

January 16, 2024

Trang Lam  
Parks and Recreation Director  
City of Camas

Re: **Legacy Lands Master Plan**  
Landscape Architectural Services Proposal

Dear Trang,

Thank you for the opportunity to continue working with the City of Camas. This project includes Master Planning and Public Engagement for the Legacy Lands, which is approximately 150 acres of public open space along the North shore of Lacamas Lake. We have put the following proposal together based on our knowledge of the project and conversations with you. The following is the consultant team assembled to perform the work:

**GreenWorks Consultant Team:**

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

**JLA:** Public Involvement

**First Forty Feet (FFF):** Urban Design

**Waterleaf Architecture (WL):** Architecture

**PBS:** Environmental and Civil Engineering Consulting

**ECONorthwest (ECO):** Economics

We make the following proposal for your consideration and acceptance:

**PROPOSED SCOPE OF SERVICES**

**TASK 1 PROJECT MANAGEMENT**

**1.1 Project Startup:**

Prepare project folder, set up invoice tracking, and prepare subconsultant agreements.

**1.2 Kickoff Meeting / Site Visit:**

The Design Team shall attend a kickoff meeting in Salem to review the project goals, process, schedule, and public engagement strategy. The meeting will conclude with a site visit.

**1.3 Project Manager Meetings (GW-18):**

GW shall meet with the City Staff bi-weekly to review project progress through tasks 1-5.

**1.4 Project Management and Coordination**

GreenWorks shall facilitate communication between the Design Team and City; Coordinate project deliverables; Prepare Monthly invoices, progress reports, meeting agendas and summaries.

*Task 1 Deliverables: project schedule, task matrix, meeting agendas and summaries, monthly invoices*

**TASK 2 COMMUNITY ENGAGEMENT****2.1 Public Involvement Prep and Assessment Meetings (5 – Virtual)**

GW and JLA will meet with the City to review Public Involvement goals and strategy prior to creating a PI Plan (1 meeting) and then prior to and after each open house (4 meetings).

**2.2 Public Involvement Plan:**

JLA will work with GW and the City to create a Public Involvement Plan which will include the various public outreach efforts planned, the target audiences, format, roles, and the purpose of each outreach effort.

**2.3 Open House Preparation:**

GW will prepare graphic presentations for each of the two (2) open houses. This would include developing a PowerPoint presentation (GW), large format boards (GW), and talking points (GW and JLA). Graphics will be prepared in other tasks.

**2.4 Open Houses (2):**

JLA and GW will work with City staff to facilitate two (in-person) public open houses. The general purpose and format of the public meetings will be outlined in the technical memo documenting the overall outreach approach.

**2.5 Community Surveys (2):**

JLA will take the lead in developing relevant questions for (2) community surveys. The City will manage the posting of the questionnaire and compiling the results.

**2.6 Community Engagement Assessment:**

JLA will develop a summary of the data collected from open houses, and community surveys.

**2.7 Parks Commission Presentation:**

GW will attend and present the Concept Plan to the Parks Commission in-person.

*Task 2 Deliverables: meeting agendas and summaries, public engagement plan, content for community surveys (2), stakeholder interviews, and open house plans; presentation boards for open houses, public engagement summaries, community survey summaries. PowerPoint and Printouts for Open Houses, and the Parks Commission, Presentations for public meetings shall be printed and delivered in PDF and source format.*

**TASK 3 SITE ANALYSIS AND PROGRAMMING****3.1 Compile and Review Background Info and Base Maps:**

Site: The Design Team shall review the previous Plan and North Shore Frameworks and other relevant documents pertaining to the development of the project. All relevant material shall be provided by the City.

