

September 28, 2026

Scott Collins, Public Works Director
City of Camas, Public Works Department
Via Email: SCollins@cityofcamas.us

RE : PROPOSAL FOR THE CITY OF CAMAS PUBLIC WORKS OPERATIONS FACILITY STUDY

Scott,

Scott Edwards Architecture (SEA) is pleased to provide this proposal to the City of Camas for architectural services for a study to relocate the Camas Public Works Operations Facility. We look forward to working with you towards the success of this project.

PROJECT SCOPE

The City of Camas intends to study options to relocate the existing Public Works Operations Center, currently located at 1620 SE 8th Avenue, Camas, WA., to a new consolidated facility location within the city. The locations under consideration are the UL Site and Weakley Road Site. The preferred option is to develop the UL Site and if it is determined that is not a viable option, the study will switch focus to the Weakley Road Site.

The UL Site is being considered as a location for a new City Complex that would include City Hall and the Public Works Operations Center. The Weakley Road Site is being considered for a new Public Works Operations Center only.

The City of Camas is developing a City Hall Facility Planning study concurrently with this study. We will coordinate with LSW Architects' work as this study develops.

The City of Camas Public Works Operations Facility study completed by TCF Architecture and dated December 21, 2021, will be used as the starting point for assessing the space needs for the Public Works Department.

Services in this proposal include program validation and refinement, site master planning, conceptual design and preliminary civil engineering, phasing plan, cost estimating, and assistance with funding options.

Team members for this phase of the project will be:

Scott Edwards Architecture	Architect
HHPR	Civil
Holmes	Structural
Windsor	MEP
DCW	Cost Estimating
GEL	Funding Options

SCOPE OF SERVICES

01 Kick-off Meeting

- A Formalize understanding of the project goals and schedule.
- B Establish procedures, lines of communication and decision making. Define roles and responsibilities within the project team.
- C Define makeup of City staff and stakeholders. Establish the Project Team (PT).
- D Review and refine Work Plan to outline the steps of the project.
- E Review previously developed Needs Assessment and Program. Identify any adjustments or adaptations needed.

02 Research & Analysis

- A Research and analysis of zoning code requirements.
- B Gather information from the City of Camas and other local jurisdictions related to the subject properties.
- C Map existing site conditions and prepare a site assessment.
- D Attend visioning sessions with the City Hall team.

03 Programming Validation

- A Move-in and Understand – We will spend a day at your current facility observing the current operations to assess how the facility works and assess potential needs moving forward.
- B Visit the UL Site and Weakly Road Site with the PT to discuss existing conditions and potential development strategies.
- C Tour of similar Public Works Operations Facilities in the region. We recommend the City of Wilsonville, City of Oregon City, and the City of Lake Oswego Public Works Operations Centers.
- D Meet with the Department Heads to discuss the project and review the approach and process.
- E Meet with each of the Public Works Departments individually to review the prior programming and update as needed.
- F Develop a refined Needs Assessment and Program. Meet with the PT and revise as needed.

04 Conceptual Planning, Preliminary Engineering & Phasing Plan

- A Based on the updated Needs Assessment and Program, develop conceptual site and building plan options for the UL Site in coordination with the City Hall Planning effort. This planning effort will be based on high level conceptual design options that show general layout and relationships.
- B Identify design and construction opportunities and challenges.
- C Develop potential shared space opportunities.
- D Consider phasing options for the proposed development.
- E Coordinate with LSW's structural assessment of the existing building.
- F Meet with the PT and review options and revise as needed.
- G Select the preferred option.

05 Cost Estimating, Funding Options & Next Steps

- A Prepare a conceptual construction cost estimate.
- B GEL to work with City finance staff to discuss options for funding the project.
- C Review with the PT and revise as needed.
- D Meet with the City Council to present study.
- E Meet with the PT to establish next steps.

