

Planning Study Minimum Requirements

Cascades Business Park - First Building Planning Project

MUST be completed during the study

Applicant: Port of Skamania County | CERB Contract: P26-96430-332 | CERB Project: A2026-217

The planning study must contain the following minimum requirements. The official CERB requirement is retained below, followed by the project-specific work that will satisfy it.

a. A product market analysis linked to economic development.

Project-specific implementation: The consultant will analyze market demand, user/tenant needs, competitive context, building/product type, and the economic-development role of the first building and future Cascades Business Park phases. The analysis will support selection of target users, building flexibility criteria, and implementation priorities.

b. A market strategy containing action elements linked to timelines.

Project-specific implementation: The consultant will prepare an implementation/market strategy with specific action steps, responsible parties, sequencing, and timelines for positioning the first building and business park for employer/tenant recruitment, funding, procurement, permitting, and phased development.

c. Identification of targeted industries.

Project-specific implementation: The study will identify targeted industries and user types consistent with the Industrial/Business Park zoning, site capabilities, market findings, flexible industrial/business uses, production, processing, light manufacturing, and other employment-generating activities supported by the site.

d. Identification of the group responsible for implementing the marketing strategy. Describe the group's capacity to complete the responsibility.

Project-specific implementation: The study will identify the Port of Skamania County as the project owner and lead implementation entity, describe Port staff/governance capacity and consultant support, and identify coordinating economic-development partners as appropriate. It will define roles for implementation, recruitment, funding, procurement, and ongoing project management.

e. The site's appropriateness by addressing, at minimum, appropriate zoning, affect to the state or local transportation system, environmental restrictions, cultural resource review, and the site's overall adequacy to support the anticipated development upon project completion.

Project-specific implementation: The consultant will document Industrial/Business Park zoning; State Route 14 and local access/circulation considerations; utilities, stormwater, site conditions, and infrastructure; environmental and Columbia River Gorge National Scenic Area constraints; cultural-resource review requirements; and the site's overall adequacy for the first building and future phased development.

f. A location analysis of other adequately served vacant industrial land.

Project-specific implementation: The consultant will compare Cascades Business Park with other adequately served vacant industrial/business land in the local and relevant regional market, including infrastructure, zoning, access, developability, and availability, to document the site's economic-development role and relative positioning.

g. Total funding for the public facilities improvements is secured or will be secured within a given time frame.

Project-specific implementation: The study will identify the anticipated public-facility and site-improvement needs, current committed resources, known infrastructure investments, remaining funding gaps, and a realistic funding/implementation timeline. It will distinguish the \$93,750 planning project from later capital construction funding.

h. An analysis of how the project will assist local economic diversification efforts.

Project-specific implementation: The study will analyze how a flexible first building and phased business park development can broaden Skamania County's employment and tax base, support business recruitment and expansion, increase productive use of scarce developable industrial land, and create opportunities beyond tourism and other existing sectors.

i. Indicate the specific issues that will be addressed.

Project-specific implementation: Issues will include market fit, target users, building program/flexibility, site and utility assumptions, access/circulation, stormwater, design expectations, permitting, Scenic Area considerations, cost/escalation, risk, phasing, funding, procurement strategy, Progressive Design-Build eligibility, PRC approval pathway, and implementation sequencing.

j. List one or more economic outcomes that you expect from the proposed CERB project.

Project-specific implementation: Expected outcomes will include improved development readiness; a defined and market-responsive first-building program; a clearer path to private investment and tenant/employer recruitment; reduced project risk and uncertainty; readiness for follow-on funding/procurement; and eventual creation of employment, private investment, and state/local revenue when development occurs.

k. Describe the specific, quantifiable measures of the outcome(s) that will indicate success. Describe in measurable terms what you expect to be able to show as progress toward the outcome for each year before the whole outcome has been achieved.

Project-specific implementation: The consultant will establish measurable indicators and annual milestones such as completion of required analyses and Owner Project Requirements, completion of the Industrial Park Design Framework, cost/risk framework, procurement and PRC milestones, funding applications/commitments, permitting milestones, design-builder procurement readiness, prospective tenant/employer activity, private investment progression, and ultimately jobs and taxable development.

l. Describe what data you will collect to determine whether the outcome is being achieved.

Project-specific implementation: Data will include market and industry data, site/infrastructure information, project schedule/budget status, procurement and permitting milestones, funding status, prospective business/tenant activity, private investment estimates, wage/job estimates, county labor-force/unemployment/population data, and estimated state/local revenue impacts.

m. Describe the data collection procedure including when data will be collected, from whom and by whom.

Project-specific implementation: The consultant will define sources, collection timing, responsible parties, and update procedures. During the study, the consultant will compile baseline and current data from the Port, public agencies, utilities, market sources, economic-development partners, and other reliable sources. The Port will maintain implementation and performance data after study completion and provide CERB updates as required.

n. The estimated median hourly wage of the jobs created when development occurs.

Project-specific implementation: The consultant will estimate the median hourly wage for anticipated jobs based on the target-industry/user analysis and current reliable wage data, and will document the source and methodology used.

o. If the project is determined to be feasible, the following information must be provided within the final report:

Project-specific implementation: If the study determines the project is feasible, the final report will include each of the nine required items below, using current data and clearly documented assumptions/methods.

1. Total estimated jobs created (in FTEs).
2. Describe benefits offered to employees.
3. Describe the median hourly wage of the new jobs in relation to the median hourly county wage.
4. The county three-year unemployment rate in relation to the state rate.
5. County population change in the last five years.
6. The estimated jobs created represent what percentage of the county's labor force.
7. The estimated jobs created represent what percentage of the county's unemployed workers.
8. Estimated new annual state and local revenue generated by the private business.
9. Estimated private investment generated by project.

Additional Project-Specific CERB Planning Commitments

- Establish Owner Project Requirements and a flexible first-building program tied to site, utility, operational, performance, tenant-adaptability, and phased-development needs.
- Establish an Industrial Park Design Framework with performance-based guidance for site/streetscape character, building form, materials, landscaping, signage, lighting, truck/pedestrian circulation, stormwater integration, screening, and preservation of important views where practical.
- Develop a risk-informed cost model, budget framework, risk register, phasing/constructability analysis, utility/site-interface analysis, and major decision thresholds.
- Develop a Progressive Design-Build procurement strategy and evaluate the applicable Chapter 39.10 RCW / Project Review Committee approval pathway; prepare PRC application/supporting materials if required.
- Prepare draft procurement materials for a later, separate Progressive Design-Build team selection, and an implementation roadmap for funding, permitting, procurement, price validation, and construction readiness.
- Provide final study materials in accessible PDF and editable formats suitable for CERB review and future Port implementation.

The final study must remain consistent with the approved CERB application, final CERB contract, signed Scope of Work, and CERB's official Planning Study Minimum Requirements. If any project-specific language conflicts with CERB's official requirements, the CERB requirements control.

ACCEPTANCE

Consultant Signature	
Consultant Name, Title	
Date	
Consultant Firm	

CERB Applicant

Signature	
Name, Title	Pat Albaugh, Executive Director
Date	
Applicant	Port of Skamania County