- Urban Design: Collect and review existing site information; review and assessment of North Shore Subarea Plan; Collaborate on the development of the team's existing conditions drawing; Record relevant site influences; opportunities and constraints. Assist GreenWorks with site analysis diagrams and narrative.
- Architecture:

- (a) Field Tour and Document Pittock/Leadbetter House, Barn and Supplemental Farm Buildings north of the Leadbetter property. Photo documentation for photo essay of spaces for analysis.
  - (b) Gather records (plans, permits, reports) from historical archives and other sources.
  - (c) Develop Conditions list and report. Coordinate with PBS for environmental hazards reports pertaining to the structures.
- Environmental: PBS shall compile relevant environmental data for the design team's use.
  - Economics: ECOnorthwest will collect relevant data and previously prepared relevant analyses to conduct an economic assessment of the study area to understand the existing market conditions of the area and seek a data-driven assessment of market potential to inform the demand potential of the Legacy Lands master plan. To the extent that non-parks uses will be desired and considered in relation to the Legacy Lands Master Plan, this collection may include a limited market scan of the area's residential and supportive commercial land uses to inform related programming. *This work may include participation in up to 2 discrete public engagement efforts.*
  - Civil: PBS to compile relevant existing site and utility data for the design team's use, using available GIS and City-provided information to determine site constraints tied to utility and grading design.

**3.2 Existing Conditions Map:**

Prepare a base map with information collected from the city including GIS and LiDar. Identify physical features including topography, tree stands, mapped wetlands, floodplains, roads, buildings, and property lines.

**3.3 Analysis:**

**Site:** Prepare an opportunities and constraints diagram that defines the area of development and limitations based on physical and jurisdictional issues. A narrative will accompany the plan describing the development potential and impacts. Items included in the site analysis would be slopes, shade, natural features (collected visually and from GIS), drainage patterns, tree canopy, soils, vegetation, views, adjacent land use, transportation, noise impacts, and general character. Note: we do not have wildlife biologists or arborists or wetlands scientists scoped for this work but can provide a general overview of what we see as landscape architects and provide recommendations for further analysis if warranted by other disciplines. An Illustrative rendering of the Site Analysis will be prepared for public engagement.

- Urban Design: Collect and review existing site information; review and assessment of North Shore Subarea Plan; Collaborate on the development of the team's existing conditions drawing; Record relevant site influences; opportunities and constraints. Review and provide feedback on site analysis diagrams prepared by GreenWorks and narrative (narrative will be for report).
- Architecture:
  - (a) Provide Architectural site analysis, including building based uses that support exterior features.
  - (b) Provide building analysis plans and diagrams, outlining opportunities and constraints of existing buildings and interior spaces, including access, utilities, buffers and supports.

(c) Provide high level identification of barriers to accessibility (ADA). Identify key issues to overcome for public access and adaptive reuse.

- Environmental: PBS to compile relevant environmental data for the design team's use. Provide requirements for setback and mitigation to support one preferred site plan. No maps will be generated as part of this task.
- Economics: Using the data collected in Task 3.1, EConorthwest will summarize and analyze recent market trends for the relevant land uses. The analysis may include standard metrics including vacancy, rent escalation, deliveries and absorption, and may include a limited survey of comparable rental properties proximate to the study area. EConorthwest will utilize that market overview to summarize demand potential for desired uses, which may include existing market trends with a narrative of recent development trends and other demand drivers that will help provide an estimate of demand potential for a resulting land use program. This analysis does not include any financial feasibility or proformas which will be conducted in a future phase.
- Civil: Analysis of existing and possible future utilities through project area to support the preferred site plan. North Shore utility concept to be provided by City.

#### **3.4 Design Team Meeting**

The Design Team will meet in-person to report and discuss findings and review the site analysis.

*Task 3 Deliverables: Site Analysis Diagram and Narrative. Materials used for public engagement shall be delivered in PDF and source format.*

### **TASK 4 DESIGN ALTERNATIVES**

#### **4.1 Preliminary Concept Design Options:**

GW will prepare two conceptual design options. The graphics will be plan illustrations to convey ideas visually with the City.

#### **4.2 Conceptual Design Refinement:**

GW will refine the conceptual design options based on the City's comments and prepare rendered plans for public engagement.

#### **4.3 Design Team Meeting**

The Design Team will meet in-person to review and advance design options in a work-shop format at GreenWorks.

*Task 4 Deliverables: draft conceptual design refinements, refined concept design. Materials used for public engagement shall be delivered in PDF and source format.*

### **TASK 5 FINAL CONCEPTUAL DESIGN**

#### **5.1 Preferred Concept Design:**

GW will prepare a preferred concept based on feedback from the City and public.

