

# **A G E N D A**

IDAHO TRANSPORTATION BOARD

July 16, 2020



# **A G E N D A**

Regular Meeting of the Idaho Transportation Board

**July 16, 2020**

Idaho State Police  
5255 South Fifth Avenue  
Pocatello, Idaho

To listen:

1. Dial 1-844-740-1264
  - a. access code: 133 260 2685
  - b. password: 1234

KEY:

ADM = Administration

CD = Chief Deputy

DIR = Director

HR = Human Resources

OP = Operations

		Page	Time*
<b>Action Item</b>	<b>1. CALL MEETING TO ORDER</b>		<b>10:30</b>
<b>Information Item</b>			
	<b>2. SAFETY/SECURITY SHARE:</b> District 6 Operations Engineer Allen .....3A		
<b>Action Items</b>	<b>3. BOARD MINUTES</b> – June 17, 2020.....4		<b>10:35</b>
	– June 26, 2020.....16A		
<b>Action Item</b>	<b>4. 2020 BOARD MEETING DATES</b> .....17		
	August 20		
	September 16		
	October 14-15		
<b>Action Item</b>	<b>5. CONSENT CALENDAR</b> .....18		
DIR	_____ FY20-23 Strategic Plan for the Division of Financial Management.....19		
HR	_____ Remove FY20 National Summer Transportation Institute from Program .....31		
OP	_____ Add Local, FY21 McCall 3 Americans with Disabilities’ Act Ramps		
	and Local, Victor Elementary Bike/Pedestrian Path to Program.....32		
OP	_____ Contract for award.....33		

\*All listed times (MDT) are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.



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<b>Information Items</b>				
<b>6. INFORMATIONAL CALENDAR</b>				
OP	___	Contract award information and current advertisements .....	38	
OP	___	Professional services agreements and term agreement work tasks report.....	43	
OP	___	Administrative settlements in right of way acquisitions .....	49	
OP	___	Snake River Rest Area repair update .....	52	
ADM	___	Annual report of activities to the Board of Examiners.....	89	
ADM	___	State FY20 financial statements .....	91	
ADM	___	Monthly report of federal formula program funding through June.....	110	
DIR	___	Performance Measurement report for Division of Financial Management.....	112	
<b>7. MONTHLY REPORT ON DEPARTMENT ACTIVITIES -</b>				
Director Ness and Chief Deputy Stokes				<b>10:40</b>
<b>8. DISTRICT 6 REPORT: District Engineer Minzghor .....</b>				
			119	<b>10:55</b>
<b>9. AGENDA ITEMS</b>				
OP	___	Statewide hands free law .....	138	<b>11:10</b>
Tomlinson				
OP	___	US-95, Riggins rockslide .....	141	<b>11:25</b>
Hoff				
<b>Action Items</b>				
OP	___	US-30, Lava Hot Springs Rock Fall.....	143	<b>11:30</b>
Hubbard		(Resolution on page 151)		
DIR	___	2021 draft legislation.....	152	<b>11:35</b>
McCarty		(Resolution on page 162)		
CD	___	Public Transportation Advisory Council appointment, District 3.....	163	<b>11:45</b>
Miller		(Resolution on page 186)		
CD	___	Public Transportation Advisory Council appointment, District 5.....	187	<b>11:55</b>
Miller		(Resolution on page 199)		
CD	___	Public Transportation Advisory Council appointment, District 6.....	200	<b>12:00</b>
Miller		(Resolution on page 211)		

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Page  
#      Time\*

**Information Items**

- |  |              |
|--|--------------|
| <b>10. EXECUTIVE SESSION</b>               | <b>12:05</b> |
| PERSONNEL ISSUES [SECTION 74-206(a), (b)]  |              |
| LEGAL ISSUES [SECTION 74-206(c), (d), (f)] |              |

**Action Items**

- |                                    |  |             |
|------------------------------------|--|-------------|
| <b>11. AGENDA ITEMS, continued</b> |  |             |
| CD      _____                      | Division of Motor Vehicles' staff petition for expanded on-line renewals.....212 | <b>1:15</b> |
| Gonzalez                           | <i>(Resolution on page 214)</i>  |             |

- |   |             |
|---|-------------|
| <b>12. ADJOURNMENT</b> (estimated time) | <b>1:30</b> |
|---|-------------|

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# Safety Share

## Tire Safety



WORKSHOP AND REGULAR MEETING OF THE  
IDAHO TRANSPORTATION BOARD

June 17, 2020

Due to the COVID-19 virus, the meeting was conducted remotely.

Idaho Transportation Board Chairman Bill Moad called the meeting to order at 8:00 AM on Wednesday, June 17, 2020. The following principals participated:

Bill Moad, Chairman  
Jim Kempton, Vice Chairman – District 4  
James R. Thompson, Member – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Dwight Horsch, Member – District 5  
Bob Hoff, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Budget Briefing. Financial Planning and Analysis Manager (FP&AM) Justin Collins said staff has been monitoring the Department's revenues closely due to the COVID-19 pandemic, which has resulted in a significant drop in daily traffic counts and commercial airline activity. A budget stabilization plan has been developed for the end of FY20 and for FY21. Aeronautics' revenue is expected to be impacted by about 30% or \$1.1 million. For the State Highway Account, contingency plans have been developed for revenue shortfalls up to 20% or \$70 million. FP&AM Collins added that the revenue forecast for FY22 is expected to change when the forecast is updated in August. The budget request is being kept to the base where possible.

Economist and Research Manager Bob Thompson said traffic volumes dropped about 35% after the Governor's stay-at-home order was issued at the end of March. Since then, traffic has increased, but is not back to normal yet. Air travel saw a decrease of 30% to 70% since last year. Some legislation will impact the revenue, including the removal of Idaho State Police from the Highway Distribution Account distribution formula. This will increase the revenue to the State Highway Account by \$1.9 million per year from FY22 to FY26.

Financial Manager Chris Bray presented the draft FY22 appropriation request of \$731.6 million and 1,648 full-time positions. The request is \$119 million less than the FY21 appropriation. Federal funds are estimated at \$345.8 million, state revenues at \$393 million, and local and interagency receipts at almost \$5 million. Some of the budget highlights include \$28.6 million for replacement items, \$369.6 million for the construction program, and \$3.6 million for capital facilities. The request for a new District 4 office building has been removed.

Draft FY21-27 Idaho Transportation Investment Program (ITIP). Senior Transportation Planner Nathan Hesterman presented the draft FY21-27 ITIP. From FY21 through FY24, 82%

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of the funds are dedicated to highways; 9% are for public transit; 6% are directed to aeronautics; and 3% is committed to GARVEE. Highway projects are included in a seven-year Plan, with funding estimated at \$492.5 million annually for the 854 projects programmed.

Communication Office Manager Vincent Trimboli said the 30-day public review and comment period on the draft ITIP is scheduled to commence at the end of June. He outlined the planned outreach efforts.

Chairman Moad thanked staff for the presentations.

Safety Share. Mountain Home Maintenance Foreman Carl Vaughn reported on an incident where a sign in a construction zone on I-84 was not secure. During high winds, the sign became loose and lodged itself in the windshield of a commercial motor vehicle. He stressed the importance of safety.

Chairman Moad thanked Mr. Vaughn for the important message.

Board Minutes. Member DeLorenzo made a motion to approve the minutes of the regular Board meeting held on May 21, 2020 as submitted. Member Vassar seconded the motion and it passed 6-0 by roll call vote.

Board Meeting Dates. The following meeting dates are scheduled:

July 16, 2020

August 20, 2020

September 16, 2020

Consent Items. Member DeLorenzo made a motion, seconded by Member Horsch, and passed 6-0 by roll call vote, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB20-29 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the GARVEE Program annual legislative report; adjustments to the Safety – Local Program; the update of Safety Rest Areas and Oasis partnerships; consultant agreements; and a contract for award.

1) GARVEE Program Annual Legislative Report. Senate Bill 1206 authorized an additional \$300 million in GARVEE bonds and requires an annual report on the GARVEE Program. The report summarizes the amounts allocated to various GARVEE corridors and the bond amounts and graphically shows the location of projects funded. All of the projects are on schedule and are tracking well against their budgets.

2) Adjust the Safety – Local Program. Staff requests the addition of Local, Dynamic Speed Limit Signs, Lapwai, key #20682 for \$49,000 and STC-1809, North Beach Road and

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Dingle East Shore Road, Bear Lake County, key #20748 for \$39,000 to the FY20 Safety – Local Program. The projects were unintentionally removed during the FY19 end of year activities when funding was lower than expected. The Program has adequate savings to fund the projects.

3) Update of Safety Rest Areas and Oasis Partnerships. The 2020 rest area chart was updated to reflect the current average daily traffic count data. It also includes the current rest area partnership agreements and the condition of the facilities; however, there is no funding dedicated for rest areas. The updated safety rest area chart and map are shown as Exhibit #522, which is made a part hereof with like effect.

4) Request to Approve Consultant Agreements. In accordance with Board Policy 4001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts, staff requests approval to exceed the \$1 million agreement limit for key #22185 – Statewide Asset Attribute Inventory, District 5 for development services of approximately \$2.5 million and key #20186 – I-15, Union Pacific Railroad Inkorn Overpass, Bannock County, District 5 for design services of approximately \$1.4 million.

5) Contract for Award. The low bid on key #21964 – SH-14, Whiskey Creek Fish Passage, District 2 was more than ten percent over the engineer's estimate, requiring justification and Board approval. The majority of difference between the engineer's estimate and low bid was in the 13' corrugated plate arch. The U.S. Forest Service is providing 80% of the funds for the project, which will improve fish passage by replacing a culvert. The majority of its funding is from a Bonneville Power Administration grant. If the grant is not used this year, the Forest Service will lose the money. Staff believes the low bid is competitive and recommends awarding the contract. Low bidder: Clearwater Construction Inc. DBA Clearwater Western - \$486,000.

Information Items. 1) Contract Awards and Advertisements. Key #19819 – Salmon River Road. Low bidder: Poe Asphalt Paving Inc. – fixed cost variable quantity 251,944 square yards.

Key #13135 – Beaver Creek Bridge. Low bidder: DL Beck Inc. - \$684,099.

Key #20648 – US-95, Shebang Creek Bridge, District 2. Low bidder: Razz Construction Inc. - \$198,340.

Key #13586 – Idaho Falls Citywide Microsurfacing. Low bidder: Intermountain Slurry Seal Inc. - \$756,871.

Key #22262 – SH-54, FY20 District 1 Mill and Inlay. Low bidder: Earth Smart Enterprise LLC DBA North West Road and Drive - fixed cost variable quantity 28,304 square yards.

Key #22263 – SH-5 Mill and Inlay, St. Maries, District 1. Low bidder: Poe Asphalt Paving Inc. - fixed cost variable quantity 28,160 square yards.

Key #22264 – US-95, FY22 District 1 Mill and Inlay. Low bidder: Wood's Crushing and Hauling Inc. - fixed cost variable quantity 42,936 square yards.

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Key #22274 – I-90, FY20 Fence Repair, District 1. Low bidder: Northwest Landscape LLC – fixed cost variable quantity 20,002 square yards.

The list of projects currently being advertised was provided.

2) Professional Services Agreements and Term Agreement Work Tasks Report. From April 30 through May 29, 32 new professional services agreements and work tasks were processed, totaling \$5,247,570. Five supplemental agreements to existing professional services agreements were processed during this period in the amount of \$411,248.

3) FY20 General Funds Apportionment for State Highway System Bridge Replacement and Rehabilitation. In February 2020, the Board approved splitting the FY20 Further Consolidated Appropriation Act, Formula Bridge Replacement and Rehabilitation Program Funds evenly between ITD and the local public agencies. ITD directed its \$4,225,251 plus match to the following FY23 projects: key #22792, I-90, Golconda Access Road Interchange West Bound Lane, Shoshone County, District 1 - \$851,000; key #22793, I-90, Over No Tracks Bridge, Shoshone County, District 1 - \$918,000; key #23045, US-26, Snake River Bridge Repair, Blackfoot, District 5 - \$1,150,000; key #23046, US-89, Bear River Bridge Repair, Bear Lake County, District 5 - \$710,000; key #23047, US-89, Bear Lake Outlet Canal Bridge, Bear Lake County, District 5 - \$850,000; and key #22698, SH-33 South, US-20 Intersection, Madison County, District 6 - \$650,000. The shortfall of \$569,049 will be provided by other federal aid.

4) Monthly Reporting of Federal Formula Program Funding through May. Idaho received obligation authority of \$286.6 million through September 30 via an appropriations act signed in December 2019. This includes \$936,200 of Highway Infrastructure General Funds carried over from last year in the Transportation Management Area. In February \$14.1 million of Highway Infrastructure General Funds were received; however, \$4.6 million will not be used until FY23. Obligation authority through September 30 is \$296.1 million, which corresponds to \$297 million with match after a reduction for prorated indirect costs. Idaho received apportionments via notices through February 13 of \$331.7 million, including Redistribution of Certain Authorized Funds and Highway Infrastructure General Funds. Obligation authority is currently 90.7% of apportionments. Of the \$297 million allotted, \$75.8 million remains.

Monthly Report on Activities. Director Ness said employees started returning to work in offices in phases at the beginning of June. The Department is continuing to develop highway projects and will be prepared if additional funds are received, such as through a federal stimulus package or redistribution of federal funds. The state's traffic counts were 38% below normal in early April but have increased and are currently about 4% below average. During the pandemic, the Department continued serving the public. He believes it has been an important asset to the state's economy and will continue to play an important role as Idaho's economy rebounds.

Chief Deputy Stokes expressed appreciation to the employees for their response to the pandemic. He believes the Department's innovative culture was helpful as employees had to adapt to these challenging times. He commended the Division of Motor Vehicles for providing exemplary service to the public, especially while the majority of staff members worked from home.

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Chairman Moad thanked Director Ness and Chief Deputy Stokes for the informative reports.

New Administrative Policy 5558 Use of Electronic Devices while Driving and Operating Vehicles and Equipment. Safety & Risk Manager (SRM) Randall Danner presented a new administrative policy to address the use of technology in ITD owned vehicles. The policy was patterned after a director's memorandum prohibiting the use of cell phones or other messaging devices, including hands-free, while operating ITD vehicles or equipment.

Member Vassar made a motion, seconded by Member DeLorenzo, and passed 6-0 by individual roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board is charged with setting policies for  
ITB20-30 the Idaho Transportation Department; and

WHEREAS, Administrative Policy 5558 Use of Electronic Devices while Driving and Operating ITD Vehicles and Equipment was developed to address use of new technology such as GPS map and guidance systems, wired and Bluetooth video and music players while driving ITD vehicles or operating ITD-owned or leased equipment.

*NOW THEREFORE BE IT RESOLVED*, that the Board concurs with the new Administrative Policy 5558 Use of Electronic Devices while Driving and Operating ITD Vehicles and Equipment.

Chairman Moad thanked SRM Danner for the presentation.

State FY20 Financial Statements. Acting General Ledger Manager (AGLM) Kirk Weiskircher provided a special update on revenue. At the end of May, transfers to ITD from the Highway Distribution Account and for the Fuel/Registration direct was essentially on forecast. Preliminary receipts in the month of May were off approximately 21% or \$4.7 million, effectively eliminating any positive revenue over forecast as of the end of April. Aeronautics' revenue is down between \$300,000 and \$350,000 for the fiscal year. Staff will continue to monitor those revenues closely and make adjustments as needed.

Revenues to the State Highway Account from all state sources were ahead of projections by 0.3% at the end of April. Receipts from the Highway Distribution Account were 2.4% or \$4.3 million more than forecast. The equipment buy back program is \$6.6 million below forecast; however, that is a difference in timing. State revenues to the State Aeronautics Fund were ahead of projections by 2.8%, or \$78,000. This is primarily due to the receipts for aircraft registrations and insurance proceeds on the Smiley Creek damaged building. Total receipts from aviation fuel taxes are below the forecast by 3.6% or \$80,200. Expenditures were within planned budgets. Personnel costs had savings of \$10.4 million or 9.5% due to reserves for horizontal career path increases, vacancies, and timing between a position becoming vacant and being filled. Contract construction cash expenditures of \$395.1 million exceeded any from the past three years.

The balance of the long-term investments was \$110.1 million and the cash balance was \$92.1 million at the end of April. Expenditures in the Strategic Initiatives Program Fund were

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\$24.7 million. No additional funds, other than interest earned on the cash balance, are coming into this fund due to the expiration of the law effective May 31, 2019 that required the transfer. Deposits into the Transportation Expansion and Congestion Mitigation Fund of \$17.2 million were 18.9% ahead of forecast. Expenditures in the GARVEE Capital Projects Fund through April were \$16 million.

Review of Draft FY21-27 ITIP. FP&AM Collins presented the draft FY21-27 ITIP, which was prepared in collaboration with the metropolitan planning organizations and Local Highway Technical Assistance Council. He recommended proceeding to the 30-day public comment period on the multimodal plan.

Vice Chairman Kempton made a motion, seconded by Member Thompson, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, it is in the public's interest for the Idaho Transportation Department  
ITB20-31 to publish and accomplish a current, realistic, and fiscally constrained seven-year Idaho Transportation Investment Program (ITIP); and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal, state, local, and private capital investment funding; and

WHEREAS, the program update cycle requires cooperation with partner agencies in its calendar of activities; and

WHEREAS, the Board has reviewed the list of projects and analysis for the Draft FY21 - 27 ITIP; and

WHEREAS, the next activity in the program update cycle is public review and comment per 23 CFR 450.210; and

WHEREAS, public involvement and input from stakeholders and interested citizens allows the Board to better understand Idaho's various transportation needs; and

WHEREAS, project selection and program approval is scheduled for the Board's September meeting after incorporating public comment.

*NOW THEREFORE BE IT RESOLVED*, that the Board will commence public involvement in July with project and program information incorporated from the publication entitled *Draft FY 2021 - 2027 ITIP, June Board Meeting*.

FY21 Idaho Airport Aid Program. Manager of Airport Planning/Development (MAP/D) Bill Statham presented the FY21 Idaho Airport Aid Program (IAAP). The legislature allocated \$1,000,000 for the Program. In March, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which provided additional funding for airports without a match requirement. The Federal Aviation Administration will select National Plan of Integrated

Airport Systems (NPIAS) projects and allocate funding. The State of Idaho will have advisory duties in this process. The FY21 IAAP will allocate funds to non-NPIAS airports.

MAP/D Statham said that depending on the timing of the programming, there may not be CARES Act funds available to fund all or a portion of the local share. The 2019 supplemental funds do not qualify for 100% funding using CARES Act funds. Sponsors are still required to match their normal percentage for 2019 supplemental grants. This year the IAAP will fund only three types of projects: community airport construction, community airport planning, and roll over or emergency funding remaining. The Aeronautics Advisory Board reviewed the projects and recommended the proposed FY21 Program. Final grant amounts may change due to the final Federal Aviation Administration grant amounts awarded, a revised match rate, actual bids received, and minor scope changes prior to construction of the projects.

Member Hoff made a motion, seconded by Member Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has the authority to locate, design, ITB20-32 construct, reconstruct, alter, extend, repair and maintain state aeronautical facilities; and

WHEREAS, the Board has the authority to expend funds for the construction, maintenance and improvement of public owned aeronautical facilities; and

WHEREAS, the Idaho Aeronautics Advisory Board, at its May 28, 2020 meeting concurred with the provided Idaho Airport Aid Program.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Airport Aid Program for state fiscal year 2021 be approved, as shown as Exhibit #523, which is made a part hereof with like effect; and

*BE IT FURTHER RESOLVED*, the Board directs the Division of Aeronautics to issue grant offers for the SFY 2021 year including the amounts shown for additional supplemental projects to Idaho airports; and

*BE IT FURTHER RESOLVED*, the Board adopts the proposed allocation of airport funds.

Chairman Moad thanked MAP/D Statham for presenting the Idaho Airport Aid Program.

2021 Potential Legislative Ideas. Governmental Affairs Manager (GAM) Mollie McCarty proposed three legislative ideas for the 2021 session: update Idaho Code for federal odometer disclosure requirements, non-resident violator compact cleanup, and eliminate the requirement to surrender a suspended driver license. Legislative ideas must be submitted to the Division of Financial Management by July 10. Upon Division of Financial Management approval, staff will draft legislation for the Board to review and approve.

Chairman Moad thanked GAM McCarty for the presentation.

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Adopt-A-Highway (AAH) Recognition. Janet Gregory, District 3 AAH Coordinator, commended Big Kitty Inc. for its participation in the AAH Program. The group adopted a portion of US-20/26 in 2012.

District 3 Annual Report. District 3 Engineer (DE) Caleb Lakey said since his promotion to DE in February, he has dealt with the impacts of COVID-19 and the Governor's stay at home order and the March 31 earthquake. Employees began returning to the office earlier this month and will continue to return in phases. He commended the maintenance crews for their response to the earthquake and resultant avalanche.

DE Lakey said the partnerships utilizing Sales Tax Anticipated Revenue agreements to improve US-20/26 are proceeding well. Other district highlights include 636 permits were processed in FY20, which is 42 more than in FY19; 13 of the 14 FY21 projects were delivered on time; and roads were clear of snow and ice 84% of the time.

Chairman Moad thanked DE Lakey for the report.

Executive Session on Personnel and Legal Issues. Member Horsch made a motion to meet in executive session at 11:50 AM to discuss personnel issues as authorized in Idaho Code Section 74-206 (a) and (b) and legal issues as authorized in Idaho Code Section 74-206 (c) and (f). Member DeLorenzo seconded the motion and it passed 6-0 by individual roll call vote.

The discussions on legal matters related to acquiring real property and operations. The discussions on personnel matters related to the hiring of an employee and the performance of employees.

The Board came out of executive session at 1:20 PM.

COVID Traffic Counts and Crashes. Margaret Pridmore, Roadway Data Manager, said traffic counts began dropping almost immediately upon the Governor's stay at home order issued on March 25. Traffic was down 38% statewide initially, but has slowly been increasing.

Highway Safety Manager (HSM) John Tomlinson said highway fatalities were down, with 9 in April and 24 in May. In 2019, there were 28 fatalities in May. The 100 Deadly Days of Summer campaign started just before Memorial Day. Since then, there have been 19 fatalities, including three motorcyclists.

Chairman Moad thanked staff for the information.

Post COVID Aggressive Driving. HSM Tomlinson said aggressive driving has been a national concern recently. Boise Police Department Corporal Kyle Wills said most law enforcement agencies throughout the country slowed or eliminated traffic enforcement activities in April due to social distancing guidelines. Presumably due to the fewer cars on the roads, more motorists were speeding excessively. Boise Police Department partnered with Idaho State Police to focus on speeding. In the greater Boise area, law enforcement officers observed multiple speeds daily in excess of 100 miles per hour on I-84 and I-184, as well as double and triple the

speed limits on other surface streets. Enforcement in construction zones was also a priority. A concerted effort was made to educate the public about safe driving practices.

Chairman Moad thanked Corporal Wills for the informative presentation.

FY21 Highway Safety Plan. HSM John Tomlinson presented the FY21 Highway Safety Plan. The document, required by the National Highway Traffic Safety Administration, funds activities to reduce traffic crashes, deaths, and injuries. No significant changes were made to the draft Plan since it was presented last month.

Member Vassar made a motion, seconded by Member Thompson, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, Idaho experienced 24,031 reportable traffic crashes, 234 traffic  
ITB20-33 deaths, and 1,250 people seriously injured in 2018; and

WHEREAS, the economic cost of traffic crashes in Idaho for 2018 was more than \$4.1 billion; and

WHEREAS, the Idaho Transportation Department's vision is to have zero traffic deaths; and

WHEREAS, the National Highway Traffic Safety Administration (NHTSA) may allocate about \$3.9 million in funding behavior safety programs for Idaho to help eliminate traffic deaths and serious injuries; and

WHEREAS, the Idaho Traffic Safety Commission and the Office of Highway Safety have developed the Highway Safety Plan for Federal Fiscal Year 2021 to work toward the elimination of Idaho traffic deaths, serious injuries, and economic losses; and

WHEREAS, the Highway Safety Plan is required by NHTSA in order to receive funding from NHTSA.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board adopts the Highway Safety Plan for Federal Fiscal Year 2021, which is on file in the Office of Highway Safety.

City of Fernan Village Sewer Line Mitigation. DE1 Damon Allen said the City of Fernan Village needs to replace its wastewater collection system for the commercial property fronting Coeur d'Alene Lake Drive. The existing pressure sewer line runs under I-90 and is no longer serviceable. Because the sewer line was in existence before I-90 was constructed, he recommends funding the cost of re-construction for that portion of the improvements.

Member Thompson made a motion, seconded by Member Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the Idaho Transportation  
ITB20-34 Department mission of safety, mobility, and economic opportunity; and

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WHEREAS, the Department has been invited to become part of a partnership to reconstruct the sanitary sewer under I-90 at Coeur d'Alene Lake Drive; and

WHEREAS, it is in the public interest for ITD to participate in the reconstruction cost because the sanitary sewer predates the interstate; and

WHEREAS, it is in the public interest for ITD to participate in the reconstruction cost because financial participation guarantees the right for ITD to approve the design of the project to best protect I-90; and

WHEREAS, the cost of participation can be covered by ITD District operating funds and the City LID funding, Fernan Sewer Improvements.

*NOW THEREFORE BE IT RESOLVED*, that the Board finds it in the public interest for ITD to participate in the not-to-exceed cost of \$20,000 from District Operating, to replace the sanitary sewer under Interstate 90 at Coeur d'Alene Lake Drive in the City of Fernan Village.

Chairman Moad thanked DE Allen for the presentation.

Community Planning Association of Southwest Idaho (COMPASS) National Highway System (NHS) Change Request. Senior Transportation Planner (STP) Robert Beachler said the 2012 federal Moving Ahead for Progress in the 21<sup>st</sup> Century Act added nearly 60,000 miles of principal arterials to the NHS. This designation has data collection and reporting requirements, which can be a burden to the agency. Functional classification of roadways defines the role each element of the roadway network plays in serving travel needs. The next statewide solicitation for changes to functional classification will occur after the 2020 decennial census when the U.S. Census Bureau issues updated urban area boundary maps.

STP Beachler said COMPASS would like to remove 129 centerline miles from the NHS. The routes do not serve the purpose outlined in NHS criteria.

Member DeLorenzo made a motion, seconded by Member Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO.      WHEREAS, in July 2019 the Community Planning Association of Southwest  
ITB20-35      Idaho (COMPASS) staff began the process to update the National Highway  
System (NHS) in Ada and Canyon Counties by meeting with the six  
transportation agencies within the planning area that have local roads on the NHS;  
and

WHEREAS, on December 16, 2019 the COMPASS Regional Transportation Advisory Committee recommended changes to the NHS that were approved by the COMPASS Board of Directors; and

WHEREAS, Idaho Transportation Department staff met with representatives of COMPASS and the Federal Highway Administration on January 23, 2020 to discuss the removal of MAP-21 Principal Arterials from the NHS; and

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WHEREAS, on March 16, 2020 Department Planning Services Section received a request from COMPASS' Executive Director to remove 129 centerline miles of MAP-21 Principal Arterials; and

WHEREAS, on May 21, 2020 the Idaho Transportation Board was provided an informational briefing and supporting materials regarding COMPASS' request to delete 129 centerline miles of locally owned MAP-21 Principal Arterials that do not serve the purpose outlined in NHS criteria; and

WHEREAS, the Board has reviewed the request to delete the MAP-21 Principal Arterials from the NHS as identified in COMPASS' change request.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board accepts and approves COMPASS' request to delete 129 centerline miles of MAP-21 Principal Arterials from the National Highway System and directs staff to forward the request to the Federal Highway Administration.

2020 Functional Classification Review. Per Board policy, an updated Functional Classification Map of the State Highway System is to be presented for approval each year, according to STP Beachler. There have been no changes to Idaho's State Highway Systems Functional Classification map since it was approved by the Federal Highway Administration in 2016. COMPASS is requesting changes to the federal aid functional classification system within its planning area: update the functional classification of two existing roadways; change the classification of three roadways based on how they function or have been constructed; and add a principal arterial.

Member Vassar made a motion, seconded by Member Horsch, and passed 6-0 by individual roll call vote to approve the following resolution:

RES. NO. WHEREAS, Idaho Transportation Department staff has reviewed the Functional  
ITB20-36 Classification Map for the State Highway System of Idaho; and

WHEREAS, Idaho Transportation Board Policy 4060 Functional Classification of State Highways requires an annual update of the State Highway System Functional Classification Map; and

WHEREAS, Department staff has presented the map with no changes for 2020; and

WHEREAS, on March 16, 2020 the Department Planning Services Section received a request from the Community Planning Association of Southwest Idaho (COMPASS) to change the Federal Aid Functional Classification System for select roadways within the COMPASS Planning Area; and

WHEREAS, on May 21, 2020 the Idaho Transportation Board was provided an informational briefing and supporting materials regarding COMPASS' request to update the functional classification of Northside Boulevard and Federal Way, and

June 17, 2020

change the classification of Eisenman Road, Lake Hazel Road, and Orchard Street Extensions based on how they function or have been constructed; and

WHEREAS, COMPASS requests the addition of the Orchard Street Re-Alignment segment as a principal arterial; and

WHEREAS, the Board has reviewed the request to update and change the Federal Aid Classification for select roadways within the COMPASS Planning Area.

*NOW THEREFORE BE IT RESOLVED*, that the Board confirms there are no changes to the State Highway System functional classification, as shown as Exhibit #524 which is made a part hereof with like effect, and accepts COMPASS' request to update and change the Federal Aid Functional Classification of the select roadways within the COMPASS Planning Area.

Chairman Moad thanked STP Beachler for the reports.

