

CITY OF CAMAS
WATER SYSTEM PLAN UPDATE
AMENDMENT 1 - SCOPE OF WORK

Preliminary efforts on this project identified the need to incorporate the following services in this existing Contract. This Amendment shall become part of the Contract and provisions of the Contract apply.

The following sections are modified as indicated below.

SCOPE OF SERVICES

ADD to Task 100: Project Management

This amendment includes additional effort for project management and coordination with subconsultant associated with additional tasks presented herein. Project completion is being extended from March 31st to July 2026.

ADD to Task 200: Planning Considerations

This amendment includes additional effort to review financial and environmental policies that were not included in the 2024 GSP and document in draft Chapter 2 Planning Considerations.

ADD Subtasks 404-407 – Operations and Maintenance

The purpose of the additional subtasks to Task 400 Operations and Maintenance is to update the City's existing O&M Manual to comply with the requirements outlined in the Washington DOH Planning Guidebook and WAC 246-290.

Task 400 Activities

404. *Meeting No. 11 – Operations & Maintenance.* Facilitate a virtual workshop to discuss and document existing system operations with City Staff. Prepare exhibits to aid in the workshop. Workshop discussions will serve as the basis for updating the draft O&M Manual.
405. *Update Existing Information.* Update Chapters 1 through 5 and Appendixes A through J of the 2017 Draft O&M Manual for operational changes since 2017. Update photographs and figures used in the document where there have been operational changes or new water system components.
406. *Add New Water System Components.* Add new water system components to the Draft O&M Manual.
407. *Draft and Final O&M Manual.* Produce electronic PDF copies of the Draft O&M Manual for City review and comment. Address City comments in a Final O&M Manual. Electronic PDF copies of the Final O&M Manual will be developed for City reproduction and distribution.

Assumptions

- City will provide needed manufacturer information, maintenance schedules, screen shots, and other information needed to update Draft O&M Manual.

City Input

- Review of Draft O&M Manual.

Consultant Deliverables

- Meeting No. 11 Agenda, Materials, and Minutes.
- Draft O&M Manual – Electronic PDF copies.
- Final O&M Manual – Electronic PDF copies.

Meetings

- *Meeting No. 11 - O&M Workshop.*

ADD to Task 500 – Water Requirements

Additional effort for this task includes converting monthly PDF billing data from 2024 to excel, removing duplicate entries, and general data cleanup. Identifying parcels connected to the water system via aerial imagery to identify developed parcels in proximity to water system pipelines. Use of laterals to identify connected parcels. Additional effort includes updating and rerunning projections when 2017 to 2024 excel-based water billing data was provided on July 10th and conducting a second virtual meeting to review the updated future water projections.

Consultant Deliverables

- Meeting No. 3b Agenda, Materials, and Minutes.

Meetings:

- *Meeting No. 3b – Revised Water Demand Projections*

ADD Subtasks 603-605 – Water Use Efficiency

A Water Use Efficiency Program describes decisions and actions taken by a water system to use its drinking water supply as efficiently as economically feasible to satisfy requirements outlined in WAC 246-290. The purpose of these additional subtasks is to assist the City with developing/updating and implementing its Water Use Efficiency Program to be compliant with the WAC and Washington DOH requirements.

Task 600 Activities

603. *Source and Service Metering.* Describe the City's tools/methods used to monitor and report water production and consumptions. Provide a description of all source meters and the City's adopted standards for service meters as required in the DOH planning guidebook.
604. *Develop and Update Water Use Efficiency Program.* Develop and update the City's Water Use Efficiency Program using the requirements outlined in the DOH planning guidebook and pre-plan checklist. The water use efficiency program will capture the following items:
- 1) Description of the current WUE program.
 - 2) Updated WUE goals and measures.
 - 3) Description of the nine (9) additional measures that will be implemented to achieve goals, including schedules and costs.
 - 4) Description or example documenting yearly consumer communication and education.
 - 5) Estimate of projected water saving from selected WUE measures.

- 6) Description of processes that will be used to determine effectiveness of the WUE program.
- 7) Demand forecasts with estimated savings from WUE program implementation.
- 8) Demand forecasts for cost-effective measures not implemented in the WUE program.
- 9) For WUE measures not implemented, conduct quantitative and qualitative evaluation for cost effectiveness
- 10) Considerations for future reclaimed water opportunities.

605. *Meeting No 12 – Water Use Efficiency Program.* Facilitate a virtual workshop to discuss and document Water Use Efficiency goals and measures and projected water savings with City Staff. Prepare exhibits to aid in the workshop. Workshop discussions will serve as the basis for updating the draft Water Use Efficiency Program.
606. *Draft and Final Water Use Efficiency Program.* Produce electronic PDF copies of the Draft WUE for City review and comment. Address City comments in a Final WUE. Electronic PDF copies of the Final WUE will be developed for City reproduction and distribution.
607. *Draft Chapter 6 Water Use Efficiency.* Prepare draft Chapter 6 for City's review and approval. City comments and Consultant responses will be tracked in the Comment Response Log. Comments on this chapter will be incorporated into the final plan.

