



Staff Report

October 20, 2025 Council Workshop Meeting

Legacy Lands Master Plan – Greenworks Professional Services Amendment #3

Presenter: Chris Witkowski, Parks & Recreation Director

Time Estimate: 10 minutes

Phone	Email
360.817.7037	cwitkowski@cityofcamas.us

BACKGROUND: Over the past decade the City of Camas has acquired approximately 165 acres of property along the north shore of Lacamas Lake with the intention of developing regional park facilities while conserving riparian zones, wetlands, and forested lands.

To aid in this development and conservation process, Camas Parks & Recreation began the planning phase in March 2024 through the Legacy Lands Master Plan project. The Plan's objective is to provide a vision for this regional park, as well as form a framework for the phasing and partnership opportunities of park development projects on the properties. The Master Plan process includes:

- Site analysis and programing including urban design, architectural, environmental, and economic;
- Design alternatives and final concept;
- Community engagement;
- Plan development, including implementation phasing, program priorities, and cost estimates.

To accomplish this work, the City of Camas entered into a Professional Services Agreement in 2024 with Greenworks, P.C. (Greenworks) whose team also includes the services of JLA Public Involvement, First Forty Feet, Waterleaf Architecture, PBS, and ECONorthwest.

SUMMARY: As the Legacy Lands Master Plan project is nearing completion, the objectives remain consistent with the original intent. However, during the course of the project, the City encountered an approximate 8-month vacancy and subsequent transition in the Parks & Recreation Director role. To keep the project moving forward during this time, Greenworks and their team were requested to perform community engagement activities that were originally intended to be conducted by the department director. Consequently, administration is **requesting approval for an additional \$35,068.44** to cover these extra services, as well as expenses related to a Clark County Council presentation and a few value-added services that will enhance the plan development,

including architectural assessment of existing site structures and market rate analysis for potential revenue-generating amenities. This will be Amendment #3 of the project. A summary of past procurement is as follows:

- **Base Bid:** *March 2024, Total Fee: \$166,652, Anticipated Completion: Dec 31, 2024*
- **Amendment #1:** *June 2024, Revised Total Fee: \$183,167*
- **Amendment #2:** *February 2025, Revised Completion: Dec 31, 2025*
- **Amendment #3 (current):** *October 2025, Revised Total Fee: \$218,235.44, Revised Completion: June 30, 2026*

BENEFITS TO THE COMMUNITY: This amendment will allow for the continuation of the Legacy Lands Master Plan project, resulting in a framework for the future detailed design and construction of the regional park. Overall, the project aligns with objectives outlined in Camas's Parks, Recreation and Open Space (PROS) Plan and 2035 Comprehensive Plan. Anticipated plan recommendations are guided by feedback received through the community engagement process.

STRATEGIC PLAN: This master plan aligns with the strategic goal of Vibrant Community Amenities through the identification, investigation, and recommendation of new amenities requested by the public through the community engagement process.

POTENTIAL CHALLENGES: At this stage of the planning process, there are no anticipated, high-risk challenges to completing the master plan. The amendment was purposefully brought forth at this time to ensure all planned community feedback was received and the project team is aware of which resources are required to complete the plan based on that feedback.

BUDGET IMPACT: This amendment revises the budget from \$183,167 to \$218,235.44. All expenses will continue to be funded from the Legacy Lands Fund which has sufficient capacity to cover the project costs.

RECOMMENDATION: Staff recommends this item be placed on the November 3, 2025 Consent Agenda for Council's consideration and approval.



**CITY OF CAMAS
PROFESSIONAL SERVICES AGREEMENT
Amendment No. 3**

616 NE 4th Avenue
Camas, WA 98607

Project No. PNR24001

Legacy Lands Master Plan

THIS AMENDMENT ("Amendment") to Professional Services Agreement is made as of the _____ day of _____, 2025, by and between the **City of Camas**, a municipal corporation, hereinafter referred to as "the City", and **Greenworks, P.C.**, hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified. The City and Consultant may hereinafter be referred to collectively as the "Parties."

The Parties entered into an Original Agreement dated March 5, 2024, by which Consultant provides professional services in support of the Project identified above. Except as amended herein, the Original Agreement shall remain in full force and effect.

1. **Scope of Services.** Consultant agrees to perform additional services as identified on **Exhibit "A"** (Amended Scope of Services) attached hereto, including the provision of all labor, materials, equipment, supplies and expenses, for an amount not to exceed \$35,068.44.

