



**City Council Workshop Agenda**  
**Monday, April 20, 2026, 4:30 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 <https://vimeo.com/event/5883384>

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

- go to <https://cityofcamas-us.zoom.us/j/84310812974>

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

---

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENTS**

**WORKSHOP TOPICS**

1. [Parks & Recreation Commission 2025 Review](#)  
[Presenters: Chris Witkowski, Parks & Recreation Director and Bud Henson, Parks & Recreation Commissioner](#)  
[Time Estimate: 20 minutes](#)
2. [Professional Services Agreement for 2027 Harvest Unit Design](#)  
[Presenter: Rob Charles, Utilities Manager](#)  
[Time Estimate: 10 minutes](#)
3. [Professional Services Agreement with Annear Water Resources for Lake Management Implementation Assistance](#)  
[Presenter: Brian Monnin, Engineering Project Manager](#)  
[Time Estimate: 5 minutes](#)
4. [Professional Services Agreement for Parallel STEP Main Design](#)  
[Presenter: Rob Charles, Utilities Manager](#)  
[Time Estimate: 10 minutes](#)
5. [Professional Services Agreement for Programming Logic Controller Upgrades at the WasteWater Treatment Plant \(WWTP\)](#)  
[Rob Charles, Utilities Manager](#)  
[Time Estimate: 10 minutes](#)

6. Staff Miscellaneous Updates  
Presenter: Doug Quinn, City Administrator  
Time Estimate: 10 minutes

**PUBLIC COMMENTS**

**COUNCIL COMMENTS AND REPORTS**

**CLOSE OF MEETING**



# Staff Report

April 20, 2026 Council Workshop Meeting

Parks & Recreation Commission 2025 Review

Presenters: Chris Witkowski, Parks & Recreation Director and Bud Henson, Parks & Recreation Commissioner

Time Estimate: 20 minutes

Phone	Email
360.817.7037	cwitkowski@cityofcamas.us

**BACKGROUND:** The Parks & Recreation Commission is a volunteer board with members assigned by the Mayor. The commission is comprised of seven commissioners with each serving a three-year term. The purpose of the commission is to advise the City Council on matters related to parks, recreation and open space within the City of Camas. Historically, the Parks & Recreation Commission has presented an annual update to City Council.

**SUMMARY:** The Parks & Recreation Commission is presenting a 2025 review of the Parks & Recreation Department. Topics to cover include:

- Staffing Updates
- Department Functional Area Updates
- Projects
- Challenges
- 2026 Preview & Departmental Objectives

**BENEFITS TO THE COMMUNITY:** This review is an opportunity for City Council and the public to receive a snapshot of completed work, challenges, and departmental priorities from 2025. It aligns with several priorities from the 2022 Parks, Recreation and Open Space Plan, including:

- Maintain What We Have
- Welcoming For All
- Stewardship of Land, Parks & Programs
- Plan For & Fill Known System Gaps

**STRATEGIC PLAN:** This review aligns with the strategic goals of Vibrant Community Amenities and Stewardship of City Assets.

**POTENTIAL CHALLENGES:** There are no identified challenges associated with this review. However, a few departmental challenges to be discussed during the presentation are staff capacity, deteriorating assets, and operational pressures.

**BUDGET IMPACT:** There is no budget impact associated with this review.

**RECOMMENDATION:** The is for Council's information only.



# Camas Parks & Recreation Commission 2025 Annual Review

April 20, 2026 City Council Workshop

## *“Begin the begin” R.E.M.*

---

1. Strategic Plan Alignment
2. Parks Data
3. Team
4. Special Events
5. Facilities
6. Recreation Programming
7. Maintenance
8. Projects
9. Challenges
10. 2026 Preview
11. Summary



*“The only people for me are the mad ones...” Jack Kerouac*

### 2025 Parks & Recreation Commissioners

Ellen Burton - Chair

Katy Daane

Jason Irving – Vice Chair

David Dewey

Alicia Brazington

Bud Henson

Jenny Wu



### City Council Liaisons

Tim Hein

John Svilarich

*“Vision without resources is hallucination” Thomas Edison*

---

## Alignment with Strategic Plans

### City Strategic Plan 2025-2030

Vibrant Community Amenities

Stewardship of City Assets

### 2022 Parks, Recreation & Open Space Plan (PROS)

Maintain What We Have

Welcoming for All

Stewardship of Land, Parks & Programs

Plan for & Fill Known System Gaps

## *"I dwell in possibility" Emily Dickinson*

Camas Parks (2025)	
Total Visits	771,000
Unique Visitors	308,000
Out of Town Visitors	195,000
Usage increased 11% from 2024	

Source: PlacerAI Data

State of Washington 2024 Outdoor Recreation Spending	
Total Spending	\$25.2 billion
Local Parks Economic Contribution	\$862.7 million
Clark County Spending per Resident	\$1,000-\$2,500

Source: Earth Economics "Economic Analysis of Outdoor Recreation in Washington State (2025 Update)"

Benefits of Urban Parks	
Improves Physical & Mental Health	Increase Community Engagement
Lowers Healthcare Costs	Reduce Crime
Attract Residents & Businesses	Increase Equity
Increase Revenue & Job Opportunities	Reduce Infrastructure Costs
Mitigate Effects of Climate Change	Increase Property Values

Source: City Parks Alliance

*“We are in the hands of utter lunatics...” Edina Zichy Pallavicini*

### Saying Goodbye



Krista Bashaw - Retired in May after 30 years of service

### Welcome to the Team

Chris Witkowski – May

Jacque Hill - September



### The Stalwarts

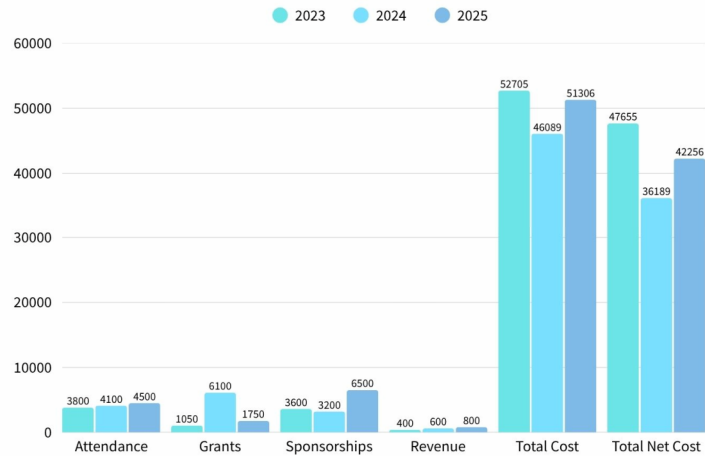


Tammy Connolly – 25<sup>th</sup> year

Susan Palmer – 18<sup>th</sup> year

# “Great moments are born from great opportunity” Herb Brooks

## Hometown Holidays



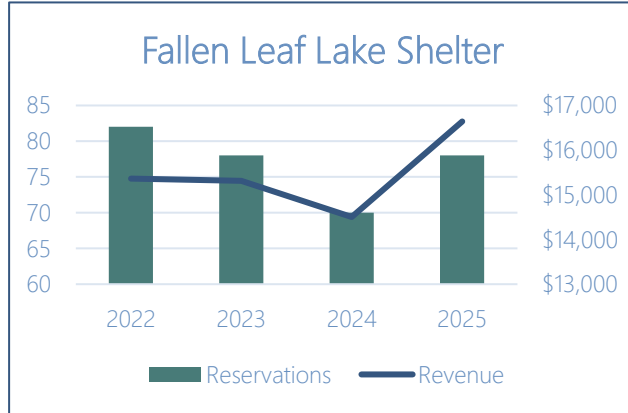
## 2025 Special Events

- Egg Scramble
- Movies in the Park
- Concerts in the Park
- Leadbetter Walk & Roll
- Hometown Holidays

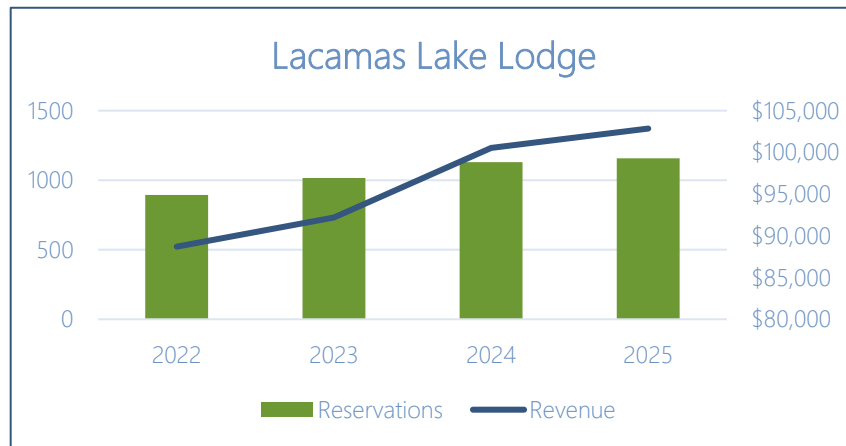
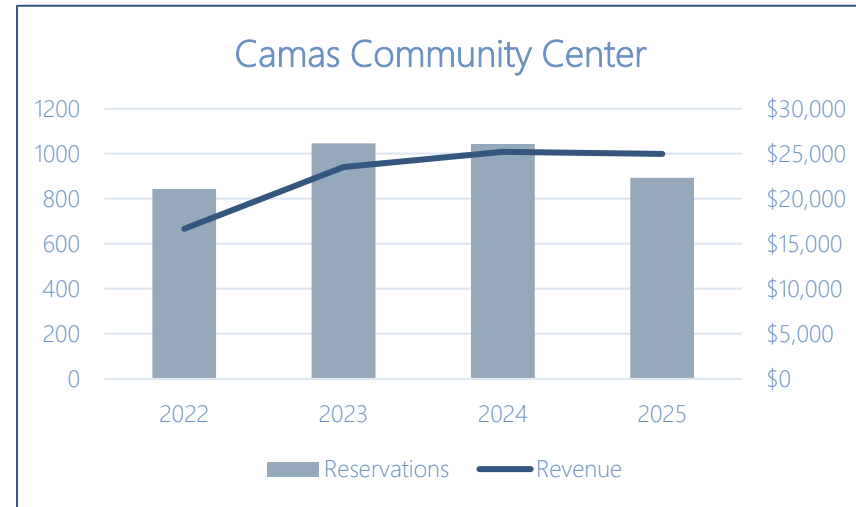
- 2025 event offerings were reduced due to staff transition
- Traditional and new events are back for 2026

# “Everybody’s working for the weekend” Loverboy

## Facility Rentals



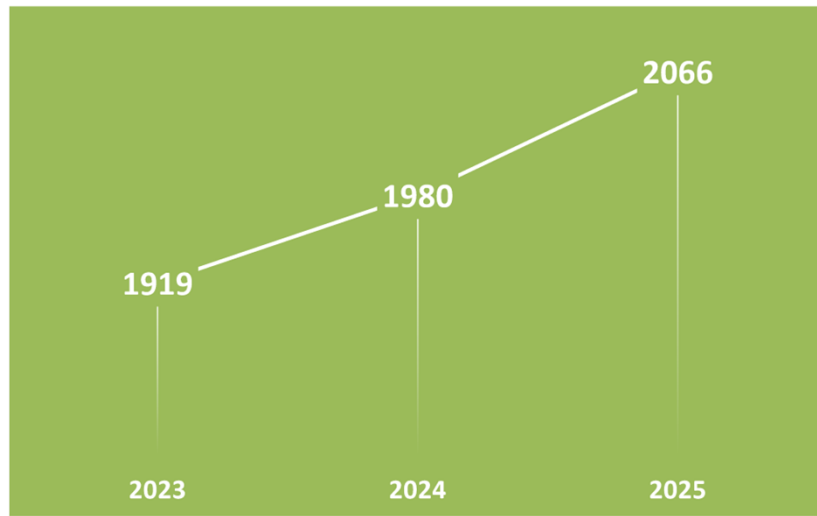
Note: 2024 decline equates to seven reservations



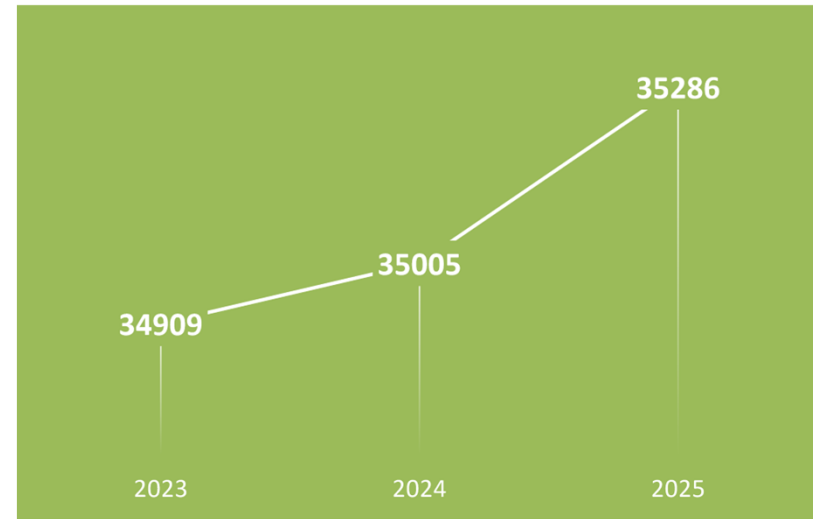
Nearly every 2025 weekend was booked in our facilities

# *“Run Forrest, run!” Jenny*

## Recreation Programming



Class Hours



Participant Hours

- Continual trend upwards in classes offered and participant registration
- Available programming space is near capacity

# *“I’m a fool to do your dirty work” Steely Dan*

## Operations

*Eight staff* maintained:

- Over 1,000 acres of developed park land
- 21 miles of trails
- Approx. 9,200 urban trees
- 8.5 acres of shrub and tree beds
- Cemetery
- City facility grounds
- Roundabouts & medians

Completed approx. 100 unplanned maintenance projects in 2025

Staff is at capacity yet community growth continues to increase demand for services



# “Great things are done by a series of small things brought together” Vincent Van Gogh

## Completed Projects

- South Lacamas Creek Trailhead
  - 30% increase in use since completion
- Water Safety Signage (Everett St Bridge)

## Ongoing Projects

- Crown Park Improvements
- Legacy Lands Master Plan
- Citywide Sports Fields Assessment Report

## South Lacamas Creek Trailhead Project Summary

**Project Type:** Park Improvement  
**Total Project Cost:** \$1,198,540 (\$500,000 grant funded)  
**Construction Timeline:** March 2024 - November 2025

### Project Details and Benefits

- Installation of restroom building
- New paved parking and sidewalks
- Wood seating on low gabion walls
- Updated entrance, signage, and furnishings



# *“Life is either a daring adventure or nothing at all” Helen Keller*

## Department Challenges

### Staff Capacity

- Staff, including director, are spending approx. 20% of time on admin duties
- Operations team is moving to a 7-day per week schedule

### Deteriorating Assets

- 3 of 13 playgrounds closed for safety reasons
- Park assets, including irrigation, are nearing the end of their useful life
- Camas Community Center is becoming less desirable to the community due to neglect

### Operational Pressures

- Older park equipment & amenities are requiring more maintenance time
- Unplanned maintenance requests are increasing
- Non-resident use of parks
- Green space in new subdivisions



# *“The secret to getting ahead is getting started” Mark Twain*

---

## 2026 Commission Preview & Departmental Objectives

Departmental Policies

Brainstorm Special Events

RCO Grant Applications

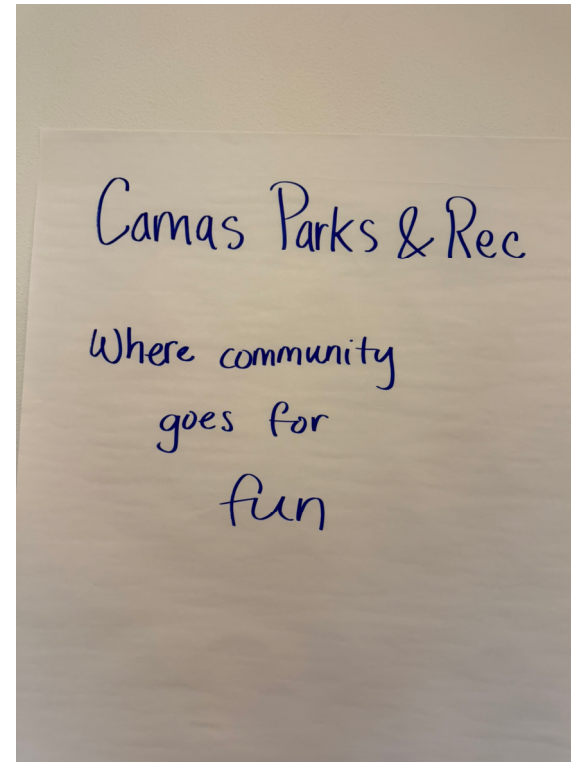
National Benchmarking Program

County Regional Parks Funding Model

2027/28 Budget Prep

Asset Management

Technology Upgrades



Wall chart statement from 2025/26 Department Planning Session

## *“Elvis has left the building” Horace Lee Logan*

---

### **Parks & Recreation Commission Summary**

- Parks & Recreation are a tourism and economic driver in the community
- All areas of the department are in a growth phase
- Staff and facilities are operating near capacity
- Investment in parks is resulting in positive outcomes
- Asset management and replacement strategy is a high priority





# Staff Report

April 20th, 2026 Council Workshop Meeting

Professional Services Agreement for 2027 Harvest Unit Design  
Presenter: Rob Charles, Utilities Manager  
Time Estimate: 10 minutes