Assumptions

- City will provide comprehensive data to support program development.
- City will select WUE efficiency measures to be adopted and included in the Program.
- City will facilitate required public meetings and provide notifications.

City Input

- Review of Water Use Efficiency Program.
- Documentation of public meetings and adoption of WUE Program.

Consultant Deliverables

- Meeting No. 12 Agenda, Materials, and Minutes.
- Draft Water Use Efficiency Program – Electronic PDF copies.
- Final Water Use Efficiency Program – Electronic PDF copies.

Meetings

- *Meeting No. 12 - Water Use Efficiency Program.*

ADD Subtasks 607 to 609 – Water Loss Control Action Plan Development

Water systems must adopt a water loss control action plan (WLCAP) when distribution system leakage (DSL) exceeds 10 percent, on average, over the most recent three-year period. The purpose of this task is to assist the City in the development of this plan and incorporation into the City's Water Use Efficiency Program.

Task 600 Activities

607. *Meeting No. 13 – Water Loss Control Action Plan Workshop.* Facilitate a workshop to discuss and document the required components of a water loss control action plan with City Staff. Prepare exhibits/alternatives addressing and documenting outlined requirements to support decision making efforts. Workshop discussions will serve as the basis for developing the WLCAP.

608. *Develop Water Loss Control Action Plan.* Develop the WLCAP using direction provided by City during the initial workshop. The development of this plan will capture the following items:

- 1) Control methods necessary to achieve no more than 10 percent DSL.
- 2) Implementation schedule that will be included in the City's CIP.
- 3) Budget defining how proposed control methods will be funded.
- 4) Technical or economic concerns that will affect the City's ability to achieve DSL standards, including past efforts.
- 5) Assessment of data accuracy and data collection.

609. *Draft and Final Water Loss Control Action Plan.* Produce electronic PDF copies of the Draft WLCAP for City review and comment. Address City comments in a Final WLCAP. Electronic PDF copies of the Final WLCAP will be developed for City reproduction and distribution.

Assumptions

- City will select the measures and strategies for addressing water loss.
- City will provide needed manufacturer information, maintenance schedules, screen shots, and other information needed to prepare the WLCAP.

City Input

- Review of Water Loss Control Action Plan.

Consultant Deliverables

- Meeting No. 13 Agenda, Materials, and Minutes.
- Draft Water Loss Control Action Plan – Electronic PDF copies.
- Final Water Loss Control Action Plan – Electronic PDF copies.

Meetings

- *Meeting No. 12 - Water Loss Control Action Plan Workshop.*

ADD to Subtask 805 – Wellhead Protection Program

- Wellhead Contingency Planning: Strata staff will support Carollo in reviewing City options to address loss of supply. The review will focus on short-term plans such as well upgrades or changes in operations and longer-term options such as well replacement or new well construction at recommended sites. Additional options that will be reviewed include potential exchange or

purchase of sources from Georgia Pacific and the City of Washougal. Water right requirements for the various options will be discussed.

- Management Strategies and Implementation Tasks: A standard inclusion in a full WHP plan includes outlining the City's policies for implementing the plan. This is often provided as a list of preferred strategies the city will adopt, and a second list of the tasks needed for implementation. As each WHP plan is unique to the water system, the strategies and tasks will need to be tailored to the City's setting/logistical constraints, level of available management & staff, and funding limits. This will be a cooperative effort between the team and the City. To complete these lists, Strata will provide example ideas and tasks used by other similar sized water systems for review by the City and Carollo and then participate in up to three team meetings to discuss and select a final set of strategies and tasks.
- Spill Response Plan: Prepare draft language for use as a formal spill response plan for the City in case of a contamination event that affects or could impact one or more City water sources. The purpose of the plan is to outline City staff responses in relation to local and state emergency response activities regarding hazardous spills. The draft text will be provided along with pertinent contact information for local, state and federal emergency response agencies for review by the City and Carollo. Additional outreach and coordination with City, County and State level first responders and emergency management agencies may be recommended, but this could be completed by the City at a later stage.

ADD Subtask 807 – Prepare Wellhead Protection Plan Report

Prepare draft and final standalone Wellhead Protection Plan report to be included as an appendix of the WSP Update.

ADD to Task 1200: Plan Development

This amendment includes additional effort for incorporating the additional tasks into the City Draft, Agency Draft and Final WSP Update document.

SCHEDULE

- **ADD** the following:

Task	Name	Duration	Estimated Completion
100	Project Management	9 months (4 additional months)	July 2026
400	Operations and Maintenance	2 months	January 2026
600	Water Use Efficiency	1 month	December 2025
800	Wellhead Protection Program	2 months	January 2026
1200	Plan Development	5 months	July 2026

BUDGET

- **SUPPLEMENT** with the attached.