



Architectural / Engineering Fee Proposal

Date: January 9, 2025

To: Steve Wall, P.E.
Public Works Director, City of Camas
616 NE 4th Ave.
Camas, WA 98607
swall@cityofcamas.us

Subject: Architectural / Engineering Fee Proposal
Camas Washougal Fire Department (CWFD)
Headquarters Station 41 Replacement
Aetta Project No. 23048.1

Dear Steve,

Aetta Architects and our consultant team are pleased to be at this stage in the CWFD Headquarters Station 41 Replacement. Having completed Phases 1 and 2, we are proposing herein, on Phases 3 and 4, Building Design and Construction Administration.

PROJECT UNDERSTANDING:

The Camas Washougal Fire Department (CWFD) will construct a new two story, 23,280 square foot headquarters fire station on a 0.57 acre parcel located in downtown Camas. The station will house a City Services Fire Station, CWFD Administration Headquarters and Administration spaces including a Multi-Purpose Community Meeting / Fire Fighting Training Room. The Fire Response Station will include staff living quarters for 5-6 station personnel, requisite apparatus bays and various support spaces. Please refer to the following attachments, taken from the CWFD Station 41 Pre-Design Final Package, dated May 2024.

Attachment A – Concept Narrative for anticipated structure and systems
Attachment B – Preliminary Site Plan and Floor Plans
Attachment C – Conceptual Renderings
Attachment D – Conceptual Narrative
Attachment E – Conceptual Cost Estimate

BUDGET

Approximate Construction Budget for this project is anticipated to be \$17,500,000.

PROJECT ASSUMPTIONS AND EXCLUSIONS:

The project team has made the following assumptions to develop the scope of services, limitations of scope, and associated fees for this project.

General Assumptions and Exclusions:

- The project will be completed in one construction phase.
- Construction will be administered as one bid package.
- The project will not be fast-tracked.
- All Agency review and/or permit fees will be paid by the Owner.
- Hazardous material identification and testing reports will be provided by the Owner.
- Artwork integration is excluded.
- Value Engineering is excluded.
- Acoustical Engineering is excluded.

SCOPE OF SERVICES:

Architectural – Aetta Architects and consulting Public Safety Specialist, TCA Architects.

Aetta Architects will lead the design team comprised of all the consultants and engineers described below. Additionally, Aetta will provide design services, project management and coordination with TCA Architects, our Public Safety Specialist and key consultant in the Schematic Design, Design Development, and Construction Documentation phases. Design will include the plans, elevations, sections, and details necessary to construction the building described in Phase 1 and 2 of the Pre-Design work. Additional design services include selection and specifications for final fit out of furniture, fixtures, and equipment (FF&E). Following the design phases, Aetta will continue with the coordination and delivery of Permitting, Bidding and Construction Administration with the assistance of TCA Architects. Design Management and Construction Administration will be provided in accordance with the signed Agreement. Such management and administration include but are not limited to coordinating the design development (SD, DD, and CD) with the Owner and Consultants, managing the plan review process with authorities having jurisdiction through permit approval, providing assistance in the procurement (bid) process and administering the contract between the Owner and Contractor.

See Exhibit F, B201-2017 for complete architectural basic services

See Exhibit G, Aetta Hourly Fee Breakdown Summary

See Exhibit H, TCS Hourly Fee Breakdown Summary

Civil Engineering – MacKay Sposito

Basic Services

Services for site development, include plans, details, calculations, and reports as needed for grading, erosion control, storm drainage, water systems, sanitary sewer, irrigation system and public street improvements. Provide bidding and construction phase services including assistance with the Construction Stormwater General Permit, produce final record drawings for the engineering plan set at the end of construction based on contractor provided redlines, and submit to all required jurisdictions for review and approval as required. Visit the site periodically to observe construction and prepare a final punch list for contractor action.

Land Use

Services to coordinate, prepare a SEPA Checklist, apply for and participate in all necessary governmental agency reviews, including Pre-Application Conference, Design Review, Site Plan Review, and Engineering Plan Review.

Landscape Design

Services for the landscape design including landscape plans and specifications, drawings, and details, planting Plan, irrigation system design/build plans, participation in all necessary related governmental agency reviews, and bidding and construction phase services.