EXCLUSIONS TO SCOPE OF SERVICE

- 01 Full project design.
- 02 Additional other site studies.
- 03 Land use application.
- 04 Traffic impact study.
- 05 Geotechnical investigations (soils structural report).
- 06 Topographic survey.
- 07 Wetland delineation.
- 08 Infiltration testing.
- 09 Environmental studies.
- 10 Community Public Engagement.

FEES

We propose providing the services outlined above on an hourly basis with the not-to-exceed (NTE) amount of \$187,400, not including reimbursable expenses. Our time will be billed per the Standard Billing Schedule based on the estimated fees below.

Estimate Fees by Team Member:

Architectural	\$108,440
Civil Engineering	\$ 16,200
Structural Engineering	\$ 12,600
MEP Engineering	\$ 17,360
Cost Estimating	\$ 15,800
<u>Funding Options</u>	<u>\$ 17,000</u>
Total Estimate NTE Fees	\$187,400

Estimated Fees by Phases:

	Phase	Hours	Rate/Hour	Total
01	Kick-off Meeting			
	Principal	10	\$260	\$ 2,600
	Project Manager	16	\$220	\$ 3,520
	Project Architect	10	\$200	\$ 2,000
	<u>Civil Engineering</u>			<u>\$ 1,200</u>
	Phase Sub-total			\$ 9,320
02	Research & Analysis			
	Principal	14	\$260	\$ 3,640
	Project Manager	32	\$220	\$ 7,040
	Project Architect	24	\$200	\$ 4,800
	Civil Engineering			\$ 4,000
	Structural Engineering			\$ 4,200
	<u>MEP Engineering</u>			<u>\$ 5,800</u>
	Phase Sub-total			\$29,480

03	Programming Validation			
	Principal	20	\$260	\$ 5,200
	Project Manager	44	\$220	\$ 9,680
	Project Architect	24	\$200	\$ 4,800
	Phase Sub-total			\$19,680
04	Conceptual Planning			
	Principal	52	\$260	\$13,520
	Project Manager	78	\$220	\$17,160
	Project Architect	48	\$200	\$ 9,600
	Designer	86	\$140	\$12,040
	Civil Engineering			\$ 9,800
	Structural Engineering			\$ 7,200
	MEP Engineering			\$ 9,760
	Phase Sub-total			\$79,080
05	Cost Estimating & Funding Options			
	Principal	24	\$260	\$ 6,240
	Project Manager	30	\$220	\$ 6,600
	Civil Engineering			\$ 1,200
	Structural Engineering			\$ 1,200
	MEP Engineering			\$ 1,800
	Cost Estimating			\$15,800
	Funding Options			\$17,000
	Phase Sub-total			\$49,840

STANDARD BILLING SCHEDULE

Principal	\$260 per hour
Project Manager	\$220 per hour
Project Architect	\$200 per hour
Specification Writer	\$170 per hour
Sustainability Lead	\$180 per hour
Interior Designer	\$180 per hour
Designer	\$140 per hour

REIMBURSABLE EXPENSES

Printing, plotting, shipping, travel, long distance communication and application fees paid on your behalf are billed at 1.10 times direct expense in addition to professional fees. We anticipate the reimbursable expenses for your project will be \$3,500.

ADDITIONAL SERVICES

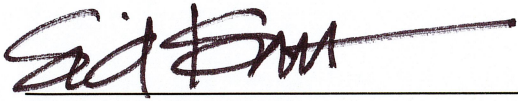
Services requested beyond those included in this proposal shall be considered additional services and will be billed at the hourly rates listed above.

TIMELINE

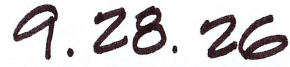
The services outlined in this proposal are assumed to take six (6) months, from October 2026 through March 2027.

I appreciate your consideration of this proposal and look forward to working with you.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sid L. Scott", written over a horizontal line.

Sid L. Scott, Principal

A handwritten date "9.28.26" in dark ink, written over a horizontal line.

Date