Phone	Email
360.817.7003	rcharles@cityofcamas.us

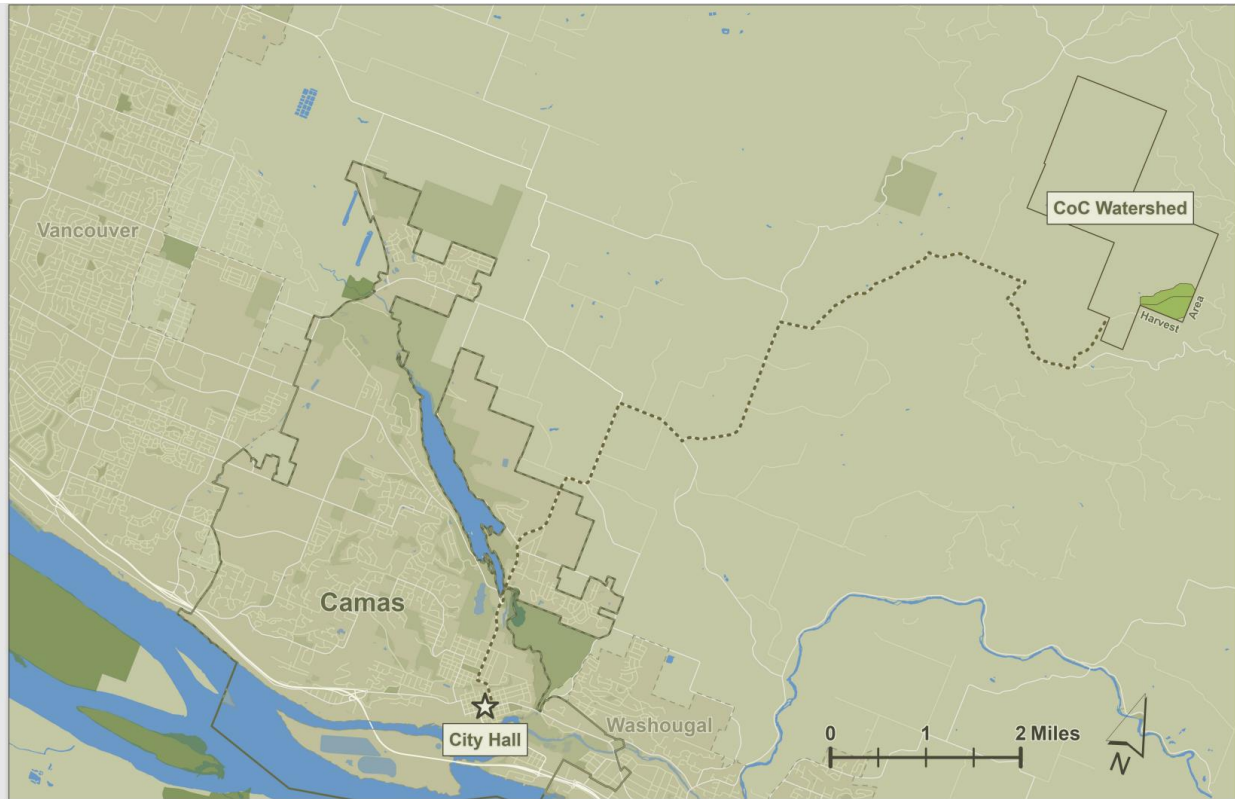
**BACKGROUND:** The City of Camas owns approximately 1,700 acres of forested land within the Boulder Creek and Jones Creek watersheds, which supply the City’s municipal drinking water. These lands are managed under the City’s adopted Boulder Creek and Jones Creek Forest Management Plan, which supports the City’s Water System Plan by protecting water quality, maintaining long-term forest health, and reducing risks associated with unmanaged forest conditions.

The Forest Management Plan establishes a framework for periodic, carefully controlled timber harvests as a tool to maintain healthy forest conditions. Over time, areas of the watershed can become dominated by low-value or non-merchantable tree species, experience uneven growth, or develop conditions that increase wildfire risk. In these areas, active management is used to improve forest structure, promote regeneration of desired species, and reduce long-term risks to the watershed.

The proposed timber sale area includes approximately 84 acres (Units 13 and 14) that have been identified as needing forest rehabilitation due to poor growing conditions and limited merchantable timber. As a result, this sale is expected to generate lower revenue and may result in a short-term net financial loss, consistent with the expectations outlined in the Forest Management Plan. Figure 1 illustrates the difference between these lightly stocked areas and adjacent forest zones that are healthier and planned for future harvest.

Since adoption of the Forest Management Plan, the City has conducted a series of planned timber sales to implement this long-term strategy. In addition, unplanned events such as the Nakia Creek Fire in 2022 have occasionally required salvage timber harvests to address damaged or hazardous trees. Including both planned and salvage harvests, the proposed sale would represent the ninth timber harvest activity within the watershed..

Portions of the proposed harvest area are located upstream of the Jones Creek intake facility, requiring additional protections for contributing streams. This includes enhanced buffer requirements and field investigations during both wet and dry seasons to accurately identify stream features and apply appropriate protections. Final harvest boundaries and access locations may be adjusted as needed based on field conditions and regulatory requirements.



**Figure 2: Location for Watershed (Forest Management Area)**

**SUMMARY:** Staff is requesting to execute a Professional Services Agreement (PSA) with AKS Engineering & Forestry in an amount not to exceed \$97,000 to provide professional forestry and forest engineering services in support of a planned 2027 timber sale within the Boulder Creek and Jones Creek watersheds.

The services provided under this agreement include field verification and mapping of forest and stream conditions; preparation of timber inventory, appraisal, and timber sale documentation; regulatory permitting; harvest administration; and post-harvest reforestation monitoring. These services support implementation of the City's adopted Boulder Creek and Jones Creek Forest Management Plan and protection of the City's municipal water supply.

AKS Engineering & Forestry was selected based on a competitive Request for Proposals process with other engineering firms identified on the MRSC Roster. AKS demonstrated qualifications and experience relevant to watershed forestry and municipal water source protection and has been working in the watershed since 2011 when they were initially brought into the project as a sub-consultant to CH2M Hill, now Jacobs Engineering.

Authorization of this agreement will allow the City to complete the planning, permitting, and administration work necessary to support the planned 2027 timber sale.

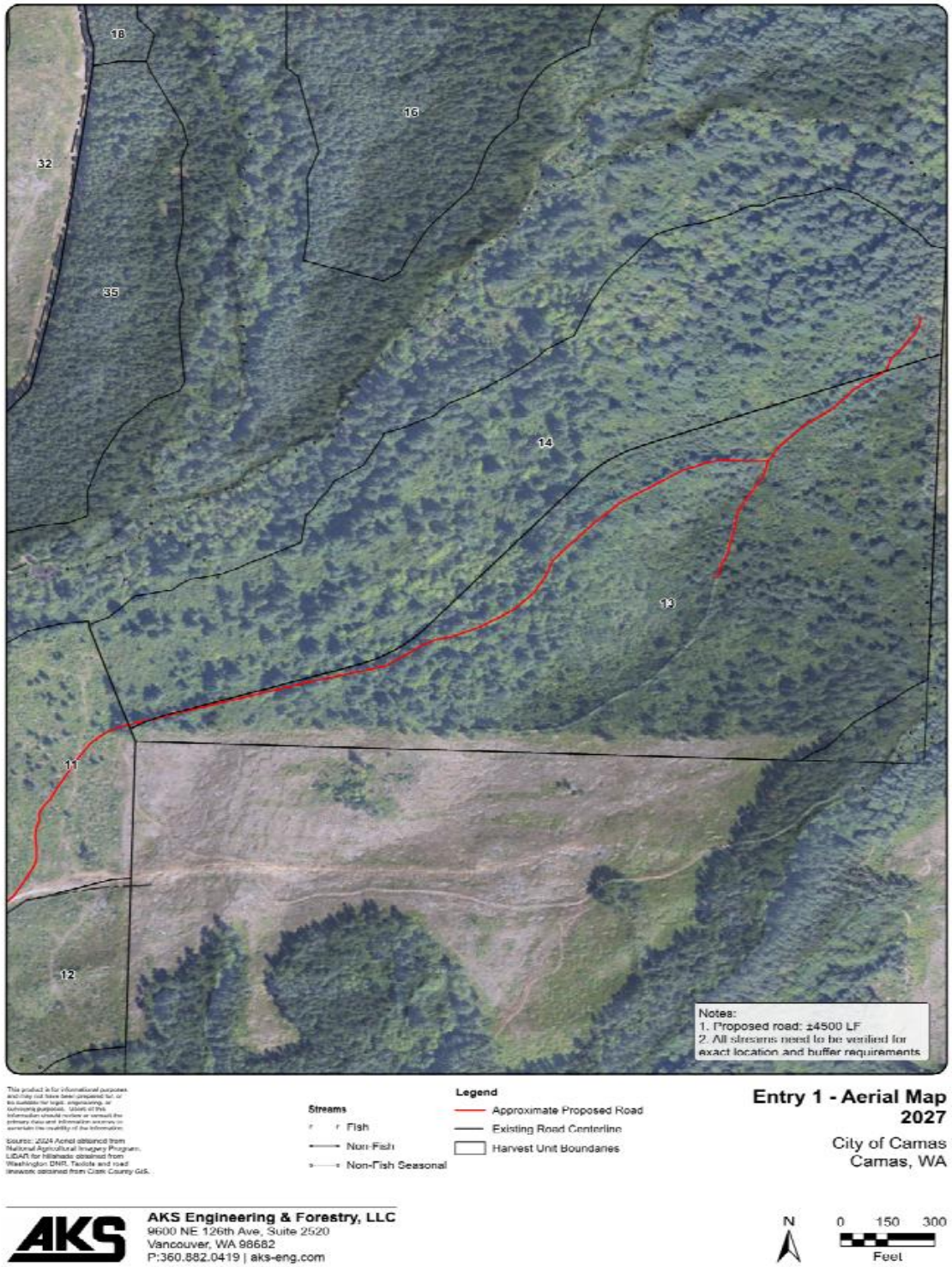


Figure 1: Harvest Units 13 and 14.



February 24, 2026

Rob Charles  
City of Camas  
616 NE 4<sup>th</sup> Avenue  
Camas, WA 98607

**RE: PROPOSAL TO PROVIDE PROFESSIONAL SERVICES FOR HARVEST ENTRY 1 OF THE UPDATED FMP, JONES 2027  
TIMBER SALE LOCATED IN THE BOULDER CREEK AND JONES CREEK WATERSHEDS**

Dear Mr. Charles:

Attached is our estimate to provide services for the Jones 2027 Timber Sale located in the City of Camas Boulder Creek and Jones Creek Watersheds, Clark County, Washington.

The purpose of this proposal is to provide professional services for timber sale preparation and contract administration for the Jones 2027 Timber Sale. The proposed timber sale area ( $\pm 84$  Acres) is based on the revised and adopted City of Camas Boulder and Jones Creek Forest Management Plan (FMP) and will mark the start of the revised harvest unit schedule. Including the salvage timber sales associated with the Nakia Creek fire of 2022, this proposed sale will be the ninth timber sale in the watershed.

This proposed timber sale is primarily a rehabilitation project due to the poor stocking of merchantable timber in the sale area. This means that the marketability of the sale could present some challenges and could result in a short-term net financial loss to the City as presented in the adopted City of Camas Boulder Creek and Jones Creek Forest Management Plan.

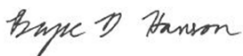
The attached aerial exhibit demonstrates poor stocking in the proposed harvest area (units 13 & 14), as opposed to the more well stocked areas shown to the north (units 16 & 35), which are planned for future harvest. The light green areas of units 13 & 14 are generally non-merchantable species, where the dark green areas are the merchantable conifer species. There is a clear difference between the areas, thus depicting the need to rehabilitate this area and resultantly an anticipated low financial return or net loss.

The attached exhibit depicts the proposed harvest area, part of which lies above the Jones intake facility and therefore requires increased buffers on contributing streams. Being above the intake facility also requires additional field investigations across the wet and dry seasons to properly identify the streams, differentiate the stream classifications, and apply the appropriate buffers per the FMP. Exact harvest area configurations (including size) and proposed road locations will be adjusted as necessary to conform to buffers and other field conditions.

We look forward to continuing to work with you on this project. If you have any questions or comments, please contact me at (360) 882-0419 or BryceH@aks-eng.com.

Sincerely,

**AKS ENGINEERING & FORESTRY, LLC**



Bryce D. Hanson, PE, LSIT, Certified Arborist

## LETTER OF AGREEMENT FOR PROFESSIONAL SERVICES

This agreement is made between the City of Camas (Client) and AKS Engineering & Forestry, LLC (AKS) to provide professional forestry and forest engineering services for the Jones 2027 Timber Sale located in the Boulder Creek and Jones Creek Watersheds (SE ¼ of Section 3, T2N, R4E, W.M., Clark County, Washington). The Client authorizes AKS to provide professional consulting services acting as an independent consultant for this project as individually named. The scope of work and fees are as follows:

### PROJECT UNDERSTANDING

The Client would like to implement Entry 1 of the revised and adopted Boulder Creek and Jones Creek Watershed Forest Management Plan (FMP). This entry will include harvest units 13 and 14 from the FMP (see attached exhibit). The project deliverables will include completed field work (forestry and forest engineering), a timber sale bid packet ready for auction, contract administration of the Jones 2027 Timber Sale Contract, and tree planting administration and monitoring services for the harvested units. The understanding is that the timber harvest will be planned for sale in the fall/winter of 2026, with active operations occurring in 2027.

### SCOPE OF WORK

The following list of items are services AKS will be responsible for completing. All work outlined below will be performed by or under the direct supervision of an ISA Certified Arborist and/or Professional Engineer (PE) licensed in the State of Washington.

#### I. TIMBER SALE LAYOUT

##### A. FOREST ENGINEERING SERVICES

##### I) HARVEST UNIT LAYOUT

- Perform unit reconnaissance and layout to identify and mark streams, stream types, other water bodies, evidence of root rot, and physical characteristics of the harvest units.
- Mark harvest unit boundaries (cutting lines, Riparian Management Zones, etc.).
- Perform unit boundary mapping to determine the actual harvest areas.
- Based on harvest area, determine the amount and appropriate locations of Wildlife Reserve Trees (WRTs) and Green Retention Trees (GRTs) required to remain.
- Mark the WRTs and GRTs in the field.

##### II) ROAD LAYOUT AND DESIGN

- Perform field investigation to determine road and landing locations.
- Survey the preliminary road location.
- Complete road designs.
- Perform road staking/posting of the final road designs.
- Perform field investigations to determine road maintenance needs along the timber haul route.
- Coordinate with the City and adjacent landowners (as required) for maintenance needs along the timber haul route

## B. FORESTRY SERVICES

- Perform a timber cruise of the harvest areas to estimate harvest volume.
- Perform a timber appraisal, including the timber value and road construction and harvesting costs. These factors will help determine an estimated stumpage value.

## II. TIMBER SALE PACKET

### A. SPECIFICATIONS/BIDDING/PERMITTING

The following services will be provided for finalizing a complete timber sale packet that can be advertised and let out for bid.

- Department of Natural Resources (DNR) Permitting: Prepare permit applications, such as the Forest Practice Application (FPA), and obtain permits for road construction and harvesting activities.
- Special provisions/specifications include preparation of the following for inclusion in the contract:
  - Road specifications
  - Harvest specifications
- Timber sale contract preparation, compilation, and revisions based on Client review.
- Marketing of the contract to prospective bidders.

## III. TIMBER SALE ADMINISTRATION

### A. CONTRACT ADMINISTRATION

The following services will be provided for the duration of the Jones 2027 Timber Sale Contract:

- Attend pre-work conference to meet the selected contract buyer and subcontractors to review the timber sale contract and determine a plan of operations.
- Perform site visits as necessary during sale operations to ensure compliance with the timber sale contract. Up to one visit per day during active operations may be necessary.
- Review log truck tickets and payments to ensure the Client is receiving adequate payments for forest products removed.
- Timber sale close-out procedures to ensure all contract terms have been met.

## IV. POST-SALE ADMINISTRATION

### A. TREE PLANTING ADMINISTRATION

These services will include the following activities to replant the Jones 2027 Timber Sale harvest units:

- Reserve seedlings on behalf of the Client.
- Prepare tree planting contract documents (Client is responsible for legal portion of contract and bidding).
- Provide contract administration of the tree planting contract to ensure compliance.

### B. TREE SURVIVAL MONITORING

Monitoring services will include performing site visits and tree survival surveys for the first three years following tree planting. Monitoring is required under the Forest Practice Act to ensure planted trees survive the initial years and are determined to be achieving "Satisfactory Reforestation." Monitoring will

require one to two site visits to perform survival surveys and report findings to the State, with an additional site visit to monitor competing vegetation. AKS will provide recommendations for any site vegetation management that may be required to release the planted trees from any competing vegetation.