Site Survey

Topographic and Existing Conditions Survey.

See Exhibit I, MacKay Sposito Hourly Fee Breakdown Summary

Structural Engineering – PCS Structural Solutions

Structural analyses for basic gravity and seismic resisting systems based on current building codes and a geotechnical report; and structural design and detailing of building structural systems including stairs and railings. Provide recommendations for non-structural building elements including mechanical equipment, half-height partition walls, fall protection and rooftop mechanical screens and on site structural design for emergency generator support and standalone waster enclosure structure. Visit the site to observe construction prior to slab-on-grade pour, covering of structural systems, and structural topping out.

See Exhibit J, PCS Hourly Fee Breakdown Summary

Mechanical, Electrical, and Plumbing Engineering – Interface Engineering

Plumbing

Design work to include plumbing supply and waste systems, natural gas systems, riser diagrams, schedules, fixture and equipment selection, design build fire sprinkler systems, stormwater conveyance to civil connection, and coordination with mechanical systems. Additional design will include air compressor and piping distribution, oil / water separator and kitchen grease interceptor. Visit the site periodically to observe construction and prepare a final punch list for contractor action.

Mechanical

Design work to include air handling, air distribution, control systems for heating and cooling, schedules, diagrams, fixture and equipment selection and radon mitigation systems as needed to accommodate and/or serve the proposed project. Additional design will include diesel exhaust systems and positive pressurized spaces. Visit the site periodically to observe construction and prepare a final punch list for contractor action.

Electrical

Design work to include electrical service, lighting distribution systems (interior and exterior), one-line diagrams, schedules, fixture and equipment selection, fire alarm system, emergency generator and transfer switch, and low-voltage system rough-in. Additional design will include station alerting systems, telecommunications system design including VOIP, wireless, intercom and paging, access control systems, door controls, CCTV and AV, security camera rough-in, roof-top photovoltaic and on site EV charging stations. Visit the site periodically during construction and punch list review. Visit the site periodically to observe construction and prepare a final punch list for contractor action.

See Exhibit K, Interface Hourly Fee Breakdown Summary

Building Envelope Consultant – Certa Building Solutions

Services to provide consultation on building envelope design and construction. Review drawings and specifications and provide recommendations with respect to appropriate assemblies for the proposed use and exposure of foundation wall waterproofing, exterior glazing, above-grade exterior wall, and roof assemblies, exterior envelope transitions in materials, and penetration details. Provide recommendations for performance and testing requirements, relevant standards, and acceptable materials/systems. During construction, conduct periodic site visits to observe building envelope construction and conformance to project detailing, review related submittals, attend pre-installation meetings, and witness air barrier and glazing performance (water) testing performed by the Contractor.

See Exhibit L, Certa Hourly Fee Breakdown Summary

Detailed Cost Estimation – Wiggins Preconstruction Services

Services to provide, through an Independent Cost Estimating Consultant, detailed cost estimates based on the documents provided for Schematic Design, Design Development, and Construction Document phases.

See Exhibit M, Wiggins Hourly Fee Breakdown Summary

Traffic Consultant – Lancaster Mobley

Our work under this proposal will be to prepare a Transportation Impact Study (TIS) suitable for submission to the City of Camas and WSDOT as part of the development application. The TIS will include the following:

- Analysis of expected trip impacts to City of Camas identified intersections including AM and PM peak hour operations.
- Preparation of custom trip generation study to estimate trip generation of the proposed fire station.
- A detailed distribution analysis will be conducted utilizing data provided by the Southwest Washington Regional Transportation Council.
- Conduct a safety analyses reviewing the most recent five years of available crash data at the study intersections and an evaluation of sight distances at the proposed access location(s).
- The final report will include a full appendix with supporting technical data and will be stamped by a professional engineer licensed in the state of Washington.

