

6-8-2021

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

Re: South Lacamas Creek Trailhead Improvements – Camas, WA  
Landscape Architectural Services Proposal – No. 210015

Dear Jim,

Thank you for the opportunity to provide you with this proposal for professional services. Our proposal is based on the park master plan and construction documents we developed as part of the Lacamas Creek Pump Station project (Exhibit A) and our experience with similar projects in the Portland/Vancouver metro area. GreenWorks will lead the design team, which will include Wallis Engineering and R&W Engineering.

Please refer to the attached Exhibit A, the approved master plan with notations showing the division between the proposed trailhead improvements and the completed pump station project.

We make the following proposal for your consideration and acceptance:

## PROPOSED SCOPE OF SERVICES

### TASK 1 MEETINGS AND PROJECT MANAGEMENT

#### 1.1 Pre-Application Meeting

Meet with city planners to confirm permitting requirements and current permitting status of the project.

#### 1.2 Design Progress Meetings

(3) total team meetings with the City of Camas to review feedback/comments from the City: one after the 60% submittal, one after the 90% submittal, and one after the Site Plan Review submittal. (Virtual meetings, approximately 1 hour each)

#### 1.3 Project Management

On-going coordination with the City and subconsultants, generate and update the project schedule, review subconsultants' deliverables, and compile and deliver submittals. Includes a check set by all disciplines for review and comment by GreenWorks prior to the submittal.

#### 1.4 Project Invoicing

Prepare monthly project invoices.

*Task 1 Deliverables: meeting notes for (3) design progress meetings, project schedule with updates as needed, and monthly invoices.*

## **TASK 2 ADDITIVE ALTERNATE #1: DESIGN DEVELOPMENT**

This optional task includes evaluation of potential site layout alternatives. The base fee assumes no significant layout changes from the approved master plan (Exhibit A). The base fee includes assistance with selection of the pre-engineered restroom product and associated options and finishes. The base fee also includes specification of City standard kiosk and park signage, rather than custom signage design.

### **2.1 Alternative Design Concepts**

Based on the existing master plan (Exhibit A), explore potential design alternatives and how each would affect the rest of the proposed park improvements. Up to (2) alternatives will be provided for each of the following:

- (1) Restroom orientation and floorplan (selection of restroom finishes and fixtures is included in Task 3.11)
- (2) Park sign and kiosk design
- (3) Parking locations

### **2.2 Design Progress Meeting**

(1) team meeting with the City of Camas to review the Alternative Design Concepts and select preferred options.

*Task 2 Deliverables: Plans, concept sketches, and precedent examples to illustrate the alternative design concepts; meeting notes.*

## **TASK 3 60% CONSTRUCTION DOCUMENTS**

Based on feedback received from the Alternative Design Concepts (if that task is authorized), we will:

### **3.1 Existing Conditions Plan**

Provide a plan indicating existing site features with labels, based on the existing topographic survey and the pump station record drawings.

### **3.2 Erosion Control and Tree Protection Plan and Details**

Provide a plan indicating erosion control measures required for construction and required tree protection measures. Standard details and notes for erosion control and tree protection will also be included.

### **3.3 Demolition and Tree Removal Plan**

Provide a diagrammatic plan indicating existing site features and vegetation to be removed, as necessary, to accommodate construction impacts and design intent.

### **3.4 Grading Plan**

Provide a graphical plan indicating grades, finish surface elevations, and contouring correlating to the survey's vertical datum reference.

### **3.5 Site Utility and Drainage Plan**

Provide a plan showing the water supply, sanitary sewer, and storm drainage to serve the proposed park improvements, and their connections to existing stubs constructed with the pump station project.

### 3.6 Site Electrical and Lighting Plan

Provide a diagrammatic plan showing the electrical connection to the restroom building and outdoor receptacles from the existing transformer on site. It will also show building-mounted security lighting and the power supply and data connection for building-mounted security cameras and automated locks. The City will provide their preferred product information for the cameras, and the light fixture selection will be done in coordination with the City.

### 3.7 Materials Plan

Provide a plan indicating proposed site features and materials selected for the design including paving, walls, signage, and site furnishings.

### 3.8 Layout Plan

Provide a layout plan utilizing appropriate layout method(s) that positions proposed site elements for the contractor's use.

