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LSW-ARCHITECTS.COM

September 2, 2026

Scott Collins and Justin Monsrud
City of Camas

Re: LSW Fee Proposal for Camas City Hall Facility Planning – Rev 1

Scott and Justin,

Thank you for selecting LSW Architects to help plan for the future Camas City Hall. The following is our proposal for services:

Project Understanding

The City of Camas (City) has requested that LSW Architects (Consultant) provide planning and analysis services to inform decisions regarding location and funding mechanisms for the future City Hall. The Consultant will manage and provide the services outlined in the following Tasks:

Task 1 - Project Framework

Goal: Identify the City's priorities and define the project's guiding principles for the project.

Services:

- Lead project planning
- Provide Kolbe assessment
- Lead StoryForm process
- Build Matrix for gathering and comparing data
- Lead and document (3) meetings
- Participate in (3) City Council meetings

Deliverables:

- Project framework document – StoryForm, guiding principles
- Kolbe Assessments
- Facility Planning Matrix Template (draft)

Task 2 - Operational Needs

Goal: understand and document operational and physical needs for the City's departments.

Services:

- Lead (12) departmental meetings – Virtual
- Organize and document findings

Deliverables:

- Department Space Needs Document

Task 3 - Project Scenario Options

Goal: Clarify site options. Confirm scope of planning project

Services:

- Lead Scoping meeting (1)
- Lead Public / private opportunity Meetings (2)
- Identify Community Center Options
- Revise Matrix template
- Amend / add consultant agreements as necessary

Deliverables:

- Project Options / Scope summary
- Revised Matrix template
- Amended / new contracts

Task 4 - Evaluate Scenarios

Goal: High level comprehensive understanding of the implications of each scenario

Services:

- Perform UL Building Studies as follows:
 - CSD/Operations Center Workshop Meeting (Includes Op Center Design team)
 - Test fit
 - Timeline/Phasing plan
 - MEP/IT assessment
 - Architectural assessment (Code, ADA and other necessary improvements)
 - Cost estimate
 - Public/private partnership opportunity assessment
 - Funding Strategy
- Perform City Hall (Renovation) Studies as follows:
 - Test fit
 - Timeline/Phasing plan
 - Seismic assessment
 - Envelope assessment
 - MEP/IT assessment
 - Architectural assessment (Code, ADA and other necessary improvements)
 - Cost estimate
 - Public/private partnership opportunity assessment
 - Funding Strategy
- Perform City Hall (New Construction) Studies as follows:
 - Civil assessment
 - Civil, landscape, architectural, MEP/IT, structural assumptions
 - Test fit
 - Timeline/Phasing plan
 - Cost estimate
 - Public/private partnership opportunity assessment
 - Funding Strategy
- Other Perform Private / Public partnership Option Studies (TBD, not included in fee):
 - Civil assessment
 - Utilities assessment
 - Civil, landscape, architectural, MEP/IT, structural assumptions
 - Test fit
 - Timeline/Phasing plan
 - Cost estimate
 - Funding Strategy

- Perform Community Center Studies as follows:
 - Seismic assessment
 - Envelope assessment
 - MEP/IT assessment
 - Architectural assessment (Code, ADA and other necessary improvements)
 - Test fit for courts
 - Timeline/Phasing plan
 - Cost estimate
 - Public/private partnership opportunity assessment
 - Funding Strategy

Deliverables (for each scenario)

- Assessment report
- Design assumption narrative
- Test fit
- Timeline/phasing plan
- Cost estimate
- Public / Private Partnership findings
- Funding Strategy

Task 5 - Funding and implementation

Goals: Develop strategies for project implementation and financing

Services:

- Lead funding planning meeting
- Compile scenario reports

Deliverables:

- Final Report (Includes: Project definitions, Timelines/phasing, cost estimates, funding)

Project Assumptions

All deliverables will be sent in PDF format

The City will arrange stakeholder meeting scheduling

All assessments will be non destructive, limiting feedback to what is visible.

City will provide measured drawings for each scenario (except the Public/Private Partnership scenario)

Potential Additional Services (at City's request; not included in Lump Sum Fee)

- Additional scenarios
- Project Design
- Agency review process support such as land use and building permitting
- Visualizations / renders of scenario
- Public engagement services
- Tours of similar/precedent facilities
- Hazardous Material identification

Schedule

The project is expected to take about 6 months. Refer to Attachment A - Schedule



Compensation Arrangement

Consultant shall provide proposed services on an hourly, not to exceed basis. Modifications to the fee and scope may be made by amendment to this agreement if agreed to by the City and Consultant. Travel, printing, shipping costs and other reimbursable expenses will be charged at cost plus ten (10) percent. Consultant shall bill City monthly for services provided. Payment is due on receipt of Consultant's invoice and shall be made without retention, holdback, or offset. Invoices not paid within 45 days shall be subject to a late payment charge of one percent (1%) per month.