Administrative Settlement over \$200,000. Right of Way Program Manager (RWPM)  
Justin Pond said Board Policy delegates the authority to offer administrative settlements up to \$200,000 over the reviewed fair market value of properties appraised up to \$1,000,000. Proposed settlements exceeding \$200,000 shall come before the Board for approval. An administrative settlement is additional payment in excess of the approved just compensation. It may be provided to motivate amicable settlement with an owner and avoid recourse to legal proceedings.

Vice Chairman Kempton made a motion, seconded by Member DeLorenzo and passed 6-0 by individual roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Department is acquiring right-of-way  
ITB20-37 along SH-41 for Project No. A020(098), key #20098; and

WHEREAS, the Department and the property owner have engaged in good faith negotiations; and

WHEREAS, both parties agree that additional payment is justified in order for the Department to fairly compensate the property owner.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board approves an administrative settlement in the amount of \$505,286.85.

Overview on Surplus Property and the Process for Disposal. RWPM Pond said surplus property is land under the Department's jurisdiction that is not needed or is no longer useful or usable for any current or future purpose. It may originate from uneconomic remainders, used materials sites, and existing right-of-way becoming no longer necessary due to the reconstruction of a road. Because surplus property may have associated costs, such as surveys and appraisals, disposing of surplus property is generally not pursued until a party expresses interest in acquiring the property.

RWPM Pond said the disposal process consists of offering the property to a tax-supported agency or political subdivision first. If an entity acquires the property, if in the future the property ceases to be used for public purposes, the property is to revert back to ITD. If there is no interest from a tax-supported agency or political subdivision, the property is offered to an adjoining property owner at the fair market value as a minimum. If more than one adjoining property owner is interested in the property, the interested parties bid on the parcel. If there is no interest from adjoining property owners, the land may be made available for a public sale.

Chairman Moad thanked RWPM Pond for the informative presentation.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:15 PM.

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BILL MOAD, Chairman  
Idaho Transportation Board

Read and Approved  
\_\_\_\_\_, 2020  
\_\_\_\_\_, Idaho

SPECIAL SESSION OF THE IDAHO TRANSPORTATION BOARD

June 26, 2020

Due to the COVID-19 virus, the meeting was conducted remotely.

Idaho Transportation Board Chairman Bill Moad called a special session of the Idaho Transportation Board at 10:30 AM on Friday, June 26, 2020. The following principals participated:

Bill Moad, Chairman  
Jim Kempton, Vice Chairman – District 4  
James R. Thompson, Member – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Bob Hoff, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Executive Session on Personnel and Legal Issues. Member DeLorenzo made a motion to meet in executive session at 10:30 AM to discuss personnel issues as authorized in Idaho Code Section 74-206 (a) and legal issues as authorized in Idaho Code Section 74-206 (f). Member Vassar seconded the motion and it passed 5-0 by individual roll call vote.

The discussion on personnel matters related to the hiring of an employee. The discussions on legal matters related to operations.

The Board came out of executive session at 11:30 AM.

WHEREUPON, the special session of the Idaho Transportation Board adjourned at 11:30 AM.

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BILL MOAD, Chairman  
Idaho Transportation Board

Read and Approved  
\_\_\_\_\_, 2020  
\_\_\_\_\_, Idaho

# BOARD MEETING DATES

**2020**

August 20  
September 16  
October 14-15 - Boise

November \_\_\_\_\_ - Boise  
December \_\_\_\_\_ - Boise

**2020**

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>
<del>1</del> 2 3 4 5 6 7 8 9 10 11 <del>12 13 14 15 16 17 18</del> 19 <del>20</del> 21 <u>22</u> 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 <del>17</del> 18 <u>19</u> 20 21 22 23 24 <del>25 26 27 28 29</del>	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 <u>18</u> 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 <u>15 16</u> 17 18 <del>19 20 21 22 23 24 25</del> 26 <del>27 28 29 30</del>
<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>
31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 <u>21</u> 22 23 24 <del>25 26 27 28 29 30</del>	1 2 3 4 5 6 <del>7 8 9 10 11</del> 12 13 14 15 16 <u>17</u> 18 19 20 <del>21 22 23 24 25 26 27</del> <del>28 29 30</del>	<del>1 2</del> 3 4 5 6 7 8 9 10 11 12 13 14 15 <u>16</u> 17 18 <del>19 20 21 22 23 24 25</del> 26 27 28 29 30 31	30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 <u>20</u> 21 22 23 24 25 26 27 28 29
<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
1 2 3 4 5 6 <del>7</del> 8 9 10 11 12 13 14 15 <u>16</u> 17 18 19 <del>20 21 22 23 24 25 26</del> 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 <del>12</del> 13 <u>14 15</u> 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 <del>4 5 6 7</del> <del>8 9 10</del> <del>11</del> 12 13 14 15 16 17 18 19 20 21 22 23 24 25 <del>26</del> 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 <del>25</del> 26 27 28 29 30 31

"X" = holiday

"-----" = conflicts such as AASHTO/WASHTO conferences (or Board/Director conflicts)

**Action:** Approve the Board meeting schedule.





## IDAHO TRANSPORTATION BOARD

### RESOLUTION FOR CONSENT ITEMS

**Pages 19-37**

RES. NO.      WHEREAS, consent calendar items are to be routine, non-controversial, self-explanatory items that can be approved in one motion; and  
ITB20-38

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the FY20-23 Strategic Plan for the Division of Financial Management; the removal of FY20 National Summer Transportation Institute from the Program; the addition of Local, FY21 McCall 3 Americans with Disabilities' Act Ramp and Local, Victor Elementary Bike/Pedestrian Path to the Program; and a contract for award.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020

Consent Item ☒

Information Item ☐

Amount of Presentation Time Needed N/A

Presenter's Name Scott Stokes	Presenter's Title Chief Deputy	Initials LSS	Reviewed By LSS
Preparer's Name Reed Hollinshead	Preparer's Title Public Information Officer	Initials RH	

### Subject

FY 2020-23 Strategic Plan for the Division of Financial Management (DFM)		
Key Number	District	Route Number

### Background Information

Idaho Code 67-19701 – 67-1904 requires all state agencies to annually submit a Strategic Plan covering a minimum of four years, **forward to DFM**. The format, structure and required elements for the Strategic Plan are set by DFM inclusive of the following:

- Vision and/or Mission Statement
- Goals
- Objective
- External Factors
- Performance Measures & Benchmarks

No changes were made to the document since it was presented for the Board's review at the May 21, 2020 meeting.

### Recommendations

Staff is requesting Board members approve the attached Strategic Plan.

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	

# Idaho Transportation Department

## FY21-24 Strategic Plan



**Quality Performance**

## Mission and Vision

The mission of the Idaho Transportation Department is *Your Safety. Your Mobility. Your Economic Opportunity.*

The department's vision, representing how we exceed the expectations of Idahoans:

***Become the best transportation department  
in the country.***

We do that by:

- Being transparent, accountable, and reliable.
- Being more efficient and saving costs.
- Providing remarkable customer service.
- Leveraging partnerships effectively.
- Valuing teamwork and using it as a means to improve.
- Placing a high value on employees, their development, and retaining them.

## Goals & Objectives

The department has set measurable objectives for each primary goal detailed below and further described in the "Measurement" section, next:

- Commit to having the safest transportation system possible.
  - o Reduce fatalities
- Provide a mobility focused transportation system that drives economic opportunity.
  - o Maintain pavement in good or fair condition
  - o Maintain bridges in good or fair condition
  - o Keep highways clear of snow and ice during winter storms
- Be a fiscally responsible steward of taxpayer funds.
  - o Keep administration and planning expenditures stable
  - o Complete project designs on time
  - o Hold construction cost at award to programmed budget
  - o Hold final construction cost to contract award amount
- Provide excellent customer service
  - o Reduce time to process vehicle titles
  - o Increase DMV transactions processed via the internet

## Measurement – What Are We Doing to Achieve our Goals?

ITD unveiled a dashboard of performance measures and benchmarks/objectives in January 2010. It can be found online at: <https://apps.itd.idaho.gov/apps/Dashboard/>

### Goal: Have the safest transportation system possible.

*Objective: Maintain a safe and responsible five-year fatality rate.*

*Achievement: ITD recorded a five-year fatality rate of 1.33 for FY2014-18*

*Future Targets: FY15-19 – 1.40, FY16-20 – 1.41, FY17-21 – 1.38, FY18-22 – 1.36*

#### Why This Is Important

Even one death on Idaho's highways is one death too many. Each death is a personal tragedy for the individual's family and friends, and has an enormous financial cost to the community. Every life counts.

#### How We Measure It

The measure is calculated by dividing the number of fatalities that occur over a five-year period by the number of vehicle miles traveled during that same five-year period.

#### What We're Doing About It

The department advances programs to eliminate traffic deaths, serious injuries, and economic losses. These programs focus on engineering, education, enforcement and emergency response.

### Goal: Provide a mobility focused transportation system.

*Objective: Keep highways free of ice and snow at least 73% of the time during winter storms.*

*Achievement: Last winter, roads were kept clear 85% of the time during winter storms.*

*Future Targets: 73% Annually*

#### Why This Is Important

Idaho travelers need safe and reliable highways during winter storms. Preventing the accumulation of snow and ice or quickly removing it from highways increases safety, mobility, and improves commerce.

#### How We Measure It

Idaho's highways are broken down into hundreds of sections. Nearly half of these highway sections, including the most heavily traveled corridors, have automated roadway condition sensors and weather information stations where winter storms most affect travel -- high elevation summits, steep grades, bridge overpasses, etc. This measure tracks the percent of time those highway sections are kept clear of ice and snow during winter storms.

#### What We're Doing About It

ITD is using this data from the automated roadway condition sensors and weather information stations to continuously improve the effectiveness of its winter

maintenance efforts across the state. The department accomplishes this by customizing snowplowing practices and de-icing treatments.

**Objective: Maintain 80% of pavement on State Highways in good or fair condition.**

**Achievement: In 2019, 92% of pavements were in good or fair condition.**

**Future Targets: 80% Annually**

#### **Why This Is Important**

Pavement condition has an impact on the operating costs of passenger and commercial vehicles. Regularly scheduled preventive maintenance, preservation and reconstruction treatments extend the useful life of pavements.

#### **How We Measure It**

Roughness and rutting are measured by driving a specially equipped rating van over the entire State Highway System during spring and summer. Cracking is measured in the summer and fall by a visual inspection and digital video recordings. Data and visual inspections are then used to rate pavement conditions.

#### **What We're Doing About It**

ITD focuses on internal efficiencies to maximize investments in the transportation system. Investment decisions are prioritized to keep highways in good or fair condition to avoid costly replacement. New management systems help ITD strategically schedule preventative maintenance and preservation projects at the optimal time.

**Objective: Maintain 80% of bridges on State Highways in good or fair condition.**

**Achievement: In 2019, 75% of bridges were in good condition.**

**Future Targets: 80% Annually**

#### **Why This Is Important**

Ensuring that Idaho's bridges are in good condition protects transportation investments and lowers repair costs. It also helps maintain connectivity and commerce, which depends on the carrying capacity and reliability of roads and bridges.

#### **How We Measure It**

The measurement is the ratio of deck area (or plan dimension) of bridges in good condition to the deck area of the entire inventory of state bridges stated as a percentage.

#### **What We're Doing About It**

Idaho strategically schedules preservation and restoration projects to improve deteriorating bridges across the state. Over time, increased investments will be needed to achieve this goal.

### **Goal: Be a Fiscally Responsible Steward of Taxpayer Funds**

**Objective: Get 100% of the projects scheduled for construction in any given year designed and ready to bid on or ahead of time.**

***Achievement: In FFY20, ITD had 92% of projects designed and ready to bid on time.  
Future Targets: 100% Ready to Bid Annually***

#### **Why This Is Important**

Completing highway infrastructure projects on time for Idaho's state highway system is an important aspect of credibility and customer service. Getting projects ready to bid involves planning, designing, environmental documentation, permitting, and right-of-way acquisition. Stakeholders depend on the department to deliver projects in the year they are scheduled in the Idaho Transportation Improvement Program (ITIP). Projects for which designs are completed on time cost less and provide ITD and the construction industry adequate lead times. This allows flexibility to plan and schedule resources for the construction phases of the projects.

#### **How We Measure It**

ITD monitors the dates when highway infrastructure projects are ready to bid. This includes highway paving, guardrails, traffic signals, signs, bridge repair, and more.

#### **What We're Doing About It**

ITD holds managers accountable for delivering the state infrastructure projects on time. The Highway Leadership Team reviews the delivery status of the next year's projects monthly and provides assistance and commits additional resources as needed. Each infrastructure project in the Idaho Transportation Investment Program (ITIP) is assigned a Project Manager who is responsible for coordinating the work on the project and setting and keeping the project schedule while maintaining the project scope and budget. Each project has a completed charter before entering the ITIP which includes an approved scope, schedule and budget. A Program Management Office (PMO) has been created to provide training and assistance in project delivery including scheduling and estimating. Also, each district and the bridge section have a PMO Liaison assigned to assist the project managers and project owners deliver the programmed projects on or ahead of the scheduled time.

#### ***Objective: Maintain Final Construction Costs within 5% of the Contract Amount***

***Achievement: In 2019, the construction cost was kept to 101.9% of award amount.  
Future Targets: 95%-105% Annually***

#### **Why This Is Important**

Stakeholders and the public expect ITD to deliver projects that improve safety, enhance mobility and drive economic opportunity. This requires projects to be well designed and delivered within budget -- as close to the contract award amount as possible. Projects delivered within budget allow ITD to efficiently invest limited funding and maximize benefits.

#### **How We Measure It**

ITD totals the construction costs for projects which have had the final payment made in the given calendar year, totals the bid amounts for these projects, and then compares the adjusted construction costs to the bid amounts at contract award.

### **What We're Doing About It**

ITD uses many techniques to limit cost increases, including enhanced risk assessment and management on complex projects, regular process reviews and improvements, ongoing training, and post-construction reviews.

**Objective: Maintain Cumulative Construction Cost at Award within 10% of Budget**

**Achievement: In FFY19, the construction cost was 97% of budgeted amount.**

**Future Targets: 90%-110% Annually**

### **Why This Is Important**

Stakeholders and the public expect ITD to deliver and build the highway projects that are programmed each year. This requires projects to be delivered within budget. When costs at contract award are kept as close as possible to the project's programmed amount, it allows ITD to better invest limited funding and maximize benefits.

### **How We Measure It**

ITD totals the construction costs of projects awarded in the fiscal year and compares them to the total construction budget programmed at the beginning of that year for the same projects. GARVEE projects are not included.

### **What We're Doing About It**

ITD uses value engineering and practical-design principles to ensure projects provide the benefits desired at the lowest practical cost. ITD closely monitors construction bids and price trends to keep construction estimates accurate. Collectively, these methods allow more projects to be provided at or under the programmed amount.

**Objective: Maintain Minimal Administrative Expenses.**

**Achievement: In 2019, expenditures were \$27.4M, which was within 3.9% of appropriation.**

**Future Targets: Maintain annual expenses within 5% of appropriation.**

### **Why This Is Important**

Keeping costs for the Division of Administration as low as possible allows more money to be spent on critical functions such as highway and bridge projects. This allows the department to make strategic investments that maximize safety, mobility and economic opportunity.

### **How We Measure It**

ITD will ensure that the Idaho Transportation Board approved and Legislatively appropriated budget for Administration will be within + or - 5%. This will be accomplished by comparing the appropriation to the cash expenditures and approved encumbrances for the fiscal year to the actual appropriation.



**What We're Doing About It**

ITD Div. of Administration is innovating by improving business processes, implementing quality technology improvements, and changing the culture to best serve our customers.

**Goal: Provide excellent customer service**

**Objective: Average an average 5-day or less processing cycle for DMV transactions.**

**Achievement: Maintained an average processing time of 3 days in FY19.**

**Future Targets: 5 Days or Less Annually**

**Why This Is Important**

Customers need titles to be issued in a timely manner to legally conduct vehicle sales and trades, or use titles as collateral for loans. Average title turnaround time also measures efficiency and productivity to determine the best use of limited resources.

**How We Measure It**

Annual cycle times are calculated by dividing the monthly sum by twelve.

**What We're Doing About It**

DMV recognizes the direct customer component of their services. The division prioritizes staffing and provides training so applications are submitted quickly and correctly in minimal time.

**Objective: Increase the # of DMV transactions processed online.**

**Achievement: in 2019, we processed 382,400 DMV transactions online.**

**Future Targets: 2020 - 600,000, 2021 – 650,000, 2022 – 700,000, 2023 – 750,000**

**Why This Is Important**

Online services provide the public an alternative method of payment for motor-vehicle services such as licenses and permits. These services minimize staffing requirements and eliminate the need for motorists to travel and wait in line.

**How We Measure It**

This measure captures transactions by direct DMV customers who purchase online services for licenses, permits and endorsements.

**What We're Doing About It**

ITD has expanded the ability of customers to obtain licenses and permits online, and continually spreads the word for these options through targeted communication.

## **Key External Factors**

### **Funding**

- ITD's funding levels are certainly a big question mark as a result of the coronavirus crisis. The department has maintained normal operational and construction activities, yet a substantial gap in funding will exist as a result of a precipitous drop in gas-tax revenue. To what extent that gap will be filled by aid and recovery packages has yet to be determined.
- The department continues to work within federal funding provided by the Fixing America's Surface Transportation (FAST) Act. This act expires in September 2020. Both the U.S. Congress and the administration have shown strong support for financing infrastructure through both proposals and legislation. Reauthorization activity at the federal level is expected to be particularly active during the next six months of 2020.

### **Social & Economic**

- Explosive growth has affected the department for several years, and continues to be a major factor. A skyrocketing population brings an increased demand on the transportation infrastructure. This results in additional demand for freight services, safety and capacity considerations, public transit, biking/walking, as well as operations and facilities. However, the decrease in vehicle travel from the covid-19 crisis has also meant a significant decrease in gas-tax revenue, which is the primary method of transportation funding. It has yet to be seen how COVID-19 might impact the recent growth trend.
- ITD will be actively monitoring the combined effects of COVID-19 recovery and the explosive growth observed during the past year in relation to funding and opportunities. In addition, the department will continue to explore viable transportation-funding alternatives.
- As traffic volumes begin to return to normal levels over the next few months, roadway fatalities may also begin to increase, as statistics from Idaho's Office of Highway Safety and the National Highway Traffic Safety Administration show a strong correlation between traffic volumes and fatalities.
- The Office of Highway Safety (OHS) continues to work with public and private partners to keep Idaho's roads safe. This year, OHS created a new program to focus on improving seat belt use rates among young adults and teens in rural areas throughout Idaho. This program builds on ITD's Shift campaign by using positive messages to encourage Idahoans to make safe choices on the roads.

### **Organizational**

- ITD places high value on employees, their development, their skill, and contributions. The engagement of our employees is key to discovering innovative business practices, providing remarkable customer service, and fostering partnerships.
- For this reason, we focus on the development of leaders. We also provide opportunities for employees to benefit through individual and team achievements. ITD continues to advance the following concepts:
  - Leadership Development for intentional employee experiences.
  - Horizontal Career Paths that motivate employees to develop skills and ensure high performance.
  - Organizational effectiveness, which continues to direct staffing resources for maximum service delivery and utilize budgeted resources to retain qualified and talented employees.

### **Technological**

- Security of the transportation system is a high priority as ITD makes transportation decisions and investments. ITD's progress toward technological security is noted below:

#### **Cyber Security**

Below is the status on five items that require ITD action in Executive Order 2017-02:

- Adopt and implement NIST Cybersecurity Framework - **Complete**
- Implement first five CIS Critical Security Controls - **Complete**  
*ITD has implemented and is continuing to improve all Critical Security Controls in coordination with the Office of ITS.*
- Develop and submit employee education and training plans for mandatory cybersecurity training - **Complete**
- Require all state employees to complete annual cybersecurity training - **Complete**
- Include a link to statewide cybersecurity website on all public websites – **Complete**

### Red Tape Reduction Act (RTRA) Compliance

Under Governor Little's 2019 [Red Tape Reduction Act E. O.](#) and subsequent 2020 [Zero-Based Regulation E. O.](#), ITD has made significant regulatory reductions and modifications to the department's administrative rules, also known as IDAPA Title 39.

ITD's innovative thinking and customer-focused approach to administrative rulemaking has made ITD an example of what other agencies strive for under this initiative. ITD staff has also heavily engaged with DFM on many rulemaking topics, issues and projects.

Over the course of FY20, ITD executed several rulemaking consolidations by condensing five vehicle-titling rules into one, eight aeronautic rules into one, two license plate rules into one and six highway-signage/advertisement rules into two.

	FY20	FY19
# of Chapters	-16	-20
# of Words	-6,060	-12,066
# of Restrictive words	-189	-128

Additionally, ITD successfully proposed and moved 2 pieces of legislation through the 2020 legislative session. Each proposal directly supported the Red Tape Reduction Act and/or the [Licensing Freedom Act](#).

Those 2 bills were:

- Commercial Motor Vehicle Registration Stickers: [SB1231aaH](#) and
- Removal of Requirements for Vehicle Salesperson Licensing: [HB333](#)

## Coronavirus Response

Before the Governor's first news conference, ITD began reviewing our Continuity of Operations Plan (COOP) in February in anticipation of the coronavirus pandemic. We developed plans to keep our most essential services operating, including road maintenance, ports of entry, and highway construction. As for employee communication, we stood up an employee website on March 16. The site was updated daily with pertinent information (time coding, meetings, travel, safety/health guidelines and general information) for our more than 1,600 employees every single workday through May 1. As a part of ITD's COOP plan, the department began sending small groups of employees home to telecommute a week prior to the Governor's stay-at-home order. We had more than 90% of office personnel working from home two days after the order was issued March 25. Even with around 1,000 employees working from home, we did not see an appreciable drop in productivity. Operationally, our maintenance crews across the state continued daily upkeep of our facilities and maintained mobility benchmarks during the latter part of the winter. All of Idaho's Ports of Entry provided regular service to truckers, helping to keep vital goods and services flowing through the state. ITD Highways Operations and Division of Aeronautics also assisted with several critical operations to move Personal Protective Equipment (PPE) to hospitals and healthcare facilities throughout the state, and missions in response to the 6.5-magnitude earthquake on March 31. After inspecting every road and bridge in the area, we found no major earthquake damage in the ITD system. The most significant damage was cleaned up and repaired along Idaho Highway 21 near Grandjean Summit by May 5. ITD's \$541.2M construction program for FY21 has remained on track. All projects planned as a part of the FY 21 Idaho Transportation Investment Program (ITIP) are underway. We did not delay any bid announcements or openings due to the coronavirus pandemic. We worked closely with contractors through the Association of General Contractors (AGC) on adhering to all social distancing and health guidelines. We moved most Division of Motor Vehicle Services online as most county DMV offices operated by Sheriff's Offices decided to close during the stay-home order. Both online vehicle registration and driver's license renewals saw their biggest increases during the month of April. In accordance with Governor Little's "Idaho Rebounds" plan, ITD prepared a back-to-the-office plan along with guidelines for employees by early May.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name Russ Rivera	Presenter's Title Civil Rights Manager	Initials	Reviewed By LSS
Preparer's Name Jeanette Finch	Preparer's Title Senior Research Analyst	Initials	

### Subject

Remove **FY20 NAT'L SUMMER TRANS INSTITUTE** from the approved FY 2020 – FY 2026 ITIP

Key Number 20088	District HQ	Route Number STATE
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### Background Information

The purpose of this consent item is to request approval to remove **STATE, FY20 NAT'L SUMMER TRANS INSTITUTE** (NSTI) project per Administrative Policy 5011 Idaho Transportation Investment Program (ITIP).

The National Summer Transportation Institute (NSTI) is funded with an annual FHWA allocation. ITD Office of Civil Rights receives between \$50,000 and \$70,000 annually to provide STEM (Science, Technology, Engineering and Math) programming through local schools and universities. Educational institutions apply for the funding as part of a competitive process. This year's program would have funded a Transportation and Robotics day-camp through Idaho State University, as well as paid for scholarships to the "National Flight Academy" in Tallahassee, Florida.

The NSTI program objectives are to improve Science, Technology and Math skills, provide awareness to middle and high school students - particularly minority, female and disadvantaged youth - about transportation careers, and encourage them to consider transportation-related courses of study in their higher education pursuits.

The summer camp program will not be running this year due to the COVID-19 and therefore has been cancelled. The project scheduled cost is \$72,000.

### Recommendations

Approve the removal of **STATE, FY20 NAT'L SUMMER TRANS INSTITUTE (KN 20088)** at a cost of **\$72,000**.

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name Blake Rindlisbacher	Presenter's Title Chief Engineer	Initials	Reviewed By LSS
Preparer's Name Ryan McDaniel	Preparer's Title Program Manager	Initials	

### Subject

Add LOCAL, FY21 MCCALL 3 ADA RAMPS and LOCAL, VICTOR ELEMENTARY BIKE/PED PATH to FY 2021 of the approved FY 2020 - 2026 ITIP

Key Number new	District 3, 6	Route Number LOCAL
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### Background Information

The purpose of this consent item is to request the addition of the **LOCAL, FY21 MCCALL 3 ADA RAMPS** and the **LOCAL, VICTOR ELEMENTARY BIKE/PED PATH** to FY 2021 of the program, per the sponsors and policy 5011 *Idaho Transportation Investment Program (ITIP)*.

Both projects were included in the Draft ITIP presented to the board at the June 2020 meeting and both were scheduled in FY 2022. The City of McCall and the City of Victor have both requested their projects be moved to FY 2021 in order to begin construction earlier.

--McCall hopes to have their project contracted prior to September to get a jump on the short construction season in their area. Each of the McCall curb ramps will be replaced in coordination with two phases of upcoming realignment and reconstruction of Park Street.

--Victor plans to construct a 10' asphalt pathway on Baseline Road from Old Jackson Highway Elm Street to Aspen Street, and Aspen Street to Mountain Shadows Way.

The total project cost of the three McCall ramps is **\$60,000** in the System Support program. The Victor Bike/Ped Path is **\$496,000** in the TAP – Rural program. The design phase only of \$44,000 will be funded in FY 2020. The funding for construction of both projects is available from the perspective program balances in FY 2021.

Staff requests that the projects be added to the program.

### Recommendations

Approve the addition of the **LOCAL, FY21 MCCALL 3 ADA RAMPS** at a cost of **\$60,000** and the **LOCAL, VICTOR ELEMENTARY BIKE/PED PATH** at a cost of \$496,000 to FY 2021 and authorize staff to adjust the ITIP accordingly.

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



# Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☒Information Item ☐

Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name Dave Kuisti, P.E.	Presenter's Title Transportation Engineering Division Administrator	Initials DK	Reviewed By LSS
Preparer's Name Dana Dietz, P.E.	Preparer's Title Contracts Engineer	Initials DD	

## Subject

Board Approval of Contracts for Award

Key Number	District	Route Number
------------	----------	--------------

## Background Information

### INFORMATION

The following table summarizes the projects bid since the start of the fiscal year by jurisdiction, along with those requiring Board approval to award and Board approval to reject.

Year to Date Bid Summary (10/1/19 to 06/29/20)					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
51	20	6	4	1	0

### ACTION

In accordance with board policy 4001, the construction contract on the attached report exceeded the engineer's estimate by more than ten percent (10%) but are recommended for award with board approval.

The following table summarizes the contract requiring Board approval to award since the last Board Agenda Report.

Contracts requiring Board Approval to Award -Justification received 06/02/20 to 06/29/20	
ITD	Local
1	0

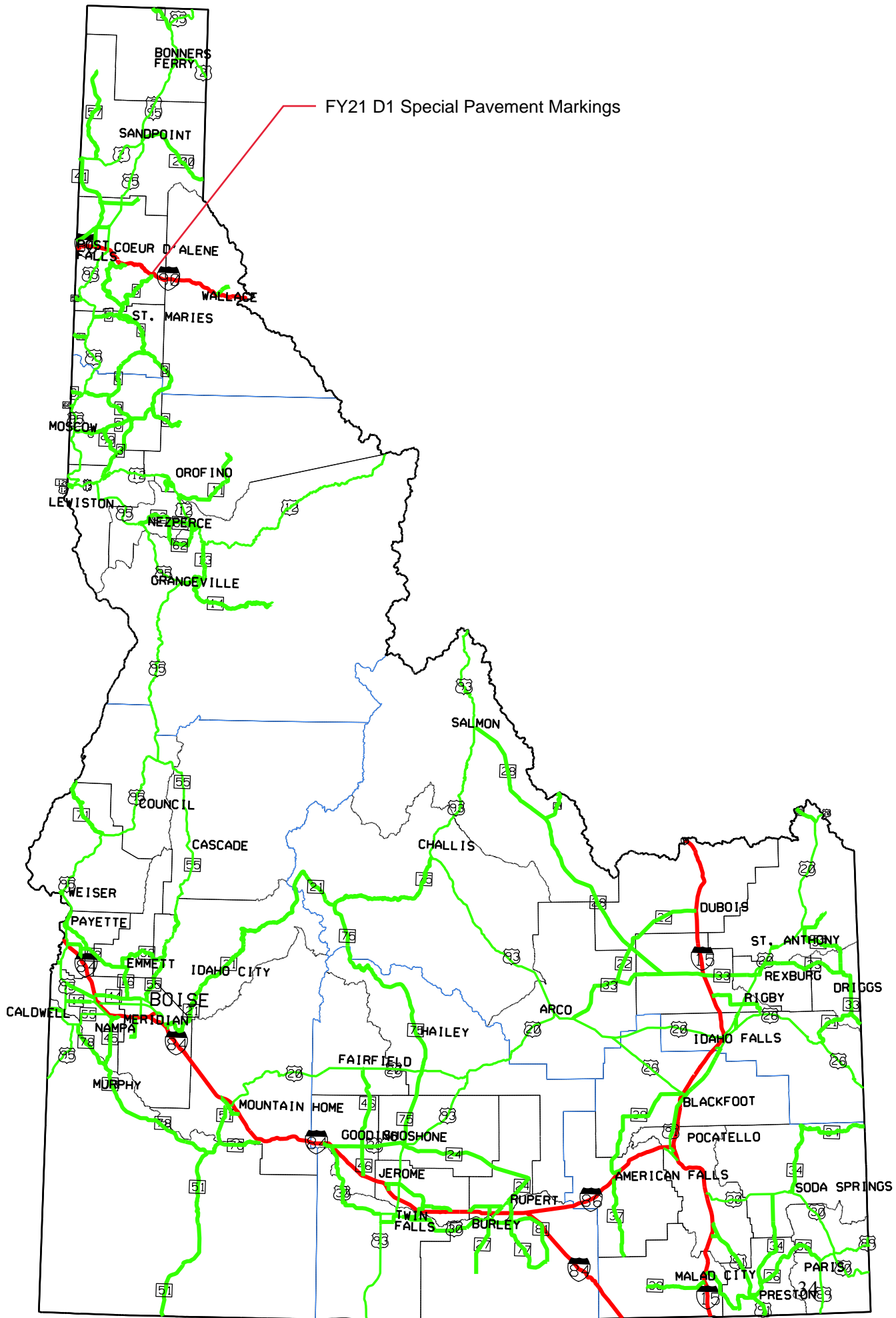
## Recommendations

In accordance with board policy 4001, the construction contract on the attached report is recommended for award with board approval.

