

Scope of Work for:

**CITY OF OLYMPIA
Downtown Public Restroom Master Plan**

Project

The City of Olympia is interested in preparing a public restroom master for its downtown.

Goal

The goal is to develop a plan that helps to address public sanitation in the downtown area and provides recommendations on location, siting, type of facility and hours of operation for public restrooms.

Objectives

1. Planning:
 - a) Identify locations;
 - b) Type of facility;
 - c) Hours of Operation;
 - d) Preliminary cost estimate;
 - e) Best practices use of CPTED principles.

2. Meetings
 - a) Two public meetings
 - b) Two meetings with key stakeholders
 - c) Two meetings with City Staff
 - d) Two presentations with City Council, preliminary findings and final recommendation

Deliverables

1. Presentation Materials
2. Slides
3. Report:
 - a) Best practices;
 - b) Site plans, diagrams/photos showing locations, configurations;
 - c) Specifications including facility type, materials, fixtures, hours of operation;
 - d) Cost estimate;
 - e) Schedule.

Schedule

1. Master Planning from March through end of June of 2017.
2. Study complete in time for budget cycle process.
3. Construction 2018?