### 3.9 Irrigation Plan

Provide a diagrammatic plan layout of landscape irrigation piping, valves, controller, sprinkler heads, drip equipment and other related equipment with manufacturer and models indicated where applicable.

### 3.10 Planting Plan

Provide a plan indicating graphic location and identification of plant materials to be used including sizes and varieties. This plan will include the required mitigation planting that was determined in the pump station project.

### 3.11 Pre-Engineered Restroom

In coordination with the City, evaluate options for manufacturers and models of pre-engineered restrooms, and options for fixtures and finishes of the restroom. The final selection of restroom model, fixtures, and finishes will be confirmed with the City. We will coordinate with the restroom manufacturer and provide a specification for the selected restroom.

### 3.12 Site Details

Provide typical details for installation of proposed site elements.

### 3.13 Draft Specifications

Provide construction specifications associated for proposed design elements in WSDOT/APWA format. Some sections will be in CSI format, integrated by special provisions into the WSDOT/APWA specifications.

### 3.14 Opinion of Probable Construction Costs

Provide opinion of probable construction cost sheet that includes material and labor costs associated with the proposed design elements.

*Task 3 Deliverables: 60% level drawings, specifications, and cost estimate as described above.*

## **TASK 4 90% CONSTRUCTION DOCUMENTS**

Based on feedback received from the 60% Construction Documents and Site Plan Review, we will:

### 4.1 Plans Details and Calculations

Advance drawings, details, and structural calculations listed under Task 3 to 90% level.

### 4.2 Specifications

Advance specifications to 90% level.

### 4.3 Opinion of Probable Construction Costs

Advance the Opinion of Probable Construction Cost to 90% level.

*Task 4 Deliverables: 90% level drawings, specifications, and cost estimate as described above.*

## **TASK 5 PERMITTING**

### 5.1 Construction Permit Submittals

Based on feedback received from the 90% Construction Documents, we will revise the drawings and prepare and deliver the applications for required construction permits such as floodplain improvements, engineering, fire department, and sign permits.

### 5.2 Resubmittals

We will provide up to (1) resubmittal for the construction permits, with revisions to address comments received from the initial reviews.

*Task 5 Deliverables: Construction Permit applications and drawings and up to (1) resubmittal of revised documents for each.*

## **TASK 6 100% CONSTRUCTION DOCUMENTS**

Based on feedback received from the 90% Construction Documents and the construction permitting reviews, we will:

### 6.1 Plans Details and Calculations

Provide final drawings, details, and structural calculations listed under Task 3.

### 6.2 Calculations

Provide final structural calculations.

### 6.3 Specifications

Provide final specifications.

### 6.4 Opinion of Probable Construction Costs

Provide final Opinion of Probable Construction Cost.

*Task 6 Deliverables: bid-ready drawings, specifications, and cost estimate as described above.*

## **TASK 7 BIDDING**

### 7.1 Bid Item List

Work with City to provide an APWA format bid item list, based on the Opinion of Probable Construction Costs.

### 7.2 Respond to Bidder Questions

Respond to questions from bidders, by RFI responses or drawing revisions.

### Assumptions

1. This project will advance the design and documentation through construction permit approval, and bidding. However, construction will be addressed at a later date. Construction services are not included in this proposal.
2. This project team is available to provide construction services as requested, under a separate contract to be negotiated at a later date.
3. The City will manage the bidding process, including generating the advertisement to bid and direct communications with bidders.
4. Both Design Review and Site Plan Review have been completed and approved by the City of Camas for the park and trailhead improvements as part of the Lacamas Creek Pump Station project, and no further Design Review or Site Plan Review submittals will be necessary as part of this project.
5. The City of Camas floodplain improvements permit application is included in this proposal. Our understanding is that an Elevation Certificate or other floodplain-related permits or documentation will not be required, and are not included in this proposal.
6. Permitting fees will be paid by the City, and are not included in this proposal.
7. The project duration is anticipated to be approximately 9 to 12 months, starting from the date of the notice to proceed.
8. Front-end "boilerplate" specifications regarding contracting and bidding will be provided by the City.
9. This project will continue the park design started as part of the Lacamas Creek Pump Station project. Any significant additions or changes from the February 2019 Site Plan (Exhibit A) may be outside of the scope for this project, and may trigger additional services.
10. Design of two types of park signage is included in this proposal as an additive alternate, but all graphic content and text will be by others.
11. Site lighting will be limited to security lights mounted on the restroom building. Parking lot lighting is not included.
12. All environmental permitting (including Shoreline Substantial Development Permit, SEPA, and Critical Area Permits) has been performed for the project as part of the Lacamas Creek Pump Station project, and no further environmental services will be necessary.
13. The Lacamas Creek Pump Station record drawings will be available to the design team, and our design will depend on the locations of utility stubs and other features shown on the record drawings. GreenWorks, P.C. will not be responsible for errors or omissions in the record drawings.
14. Restoration and Buffer Mitigation Plan – Lacamas Creek Sewer Pump Station by Ecological Land Services, Inc. in January 2019 specifies habitat enhancement and restoration areas as mitigation for stream buffer disturbance by the pump station and trailhead improvement projects. The planting plan included in this proposal includes native planting and removal of invasives to partially satisfy the restoration and mitigation requirements. However, this proposal does not include recording a conservation easement, a monitoring plan, a maintenance plan, or a contingency plan.