## V. REIMBURSABLE EXPENSES

AKS anticipates the following reimbursable expenses:

- Mileage
- Copies
- Deliveries
- Clerical

## Estimated Fees

<b>I. TIMBER SALE LAYOUT</b>	
A. FOREST ENGINEERING SERVICES	\$20,170
B. FORESTRY SERVICES	\$12,660
<b>II. TIMBER SALE PACKET</b>	
A. SPECIFICATIONS/BIDDING/PERMITTING	\$10,810
<b>III. TIMBER SALE ADMINISTRATION</b>	
A. CONTRACT ADMINISTRATION	\$34,745
<b>IV. POST-SALE ADMINISTRATION</b>	
A. TREE PLANTING ADMINISTRATION	\$12,665
B. TREE SURVIVAL MONITORING	\$3,900
<b>V. REIMBURSABLE EXPENSES</b>	<b>\$2,000</b>
<hr/>	
<b>TOTAL FEE:</b>	<b>\$96,950</b>

## ASSUMPTIONS

- This proposal is for contract preparation ready for bidding for road construction and final timber harvest.
- The timber sale contract will follow the same format and use the same standard clauses as the Jones 2019 Timber Sale Contract. The Jones 2019 Timber Sale was also a rehabilitation focused Timber Sale.
- Unit boundary mapping will be performed with a resource-grade GPS and will not be professionally surveyed.
- Contract administration services assume that the timber sale will be active during 2027.
- The tree planting contract will follow the same format and utilize the same standard clauses as the Boulder 2022 Tree Planting Contract.
- Post-sale administration does not include the cost to purchase the tree seedlings.
- Tree survival monitoring is only for the first 3 years following planting. Additional monitoring may be necessary depending on the condition of the planted trees. Additional monitoring services can be determined at that time.

- The proposed roads or portions of them may be recommended to be temporary, native surface roadways with haul restrictions. This would be to minimize construction costs and promote marketability due to the anticipated low timber volume and value, and high logging costs.

**BASIS OF FEE AND BILLING**

In consideration for performing said services, the Client agrees to compensate AKS on an hourly basis at our standard rates. Invoices will be issued monthly for services provided during the previous month.

**EXCLUSIONS**

Only those services/tasks specifically listed in the scope of work are included. Services that do not fall within the scope of work are excluded from this proposal.

Fees or bonds required by affected governmental bodies for review, filing, and submission of application, plans, and drawings are not included in the estimate.

See attached "General Provisions." The person signing below hereby confirms they have signature authority for the City of Camas to unconditionally guarantee all the obligations stated in this contract.

*Wayne D Hanson*

AKS Engineering & Forestry, LLC

Date 2/24/2026

AKS Engineering & Forestry, LLC  
9600 NE 126<sup>th</sup> Avenue, Suite 2520  
Vancouver, WA 98682

Client

Date \_\_\_\_\_

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



**Project Budget Estimate  
Jones 2027 Timber Sale  
AKS #3464-08**

AKS								ESTIMATED TOTAL COST
Principal In Charge	Project Manager	GIS Specialist - Office	Senior Forest/Civil Engineer	Forest/Civil Engineer	Forester	Project Coordinator		
\$215.00	\$205.00	\$165.00	\$195.00	\$160.00	\$130.00	\$95.00		
<b>Project Tasks &amp; Estimated Personnel Hours</b>								
<b>TASK I: TIMBER SALE LAYOUT</b>								
A. FOREST ENGINEERING SERVICES	4	16	8	14	66	8	4	\$20,170
B. FORESTRY SERVICES	2	6	6	4	24	40	2	\$12,660
<b>TASK II. TIMBER SALE PACKET</b>								
SPECIFICATIONS/BIDDING/PERMITTING	2	8	6	4	40		6	\$10,810
<b>TASK III: TIMBER SALE ADMINISTRATION</b>								
A. CONTRACT ADMINISTRATION	3	30	8	16	128	16	10	\$34,745
<b>TASK IV: POST-SALE ADMINISTRATION</b>								
A. TREE PLANTING ADMINISTRATION	1	6	8		40	24	4	\$12,665
B. TREE SURVIVAL MONITORING		2	4		10	8	2	\$3,900
<b>TASK V: REIMBURSABLE EXPENSES</b>								
REIMBURSABLES (MILEAGE, DELIVERY, CLERICAL)								\$2,000
<b>ESTIMATED PERSONNEL HOURS SUBTOTAL</b>								
	12	68	40	38	308	96	28	-
<b>ESTIMATED COST SUBTOTAL</b>								
	\$2,580	\$13,940	\$6,600	\$7,410	\$49,280	\$12,480	\$2,660	\$96,950
<b>TOTAL COST ESTIMATE W/ REIMBURSABLE EXPENSES</b>								<b>\$96,950</b>



# AKS Engineering & Forestry, LLC

## Standard Fee Schedule 07/01/2025

### Labor Rate Levels:

Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS VIII.....	\$90/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS IX.....	\$95/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS X.....	\$100/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XI.....	\$105/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XII.....	\$110/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XIII.....	\$115/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XIV.....	\$120/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XV.....	\$125/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XVI.....	\$130/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XVII.....	\$135/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XVIII.....	\$140/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XIX.....	\$145/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XX.....	\$150/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXI.....	\$155/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXII.....	\$160/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXIII.....	\$165/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXIV.....	\$170/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXV.....	\$175/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXVI.....	\$180/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXVII.....	\$185/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXVIII.....	\$190/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXIX.....	\$195/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXX.....	\$200/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXI.....	\$205/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXII.....	\$210/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXIII.....	\$215/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXIV.....	\$220/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXV.....	\$225/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXVI.....	\$230/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXVII.....	\$235/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXVIII.....	\$240/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XXXIX.....	\$245/hr
Engineer/Surveyor/Planner/Landscape Architect/Arborist/Natural Resources/GIS XL.....	\$250/hr
Floodplain Manager.....	\$225/hr
GPS/Robotic Instrument One Person Field Crew .....	\$165/hr
GPS/Robotic Instrument One Person Field Crew – Prevailing Wage.....	\$205/hr
Aerial Surveying One-Person Field Crew.....	\$165/hr
Aerial Surveying Two-Person Field Crew.....	\$225/hr
Aerial Surveying Specialist - Office.....	\$125/hr
Survey Crew (Two Person).....	\$225/hr
Survey Crew (Two Person) – Prevailing Wage.....	\$275/hr
Survey Crew (Three Person).....	\$305/hr
Laser Scanning One Person Crew.....	\$195/hr
Laser Scanning One Person Crew – Prevailing Wage.....	\$240/hr
Clerical.....	\$95/hr

### Reimbursables:

Mileage	current federally allowed rate
Subcontractors and Subconsultants, Application/Permit Fees	cost + 10%
Technical Supplies, Postage/Shipping, Commercial Copies	cost + 10%
Commercial Delivery	cost + 10%
Miscellaneous (includes):	
Parking, Aerial Photos	cost + 10%
Commercial Travel, Meals, Lodging	cost + 10%

AKS does not have an additional charge or multiplier for overtime. Field equipment, computer hardware, and computer software (AutoCAD licenses, etc.) are included in the labor rates.

## GENERAL PROVISIONS

Item 2.

1. **Expenses:** AKS Engineering & Forestry, LLC's ("AKS") reimbursable expenses shall be those expenses incurred directly for a project, including but not limited to services provided by outside consultants or contractors, transportation costs, meals, lodging, computer services, printing, permit fees, in-house deliveries, clerical, and binding charges. Client shall pay for such expenses on the basis of actual costs (if incurred through an outside vendor) plus 10%, or at AKS's regular rates at the time the cost is incurred.
2. **AKS's Fees / Fee Estimates:** Unless otherwise agreed in writing: (a) charges for AKS's services will be billed per AKS's rate schedule in effect at the time services are performed; (b) services include, without limitation, all office time, field time, meetings, phone calls, travel time, and all other time incurred for a project; (c) AKS bills in 15-minute increments; (d) AKS bills for travel time door-to-door at its regular rates; (e) AKS's rates may be adjusted from time to time, without notice; and (f) AKS does not warrant that actual fees and expenses will not vary from estimates.
3. **Payment:** AKS will issue invoices approximately monthly. Invoices are due and payable on receipt. All amounts more than 30 days past due will be subject to finance charges. Finance charges are computed at a rate of 1.5% per month, unless such rate exceeds the maximum amount allowed by law, in which case the finance charge will equal the maximum rate allowed by law. If Client disputes any portion of an invoice, Client must notify AKS of the dispute in writing within 30 days of the invoice date. The notice must state the disputed amount and basis for dispute. Client hereby waives the right to dispute an invoice more than 30 days after an invoice's date, and/or if Client fails to provide the required notice.
4. **Failure to Pay:** Failure to timely pay any amount due to AKS is a material breach of this Agreement and, in the case of late payment, AKS may, in its sole discretion, suspend or terminate service and all other obligations under this contract and/or under any other contract between AKS and Client (and/or between AKS and any other client subject to control by Client or any of Client's principals). If any payment is not timely made, AKS may withhold plans, documents, and information (whether such documents and/or information was prepared under this contract, another contract between AKS and Client, or a contract between AKS and another client subject to control by Client or one of Client's principals). If AKS suspends or terminates work due to Client's non-payment, AKS may require an additional "start-up fee" to re-start work, even if Client cures all past defaults. These remedies are in addition to any others available to AKS at law or in equity. In the event AKS refers this Agreement to a third-party for collection, Customer shall pay any and all collection costs incurred by AKS, including attorney's fees.
5. **Additional Charges:** If AKS performs any work pursuant to a lump sum agreement, or pursuant to oral or written direction from Client or Client's authorized representative, AKS reserves the right to charge additional amounts (and client shall timely pay such extra amounts) when: (a) AKS provides any services not specified in the agreement; (b) unforeseen or differing conditions modify the scope of work anticipated by AKS; (c) any law, ordinance, regulation or similar item changes after the date of the agreement and such change requires AKS to re-perform any work; and (d) delay or other conduct by others impact AKS's services; and/or (e) any other circumstance justifies an equitable adjustment to the contract price. Unless otherwise agreed, additional charges shall be at AKS's standard rates.
6. **Cost Estimates:** Any construction or development cost estimates provided by AKS are only estimates. AKS has no control over market conditions or bidding procedures. AKS cannot warrant that bids or actual costs will not vary from estimates. AKS will not be liable to Client for any inaccurate cost estimates, and Client assumes all risks associated with construction and development cost estimates that AKS provides to Client.
7. **Standard of Care:** AKS shall only be responsible to the level of competency and the standards of care and skill maintained by similarly licensed professionals providing similar services on projects of similar type, size and scope as a subject project, in the locale where the subject project is located, at the time that AKS provides services. *AKS shall not be liable to Client for any standard of care higher than such standard.*
8. **Termination:** Without any liability to the other party, either Client or AKS may terminate this Agreement for any reason by giving 30 days written notice to the other party. In such event, Client shall immediately pay AKS in full for all work performed prior to the effective date of termination. AKS need not give 30-days' notice if the reason for termination is client's non-payment.
9. **Limitation of Liability:** In recognition of the fees charged by AKS, and the relative risks, rewards, and benefits of the project to AKS and Client, Client agrees that AKS's liability to Client relating to this Agreement and the services that AKS performs hereunder, for any cause or combination of causes, under any theory of law, including tort (including negligence), contract or otherwise, shall be limited, in the aggregate, to the **lesser** of: (a) the amount of the fee received by AKS in connection with the project; and (b) the remaining insurance coverage available to AKS (after deduction of any costs, claim payments or other amounts that may have reduced policy limits). Client hereby expressly waives all claims of every nature against AKS that exceed these liability limitations. Client had the opportunity to negotiate a higher limitation for a higher fee.
10. **Release of Individuals:** No member, employee or other representative of AKS shall have any personal liability to Client for any act or omission, whether based on a claim of negligence or any other tort, or otherwise, arising out of or relating to this Agreement or the services that AKS performs hereunder, and Client hereby releases all such individuals from all claims of every nature.
11. **Consequential Damage Waiver:** AKS and Client hereby waive all claims against each other for indirect and consequential damages that arise in any manner out of this Agreement or the services performed hereunder. This mutual waiver includes a release of all claims for consequential damages, whether based in tort, contract or otherwise, and includes, without limitation, a release of claims for economic losses such as rental expenses, losses of use, income, profit, financing, business and reputation, and for loss of management or productivity.
12. **Enforceability:** If any provision contained in this Agreement (or any portion thereof) is held to be unenforceable by a court of competent jurisdiction, the remaining provisions contained herein (and all parts thereof) shall remain unimpaired, in full force and effect. Each clause shall be enforced to the greatest extent not prohibited by law and shall be modified to enforce the expressed intent to the greatest extent allowed.
13. **Assignment:** This Agreement is not assignable by Client without the written consent of AKS.
14. **Access; Client Cooperation:** Client represents and warrants that it has unrestricted access to the site, and that AKS has access to the site, to the same degree as Client. Client shall cooperate with AKS and timely provide AKS information that AKS requests.
15. **Work Product:** Calculations, drawings, and specifications prepared pursuant to this Agreement ("Work Product"), in any form, are instruments of professional service intended for one-time use by Client only, for this project only. Work Product is and shall remain the property of AKS and its consultants. Client may not use any Work Product on other projects without AKS's express written permission. Client shall not obtain the right to use the Work Product, even for one-time use on this project, unless all amounts due to AKS are paid in full. If Client is in possession of any Work Product and has not paid any amount due to AKS, AKS may demand return of the Work Product, and may specifically enforce Client's obligation to return the Work Product. Client agrees that AKS shall not have waived its rights in any Work Product by virtue of submission to a public body, by dissemination of Work Product without copyright designations or via any other conduct other than a written waiver signed by AKS.
- 15.1: If Client uses any Work Product without retaining AKS for any portion of the project (including construction phase) or any other project, then Client releases AKS and AKS's consultant(s) from all claims and causes of action that relate in any manner to the project and the Work Product. Client recognizes, acknowledges and agrees that the design for a project can be a work in progress and that changes occur and information becomes available, even during construction, and that, unless AKS can stay involved in the project through completion, AKS should be relieved of liability associated with the services it provided for the project. Client agrees to indemnify and hold AKS harmless from and against any claims, demands, damages and amounts of every nature, to the extent caused by Client's use of the Work Product (or Client's allowing someone else to use the Work Product) without the involvement of AKS. If this Agreement is terminated prior to completion of the project, for any reason other than AKS's termination as a result of Client's breach, then Client may continue to use the Work Product prepared by AKS prior to the date of termination, pursuant to the license granted herein, but only if: (a) Client pays AKS all amounts due to AKS; (b) Client removes all indicia of AKS's involvement in the Project from such documents, including title blocks and stamps; (c) Client retains another licensed design professional to review, approve and assume all responsibility for all design documents (the new design professional shall stamp the Work Product and, if anything has been submitted to a jurisdiction prior to termination, then the new design professional shall notify the jurisdiction that the new design professional is the new design professional of record).

**15.2:** If Client makes, authorizes or consents to changes to any Work Product, and such changes are not approved in writing by AKS, then such changes are not the responsibility of AKS. In that case, Client releases AKS from any liability arising from construction, use or result of such changes. Client shall indemnify, defend and hold AKS harmless from and against any liabilities, costs, damages, demands, claims or other amounts to the extent caused by such changes.

**15.3:** AKS's deliverables only include printed paper copies or PDF's of Work Product. If AKS chooses, in its sole discretion, to produce any native editable design documents (such as CADD, REVIT or Word files), then Client agrees not to distribute such editable documents to any other person without AKS's express written consent, which consent AKS may withhold in its discretion.

**16. Indemnity:** Client hereby agrees to defend, indemnify and hold AKS (and each of AKS's owners, employees and agents) harmless from any claim, demand, loss, damages and/or liability, including reasonable attorneys' fees, to the extent such arises out of any acts by the Client, its agenda, staff and/or other consultants or contractors that act at Client's direction.

**17. Work of Others:** Client agrees that AKS shall not be responsible or liable for any work performed or services provided by anyone other than AKS and/or AKS's direct employees. If AKS assists Client with the coordination of other contractors and/or design professional and/or consultants, and/or AKS arranges for the provision of services by others, such coordination and/or other efforts is done as a convenience to Client and does not make AKS liable for the services provided by others. Client understands and expressly acknowledges that AKS does not provide geotechnical engineering, safety, traffic engineering, structural engineering, or electrical engineering services. Client acknowledges that AKS does not assume responsibility and agrees that AKS shall have no liability for determining, supervising, implementing or controlling the means, methods, technique, sequencing or procedures of construction, or monitoring, evaluating or reporting job conditions that relate to health, safety or welfare.

**18. All Terms Material; Negotiation; Construction:** All provisions herein are material to AKS's agreement to provide services and were expressly negotiated by the parties. Client had the opportunity to negotiate each term hereof and waives any argument that this Agreement should be construed against the drafter.

**19. Authorization to Proceed:** Any request by Client for AKS to proceed with work shall constitute an express acceptance of all terms to this Agreement, including these General Provisions.

**20. Law/Venue:** All claims that relate to this Agreement or the services provided hereunder shall be subject to Oregon law, and any litigation shall be filed in Multnomah County, Oregon, except: (a) if any case involves a lien claim that must be litigated elsewhere as a matter of law, all issues may be litigated in the same forum as the lien foreclosure; and (b) if all work performed hereunder occurred in Washington, disputes shall be subject to Washington law and litigation shall be filed in Clark County, Washington.

**21. Mediation:** Client agrees to mediate any dispute between AKS and Client, at AKS's request. The parties shall equally share the costs of mediation.

**22. Notice of Claims:** Client shall provide AKS immediate written notice of any facts that could potentially result in any potential claim against AKS. *As a condition precedent to any recovery from AKS, Client shall give AKS written notice of any claim or facts that could result in a claim not later than ten (10) days after the date of the occurrence of the event causing the potential claim. Client's failure to provide such notice shall constitute waiver of such claim.*

**23. No Third-Party Beneficiaries:** Client and AKS are the only beneficiaries of this Agreement; no term herein is intended to benefit any third party.