Geotechnical Engineer – Columbia West

Services to provide geotechnical engineering recommendations for use in design and construction of the proposed development. The specific scope of our services is summarized as follows:

- Review information available in Columbia West's files from previous geological and geotechnical studies conducted at and in the vicinity of the site.
- Coordinate and manage the field exploration program, which includes locating public and private utilities, coordinating site access, and scheduling subcontractors and field staff.
- Conduct explorations and testing at the site including drill borings, infiltration tests.
- Observe subsurface conditions, maintain continuous logs of the explorations, and collect soil samples at representative intervals.
- Perform laboratory testing on select samples collected from the explorations.
- Prepare a geotechnical report for the site that includes the following:
 - Summary of soil and groundwater conditions at the site
 - Exploration logs and Results of laboratory testing
 - Results of infiltration testing
 - Results of the 1-D seismic wave ReMi
 - Recommendations for foundation support, including allowable bearing capacity, estimated foundation settlement, and lateral resistance parameters
 - Recommendations for floor slab subgrade preparation
 - Evaluation of susceptibility of the soil to liquefaction
 - Foundation settlement potential.
 - Recommendations for site preparation, including grading and drainage, stripping depths, fill type for imported material, compaction criteria, trench excavation and backfill, use of on-site soil, and wet/dry weather earthwork
 - Recommendations for managing identified groundwater conditions that may affect the performance of structures
 - Recommendations for AC and PCC pavement design for on-site access drives and parking areas, including subbase, base course, and AC/PCC paving thickness.
 - Code-based seismic design parameters in accordance with ASCE 7-16
- Up to four hours of project management time for post-report consultation and review of final geotechnical-related plans and construction specifications.

Archaeology Consultant – Archaeological Investigations NW

AINW will conduct a cultural resource survey to meet compliance review for archaeological and historic resources under Governor's Executive Order (GEO) 21-01, review by the Washington State Department of Archaeology and Historic Preservation (DAHP) under the State Environmental Policy Act (SEPA), and review under Camas Municipal Code.

- The survey will include the City-owned parcel (tax lot 78100000) and the portion of Everett Street to be abandoned. The study will be overseen by AINW staff who are professionally qualified in archaeology and architectural history. The archaeological survey will consist of a pedestrian survey and shovel testing in unpaved areas, if possible using hand tools.
- A historic resource survey will document historic resources of the built environment, which include buildings or structures that are 45 years of age or older (i.e., constructed in 1980 or earlier).
- The methods and results of the archaeological and historic resource survey will be described in a combined cultural resource survey technical report to be prepared following the fieldwork.

LEED Consultant – ecoREAL Solutions

Provide LEED Consulting Services as necessary to achieve a minimum LEED Silver Accredited Certification. Services to include:

- SD, DD, and CD Phases
 - Attend consultant design meetings to guide sustainable design.
 - Facilitate an Eco-Charette to identify opportunities and challenges, set sustainability goals and create design and construction guidelines.
 - Develop documentation that identifies achievable LEED credits and creates a roadmap for certification with tasks, milestones, deadlines, and project team responsibilities.
 - Utilize proprietary Green Building Integrated Management (GBIM) and Green Canary Software to specify, track and verify sustainable progress.

- Perform an SD and DD Design Review based on identified sustainability guidelines.
- Perform a 50% and 100% CD Design Review.
- Assist in developing specifications that identify materials, products, manufacturers, performance requirements and chain of custody verification for LEED certification.
- Construction Phase Scope
 - Review, inspect, document, and collect information and materials necessary for certification.
 - Submit collected information and materials necessary for of information required for certification.

See Exhibit N, ecoREAL Hourly Fee Breakdown by Task

Construction Manager – R & C Management

Scope includes construction management services from Project Start-up through Post – Construction Closeout.