The Maximum Not to Exceed fee for services: **\$224,867.50**

Fee Breakdown

Architecture/Planning	LSW	\$113,612.50
Kolbe / StoryForm	Riff	\$10,109
Land Use/Civil	Robertson Fick	\$16,500
MEP/IT	Windsor	\$32,500
Structural	PCS	\$11,250
Cost Estimating	Wiggins	\$11,396
Financial Strategy	Eco NW	\$27,500
Environmental Site Assessment	-not included	-
Geotechnical	-not included	-
Hazardous Materials	-not included	-
Survey	-not included	-
Reimbursable allowance		\$2000

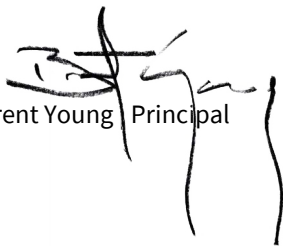
Attachments

Attachment A – Schedule
Attachment B – Fee Breakdown
Attachment C – Subconsultant Tasks

Agreement Signatures

If this proposal meets with your approval, please prepare the project agreement and attach this proposal with all its attachments as a reference.

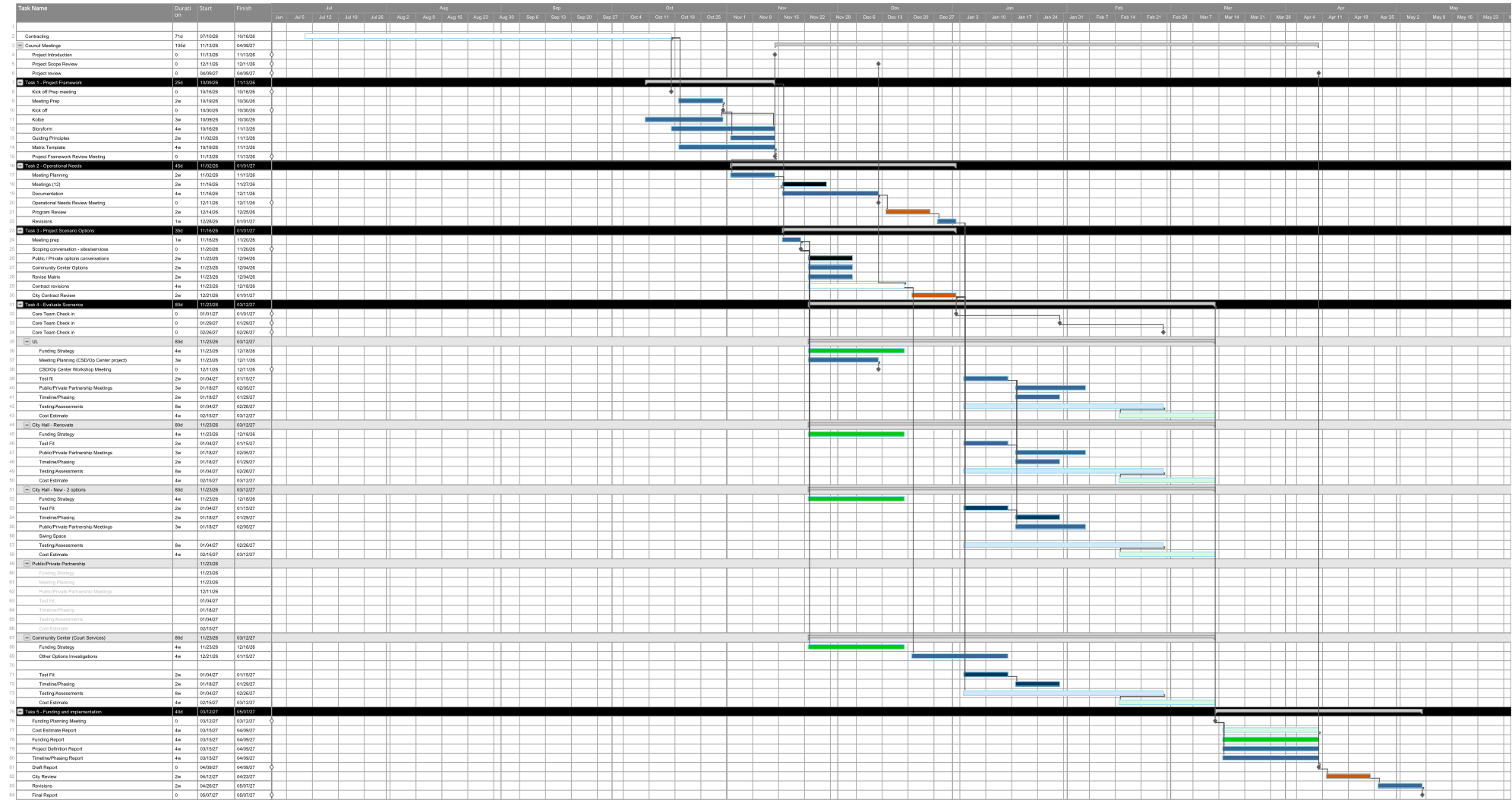
Offered by
LSW Architects, PC


Brent Young Principal



Camas City Hall Planning

Attachment A



LSW Fee Breakdown - Attachment B

	Principal	Project Manager	Designer
	\$250.00	\$185.00	\$155.00
Task 1 - Project Framework			
Hours	34	51	17
Subtotal	\$8,500.00	\$9,435.00	\$2,635.00
Fee by Task			20570
Task 2 - Operational Needs			
Hours	12	44	64
Subtotal	\$3,000.00	\$8,140.00	\$9,920.00
Fee by Task			21060
Task 3 - Project Scenario Options			
Hours	19	33	24
Subtotal	\$4,750.00	\$6,105.00	\$3,720.00
Fee by Task			14575
Task 4 - Evaluate Scenarios			
Hours	42	89.5	77
Subtotal	\$10,500.00	\$16,557.50	\$11,935.00
Fee by Task			38992.5
Task 5 - Funding and implementation			
Hours	17	33	52
Subtotal	\$4,250.00	\$6,105.00	\$8,060.00
Fee by Task			18415

Total LSW Fee	\$113,612.50
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Attachment C - Subconsultant Tasks	Riff	EcoNW	Robertson Fick	PCS	Windsor	Wiggins
Task 1 - Project Framework						
Kick Off Participation	Y	Y				
Kolbe/Storyform	Y					
Matrix development		Y				