**24. Time Limitation/Accrual:** Any claim or cause of action by Client against AKS arising out of or relating to this Agreement or the services performed hereunder (under any theory of law) must be initiated within two (2) years of the *earlier* of the date: (a) of AKS's last invoice; (b) of substantial completion; (c) of abandonment; (d) that Client knew or should have known of the damages claimed; and (e) that Client knew or should have known the facts giving rise to the claim. For purposes of this provision, AKS statements shall not constitute invoices; the "last invoice" shall be the last invoice that reflects new charges not previously charged for base contract work. A signed certificate of substantial completion shall be conclusive evidence of the date of substantial completion. If no certificate of substantial completion is executed, substantial completion shall be the earliest of the date that (a) the project is fit for its intended purpose; (b) the project is utilized for its intended purpose; and (c) a certificate of occupancy (permanent or temporary) is issued for any portion of the Project.

**25. Integration; Amendments:** This Agreement represents the entire and integrated agreement between Client and AKS, and supersedes all prior and contemporaneous negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the party against which such amendment is asserted.

**26. Binding Nature; Survival:** This Agreement shall be binding on the parties and their respective successors, heirs and permitted assigns. Each of Client's principals agrees to be bound by the terms hereof, to the same extent as Client. Any clauses intended to survive termination or expiration of this Agreement (including without limitation indemnity, waivers, limitations, and dispute resolution clauses) shall survive termination or expiration.

**27. Waiver:** No failure on the part of either party to exercise its rights under this Agreement shall be considered a waiver, release or relinquishment of any rights or powers conferred under this Agreement.

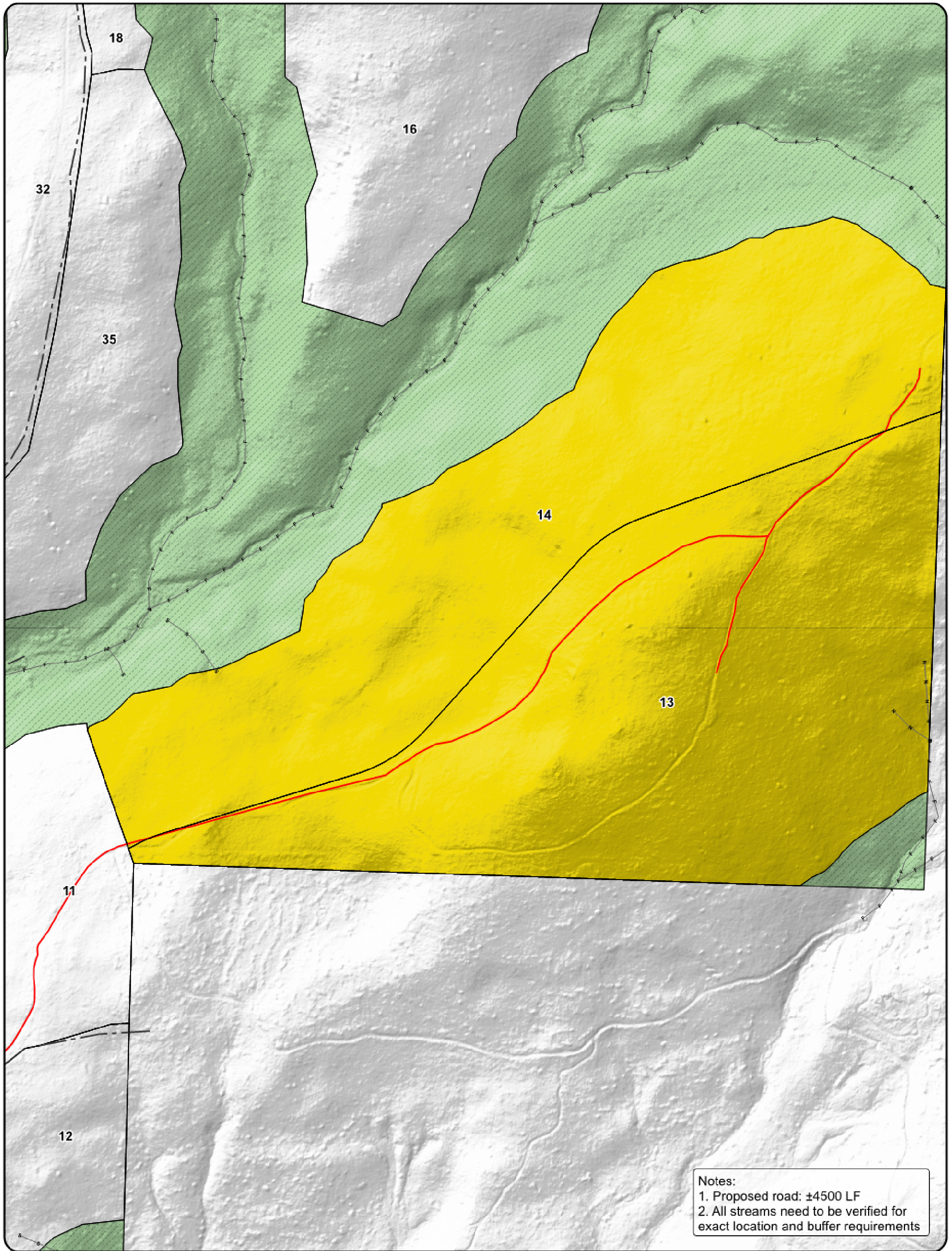
**28. Unmanned Aerial Systems (UAS):** AKS may utilize UAS to compile aerial photography of the project site before, during, and after construction. Client hereby grants AKS permission to operate the UAS over the project site. Client represents that all persons, vessels, vehicles, and structures related to the project are considered participants consenting to be involved with any UAS operations by AKS, and that Client has authority to grant these rights and to make these representations. Client shall defend, indemnify and hold AKS harmless from any breach of these representations, and from any claims or demands against AKS arising from any allegation of trespass, non-consent, or any other issues arising out of AKS's UAS operations (except to the extent that AKS causes property damage or personal injury that arises out of AKS's negligence).

**29. Electronic Media:** Client may only rely on Work Product with AKS's wet or digitally signed stamp. Any files provided to Client in electronic format are for convenience only and should not be relied upon as final documents. Any use of electronic files shall be at the user's sole risk. AKS makes no representation as to the accuracy or completeness of electronic documents, or as to the compatibility, usability or readability of such files.

**30. Court Materials:** If AKS receives a subpoena or is otherwise required to produce documents, provide testimony, or otherwise get involved in a court case that relates to your project (and to which AKS is not a party), the Client will pay all time and costs incurred for such matters at AKS' current staff billing rates.

**31. Additional Insured:** When requested or required, Client may be named as additional insured on AKS's standard and applicable insurance policies. Any policies of insurance that are in any way related to the Project, including those that are secured and maintained by either Party, will provide that each insurance carrier waives all rights of recovery under subrogation or otherwise, against the Additional Insureds and the parties hereto.

**32. Authorization to Sign:** The person or persons executing this Agreement hereby certifies that they are authorized to enter this Agreement on behalf of the individual or entity listed as the Client in the Client Information section of this Agreement and that they have the authority to bind the Client to this Agreement and these General Provisions.



Notes:  
 1. Proposed road: ±4500 LF  
 2. All streams need to be verified for exact location and buffer requirements

**Legend**

- |                   |                           |                                   |
|-------------------|---------------------------|-----------------------------------|
| <b>Streams</b>    | Approximate Proposed Road | <b>Harvest Units</b>              |
| Fish              | Existing Road Centerline  | Future Units To Be Harvested      |
| Non-Fish          | Reserve Zones             | Units To Be Harvested (±84 Acres) |
| Non-Fish Seasonal |                           |                                   |

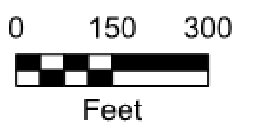
**Entry 1  
2027**

City of Camas  
Camas, WA

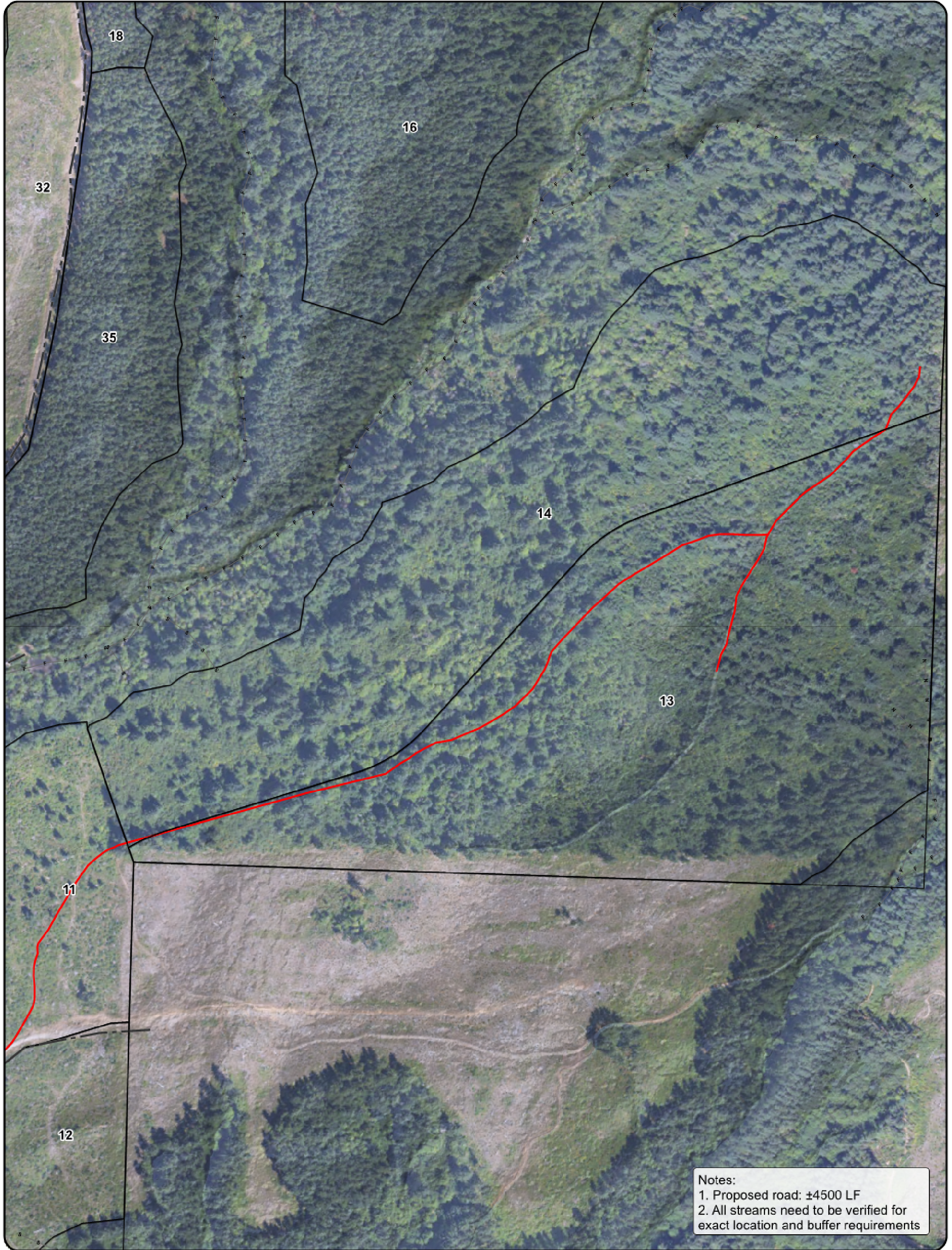
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.  
 Source: LIDAR for hillshade obtained from Washington DNR. Taxlots and road linework obtained from Clark County GIS.



**AKS Engineering & Forestry, LLC**  
 9600 NE 126th Ave, Suite 2520  
 Vancouver, WA 98682  
 P:360.882.0419 | aks-eng.com



Project: 3464-08 Print Date: 2/22/2026



Notes:  
 1. Proposed road: ±4500 LF  
 2. All streams need to be verified for exact location and buffer requirements

This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.  
 Source: 2024 Aerial obtained from National Agricultural Imagery Program. LIDAR for hillshade obtained from Washington DNR. Taxlots and road linework obtained from Clark County GIS.

- Streams**
- Fish
  - Non-Fish
  - Non-Fish Seasonal
- Legend**
- Approximate Proposed Road
  - Existing Road Centerline
  - Harvest Unit Boundaries

**Entry 1 - Aerial Map 2027**  
 City of Camas  
 Camas, WA

Project: 3464-08 Print Date: 2/22/2026



# Staff Report

April 20, 2026 Council Workshop Meeting

Professional Services Agreement with Annear Water Resources for Lake Management Implementation Assistance

Presenter: Brian Monnin, Engineering Project Manager

Time Estimate: 5 minutes

Phone	Email
360.817.7388	bmonnin@cityofcamas.us

**BACKGROUND:** Cyanobacteria harmful algal blooms (cHABs) have been a recurring issue in Lacamas, Round and Fallen Leaf Lakes in recent years, resulting in frequent recreational use advisories and growing public concern. In an effort to combat the issue, the Lacamas, Round, and Fallen Leaf Lakes and Lake Cyanobacteria Management Plan (LCMP) was created and was approved by Washington Department of Ecology in 2024. The City of Camas has been conducting baseline monitoring and sample collection in support of the LCMP since 2024. Chemical treatments have been applied to Lacamas Lake in 2024 and 2025 to help reduce the impacts of cHABs and to improve water quality in Lacamas and Round Lakes.

While City staff have been leading monitoring, sampling, and initial management actions under the LCMP since 2024, implementation of the plan requires ongoing, specialized technical support and a significant level of effort to effectively manage data, evaluate treatment options, and coordinate regulatory and grant-related requirements. Due to the complexity of the work and existing staff workload, the City determined that consultant support is necessary to assist with implementation of the LCMP, including monitoring, data analysis, treatment recommendations, and overall program management.

### SUMMARY:

The City issued a Request for Qualifications (RFQ) for LCMP Implementation Support services, with submittals due on March 30, 2026. One proposal was received from Annear Water Resources.

City staff evaluated the proposal based on the criteria outlined in the RFQ, including experience with water quality monitoring and sample collection, data analysis and QA/QC procedures, experience with cyanobacteria management plans and applicable Department of Ecology permitting and reporting requirements, and overall familiarity with relevant codes and standards. Based on this evaluation, the consultant was determined to be qualified and well-suited to perform the work.

Following review and evaluation, City staff selected Annear Water Resources and negotiated a scope of work and fee to support implementation of the LCMP. The scope of work generally includes:

- Project management and coordination, including regular meetings and reporting
- Lake and stream monitoring and field data collection
- Data management, analysis, and reporting, including regulatory submittals
- Development and implementation of lake treatment strategies, including coordination with treatment contractors
- Public outreach and communication, including updates and presentations to Council and stakeholders
- Identification and preparation of grant funding opportunities
- Support for implementation of the Department of Ecology Freshwater Algae Control Grant

The total contract amount is \$205,100, with approximately \$47,000 eligible for reimbursement through the grant, resulting in an estimated direct cost to the City of \$158,100.

**BENEFITS TO THE COMMUNITY:** This project continues implementation of the Lacamas, Round, and Fallen Leaf Lakes Lake Management Plan and Lake Cyanobacteria Management Plan (LCMP). Data collected from this project will help inform data driven treatment recommendations for Lacamas Lake. This project will improve water quality in Lacamas and Round Lakes, ultimately reducing the amount of Harmful Algal Blooms (HABs), and increasing communities' ability to recreate, fish and enjoy the lakes.

**STRATEGIC PLAN:** Stewardship of City Assets. Protecting water quality for the long-term enjoyment of our community while ensuring swimmable and fishable lakes in which to recreate in.

**BUDGET IMPACT:** Funding for this project will be through the City's Stormwater Fund, with partial reimbursement anticipated from a Washington State Department of Ecology Freshwater Algae Control Grant. The total contract cost is \$205,100, including \$47,000 eligible for reimbursement under the FY 2027 grant. Consistent with City financial practices, expenditures and grant revenues are tracked separately, and the full project cost is reflected in the expenditure budget.

The adopted 2026 budget for Lake Management Professional Services is \$98,202; approval of this contract will result in an overage of approximately \$107,000, reflecting the full contract amount rather than the net City cost. A budget adjustment is anticipated through the Fall Omnibus process to align expenditures and reimbursements.

**RECOMMENDATION:** Staff recommends this item be placed on the May 4, 2026, Council Regular Consent Agenda for Council's consideration.

**To:** Brian Monnin, Engineering Project Manager – Stormwater  
City of Camas, WA

April 3, 2026

**CC:** Scott Collins, Public Works Director, and Rob Charles, Utilities Manager, City of Camas, WA

**From:** Rob Annear, PhD, PE; Zoe Rodriguez del Rey, Annear Water Resources, LLC

**Subject: Scope of Work for Lacamas, Round, and Fallen Leaf Lakes Management Plan and Lake Cyanobacteria Management Plan Implementation for Calendar Year 2026**

## Introduction

This memorandum presents the proposed scope of work and budget to support implementation of the Lacamas, Round, and Fallen Leaf Lakes Management Plan and Lake Cyanobacteria Management Plan (LCMP) for the City of Camas (City). The scope focuses on the services identified in the Request for Qualifications (RFQ), including project management, monitoring and field work, data management and reporting, lake treatment support, outreach, and grant assistance, to support effective and adaptive implementation of the LCMP. The total duration of this scope of work is eight months (May 1, 2026 through December 31, 2026).

Annear Water Resources, LLC (AWR) will serve as the prime consultant and will be supported by subconsultants Aquatic Insight, LLC, Aquatechnex, LLC, and Paradigm Strategic Communications, LLC.

Communication is a priority for this project, and AWR will maintain clear and consistent coordination with the City, including direct communication with the City's Project Manager, Brian Monnin, and timely transmittal of relevant information such as laboratory results and other project updates.