- Project Start-up
 - Review and comment on the overall project budget and create a detailed wholistic cashflow analysis with anticipated spending flow for Owners use for budgeting purposes.
 - Prepare and manage a wholistic master project schedule from project start to finish.
 - Prepare a written plan that outlines the process' to inform contractors about the project.
 - Prepare a list of project risks and recommended options to minimize those risks.
 - Create an overall Management Plan that includes Project Schedules, Project Budgets, Roles and Responsibilities, Standard Documents, and Management Information Control System.
 - Assist in consultant contract completion.
- Design
 - Review the Architects Design Schedule and manage alignment with the master schedule.
 - Contribute construction management incite and experience to A/E team for design consideration during SD, DD, and CD phases. Monitor the production of drawings and specifications in against the master schedule. Review SD, DD and CD Cost Estimates and assist in reconciling the budget with the design if needed.
 - Collaborate with the Architecture/Engineering (A/E) team to ensure that stakeholder engagement occurs at appropriate times during the design process.
- Bid / Award
 - Coordinate completion of the bid advertisement and pre-bid conference with the A/E and Owner.
 - Develop/Coordinate standard front end docs with legal counsel (GC Agreement, General Conditions Bid Form, instructions to bidders, advertisement etc.)
 - Review bid provided by the apparent low bidder and provide comment to Owner and Architect.
 - Prepare Notice of Award and distribute the Notice to all the bidders. Attach a construction agreement with the Notice to the responsible low bidder.
 - Coordinate the completion of the Construction Agreement. Forward the Certificate of Insurance and Payment/Performance Bonds for City approval.
 - Prepare Notice to Proceed after receipt of signed agreement, bonds, and certificates.
 - Coordinate return of the bid bonds after the construction agreement is fully executed.
- Construction
 - Create quality assurance and quality control documentation that defines the expectations for general contractors' deliverables, including requirements for pre-construction, monthly deliverables, and closeout documentation.
 - Attend all Construction Meetings. Keep meeting minutes utilizing the standard R&C Management meeting minute's format. Minutes will address the current status of Requests for Information, Change Order Requests and Change Orders, Payment Applications, Job Site Safety, Construction Schedule Review, Three-week look ahead, and LEED Certification Progress by Contractor and LEED Consultant.
 - Review the Contractor's Construction Schedule with the Architect, City and Fire Department and manage alignment with the master schedule.
 - Facilitate the contractor in providing a recovery schedule when any construction activity is seven days behind schedule.
 - Assist the Architect in observing that construction is in alignment with the Design Documents.
 - Assist the Architect in requiring the GC and subcontractors maintain as-built drawings throughout the Construction phase.

- Review field reports distributed by the Special Inspections firm and assist the Architect in resolving any deficiencies noted.
- Contractor Pay Application Review: Collaborate with the Architecture/Engineering (A/E) team to review contractor pay applications. Ensure that progress percentages accurately reflect the scope of work completed on-site. Additionally, confirm that all required monthly deliverables are submitted before recommending payment approval to the owner.
- Review Change Order Requests for accuracy and assist Architect in resolving inconsistencies.
- Track Change Order Requests and Change Orders in R&C Management Log Format.
- Process all Change Order Requests into a monthly Change Order.
- Moderate disputes between Owner, Architect, and/or Contractor for resolution.
- Occupancy and Post Construction
 - FFE Procurement & Coordination of the FFE Installation process.
 - Prepare an occupancy plan that includes a schedule for insuring continuity for the relocation and operation of existing critical equipment, fixtures, and equipment.
 - Coordinate low-voltage, security, and access controls connectivity and start-up.
 - Create a post-construction needs and issues move in list to streamline service start-up.
 - Issue a Final Project Report.
 - Attend warranty Inspections.
 - Assist the Architect and Engineers with the review of Operation and Maintenance Manuals.
 - Coordinate all training with the Contractor and Owner for equipment operation and maintenance.
 - Facilitate final payment procedures retainage, lien releases, insurance bonds, etc.

See Exhibit O, R & C Management Hourly Fee Breakdown by Task

COMPENSATION:

Basic Services are provided on a Lump Sum Fee basis.

Basic Services	Consultant	Fee
Architectural Design/Project Management	Aetta Architects	\$584,031
Architectural Design Consultant	TCA Architects	\$457,119
Structural Engineering	PCS Structural Solutions	\$128,250
Mechanical Engineering	Interface Engineering	\$136,000
Electrical Engineering	Interface Engineering	\$94,600
	SUBTOTAL:	\$1,400,000