## Board Action

☐ Approved ☐ Deferred \_\_\_\_\_☐ Other \_\_\_\_\_





## Monthly Status Report to the Board

### CONTRACT(S) FOR BOARD APPROVAL

District	Key No.	Route	Opening Date		No. of Bids	Eng. Est.	Low Bid	Net +/-
1	<b>22301</b>	I-90	6/9/2020		1	\$299,399.49	\$388,395.71	\$88,996.22
FY21 D1 Special Pavement Markings (SIA)						State		130%
Contractor: Road Products Inc.								

DATE OF BID OPENING – JUNE 9, 2020

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Project No. A022(301)  
Key No. 22301  
FY21 D1 Special Pavement Markings  
All District 1 Counties

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DESCRIPTION: The work on this project consists of priority markings including Railroad Crossings, School Crossings, Crosswalks, Stop Bars, Straight Arrows on I-90 off Ramps, Lane Drop Arrows, and Turn Arrows.

BIDDERS: Road Products, Inc. \$388,395.71  
Spokane, WA

1 BIDS ACCEPTED

BUDGET - \$299,399.49

LOW BID – 130% Percent of the Budget

(AWARD)

(REJECT)

(REQUIRES BOARD APPROVAL)

Approval to award or reject this project is based on Bid Review and Evaluation.

Attached is the justification for Award or Rejection of the Bid. Contracting Services concurs with the recommendation.

Dana Dietz

Digitally signed by

Dana Dietz

Date: 2020.06.26

11:09:07 -06'00'

Dana Dietz, P.E.

Contracts Engineer

Date



**DATE:** June 24, 2020

**Program Number(s)** E201950

**TO:** MONICA CRIDER, P.E.  
Contract Services Engineer

**Key Number(s)** 22301

**FROM:** DAMON L. ALLEN, P.E.  
District 1 Engineer

**Program ID, County, Etc.**  
DISTRICT 1, FY 21 D1 SPECIAL  
PAVEMENT MARKINGS

**APPROVED**

*By dallan at 1:39 pm, Jun 24, 2020*

**RE:** BID JUSTIFICATION FOR AWARD

On June 9, 2020 ITD opened bids for the above captioned project. One bid for \$388,395.71 was received, which was 30% (\$88,996.22) higher than the Engineer's Estimate (EE) of \$299,399.49. No other bids were received.

The table below compares the price differences between the low bid and the Engineer's Estimate. The estimated prices for these pay items were based on prices from recent similar projects and from the average unit price report and may have been adjusted to reflect project specifics more accurately.

ITEM NO.	DESCRIPTION	ESTIMATED UNIT PRICE	LOW BID UNIT PRICE	COST DIFFERENCE
S904-05A	SP Temporary Traffic Control	\$113,000.00/LS	\$185,000.00	\$72,000.00
Z629-05A	MOBILIZATION	\$27,218.14/LS	\$40,000.00	\$12,781.86
Total				\$84,781.86
% of Difference from EE (\$88,996.22)				95%

It is apparent that temporary traffic control quantities and the mobilization accounted for most of the difference in the EE. Had flagging quantities been estimated for two working crews as opposed to one when determining the cost of temporary traffic control, and the mobilization percentage been increased to account for the vast project area, the low bid would likely have been less than 110% of the EE.

This project is important to the safety and functionality of our roadway system and will provide necessary direction and forewarning to the travelling public by refreshing special pavement markings that, in some cases, have not received a coat of paint in many years and have faded such that they are all but nonexistent. In order to address this deficiency the project needs to be awarded in the 2020 construction season.

District 1 does not believe that re-advertising this project would result in lower bids and recommends the awarding of this contract. Additional funds would be procured from KN22265, a Supporting Infrastructure Asset project in the ITIP for which no bids were received.



# Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☐Information Item ☒

Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name Dave Kuisti, P.E.	Presenter's Title Transportation Engineering Division Administrator	Initials DK	Reviewed By LSS
Preparer's Name Dana Dietz, P.E.	Preparer's Title Contracts Engineer	Initials DD	

## Subject

Contract Awards and Advertisements

Key Number	District	Route Number
------------	----------	--------------

## Background Information

### INFORMATION

The following table summarizes the contracts bid since the start of the fiscal year by jurisdiction, along with those requiring Board approval to award and Board approval to reject.

The attached chart only shows the ITD State Infrastructure Projects listed by Summary of Cost and Summary of Contract Count.

#### NOTE:

The table below shows year to date summaries for both ITD and Local contracts bid. These ITD Contracts and the ITD project numbers do not match as there are times that multiple projects are companioned and bid and awarded as one contract.

Year to Date Bid Summary 10/01/19 to 06/29/20					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
51	20	6	4	1	0

### RECENT ACTIONS

In accordance with board policy 4001, Staff has initiated or completed action to award the contracts listed on the attached report.

The following table summarizes the Contracts awarded (requiring no Board action) since the last Board Agenda Report.

Contracts Requiring no action from the Board 06/02/20 to 06/29/20	
ITD	Local
4	3

### FUTURE ACTIONS

The Current Advertisement Report is attached.

## Recommendations

For Information Only.

## Board Action

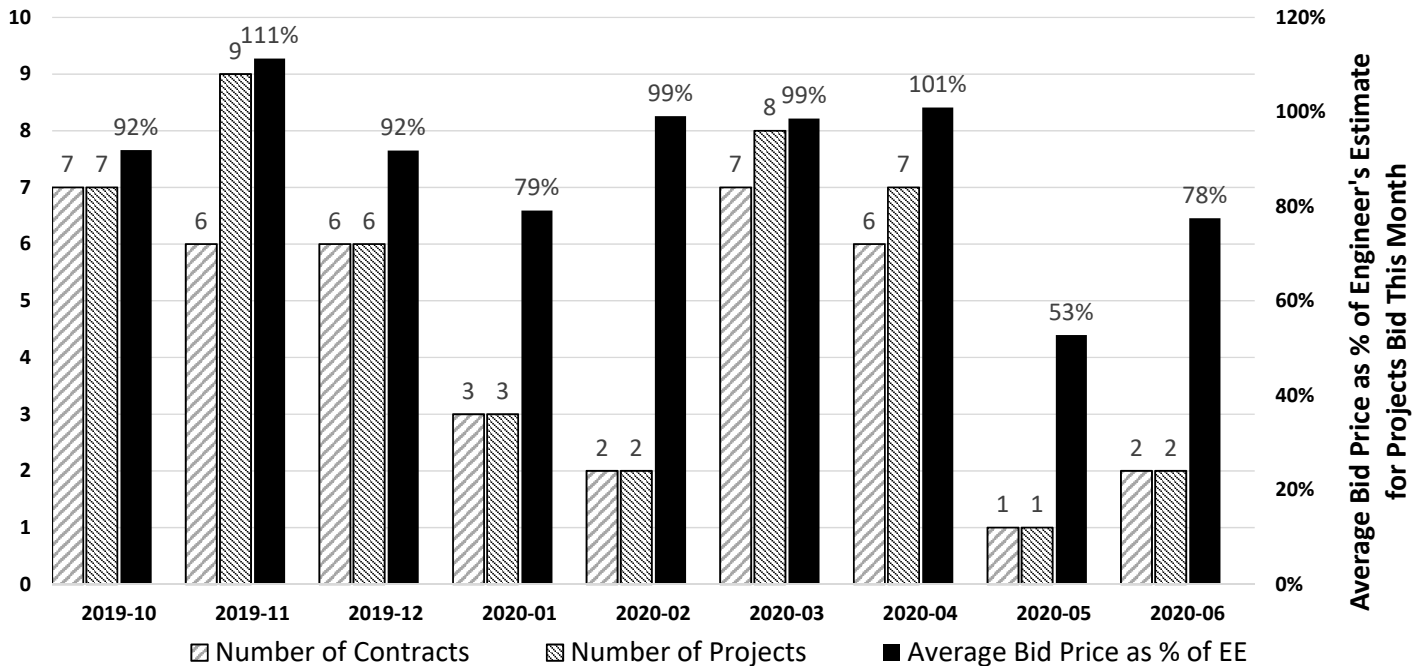
☐ Approved    ☐ Deferred \_\_\_\_\_  
☐ Other \_\_\_\_\_

## FFY20 State Infrastructure Project Bid Results: YTD Summary By Cost

45 Projects YTD through June 29, 2020

YTD Total for all 45 projects:

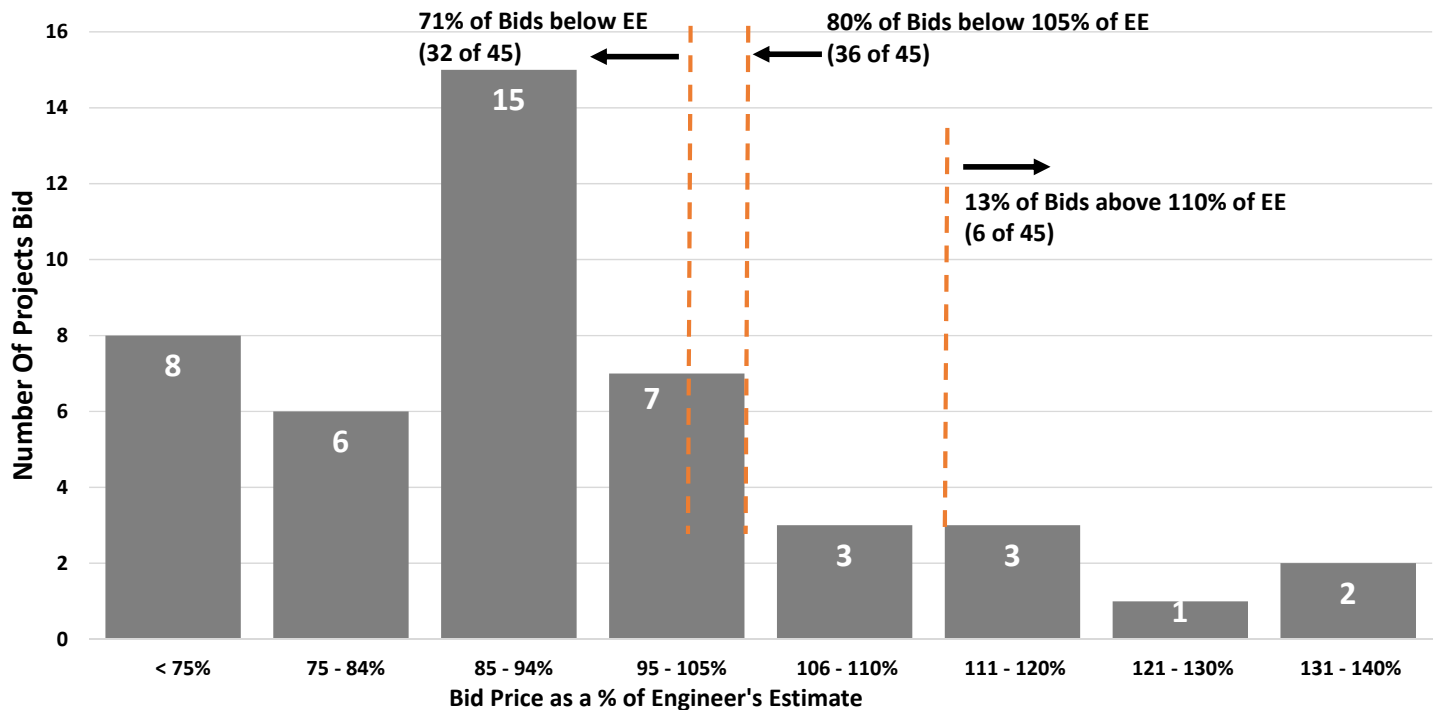
Ratio of Bid Costs / Engineer's Estimates = \$197.4 / \$200.5M = 98.5%



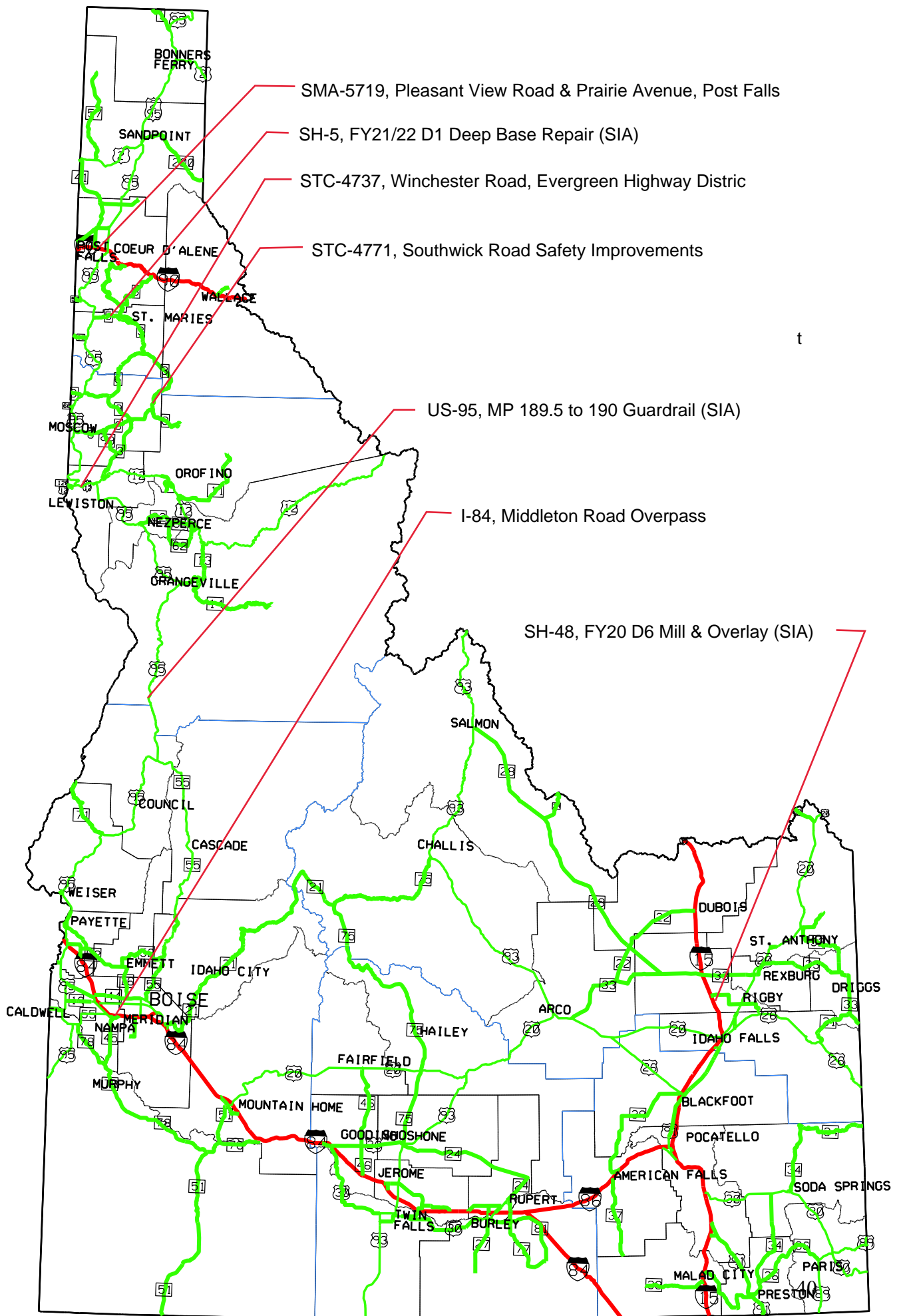
Notes: 1) Local Project are not included 2) Contracts may have multiple Projects

## FFY20 State Infrastructure Project Bid Results: YTD Summary By Project Count

45 Projects YTD through June 29, 2020



Note: Local Projects are not included



# Monthly Status Report to the Board

## CONTRACT(S) ACCEPTED BY STAFF SINCE LAST BOARD MEETING

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
LHTAC (2)	<b>20605</b>	OFF SYS	6/2/2020	6	\$1,294,179.36	\$755,234.81	<b>(-\$538,944.55)</b> 58%
STC-4771, Southwick Road Safety Improvements					Federal		
Contractor: ASCORP Inc DBA Debco Construction							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
LHTAC (2)	<b>13897</b>	OFF SYS	6/2/2020	2	\$3,129,198.05	\$2,201,900.00	<b>(-\$927,298.05)</b> 70%
STC-4737, Winchester Road, Evergreen Highway District					Federal		
Contractor: Knife River Corporation-Mountain West							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
6	<b>22420</b>	SH-48	6/2/2020	3	\$499,984.00	\$425,669.00	<b>(-\$74,315.00)</b> 86%
SH-48, FY20 D6 Mill & Overlay (SIA)					State		
Contractor: HK Contractors Inc							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
3	<b>22618</b>	I-84	6/9/2020	3	\$7,341,640.00	\$5,540,155.49	<b>(-\$1,801,484.51)</b> 75%
I-84, Middleton Road Overpass					Federal		
Contractor: Concrete Placing Company Inc							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
2	<b>22459</b>	US-95	6/9/2020	3	\$119,690.00	\$64,835.00	<b>(-\$54,855.00)</b> 54%
US-95, MP 189.5 to 190 Guardrail (SIA)					State		
Contractor: All Rail Construction LLC							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
LHTAC (1)	<b>20402</b>	OFF SYS	6/16/2020	6	\$1,361,788.20	\$1,015,048.97	<b>(-\$346,739.23)</b> 75%
SMA-5719, Pleasant View Road & Prairie Avenue, Post Falls Highway District					Federal		
Contractor: LaRiviere Inc							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
1	<b>22271/22272</b>	SH-5	6/16/2020	3	12,355.40 SY \$907,642.96	7,210.00 SY	<b>(-5,145.40 SY)</b> 58%
SH-5, FY21/22 D1 Deep Base Repair (SIA)					State		
Contractor: Interstate Concrete & Asphalt							



## Monthly Contract Advertisement As of 06-29-2020

District	Key No.	Route	Bid Opening Date
LHTAC(6)	<b>20473</b>	OFF SYS	6/30/2020
SMA-7076, Lindsay Boulevard Curves Superelevation, Idaho Falls \$250,000 to \$500,000			Federal

District	Key No.	Route	Bid Opening Date
LHTAC(6)	<b>14049/20499</b>	OFF SYS	7/7/2020
ADA Sidewalk Improvements Citywide, Phase 2 Idaho Falls \$500,000 to \$1,000,000			Federal

District	Key No.	Route	Bid Opening Date
6	<b>22419</b>	US-93	7/7/2020
US-93, FY20 D6 Rockfall Mitigation (SIA) \$100,000 to \$500,000			State

District	Key No.	Route	Bid Opening Date
1	<b>22265/22270/ 22273</b>	I-90, SH-1 & US-95	7/7/2020
2020 D1 Culvert Repair Projects (SIA) \$100,000 to \$500,000			State

District	Key No.	Route	Bid Opening Date
1	<b>20350</b>	US-95	7/28/2020
US-99, Granite North & Frontage Roads \$25,000,000.00 or greater			Federal

District	Key No.	Route	Bid Opening Date
1	<b>22275</b>	I-90	7/28/2020
I-90, FY21 Fence Repair (SIA) \$100,000 to \$500,000			State

District	Key No.	Route	Bid Opening Date
1	<b>22286</b>	I-90	7/28/2020
I-90, FY22 Fence Repair (SIA) \$100,000 to \$500,000			State



# Board Agenda Item ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name Monica Crider, P.E.	Presenter's Title Contracting Services Engineer	Initials MC	Reviewed By LSS
Preparer's Name Chaz Fredrickson	Preparer's Title Consultant Services Proj Manager	Initials CF	

## Subject

REPORT ON PROFESSIONAL SERVICES AGREEMENTS AND TERM AGREEMENT WORK TASKS		
Key Number N/A	District N/A	Route Number N/A

## Background Information

### For all of ITD:

Consultant Services processed twenty-two (22) new professional services agreements and work tasks totaling **\$5,360,318** and five (5) supplemental agreements to existing professional services agreements totaling **\$794,969** from May 30, 2020 through June 23, 2020.

### New Professional Services Agreements and Work Tasks

<i>Reason Consultant Needed</i>	<i>District</i>								<i>Total</i>
	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>HQ</i>		
<b>Resources not Available</b>									
Public Involvement			1						1
Environmental		1					1		2
Surveying	1								1
Construction	2		3	2	1				8
Planning							1		1
Materials							1		1
Local Public Agency Projects		3	1	1	1	2			8
<b>Total</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>3</b>		<b>22</b>



# Board Agenda Item

ITD 2210 (Rev. 10-13)

## For ITD District Projects:

Fourteen (14) new professional services agreements and work tasks were processed during this period totaling **\$4,525,943**. Two (2) supplemental agreements totaling **\$673,657** were processed.

### District 1

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
Bridge Replacements (4) D1-D2; Bridge Replacements (3) D1-D2	Resources not available: Construction	Construction Engineering, Inspection, and Testing Services, Year 2	Individual Project Solicitation	HMH, LLC	Prev: \$745,900 <b>This: \$457,534</b> Total: \$1,203,434  Board Approved \$1.3M during May 2020 Meeting
US 2, Rockfall Mitigation, Bonner County; D1 Rockfall Hazards Evaluation	Resources not available: Construction	Rockfall Hazards Evaluation	RFI from Term Agreement	Landslide Technology	\$218,019
SH 41, East Prairie Avenue to Boekel Road, Kootenai County	Resources not available: Surveying	Surveying Services During Construction	Direct from Term Agreement	Welch Comer and Associates	\$98,724

### District 2

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
US 95 Thorn Creek Road to Moscow, Phase 1	Resources not available: Environmental	Additional Environmental Services necessary for the Project	RFI from Term Agreement	Anderson Environmental Consulting	Prev: \$491,900 <b>This: \$140,887</b> Total: \$632,787

### District 3



## Board Agenda Item

ITD 2210 (Rev. 10-13)

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I 84, Middleton Road Overpass, Canyon County	Resources not available: Construction	Engineer of Record Services During Construction	Individual Project Solicitation	David Evans and Associates	Prev: \$1,714,581 <b>This: \$190,715</b> Total: \$1,905,296  Board Approved \$3.5M during Feb 2019 Meeting
SH 55, Smith's Ferry to Round Valley	Resources not available: Public Involvement	Public Involvement Services	Individual Project Solicitation	Horrocks Engineers	\$473,492
SH 55, Smith's Ferry to Round Valley	Resources not available: Construction	Construction Engineering, Inspection, and Testing Services	Individual Project Solicitation	HMH, LLC	\$1,586,517  Board Approved \$1.6M during April 2020 Meeting
I 84, Middleton Road Overpass, Canyon County	Resources not available: Construction	Construction Engineering, Inspection, and Testing Services	Individual Project Solicitation	Horrocks Engineers	\$794,273

### District 4

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
US 30, North 400 to Parke Avenue, Burley	Resources not available: Construction	Engineer of Record Services During Construction	Individual Project Solicitation	Keller Associates	Prev: \$685,000 <b>This: \$21,847</b> Total: \$706,847
FY24 District 4 Hi Priority Bridge Repair	Resources not available: Construction	Engineer of Record Services	Direct from Term Agreement	Forsgren Associates	Prev: \$82,445 <b>This: \$17,113</b> Total: \$99,558

### District 5

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
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## Board Agenda Item

ITD 2210 (Rev. 10-13)

I 15, Cedar to Flandro, Pocatello; I 15, FY21 D5 Bridge Repair	Resources not available: Construction	Material Testing, Inspection, and Ticket Taking Services	Individual Project Solicitation	Materials Testing & Inspection	\$304,915
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### District 6

None this month.

### Headquarters

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
ITD Asphalt Program Evaluation & Training	Resources not available: Materials	ITD Asphalt Program Evaluation & Training	Minor Agreement	Murphy Pavement Technology	\$47,920
FY11, Biological and Environmental Services	Resources not available: Environmental	Determinations of National Register of Historic Places Eligibility: Batch 1: Evaluations of 5 State Highways	RFI from Term Agreement	Mead & Hunt	\$74,042
FY20, Bridge Planning and Scoping	Resources not available: Planning	Planning, Concept and Feasibility Services	Direct from Term Agreement	Forsgren Associates	\$99,945

### Supplemental Agreements to Existing ITD Professional Service Agreements

<i>District</i>	<i>Project</i>	<i>Consultant</i>	<i>Original Agreement Date/Description</i>	<i>Supplemental Agreement Description</i>	<i>Total Agreement Amount</i>
6	Various District 6 Projects	Materials Testing & Inspection	3/2020, Materials Testing and	Testing and Inspection Services for	Prev: \$410,529 <b>This: \$371,547</b> Total: \$782,076



## Board Agenda Item

ITD 2210 (Rev. 10-13)

			Inspection during Construction	Additional Projects	
HQ	Various Bridge Inspection Projects	HDR Engineering	4/2019, Bridge Load Rating Services	Bridge Load Rating Services	Prev: \$333,744 <b>This: \$302,110</b> Total: \$635,854

### For Local Public Agency Projects:

Eight (8) new professional services agreements totaling **\$834,375** were processed during this period. Three (3) supplemental agreements totaling **\$121,312** were processed.

<i>Project</i>	<i>Sponsor</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
Cherrylane Bridge, Nez Perce County	Nez Perce County	Environmental Preservation Services	Direct from Term Agreement	Gorman Preservation Associates	\$14,505
Winchester Road, Evergreen Highway District	Evergreen Highway District	Construction Engineering and Inspection Services	Individual Project Solicitation	H.W. Lochner	\$268,574
Intersection of 21 <sup>st</sup> Street and 19 <sup>th</sup> Avenue, Lewiston	City of Lewiston	Roadway Design Services through PS&E	RFI from Term Agreement	Keller Associates	\$99,000
FY22, Pavement Preservation and Americans with Disabilities Act, Phase 2, Boise	Ada County Highway District	Roadway Design through PS&E	RFI from Term Agreement	Six Mile Engineering	\$113,403
FY19, City of Jerome, LHTAC Planning	City of Jerome	Transportation Plan for the City of Jerome	RFI from Term Agreement	J-U-B Engineers	\$84,120
FY19 City of Blackfoot, LHTAC Planning	City of Blackfoot	Transportation Plan Update	RFI from Term Agreement	Keller Associates	\$93,326
Packsaddle Road Teton River Bridge, Teton County	Teton County	Provide Engineer of Record Services	Direct from Term Agreement	Forsgren Associates	\$13,770
Packsaddle Road Teton River Bridge, Teton County	Teton County	Construction Engineering and Inspection Services	RFI from Term Agreement	Stanley Consultants	\$147,677

### Supplemental Agreements to Existing Local Professional Services Agreements

<i>District</i>	<i>Project</i>	<i>Consultant</i>	<i>Original Agreement Date/Description</i>	<i>Supplemental Agreement Description</i>	<i>Total Agreement Amount</i>
1	Kidd Island Road, Kootenai County	J-U-B Engineers	5/2020, Construction	Specialized Stream Inspection	Prev: \$272,263 <b>This: \$44,133</b>



## Board Agenda Item

ITD 2210 (Rev. 10-13)

			Engineering, and Inspection Services		Total: \$316,396
2	Cherrylane Bridge, Nez Perce County	Keller Associates	9/2004, Project Development Services	Coast Guard Permit, Environmental, Revise Bridge S&L, and Railroad Agreement	Prev: \$2,840,303 <b>This: \$57,878</b> Total: \$2,898,181  Board Approved \$3.2M during May 2020 Meeting
6	A2 Highway, Clark County	Forsgren Associates	4/2017, Roadway Design through PS&E	Right-of-Way Services	Prev: \$316,100 <b>This: \$19,301</b> Total: \$335,401

### Recommendations

For Information Only

### Board Action

☐ Approved   ☐ Deferred \_\_\_\_\_  
☐ Other \_\_\_\_\_



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☒Information Item ☐Amount of Presentation Time Needed N/A

Presenter's Name Justin Pond	Presenter's Title Right of Way Program Manager	Initials JP	Reviewed By LSS
Preparer's Name Dennis C. Wagner	Preparer's Title Senior Right of Way Agent	Initials	

### Subject

Administrative Settlements in Right of Way Acquisitions		
Key Number	District State-wide	Route Number

### Background Information

The Board has delegated to staff, the authority to negotiate settlements for the acquisition of real property by ITD that do not exceed \$200,000 over the fair market value as established by an ITD Review Appraiser. The Board has reserved authority to itself for settlements exceeding this limit. In order to monitor settlements, the Board has asked to receive reports twice each year summarizing administrative settlements.