## Scope of Work

The scope of work is organized into task areas that align with the services identified in the RFQ and support adaptive implementation of the LCMP. These task areas include Project Management, Monitoring and Field Work, Data Management and Reporting, Lacamas Lake Treatment, Outreach and Communication, Grant Funding, and FY 2027 Freshwater Algae Control Grant.

### Task 1. Project Management

#### Objective

The objective of this task is to provide overall coordination, communication, and administrative support to ensure the project is executed efficiently, remains on schedule and within budget, and maintains clear and consistent communication with the City.

#### Activities

- Project administration will include coordination, scheduling, invoicing, and overall QA/QC to support efficient project implementation.
- Monthly project meetings will be conducted with the City to review progress and address key issues.

- Quarterly progress reports will be prepared to summarize project activities and progress.

### Assumptions

- Monthly project meetings will be virtual.
- The first monthly meeting will be used as the project kick-off meeting.
- Quarterly progress reports will be in the form of a concise memo summarizing progress by task.
- Monthly invoices for work completed in the prior month will be prepared and submitted by AWR including compilation of all subconsultant, laboratory, and shipping costs.

### Deliverables

- Meeting agendas, presentations (if needed), and notes.
- Quarterly progress report memo.

## Task 2. Monitoring and Field Work

### Objective

The objective of this task is to collect high quality, representative data to support implementation of the LCMP, inform treatment decisions, and improve understanding of watershed and in lake processes driving water quality conditions. Monitoring will be conducted in accordance with the 2025 Monitoring Plan or any subsequent updates approved by the City.

### Activities

- Monitoring plan update will incorporate recommendations from the Lacamas, Round, and Fallen Leaf Lakes Monitoring Program 2024–2025 Monitoring Results report. This may include discontinuing monitoring of the Cove, composite sampling for phytoplankton monitoring, and other recommendations, as approved by the City.
- Baseline monitoring of lakes and creeks will be conducted to characterize existing water quality conditions, including:
  - Lacamas Lake LL1 – monitoring is biweekly from May through October and monthly November through December.
  - Round Lake RL1 – monthly monitoring.
  - Fallen Leaf Lake FLL1 – monthly monitoring.
  - Lacamas Creek LC-G - monitoring is biweekly from May through October and monthly November through December.
  - Lacamas Creek LC-UD, Dwyer Creek DC1, and Unnamed Creek UC1 – quarterly monitoring.
  - Summer storm event monitoring will be conducted to evaluate nutrient inputs and Lacamas Lake dynamics during summer (July-September) storm driven runoff events. Storm event sampling will be triggered when rainfall exceeds 0.25 inches in 24 hours.
    - Up to three summer storm events are anticipated.
    - Monitoring at Lacamas Lake LL1.
  - Algal bloom surveillance monitoring will be conducted during baseline monitoring to track bloom development and support timely treatment decision. This includes collection of phytoplankton sample if surface films, scums, or discoloration are observed.

- Thermistor chain and water level logger data will be downloaded and the instruments maintained, including calibration of water level logger to staff gauge, as needed, to support continuous temperature and hydrologic monitoring. This includes:
  - Lacamas Lake LL1 thermistor chain
  - Round Lake RL1 thermistor chain
  - Lacamas Creek LC-G HOMO MX2001 water level logger
- Targeted sonde profiling and sediment samples will be collected in Lacamas Lake to support focused investigations of lake stratification conditions and nutrient dynamics.
- Prepare and submit a Health and Safety Plan that includes protocols for decontamination and prevention of aquatic invasive species spread during field activities.

### Assumptions

- Monitoring plan updates will be limited to recommendations in the 2024–2025 Monitoring Results report and will be incorporated into the existing 2025 Monitoring Plan.
- Lake and creek monitoring will include coordination, scheduling, equipment, deployment, sample collection, field data documentation, chain of custody (COC) procedures, and sample handling and shipment.
- Lake monitoring will be conducted using Aquatic Insight's boats.
- The City will communicate the location and nature of any surface films, scums, or discoloration if they are observed in between regularly scheduled baseline monitoring. It is anticipated that up to 10 phytoplankton samples may be collected during the summer during baseline or other scheduled monitoring events.
- Thermistor chain and water level logger data will be downloaded on a monthly basis during baseline monitoring events.
- Targeted sonde profiling and sediment sampling will be completed over a one-day period and may include up to five (5) sonde profiles and three (3) sediment cores at selected locations within Lacamas Lake.
- Laboratory coordination will be performed by the AWR team, including management of sample submittals and tracking of analytical results. Laboratory and shipping costs will be submitted on a monthly basis as part of AWR invoices. Unless otherwise agreed to by the City, IEH will be used for water quality and sediment analysis and Aquatic Analysts will be used for phytoplankton analysis.

### Deliverables

- Field sheets
- COC forms
- Laboratory electronic data deliverables (EDDs), if applicable

## Task 3. Data Management, Analysis and Reporting

### Objective

The objective of Data Management and Reporting is to ensure that monitoring data are accurately managed, quality controlled, analyzed, and reported to support LCMP implementation, regulatory compliance, and informed decision making.

## Activities

- An Excel database will be developed to maintain a structured database for storing, organizing, and analyzing monitoring data. This includes field, sonde profile, laboratory, phytoplankton, sediment, thermistor chain, and water level logger data.
- Data entry and QA/QC review will be conducted to ensure data are complete, accurate, and consistent with applicable quality assurance requirements. Data will be updated at least on a monthly basis to ensure up to date information and forwarded to the City's Project Manager.
- Data analysis, including preparation of graphs and tables, will be performed to evaluate water quality conditions, trends, and key drivers relevant to LCMP implementation. This includes field, sonde profile, laboratory, phytoplankton, thermistor chain, and water level logger data. Graphs and tables will be updated at least on a monthly basis to ensure up to date information is readily available.
- Annual Report preparation will summarize monitoring results, data interpretation, and key findings for the reporting year. The annual report will cover a twelve-month period. Comparisons with historical data may also be included in the Annual Report.
- Data submittal to Washington State Department of Ecology (Ecology) Environmental Information Management (EIM) will be completed, as needed, and in accordance with Ecology requirements.

## Assumptions

- The Excel database will include data gathered for the 2024–2025 Monitoring Results report and collected in 2026, including data collected by the City prior to May. The database can be expanded in the future to include other historical data available to the City.
- A draft of the Excel database will be presented to the City for approval during a monthly project meeting.
- The Annual Report will undergo one round of review by the City with one set of consolidated comments.
- Data submittal to the Ecology EIM database is not currently required for baseline monitoring by the City; therefore, this effort is assumed to be minimal and will be completed only, as needed.

## Deliverables

- Excel database for storage, organization, and analysis of monitoring data.
- Monthly email with updated data.
- Draft and final Annual Report incorporating City comments.
- EIM data submittal files (as needed).

# Task 4. Lacamas Lake Treatment Planning and Coordination

## Objective

The objective of the task is to support development, implementation, and documentation of lake treatment strategies and activities using a data driven and adaptive approach.

## Activities

- Lacamas Lake treatment planning meeting(s) will be conducted with the City to review monitoring results, discuss treatment options, and define the upcoming treatment approach.
- Lacamas Lake Treatment Plan technical memo will be prepared to document recommended treatment approach, including treatment type, timing, and application parameters. This document will be used to guide the lake treatment applicator with the application parameters and required reporting.
- Pre-treatment and post-treatment monitoring will be conducted to evaluate lake conditions and comply with APAM General Permit monitoring requirements, as applicable.
- Lacamas Lake treatment coordination will be conducted to support scheduling, logistics, and implementation of treatment activities and will include required notifications to Ecology under the APAM General Permit.
- APAM General Permit notifications and reporting will be completed in accordance with Ecology requirements.
- Lacamas Lake treatment documentation will be prepared to summarize treatment implementation, monitoring results, and outcomes.

### Assumptions

- Up to four (4) one-hour virtual meetings are included for annual treatment planning and coordination based on up to two treatments anticipated to occur in 2026.
- The Lacamas Lake Treatment Plan will be a concise technical memorandum documenting treatment timing, chemical dose, area of application, and associated monitoring requirements for each treatment.
- APAM General Permit reporting will include required notifications to Ecology prior to treatment and submittal of chemical dose and monitoring results via email, as required by the permit.
- Requirements for public notification of planned treatments will be done under Task 5, Communication and Outreach.
- Pre-treatment and post-treatment monitoring requirements under the permit will be satisfied during regularly scheduled baseline monitoring, with the exception of monitoring required the day after treatment. Monitoring required during treatment application will be conducted by the applicator as part of routine application activities. Requirements will be documented in the Lacamas Lake Treatment Plan.
- Laboratory cost estimates associated with the APAM General Permit monitoring assume full compliance with all monitoring requirements; however, approved modifications to monitoring allowed under the 2026 APAM General Permit may reduce these costs.
- Annual Lacamas Lake treatment documentation will be a concise memorandum building on the Treatment Plan(s) and will document implementation, any deviations from the planned approach, confirmed chemical doses, area of application, monitoring results, and outcomes.
- Lacamas Lake Treatment Plan(s) and Annual Documentation technical memos will each undergo one round of review by the City before being finalized.
- Costs for treatment application are not included in this scope and will be paid directly by the City.

### Deliverables

- Meeting notes for treatment planning and coordination meetings.
- Lacamas Lake Treatment Plan technical memorandum(s).
- Pre-treatment and post-treatment monitoring data, including field data sheets, COCs, and laboratory results.
- APAM General Permit notification and reporting submittals.
- Annual Lacamas Lake Treatment technical memo.

## Task 5. Outreach and Communication

### Objective

The objective of this task is to support clear, consistent, and accessible communication of LCMP implementation activities, monitoring results, and treatment actions to City Council, stakeholders, and the public.

### Activities

- Routine website updates will be completed to provide timely information to the public, including treatment notifications and posting of cyanobacteria advisories when issued by the County.
- Host two website planning meetings with City staff (e.g., Project Manager, Director of Communications, IT) to understand existing website challenges/needs, define long-term website goals, assess IT capacity, and confirm the Client's website hosting platform and brand assets.
  - One presentation, agenda, and notes will be created to support the meetings. Each meeting will be 90 minutes and held virtually.
- AWR will assess the current web presence and propose a new website architecture to meet the Client's stated goals.
- The Deliverable will be a wireframe (conceptual layout) of the proposed revised site delivered in PDF format.
- Create one presentation to City Council to summarize monitoring results, treatment activities, and key findings after the active cyanobacteria season (target is late fall each year). Copy edit and format presentation (up to 50 slides)
- One meeting with the Lacamas Watershed Council will be conducted to share project updates, monitoring results, and planned activities. Deliverables include a tailored presentation.

### Assumptions

- Routine website updates will include content (text and visuals) and the City will implement the updates.
  - Client will supply any imagery or iconography used. Content for each update is up to 500 words. Assumes monthly updates during the cyanobacteria active season (June-September).
- The annual presentation to City Council will include staff report and presentation which will be finalized at minimum two weeks before the selected City Council meeting.
- The annual meeting with the Lacamas Watershed Council will use the same presentation developed for the City Council and is intended to strengthen coordination and information sharing related to activities planned by the City and monitoring activities conducted by the Watershed Council.
- Communications products assume no more than two rounds of Client review.

## Task 6. Grant Funding Support

### Objective

The objective of this task is to identify and secure external funding opportunities to support implementation of the LCMP and related lake management activities.

## Activities

- Grant and funding opportunities will be tracked to identify relevant local, state, and federal funding sources that align with LCMP implementation needs.
  - Research grant funding opportunities.
  - Monthly updates on upcoming opportunities.
- One grant application will be developed in coordination with the City, including preparation of application materials, supporting documentation, and required forms. Potential funding opportunities will be evaluated and discussed with the City's Project Manager to select the most appropriate opportunity to pursue.

## Assumptions

- Grant and funding opportunities will be tracked in a living spreadsheet that includes key information such as funding source, eligibility requirements, match requirements and timelines.
- For budgeting purposes, development of one grant application is assumed to require a level of effort comparable to preparation of an application for the Ecology Freshwater Algae Control Grant Program. If a funding opportunity is identified that requires a greater level of effort, this will be discussed with the City's Project Manager prior to proceeding.
- If funding opportunities are identified that require preparation of more than one application or a greater level of effort, this work will be discussed with the City and subject to approval.
- Grant application and associated materials will undergo one round of review by the City before being finalized.

## Deliverables

- Living spreadsheet tracking grant and funding opportunities.
- Draft and final grant application package ready for submittal.

# Task 7. FY 2027 Freshwater Algae Control Grant

## Objective

The objective of this task is to conduct the work defined in the Tracking Phosphorus Loading to Support Lacamas Lake LCMP Implementation project, funded by the FY 2027 Freshwater Algae Control Grant Program, in accordance with the grant application and Ecology contract. This work will quantify external phosphorus sources and transport pathways to Lacamas Lake and evaluate how seasonal and storm driven inputs influence lake conditions to inform watershed nutrient reduction strategies, treatment strategies, and support implementation of the LCMP.

## Activities

- Grant administration and management support will be provided to assist the City in meeting Ecology's requirements, including coordination, documentation, and reporting.
- A project monitoring plan will be developed to define monitoring locations, parameters, and event triggers to characterize external nutrient inputs and support Ecology compliant data collection.
- Phosphorus in Lower Lacamas Creek will be tracked through baseflow and storm event monitoring to evaluate spatial and seasonal variation in nutrient concentrations and loads.

- Storm event monitoring of tributaries and outfalls will be conducted to characterize phosphorus inputs from smaller inflows discharging directly to Lacamas Lake during storm conditions.
- Summer storm monitoring will be conducted to evaluate nutrient pulses from Lacamas Creek and associated lake response during periods of elevated cyanobacteria risk.
- Technical reporting and outreach will be conducted to compile, analyze, and synthesize results into a technical report and presentation, including presentation of findings to the Lacamas Watershed Council to support decision making and coordination with stakeholders.

## Assumptions

- The City will serve as the grant recipient and will be responsible for overall grant administration and compliance with Ecology requirements. Support will be provided to the City in the form of assistance with preparing Quarterly Progress Reports, a Recipient Closeout Report, and a Project Outcome Summary Report.
- The level of effort and associated costs for this task are assumed to be consistent with those defined in the grant application and subsequent contract with Ecology.
- The Technical Report will undergo one round of review by the City and will be used as the required Project Outcome Summary Report.
- During the project kickoff meeting, Ecology invoicing and reimbursement requirements will be reviewed to ensure billing under this task aligns with grant requirements.

## Deliverables

- Project Monitoring Plan.
- Monitoring datasets and EIM submittals.
- Draft and final Technical Report.
- Presentation materials for meeting with Lacamas Watershed Council.
- Quarterly progress reports

## Scope of Work Schedule

Work under this scope shall commence on May 1, 2026. Activities described herein represent work for calendar year 2026 and will be completed by December 31, 2026. A detailed task-based schedule will be developed following contract execution and presented at the project kickoff meeting.

## Budget

The estimated budget for this project is \$205,100, including \$47,000 allocated to Task 7, which is eligible for reimbursement through the FY 2027 Freshwater Algae Control Grant awarded by Ecology to the City. The resulting total direct cost to the City is \$158,100. The budget by task is provided in the table below. Cost estimates are inclusive of labor, laboratory costs, and sample shipping.

A contingency of 5% \$10,155, is included to address unforeseen work in support of the City; however, use of contingency funds will require prior written approval from the City.

The rates used are AWR Team established 2026 rates and will remain constant for the duration of the year. The budget estimate was developed with no markup on expenses, and no markup on subconsultant costs. A detailed budget including labor hours and expenses (laboratory analysis, equipment and consumables, and sample shipping) is provided at the end of the proposal.