Task 2 - Operational Needs						
None						
Task 3 - Project Scenario Options						
Scoping meeting			Y	Y	Y	
Assistance in scoping Task 4			Y	Y	Y	
Public Private opportunity meetings		Y				
Matrix Revisions		Y				
Revisions to scope of work if necessary		Y	Y	Y	Y	
Task 4 - Evaluate options						
UL Building						
Review existing documents & conditions				Y	Y	
Meet with School District Facilities staff					Y	
Code required improvements – Narratives / diagrams				Y	Y	
TI required improvements – Narratives / diagrams				Y	Y	
Funding strategies		Y				
ROM cost estimate						Y
City Hall - Renovate						
Hazardous material testing						
Review existing documents & conditions			Y	Y	Y	
Code required improvements – Narratives / diagrams			Y	Y	Y	
Remodel required improvements – Narratives / diagrams			Y	Y	Y	
Funding strategies		Y				
ROM cost estimate						Y
City Hall - New Building						
Phase 1 environmental study			Y			
Review existing utilities and site conditions			Y	Y	Y	
Building systems and initial design approaches – Narratives / diagrams			Y	Y	Y	
Swing space TI required improvements - Narratives / Diagrams				Y	Y	
Funding strategies		Y				
ROM cost estimate						Y
Public Private Partnership						
Phase 1 environmental study			Y			
Review existing utilities and site conditions			Y	Y	Y	
Building systems and initial design approaches – Narratives / diagrams			Y	Y	Y	
Funding strategies		Y				
ROM cost estimate						Y
Community Center (court Services)						
Hazardous material testing						
Review existing documents & conditions			Y	Y	Y	
Code required improvements – Narratives / diagrams			Y	Y	Y	
Remodel required improvements – Narratives / diagrams			Y	Y	Y	
Funding strategies		Y				
ROM cost estimate						Y
Taks 5 - Funding and implementation						
Funding planning meeting		Y				
Draft report	Y	Y	Y	Y	Y	
Final report	Y	Y	Y	Y	Y	