Supplemental Services	Consultant / AE	Fee
SD and CD Renderings	Aetta	\$16,000
Public Engagement	Aetta	\$4,000
Conformed Construction Documents	Aetta	\$2,000
Interior Design Support for FF&E	Aetta	\$20,000
Conformed Construction Documents	Interface	\$2,000
Conformed Construction Documents	PCS	\$2,000
Non Structural Engineering Design	PCS	\$25,500
Building Envelope Enclosure	Certa	\$49,800
Cost Estimating	Wiggins	\$29,800
Civil Engineering	MacKay Sposito	\$131,500
Landscape Design	MacKay Sposito	\$42,000
Site Survey	MacKay Sposito	\$12,500
Land Use Planning	MacKay Sposito	\$33,000
Traffic Consultant	Lancaster Mobley	\$11,000
Photovoltaic System Design	Interface	\$8,000
Fire Sprinkler Design/Build Services	Interface	\$5,000
Fire Alarm Design Services	Interface	\$9,000
Telecommunications, Annunciation & Security	Interface	\$29,000
MEP Commissioning Support	Interface	\$12,000

Radon System Design	Interface	\$4,900
Energy Consulting	Interface	\$15,000
Commissioning Services	Interface	\$25,000
Geotechnical Survey and Report	Columbia West	\$15,000
Archaeology Survey and Report	AINW	\$21,982
LEED Certification	ecoREAL	\$60,125
Construction Management	R&C Management	\$169,536
Supplemental Services Coordination	Aetta	\$152,961
	SUBTOTAL	\$908,603
	GRAND TOTAL:	\$2,308,603

Additional Service listed below will be needed during construction. They can be contracted by Aetta or the Owner. These services are not included in the services provided because their scope will not be determined until later in the design. Aetta has provided the consultant, and fee estimates below for your budgeting consideration. Aetta will solicit fee proposals for your review when their scope has been determined.

Additional Services	Consultant	Estimated Fee
<i>Special Inspections and Testing</i>	Columbia West	\$15,000

Other additional services, if necessary to complete the project or agreed to by the Client and Architect, will be provided in accordance with Aetta's Hourly Billing Rates. See *Exhibit P, Aetta Hourly Billing Rates*

Fee Breakdown by Phase

Aetta will invoice per the following fee breakdown:

Schematic Design Phase	18%	\$415,549
Design Development Phase	20%	\$461,721
Construction Documents Phase	31%	\$715,667
Procurement/Bidding Phase	2%	\$46,172
Construction Phase	27%	\$623,323
Project Closeout	2%	\$46,172
	100%	\$2,308,603

SCHEDULE OF SERVICES

A preliminary project schedule is provided below. Design Start is approximately February 1, 2025, and Project Completion being February 2027. A more comprehensive design schedule will be developed at the beginning of Design.

Building and Site Design	February 2025 – February 2026
Building and Site Construction	February 2026 – February 2027

Should you have any questions, or need further clarification, please do not hesitate to contact us. It is our goal to meet your needs for this project, and we look forward to working with you. If you are in agreement with this proposal, please sign below and return one (1) copy to our office.

Sincerely,



Karl Johansson, AIA
Principal

ACCEPTANCE OF PROPOSAL:

The undersigned has authority to sign for and hereby agrees to the fee proposal outlined above. Agreement to the proposal does not constitute a contract for the work but instead acknowledges acceptance of the architect and consultant scope of services and fees. An AIA Standard Form of Agreement between Architect and Owner will be provided for your review following a signed proposal.

Signature

Date

Printed Name

Copy: *Project File*

Attachments: *Exhibit A – Concept Site Plan and Floor Plans
Exhibit B – Concept Program
Exhibit C – Conceptual Rendering
Exhibit D – Conceptual Narrative
Exhibit E – Conceptual Cost Estimate
Exhibit F – B201-2017
Exhibit G – Aetta Hourly Fee Breakdown Summary
Exhibit H – TCA Hourly Fee Breakdown Summary
Exhibit I – MacKay Sposito Hourly Fee Breakdown Summary
Exhibit J – PCS Hourly Fee Breakdown Summary
Exhibit K – Interface Hourly Fee Breakdown Summary
Exhibit L – Certa Hourly Fee Breakdown Summary
Exhibit M – Wiggins Hourly Fee Breakdown Summary
Exhibit N – ecoREAL Hourly Fee Breakdown Summary
Exhibit O – R & C Management Hourly Fee Breakdown Summary
Exhibit P – Aetta Architects, PC 2024 Rates and Reimbursables*