee		\$ 122.00
Building or Structure for Special or Temporary Use – Review Fee		\$ 181.00
Building or Structure for Special or Temporary Use – Inspection Fee		\$ 181.00
Fire Alarm System		
Fire Alarm – Minor Alteration – Review Fee		\$ 122.00
Fire Alarm – Minor Alteration – Inspection Fee		\$ 122.00
Fire Alarm – New System, 1 to 20 Devices – Review Fee		\$ 181.00
Fire Alarm – New System, 21 or more Devices – Review Fee		\$ 181.00
fee for each additional device	in addition to review fee	\$ 3.00
Fire Alarm – New System, 1 to 20 Devices – Inspection Fee		\$ 181.00
Fire Alarm – New System, 21 or more Devices – Inspection Fee		\$ 181.00
fee for each additional device	in addition to inspection fee	\$ 3.00
Fire Extinguishing System		
New System NFPA 13 – Single Riser – Review Fee		\$ 362.00
New System NFPA 13 – Single Riser – Inspection Fee	includes five inspections	\$ 362.00
Each Additional Inspection		\$ 122.00
Each Additional Riser – Review Fee		\$ 362.00
Each Additional Riser – Inspection Fee	includes five inspections	\$ 362.00
Each Additional Inspection		\$ 122.00
New System NFPA 13D (Single Family) – Inspection Fee		\$ 122.00
Each Additional Inspection		\$ 122.00
Alteration to Fire Sprinkler Systems – Review Fee		\$ 122.00
Alteration to Fire Sprinkler Systems – Inspection Fee		\$ 122.00
New System NFPA 13R (Per Building) – Review Fee		\$ 240.00
New System NFPA 13R (Per Building) – Inspection Fee	includes five inspections	\$ 240.00
Each Additional Inspection		\$ 122.00
Underground Fire Sprinkler Mains – Review Fee		\$ 181.00
Underground Fire Sprinkler Mains – Inspection Fee	includes five inspection	\$ 181.00
Each Additional Inspection		\$ 122.00
Standpipe System/Wet or Dry – Review Fee		\$ 122.00
Standpipe System/Wet or Dry – Inspection Fee		\$ 122.00
Commercial Cooking Extinguishing System/Protection – Review Fee		\$ 181.00
Commercial Cooking Extinguishing System/Protection – Inspection Fee		\$ 181.00
Other Extinguishing Systems – Review Fee		\$ 297.00
Other Extinguishing Systems – Inspection Fee		\$ 297.00

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Fee Description	Notes	2024
Fire Pumps and Private or Dedicated Fire Hydrant Systems – Review Fee		\$ 297.00
Fire Pumps and Private or Dedicated Fire Hydrant Systems – Inspection Fee		\$ 297.00
Hazardous Operations		
Smoke Removal Systems – Review Fee		\$ 297.00
Smoke Removal Systems – Inspection Fee		\$ 297.00
Application of Flammable Finishes – Review Fee		\$ 297.00
Application of Flammable Finishes – Inspection Fee		\$ 297.00
Commercial Drying Ovens – Review Fee		\$ 181.00
Commercial Drying Ovens – Inspection Fee		\$ 181.00
Organic Coating Systems – Review Fee		\$ 181.00
Organic Coating Systems – Inspection Fee		\$ 181.00
Dip Tanks, Listed Spray Booths – Review Fee		\$ 161.00
Dip Tanks, Listed Spray Booths – Inspection Fee		\$ 122.00
Unlisted Spray Booths – Review Fee		\$ 240.00
Unlisted Spray Booths – Inspection Fee		\$ 161.00
Semiconductor Fabrication HPM Tool Installation – Review Fee		\$ 297.00
Semiconductor Fabrication HPM Tool Installation – Inspection Fee		\$ 297.00
Other Hazardous Material Equipment & Systems – Review Fee		\$ 297.00
Other Hazardous Material Equipment & Systems – Inspection Fee		\$ 297.00
Compressed Gas System (greater than exempt amounts) – Review Fee		\$ 362.00
Compressed Gas System (greater than exempt amounts) – Inspection Fee		\$ 362.00
Refrigeration Systems – Review Fee		\$ 297.00
Refrigeration Systems – Inspection Fee		\$ 161.00
LPG Tank Installation (greater than 125 gal.) – Review Fee		\$ 181.00