During the semi-annual period of January 1, 2020 through June 30, 2020, the Right of Way Section processed 79 parcels. Of those 79 parcels, 33 parcels had an Administrative Settlement. Attached is a summary showing the parcels with Administrative Settlements.

### Recommendations

None

### Board Action

☐ Approved ☐ Deferred \_\_\_\_\_  
☐ Other \_\_\_\_\_



**RIGHT OF WAY ACQUISITIONS**  
**ADMINISTRATIVE SETTLEMENT JUSTIFICATIONS**  
January 1, 2020 to June 30, 2020

Dist.	Parcel No.	Program	Major Program	Project Name	Admin. Settlements	% of parcel purchase	Justification
1	6	P121590	012964	US 95, ALDERSON LN, BONNERS FERRY	\$1,000.00	9%	Additional Owner costs for landscaping & drainage
1	21	P161100	019682	SH 41, MULLAN AVE TO PRAIRIE, POST FALLS	\$35,000.00	38%	Compensation for loss of site for potential water well
1	49	P161100	019682	SH 41, MULLAN AVE TO PRAIRIE, POST FALLS	\$63,110.00	40%	Settlement negotiated to avoid condemnation
1	55	P161100	019682	SH 41, MULLAN AVE TO PRAIRIE, POST FALLS	\$117,000.00	9%	Attorneys Fees and costs to reach a settlement
1	66	P161100	019682	SH 41, MULLAN AVE TO PRAIRIE, POST FALLS	\$2,000.00	9%	Attorneys Fees and costs to reach a settlement
1	10	P171210	019883	US 95, NORTH CORRIDOR ACCESS IMPROV.	\$12,623.00	22%	To recognize land values at higher end of range
1	8&9	P171210	019883	US 95, NORTH CORRIDOR ACCESS IMPROV.	\$3,436.00	34%	Additional land costs and removal of 4 trees
1	2	E171690	019916	US 95, LABROSSE HILL ST, BONNERS FERRY	\$1,310.00	14%	Adjusted FMV to mid-range of appraised value
1	3	E171690	019916	US 95, LABROSSE HILL ST, BONNERS FERRY	\$1,185.00	14%	Adjusted FMV to mid-range of appraised value
1	44	E171690	019916	US 95, LABROSSE HILL ST, BONNERS FERRY	\$8,878.00	21%	Additional costs for signage and electrical service
1	12	P171200	020098	SH 41, E PRAIRIE AVE TO BOEKEL RD.	\$56,829.00	23%	Adjusted FMV & added incentive to avoid condemnation
1	17	P171200	020098	SH 41, E PRAIRIE AVE TO BOEKEL RD.	\$137,380.00	17%	To recognize land values at higher end of range
1	20	P171200	020098	SH 41, E PRAIRIE AVE TO BOEKEL RD.	\$53,475.00	24%	To modify existing center pivot system
1	21	P171200	020098	SH 41, E PRAIRIE AVE TO BOEKEL RD.	\$152,051.00	31%	Adjusted FMV & added incentive to avoid condemnation
1	24&31	P171200	020098	SH 41, E PRAIRIE AVE TO BOEKEL RD.	\$51,550.00	45%	Adjusted FMV & added incentive to avoid condemnation
1	25/27+	P171200	020098	SH 41, E PRAIRIE AVE TO BOEKEL RD.	\$187,955.00	34%	Current market conditions supported a higher land value
1	7	G181220	020350	US 95, GRANITE NORTH & FRONTAGE RDS	\$1,600.00	4%	Adjustment for unusable land adjacent to right of way
1	24	G181210	020352	US 95, JCT SH 53 IC, GARWOOD RD, UPRR BR	\$14,255.00	13%	A.S. accepts the mid-range of supported valuation
1	25	G181210	020352	US 95, JCT SH 53 IC, GARWOOD RD, UPRR BR	\$17,340.00	21%	A.S. accepts the mid-range of supported valuation
3	1	P143370	013932	SH 55, JCT US 95 TO SNAKE RV, MARSING	\$4,570.00	90%	Delinquent Property Taxes Paid to acquire parcel
3	13	I183070	020315	I-84, KARCHER IC TO FRANKLIN RD, NAMPA	\$26,233.00	33%	Costs to relocate water line & mitigate waste water
3	16	I183070	020315	I-84, KARCHER IC TO FRANKLIN RD, NAMPA	\$15,946.00	15%	Additional Comps supported a higher land value
3	28	I183070	020315	I-84, KARCHER IC TO FRANKLIN RD, NAMPA	\$48,030.00	44%	Lost revenue from loss of 1 parking stall & move sign
3	118	E183070	020788	SH 16, I 84 TO US 20/26 & SH44 IC	\$1,290.00	2%	Additional Temporary Fencing during construction
3	119	E183070	020788	SH 16, I 84 TO US 20/26 & SH44 IC	\$1,290.00	2%	Additional Temporary Fencing during construction
3	3 & 5	E193530	022154	I 84,USTICK RD & MIDDLETON RD OVERPASSES	\$49,641.00	42%	Land value adjusted & to restore sprinkler system
3	6	E193530	022154	I 84,USTICK RD & MIDDLETON RD OVERPASSES	\$11,639.00	23%	Land value adjusted to mid-range of appraised value
3	18	E193530	022154	I 84,USTICK RD & MIDDLETON RD OVERPASSES	\$1,200.00	46%	Costs to repair sprinkler system & temporary fencing
3	19&20	E193530	022154	I 84,USTICK RD & MIDDLETON RD OVERPASSES	\$1,000.00	5%	Additional irrigation piping to other side of driveway
4	3	P164760	019312	SH 27,POLELINE INT IMPROVEMENT,CASSIA CO	\$12,102.00	92%	Additional land value and irrigation mitigation system

**RIGHT OF WAY ACQUISITIONS**  
**ADMINISTRATIVE SETTLEMENT JUSTIFICATIONS**  
 January 1, 2020 to June 30, 2020

Dist.	Parcel No.	Program	Major Program	Project Name	Admin. Settlements	% of parcel purchase	Justification
4	1	I174870	020191	I-84, DECLO POE WB, CASSIA CO	\$44,681.00	43%	Owner compensated for loss of farm income
5	31	P115770	009225	US 91, SHELLEY NCL TO YORK RD	\$25,000.00	43%	To relocate fire hydrant & gravel driveway to new access
6	5	P196620	022163	US 20, CHESTER TO ASHTON, FREMONT CO,	\$66,000.00	20%	Owners appraisal used to adjust compensation
				<b>Total cost of Administrative Settlements:</b>	<b>\$1,226,599.00</b>		

Total number of parcels processed with administrative settlements: **33**  
 Total number of parcels processed: **79**  
 Total value of all parcels processed: **\$9,935,413.00**



# Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed No presentation

Presenter's Name Caleb Lakey / Tony Pirc	Presenter's Title D3 DE / Facility Program Manager	Initials CL / TP	Reviewed By LSS
Preparer's Name Tony Pirc	Preparer's Title Facility Program Manager	Initials TP	

## Subject

Snake River Rest Area Repair Update on Res. No. ITB20-04		
Key Number 22562	District D3	Route Number

## Background Information

In February, the Board resolved to proceed with the Snake River Rest Area Repair at a cost of approximately \$1,250,000 using FY20 Board Unallocated Funds. The Board approved the staff request to adjust the Program and amend the approved FY20-26 STIP accordingly.

Staff has continued to move forward with this direction. To date, staff has met with the Fruitland City Council and completed a feasibility study of potential sewer line options. The City Council was receptive to the proposal to connect the rest area into the city sewer system and saw the benefit to them of extending their current sewer main line. The council made a motion to direct city staff and the city engineering firm (T-O Engineers) to work closely with ITD staff on developing a proposed connection.

ITD Facilities contracted directly with T-O engineers to complete a feasibility study. This work concluded in June with 6 options (routes) being evaluated. The City and ITD staff have agreed to pursue option 5b, which maximizes the connection length for the city and minimizes the length of pressurized pipe ITD will need to maintain moving forward.

The next step is for the city and ITD to enter into an MOU memorializing our intent to proceed, jointly, with option 5b. The city will then take the lead on negotiating with land owners for permanent easements and prepare a final design. Once final design is prepared the MOU will be amended to reflect the final plans and the city will manage the construction of the sewer line with ITD funding the project.

ITD staff has contracted to provide portable toilets at the rest area starting on July 1<sup>st</sup>. The intent is to keep the rest area "open" with these interim services until the new sewer line is completed in early 2021. No other services will be available at the rest area in interim.

Staff will return to the board once a final construction estimate and timeline is available.

## Recommendations

For information only



## Board Agenda Item

ITD 2210 (Rev. 10-13)

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	

## MEMORANDUM

TO: ITD: Tony Pirc, John Hall, Caleb Lakey, Ruth Munoz

FROM: T-O Engineers: Joseba Criswell, El and Carl Hipwell, PE

DATE: June 15, 2020

SUBJECT: ITD Rest Stop Status Update

T-O Engineers would like to acknowledge and thank ITD for all the technical information they have provided to this point in a timely fashion.

The purpose of this memo is to summarize the work done so far on the ITD Rest Area Sewer and Water Feasibility Study project.

### 1.0 – Wastewater Flow Rates

Wastewater flow rates have been calculated using IDAPA 58.01.03 standards for roadside rest areas as well as traffic counts for the rest are provided by ITD. It was assumed the lift station would be sized to meet the peak demands for the rest area. A peaking factor of 4 was used based off 10 States Standards for Wastewater Facilities. This peaking factor is standard for this type of project and the expected flows. The flow rates assume an average of 3 persons per vehicle and 5 gallons of waste per person. Table 1 shows the breakdown of the wastewater flow rates. Table 2 shows the historical record of cars that use the rest stop in a 24-hour period, which was provided by ITD. All flow rates are based off the maximum 24-hr average.

Table 1 - Wastewater Flow Rates

	Device Flows (gal/day)	Number of Visitors per Day	Number of Fixtures	Peaking Factor	Flow gal/day	Avg. flow gal/min	Peak flow gal/min
Source	IDAPA 58.01.03 Metcalf & Eddy	ITD	ITD	10 States' PHF	A*B	E/1440	D*F
	A	B	C	D	E	F	G
Toilet & Shower Waste	5	2226		4.00	11131	7.7	31
Drinking Fountain	0.5	2226		4.00	1113	0.8	3.09
Hose Bibs	3.5		3	4.00	11	0.01	0.03
Caretaker House	250		1	4.00	250	0.17	0.69
Total					12505	8.7	34.7

Table 2 – ITD Traffic Count for Rest Area

Year	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
<b>2008</b>										383	451	312
<b>2009</b>	296	339	445	471	542	627	677	682	642	536	433	340
<b>2010</b>	325	371	460	493	553	671	737	733	669	575	434	352
<b>2011</b>	314	357	447	485	531	643	704	695	627	561	438	364
<b>2012</b>	328	375	459	493	565	665	701	705	656	583	471	384
<b>2013</b>	313	377	501	519	629	723	721	728	670	588	461	376
<b>2014</b>	351	361	516	537	595	687	718	709		517	428	374
<b>2015</b>	356	419	531	555	620	747	770	751	715	646	486	394
<b>2016</b>	355	420	532	581	608	738	783	770	722	617	515	367
<b>2017</b>	330	400	522	589	656	756	795	824	722	664	517	399
<b>2018</b>	373	408	555	590	662	711	786	777	729	653	523	406
<b>2019</b>	382	346	524	597	651	734	771	745				
<b>24-hr Average</b>	338	379	499	537	601	700	742	738	684	575	469	370

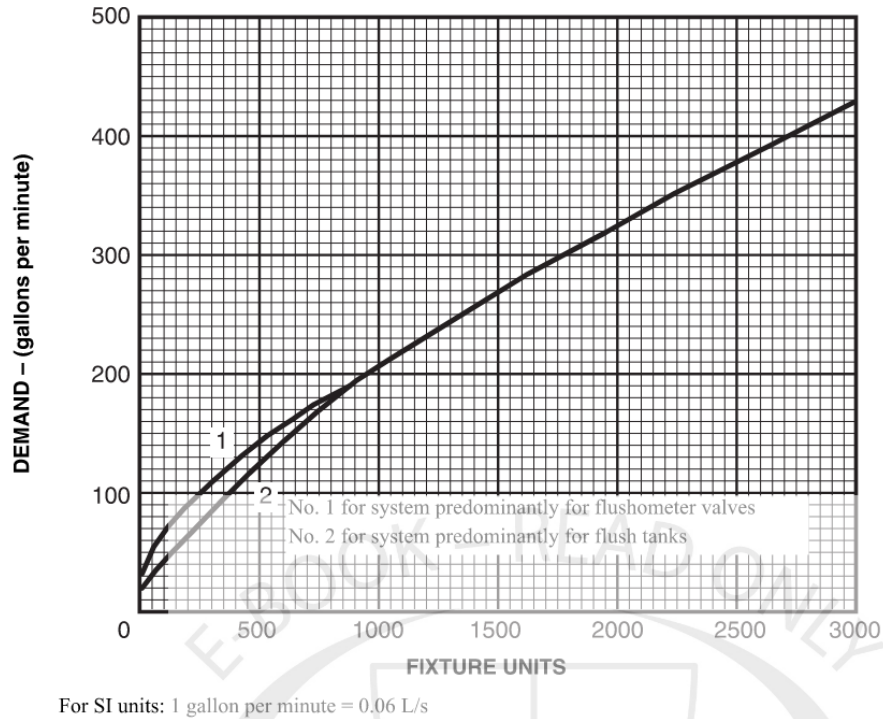
## 2.0 – Water Flow Rates

Water flow rates have been calculated using Idaho State Plumbing Code standards for both the rest area and the caretaker's house. Based off conversation with the City of Fruitland and a site visit to the rest area, the toilets are all installed with flush valves, which use more water than the typical residential toilet. ISPC does not include flow rates for eyewash stations or bury hydrants. The flow rate for the eyewash station was taken from OSHA requirements, and the flow rate for the bury hydrant was taken from a typical  $\frac{3}{4}$ " yard hydrant with a pressure of 50 psi. Table 3 shows the breakdown of water flow rates for both the rest area and the caretaker's house. It is assumed all irrigation water would be provided by existing wells. The flow requirement for the rest stop also assumes the worst-case scenario of all fixtures being used at the same time. Average flow rates will be lower than those shown. Flow rates were interpolated using Figure 1 below taken from ISPC.

Table 3 - Water Flow Rates

	Quantity	Water Supply Fixture Units	Total WFSU	Flow gal/min
Source	ITD	IAPMO		Table A 103.1(2)
	A	B	C	G
<b>Toilet w/ Flush Valve</b>	11	8	88	
<b>Urinal</b>	3	5	15	
<b>Hose Bibs</b>	3	2.5	7.5	
<b>Drinking Fountains</b>	3	0.5	1.5	
<b>Sinks</b>	9	3.0	27	
<b>Eyewash Station</b>	1		-	3.0
<b>Bury hydrant</b>	1		-	12.0
<b>Total</b>			<b>139</b>	<b>92.0</b>
<b>Caretaker House</b>				
<b>Sinks</b>	3	2	6	
<b>Toilets</b>	2	5	10	
<b>Washer</b>	1	2	2	
<b>Total</b>			<b>18</b>	<b>18.0</b>

Figure 1 - Chart A 103.1(1) from ISPC  
ESTIMATE CURVES FOR DEMAND LOAD



### 3.0 – Lift Station Preliminary Design

The lift station is designed to handle a peak flow of 35 gallons per minute and an average flow of approximately 9 gallons per minute. The lift station is 6 feet in diameter and approximately 13 feet deep. The lift station will contain two low flow, high head submersible pumps acting in a duty + standby operation. The existing sewer collection piping from the rest area to the existing septic tanks will be reused. The septic tanks and drainfield will be abandoned and possibly removed. The lift station will tee into the existing piping before the existing septic tanks.

### 4.0 – Sewer Options

Five separate options have been reviewed to connect the rest area to the City of Fruitland's existing system. All options require approximately 970 feet of 4" sewer collection from the caretaker's house to the proposed lift station if he is to be connected to the proposed system. The existing collection piping from the rest area remains in good shape and will be reused to connect to the proposed lift station. The possibility of pumping to the cul-de-sac at the top of the Loma Linda subdivision was reviewed, but ultimately does not make financial sense given the existing grades and the amount of asphalt repair required. For this reason, T-O Engineers believes the best option is to run a sewer line from the lift station to the dirt road to the west of Beatrice Drive before heading east and connecting to the bottom section of Beatrice Drive. Options 2-5 presented below all require a force main to the highest point in NW. 2<sup>nd</sup> Avenue before switching to a gravity system. It is understood the Idaho Department of Transportation will maintain the force main from the lift station to the first manhole on NW. 2<sup>nd</sup> Avenue before switching to a gravity system. The City of Fruitland will maintain the gravity portion of the system. Exhibits of sewer options 1, 2, 3, and 5 are attached to this memo.

#### Option 1 – Loma Linda

The lift station pumps would pump to the top section of the Loma Linda subdivision and then gravity flow to the existing 12" sewer main located on S. Whitley Drive. This option would allow the current residents of Loma Linda

to connect to the city sewer system. However, this scenario seems unlikely given the grade of NW 2<sup>nd</sup> Avenue. Using existing LiDAR data for the area there is an approximate elevation gain of 18 feet from the bottom of Loma Linda to the highest point in NW 2<sup>nd</sup> Avenue. This option would require burying manholes approximately 22 feet deep on a portion of NW 2<sup>nd</sup> Ave to maintain minimum slope requirements for gravity sewers. The total length of pipe would be approximately 6,910 feet. This option is deemed impractical and no further analysis will take place.

#### **Option 2 – Force Main into Gravity to S. Whitley Drive**

The lift station pumps would pump to the highest point in NW 2<sup>nd</sup> Avenue and then gravity flow to the existing 12" sewer main on S. Whitley Drive. Approximately 2,375 feet of 4" HDPE force main would be installed before switching to an 8" gravity line. Approximately 4,100 feet of 8" gravity line and 13 manholes would be installed along NW 2<sup>nd</sup> Ave and S Whitley Drive. The total length of pipe would be approximately 6,450 feet. This option seems to be sensible given the natural topography of the area slopes towards S Whitley Drive and would allow for future buildouts to connect to the gravity sewer. However, there are irrigation ditches and power poles on both sides of the road for long stretches. The sewer would need to be installed in the road meaning a significant amount of asphalt repair will be required. The 8" gravity sewer line would only service the ITD rest area and would not allow for future buildouts in the area. In another report done by T-O Engineers on behalf of the City of Fruitland it was deemed a 27" sewer line would need to be installed on S. Whitley Drive to support the full buildout of the area. If an 8" line is installed to service the rest area it is likely the City of Fruitland will have to replace the 8" line with a larger pipe within the next 25 years, deeming this option impractical. No further analysis will take place.

#### **Option 3 – Force Main to S. Whitley Drive**

The lift station pumps would pump all the way to the existing 12" sewer main on S. Whitley Drive. This scenario is the simplest since the only installation would be approximately 6,450 feet of 4" HDPE force main. However, any future sewer connections in the area would have to overcome the pressure difference and therefore is not a viable option. There are irrigation ditches and power poles on both sides of the road for long stretches. The sewer would need to be installed in the road meaning a significant amount of asphalt repair will be required. This option is not beneficial to the City of Fruitland as it does not allow for any future buildout in the area. This option is deemed impractical and no further analysis will take place.

#### **Option 4 – Force Main into Gravity to Pennsylvania Avenue**

The lift station pumps would pump to the highest point in NW 2<sup>nd</sup> Avenue and then gravity flow to the existing 10" sewer main on Pennsylvania Avenue. This scenario would require approximately 7,650 feet of pipe. This option is complicated given the existing grades, length of pipe, amount of asphalt repair and the crossing of Highway 95 that would be required. This option is deemed impractical and no further analysis will take place.

#### **Option 5A – Force Main into Gravity to S Arizona Avenue**

The lift station pumps would pump to the highest point in NW 2<sup>nd</sup> Avenue and then gravity flow to the existing 8" sewer main on S Arizona Avenue. This scenario would require approximately 5,250 feet of pipe. Approximately 2,375 feet of 4" force main would be installed from the lift station to the highest point on NW 2<sup>nd</sup> Avenue before switching to approximately 2,875 feet of 10" gravity line. The 10" line would be required given the minimal slope of the existing terrain. The gravity line would cut through two fields before connecting to an 8" sewer main located on S Arizona Avenue. The City of Fruitland has indicated that both fields are owned by a single owner, and the final plan is to develop the properties in the future. It is a possibility the owner would allow for the sewer to run through his land. This option allows for very little asphalt repair.



### **Option 5B – Force Main into Gravity to S Arizona Avenue Through Fields**

Another option of connecting sewer to S Arizona Avenue involves pumping to the top of Loma Linda Subdivision before gravity flowing directly north through Beatrice Drive before heading through two alfalfa fields and connecting to the future roadway connecting S. Arizona Avenue and NW 2<sup>nd</sup> Avenue. This option would allow for the current residents of Loma Linda to abandon their septic systems and connect to the city's sewer system. This option would require approximately 750 feet of 4" HDPE force main from the ITD rest area to the top of the Loma Linda subdivision and 4,380 feet of 8" gravity sewer. There is approximately a section of 625 feet where the sewer line would need to be buried greater than 15 feet. However, this option allows for less pipe and allows for the current residents in the area to connect to the system.

## **5.0 – Water Options**

Two options have been reviewed to connect the rest area to the City of Fruitland's existing system. The possibility of routing the water line to the cul-de-sac at the top of the Loma Linda subdivision was reviewed, but ultimately does not make financial sense given the existing grades and the amount of asphalt repair required. For this reason, T-O Engineers believes the best option is to route the water line to the bottom of Beatrice Drive before it is stubbed out where the line to service the rest area will head west to the dirt road behind Loma Linda Subdivision and follow the same path as the sewer coming from the rest area. This will allow the City of Fruitland to connect to the water line in the future. Exhibits of both water options are attached to this memo.

### **Option 1 – Booster Station at NW 2<sup>nd</sup>**

Connecting the rest area to the water tank and booster station located near NW 2<sup>nd</sup> Ave. and Highway 95 is the most logical solution. The tank's static water pressure is near the minimum 40 psi and as such a booster station was installed. Connecting to this booster station will ensure both the rest area and the caretaker's residence will have adequate water pressure. This would require approximately 9,240 feet of new pipe to service the rest area. Approximately 7,900 feet of 12" distribution pipe would be installed from the booster station to the intersection of NW 2<sup>nd</sup> Ave and Beatrice Drive before being stubbed out for future use. From the bottom of the intersection approximately 1,340 feet of 4" distribution pipe would be installed to service the rest area. An additional 1,200 feet of 1.5" distribution pipe would be needed to service the caretaker's residence. This option is beneficial for future buildouts in the area. However, this option requires the water pipe to be installed within the roadway for approximately 8,000 feet, which will lead to high costs due to the amount of asphalt repair required.

### **Option 2 – Hidden Meadows**

The option of supplying water to the rest area via the existing water line at Hidden Meadows is complicated, but not impossible. This option would consist of approximately 5,200 feet of new pipe. Approximately 3,860 feet of new 6" water line would be installed from S. Arizona Avenue to the bottom of Beatrice drive before it is stubbed out. The water line would connect to an existing 6" distribution line located in S Arizona Avenue and follow the same route as sewer option 5 through two existing agricultural fields. Pressures in the Hidden Meadows community range from 40-46 psi at approximately the same elevation as the rest area. For this reason, an inline booster pump would be installed near the intersection of Beatrice Drive and NW 2<sup>nd</sup> Avenue. Approximately 1,340 feet of new 4" water line would be installed to service the rest area. An additional 1,200 feet of 1.5" distribution pipe would be needed to service the caretaker's residence. This option does not allow for future buildouts in the area as the water line would be too small to provide fire flow in the area. This option would only provide water to the ITD rest area. However, a minimal amount of asphalt repair would be required.

## 6.0 – Recommended Alternatives

### **Sewer Option 5 – Force Main into Gravity to S Arizona Avenue**

This option requires the least amount of piping, asphalt repair, and interruption to local traffic. It is estimated to have the lowest cost of the options evaluated. Approximately 2,375 feet of 4-inch force main would be installed between the rest area and the high point in NW 2<sup>nd</sup> Ave. From that point, approximately 2,875 feet of 10" gravity flow sewer would be installed to an existing city sewer in S Arizona Avenue.

This option is dependent on cooperation by the landowners of the property west of the Loma Linda Subdivision and the land between NW 2<sup>nd</sup> Avenue and S. Arizona Avenue, where easements for the new sewer line will be required. The City of Fruitland and ITD will need to agree upon the location where future maintenance responsibilities would begin and end. The City of Fruitland has indicated that they would be receptive to this option.

### **Water Option 1 – Booster Station at NW 2<sup>nd</sup>**

Connecting the rest area to the water tank and booster station located near NW 2<sup>nd</sup> Ave. and Highway 95 is the most logical solution is the best option for providing water to the rest area as well as benefit the City of Fruitland. Approximately 7,900 feet of 12" distribution pipe would be installed from the booster station to the intersection of NW 2<sup>nd</sup> Ave and Beatrice Drive before being stubbed out for future use. From the bottom of the intersection approximately 1,340 feet of 4" distribution pipe would be installed to service the rest area. An additional 1,200 feet of 1.5" distribution pipe would be needed to service the caretaker's residence.