- Urban Design: Assist in the development of preliminary conceptual design options. Develop urban design recommendations on how the adjacent urban development can influence the Camas Legacy Lands master plan (and vice versa), including circulation, connections, urban form, wayfinding, placemaking.

## 5.2 Final Concept Design:

GW will prepare a final concept design based on the City's comments. Illustrative renderings will be prepared for the City's website and City to utilize for presenting to City Council.

- Urban Design: Assist in the development of the final conceptual plan. Collaborate with the team to develop a final design approach that reflects community aspirations and aligns with city goals and objectives. Finalize urban design diagrams, vignettes, and illustratives.

## 5.3 Design Team Meeting

The Design Team will meet in-person to review and advance the draft Draft Concept Design at GreenWorks.

*Task 5 Deliverables: draft and final conceptual design, cost estimate (hard and soft costs), phasing plan. Materials used for public engagement shall be delivered in PDF and source format.*

# TASK 6 Plan Development

## 6.1 Cost Estimate:

GW will prepare a draft and final cost estimate based on the elements in the final concept design. The draft will be for City review, and Final will be utilized for phasing strategies and incorporated into the Final Planning Report. Civil and Architectural will assist with providing rough order magnitude costs for infrastructure improvements and renovation improvements.

## 6.2 Phasing Plan:

GW will prepare a phasing plan based on costs and identified priorities for future construction. A plan and spreadsheet will be prepared to identify areas, elements, and costs for the phases of construction. GW shall prepare a draft phasing plan that will outline constructing phasing scenarios based on public and City program priorities and a funding forecast for an initial construction phase. The draft will be refined based on City feedback and incorporated into the Final Planning Report.

## 6.3 Draft 1 Planning Report:

GW will prepare a first draft report that includes the results of the master plan evaluation, concept design, and a cost estimate of the proposed improvements. The report will include a discussion of constructing phasing scenarios based on public and City program priorities and a funding forecast for an initial construction phase. The report will be submitted electronically for City review. The following disciplines will contribute written narrative to support their scope of work related to the

- Urban Design: Assist the team in developing the implementation plan and phasing approach. Peer review drafts of the master plan document and provide feedback through the final plan.
- Architecture:
  - (a) Waterleaf will provide narrative and concept diagrams for adaptive reuse of the structures within the study area, supportive of the masterplan uses identified.
  - (b) Waterleaf will support the work of other consultants in their incorporation of the structures into their disciplines.

- **Economics:** EConorthwest will prepare relevant narrative with supporting tabular and graphic elements to summarize our findings and recommendations conducted in this work plan. *Meetings will be limited to involvement in up to 2 public meetings, up to 8 PM meetings, and up to 2 design meetings.*
- **Civil:** Provide utility-related input for the report and cost estimate.

**6.4 Draft 2 Planning Report:**

GW will prepare a second draft of the Planning Report based on City comments.

**6.5 Final Planning Report:**

GW will update the Planning Report based on comments from City Staff and the Parks Commission.

*Task 6 Deliverables: draft(s) and final planning report. Materials used for public engagement shall be delivered in PDF and source format.*

**Assumptions**

1. Site topographic survey is not available for this phase of work. We will utilize Lidar topography, GIS, and aerial photography to conduct our work. If the publicly sourced data is not sufficient to carry out our scope, we can add surveying to our scope of work at an additional fee.
2. Excluded Services include Structural Engineering, Geotechnical Analysis, Wetland Delineations, Habitat Assessments, Archeology, and Arboriculture.
3. GreenWorks, P.C . shall render its services as expeditiously as is consistent with professional skill and care.

**TERMS OF AGREEMENT**

**Fee Schedule**

Professional fees for the scope of work are as follows:

**Tasks 1 through 6** .....\$166,652

This total fee of \$166,652 includes reimbursables and will be billed based on the terms of the Master Agreement between GreenWorks and the City of Camas.

We are excited by this opportunity. If there are any questions or concerns about our scope of work, please do not hesitate to call.

Sincerely,

**Ben Johnson, PLA**

Principal

GreenWorks, P.C.

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