LPG Tank Installation (greater than 125 gal.) – Inspection Fee		\$ 181.00
Dispensing and use of LPG – Review Fee		\$ 201.00
Dispensing and use of LPG – Inspection Fee		\$ 161.00
Dispensing and use of Combustible/Flammable Liquids Above Ground Tanks – Review Fee		\$ 201.00
Dispensing and use of Combustible/Flammable Liquids Above Ground Tanks – Inspection Fee		\$ 161.00
Dispensing and use of Combustible/Flammable Liquids Underground Tanks – Review Fee		\$ 478.00
Dispensing and use of Combustible/Flammable Liquids Underground Tanks – Inspection Fee		\$ 478.00
Aerosols – Review Fee		\$ 181.00
Aerosols – Inspection Fee		\$ 181.00
CO2 Monitoring Systems – Review Fee		\$ 122.00
CO2 Monitoring Systems – Inspection Fee		\$ 122.00
Hazardous Materials		
Storage, Dispensing & Use of Hazardous Materials – Review Fee		\$ 478.00
Storage, Dispensing & Use of Hazardous Materials – Inspection Fee		\$ 478.00

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Fee Description	Notes	2024
HMIS – Review Fee		\$ 240.00
HMIS – Inspection Fee		\$ 240.00
HMMP – Review Fee		\$ 362.00
HMMP – Inspection Fee		\$ 362.00
Decommissioning Underground Storage Tank – Review Fee		\$ 181.00
Decommissioning Underground Storage Tank – Inspection Fee		\$ 122.00
Explosive Materials		
Explosive Storage & Use/Blast Permit – Review Fee		\$ 478.00
Explosive Storage & Use/Blast Permit – Inspection Fee, up to 20 blasts		\$ 240.00
Each additional 20 blasts, or portions thereof		\$ 240.00
Blast Permit – Use of Consultant Review	pass-through from vendor	
Storage of black or smokeless powder, small arms ammunition, precession caps, and primers for consumer consumption – Review Fee		\$ 122.00
Storage of black or smokeless powder, small arms ammunition, precession caps, and primers for consumer consumption – Inspection Fee		\$ 122.00
Manufacture, assembly, testing of ammunition, fireworks, blasting agents, and other explosives or explosive material – Review Fee		\$ 161.00
Manufacture, assembly, testing of ammunition, fireworks, blasting agents, and other explosives or explosive material – Inspection Fee		\$ 122.00
Other storage, use, handling, or demolition of explosives or explosive material – Review Fee		\$ 490.00
Other storage, use, handling, or demolition of explosives or explosive material – Inspection Fee		\$ 161.00
Magazines (Explosives) – Review Fee		\$ 240.00
Magazines (Explosives) – Inspection Fee		\$ 240.00
Fireworks Stand – Review Fee	per season	\$ 50.00
Fireworks Stand – Inspection Fee	per season	\$ 50.00
Fireworks Display – Review Fee		\$ 240.00
Fireworks Display – Inspection Fee		\$ 240.00
Pyrotechnic special effects – Review Fee		\$ 122.00
Pyrotechnic special effects – Inspection Fee		\$ 122.00
High-Piled Combustible Storage		
Designated storage area 501-2,500 sq. ft. – Review Fee		\$ 161.00
Designated storage area 501-2,500 sq. ft. – Inspection Fee		\$ 122.00
Designated storage area 2,501-12,000 sq. ft. – Inspection Fee		\$ 201.00
Designated storage area 2,501- 12,000 sq. ft. – Review Fee		\$ 161.00
Designated storage area 12,001-20,000 sq. ft. – Review Fee		\$ 240.00
Designated storage area 12,001-20,000 sq. ft. – Inspection Fee		\$ 201.00
Designated storage area 20,001- 30,000 sq. ft. – Review Fee		\$ 297.00
Designated storage area 20,001-30,000 sq. ft. – Inspection Fee		\$ 240.00
Each additional 30,000 sq. ft. or portion thereof – Review Fee		\$ 362.00

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Fee Description	Notes	2024
Each additional 30,000 sq. ft. or portion thereof – Inspection Fee		\$ 297.00