## T-O ENGINEERS

ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP TO  
FRUITLAND, IDAHO

### Opinion of Probable Construction Cost

Sewer	Option 1	Option 2	Option 3	Option 4	Option 5A	Option 5B
Construction Cost	N/A	\$1,016,182.11	N/A	N/A	\$908,803.79	\$935,260.43
Engineering Design	N/A	\$81,294.57	N/A	N/A	\$72,704.30	\$74,820.83
Construction Engineering & Inspection	N/A	\$60,970.93	N/A	N/A	\$54,528.23	\$56,115.63
Total:	N/A	\$1,159,000.00	N/A	N/A	\$1,037,000.00	\$1,067,000.00

Water	Option 1	Option 2
Construction Cost	\$2,219,964.23	\$848,566.61
Engineering Design	\$177,597.14	\$67,885.33
Construction Engineering & Inspection	\$133,197.85	\$50,914.00
Total:	\$2,531,000.00	\$968,000.00

**Opinion of Probable Construction Cost**  
 ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP  
 TO FRUITLAND, IDAHO



**T-O ENGINEERS**

MARK-UPS:	Percentage
MOBILIZATION	3%
OVERTIME ALLOWANCE	0%
ELECTRICAL/INSTRUMENTATION	8%
MECHANICAL	2%
ALLOWANCE	5%
CONTINGENCY	10%
CONTR. INSURANCE / PROFIT	5%
ENGINEERING DESIGN	8%
CONSTRUCTION MGMT	6%

PROJECT : FM32024  
 FACILITY : Sewer Option 2

DATE: 5/11/2020  
 By: J. Criswell  
 LEVEL: Budget Level (+30%,-20%)  
 REVISED:

\*All piping costs include trenching and backfill

NO.	DESCRIPTION	QTY	Unit	Unit Cost	Installation	TOTAL	Comment
<b>Lift Station</b>							
1.	Earthwork & Excavation	100	cy	\$25	0%	\$ 2,500.00	
2.	Backfill	50	cy	\$35	0%	\$ 1,750.00	
3.	Foundation Preparation Structural Fill	25	cy	\$25	0%	\$ 625.00	
4.	Removal of Existing Septic Tanks	1	ls	\$10,000	0%	\$ 10,000.00	
5.	Pumps	2	ea	\$8,500	0%	\$ 17,000.00	
6.	Electrical Panel	1	ls	\$8,500	20%	\$ 10,200.00	
7.	Lift Station Wetwell Precast	1	ls	\$10,000	20%	\$ 12,000.00	
8.	316 Stainless Steel Piping	60	lf	\$85	10%	\$ 5,636.40	Piping inside lift station and through valve vault
9.	PVC Influent Piping - 4"	145	lf	\$0	10%	\$ -	Influent sewer piping from ITD Rest Area reused
10.	Check valves - 4"	2	ea	\$575	25%	\$ 1,437.50	
11.	Plug valve - 4"	2	ea	\$800	25%	\$ 2,000.00	
12.	Valve Vault	1	ls	\$6,000	20%	\$ 7,200.00	
13.	Hatch Cover	2	ea	\$2,000	10%	\$ 4,400.00	
14.	PVC Liner	1	ea	\$1,000	10%	\$ 1,100.00	
15.	Odor Control Wager Valve	1	ea	\$150	10%	\$ 165.00	
16.	Equipment Pad	1	ls	\$500	0%	\$ 500.00	
17.	Generator	1	ls	\$15,000	0%	\$ 15,000.00	
<b>A</b>	<b>SUBTOTAL</b>					<b>\$ 91,513.90</b>	
<b>Traffic Control</b>							
1.	Temporary Concrete Barrier	1,000	lf	\$50	0%	\$ 50,000.00	500' both sides of roadway
2.	Temporary Traffic Control Signs	1	ls	\$5,000	0%	\$ 5,000.00	
3.	Temporary Crash Cushion	2	ea	\$6,000	0%	\$ 12,000.00	
4.	Traffic Control for City of Fruitland	1	ea	\$20,000	0%	\$ 20,000.00	
<b>B</b>	<b>SUBTOTAL</b>					<b>\$ 87,000.00</b>	
<b>Boring Under Freeway</b>							
1.	Jacking of 12" Pipe	172	lf	\$623	0%	\$ 107,156.00	86' pipe bored pipe sleeve on each side of road
<b>C</b>	<b>SUBTOTAL</b>					<b>\$ 107,156.00</b>	
<b>Sewer Piping</b>							
1.	HDPE Force Main - 4"	2,700	lf	\$35	0%	\$ 94,500.00	From valve vault to highest point on NW 2nd Ave
2.	HDPE Gravity Sewer - 8"	4,210	lf	\$45	0%	\$ 189,450.00	From highest point on NW 2nd to connection at S. Whitley
3.	Manholes	14	ea	\$3,500	0%	\$ 49,000.00	Every 400 feet
4.	Connection to Existing Sewer	1	ea	\$4,725	0%	\$ 4,725.00	
5.	Forcemain Cleanout	8	ea	\$1,500	0%	\$ 12,000.00	Every 600 feet
6.	Incidental work	1	ls	\$2,000	0%	\$ 2,000.00	
7.	Asphalt Repair	137	tons	\$107	0%	\$ 14,647.49	3,625 feet of 15" wide trench, 5 inches thick
<b>D</b>	<b>SUBTOTAL</b>					<b>\$ 366,322.49</b>	
<b>Larger Sewer Piping</b>							
1.	HDPE Gravity Sewer - 8"	1,800	lf	\$45	0%	\$ 81,000.00	From highest point on NW 2nd to intersection of NW 2nd and S. Whitley
2.	HDPE Gravity Sewer - 24"	2,410	lf	\$150	0%	\$ 361,500.00	From intersection to connection point at S. Whitley
	<b>SUBTOTAL</b>					<b>\$ 442,500.00</b>	*This price not included in cost estimate total
<b>Land Acquisition</b>							
1.	Easements	2.36	ac	\$30,000	0%	\$ 70,730.03	20' wide easements
<b>E</b>	<b>SUBTOTAL</b>					<b>\$ 70,730.03</b>	
<b>Caretaker's Residence</b>							
1.	PVC Influent Piping - 4"	970	lf	\$25	0%	\$ 24,250.00	Sewer collection piping from house to lift station
2.	Asphalt Repair	23	tons	\$107	0%	\$ 2,424.41	600 feet of 15" wide trench, 5 inches thick
<b>F</b>	<b>SUBTOTAL</b>					<b>\$ 26,674.41</b>	Water piping from ITD rest area to caretaker's house
<b>A</b>	<b>SUBTOTAL</b>					<b>\$ 749,396.83</b>	
<b>B</b>	<b>MOBIL./DEMOL.</b>	(% of A)				\$22,481.91	
<b>C</b>	<b>OVERTIME ALLOWANCE</b>	(% of A)				\$0	
<b>D</b>	<b>ELECTRICAL/INSTRUMENTATION</b>	(% of A)				\$59,952	
<b>E</b>	<b>MECHANICAL</b>	(% of A)				\$14,988	
<b>F</b>	<b>SUBTOTAL</b>					<b>\$846,818</b>	
<b>G</b>	<b>ALLOWANCE</b>	(% of G)				\$42,340.92	
<b>H</b>	<b>CONTINGENCY</b>	(% of G)				\$84,681.84	
<b>I</b>	<b>CONTR. PROFIT</b>	(% of G)				\$42,340.92	
<b>J</b>	<b>SUBTOTAL</b>					<b>\$1,016,182</b>	
<b>N</b>	<b>ENGINEERING DESIGN</b>	(% of K)				\$81,294.57	
<b>O</b>	<b>CONSTRUCTION MGMT</b>	(% of K)				\$60,970.93	
	<b>SUBTOTAL</b>					<b>\$1,158,448</b>	
	<b>TOTAL ESTIMATED COST</b>					<b>\$1,159,000</b>	

**Opinion of Probable Construction Cost**  
**ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP**  
**TO FRUITLAND, IDAHO**



MARK-UPS:	Percentage
MOBILIZATION	3%
OVERTIME ALLOWANCE	0%
ELECTRICAL/INSTRUMENTATION	8%
MECHANICAL	2%
ALLOWANCE	5%
CONTINGENCY	10%
CONTR. INSURANCE / PROFIT	5%
ENGINEERING DESIGN	8%
CONSTRUCTION MGMT	6%

**PROJECT : FM32024**  
**FACILITY : Sewer Option 3**

**DATE: 5/11/2020**  
**By: J. Criswell**  
**LEVEL: Budget Level (+30%,-20%)**  
**REVISED:**

\*All piping costs include trenching and backfill

NO.	DESCRIPTION	QTY	Unit	Unit Cost	Installation	TOTAL	Comment
<b>Lift Station</b>							
1.	Earthwork & Excavation	100	cy	\$25	0%	\$ 2,500.00	
2.	Backfill	50	cy	\$35	0%	\$ 1,750.00	
3.	Foundation Preparation Structural Fill	25	cy	\$25	0%	\$ 625.00	
4.	Removal of Existing Septic Tanks	1	ls	\$10,000	0%	\$ 10,000.00	
5.	Pumps	2	ea	\$8,500	0%	\$ 17,000.00	
6.	Electrical Panel	1	ls	\$8,500	20%	\$ 10,200.00	
7.	Lift Station Wetwell Precast	1	ls	\$10,000	20%	\$ 12,000.00	
8.	316 Stainless Steel Piping	60	lf	\$85	10%	\$ 5,636.40	Piping inside lift station and through valve vault
9.	PVC Influent Piping - 4"	145	lf	\$0	10%	\$ -	Influent sewer piping from ITD Rest Area reused
10.	Check valves - 4"	2	ea	\$575	25%	\$ 1,437.50	
11.	Plug valve - 4"	2	ea	\$800	25%	\$ 2,000.00	
12.	Valve Vault	1	ls	\$6,000	20%	\$ 7,200.00	
13.	Hatch Cover	2	ea	\$2,000	10%	\$ 4,400.00	
14.	PVC Liner	1	ea	\$1,000	10%	\$ 1,100.00	
15.	Odor Control Wager Valve	1	ea	\$150	10%	\$ 165.00	
16.	Equipment Pad	1	ls	\$500	0%	\$ 500.00	
17.	Generator	1	ls	\$15,000	0%	\$ 15,000.00	
<b>A</b>	<b>SUBTOTAL</b>					<b>\$ 91,513.90</b>	
<b>Traffic Control</b>							
1.	Temporary Concrete Barrier	1,000	lf	\$50	0%	\$ 50,000.00	500' both sides of roadway
2.	Temporary Traffic Control Signs	1	ls	\$5,000	0%	\$ 5,000.00	
3.	Temporary Crash Cushion	2	ea	\$6,000	0%	\$ 12,000.00	
4.	Traffic Control for City of Fruitland	1	ea	\$20,000	0%	\$ 20,000.00	
<b>B</b>	<b>SUBTOTAL</b>					<b>\$ 87,000.00</b>	
<b>Boring Under Freeway</b>							
1.	Jacking of 12" Pipe	172	lf	\$623	0%	\$ 107,156.00	86' pipe bored pipe sleeve on each side of road
<b>C</b>	<b>SUBTOTAL</b>					<b>\$ 107,156.00</b>	
<b>Sewer Piping</b>							
1.	HDPE Force Main - 4"	6,910	lf	\$35	0%	\$ 241,850.00	From valve vault to connection on S. Whitley Drive
2.	Connection to Existing Sewer	1	ea	\$4,725	0%	\$ 4,725.00	
3.	Forcemain Cleanout	13	ea	\$1,500	0%	\$ 19,500.00	Every 600 feet
4.	Incidental work	1	ls	\$2,000	0%	\$ 2,000.00	
5.	Asphalt Repair	137	tons	\$107	0%	\$ 14,647.49	3,625 feet of 15" wide trench, 5 inches thick
<b>D</b>	<b>SUBTOTAL</b>					<b>\$ 282,722.49</b>	
<b>Caretaker's Residence</b>							
1.	PVC Influent Piping - 4"	970	lf	\$25	0%	\$ 24,250.00	Sewer collection piping from house to lift station
2.	Asphalt Repair	23	tons	\$107	0%	\$ 2,424.41	600 feet of 15" wide trench, 5 inches thick
<b>E</b>	<b>SUBTOTAL</b>					<b>\$ 26,674.41</b>	
<b>A</b>	<b>SUBTOTAL</b>					<b>\$ 595,066.81</b>	
<b>B</b>	<b>MOBIL./DEMOBIL.</b>	(% of A)				\$17,852.00	
<b>C</b>	<b>OVERTIME ALLOWANCE</b>	(% of A)				\$0	
<b>D</b>	<b>ELECTRICAL/INSTRUMENTATION</b>	(% of A)				\$47,605	
<b>E</b>	<b>MECHANICAL</b>	(% of A)				\$11,901	
<b>F</b>	<b>SUBTOTAL</b>					<b>\$672,425</b>	
<b>G</b>	<b>ALLOWANCE</b>	(% of G)				\$33,621.27	
<b>H</b>	<b>CONTINGENCY</b>	(% of G)				\$67,242.55	
<b>I</b>	<b>CONTR. PROFIT</b>	(% of G)				\$33,621.27	
<b>J</b>	<b>SUBTOTAL</b>					<b>\$806,911</b>	
<b>N</b>	<b>ENGINEERING DESIGN</b>	(% of K)				\$64,552.85	
<b>O</b>	<b>CONSTRUCTION MGMT</b>	(% of K)				\$48,414.64	
	<b>SUBTOTAL</b>					<b>\$919,878</b>	
	<b>TOTAL ESTIMATED COST</b>					<b>\$920,000</b>	

# Opinion of Probable Construction Cost

ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP  
TO FRUITLAND, IDAHO



**T-O ENGINEERS**

MARK-UPS:	Percentage
MOBILIZATION	3%
OVERTIME ALLOWANCE	0%
ELECTRICAL/INSTRUMENTATION	8%
MECHANICAL	2%
ALLOWANCE	5%
CONTINGENCY	10%
CONTR. INSURANCE / PROFIT	5%
ENGINEERING DESIGN	8%
CONSTRUCTION MGMT	6%

PROJECT : FM32024  
FACILITY : Sewer Option 5A

DATE: 5/11/2020  
By: J. Criswell  
LEVEL: Budget Level (+30%,-20%)  
REVISED:

\*All piping costs include trenching and backfill

NO.	DESCRIPTION	QTY	Unit	Unit Cost	Installation	TOTAL	Comment
<b>Lift Station</b>							
1.	Earthwork & Excavation	100	cy	\$25	0%	\$ 2,500.00	
2.	Backfill	50	cy	\$35	0%	\$ 1,750.00	
3.	Foundation Preparation Structural Fill	25	cy	\$25	0%	\$ 625.00	
4.	Removal of Existing Septic Tanks	1	ls	\$10,000	0%	\$ 10,000.00	
5.	Pumps	2	ea	\$8,500	0%	\$ 17,000.00	
6.	Electrical Panel	1	ls	\$8,500	20%	\$ 10,200.00	
7.	Lift Station Wetwell Precast	1	ls	\$10,000	20%	\$ 12,000.00	
8.	316 Stainless Steel Piping	60	lf	\$85	10%	\$ 5,636.40	Piping inside lift station and through valve vault
9.	PVC Influent Piping - 4"	145	lf	\$0	10%	\$ -	Influent sewer piping from ITD Rest Area reused
10.	Check valves - 4"	2	ea	\$575	25%	\$ 1,437.50	
11.	Plug valve - 4"	2	ea	\$800	25%	\$ 2,000.00	
12.	Valve Vault	1	ls	\$6,000	20%	\$ 7,200.00	
13.	Hatch Cover	2	ea	\$2,000	10%	\$ 4,400.00	
14.	PVC Liner	1	ea	\$1,000	10%	\$ 1,100.00	
15.	Odor Control Wager Valve	1	ea	\$150	10%	\$ 165.00	
16.	Equipment Pad	1	ls	\$500	0%	\$ 500.00	
17.	Generator	1	ls	\$15,000	0%	\$ 15,000.00	
A	<b>SUBTOTAL</b>					\$ 91,513.90	
<b>Traffic Control</b>							
1.	Temporary Concrete Barrier	1,000	lf	\$50	0%	\$ 50,000.00	500' both sides of roadway
2.	Temporary Traffic Control Signs	1	ls	\$5,000	0%	\$ 5,000.00	
3.	Temporary Crash Cushion	2	ea	\$6,000	0%	\$ 12,000.00	
4.	Traffic Control for City of Fruitland	1	ea	\$20,000	0%	\$ 20,000.00	
B	<b>SUBTOTAL</b>					\$ 87,000.00	
<b>Boring Under Freeway</b>							
1.	Jacking of 12" Pipe	172	lf	\$623	0%	\$ 107,156.00	86' pipe bored pipe sleeve on each side of road
C	<b>SUBTOTAL</b>					\$ 107,156.00	
<b>Sewer Piping</b>							
1.	HDPE Force Main - 4"	2,375	lf	\$35	0%	\$ 83,125.00	From valve vault to highest point on NW 2nd Ave
2.	HDPE Gravity Sewer - 10"	2,200	lf	\$55	0%	\$ 121,000.00	From highest point on NW 2nd to connection at end of Arizona
3.	HDPE Gravity Sewer - 8"	675	LF	\$55	0%	\$ 37,125.00	Section of burying sewer greater than 15 feet
4.	Manholes	8	ea	\$3,500	0%	\$ 28,000.00	Every 350 feet
5.	Connection to Existing Sewer	1	ea	\$4,725	0%	\$ 4,725.00	
6.	Forcemain Cleanout	12	ea	\$1,500	0%	\$ 17,812.50	Every 200 feet
7.	Incidental work	1	ls	\$2,000	0%	\$ 2,000.00	
8.	Asphalt Repair	45	tons	\$107	0%	\$ 4,848.83	1200 feet of 15" wide trench, 5 inches thick
D	<b>SUBTOTAL</b>					\$ 298,636.33	
<b>Land Acquisition</b>							
1.	Easements	1.97	ac	\$30,000	0%	\$ 59,228.65	20' wide easements
B	<b>SUBTOTAL</b>					\$ 59,228.65	
<b>Caretaker's Residence</b>							
1.	PVC Influent Piping - 4"	970	lf	\$25	0%	\$ 24,250.00	Sewer collection piping from house to lift station
2.	Asphalt Repair	23	tons	\$107	0%	\$ 2,424.41	600 feet of 15" wide trench, 5 inches thick
E	<b>SUBTOTAL</b>					\$ 26,674.41	Water piping from ITD rest area to caretaker's house
A	<b>SUBTOTAL</b>					\$ 670,209.29	
B	MOBIL./DEMOBIL.	(% of A)				\$20,106.28	
C	OVERTIME ALLOWANCE	(% of A)				\$0	
D	ELECTRICAL/INSTRUMENTATION	(% of A)				\$53,617	
E	MECHANICAL	(% of A)				\$13,404	
F	<b>SUBTOTAL</b>					\$757,336	
G	ALLOWANCE	(% of G)				\$37,866.82	
H	CONTINGENCY	(% of G)				\$75,733.65	
I	CONTR. PROFIT	(% of G)				\$37,866.82	
J	<b>SUBTOTAL</b>					\$908,804	
N	ENGINEERING DESIGN	(% of K)				\$72,704.30	
O	CONSTRUCTION MGMT	(% of K)				\$54,528.23	
	<b>SUBTOTAL</b>					\$1,036,036	
	<b>TOTAL ESTIMATED COST</b>					\$1,037,000	

**Opinion of Probable Construction Cost**  
 ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP  
 TO FRUITLAND, IDAHO



**T-O ENGINEERS**

MARK-UPS:	Percentage
MOBILIZATION	3%
OVERTIME ALLOWANCE	0%
ELECTRICAL/INSTRUMENTATION	8%
MECHANICAL	2%
ALLOWANCE	5%
CONTINGENCY	10%
CONTR. INSURANCE / PROFIT	5%
ENGINEERING DESIGN	8%
CONSTRUCTION MGMT	6%

PROJECT : FM32024  
 FACILITY : Sewer Option 5B  
  
 DATE: 5/11/2020  
 By: J. Criswell  
 LEVEL: Budget Level (+30%,-20%)  
 REVISED:

\*All piping costs include trenching and backfill

NO.	DESCRIPTION	QTY	Unit	Unit Cost	Installation	TOTAL	Comment
<b>Lift Station</b>							
1.	Earthwork & Excavation	100	cy	\$25	0%	\$ 2,500.00	
2.	Backfill	50	cy	\$35	0%	\$ 1,750.00	
3.	Foundation Preparation Structural Fill	25	cy	\$25	0%	\$ 625.00	
4.	Removal of Existing Septic Tanks	1	ls	\$10,000	0%	\$ 10,000.00	
5.	Pumps	2	ea	\$8,500	0%	\$ 17,000.00	
6.	Electrical Panel	1	ls	\$8,500	20%	\$ 10,200.00	
7.	Lift Station Wetwell Precast	1	ls	\$10,000	20%	\$ 12,000.00	
8.	316 Stainless Steel Piping	60	lf	\$85	10%	\$ 5,636.40	Piping inside lift station and through valve vault
9.	PVC Influent Piping - 4"	145	lf	\$0	10%	\$ -	Influent sewer piping from ITD Rest Area reused
10.	Check valves - 4"	2	ea	\$575	25%	\$ 1,437.50	
11.	Plug valve - 4"	2	ea	\$800	25%	\$ 2,000.00	
12.	Valve Vault	1	ls	\$6,000	20%	\$ 7,200.00	
13.	Hatch Cover	2	ea	\$2,000	10%	\$ 4,400.00	
14.	PVC Liner	1	ea	\$1,000	10%	\$ 1,100.00	
15.	Odor Control Wager Valve	1	ea	\$150	10%	\$ 165.00	
16.	Equipment Pad	1	ls	\$500	0%	\$ 500.00	
17.	Generator	1	ls	\$15,000	0%	\$ 15,000.00	
<b>A</b>	<b>SUBTOTAL</b>					<b>\$ 91,513.90</b>	
<b>Traffic Control</b>							
1.	Temporary Concrete Barrier	1,000	lf	\$50	0%	\$ 50,000.00	500' both sides of roadway
2.	Temporary Traffic Control Signs	1	ls	\$5,000	0%	\$ 5,000.00	
3.	Temporary Crash Cushion	2	ea	\$6,000	0%	\$ 12,000.00	
4.	Traffic Control for City of Fruitland	1	ea	\$20,000	0%	\$ 20,000.00	
<b>B</b>	<b>SUBTOTAL</b>					<b>\$ 87,000.00</b>	
<b>Boring Under Freeway</b>							
1.	Jacking of 12" Pipe	172	lf	\$623	0%	\$ 107,156.00	86" pipe bored pipe sleeve on each side of road
<b>C</b>	<b>SUBTOTAL</b>					<b>\$ 107,156.00</b>	
<b>Sewer Piping</b>							
1.	HDPE Force Main - 4"	750	lf	\$35	0%	\$ 26,250.00	From valve vault to top of Loma Linda
2.	HDPE Gravity Sewer - 8"	3,755	lf	\$45	0%	\$ 168,975.00	From top of Loma Linda to connection on S Arizona Ave
3.	HDPE Gravity Sewer - 8"	625	lf	\$55	0%	\$ 34,375.00	Section of burying sewer greater than 15 feet
4.	Manholes	13	ea	\$3,500	0%	\$ 45,500.00	Every 350 feet
5.	Connection to Existing Sewer	4	ea	\$4,725	0%	\$ 17,718.75	Every 200 feet
6.	Forcemain Cleanout	4	ea	\$1,500	0%	\$ 5,625.00	Every 200 feet
7.	Incidental work	1	ls	\$2,000	0%	\$ 2,000.00	
8.	Asphalt Repair	118	tons	\$107	0%	\$ 12,606.95	2600 feet of 18" wide trench, 5 inches thick
<b>D</b>	<b>SUBTOTAL</b>					<b>\$ 313,050.70</b>	
<b>Land Acquisition</b>							
1.	Easements	2.14	ac	\$30,000	0%	\$ 64,325.07	20' wide easements
<b>B</b>	<b>SUBTOTAL</b>					<b>\$ 64,325.07</b>	
<b>Caretaker's Residence</b>							
1.	PVC Influent Piping - 4"	970	lf	\$25	0%	\$ 24,250.00	Sewer collection piping from house to lift station
2.	Asphalt Repair	23	tons	\$107	0%	\$ 2,424.41	600 feet of 15" wide trench, 5 inches thick
<b>E</b>	<b>SUBTOTAL</b>					<b>\$ 26,674.41</b>	Water piping from ITD rest area to caretaker's house
<b>A</b>	<b>SUBTOTAL</b>					<b>\$ 689,720.08</b>	
<b>B</b>	<b>MOBIL./DEMOBIL.</b>	(% of A)				\$20,691.60	
<b>C</b>	<b>OVERTIME ALLOWANCE</b>	(% of A)				\$0	
<b>D</b>	<b>ELECTRICAL/INSTRUMENTATION</b>	(% of A)				\$55,178	
<b>E</b>	<b>MECHANICAL</b>	(% of A)				\$13,794	
<b>F</b>	<b>SUBTOTAL</b>					<b>\$779,384</b>	
<b>G</b>	<b>ALLOWANCE</b>	(% of G)				\$38,969.18	
<b>H</b>	<b>CONTINGENCY</b>	(% of G)				\$77,938.37	
<b>I</b>	<b>CONTR. PROFIT</b>	(% of G)				\$38,969.18	
<b>J</b>	<b>SUBTOTAL</b>					<b>\$935,260</b>	
<b>N</b>	<b>ENGINEERING DESIGN</b>	(% of K)				\$74,820.83	
<b>O</b>	<b>CONSTRUCTION MGMT</b>	(% of K)				\$56,115.63	
	<b>SUBTOTAL</b>					<b>\$1,066,197</b>	
	<b>TOTAL ESTIMATED COST</b>					<b>\$1,067,000</b>	

**Opinion of Probable Construction Cost**  
 ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP  
 TO FRUITLAND, IDAHO



MARK-UPS:	Percentage
MOBILIZATION	3%
OVERTIME ALLOWANCE	0%
ELECTRICAL/INSTRUMENTATION	8%
MECHANICAL	2%
ALLOWANCE	5%
CONTINGENCY	10%
CONTR. INSURANCE / PROFIT	5%
ENGINEERING DESIGN	8%
CONSTRUCTION MGMT	6%

PROJECT : FM32024  
 FACILITY : Water Option 1

DATE: 5/11/2020  
 By: J. Criswell  
 LEVEL: Budget Level (+30%,-20%)  
 REVISED:

\*All piping costs include trenching and backfill

NO.	DESCRIPTION	QTY	Unit	Unit Cost	Installation	TOTAL	Comment
<b>Traffic Control</b>							
1.	Temporary Concrete Barrier	1,000	lf	\$50	0%	\$ 50,000.00	500' both sides of roadway
2.	Temporary Traffic Control Signs	1	ls	\$5,000	0%	\$ 5,000.00	
3.	Temporary Crash Cushion	2	ea	\$6,000	0%	\$ 12,000.00	
4.	Traffic Control for City of Fruitland	1	ea	\$20,000	0%	\$ 20,000.00	
B	SUBTOTAL					\$ 87,000.00	
<b>Boring Under Freeway</b>							
1.	Jacking of 12" Pipe	172	lf	\$623	0%	\$ 107,156.00	86' pipe bored pipe sleeve on each side of road. Assuming 12" boring would be required for 4" distribution pipe
B	SUBTOTAL					\$ 107,156.00	
<b>WATER CONNECTION</b>							
1.	C900 PVC - 12"	7,900	lf	\$132	0%	\$ 1,042,800.00	Distribution piping from booster station to bottom of Loma Linda
2.	C900 PVC - 4"	1,340	lf	\$30	0%	\$ 40,200.00	Piping through Loma Linda over to rest area
3.	Connection to Existing Booster Station	1	ea	\$4,000	0%	\$ 4,000.00	
4.	Incidental work	1	ls	\$2,000	0%	\$ 2,000.00	
5.	Asphalt Repair	405	tons	\$107	0%	\$ 43,316.17	6700 feet of 24" wide trench, 5 inches thick
C	SUBTOTAL					\$ 1,132,316.17	
<b>Land Acquisition</b>							
1.	Easements	9.07	ac	\$30,000	0%	\$ 272,245.18	60' wide easements
B	SUBTOTAL					\$ 272,245.18	
<b>Caretaker's Residence</b>							
1.	C900 PVC - 1.5"	1,200	lf	\$30	0%	\$ 36,000.00	Water piping from ITD rest area to caretaker's house
2.	Asphalt Repair	23	tons	\$107	0%	\$ 2,424.41	600 feet of 15" wide trench, 5 inches thick
D	SUBTOTAL					\$ 38,424.41	
A	SUBTOTAL					\$ 1,637,141.77	
B	MOBIL./DEMOBIL.	(% of A)				\$49,114.25	
C	OVERTIME ALLOWANCE	(% of A)				\$0	
D	ELECTRICAL/INSTRUMENTATION	(% of A)				\$130,971	
E	MECHANICAL	(% of A)				\$32,743	
F	SUBTOTAL					\$ 1,849,970.19	
G	ALLOWANCE	(% of G)				\$92,498.51	
H	CONTINGENCY	(% of G)				\$184,997.02	
I	CONTR. PROFIT	(% of G)				\$92,498.51	
J	SUBTOTAL					\$ 2,219,964.23	
N	ENGINEERING DESIGN	(% of K)				\$177,597.14	
O	CONSTRUCTION MGMT	(% of K)				\$133,197.85	
	SUBTOTAL					\$2,530,759	
	TOTAL ESTIMATED COST					\$2,531,000	



# Opinion of Probable Construction Cost

ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP  
TO FRUITLAND, IDAHO



**T-O ENGINEERS**

MARK-UPS:	Percentage
MOBILIZATION	3%
OVERTIME ALLOWANCE	0%
ELECTRICAL/INSTRUMENTATION	8%
MECHANICAL	2%
ALLOWANCE	5%
CONTINGENCY	10%
CONTR. INSURANCE / PROFIT	5%
ENGINEERING DESIGN	8%
CONSTRUCTION MGMT	6%

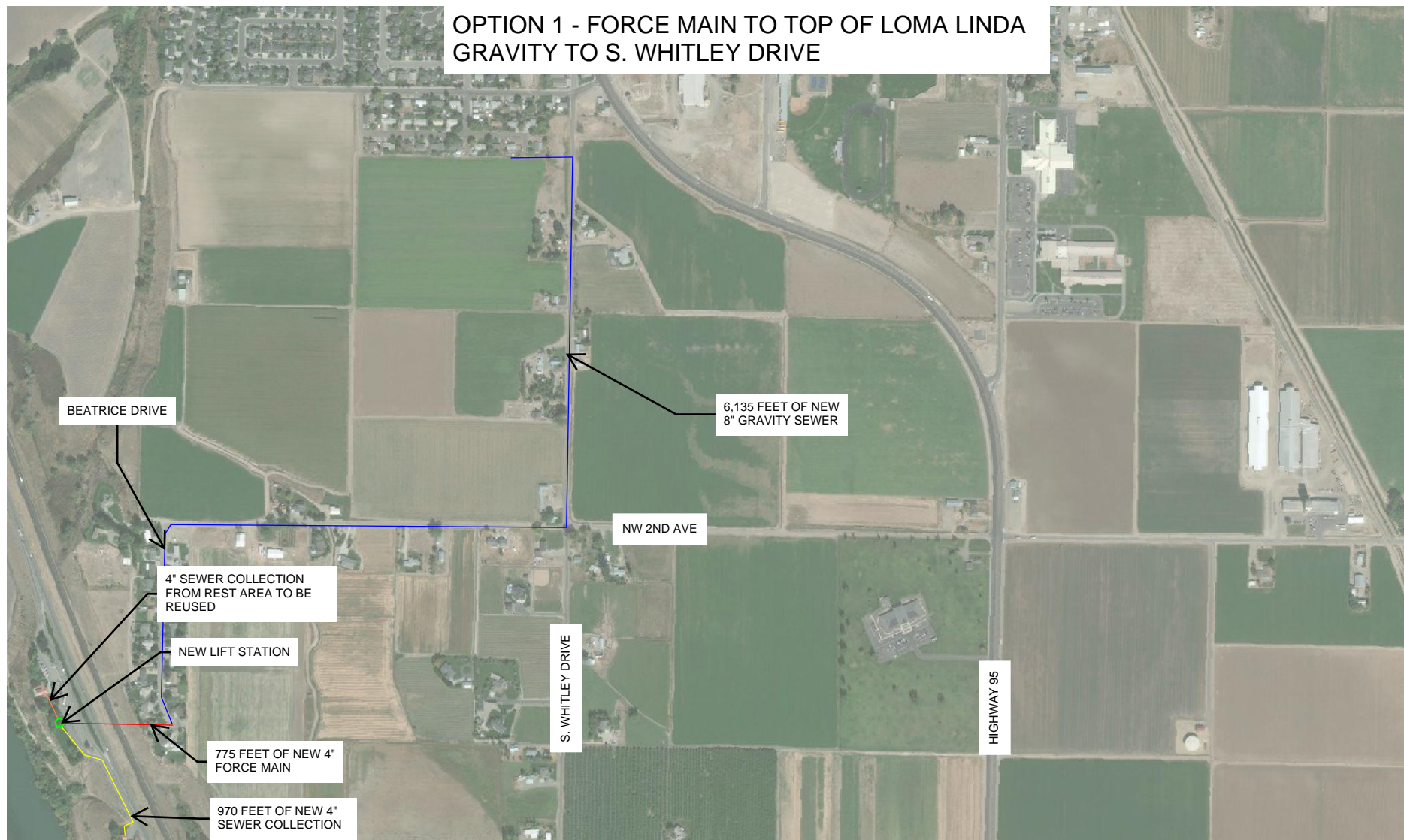
PROJECT : FM32024  
FACILITY : Water Option 2

DATE: 5/11/2020  
By: J. Criswell  
LEVEL: Budget Level (+30%,-20%)  
REVISED:

