

VIA ELECTRONIC MAIL

September 27, 2021

Mr. Steve Wall, P.E.
Public Works Director
City of Camas
616 NE 4th Avenue
Camas, WA 98607

**Subject: Phase 2a Scope of Work, Lake Management Planning, Quality Assurance
Project Plan (QAPP) Development**

Dear Mr. Wall,

On behalf of Geosyntec Consultants, Inc. (Geosyntec), we are pleased to present you with our draft scope of work for Phase 2a of the Lake Management Planning support to the City of Camas (City). This interim phase is focused on development of a Quality Assurance Project Plan (QAPP) for developing a Lake Cyanobacteria Management Plan consistent with the Washington State Department of Ecology (Ecology) guidance. Geosyntec's team with MacKay Sposito and JLA have developed this draft scope of work and budget for developing the QAPP for Lacamas, Round and Fallen Leaf Lakes.

The scope of work and budget serves as Exhibit A and B in the Professional Services Agreement between the City of Camas and Geosyntec (Project No. D-1010).

PHASE 2A SCOPE OF SERVICES

Objective

The objective of this task is to develop a QAPP for collecting field data to support a Lake Cyanobacteria Management Plan (LCMP) consistent with the Washington State Department of Ecology guidance. The format for a LCMP is sufficiently similar to the format of a Lake Management Plan previously envisioned by the City of Camas and the Geosyntec team that we recommend combining these to be consistent with the Ecology's guidelines for an LCMP.

Activities

- Hold up to 2 meetings with the City to discuss progress in developing the QAPP.

- Hold up to 2 meetings with Ecology personnel to ask questions, seek clarifications and discuss the progress in developing the QAPP.
- Develop Draft QAPP document.
- Develop Final QAPP document to submit to Ecology after addressing City of Camas comments.
- Participate in up to 2 additional meetings with Ecology personnel to discuss Ecology comments and requests for revisions.
- Participate in 1 additional meeting with the City to discuss progress in revising the QAPP.

Deliverables

- Draft QAPP for review by the City
- Draft QAPP for submission to Ecology
- Revised QAPP based on Ecology comments

Assumptions

- City personnel will have an opportunity to provide one round of comments on the draft QAPP prior to submission to Ecology.

BUDGET

Geosyntec is pleased to provide you this quotation for the Phase 2a Scope of Work, to be completed in 30 days, on a time and materials basis of \$22,700. We recommend using the \$7,000 allocated to a Contingency Task under Phase 1 to start development of the QAPP. Therefore, an additional \$15,700 is needed to complete the QAPP. We assume that \$3,000 of this work would be conducted by MacKay Sposito and the remainder would be conducted by Geosyntec. MacKay Sposito's role would be to assist in scoping specific field studies, such as stormwater sampling and an aquatic vegetation survey. Table 1, below, shows a breakdown of hours by labor category.

Table 1. Cost Estimate for Phase 2a, QAPP Development.

Description	Senior Principal	Project Professional	Professional	Senior Staff	Admin	Mackay Sposito	Cost*
Meetings and Admin	7	8			4		\$3,900
QAPP Development	6.5	18.25	20	22		20	\$15,700
Post QAPP Submission Support	3	8		4			\$3,100
Total	16.5	34.25	20	26	4	20	\$22,700

*Line-item costs used hourly bill rates and the communications fee shown in the rate schedule below. MacKay Sposito Labor would be marked up 10%.

CLOSURE

If you have any questions regarding our draft scope of work for Phase 2a, QAPP Development, please feel free to contact me at (971) 271-5906, (503) 936-0115, or by email at RAnnear@geosyntec.com.

Thank you for the opportunity to submit this draft scope of work for your consideration.

Respectfully,



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