Cryogenic Systems, process or product – Review Fee		\$ 181.00
Cryogenic Systems, process or product – Inspection Fee		\$ 181.00
Each tank or vessel – Review Fee		\$ 65.00
Each tank or vessel – Inspection Fee		\$ 52.00
Candles & Open Flames in Places of Assembly – Review Fee		\$ 26.00
Other Fire Permits		
Revision to plan previously submitted	per hour	\$ 122.00
Investigation Fee (work started without a permit) – Review Fee	fee is double the applicable review fee that would have been charged if a permit was obtained prior to work initiated	
Investigation Fee (work started without a permit) – Inspection Fee	fee is double the applicable inspection fee that would have been charged if a permit was obtained prior to work initiated	
Re-inspection Fees		\$ 122.00
Use of Consultant for Plan Review and Inspections – Review Fee	pass-through from vendor	
Use of Consultant for Plan Review and Inspections – Inspection Fee	pass-through from vendor	
Emergency Generators – Review Fee		\$ 122.00
Emergency Generators – Inspection Fee		\$ 122.00
Privacy/Security Gates – Review Fee		\$ 122.00
Privacy/Security Gates – Inspection Fee		\$ 122.00
Other plan reviews or permits required by the International Fire Code – Review Fee	per hour	\$ 122.00
Other plan reviews or permits required by the International Fire Code – Inspection Fee	per hour	\$ 122.00
Solar Photo-Voltaic – Review Fee		\$ 122.00
Solar Photo-Voltaic – Inspection Fee		\$ 122.00
Training Burn	per sq. ft. minimum \$1,000, maximum \$2,000	\$ 0.50
Hot Works – Inspection		\$ 122.00
Mobile Food Preparation Vehicles – Inspection Fee		\$ 122.00
Hydrants		
Witness Flow Test – Inspection Fee		\$ 123.00
LIBRARY		
Meeting Rooms		
Room A		
Maintenance Charge:		
Non-Profit	no charge	
Private Functions	per hour	\$ 57.00
Cleaning deposit, if serving food (refundable);	cost exceeding deposit will be billed	\$ 68.00
For-Profit	per hour	\$ 57.00
Cleaning deposit, if serving food (refundable);	cost exceeding deposit will be billed	\$ 68.00
Room B		
Maintenance Charge:		

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Fee Description	Notes	2024
Non-Profit		
Private Functions	per hour	\$ 57.00
Cleaning deposit, if serving food (refundable);	cost exceeding deposit will be billed	\$ 68.00
For-Profit	per hour	\$ 57.00
Cleaning deposit, if serving food (refundable);	cost exceeding deposit will be billed	\$ 68.00
Rooms A & B		
Maintenance Charge:		
Non-Profit		
Private Functions	per hour	\$ 106.00
Cleaning deposit, if serving food (refundable);	cost exceeding deposit will be billed	\$ 68.00
For-Profit	per hour	\$ 113.00
Cleaning deposit, if serving food (refundable);	cost exceeding deposit will be billed	\$ 68.00
Kitchen Use		
Non-Profit		\$ 19.00
Private Functions		\$ 38.00
For Profit		\$ 38.00
Closed Hours Staffing Fee		
Non-Profit	per hour in addition to hourly charge	\$ 68.00
Private Functions	per hour in addition to hourly charge	\$ 68.00
For Profit	per hour in addition to hourly charge	\$ 68.00
Non-refundable application fee		
Non-Profit		
Private Functions		\$ 19.00
For Profit		\$ 19.00
Non-Resident Annual Fees		
Household		\$ 154.00
Lost & Damaged Materials: Default prices if not noted in bib record		
Audiobooks		\$ 48.00
Board book		\$ 11.00
Book discussion kit		\$ 137.00
Devices		\$ 285.00
DVD/Blue Ray		\$ 40.00
Hardcover & Paperback Books		\$ 36.00
Interlibrary loan	plus material replacement cost – assessed by lending library	\$ 30.00
Magazines & Documents		\$ 8.00
Music CD		\$ 28.00
Playaway		\$ 62.00