\*All piping costs include trenching and backfill

NO.	DESCRIPTION	QTY	Unit	Unit Cost	Installation	TOTAL	Comment
<b>Traffic Control</b>							
1.	Temporary Concrete Barrier	1,000	lf	\$50	0%	\$ 50,000.00	500' both sides of roadway
2.	Temporary Traffic Control Signs	1	ls	\$5,000	0%	\$ 5,000.00	
3.	Temporary Crash Cushion	2	ea	\$6,000	0%	\$ 12,000.00	
4.	Traffic Control for City of Fruitland	1	ea	\$20,000	0%	\$ 20,000.00	
<b>B</b>	<b>SUBTOTAL</b>					<b>\$ 87,000.00</b>	
<b>Boring Under Freeway</b>							
1.	Jacking of 12" Pipe	172	lf	\$623	0%	\$ 107,156.00	88' pipe bored pipe sleeve on each side of road. Assuming 12" boring would be required for 4" distribution pipe
<b>B</b>	<b>SUBTOTAL</b>					<b>\$ 107,156.00</b>	
<b>WATER CONNECTION</b>							
1.	C900 PVC - 6"	3,860	lf	\$51	0%	\$ 196,860.00	Connection to 6" line at Arizona
2.	Inline booster Pump	1	ea	\$20,000	25%	\$ 25,000.00	
3.	C900 PVC - 4"	1,340	lf	\$30	0%	\$ 40,200.00	Piping through Loma Linda over to rest area
5.	Incidental work	1	ls	\$2,000	0%	\$ 2,000.00	
6.	Asphalt Repair	23	tons	\$107	0%	\$ 2,424.41	600 feet of 15" wide trench, 5 inches thick
<b>C</b>	<b>SUBTOTAL</b>					<b>\$ 266,484.41</b>	
<b>Land Acquisition</b>							
1.	Easements	4.22	ac	\$30,000	0%	\$ 126,721.76	60' wide easements
<b>B</b>	<b>SUBTOTAL</b>					<b>\$ 126,721.76</b>	
<b>Caretaker's Residence</b>							
1.	C900 PVC - 1.5"	1,200	lf	\$30	0%	\$ 36,000.00	Water piping from ITD rest area to caretaker's house
2.	Asphalt Repair	23	tons	\$107	0%	\$ 2,424.41	600 feet of 15" wide trench, 5 inches thick
<b>D</b>	<b>SUBTOTAL</b>					<b>\$ 38,424.41</b>	
<b>A</b>	<b>SUBTOTAL</b>					<b>\$ 625,786.59</b>	
<b>B</b>	<b>MOBIL./DEMOBIL.</b>	(% of A)				\$18,773.60	
<b>C</b>	<b>OVERTIME ALLOWANCE</b>	(% of A)				\$0	
<b>D</b>	<b>ELECTRICAL/INSTRUMENTATION</b>	(% of A)				\$50,063	
<b>E</b>	<b>MECHANICAL</b>	(% of A)				\$12,516	
<b>F</b>	<b>SUBTOTAL</b>					<b>\$ 707,138.84</b>	
<b>G</b>	<b>ALLOWANCE</b>	(% of G)				\$35,356.94	
<b>H</b>	<b>CONTINGENCY</b>	(% of G)				\$70,713.88	
<b>I</b>	<b>CONTR. PROFIT</b>	(% of G)				\$35,356.94	
<b>J</b>	<b>SUBTOTAL</b>					<b>\$ 848,566.61</b>	
<b>N</b>	<b>ENGINEERING DESIGN</b>	(% of K)				\$67,885.33	
<b>O</b>	<b>CONSTRUCTION MGMT</b>	(% of K)				\$50,914.00	
	<b>SUBTOTAL</b>					<b>\$967,366</b>	
	<b>TOTAL ESTIMATED COST</b>					<b>\$968,000</b>	

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OPTION 3 - FORCE MAIN TO S. WHITLEY DRIVE



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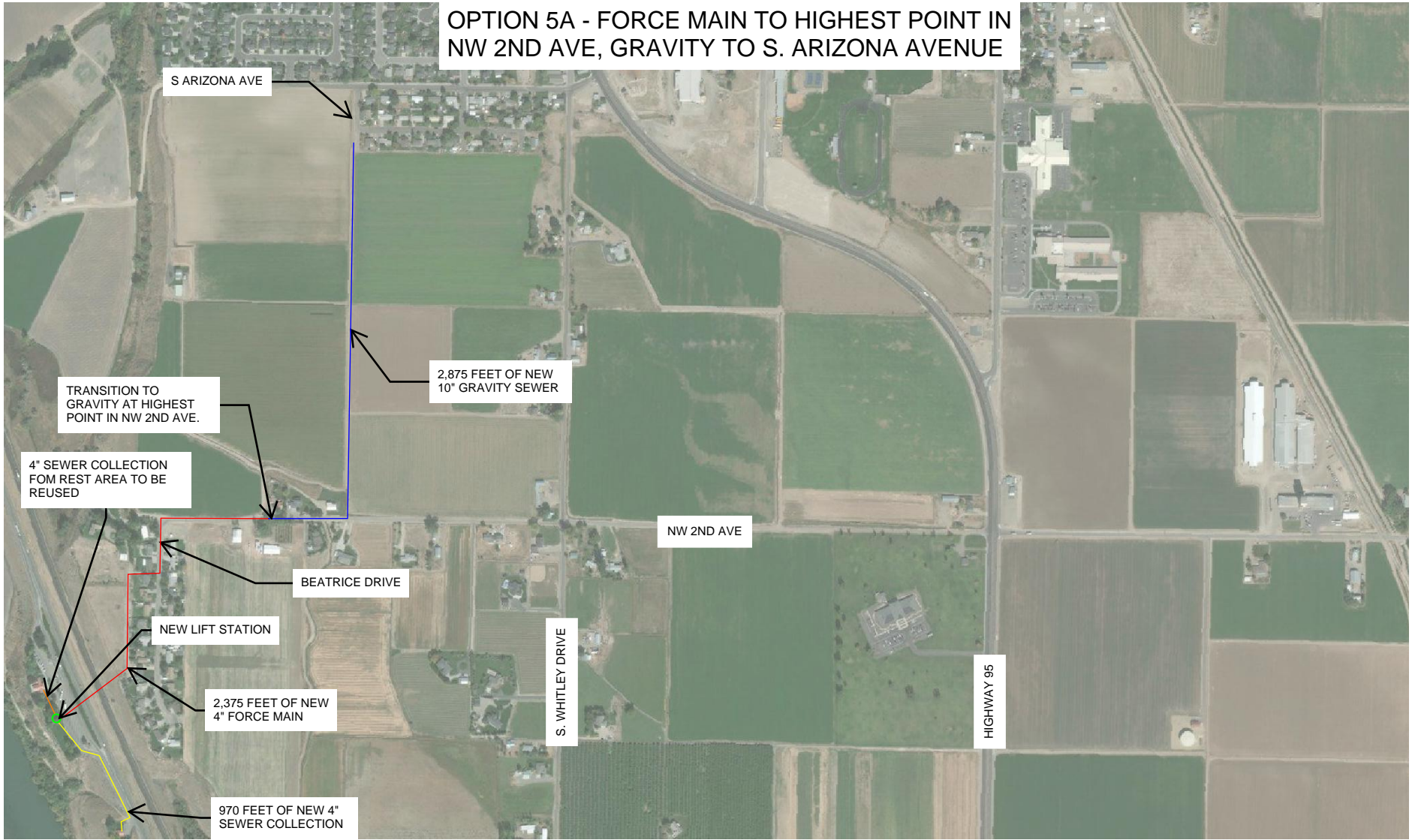
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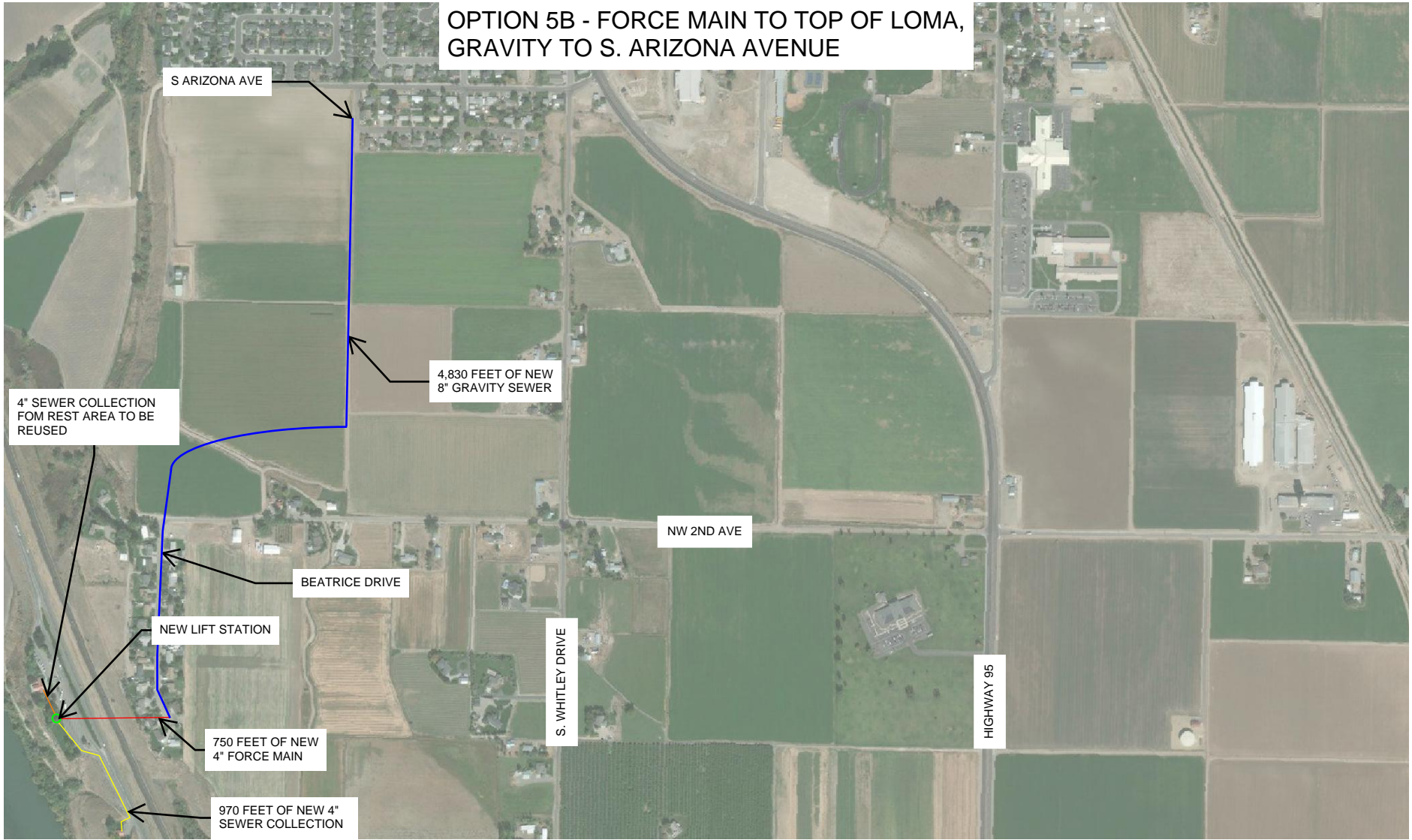
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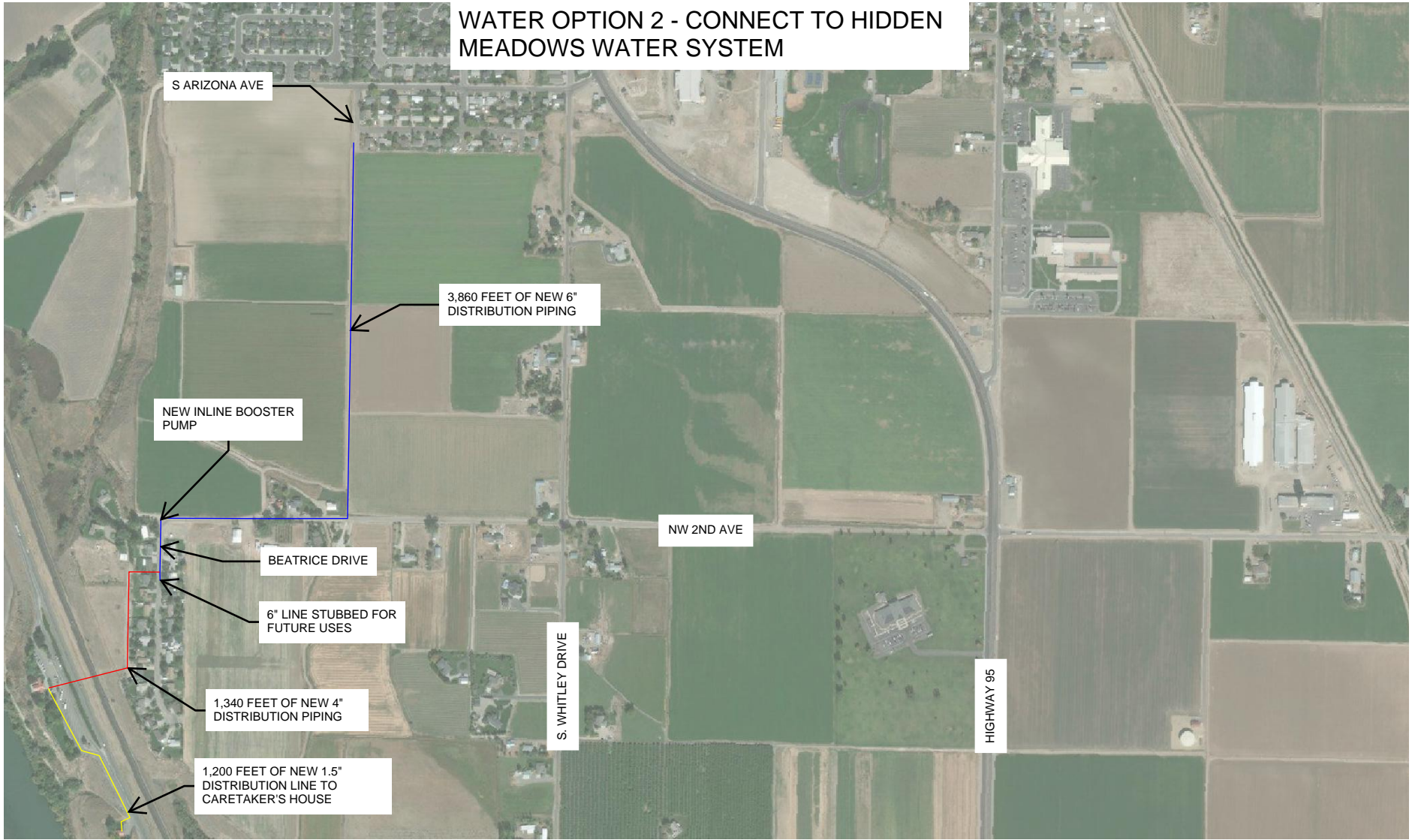
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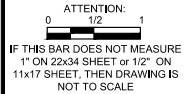
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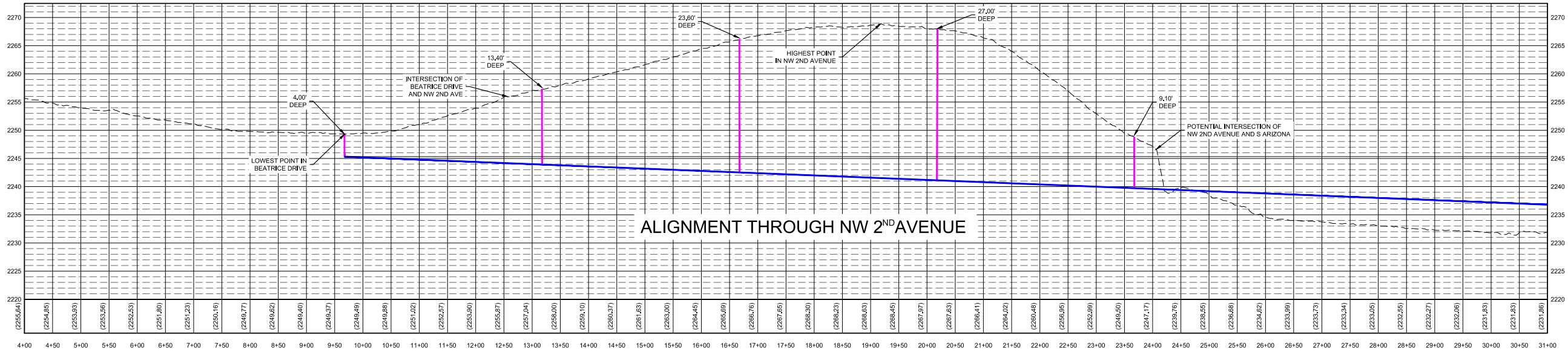
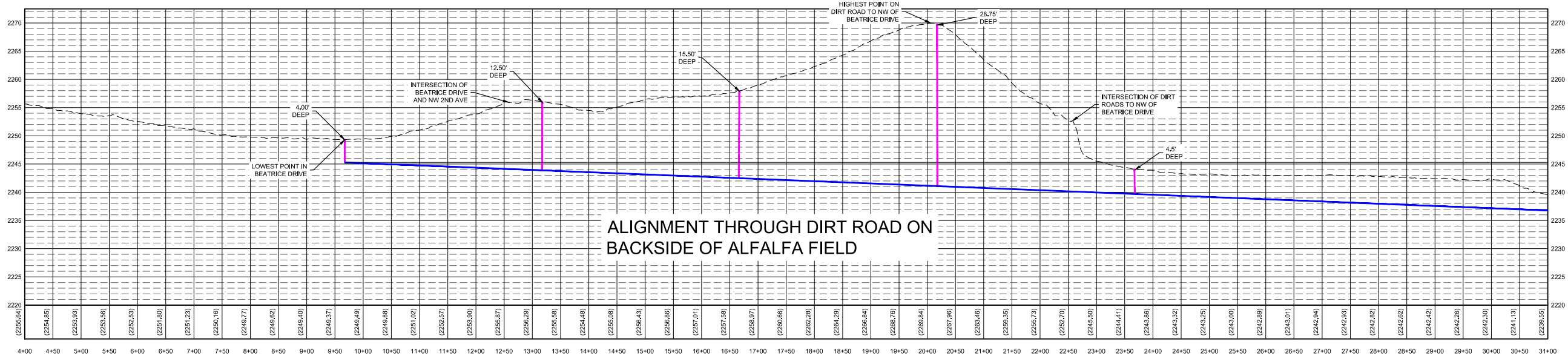
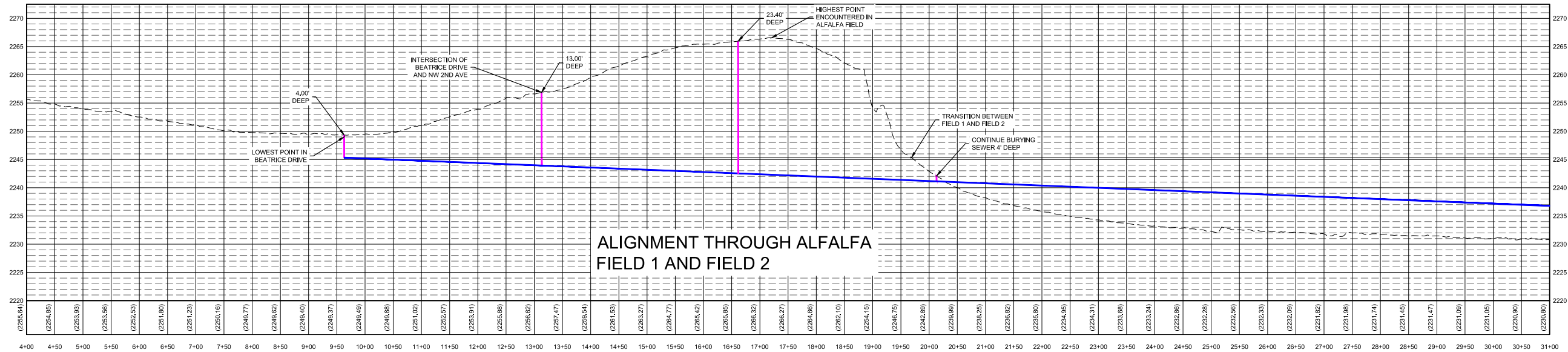
DATE: June 10, 2020  
PROJECT: 20205  
SHEET: 2.0

FRUITLAND, IDAHO  
ITD D3 SNAKE RIVER REST AREA  
PLAN VIEW

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BOISE, IDAHO 83705  
PHONE: (208) 433-1800 WWW.TO-ENGINEERS.COM  
BOISE • COEUR D'ALENE • HEBER CITY  
MERIDIAN • Nampa • SPOKANE

REVISIONS		BORDER SIZE	
NO.	DESCRIPTION	DATE	22"x34"
			DESIGNED
			DRAWN
			CHECKED
			APPROVED

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REVISIONS		BORDER SIZE	
NO.	DESCRIPTION	DATE	27"x34"
			DESIGNED
			DRAWN
			CHECKED
			APPROVED

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FRUITLAND, IDAHO  
ITD D3 SNAKE RIVER REST AREA  
PROFILE VIEWS

ATTENTION: 1/2"  
0 1  
IF THIS BAR DOES NOT MEASURE  
1" ON 22x34 SHEET or 1/2" ON  
11x17 SHEET, THEN DRAWING IS  
NOT TO SCALE

DATE: June 10, 2020  
PROJECT: 20205  
SHEET: 1.0



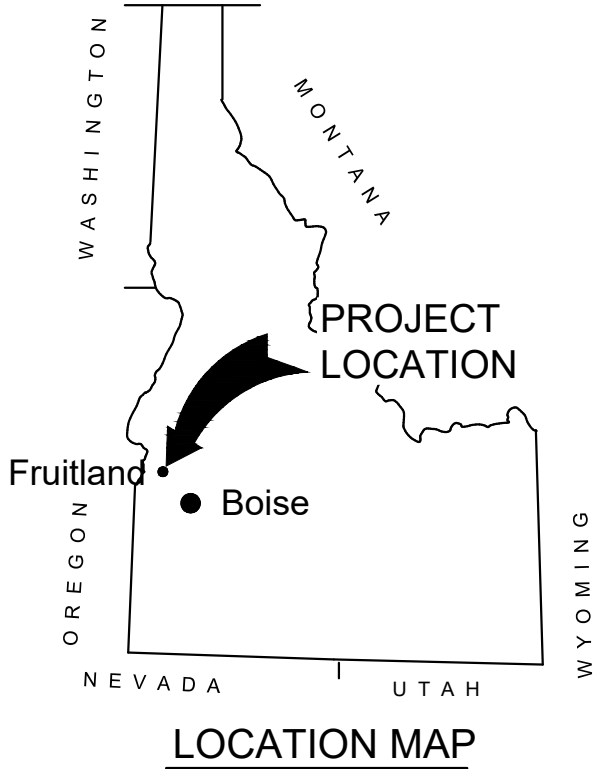
# FRUITLAND, IDAHO

## ITD D3 SNAKE RIVER REST AREA FEASIBILITY HOOK-UP TO FRUITLAND, IDAHO

FRUITLAND, IDAHO  
83619

PRELIMINARY DESIGN  
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Sheet List Table	
Sheet Number	Sheet Title
G0.0	COVER SHEET
G0.1	PROCESS FLOW DIAGRAM
G0.2	HYDRAULIC PROFILE
G0.3	HYDRAULIC PROFILE OPTION 2
M1.0	LIFT STATION PERSPECTIVE
M1.1	LIFT STATION PLAN VIEW
M1.2	LIFT STATION SECTION VIEW
N0.1	P&ID LEGEND 1OF2
N0.2	P&ID LEGEND 2OF2
N1.0	P&ID REST AREA LIFT STATION
N2.0	P&ID WATER SYSTEM
N3.0	P&ID WATER SYSTEM OPTION 2



For Additional Information  
Regarding This Project,  
Contact:



CONSULTING ENGINEERS, SURVEYORS & PLANNERS  
1998 W. JUDITH LANE  
BOISE, IDAHO 83705

PHONE: (208) 433-1900  
OFFICES ALSO IN:

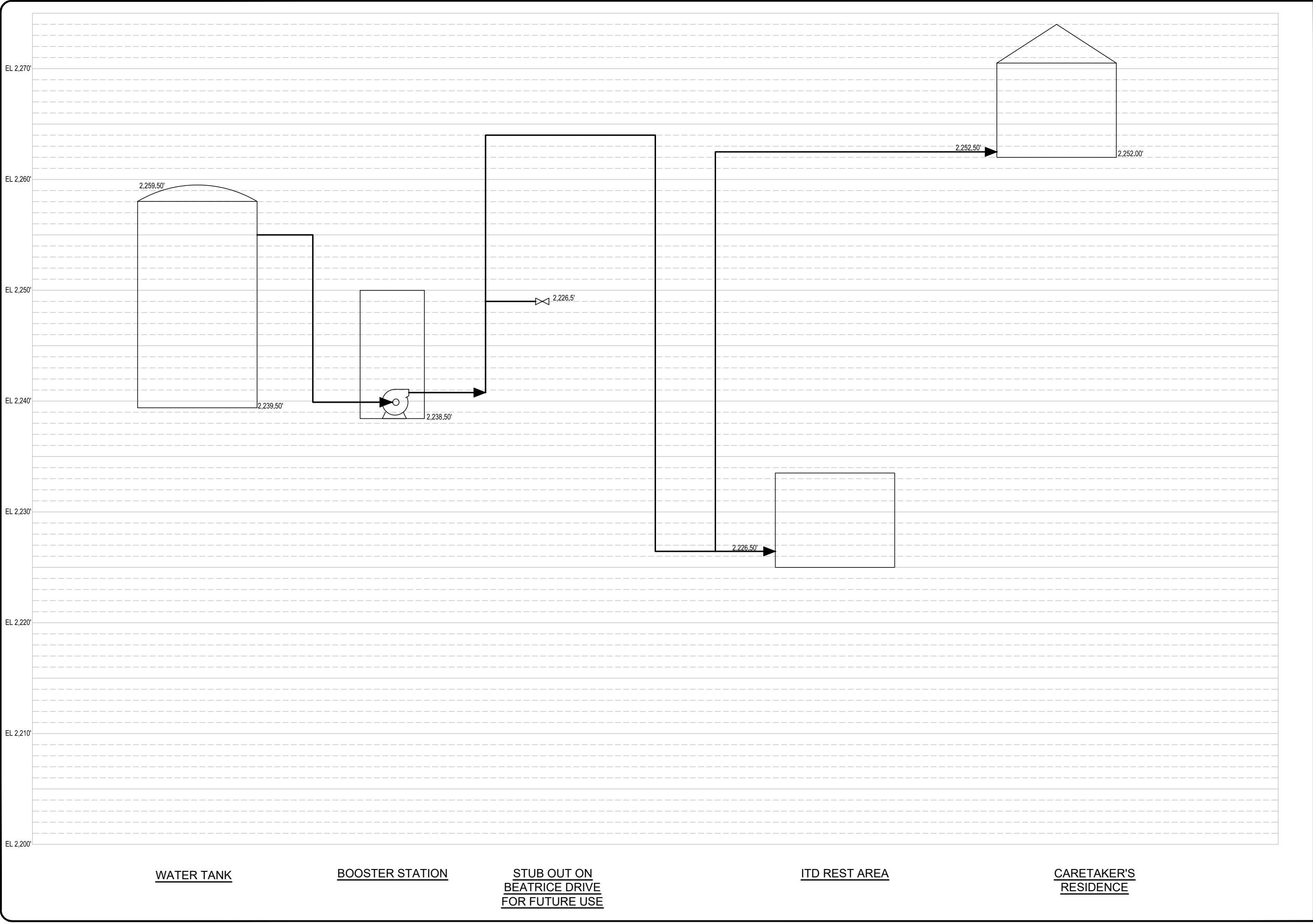
FAX: (208) 433-1901  
COEUR d'ALENE, IDAHO  
MERIDIAN, IDAHO  
SPOKANE, WASHINGTON  
NAMPA, IDAHO  
CODY, WYOMING  
SALT LAKE CITY, UTAH



DATE:   
PROJECT: 200205  
REV:   
SHEET: 77 G0.1

G:\2002053\_A\ACADDWG\SHEETS\GENERAL\G0.2 HYDRAULIC PROFILE.DWG, 5/20/2020

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DATE: ---  
PROJECT: 200205  
REV: ---  
SHEET: 60.2

SNAKE RIVER REST AREA  
**FRUITLAND, IDAHO**  
HYDRAULIC PROFILE

**T.O. ENGINEERS**

ATTENTION:  
0 1/2 1  
IF THIS BAR DOES NOT  
MEASURE 1" @ 22x34 or  
1/2" @ 11x17, THEN  
DRAWING IS NOT TO  
SCALE - SCALE  
ACCORDINGLY