Task	Title	Cost
1	Project Management	\$13,600
2	Monitoring and Field Work	\$62,600
3	Data Management, Analysis, and Reporting	\$20,100
4	Lacamas Lake Treatment Planning and Coordination	\$17,600
5	Outreach and Communication	\$31,200
6	Grant Funding Support	\$13,000
	<b>Subtotal for Task 1-6</b>	<b>\$158,100</b>
7	FY 2027 Freshwater Algae Control Grant	\$47,000
	<b>Total for Tasks 1-7</b>	<b>\$205,100</b>
	Contingency (5%)	\$10,155
	<b>Grand Total</b>	<b>\$215,255</b>

## 2026 Rate Schedule

### Annear Water Resources

Labor Category	Name	Rate/Hour
Senior Principal	Robert Annear	\$224.70
Principal	Zoe Rodriguez del Rey	\$205.80
Senior Professional	Anurag Mishra	\$180.70
Project Management Assistant		\$142.40
Senior Staff Professional	Noah K. Benitez-Nelson	\$125.90
Staff Professional		\$110.00
Project Accountant	Alex Moore	\$80.50

Direct Expenses	Cost
Subcontract Services	Cost
Specialized Computer Applications (per hour)	\$ 24
Personal Automobile (per mile)	Current Gov't Rate

### Aquatic Insight

Staff Title	Staff Name	Technical Hourly Rate	Fieldwork Hourly Rate	Travel Hourly Rate
Principal	Mark Rosenkranz	\$195.00	\$150.00	\$90.00
Senior Scientist	Lizbeth Seebacher	\$135.00	\$100.00	\$60.00
Technician		\$105.00	\$80.00	\$45.00
Junior Field Staff	Cher Prazak	\$95.00	\$70.00	\$45.00
Administration		\$80.00	n/a	n/a

### AquaTechnex

Labor Category	Name	Rate
Principal	Terry McNabb	\$150.00
Support Staff		\$125.00

### Paradigm

Labor Category	Name	Rate
Principal	Jennifer Rogers	\$240.00
Creative Lead	Nina Thoming	\$200.00

## Detailed Budget

		Annear Water Resources				Aquatic Insights				Aquatechnex <sup>1</sup>	Paradigm		Hours	Labor	Expenses <sup>2</sup>	Total Cost	Rounded Total Cost
		Senior Principal	Principal	Senior Staff Professional	Admin	Technical	Field	Travel	Admin	Principal	Principal	Creative Lead					
Task	Task Description	\$225/hr	\$206/hr	\$126/hr	\$81/hr	\$195/hr	\$150/hr	\$90/hr	\$80/hr	\$150/hr	\$240/hr	\$200/hr					
1	Project Management	15.0	22.0		4.0	16.0			4.0		8.0		69.0	\$13,580	\$0	\$13,580	\$13,600
2	Monitoring and Field Work	1.5	5.0			7.0	164.3	60.0					237.8	\$32,769	\$29,862	\$62,631	\$62,600
3	Data Management, Analysis, and Reporting	4.0	34.0	63.0		22.0							123.0	\$20,118	\$0	\$20,118	\$20,100
4	Lacamas Lake Treatment Planning and Coordination	8.0	25.0	8.0		30.0	2.5	3.0		11.0			87.5	\$16,095	\$1,540	\$17,635	\$17,600
5	Outreach and Communication	12.0	18.0			12.0					67.0	32.0	141.0	\$31,221	\$0	\$31,221	\$31,200
6	Grant Funding	4.0	44.0	10.0		9.0							67.0	\$12,968	\$0	\$12,968	\$13,000
7	FY 2027 Freshwater Algae Control Grant	4.0	42.0	42.0		21.0	109.0	18.0					236.0	\$36,895	\$10,125	\$47,020	\$47,000
<b>Total by Category</b>		<b>48.5</b>	<b>190.0</b>	<b>123.0</b>	<b>4.0</b>	<b>117.0</b>	<b>275.8</b>	<b>81.0</b>	<b>4.0</b>	<b>11.0</b>	<b>75.0</b>	<b>32.0</b>	<b>961.3</b>	<b>\$163,645</b>	<b>\$41,527</b>		<b>\$205,100</b>

1. Includes hours for participation in meetings and review of treatment plan(s). Costs for treatment application are not included in this scope and will be paid directly by the City.

2. Includes laboratory analysis costs, equipment and consumables, and sample shipping costs.



# Staff Report

April 20th, 2026 Council Workshop Meeting

Professional Services Agreement for Parallel STEP Main Design  
Presenter: Rob Charles, Utilities Manager  
Time Estimate: 10 minutes

Phone	Email
360.817.7003	rcharles@cityofcamas.us

**BACKGROUND:** The City’s Septic Tank Effluent Pump System (STEP) Main is a critical piece of wastewater infrastructure that conveys domestic, commercial, and industrial flows from west Camas to the north and ultimately to the wastewater treatment system. The existing STEP Main is approximately 36,940 feet in length and was largely constructed in the mid-1980s using thin-walled PVC pipe. Due to its age, material type, and lack of access points for inspection or cleaning, the City has limited ability to assess internal pipe condition or address operational issues without risk of damage or service disruption.

A portion of the STEP Main along Lake Road has experienced scaling concerns, defined as the buildup of hardened mineral deposits on the inside of the pipe that reduce flow capacity and increase the risk of blockages. Given these factors, staff has identified the need to proactively plan for phased replacement of the STEP Main and to introduce parallel infrastructure that provides operational redundancy. Installing a parallel main allows flows to be diverted during maintenance or future rehabilitation activities, significantly reducing the risk of a system failure.

This will initiate design for the first priority segment of the STEP Main, located between NW Jackson Street and NW Friberg-Strunk Street, an area identified as having elevated risk and operational sensitivity. The proposed scope is limited to professional design services and will position the City to make informed decisions regarding future construction phasing, costs, and scheduling.

**SUMMARY:** The City utilized a Request for Proposals (RFP) process and reached out to multiple firms to solicit proposals. Based on proposals received G&O were chosen based on their experience working on similar projects in Washington, team qualifications and understanding of the project scope.

This item authorizes a professional services agreement with Gray & Osborne, to complete design for the first phase of a parallel STEP Main replacement. The design effort will focus on approximately 4,500 feet of pipeline between NW Jackson Street and NW Friberg-Strunk Street, an area identified as having elevated operational risk.

The proposed scope includes development of predesign documentation, surveying, utility coordination, permitting support, and preparation of construction-ready plans, specifications, and cost estimates. This work will allow the City to advance a phased replacement strategy, improve system reliability, and reduce the risk of service disruptions associated with the aging STEP Main. No construction is authorized as part of this action.



**Figure 1: Project Location Map** this is the format to name your image. If there will only be one image, there's no need to number it. Delete if not necessary.

**BENEFITS TO THE COMMUNITY:** Designing a parallel STEP Main improves the reliability of the City’s wastewater system by reducing the risk of service disruptions associated with aging infrastructure. A redundant pipeline allows flows to be safely diverted during maintenance or future rehabilitation, helping ensure continuous service to residents and businesses. Advancing the project in phases allows the City to better manage costs, coordinate future construction, and avoid emergency repairs. Proactively addressing high-risk segments also helps protect public health and nearby waterways.

**STRATEGIC PLAN:** This project aligns with the Strategic Plan Goal of Stewardship of City Assets.

**POTENTIAL CHALLENGES:** Since there are many utilities, both private and public in Lake Road, fitting a new 24 inch or larger main in the road may be a challenge.

**BUDGET IMPACT:** The proposed Professional Services Agreement with Grey and Osborne is in an amount not to exceed \$348,000 and will be funded from the Sewer Fund. Sufficient funds are available within the current budget:

Budget:

Parallel STEP Main Replacement (2026 Capital Budget) \$350,000

Expenses:

Grey and Osborne PSA \$348,000

**RECOMMENDATION:** Staff would recommend this item be placed on the May 4, 2026 Regular Council Consent Agenda for their consideration.



**CITY OF CAMAS**  
**PROFESSIONAL SERVICES AGREEMENT**

616 NE 4th Avenue  
 Camas, WA 98607

### Parallel Step Main Replacement Design

THIS AGREEMENT is entered into between the City of Camas, a municipal corporation, hereinafter referred to as "the City", and **Gray & Osborne, 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 **Parallel Step Main Replacement 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 **March 31, 2027**, 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 **\$348,000.00** 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. 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, arising out of or resulting from 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 is appropriate to the consultant's profession. Professional Liability insurance shall be written with limits of 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 bonafide 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 bonafide 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.
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.

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](mailto:rcharles@cityofcamas.us)

Notices to Consultant shall be sent to the following address:

Jay Swift  
 Gray & Osborne, Inc.  
 1111 Main St. Suite 200A  
 Vancouver, WA 98660  
 PH: 360-571-3350  
 EMAIL: [jswift@g-o.com](mailto:jswift@g-o.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.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF CAMAS:

Gray & Osborne, Inc.  
Authorized Representative

By \_\_\_\_\_

Signed by:  
*Michael B. Johnson*  
By \_\_\_\_\_  
00DD797FDF6D425...

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

Print Name Michael B. Johnson

Title \_\_\_\_\_

Title President

Date 2/25/2026

EXHIBIT "A"  
SCOPE OF SERVICES

**EXHIBIT A**

**SCOPE OF WORK**

**CITY OF CAMAS**

**PARALLEL STEP MAIN REPLACEMENT DESIGN**

**PROJECT UNDERSTANDING**

The City of Camas' Septic Tank Effluent Pump System (STEP) Main carries domestic, commercial and industrial flows from west Camas to the north from the Brady Road Pump Station along Parker Road, then to the southeast along Lake Road south of Lacamas Lake, and then to the south along Everett Road, eventually discharging at the WWTP. A STEP Main Extension was installed in 2015-2016 to connect the pre-existing STEP Main, which had terminated at the 6th and Joy gravity line, directly to the WWTP. The length of the pre-existing STEP Main is approximately 36,940 lf. The pipe material is PVC and varies in diameter from 8 inches to 24 inches. The majority of the STEP Main was installed in the mid-1980s and is thus about 40 years old. Much of the pipe used for the STEP Main is thin-walled (SDR41), plastic irrigation PVC pipe with a 100-psi rating.

A portion of the City's STEP Main is experiencing plugging issues due to a buildup of scale caused by the industrial discharge from TSMC (a.k.a. Wafertech). In June 2024 Gray and Osborne provided the City of Camas with a STEP Main Condition Assessment Plan and Scale Removal Evaluation study and report. The study and report included an evaluation of pipe scaling caused by the TSMC facility, a plan for assessing the condition of the City's STEP Main serving West Camas and NW Lake Road, and concept plans for replacing the STEP Main. The concept plan included cost estimates for replacing the entire STEP Main (from the Brady Road Pump Station to the new extension) and for replacing just the portion of the STEP Main near the TSMC facility

Given the nature of its construction, the scaling issues, and age of 40 years, it is appropriate to start developing a plan for phased replacement of the STEP Main and provide some parallel pipes for bypass provisions to reduce the risk of a catastrophic failure. The first phase for the STEP Main replacement will be construction of a parallel STEP Main around the TSMC (a.k.a. Wafertech) discharge locations on Lake Road, from NW Jackson to NW Friberg-Strunk Street. This section of STEP Main replacement currently consists of approximately 4,500 lf of 12-inch and 24-inch PVC pipe and associated appurtenances. Maintaining STEP Main service to TSMC and the rest of the customers throughout project construction will be of critical importance. The City has determined that installation of a redundant force main is desired to preserve pipeline capacity and allow for investigation and rehabilitation of the existing main. The City has requested this scope of work to install approximately 5,600 LF of parallel main from NW Friberg-Strunk Street to NW Jackson Street, a section where scaling is suspected.

More specifically, the work will include the following.

## **DESIGN**

### **Task 1 – Project Management and Oversight**

Provide overall project management and oversight of the project work by the Principal-in-Charge and senior staff members. Services to include:

- A. Procure sufficient staff resources to dedicate to the project.
- B. Prepare and execute subconsultant contracts.
- C. Manage subconsultant work.
- D. Manage and control project budget and schedule.
- E. Manage and provide monthly progress reports and invoices.
- F. Provide coordination with the City, Wafertech, and other stakeholders.

In addition to Gray and Osborne’s internal project management, project management will also be provided by Shell Engineering and Consulting, LLC (Shell). (See attached scope from Shell, which is made a part of this scope by this reference.)

### **Task 2 – Kickoff Meeting**

Conduct a kickoff meeting with City staff to confirm scope, identify critical path schedule and task items, format and schedule for deliverables, major project assignments, stakeholder contacts, and any special regulatory and funding agency requirements. The discussion will include, but not be limited to, the following topics:

- A. Review provided record drawings of existing system.
- B. Review and confirm project understanding and design criteria to be employed.
- C. Review and confirm task assignments and budget hours for assigned tasks.
- D. Review and confirm project schedule and milestones/deliverables.
- E. Identify regulatory requirements.
- F. Identify utility purveyors and concerns.

- G. Identify project stakeholders and discuss their needs and impacts on the project.
- H. Environmental requirements.
- I. Document the discussion of the meeting and distribute to all attendees.

### **Task 3 – Survey**

Define the limits of the existing rights-of-way, property line, and easements in the project corridors prior to design. Obtain vertical and horizontal control necessary for design of the project, obtain pertinent topographical information to include identifying existing and obvious utilities, and pertinent topographical features to facilitate design of the project. Survey services, to include:

#### **A. Right-of-Way and Easement Research**

Acquire and utilize readily available records of survey, plat maps, assessor maps, etc., from the County Courthouse (Auditor’s Office) along the project corridors as required for establishing the existing rights-of-way and easements along the project alignment. This work will include:

1. Identify current rights-of-way along the proposed alignment.
2. Overlay the rights-of-way and current property easements on a plan view of the project corridor.

#### **B. Topographic Survey**

1. Establish vertical and horizontal control on the City adopted datum for survey and mapping at a scale of not more than 1 inch = 20 feet (horizontal) and 1 inch = 5 feet (vertical). Vertical control will be suitable for establishing 2-foot contour intervals and to support the design and construction included in this scope of work.
2. Acquire supplemental topographical survey of the site (within and adjacent to the project corridor) to include establishing surface grades, pavement edges, visually obvious utilities (including utility poles, hydrants, valves, etc.), buildings, fences, major trees and significant landscaping, sidewalks, etc., in sufficient detail to support an adequate level of design.
3. Work to support the City obtaining easements for project alignment, if required, including legal descriptions and exhibits.

#### **Task 4 – Utility Data Acquisition**

Acquire record drawings and/or as-built information from utility purveyors known to provide service in the project corridor. Services, to include:

- A. Provide written requests for all utility purveyors known to provide utility service in the project area.
- B. Review data provided by utility purveyors and incorporate into project design as may be applicable.
- C. Applied Professional Services, Inc. (APS) will be contracted to locate and mark existing utilities prior to project survey. This information will be picked up by our survey crew and incorporated into the project base map. Potholing of critical utilities will also be contracted through this company once the preferred alignment has been identified.

#### **Task 5 – Technical Memorandum (Predesign Letter Report)**

Prepare a technical memorandum summarizing the project understanding, design criteria, regulatory requirements, and general design guidelines and standards which govern the project design. Services, to include:

- A. Prepare a written technical memorandum (letter report) summarizing the project understanding, project site, access issues, utility needs, utility conflict evaluation and resolution, pertinent design criteria, regulatory requirements, and general design guidelines and standards which govern the project design. The Technical Memorandum will also document the sizing/hydraulic recommendations provided by the City's modeling consultant. We will confirm this information with Wafertech and the City to verify it reflects the current understanding of future Wafertech expansion plans and flows.
- B. Submit the technical memorandum to City staff and solicit comments and/or clarifications. Incorporate all relevant review comments into memorandum and issue the final memorandum to the City.

NOTE: It is assumed that the City's modeling consultant will provide information regarding flow and pressure that will be used in the design for sizing and capacity.

## Task 6 – Permitting

Gray and Osborne will provide support required to obtain permits necessary to facilitate construction of the project. Services, to include:

- A. Right-of-Way Permits
  - 1. Prepare and submit for grading, drainage, and right-of-way permits from the City.
  - 2. Prepare traffic control plans as necessary for work in major intersections and streets.
- B. Stormwater General Construction Permit
 

Prepare and submit for a Stormwater General Construction Permit from the Washington State Department of Ecology, if required. It is likely that this project disturbs less than one acre, and will thus be exempt.
- C. SEPA Checklist
 

Prepare and submit draft SEPA and revise the document as necessary before preparing final documents for City processing.

## Task 7 – 30 Percent Design

Prepare 30 percent design effort drawings of the proposed utility alignment for City review. Services, to include:

- A. Base Map
 

Incorporate all utility as-built information, plat map (property line) information, survey data, and other available and relevant information into the development of a base map.
- B. STEP Main Alignment
 

Prepare layouts and full-size drawings of design representing a 30 percent design effort to include alignment, profile, and typical cross sections illustrating the proposed improvements. These proposed improvements will be designed on the base map developed from the project survey.

C. Quantities and Cost Estimates

Calculate bid quantities and prepare preliminary-level construction cost estimates.

D. Review Meeting

Meet with City staff as may be required to review project status and solicit concerns/comments. It is assumed that the meeting will occur via video conference.

**Task 8 – 60 Percent Design**

Prepare project drawings, specifications, and cost estimates of the STEP main improvements representing a 60 percent design effort for City review and comment. Specifications will be prepared in WSDOT format. Design will be limited to the preferred alignment developed through the 30 percent design effort. Services, to include:

A. Plans

Prepare preliminary construction plans in City-approved format to include title sheet, legend, location and vicinity maps, plan and profile sheets, special notes, special details, etc.

B. Specifications (Draft)

Prepare draft project specifications in WSDOT format referencing the *2025 Standard Specifications for Road, Bridges and Municipal Construction*. Specifications to include City-approved proposal, contract, and bonding documents.

C. Quantities and Cost Estimates

Calculate bid quantities and prepare construction cost estimates.

D. Review Meeting

Meet with City staff as may be required to review project status and solicit concerns/comments. It is assumed that the meeting will occur via video conference.

### **Task 9 – 90 Percent Design**

Prepare project drawings, specifications, and cost estimates of the STEP main improvements representing a 90 percent design effort for City review and comment. Services, to include:

A. Plans

Prepare construction plans in City-approved format to include title sheet, legend, location and vicinity maps, plan and profile sheets, special notes, special details, etc.

B. Specifications

Prepare project specifications in WSDOT format referencing the 2025 Standard Specifications for Road, Bridges and Municipal Construction. Specifications to include City-approved proposal, contract, and bonding documents.

C. Quantities and Cost Estimates

Calculate bid quantities and prepare construction cost estimates.

D. Review Meeting

Meet with City staff as may be required to review project status and solicit concerns/comments. It is assumed that the meeting will occur via video conference.

### **Task 10 – Final Design**

Prepare final design drawings and specifications for use as bid documents suitable for bidding, award, and construction of the project. Specifications will be prepared in WSDOT format, meeting minimum City and WSDOT requirements, adhering to City codes and state guidelines where and when applicable. Plans shall be prepared in City-approved format to include plan and profile sheets and special details. Services, to include:

A. Final Plans

Prepare final bid/construction plans in City-approved format to include title sheet, legend, vicinity and location map, plan and profile sheets, special notes, special details, etc.

B. Specifications (Final)

Prepare final specifications in WSDOT format to include proposal, contract, bonding documents, and technical specifications.

C. Quantities and Cost Estimates

Prepare final quantity takeoff and construction-level construction cost estimate.