15. A site topographic and boundary survey has been produced for the project site as part of the Lacamas Creek Pump Station project. That survey will be available for this project and no further surveying will be required during the design stage.
16. An arborist report and Tree Plan has been prepared for the project site as part of the Lacamas Creek Pump Station project, and no further arborist services or work related to the Tree Plan will be necessary. GreenWorks, P.C. will not evaluate tree health for potential future hazards with respect to disease diagnosis, soil issues affecting tree health, branch pruning or any related tree health condition. Fee for consulting arborist, if necessary, is not included in this proposal.
17. Archaeological evaluation and permitting have been performed for the project site as part of the Lacamas Creek Pump Station project, and no further archaeological services will be necessary.
18. Geotechnical investigation and evaluation have been performed for the project site as part of the Lacamas Creek Pump Station project, and no further geotechnical services will be necessary.
19. A stormwater report has been prepared for the project site as part of the Lacamas Creek Pump Station project, and no further stormwater analysis is required. Stormwater treatment of runoff from paved parking areas will be provided by bioretention facilities constructed along the edges of the parking lot. Sizing of the bioretention facilities is included in this scope of work.
20. A traffic impact study is not included in this proposal.
21. Landscape planting on structure (such as eco-roofs, roof terraces, or "green walls") is not included in this proposal.
22. Code research will help inform the basis of work, but it is not a guarantee that the reviewing agency or agencies will interpret the development requirements with the same outcome.
23. GreenWorks, PC shall render its services as expeditiously as is consistent with professional skill and care.
24. The Client acknowledges and agrees that proper Project maintenance will be required after the Project is complete. Without adequate maintenance and care on the part of the Owner, portions of the landscape may never mature and function in the manner intended, and other site features may become degraded, resulting in a site that does not achieve the original intent expressed by the designer to the client. GreenWorks, PC cannot be responsible for conditions or events that result from inadequate or improper maintenance.

**TERMS OF AGREEMENT**

**Fee Schedule**

Professional fees for the scope of work are as follows:

<b>Task 1 Meetings and Project Management .....</b>	<b>\$9,769.00</b>
<b>Task 3 60% Construction Documents.....</b>	<b>\$25,012.00</b>
<b>Task 4 90% Construction Documents.....</b>	<b>\$17,358.00</b>
<b>Task 5 Site Plan Review and Permitting .....</b>	<b>\$5,018.00</b>
<b>Task 6 100% Construction Documents.....</b>	<b>\$12,876.00</b>
<b>Task 7 100% Bidding.....</b>	<b>\$4,319.00</b>
<b>Reimbursable Expenses.....</b>	<b>\$1,467.00</b>
<b>Base Fee Total .....</b>	<b>\$75,819.00</b>
<b>Additive Alternate #1: Task 2 Design Development .....</b>	<b>\$3,984.00</b>
<b>Fee Grand Total Including Additive Alternate .....</b>	<b>\$79,803.00</b>

This **total fee of \$75,819.00 to \$79,803.00** (depending on authorization of Additive Alternate #1) will be billed monthly on a time and materials (T&M) basis, not to exceed the total authorized fee stated above, and includes reimbursable expenses.

**Hourly Rates**

This proposal is based upon the hourly rates outlined below for the current calendar year. If this proposal is accepted or work begun in the following calendar year, our fees will be revised to incorporate the billing rates then in effect. If work continues into subsequent calendar years, we reserve the right to revise and update our fees.