Reference book	replacement cost – pass-through from vendor	
PARKS & RECREATION FEES		
Camas Community Center Rental		
Reception Room – Midweek	per day	\$ 90.00

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Fee Description		Notes	2024
Reception Room – Weekend	per day		\$ 180.00
Reception Room – Long Term Use	per hour		\$ 15.00
Conference Room – Midweek	per day		\$ 60.00
Conference Room – Weekend	per day		\$ 120.00
Conference Room – Long Term Use	per hour		\$ 15.00
Ball Room – Midweek	per day		\$ 175.00
Ball Room – Weekend	per day		\$ 350.00
Ball Room – Long Term Use	per hour		\$ 15.00
Kitchen – Midweek	per day		\$ 40.00
Kitchen – Weekend	per day		\$ 60.00
Kitchen – Long Term Use	per hour		\$ 15.00
Sound System – Midweek	per day		\$ 75.00
Sound System – Weekend	per day		\$ 75.00
Sound System Projector – Midweek	per day		\$ 100.00
Sound System Projector – Weekend	per day		\$ 100.00
Deposit – refundable			\$ 500.00
Alcohol Use Fee			\$ 100.00
Key Call Back Fee			\$ 150.00
Long Term Users will be charged per hour	must pay for 6 months to be long term user		\$ 15.00
<i>Midweek is Monday through Thursday and Friday until 2:00 p.m.</i>			
<i>Weekends are Fridays after 2:00 p.m. through Sunday</i>			
<i>No rental fee will be charged to non-profit groups who are community-based and IRS recognized, City of Camas sponsored events, school sponsored events or governmental agencies that reserve the facility Monday through Thursday, between the hours of 8:00 a.m. and 5:00 p.m. and Friday before 2:00 p.m. Mid-week daily rate will be charged for weekend reservations (Friday after 2:00 p.m. through Sunday).</i>			
<i>Camas residents will receive 20% discount</i>			
Fallen Leaf Lake Park Rental			
Monday through Thursday	per day		\$ 225.00
Fridays, Saturdays, Sundays and Holidays	per day		\$ 375.00
Deposit – refundable			\$ 500.00
Alcohol Use Fee			\$ 100.00
Key Call Back Fee			\$ 150.00
<i>Camas residents will receive 20% discount</i>			
<i>Non-profit groups renting on weekends will be charged mid-week rates</i>			
Lacamas Lake Lodge Rental			
Main Hall	hourly; Saturday – 5 hr. minimum; all other days – 2 hr. minimum		\$ 200.00
Main Hall – public agencies	hourly; mid-week excluding Fridays during normal business hours		\$ 75.00
Deposit – refundable	per day		\$ 500.00
Room 1A	hourly; Saturday – 5 hr. minimum; all other days – 2 hr. minimum		\$ 40.00
Deposit – refundable	per day		\$ 200.00
Room 1B	hourly; Saturday – 5 hr. minimum; all other days – 2 hr. minimum		\$ 40.00
Deposit – refundable	per day		\$ 200.00

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Fee Description	Notes	2024
AV Equipment	per day	\$ 100.00
Alcohol Use Fee		\$ 100.00
<i>Non-profit will receive a 50% discount off the hourly rate</i>		
<i>Cancellation must be received a minimum of 61 days prior to the event to receive a full refund. A 50% refund will be allowed if cancellation notices is received 30–60 days prior to the event. No refunds will be made with less than a 30 day notice.</i>		
<i>Camas residents will receive 20% discount</i>		
POLICE DEPARTMENT		
Background/Clearance Letters		\$ 14.00
Fingerprint Cards	per card	\$ 21.00
Lost/Unreturned Community Room Key		\$ 30.00
Police Case Reports (no charge to victim)	per page	\$ 0.17
Body Worn Camera Recording Preparation	per minute of footage, multiplied by 2	\$ 0.60
Record Checks/Non-Criminal Justice Agency inc. Military Services		\$ 14.00
State Accident Reports (no charge to involved party)		\$ 8.00
Video Delivery Fee	per flash drive or DVD	\$ 5.00
Work crew Sign-Up Fee		\$ 29.00