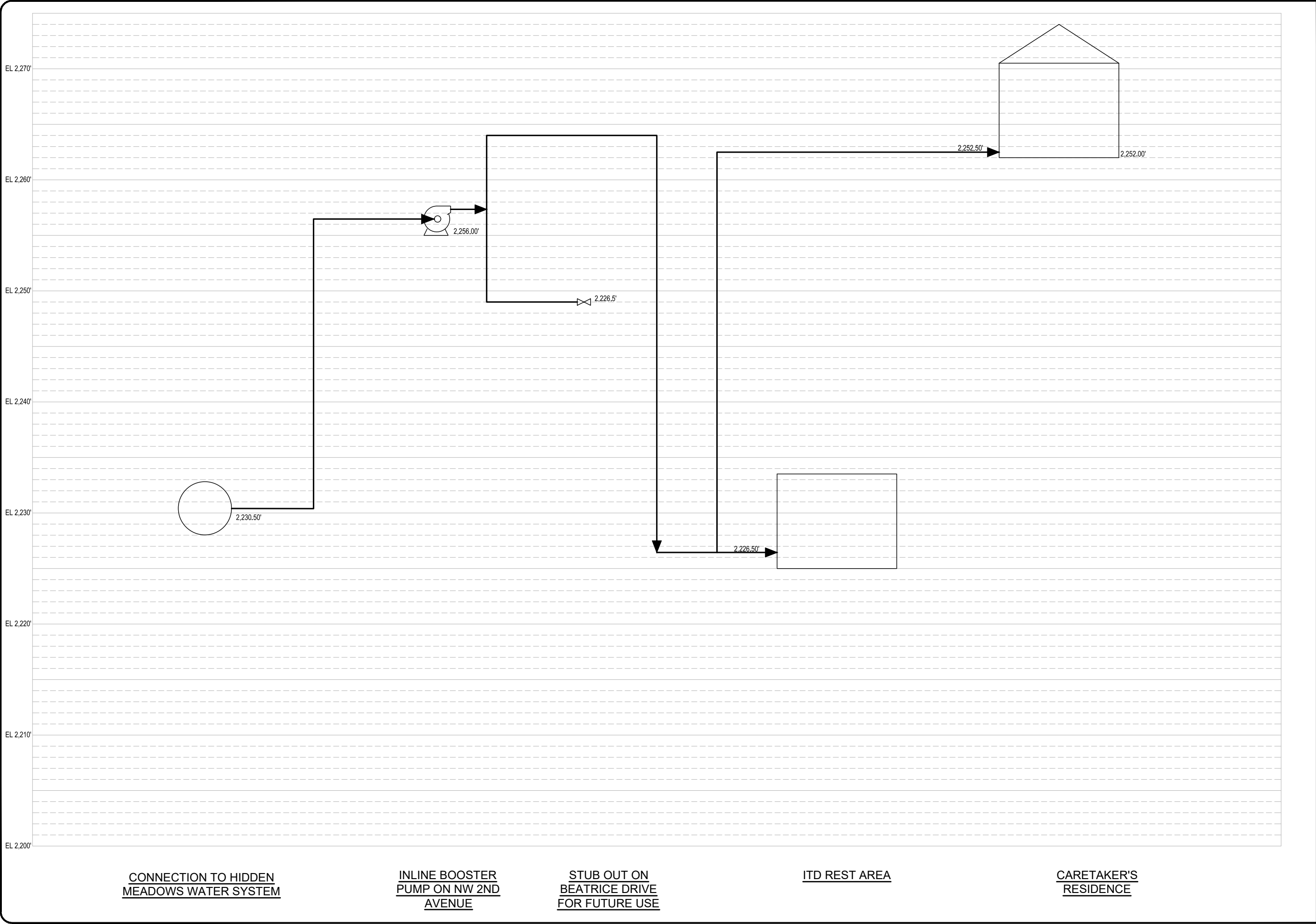
NO. REVISIONS  
DATE  
DESIGNED XX  
DESIGNER XX  
CHECKED XX  
APPROVED XX

BORDER SIZE  
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DESIGNED XX  
DESIGNER XX  
CHECKED XX  
APPROVED XX

PRELIMINARY DESIGN

G:\2002053\_A\ACADDWG\SHEETS\GENERAL\G0.3 HYDRAULIC PROFILE OPTION 2.DWG, 5/20/2020

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DATE: ---  
PROJECT: 200205  
REV: ---

SHEET: 60.3

Snake River Rest Area  
**FRUITLAND, IDAHO**  
Hydraulic Profile  
Option 2

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ATTENTION:  
0 1/2 1  
IF THIS BAR DOES NOT  
MEASURE 1" @ 22x34 or  
1/2" @ 11x17, THEN  
DRAWING IS NOT TO  
SCALE - SCALE  
ACCORDINGLY

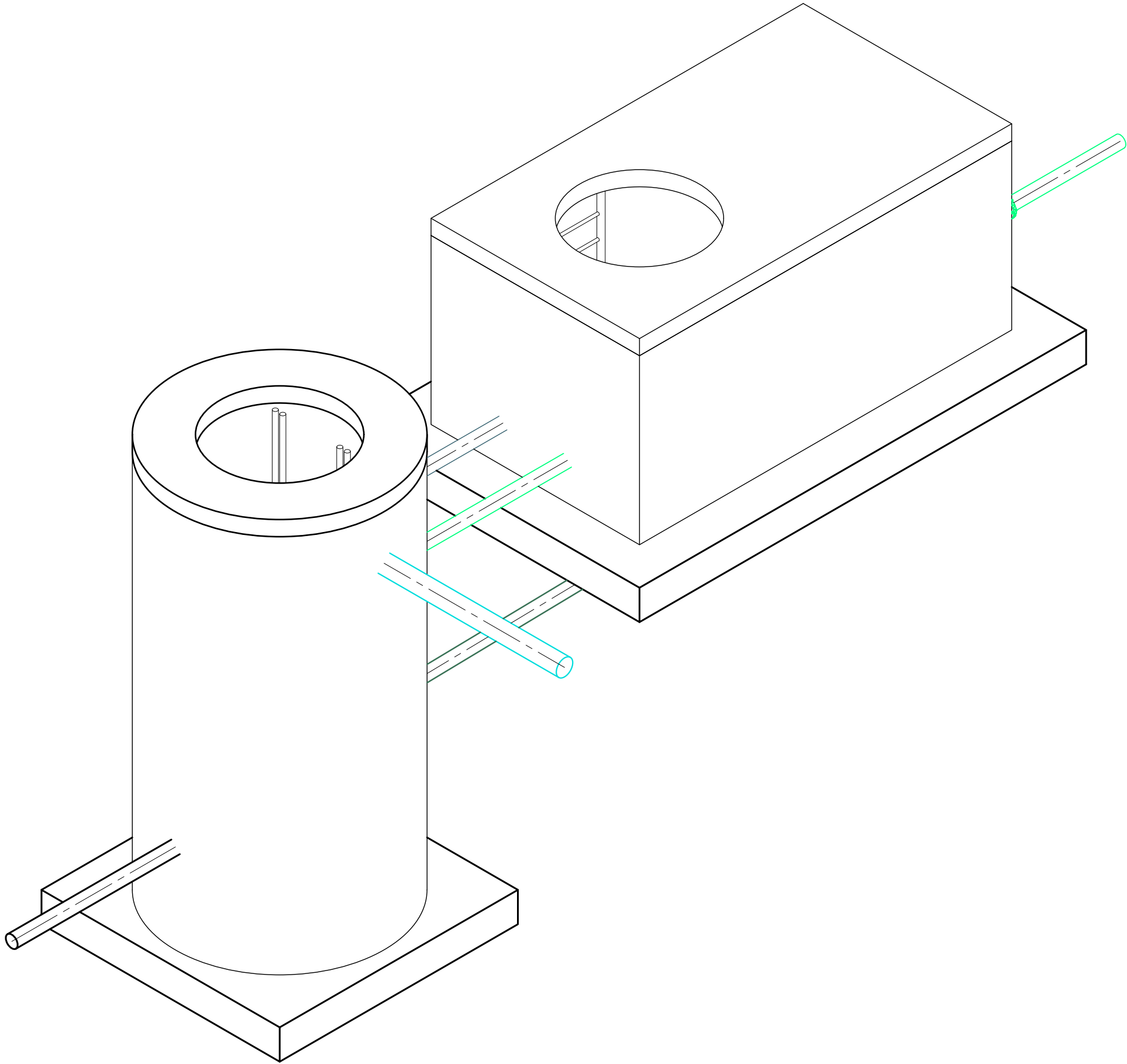
REVISIONS

NO.	DATE	DESIGNED JC	DESIGNER JC	CHECKED CH	APPROVED CH

BORDER SIZE  
22x34

PRELIMINARY DESIGN

## PRELIMINARY DESIGN



DATE: ---  
PROJECT: 200205  
REV:  
SHEET: 81.0

Snake River Rest Area  
**FRUITLAND, IDAHO**  
LIFT STATION PERSPECTIVE



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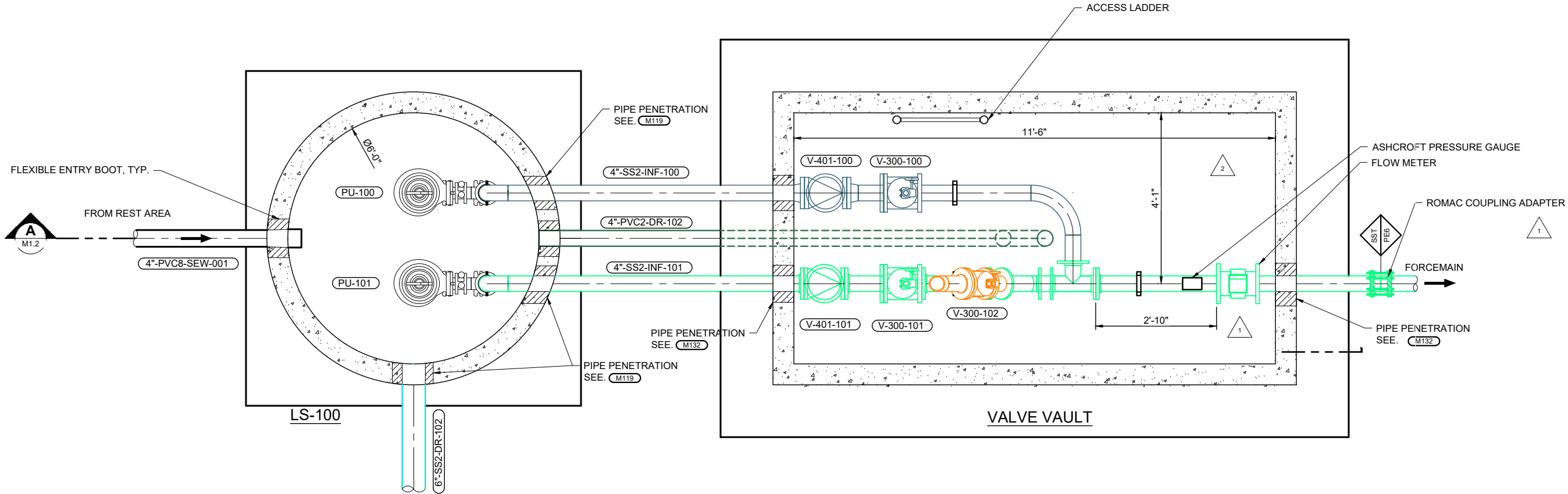
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IF THIS BAR DOES NOT  
MEASURE 1" @ 22x34 or  
1/2" @ 11x17, THEN  
DRAWING IS NOT TO  
SCALE - SCALE  
ACCORDINGLY

REVISIONS		BORDER SIZE	
NO.	DATE	DESIGNED	22X34
		JC	
		DESIGNER	
		CH	
		CHECKED	
		CH	
		APPROVED	
		JC	



G:\2002053\_ACAD\DWG\200205 - SNAKE RIVER REST AREA\ORTHOS\DWG\M1.1 LIFT STATION PLAN VIEW.DWG, 5/28/2020

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LIFT STATION PLAN VIEW

3/4" = 1'-0"



SNAKE RIVER REST AREA  
**FRUITLAND, IDAHO**  
LIFT STATION PLAN VIEW

DATE: ---  
PROJECT: 200205  
REV: ---

SHEET: **M1.1**



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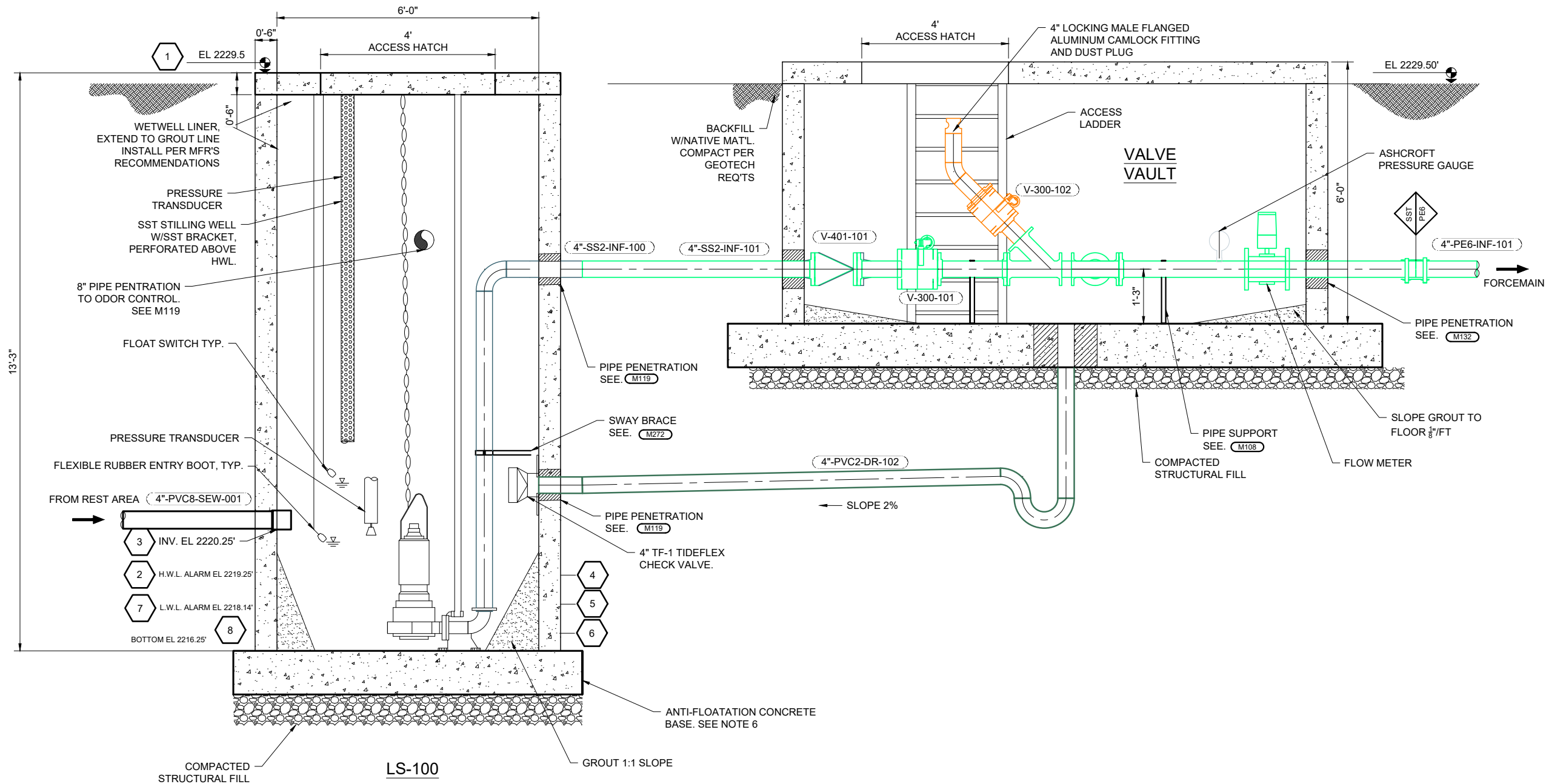
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NO.	DATE	22X34
		DESIGNED
		JC
		DESIGNER
		CH
		CHECKED
		CH
		APPROVED
		JC

ATTENTION:  
0 1/2 1  
IF THIS BAR DOES NOT  
MEASURE 1" @ 22x34 or  
1/2" @ 11x17, THEN  
DRAWING IS NOT TO  
SCALE - SCALE  
ACCORDINGLY

PRELIMINARY DESIGN

G:\2002053\_A\ACADDWG\200205 - SNAKE RIVER REST AREA\ORTHOSIDWG\M1.2 LIFT STATION SECTION VIEW.DWG, 5/28/2020

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LIFT STATION SECTION VIEW A  
3/4" = 1'-0"  
0 1'

BORDER SIZE		REVISIONS					
2234	DATE	NO.	DATE	DESIGNED	DESIGNER	CHECKED	APPROVED
				JC	JC	JC	CH

ATTENTION:  
0 1/2 1  
IF THIS BAR DOES NOT MEASURE 1" @ 22x34 or 1/2" @ 11x17, THEN DRAWING IS NOT TO SCALE - SCALE ACCORDINGLY



SNAKE RIVER REST AREA  
**FRUITLAND, IDAHO**  
LIFT STATION SECTION VIEW

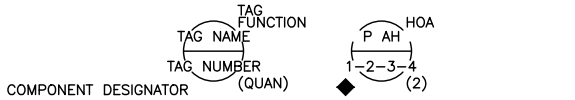
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REV: ---
SHEET M1.2

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INSTRUMENT TAG IDENTIFICATION



TAG NAME	P:	FIRST LETTER, SEE ISA TABLE BELOW
	AH:	SUCCEEDING LETTERS, SEE ISA TABLE BELOW
	HOA:	TAG FUNCTION ABBREVIATION, SEE LISTING AT RIGHT
TAG NUMBER	1:	UNIT NUMBER. UNIT (UNIT PROCESS) NUMBER IS A MAJOR PORTION OF THE ENTIRE TREATMENT PROCESS. SEE DRAWING NO. 09-N-1 FOR INTERFACE SUMMARY DIAGRAM.
	2:	LOOP NUMBER
	3:	DEVICE NUMBER
	4:	SECONDARY DEVICE NUMBER. USED WHEN MORE THAN ONE COMPONENT HAS THE SAME UNIT, LOOP AND DEVICE DESIGNATIONS.
(QUANTITY)	(2):	TOTAL NUMBER OF DEVICES WHERE MORE THAN ONE DEVICE IS REQUIRED. DEVICE NUMBERS ARE SEQUENTIAL BEGINNING WITH THE TAG NUMBER SHOWN. IF QUANTITY IS NOT SHOWN THEN ONE DEVICE ONLY IS REQUIRED.
	◆	SEE LISTING AT RIGHT
COMPONENT DESIGNATOR		

TAG FUNCTION ABBREVIATIONS

AI	ANALOG INPUT
ALT	ALTERNATE
AO	ANALOG OUTPUT
CLS	CLOSE(D)
CM	COMPUTER-MANUAL
DI	DIGITAL INPUT
DIFF	DIFFERENCE OR DIFFERENTIAL
DOP	DIGITAL OUTPUT
DO	DISSOLVED OXYGEN
F	FAIL
F(X)	CHARACTERIZED
FOR	FORWARD-STOP(OFF)-REVERSE (MAINTAINED CONTACT)
FSR	FORWARD-STOP-REVERSE (MOMENTARY CONTACT)
FT	FEET
HOA	HAND-OFF-AUTOMATIC (MAINTAINED CONTACT)
HOR	HAND-OFF-REMOTE (MAINTAINED CONTACT)
II	CURRENT-TO-CURRENT
IP	CURRENT-TO-PNEUMATIC
LL	LEAD-LAG (MAINTAINED CONTACT)
LOE	LOSS-OF-ECHO (ULTRASONIC SENOR FAILURE)
LOR	LOCAL-OFF-REMOTE (MAINTAINED CONTACT)
LOS	LOCKOUT STOP (LOCKABLE IN "STOP" POSITION. MOMENTARY CONTACT)

TAG SYMBOLS

	FIELD MOUNTED	PANEL MOUNTED ACCESSIBLE TO OPERATOR	PANEL MOUNTED NONACCESSIBLE TO OPERATOR	MOTOR STARTER MOUNTED ACCESSIBLE TO OPERATOR	MOTOR STARTER MOUNTED NONACCESSIBLE TO OPERATOR
DISCRETE INSTRUMENTS					
PROGRAMMABLE CONTROLLER-BASED FUNCTIONS					
MULTIFUNCTION KEYPAD/DISPLAY FUNCTIONS					
HMI/SCADA SOFTWARE-BASED FUNCTIONS					

INSTRUMENT SOCIETY OF AMERICA TABLE

LETTER	FIRST LETTER (S)		SUCCEEDING LETTERS		
	PROCESS OR INITIATING VARIABLE	MODIFIER	READOUT OR PASSIVE FUNCTION	OUTPUT FUNCTION	MODIFIER
A	ANALYSIS (*)		ALARM (W. LOGGING)	ANNUNCIATE	
B	BURNER COMBUSTION		USERS CHOICE (*)	USERS CHOICE (*)	USERS CHOICE (*)
C	USERS CHOICE (*)			CONTROL	
D	USERS CHOICE (*)	DIFFERENTIAL			
E	VOLTAGE		PRIMARY ELEMENT		
F	FLOW RATE				FEEDBACK
G	USERS CHOICE (*)		GLASS		
H	HAND (MANUAL)				HIGH
I	CURRENT		INDICATE		
J	POWER	SCAN			
K	TIME OR SCHEDULE	TIME RATE OF CHANGE	KEYPAD (DATA ENTRY)	CONTROL STATION	
L	LEVEL		LIGHT (PILOT)		LOW
M	MOTOR	MOMENTARY			MONITORING
N	USERS CHOICE (*)		USERS CHOICE (*)	USERS CHOICE (*)	USERS CHOICE (*)
O	USERS CHOICE (*)		ORIFICE		
P	PRESSURE OR VACUUM		POINT (TEST CONNECTION)		
Q	QUANTITY	INTEGRATE			
R	RADIOACTIVITY		RECORD OR TREND		
S	SPEED OR FREQUENCY	SAFETY		SWITCH	
T	TEMPERATURE			TRANSMIT	
U	UNIVERSAL/MULTIVARIABLE (*)		MULTIFUNCTION (*)	MULTIFUNCTION (*)	MULTIFUNCTION (*)
V	VIBRATION			VALVE	
W	WEIGHT OR FORCE		WELL		
X	UNCLASSIFIED (*)	X AXIS	UNCLASSIFIED (*)	UNCLASSIFIED (*)	CONTROL
Y	EVENT, STATE (W. LOGGING)	Y AXIS		RELAY OR COMPUTE (*)	
Z	POSITION, DIMENSION	Z AXIS		DRIVE, ACTUATE OR UNCLASSIFIED FINAL CONTROL ELEMENT	

(\*) WHEN USED. EXPLANATION IS SHOWN ADJACENT TO INSTRUMENT SYMBOL.

SPECIAL CASES:  
ETM - ELAPSED TIME METER

MS - MOTOR STARTER  
MOR - MOTOR OVERLOAD RELAY  
MPR - MOTOR PROTECTION RELAY

LR	LOCAL-REMOTE (MAINTAINED CONTACT)
MA	MANUAL-AUTOMATIC (MAINTAINED CONTACT)
MOA	MANUAL-OFF-AUTOMATIC (MAINTAINED CONTACT)
OPN	OPEN
OA	OFF-AUTOMATIC
OA	OFF-AUTOMATIC
OCA	OPEN-CLOSE-AUTOMATIC (MAINTAINED CONTACT)
OC	OPEN-CLOSE(D) (MAINTAINED CONTACT)
OCR	OPEN-CLOSE(D) (MAINTAINED CONTACT)
OSC	OPEN-STOP-CLOSE (MOMENTARY CONTACT SPRING RETURN TO CENTER POSITION)
O/L	ON-OFF-AUTOMATIC (MAINTAINED CONTACT)
OO	ON-OFF (MAINTAINED CONTACT)
OOA	ON-OFF-AUTOMATIC (MAINTAINED CONTACT)
OOR	ON-OFF-REMOTE (MAINTAINED CONTACT)
PB	PULL BOX
POS	POSITION
POT	POTENTIOMETER
RUN	RUN
RESET	RESET
SBL	SLUDGE BLANKET INTERFACE LEVEL
SEL	SELECTOR SWITCH
SPD	SPEED
SQRT	SQUARE ROOT
SS	START-STOP (MOMENTARY CONTACT)
SSA	START-STOP-AUTOMATIC (MOMENTARY CONTACT)
SSL	START-STOP-LOCK (LOCKABLE IN "STOP" POSITION. MOMENTARY CONTACT)
STP	MOTOR STOP
STR	MOTOR STARTER
SUM	SUMMATION
VB	VIBRATION
X	MULTIPLY
0-##	RANGE OF THE GIVEN INSTRUMENT

EQUIPMENT AND VALVE TAG IDENTIFICATION

TAG NUMBER

W-X-Y-Z  
\*\*

W:	EQUIPMENT OR SELF CONTAINED VALVE ABBREVIATION
X:	UNIT PROCESS NUMBER
Y:	LOOP NUMBER
Z:	UNIT NUMBER
**	COMPONENT DESIGNATOR

EQUIPMENT ABBREVIATIONS

E	EJECTOR
G	GATE
M	MECHANICAL EQUIPMENT
P	PUMP
T	TANK

SELF CONTAINED VALVE ABBREVIATIONS

ARV	AIR RELEASE VALVE
AVRV	AIR AND VACUUM RELIEF VALVE
LCV	LEVEL CONTROL VALVE
PCV	PRESSURE CONTROL VALVE
TCV	TEMPERATURE CONTROL VALVE
PSV	PRESSURE SAFETY (RELIEF) VALVE

LOCAL CONTROL PANEL TAG IDENTIFICATION

TAG NUMBER

W-X-Y-Z  
◆

W	SITE IDENTIFIER (BUILDING NUMBER)
X	SEE EQUIPMENT LIST BELOW
Y	UNIT PROCESS NUMBER
Z	PANEL NUMBER
◆	COMPONENT DESIGNATOR

EQUIPMENT LIST

LCP	- LOCAL CONTROL PANEL
CS	- CONTROL STATION
ITC	- INTERCONNECTING TERMINATION CABINET
AFD	- ADJUSTABLE FREQUENCY DRIVE
AP	- ALARM PANEL

POWER OPERATED VALVE TAG IDENTIFICATION

HKU	MULTIFUNCTION DISPLAY/KEYPAD
S	SERIAL LINK
F	PLC DATA HWY (FIBER OPTIC)
DH	PLC DATA HWY (COPPER)
FOC	FIBER OPTIC CONVERTER
PIC	PROCESSOR INTERFACE CARD
D	DATA OUTLET

COMPONENT DESIGNATORS

- CRITICAL ALARM
- ◆ PROVIDE IN ACCORDANCE WITH SECTION 13400
- ◆◆ EXISTING COMPONENT TO BE RELOCATED IN ACCORDANCE WITH SECTION 13400
- ◆◆◆ OWNER FURNISHED COMPONENT TO BE INSTALLED IN ACCORDANCE WITH SECTION 13400
- \* OWNER FURNISHED COMPONENT TO BE INSTALLED IN ACCORDANCE WITH DIVISION 11 AND DIVISION 15
- \*\* PROVIDE AS PART OF A MANUFACTURER'S OR VENDOR'S PACKAGED SYSTEM IN ACCORDANCE WITH DIVISION 11, DIVISION 13 AND DIVISION 15
- \*\*\* EXISTING COMPONENT TO BE RELOCATED IN ACCORDANCE WITH DIVISION 11 AND DIVISION 15
- PROVIDE COMPONENT WITHOUT A DESIGNATOR IN ACCORDANCE WITH DIVISION 11, DIVISION 13 AND DIVISION 15

GENERAL NOTES

- HALF-TONED PORTIONS OF P&ID'S  
INDICATE EXISTING FACILITIES WHICH ARE NOT A PART OF THIS CONTRACT.
- HALF-TONED RECTANGULAR SHAPES ON P&ID'S  
REPRESENT EXISTING CONTROL PANELS WHICH ARE NOT A PART OF THIS CONTRACT.
- THERE IS NO INTENT TO SHOW ALL EXISTING FACILITIES ON THE P&ID'S.

NOTICE:

THIS IS A STANDARD LEGEND.  
NOT ALL OF THE INFORMATION SHOWN ON THIS LEGEND IS USED IN THESE CONTRACT DRAWINGS.

LINE IDENTIFICATION

PROCESS FLOW

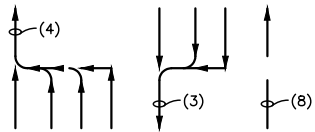
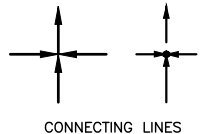
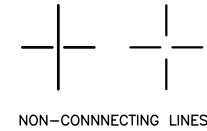
PI	NEW MAJOR PROCESS FLOW STREAM (CLOSED CONDUIT)
RAS	NEW INTERMEDIATE PROCESS FLOW STREAM (CLOSED CONDUIT)
ALP	NEW MINOR PROCESS FLOW STREAM (CLOSED CONDUIT)
PI	EXISTING MAJOR PROCESS FLOW STREAM (CLOSED CONDUIT)
RAS	EXISTING INTERMEDIATE PROCESS FLOW STREAM (CLOSED CONDUIT)
ALP	EXISTING MINOR PROCESS FLOW STREAM (CLOSED CONDUIT)
PI	FUTURE PROCESS FLOW STREAM

SIGNALS

PI	DISCRETE (ON/OFF ETC.)
PI	MODULATED (4 TO 20 mADC ETC.)
DN	DEVICENET LINK
S	DATA HIGHWAY
S	SERIAL LINK (RS-232, RS-485)
S	INSTRUMENT SUPPLY OR CONNECTION TO EQUIPMENT
X	FILLED SYSTEM (CAPILLARY TUBING ETC.)
///	PNEUMATIC
L	HYDRAULIC
~	ELECTROMAGNETIC OR SONIC (GUIDED)
~	ELECTROMAGNETIC OR SONIC (UNGUIDED)
○	MECHANICAL LINK

STRUCTURES AND EQUIPMENT

NEW OR RELOCATED ITEM
EXISTING ITEM
NEW OR RELOCATED STRUCTURE
EXISTING STRUCTURE



PARALLELING LINES.  
(PARENTHEetical NUMBER INDICATES THE NUMBER OF SIGNALS REPRESENTED)

BORDER SIZE	22x34
DESIGNED	XX
DESIGNER	XX
CHECKED	XX
APPROVED	XX

DATE	
NO.	