- a. ☐ Unchanged from Original/Previous Contract

2. **Time for Performance.** Consultant shall perform all services and provide all work product required pursuant to this Amendment by:

- a. ☒ Extended to **June 30, 2026**

- b. ☐ Unchanged from Original/Previous Contract date of _____, 20____

Unless an additional extension of such time is granted in writing by the City, or the Agreement is terminated by the City in accordance with Section 18 of the Original Agreement.

3. **Payment.** Based on the Scope of Services and assumptions noted in **Exhibit "A"**, Consultant proposes to be compensated on a time and material basis per **Exhibit "B"** (Amended Costs for Scope of Services) with a total estimated not to exceed fee of:

- a. Previous not to exceed fee: \$183,167.00

- b. Amendment No. 3: \$35,068.44

- c. **Total: \$218,235.44**

- d. Consultant billing rates:

- ☐ Modification to Consultant Billing Rates per **Exhibit "C"** attached herein

- ☒ Unchanged from Original/Previous Contract

4. Counterparts. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individual is duly authorized to execute and deliver this Agreement. This Agreement may be executed in any number of counter-parts, which counterparts shall collectively constitute the entire Agreement.

DATED this _____ day of _____, 2025.

CITY OF CAMAS:

Greenworks P.C.:

Authorized Representative

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

EXHIBIT “A”
AMENDED SCOPE OF SERVICES

October 10th, 2025

Chris Witkowski
Parks and Recreation Director
City of Camas
616 NE 4th Avenue
Camas, WA 98607

Re: Legacy Lands Master Plan
Amendment 3: Community Engagement, Decision Making, and Coordination

Dear Chris,

This Amendment to the existing Agreement between GreenWorks, PC and the City of Camas signed March 05, 2024, is executed by both parties in relation to the performance of additional services by GreenWorks, PC, as defined in the existing Agreement and as described herein. This Amendment acknowledges the Client's obligation of payment for the additional services in accordance with the prevailing terms and rates of the existing Agreement. The following is a detailed scope of work for your review:

PROPOSED SCOPE OF ADDITIONAL SERVICES

This Agreement extends the contract end date to June 30th, 2026.

Amendment 3: Community Engagement, Decision Making, and Coordination

The following amendment includes providing additional support to the City to coordinate, prepare, and attend public, City, and County meetings, as well as an extended decision-making process around the included amenities and features to be part of the project. It includes efforts around project restart due to delays in the schedule. It enhanced the consultant team analysis of the existing structures and potential revenue of amenities in order to bolster the implementation plan and decision making of what to include in the Plan. The following tasks are included or adjusted within this amendment:

Task 1: Project Management

- Project restart, orientation of City staff, re-kickoff meetings
- Revised project schedule and milestones
- Additional coordination and meetings due to schedule delay and extension

Task 2: Community Engagement

- Preparation, presentations, attendance, and follow-ups for (2) County coordination meetings
- Preparation, presentations, attendance, and follow-ups for (2) Parks & Recreation Commission meetings
- Preparation, presentations, attendance, and follow-ups for (1) County Council meeting
- Preparation, presentations, attendance, and follow-ups for (1) City Council meeting
- Additional coordination and scheduling of focus groups and PAC meetings
- Additional promotional material for public Open House
- Update project website
- Extended decision-making process for determining project program, amenities, and features
- Generation, analysis, and summaries of Public Open House supplemental online survey

Task 6: Plan Development

- Rough cost estimates of existing building re-use by architect consultant
- Revenue framework to assess potential for proposed amenities by economic consultant
- Environmental review of final design and implementation plan to assess impacts and align with County requirements

TERMS OF AGREEMENT

Fee Schedule

Professional fees for the scope of work are as follows:

Task	Summary Description:	Amendment 2
1	Project Management	\$5,997.00
2	Community Engagement	\$17,149.44
6	Plan Development	\$11,922.00
	Base Contract Amount:	\$166,652.00
	Amendment #1	\$16,515.00
	Amendment #3	\$35,068.44
	New Contract Amount:	\$218,235.44

We appreciate this opportunity to be of further service to you on your project. If you have any questions, please call me or Ben Johnson at (503) 222-5612.

Sincerely,



Ben Johnson, PLA

Principal / Project Manager
GreenWorks, P.C.