Principal / Technical Director .....	\$180.00
Landscape Architect IV .....	\$155.00
Project Manager .....	\$120.00
Landscape Designer II.....	\$90.00
Landscape Designer I.....	\$85.00
Clerical / Administrative.....	\$110.00

**Reimbursable Expenses**

Project expenses such as mileage, delivery services, printing and reproductions, supplies, and communication will be billed at cost, plus 10 percent and added to monthly invoices.

**Payment**

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

## South Lacamas Creek Trailhead Improvements

City of Camas  
Camas, WA

collection of any delinquent amounts, including attorney fees and costs of preparing and filing liens, regardless of whether suit or action is instituted.

### Additional Work

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

### Contract Time Limit

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

Sincerely,



**Gill Williams, PLA, ASLA**

Principal

GreenWorks, P.C.

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

### Accepted By

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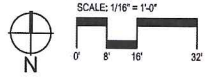
City of Camas

Signature

Date



# Exhibit A



**GREENWORKS**  
 GreenWorks, P.C.  
 Landscape Architecture  
 Environmental Design  
 24 3rd Avenue, Suite 100  
 Portland, Oregon 97209  
 Phone: 503.228.0740 Fax: 503.228.2233  
 Email: info@greenworks-pc.com

GREENWORKS PROJECT NO: 118060.1

**PRELIMINARY  
 30% DESIGN  
 SUBMITTAL**

**EXISTING TREE LEGEND**

- EXISTING DECIDUOUS TREE TO REMAIN
- EXISTING CONIFER TREE TO REMAIN
- EXISTING DECIDUOUS TREE TO BE REMOVED
- EXISTING CONIFER TREE TO BE REMOVED

**MATERIALS HATCH LEGEND**

- ASPHALT PAVING
- CONCRETE PAVING
- GRAVEL PAVING
- EXISTING GRAVEL PAVING TO REMAIN
- REINFORCED TURF PAVING
- RAIN GARDEN