**Task 11 – Quality Assurance/Quality Control**

Oversee three in-house quality assurance/quality control (QA/QC) meetings at G&O’s office during the course of the design project. The meetings will include senior project staff, Shell Engineering, and selected design team members. Meetings are to take place at the following levels:

A. 30 Percent Design (defined more fully in Task 7).

B. 60 Percent Design (defined more fully in Task 8).

C. 90 Percent Design (defined more fully in Task 9).

Ensure incorporation of relevant recommendations and suggestions into bid/construction documents resulting from QA/QC reviews.

**Task 12 – Bid Support**

Assist the City during the bid phase. Services, to include:

A. Support City staff to answer bid inquiries during bid phase.

B. Support City staff to prepare any Bid Addenda as may be required.

**SCHEDULE**

We anticipate the following schedule:

Notice to Proceed.....	February 1, 2026
30 Percent Design Effort.....	April 15, 2026
60 Percent Design Effort.....	July 15, 2026
90 Percent Design Effort.....	October 15, 2026
Final Design Effort .....	January 2027

## **BUDGET**

The maximum amount payable to the Engineer for completion of work associated with this scope of work, including contingencies, salaries, overhead, direct non-salary costs, and net fee, is set forth in the attached Exhibit B. This amount will not be exceeded without prior written authorization of the City.

## **MANAGEMENT RESERVE FUND**

The Management Reserve Fund allows the City to expand the scope of work without seeking an additional and formal contract supplement, within the limits and terms as stated herein. The Engineer cannot access the Management Reserve Fund budget without the further written authorization of the City.

The Management Reserve Fund will consist of an amount not to exceed \$10,000, and is set aside to cover the cost of unforeseen work and/or services required for the PS&E phase of the project. Such unforeseen conditions could include additional right-of-way research, utility locates, traffic analysis, environmental documentation, public involvement process, geotechnical assistance, additional design effort, and/or other related tasks.

## **DELIVERABLES**

At the conclusion of the design effort and during the course of the project, as applicable, the Engineer will deliver to the City the following documents:

1. Electronic copies of any permits acquired during the development of the project.
2. SEPA checklist.
3. Technical memoranda:
  - a. Draft copy;
  - b. Final copy.
4. Electronic copies of full-scale drawings at 30 percent, 60 percent, and 90 percent design effort levels.
5. Electronic copies of project specifications and cost estimate at 60 percent and 90 percent design effort levels.
6. Electronic set of final construction drawings (PDF).

7. One electronic set of final project specifications (PDF).

## **PROJECT ASSUMPTIONS REGARDING CITY RESPONSIBILITIES**

This scope of work and the resulting maximum amount payable is based on the following assumptions as required for the development of the project. See also item assumptions noted in the aforementioned tasks. Changes in these assumptions and responsibilities may cause a change in scope of the services being offered and result in a corresponding adjustment of the contract price.

1. This scope of work assumes that the City will provide overall coordination and approval of the project, including timely (2 week) review of all submittals. This also assumes timely responses from Wafertech to inquires, issues raised, and the predesign review.
2. This scope of work assumes that the City will provide G&O with relevant capacity requirements and record drawings of existing sanitary sewer infrastructure along the project alignment, as may be available and/or pertinent to the project.
3. This scope of work assumes that the City will advertise and circulate the SEPA checklist document, pay any costs of publication, and make timely threshold determinations.
4. This scope of work assumes that the City will agree to appear as “Applicant” on all permits, will function as lead agency for the environmental documentation process, and will pay all costs or fees associated with the various permits that may be required.
5. This scope of work assumes that the City will make arrangements for and provide a suitable location to accommodate the bid opening.
6. This scope assumes that geotechnical investigations will not be needed due to the proposed pipeline being located within existing roadway.
7. This scope assumes there will be no critical areas requirements for this project due to the proposed pipeline being located within existing roadway.



**SCOPE OF WORK FOR**  
**CITY OF CAMAS**  
**WAFERTECH SECTION PARELLEL STEP MAIN REPLACEMENT**

*December 4, 2025*

**PROJECT OVERVIEW**

The City of Camas' Septic Tank Effluent Pump System (STEP) Main carries domestic, commercial and industrial flows from west Camas to the north from the Brady Road Pump Station along Parker Road, then to the southeast along Lake Road south of Lacamas Lake, and then to the south along Everett Road, eventually discharging at the WWTP. A STEP Main Extension was installed in 2015-2016 to connect the pre-existing STEP Main, which had terminated at the 6th and Joy gravity line, directly to the WWTP. The length of the pre-existing STEP Main is approximately 36,940 lf. The pipe material is PVC and varies in diameter from 8 inches to 24 inches. The majority of the STEP Main was installed in the mid-1980s and is thus about 40 years old. Much of the pipe used for the STEP Main is thin-walled (SDR41), plastic irrigation PVC pipe with a 100-psi rating.

A portion of the City's STEP Main is experiencing plugging issues due to a buildup of scale caused by the industrial discharge from TSMC (a.k.a. Wafertech). In June 2024 Gray and Osborne provided the City of Camas with a STEP Main Condition Assessment Plan and Scale Removal Evaluation study and report. The study and report included an evaluation of pipe scaling caused by the TSMC facility, a plan for assessing the condition of the City's STEP Main serving West Camas and NW Lake Road, and concept plans for replacing the STEP Main. The concept plan included cost estimates for replacing the entire STEP Main (from the Brady Road Pump Station to the new extension) and for replacing just the portion of the STEP Main near the TSMC facility

Given the nature of its construction, the scaling issues, and age of 40 years, it is appropriate to start developing a plan for phased replacement of the STEP Main and provide some parallel pipes for bypass provisions to reduce the risk of a catastrophic failure. The first phase for the STEP Main replacement will be construction of a parallel STEP Main around the TSMC discharge locations on Lake Road, from NW Jackson to NW Friberg Trunk Street. This section of STEP Main replacement currently consists of approximately 4,500 lf of 12-inch and 24-inch PVC pipe and associated appurtenances. Maintaining STEP Main service to TSMC and the rest of the customers throughout project construction will be of critical importance. The City has determined that installation of a redundant force main is desired to preserve pipeline capacity and allow for investigation and rehabilitation of the existing main. The City has requested this scope of work to install approximately 5,000 LF of parallel main from NW Friberg-Strunk Street to NW Jackson Street, a section where scaling is suspected.

More specifically, the work will include the following

## SCOPE OF WORK

### 1. Project Management

Provide project management for the project. Coordinate with City of Camas (City) staff and the Gray & Osborne (G&O) project team. Coordinate and manage the schedule for the consultant team. Facilitate communication and exchange of information. Review project progress versus schedule. Meet periodically with the City and G&O project team to review project progress and identify design issues. Communicate with regulatory agencies and stakeholders.

### 2. Review Background Information

Review previous reports, flow data, and record drawings. Coordinate with City to obtain available information required for design.

### 3. Technical Memorandum (Predesign Letter Report)

Manage analysis of the existing STEP Main and facilitate preparation a pre-design Technical Memorandum. Submit the Technical Memorandum for City review and comments. Facilitate a review meeting with City staff and preparation of a final draft.

### 4. Design Phase

Provide project management for completion of engineering design of the project. This task includes completing the engineering analysis and calculations necessary to complete the design. This task also includes preparation of detailed plans, specifications, and cost estimates to adequately describe the work for a public works contractor. Deliverables for this phase of the project will be provided at 30%, 60%, 90% and Final stages of development.

- Plans
- Special provisions
- Engineer's estimate

### 5. Client Meetings, Stakeholder Meetings, and Site Visits

Attend meetings with City staff and Stakeholders during all phases of the project. Attend site visits to review existing conditions, field verify utility locations and record drawings (if available), and verify locations of proposed work. The following meetings are anticipated:

- Project Scoping Meeting
- Project Kick-off Meeting
- Site Visits
- Periodic Project Team Meetings
- Pre-Design Report Review Meeting
- Design Review Meetings at 30%, 60%, 90% and Final

## 6. Permitting Assistance

Assist G&O with applying for and obtaining the required permits for the project. It is anticipated that the following permit applications will be required:

- City of Camas Engineering Approval
- SEPA Checklist

## 7. QA/QC Review

Conduct Quality Assurance/Quality Control reviews of all deliverables, to include:

- Survey Base Map
- Pre-Design Technical Memorandum
- 30%, 60%, 90% and Final design submittals
- SEPA Checklist

## 8. Bid and Contract Award Services

Assist the City with the bid and award process for the project. Respond to bidder inquiries. Prepare addenda as necessary. Review bid results and bidder qualifications. Prepare an award recommendation for the City.

## 9. Assumptions:

The following assumptions have been made in developing this scope of work.

- Meetings will be video conferences.
- No right-of-way, stormwater or grading permitting is required.
- No geotechnical investigation or recommendations are required.
- Less than 1 acre of ground disturbance will occur and a Stormwater General Construction Permit (NPDES) is not required.
- SEPA Checklist will be prepared by Gray and Osborne.
- Construction support services will be contracted under a future amendment.

EXHIBIT "B"  
COSTS FOR SCOPE OF SERVICES



**EXHIBIT 'B'**  
**Fee Estimate**  
 City of Camas STEP Main Replacement  
 December 4, 2025

Task	Description	Hours	Labor Cost	Expenses	Total Cost
<b>1</b>	<b>CONTRACT MANAGEMENT</b>				
	Scope Development	12	\$ 2,400		\$ 2,400
	Invoicing	3	\$ 600		\$ 600
<b>2</b>	<b>REVIEW BACKGROUND INFORMATION</b>				
	Reports	8	\$ 1,600		\$ 1,600
	Record Drawings	4	\$ 800		\$ 800
	Site Review	4	\$ 800		\$ 800
<b>3</b>	<b>TECHNICAL MEMORANDUM</b>				
	Report Development	8	\$ 1,600		\$ 1,600
<b>4</b>	<b>DESIGN PHASE</b>				
	30%	40	\$ 8,000		\$ 8,000
	60%	40	\$ 8,000		\$ 8,000
	90%	40	\$ 8,000		\$ 8,000
	Final	40	\$ 8,000		\$ 8,000
<b>5</b>	<b>MEETINGS</b>				
	Plan Review Meetings	8	\$ 1,600		\$ 1,600
	Stakeholder Meetings	8	\$ 1,600		\$ 1,600
<b>6</b>	<b>PERMITTING ASSISTANCE</b>				
	SEPA Checklist (included above)				
	ROW Permit (included above)				
<b>7</b>	<b>QA/QC REVIEWS</b>				
	Technical Memorandum	4	\$ 800		\$ 800
	30% Deliverable	4	\$ 800		\$ 800
	60% Deliverable	4	\$ 800		\$ 800
	90% Deliverable	4	\$ 800		\$ 800
	Final PS&E	4	\$ 800		\$ 800
<b>8</b>	<b>BID AND CONTRACT AWARD</b>				
	Bidder Questions, Pre-Bid Meeting, Addenda	8	\$ 1,600		\$ 1,600
	<b>TOTAL</b>	<b>243</b>	<b>\$ 48,600</b>	<b>\$ 500</b>	<b>\$ 49,100</b>

**EXHIBIT B**

**ENGINEERING SERVICES  
SCOPE AND ESTIMATED COST**

**CITY OF CAMAS - PARALLEL STEP MAIN REPLACEMENT DESIGN**

Tasks	Principal-In-Charge Hours	Project Manager Hours	Civil Eng. Hours	Engineer-In-Training Hours	AutoCAD/GIS Tech./Eng. Intern Hours	Professional Land Surveyor Hours	Field Survey Crew Member Hours
1 Project Management and Oversight	8	32					
2 Kickoff Meeting	1	4	1				
3 Survey		2			8	60	200
4 Utility Data Acquisition		2	8	32			
5 Prepare Technical Memorandum	12	16	60		12		
6 Permitting		4	16	40	24		
7 30 Percent Design		16	60	80	120		
8 60 Percent Design		16	60	80	120		
9 90 Percent Design		16	60	80	120		
10 Final Design		16	40	40	80		
11 Quality Assurance/Quality Control	30	16	16	12			
12 Bid and Award Services		8	16	4	4		
Hour Estimate:	51	148	337	368	488	60	200
Fully Burdened Billing Rate Range:*	\$170 to \$270	\$170 to \$270	\$140 to \$190	\$110 to \$180	\$70 to \$190	\$140 to \$220	\$80 to \$160
Estimated Fully Burdened Billing Rate:*	\$260	\$240	\$150	\$125	\$135	\$205	\$145
Fully Burdened Labor Cost:	\$13,260	\$35,520	\$50,550	\$46,000	\$65,880	\$12,300	\$29,000

Total Fully Burdened Labor Cost: \$ 252,510

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 3,980

Subconsultant:

Locate Company \$ 25,000

Shell Engineering & Consulting, LLC \$ 49,100

Subconsultant Overhead (10%) \$ 7,410

Management Reserve: \$ 10,000

**TOTAL ESTIMATED COST: \$ 348,000**

\* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

**EXHIBIT “D”**  
**TITLE VI ASSURANCES**

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agree as follows:

1. **Compliance with Regulations:** The CONSULTANT shall comply with the Regulations relative to non-discrimination in federally assisted programs of the AGENCY, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the “REGULATIONS”), which are herein incorporated by reference and made a part of this AGREEMENT.
2. **Equal Opportunity Employer:** The CONSULTANT, In all services, programs, activities, hiring, and employment made possible by or resulting from this Agreement or any subcontract, there shall be no discrimination by Consultant or its selection and retention of sub-consultants, including procurement of materials and leases of equipment, of any level, or any of those entities employees, agents, sub-consultants, or representatives against any person because of sex, age (except minimum age and retirement provisions), race, color, religion, creed, national origin, marital status, or the presence of any disability, including sensory, mental or physical handicaps, unless based upon a bona fide occupational qualification in relationship to hiring and employment. This requirement shall apply, but not be limited to the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant shall comply with and shall not violate any of the terms of Chapter 49.60 RCW, Title VI of the Civil Rights Act of 1964, the Americans With Disabilities Act, Section 504 of the Rehabilitation Act of 1973, 49 CFR Part 21, 21.5 and 26, or any other applicable federal, state, or local law or regulation regarding non-discrimination.
3. **Solicitations for Sub-consultants, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT’s obligations under this AGREEMENT and the REGULATIONS relative to non-discrimination of the grounds of race, color, sex, or national origin.
4. **Information and Report:** The CONSULTANT shall provide all information and reports required by the REGULATIONS or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by AGENCY, STATE or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such REGULATIONS, orders and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the AGENCY, STATE or FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Non-compliance:** In the event of the CONSULTANT’s non-compliance with the non-discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it, the STATE or the FHWA may determine to be appropriate, including, but not limited to:
  - Withholding of payments to the CONSULTANT under the AGREEMENT until the CONSULTANT complies, and/or;
  - Cancellation, termination, or suspension of the AGREEMENT, in whole or in part.
6. **Incorporation of Provisions:** The CONSULTANT shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment,

unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any sub-consultant or procurement as the AGENCY, STATE, or FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however that in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY and the STATE enter into such litigation to protect the interests of the AGENCY and the STATE and, in addition, the CONSULTANT may request the United States enter into such litigation to protect the interests of the United States.

The United States Department of Transportation  
Appendix A of the  
Standard Title VI/ Non-Discrimination Assurances  
DOT Order No. 1050.2A

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

1. **Compliance with Regulations:** The Consultant (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The Consultant, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or Limited English Proficiency (LEP) in the selection and retention of subConsultants, including procurements of materials and leases of equipment. The Consultant will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 C.F.R. Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subConsultant or supplier will be notified by the Consultant of the Consultant's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, sex, Age, disability, income-level or LEP.
4. **Information and Reports:** The Consultant will provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish the information, the Consultant will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a Consultant's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the Consultant under the contract until the Consultant complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.

**Incorporation of Provisions:** The Consultant will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Consultant will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with litigation by a subConsultant, or supplier because of such direction, the Consultant may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

The United States Department of Transportation  
Appendix E of the  
Standard Title VI/ Non-Discrimination Assurances  
DOT Order No. 1050.2A

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

Pertinent Non-Discrimination Authorities:

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

Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).



# Staff Report

April 20, 2026 Council Workshop Meeting

Professional Services Agreement for Programming Logic Controller Upgrades at the WasteWater Treatment Plant (WWTP)  
Rob Charles, Utilities Manager  
Time Estimate: 10 minutes

Phone	Email
360.817.7003	rcharles@cityofcamas.us

**BACKGROUND:** The City has been systematically replacing outdated Programmable Logic Controllers (PLCs) at the Wastewater Treatment Plant (WWTP). PLCs are industrial computers that control and monitor critical plant processes and are designed for continuous operation in industrial environments.

In recent years, the City replaced PLC-B and PLC-D following system failures and outages. The remaining PLC systems, PLC-A (Shop Building) and the Digester Building PLC (DBCP), are of the same generation and are now over 20 years old. This hardware has been discontinued by the manufacturer, and vendor support and replacement parts are no longer readily available, increasing the risk of unplanned outages and operational disruptions

PLC A in the Shop building controls the monitoring system for the sewer lift stations and the plant. PLC DBCP controls the digestion of solids process within the digestion building.

**SUMMARY:** OCD, Inc, is proposing to replace both PLC's and provide programming for the new ones.

The PLC replacements at the Wastewater Treatment Plant must be integrated into the City's existing SCADA control system. OCD Automation currently maintains and programs the City's SCADA system and is the only vendor capable of performing the programming and integration required for the new PLC hardware. Because the work is limited to a single provider to ensure compatibility with the existing system, this procurement qualifies as a sole source pursuant to RCW 39.04.280.

**BENEFITS TO THE COMMUNITY:** Minimize the amount of time trying to find replacement parts and reduce outages due to equipment going down. Continue to meet water quality permit limits for the discharge into the Columbia River.