503-222-5612 | benj@greenworkspc.com

EXHIBIT “B”
AMENDED COSTS FOR SCOPE OF SERVICES

Hours \$ 210.00 \$ 165.00 \$ 125.00 \$ 147.00 \$ 220.26 \$ 108.42 \$ 144.20 \$ 109.62 \$ 119.06 \$ 202.00 \$ 160.00 \$ 128.00 \$ 85.00 \$ 260.00 \$ 175.00 \$ 105.00 \$ 225.00 \$ 168.00 \$ 180.00

TASK		GreenWorks, PC					JLA - Public Involvement						Waterleaf - Architecture				ECONorthwest - Economics			PBS - Environmental / Civil				
		PIC	PM	LD3	Project Admin		Sr. Assoc.	PI Spec 3	PI Spec 4	PI Spec 2	Admin 4		Partner	Sr. Architect	Job Captain	Admin	Project Director	Project Associate	Analyst	Eng VII	Eng III	Sr NR Scientist	Cost by Task	
		Hours (\$210/hr)	Hours (\$165/hr)	Hours (\$125/hr)	Hours (\$147/hr)		Hours (\$220.26/hr)	Hours (\$108.42/hr)	Hours (\$144.2/hr)	Hours (\$109.62/hr)	Hours (\$119.06/hr)		Hours (\$202/hr)	Hours (\$160/hr)	Hours (\$128/hr)	Hours (\$85/hr)	Hours (\$260/hr)	Hours (\$175/hr)	Hours (\$105/hr)	Hours (\$225/hr)	Hours (\$168/hr)	Hours (\$180/hr)	no expenses	
1		PROJECT MANAGEMENT				0	31	0	6	5,997.00	0	0	0	0	0	-	0	0	0	0	0	0	0	\$5,997.00
8	1.1	Project Re-Start up					2																	
2	1.2	Re-Kickoff Meeting					2																	
3	1.3	City onboarding					3																	
24	1.4	Project Management and Coordination					24																	
2		COMMUNITY ENGAGEMENT				4	52	5	0	10,045.00	17	5	1	25	1	7,104.44	0	0	0	0	0	0		\$17,149.44
25	2.1	Parks & Recreation Committee Meetings (2)					16	4			5			1			0		0		0			
12	2.2	County coordination meetings (2)					6				3			3										
12	2.3	County Council Meeting (1)				2	10																	
12	2.4	City Council Meeting (1)				2	10																	
12	2.5	Open House Survey					3	1			2			6										
17	2.6	stakeholder and focus group coordination					6				4	6		7	1									
19	2.7	website updates					1				4	5	1	9										
3		INVENTORY AND ANALYSIS				0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	0	\$0.00	
0	3.1	n/a																						
4		DESIGN ALTERNATIVES				0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	0	\$0.00	
0	4.1	n/a																						
5		FINAL CONCEPTUAL DESIGN				0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	0	\$0.00	
0	5.1	n/a																						
6		PLAN DEVELOPMENT				0	14	0	0	2,310.00	0	0	0	0	0	-	8	12	8	0	8	4	0	\$11,922.00
32	6.1	Cost Estimate					4										8							
22	6.2	Economic Revenue Assessment					6										8	8						
12	6.3	Environmental Review					4													4	4			
0	6.4																							
0	6.5																							
7		ADDITIVE ALTERNATIVE NO. 1				0	0	0	0		0	0	0	0	0		0	0	0	0	0	0	\$	
0	7.1	Additive Alternative																					-	

0%	Individual Totals (Hours)	4	97	5	6	17	5	1	25	1	8	12	8	0	8	8	0	4	4	0
	Firm Totals (cost)				\$18,352.00	18,352.00				\$7,104.44				\$4,560.00			\$3,480.00			\$1,572.00
	Reimbursable Expenses																			
	Consultant Total Fee				\$18,352.00					\$7,104.44				\$4,560.00			\$3,480.00			\$1,572.00
	TOTAL FEE																			\$35,068.44

\$0.00

	Tasks	GW	JLA	FFF	Waterleaf	ENW	PBS	TOTAL
1	PROJECT MANAGEMENT	\$5,997	\$0	\$0	\$0	\$0	\$0	\$5,997
2	COMMUNITY ENGAGEMENT	\$10,045	\$7,104	\$0	\$0	\$0	\$0	\$17,149
3	INVENTORY AND ANALYSIS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	DESIGN ALTERNATIVES	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	FINAL CONCEPTUAL DESIGN	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6	PLAN DEVELOPMENT	\$2,310	\$0	\$0	\$4,560	\$3,480	\$1,572	\$11,922
	TOTAL	\$18,352	\$7,104	\$0	\$4,560	\$3,480	\$1,572	\$35,068