**GABION WALL EXAMPLE**



**CUSTOM LASER-CUT GATE PANEL EXAMPLE**



**BLACK VINYL-COATED CHAINLINK FENCE EXAMPLE**



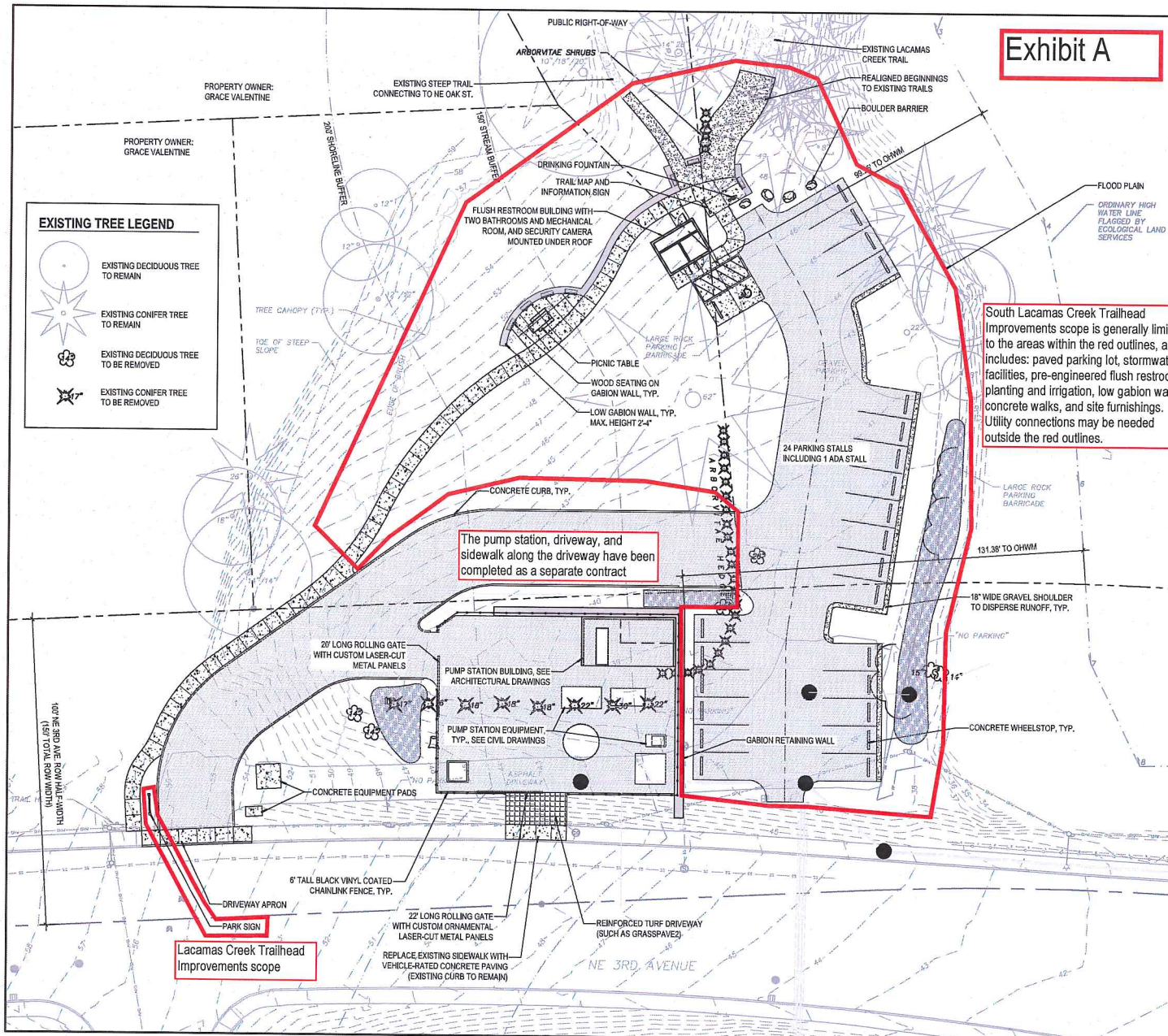
**RESTROOM EXAMPLE**



South Lacamas Creek Trailhead Improvements scope is generally limited to the areas within the red outlines, and includes: paved parking lot, stormwater facilities, pre-engineered flush restroom, planting and irrigation, low gabion walls, concrete walks, and site furnishings. Utility connections may be needed outside the red outlines.

The pump station, driveway, and sidewalk along the driveway have been completed as a separate contract