**STRATEGIC PLAN:** This item falls under the Strategic Plan Goal of Stewardship of City Assets.

**POTENTIAL CHALLENGES:** None known.

**BUDGET IMPACT:** The proposed Professional Services Agreement with OCD, Inc. is in an amount not to exceed \$234,931 and will be funded from the Sewer Fund. Sufficient funds are available within the current budget:

**Budget:**

WWTP Upgrades/R&R (2026 Capital Budget)                      \$2,000,000

**Expenses:**

*Previously Approved:*

HDR engineering Amendment    \$327,784  
Jacobs Local Limits Study (Administrative Approval)      \$ 74,729  
Subtotal    \$402,513

*Current Request:*

PLC-A    \$ 59,962  
PLC-DBCP    \$174,969  
Subtotal    \$234,931

Total Estimated Expenses to Date    \$637,444

**RECOMMENDATION:** Staff would recommend these items be placed on the May 4, 2026 Regular Council Meeting Consent Agenda for their consideration.

March 25<sup>th</sup>, 2026



PO Box 2275  
Estacada, OR 97023  
(503) 807-2085

Item 5.

Kyle Stephens  
WWTP Operations Manager  
City of Camas, Washington  
1129 SE Polk St  
Camas, WA 98607

via email: [kstephens@cityofcamas.us](mailto:kstephens@cityofcamas.us)

**Subject: Proposal for City of Camas Wastewater Treatment Plant PLC-A Replacement, Rev 1**

OCD Automation Inc. (OCD Automation) is pleased to provide this proposal to the City of Camas for professional services, automation hardware components, and commissioning services to support the automation hardware upgrade of the Shop Building Programmable Logic Controller (PLC) at the City of Camas Wastewater Treatment Plant.

The Shop Building Modicon Quantum PLC (PLC-A) hardware has been discontinued and product support will soon be ending. Based on recent Solids Plant failures and system outages of other PLC systems that required replacement (PLC-C and PLC-D), it appears that this Modicon Quantum hardware is nearing the end of life, and its replacement is necessary to mitigate additional unexpected outages. In addition to the PLC upgrade, additional improvement to PLC-A panel will be updating the 24VDC panel power supply to a 24VDC Uninterruptable Power System (UPS) that power Input/Output signals and the PLC hardware in the PLC-A control panel.

OCD Automation is well positioned to support Camas effectively with our deep understanding of System Control and Data Acquisition (SCADA) systems, our depth of highly skilled technical staff near the wastewater treatment plant, and our familiarity and tribal knowledge of the plant itself. OCD Automation's employee Jake Ositis will be supporting this project primarily and Jake brings years of earned experience from his support of multiple municipalities and water providers throughout the Pacific Northwest. Furthermore, OCD Automation has been actively supporting the Camas Wastewater Treatment plant for over a decade and is familiar with the people, protocols, and expectations of the City of Camas for the successful execution of this work. Jake will be supported by a talented team as all OCD Automation employees are effective at programming the PLCs and Human-Machine-Interface software (HMI) utilized at the Camas Wastewater Treatment plant. Additionally, all OCD Automation staff can directly execute troubleshooting of controls system signals, networks, instrumentation, automation components as issues arise.

**Scope and Work and Deliverables Provided by OCD Automation:**

- Execution of detailed plan to swap out of the single PLC chassis that comprise the Shop Building Modicon Quantum PLC system (PLC-A). Design deliverables will include the following:
  - 24VDC UPS power installed in the shop PLC panel for new PLC/Network hardware and analog I/O signals.
  - Upgrade design will be conveyed as PDF redlines drafted upon PDF scans of the existing plant PLC network block diagram, the PLC-A panel drawings, and the PLC panel's respective control loop drawings where applicable. Up to 10 total drawing sheets are assumed to be redlined below.
    - 1 Demolition drawing for the PLC cabinet identifying hardware and circuits to be removed.
    - 1 Network Block Diagram identifying network components, and cabling to be installed between them.
    - PLC cabinet layout drawing redlines of each of the control cabinet identifying new hardware to be installed.
    - PLC cabinet power schematics of each of the control cabinet identifying modified and new circuits.
    - 6 loop drawing updates reflecting new PLC hardware for the 3 digital I/O cards.
    - 2 loop drawing updates reflecting new PLC hardware for the 2 analog I/O cards.
  - Refinement of PDF redlines based on final implementation, startup, and commissioning efforts of the PLC panel upgrades.
- Configuration and Programming of OCD Automation Provided Hardware:
  - Migration of current Modicon Quantum PLC-A code into the Modicon M580 plc platform. The PLC programming will replicate the existing programming with the following features requested:
    - Review, adjustments, and cleanup of function blocks and datatypes based on usage to eliminate unused logic and variables.
    - Update of motor and motorized valve function blocks and datatypes to make HMI manual operation, speed control available to the operators from the HMI for a future SCADA upgrade project
    - Development of an analog transmitter function block and datatype to allow transmitter scaling, diagnostics, and alarm setpoints to be available to the operators from the HMI for a future SCADA upgrade project.
- OCD Automation will provide 3 days of onsite startup support at the Camas Wastewater Treatment Plant during PLC panel upgrade during implementation phase to support the City of Camas's installing electrician.
- OCD Automation employees Jake Ositis (E5) and Anthony Zacateco-Hernandez (E2) are expected to be the primary staff members working on project tasks, assisted as necessary by others.

**Materials:**

- See Attachment 1, itemized hardware list.

**Info Needs:**

- Existing Network Block Diagrams, PLC-A Panel Drawings and I/O Loop Drawings in PDF or native CAD format.

**Assumptions/Exclusions:**

- No trade craft labor is included or electrical materials other than those identified in Attachment-1 will be provided. Spare parts not included.
- It is assumed that any onsite electrical demolition or installation work and any materials not identified in Attachment-1 will be provided by the City’s installing electrician. OCD Automation will be onsite during the implementation phase of the project to directly support the City’s electrical contractor.
- PDF Redlines or modification of existing CAD drawings is assumed. Development of new CAD drawings is not anticipated or included.
- Services will be executed under the terms and conditions of our Agreement for Professional Services agreement.

**Schedule**

OCD Automation can be ready to start the design, procurement, and programming efforts upon receipt of purchase order referencing this proposal letter.

**Invoicing**

The anticipated hardware costs will be invoiced at project onset, with subsequent invoices based on project progress submitted monthly.

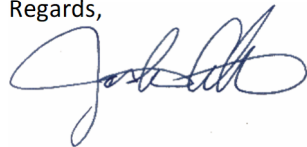
**Cost of Services**

The services to execute this work will be performed on a lump sum basis to a target budget of **\$59,962**, broken down as follows:

- Labor: \$30,522
- Materials: \$29,440

We appreciate the opportunity to provide these services and your consideration of our project proposal for this work. This proposal is valid for 30 days. If there are any questions, please don’t hesitate to contact Jake Ostitis at (503) 910-5364 or [jake.ositis@odcautomation.com](mailto:jake.ositis@odcautomation.com).

Regards,



Justin D. Colton  
President, OCD Automation Inc.

**Attachments:**

- 1) Hardware and Components List

**ATTACHMENT-1  
 PLC Hardware and Components List**

Description	Manufacturer	Part Number	Quantity	Notes
QUINT4-PS/1AC/24DC/20 - Power supply unit	Phoenix Contact	2904602	2.00	
QUINT4-UPS/24DC/24DC/20 - Uninterruptible power supply	Phoenix Contact	2907071	2.00	
UPS-BAT/PB/24DC/12AH - Battery module	Phoenix Contact	1274119	2.00	
X-Slot Ethernet Backplane	Schneider	BMEXBPxx00	1.00	Size as needed
High Power 24-48VDC Power Supply	Schneider	BMXCPS3020	1.00	
M580 CPU Level 40 - DIO and RIO	Schneider	BMEP584040	1.00	
M580 Ethernet IP, 3-Port	Schneider	BMENOC0301	1.00	
Digital Input, 16 Channel, 120VAC, Sinking	Schneider	BMXDAl1604	2.00	
Terminal block, Modicon X80, 20-pin removable caged	Schneider	BMXFTB2000	3.00	
Digital Output, 8 Channel, Form-C Relay	Schneider	BMXDRC0805	1.00	
Terminal block, Modicon X80, 40-pin removable caged	Schneider	BMXFTB4000	1.00	
Analog Input, 8 Channel, Current/Voltage	Schneider	BMXAMI0810	1.00	
Terminal block, Modicon X80, 28-pin removable caged	Schneider	BMXFTB2800	1.00	
Analog Output, 4 Channel, Current/Voltage	Schneider	BMXAMO0410	1.00	

March 25<sup>th</sup>, 2026



PO Box 2275  
Estacada, OR 97023  
(503) 807-2085

Item 5.

Kyle Stephens  
WWTP Operations Manager  
City of Camas, Washington  
1129 SE Polk St  
Camas, WA 98607

via email: [kstephens@cityofcamas.us](mailto:kstephens@cityofcamas.us)

**Subject: Proposal for City of Camas Wastewater Treatment Plant PLC-DBCP Replacement**

OCD Automation Inc. (OCD Automation) is pleased to provide this proposal to the City of Camas for professional services, automation hardware components, and commissioning services to support the automation hardware upgrade of the Solids Building Programmable Logic Controller (PLC) at the City of Camas Wastewater Treatment Plant.

The Digester Building Modicon Quantum PLC hardware has been discontinued and product support will soon be ending. Based on recent Solids Plant failures and system outages of other PLC systems that required replacement (PLC-C and PLC-D), it appears that the hardware is nearing the end of life, and its replacement is necessary to mitigate additional unexpected outages. Replacing this obsolete hardware and improving the control system architecture of PLC-DBCP is critical to eliminating outages and allowing future process improvements. In addition to the PLC upgrade, two additional improvements are required as part of this project, listed below:

1. Update the 120VAC and 24VDC Uninterruptable Power Systems (UPS) that power Input/Output signals and the PLC hardware in Solids Building Motor Control Centers 1 and 2. (MCC-C1/C1A/C2/C2A).
  - a. Currently, not all the PLC-C hardware is UPS powered!
2. Deploy a robust ethernet PLC Remote I/O and device network which relocates 13 ethernet drives and devices controlled by PLC-DBCP from the general SCADA network onto a segregated air-gapped network specific to PLC-DBCP.

OCD Automation is well positioned to support Camas effectively with our deep understanding of System Control and Data Acquisition (SCADA) systems, our depth of highly skilled technical staff near the wastewater treatment plant, and our familiarity and tribal knowledge of the plant itself. OCD Automation's employee Jake Ositis will be supporting this project primarily and Jake brings years of earned experience from his support of multiple municipalities and water providers throughout the Pacific Northwest. Furthermore, OCD Automation has been actively supporting the Camas Wastewater Treatment plant for over a decade and is familiar with the people, protocols, and expectations of the City of Camas for the successful execution of this work. Jake will be supported by a talented team as all OCD Automation employees are effective at programming the PLCs and Human-Machine-Interface software (HMI) utilized at the Camas Wastewater Treatment plant. Additionally, all OCD Automation staff can directly execute troubleshooting of controls system signals, networks, instrumentation, automation components as issues arise.

**Scope and Work and Deliverables Provided by OCD Automation:**

- Execution of detailed plan and design to be followed by the City’s electrical contractor to upgrade of the four PLC groups that comprise the Digester Building Modicon Quantum PLC system (PLC-C). Design deliverables will include the following:
  - The selection and provision of new Modicon PLC hardware detailed on attachment-1 and summarized below is based on our knowledge of the Modicon platform.
    - Modicon M580 Processor using the Modicon X80 series PLC hardware platform.
    - Modicon Managed Ethernet Network hardware.
    - 24VDC UPS power each PLC panel for new PLC/Network hardware and analog I/O signals.
    - Industrial ethernet patch panel for interconnections between the two PLC control sections of the digester Motor Control Center (MCC).
  - Upgrade design will be conveyed as PDF redlines drafted upon PDF scans of the existing plant PLC network block diagram, the Digester MCC panel drawings, and each panel’s respective control loop drawings where applicable. Up to 40 total drawing sheets are assumed to be redlined broken down below.
    - 1 Demolition drawing per PLC cabinet identifying hardware and circuits to be removed.
    - 1 Digester Control Panel and Digester MCC PLC and device Network Block Diagram identifying network components, and cabling to be installed between them.
    - PLC cabinet layout drawing redlines of the Digester PLC each of the control cabinets in the MCC identifying new hardware to be installed.
    - PLC cabinet power schematics of each of the control cabinets in the MCC identifying modified and new circuits.
    - 28 loop drawing updates reflecting new PLC hardware for the 14 digital I/O cards.
    - 5 loop drawing updates reflecting new PLC hardware for the 5 analog I/O cards.
  - Refinement of PDF redlines based on final implementation, startup, and commissioning efforts of the PLC panel upgrades.
- Configuration and Programming of OCD Automation Provided Hardware:
  - Migration of current Modicon Quantum PLC-DBCP code into the Modicon M580 plc platform. The PLC programming will replicate the existing programming with the following features requested:
    - Review, adjustments, and cleanup of function blocks and datatypes based on usage to eliminate unused logic and variables.
    - Update of motor and motorized valve function blocks and datatypes to make HMI manual operation, speed control available to the operators from the HMI for a future SCADA upgrade project
    - Development of an analog transmitter function block and datatype to allow transmitter scaling, diagnostics, and alarm setpoints to be available to the operators from the HMI for a future SCADA upgrade project.
- OCD Automation will provide two weeks of onsite startup support at the Camas Wastewater Treatment Plant during PLC panel upgrade during implementation phase to support the City of Camas and their installing electrician.
- OCD Automation employees Jake Ositis (E5) and Anthony Zacateco-Hernandez (E2) are expected to be the primary staff members working on project tasks, assisted as necessary by others.

**Materials:**

- See Attachment 1, itemized hardware list.

**Info Needs:**

- Existing Network Block Diagrams, Digester MCC Panel Drawings, and Digester MCC I/O Loop Drawings in PDF or native CAD format.

**Assumptions/Exclusions:**

- No trade craft labor is included or electrical materials other than those identified in Attachment-1 will be provided. Spare parts not included.
- It is assumed that any onsite electrical demolition or installation work and any materials not identified in Attachment-1 will be provided by the City's installing electrician. OCD Automation will be onsite during the implementation phase of the project to directly support the City's electrical contractor.
- PDF Redlines or modification of existing CAD drawings is assumed. Development of new CAD drawings is not anticipated or included.
- Services will be executed under the terms and conditions of our Agreement for Professional Services agreement.

**Schedule**

OCD Automation can be ready to start the design, procurement, and programming efforts upon receipt of purchase order referencing this proposal letter.

**Invoicing**

The anticipated hardware costs will be invoiced at project onset, with subsequent invoices based on project progress submitted monthly.

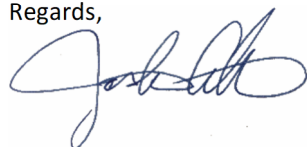
**Cost of Services**

The services to execute this work will be performed on a time and materials basis to a target budget of **\$174,969** broken down as follows:

- Hardware, Components, and Expenses: **\$70,151**
- Project Labor: **\$104,818**

We appreciate the opportunity to provide these services and your consideration of our project proposal for this work. This proposal is valid for 30 days. If there are any questions, please don't hesitate to contact Jake Ositis at (503) 910-5364 or [jake.ositis@odcautomation.com](mailto:jake.ositis@odcautomation.com).

Regards,



Justin D. Colton  
President, OCD Automation Inc.

**Attachments:**

- 1) PLC Hardware and Components List
- 2) Agreement for Professional Services

**ATTACHMENT-1  
PLC Hardware and Components List**

Description	Manufacturer	Part Number	Quantity	Notes
QUINT4-PS/1AC/24DC/20 - Power supply unit	Phoenix Contact	2904602	3.00	
QUINT4-UPS/24DC/24DC/20 - Uninterruptible power supply	Phoenix Contact	2907071	3.00	
UPS-BAT/PB/24DC/12AH - Battery module	Phoenix Contact	1274119	3.00	
Modicon Extended Managed Switch, 8 ports for copper	Schneider	MCSESM083F23F1	5.00	
Proxy module, Modicon X80, Modbus Plus	Schneider	TCSEGDB23F24FA	1.00	
X-Slot Ethernet Backplane	Schneider	BMEXBPxx00	4.00	Rack Sizes TBD, as needed
High Power 24-48VDC Power Supply	Schneider	BMXCPS3020	4.00	
M580 CPU Level 40 - DIO and RIO	Schneider	BMEP584040	1.00	
M580 Ethernet IP, 3-Port	Schneider	BMENOC0301	1.00	
BUS MODULE, 2 RS485/232 Ports	Schneider	BMXNOM0200	1.00	
X-Bus Backplane Extender Kit (2 Modules, Cable, and Terminators)	Schneider	BMXXBE2005	1.00	
Digital Input, 16 Channel, 120VAC, Sinking	Schneider	BMXDAI1604	7.00	
Terminal block, Modicon X80, 20-pin removable caged	Schneider	BMXFTB2000	3.00	
Digital Output, 8 Channel, Form-C Relay	Schneider	BMXDRC0805	7.00	
Terminal block, Modicon X80, 40-pin removable caged	Schneider	BMXFTB4000	7.00	
Analog Input, 8 Channel, Current/Voltage	Schneider	BMXAMI0810	4.00	
Terminal block, Modicon X80, 28-pin removable caged	Schneider	BMXFTB2800	4.00	
Analog Output, 4 Channel, Current/Voltage	Schneider	BMXAMO0410	1.00	