Lacamas Creek Trailhead Improvements scope



NO.	REVISION	DATE

**SITE PLAN**

**wallis engineering**  
 PROJECT NO: 1480A  
 DATE: 2/2019

**LACAMAS CREEK  
 PUMP STATION  
 IMPROVEMENTS**

**City of Camas**  
 WASHINGTON  
 CITY PROJECT NO. 31000

DRAWING NO:  
**L100**  
 X OF X

210015 South Lacamas Creek Trailhead		GreenWorks, PC					Wallis Engineering						R&W Engineering (including security)					Cost by Task
AH updated 6/8/2021		Principal	Landscape Arch. IV	Project Manager	Landscape Designer I	Administrative	EM II	EM I	SE III	SE I	Tech III	Admin IV	Sr. Eng. II	Sr. Tech II	CAD/Tech	Cler/Admin.	Not used	not incl separate exps,
Role:		Hours (\$180/hr)	Hours (\$155/hr)	Hours (\$120/hr)	Hours (\$85/hr)	Hours (\$110/hr)	Hours (\$178/hr)	Hours (\$172/hr)	Hours (\$111/hr)	Hours (\$99/hr)	Hours (\$112/hr)	Hours (\$91/hr)	Hours (\$160/hr)	Hours (\$125/hr)	Hours (\$75/hr)	Hours (\$50/hr)	Hours (\$0/hr)	
Hourly Rate:							Tim	Wes	Ryan		Chad	Erin/Lori						
<b>Task 1</b>		<b>Meetings and Project Management</b>	0	0	56	0	10	4	0	0	0	2	5	0	0	4	0	\$9,769.71
7	1.1	Pre-Application Meeting			2			2					1					
16	1.2	Design Progress Meetings (3)			6								2					
44	1.3	Project Mgmt: sched, coord, review subs' dwgs, submittals			42													
26	1.4	Project Invoicing			6		10	2				2	2			4		
<b>Task 2</b>		<b>Additive Alternate #1: Design Development</b>	2	1	18	12	0	1	0	1	0	0	0	0	0	0	0	\$3,984.00
39	2.1	Alternative Design Concepts	1	1	16	12		1		1								
2	2.2	Design Progress meeting	1		2													
<b>Task 3</b>		<b>60% CDs</b>	3	16	66	60	0	4	3	20	0	6	1	12	16	13	2	\$25,012.26
4	3.1	Existing Conditions Plan			2	2												
5	3.2	Erosion Control and Tree Protection Plan			1	4												
7	3.3	Demolition and Tree Removal Plan			1	6												
15	3.4	Grading Plan		1	14													
19	3.5	Site Utility and Drainage Plan					2	1	12		4							
31	3.6	Site Electrical and Lighting Plan											7	11	13			
13	3.7	Materials Plan	1	1	6	6												
5	3.8	Layout Plan (simplified)			1	4												
9	3.9	Irrigation Plan (simplified)		8	1													
21	3.10	Planting Plan	1	1	4	16												
10	3.11	Pre-Engineered Restroom	1		10													
33	3.12	Site Details		1	10	16			4		2							
25	3.13	Draft Specifications		2	10		2	2	2			1	2	2		2		
20	3.14	Draft Opinion of Probable Cost		2	6	6			2				2	2				
<b>Task 4</b>		<b>90% CDs</b>	2	21	43	32	0	4	3	17	0	6	1	8	2	4	1	\$17,357.74
0	4.1	Existing Conditions Plan																
2	4.2	Erosion Control and Tree Protection plan			1	1												
2	4.3	Demolition and Tree Removal plan			1	1												
11	4.4	Grading Plan		1	10													
19	4.5	Site Utility and Drainage Plan					2	1	12		4							
13	4.6	Site Electrical and Lighting Plan											6	2	4			
7	4.7	Materials Plan (and site base)	1	1	4	2												
10	4.8	Layout Plan			2	8												
13	4.9	Irrigation Plan		12	1													
11	4.10	Planting Plan	1	1	2	8												
4	4.11	Pre-Engineered Restroom			4													
21	4.12	Site Details		1	6	10			2		2							
21	4.13	Specifications		4	8		2	2	2			1	1	0		1		
9	4.14	Opinion of Probable Cost		1	4	2			1				1	0				
<b>Task 5</b>		<b>Site Plan Review and Permitting</b>	0	0	16	12	0	3	0	2	0	2	4	2	2	0	0	\$5,017.94
23	5.1	Construction Permit Submittals			10	6		3					2	1	1			
20	5.2	Resubmittals			6	6				2			2	1	1			
<b>Task 6</b>		<b>100% CDs</b>	2	12	29	22	0	4	3	14	0	4	1	8	2	4	1	\$12,875.74
0	6.1	Existing Conditions Plan																
2	6.2	Erosion Control and Tree Protection plan			1	1												
2	6.3	Demolition and Tree Removal plan			1	1												
7	6.4	Grading Plan		1	6													
19	6.5	Site Utility and Drainage Plan					2	1	12		4							
13	6.6	Site Electrical and Lighting Plan											6	2	4			
5	6.7	Materials Plan (and site base)	1	1	2	2												
5	6.8	Layout Plan			1	4												
6	6.9	Irrigation Plan		6														
7	6.10	Planting Plan	1	1	2	4												
4	6.11	Pre-Engineered Restroom			4													
11	6.12	Site Details		1	2	8												
16	6.13	Specifications		1	6		2	2	2			1	1	0		1		
8	6.14	Opinion of Probable Cost		1	4	2			2				1	0				
<b>Task 7</b>		<b>Bidding</b>	0	0	12	6	0	2	0	3	0	1	8	0	3	0	0	\$4,318.85
6	7.1	Bid Item List			4					1		1						
30	7.2	Respond to Bidder Questions			8	6		2		2			8		3			
		<b>Individual Totals (hours)</b>	9	50	240	144	10	22	9	57	0	18	6	46	21	26	8	0
		<b>Firm Totals (cost)</b>					\$51,510.00					\$14,353.00						\$12,473.23
		<b>Reimbursable Expenses</b>					\$1,030.20					\$100.00						\$336.78
		<b>Consultant Total Fee</b>					\$52,540.20					\$14,453.00						\$12,810.00
		<b>TOTAL FEE</b>																\$79,803.20
																		total expenses: \$1,466.98