ATTENTION: 0 1/2 1  
IF THIS BAR DOES NOT MEASURE 1" @ 22x34 or 1/2" @ 11x17, THEN DRAWING IS NOT TO SCALE - SCALE ACCORDINGLY



SNAKE RIVER REST AREA  
FRUITLAND, IDAHO  
P&ID LEGEND 10F2

DATE: ---
PROJECT: 200205
REV: ---

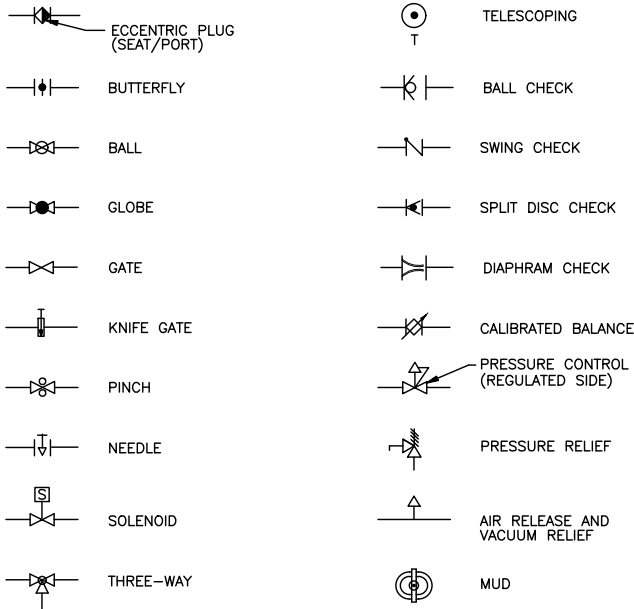
SHEET: 840.1

PRELIMINARY DESIGN

G:\2002053\_A\ACADDWG\SHETS\SP&ID\NO.2 P&ID LEGEND 20F2.DWG, 5/20/2020

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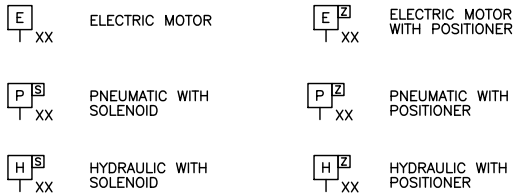
VALVE SYMBOLS



GATE SYMBOLS



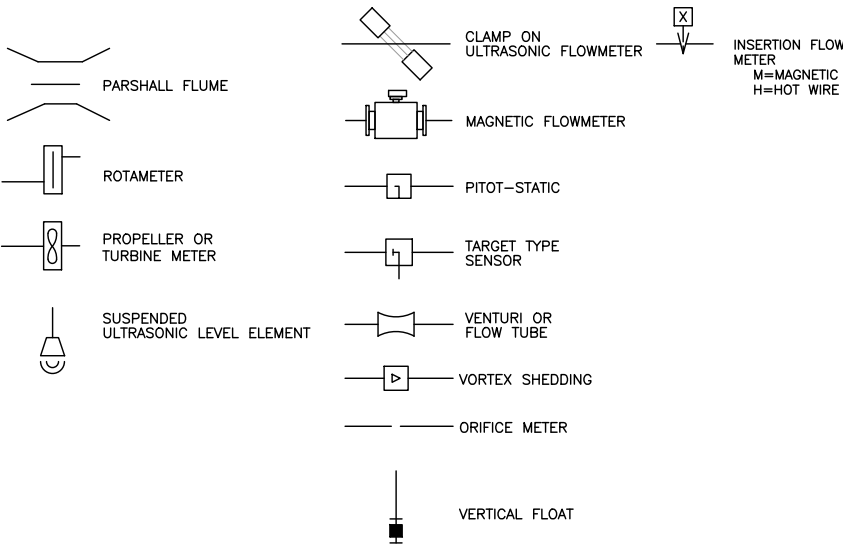
VALVE AND GATE POWER ACTUATOR SYMBOLS



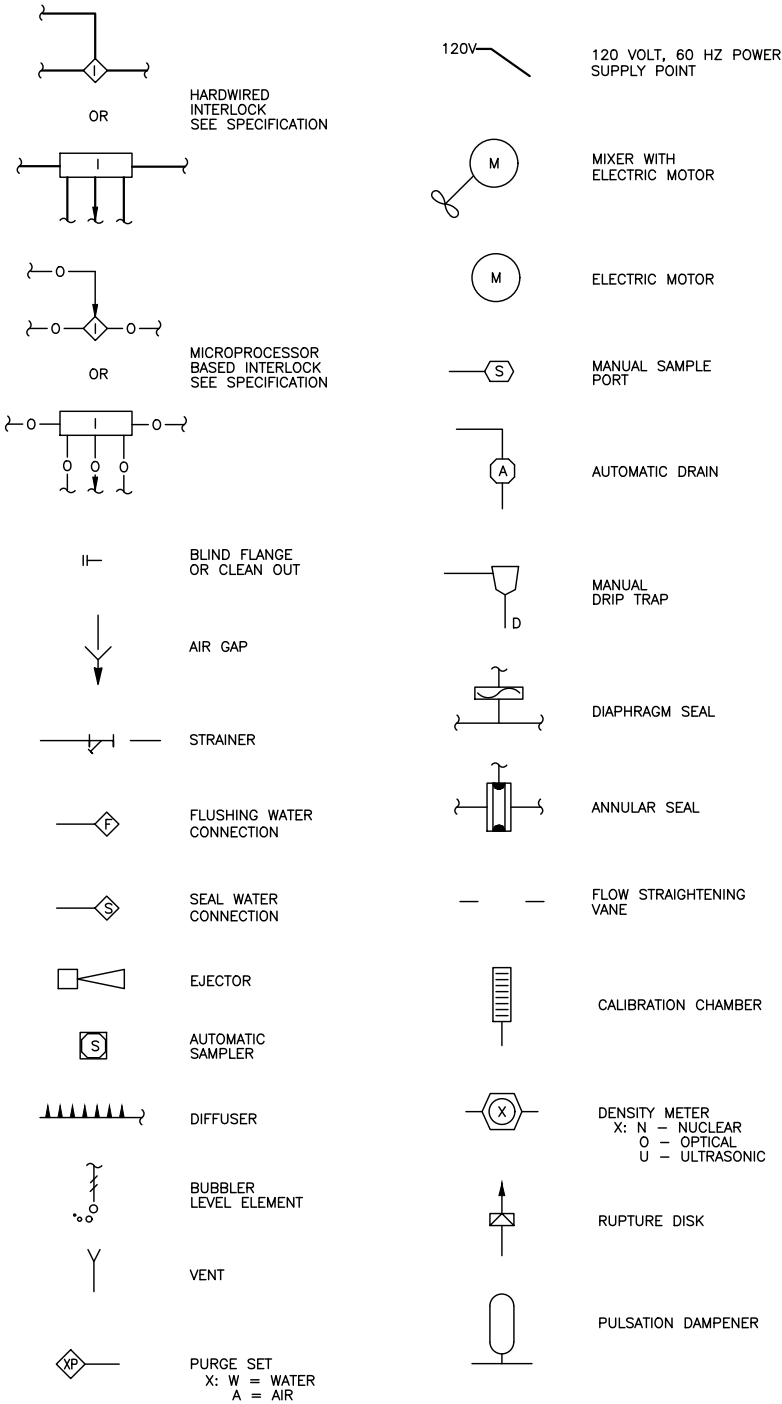
NOTE ON 'XX':  
ON LOSS OF PRIMARY POWER  
(PNEUMATIC OR ELECTRICAL)

XX:  
FC = FAIL CLOSED POSITION  
FIP = FAIL INTERMEDIATE POSITION  
FLP = FAIL LAST POSITION  
FO = FAIL OPEN POSITION

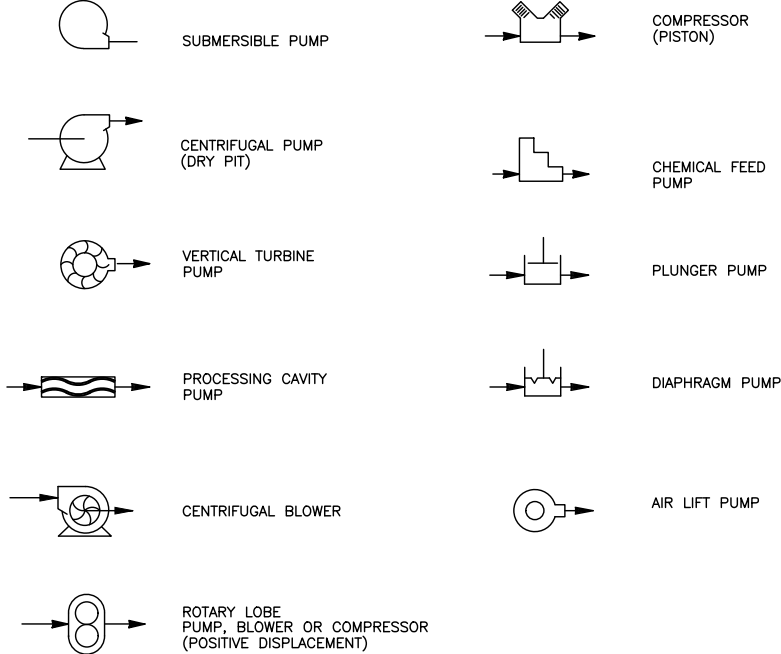
INSTRUMENT ELEMENT SYMBOLS



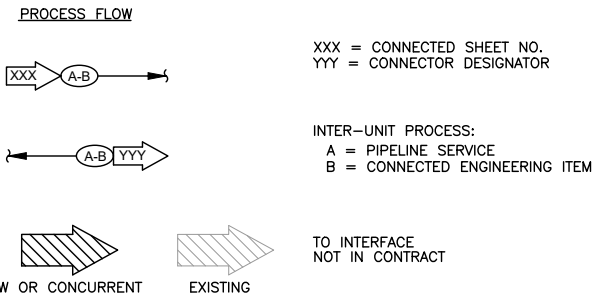
MISCELLANEOUS SYMBOLS



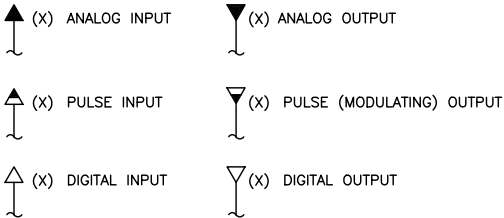
PUMP & COMPRESSOR SYMBOLS



INTERFACE SYMBOLS



INPUTS & OUTPUTS (I/O) TO PLC OR DISTRIBUTED CONTROL SYSTEMS



NOTE ON 'X':  
X = TOTAL NUMBER OF I/O WHERE MORE THAN ONE  
I/O IS REQUIRED. IF QUANTITY IS NOT SHOWN  
THEN ONE I/O IS REQUIRED.

NOTICE:

THIS IS A STANDARD LEGEND.  
NOT ALL OF THE INFORMATION SHOWN ON THIS LEGEND  
IS USED IN THESE CONTRACT DRAWINGS.

BORDER SIZE		REVISIONS					
22x34	DESIGNED	DATE	NO.	1	2	3	4
XX	DESIGNER						
XX	CHECKED						
XX	APPROVED						
XX							

BORDER SIZE		REVISIONS					
22x34	DESIGNED	DATE	NO.	1	2	3	4
XX	DESIGNER						
XX	CHECKED						
XX	APPROVED						
XX							

ATTENTION:  
IF THIS BAR DOES NOT  
MEASURE 1" @ 22x34 or  
1/2" @ 11x17, THEN  
DRAWING IS NOT TO  
SCALE - SCALE  
ACCORDINGLY

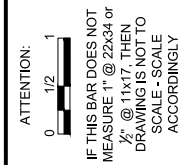


SNAKE RIVER REST AREA  
**FRUITLAND, IDAHO**  
P&ID LEGEND 20F2

DATE: ---
PROJECT: 200205
REV: ---

SHEET: 40.2

PRELIMINARY DESIGN



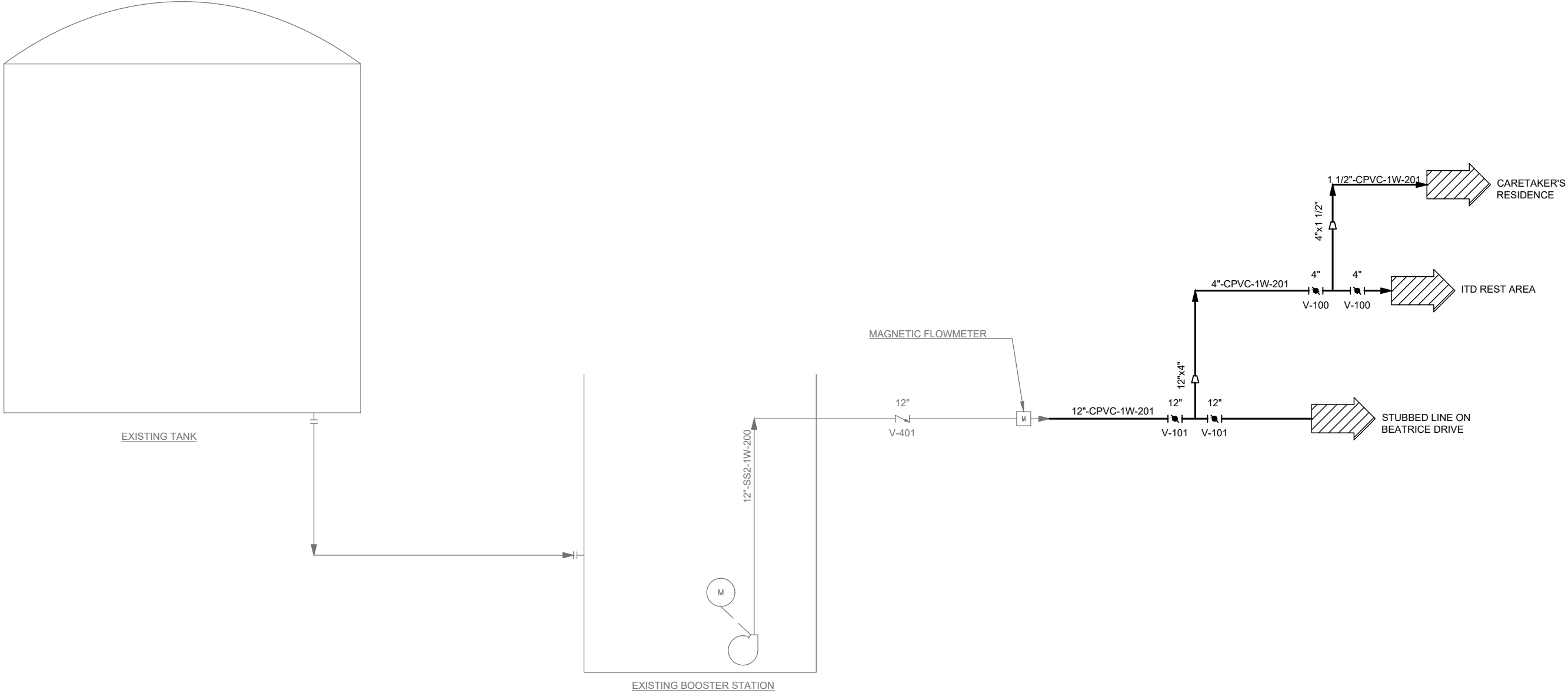
REVISIONS		BORDER SIZE
NO.	DATE	
		DESIGNED 222x34
		JC
		DESIGNER
		CH
		CHECKED
		CH
		APPROVED
		JC



SNAKE RIVER REST AREA  
**FRUITLAND, IDAHO**  
 P&ID REST AREA LIFT  
 STATION

DATE: ----
PROJECT: 200205
REV: ----

SHEET: ~~80~~ **N1.0**



Snake River Rest Area  
**FRUITLAND, IDAHO**  
P&ID Water System



T-O ENGINEERS

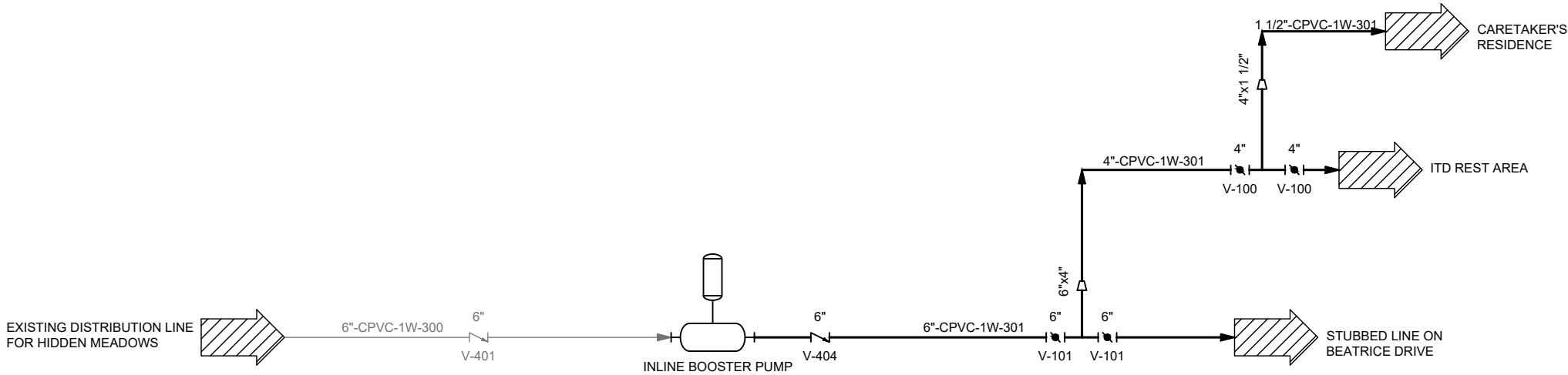
ATTENTION:  
0 1/2 1  
IF THIS BAR DOES NOT  
MEASURE 1" @ 22x34 or  
1/2" @ 11x17, THEN  
DRAWING IS NOT TO  
SCALE - SCALE  
ACCORDINGLY

REVISIONS		BORDER SIZE	
NO.	DATE	DESIGNED	22x34
		JC	
		DESIGNER	
		CH	
		CHECKED	
		CH	
		APPROVED	
		JC	

DATE: ---  
PROJECT: 200205  
REV: ---

SHEET: **N2.0**





Snake River Rest Area  
**FRUITLAND, IDAHO**  
P&ID Water System Option 2



T-O ENGINEERS

DATE: ---  
PROJECT: 200205  
REV: ---

SHEET: 8 of 3.0

ATTENTION:  
0 1/2 1  
IF THIS BAR DOES NOT  
MEASURE 1" @ 22x34 or  
1/2" @ 11x17, THEN  
DRAWING IS NOT TO  
SCALE - SCALE  
ACCORDINGLY

REVISIONS		BORDER SIZE	
NO.	DATE	DESIGNED	22x34
		JC	
		DESIGNER	
		JC	
		CH	
		CHECKED	
		CH	
		APPROVED	
		JC	



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed

Presenter's Name	Presenter's Title	Initials	Reviewed By
David Tolman	Controller	DT	LSS
Preparer's Name	Preparer's Title	Initials	
David Tolman	Controller	DT	

Subject

Annual Report of Activities to the Board of Examiners		
Key Number	District	Route Number

Background Information

ITD did not submit a request to the full Board of Examiners for Fiscal Year 2020.

Recommendations





## Board Agenda Item

ITD 2210 (Rev. 10-13)

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



# Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name David Tolman	Presenter's Title Controller	Initials DT	Reviewed By LSS
Preparer's Name David Tolman	Preparer's Title Controller	Initials DT	

## Subject

State Fiscal Year 2020 Financial Statements		
Key Number	District	Route Number

## Background Information

### July 01, 2019 thru May 31, 2020, Fiscal Year 2020 Financial Statements

The financial operations of the Department as of May 31, 2020 shows this fiscal year with expenditures following projected budgets. ITD is experiencing revenue reduction due to COVID-19.

- Revenues to the State Highway Account from all state sources as of the end of May are ahead of forecast by 0.2%. Of that total, receipts from the Highway Distribution Account are ahead of forecast by 0.4% or \$864,000. The one category that is below forecast (-\$1.0M) is in the equipment buy back and it is a delay in the sale of some equipment that will be sold fall 2020. State revenues to the State Aeronautics Fund are behind forecast by -2.4% or -\$71,000. This is primarily due to the receipts for aircraft registrations and one-time insurance proceeds on the Smiley Creek damaged building offsetting the loss of fuel tax revenue. Total receipts from aero fuel taxes are below forecast YTD by -7.7% or -\$189,000. Staff will continue to monitor revenue and provide future updates.
- Expenditures are within planned budgets YTD. There are timing differences between planned and actual expenditures plus encumbrances estimated. Personnel costs have savings of \$11.9M or 9.6% is due to reserves for horizontal career path increases, vacancies and timing between a position becoming vacant and filled.
- Contract construction cash expenditures through May of this year has exceeded any from the past three years: FY20 = \$419.4M; FY19 = \$402.4M; FY18 = \$378.6M. This fiscal year continues ITD's effort of increased delivery over the prior year.

The balance of the long term investments as of the end of May is \$110.2 Million. This is after a transfer of \$30M to the cash balance to ensure the continued payouts of construction is not constrained. These funds are obligated against both construction projects and encumbrances. The long term investments plus the cash balance (\$101.8M) totals \$212M.

Expenditures in the Strategic Initiatives Program Fund (GF Surplus), through the month of May, were \$23.9M. There are no additional funds (other than interest earned on the cash balance) coming into this fund with the expiration of the law effective May 31, 2019 that required the transfer.

Deposits into the Transportation Expansion and Congestion Mitigation Fund of \$19.6M is 21% ahead of forecast. The receipts into this fund for FY20 are committed to construction projects identified in the ITIP.

Expenditures in the GARVEE Capital Projects Fund, funded with proceeds from the bond sale of May 2019, through the month of May were \$20.1M.



# Board Agenda Item

ITD 2210 (Rev. 10-13)

## Recommendations

## Board Action

☐ Approved    ☐ Deferred    \_\_\_\_\_  
☐ Other    \_\_\_\_\_

User ID: mmcbride  
 Report ID: AD-FN-GL-010  
 Run Date: 4 Jun 2020  
 % of Time  
 Remainin 8.33

# Idaho Transportation Department

SUMMARY OF RECEIPTS AND DISBURSEMENTS  
 STATE HIGHWAY ACCOUNT AND STATE AERONAUTICS FUND  
 BUDGET TO ACTUAL  
 FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDING 5/31/2020  
 (all amounts in '000)

Fiscal Year: 2020

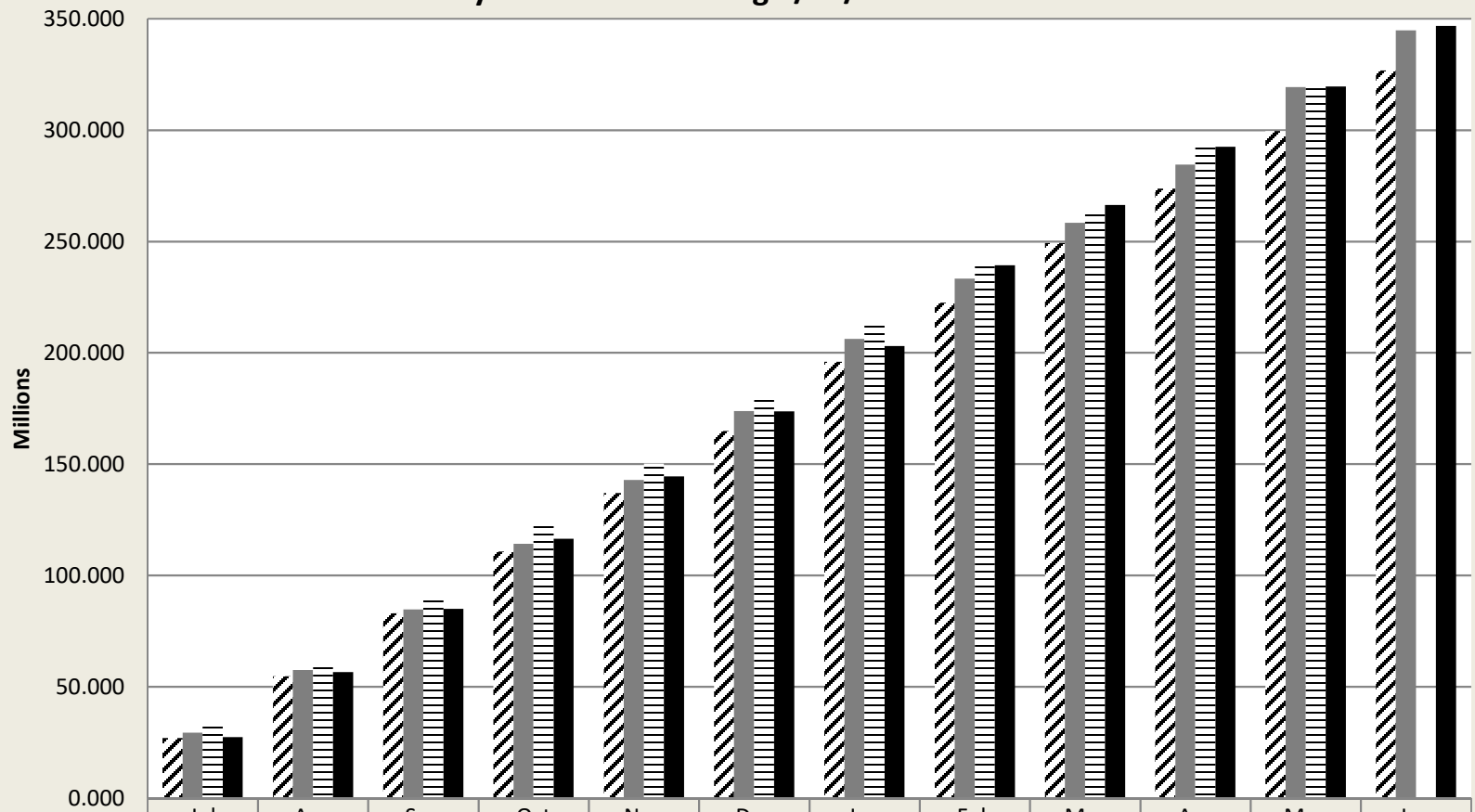
Funds Received					
	FY19 Actual YTD	FY20 Actual YTD	FY20 Forecast YTD	FY20 to FY19 Actual	FY 20 to Forecast
<b><u>State Highway Account</u></b>					
Federal Reimbursements	278,585	325,761	310,261	16.9%	5.0%
State (Inc. H.D.A.)	319,267	320,052	319,515	0.2%	0.2%
Local	9,554	21,406	15,431	124.1%	38.7%
<b>Total State Highway Account:</b>	<b>607,406</b>	<b>667,219</b>	<b>645,207</b>	<b>9.8%</b>	<b>3.4%</b>
<b><u>State Aeronautics Fund</u></b>					
Federal Reimbursements	271	538	263	98.7%	104.5%
State	3,064	2,947	3,018	-3.8%	-2.4%
<b>Total State Aeronautics Fund:</b>	<b>3,335</b>	<b>3,485</b>	<b>3,281</b>	<b>4.5%</b>	<b>6.2%</b>
<b>Total Fund Received:</b>	<b>610,741</b>	<b>670,704</b>	<b>648,488</b>	<b>9.8%</b>	<b>3.4%</b>
Disbursements (includes Encumbrances)					
	FY19 Actual YTD	FY20 Actual YTD	FY20 Budget YTD	FY20 to FY19 Actual	FY 20 to Budget
Construction Payouts	405,727	421,186	449,552	3.8%	-6.3%
<b><u>Operations Expenses</u></b>					
Highways	162,064	167,661	188,548	3.5%	-11.1%
DMV	29,937	28,353	31,495	-5.3%	-10.0%
Administration	23,224	24,198	27,751	4.2%	-12.8%
Facilities	3,493	3,776	399	8.1%	847.2%
Aeronautics	4,436	2,965	3,348	-33.2%	-11.4%
<b>Total Operations Expenses:</b>	<b>223,154</b>	<b>226,952</b>	<b>251,541</b>	<b>1.7%</b>	<b>-9.8%</b>
<b><u>Transfers</u></b>					
Operating	25	0	0	-100.0%	0.0%
Debt Service	10,903	12,809	12,787	17.5%	0.2%
<b>Total Transfers:</b>	<b>10,928</b>	<b>12,809</b>	<b>12,787</b>	<b>17.2%</b>	<b>0.2%</b>
<b>Total Disbursements:</b>	<b>639,808</b>	<b>660,947</b>	<b>713,880</b>	<b>3.3%</b>	<b>-7.4%</b>
	FY19 Actual YTD	FY20 Actual YTD	FY20 Budget YTD	FY20 to FY19 Actual	FY 20 to Budget
<b><u>Expenditures by Type</u></b>					
Personnel	108,650	112,245	124,219	3.3%	-9.6%
Operating	76,146	75,630	82,614	-0.7%	-8.5%
Capital Outlay	22,156	24,663	26,557	11.3%	-7.1%
Sub-Grantee	16,201	14,414	18,151	-11.0%	-20.6%
<b>Totals Operations Expenses:</b>	<b>223,154</b>	<b>226,952</b>	<b>251,541</b>	<b>1.7%</b>	<b>-9.8%</b>
Contract Construction	405,727	421,186	449,552	3.8%	-6.3%
<b>Totals (excluding Transfers):</b>	<b>628,880</b>	<b>648,138</b>	<b>701,093</b>	<b>3.1%</b>	<b>-7.6%</b>

# State Highway Fund 0260

## Fiscal Year 2020

### State Revenue Source Forecast vs Actual

#### May - For Period Ending 5/31/2020



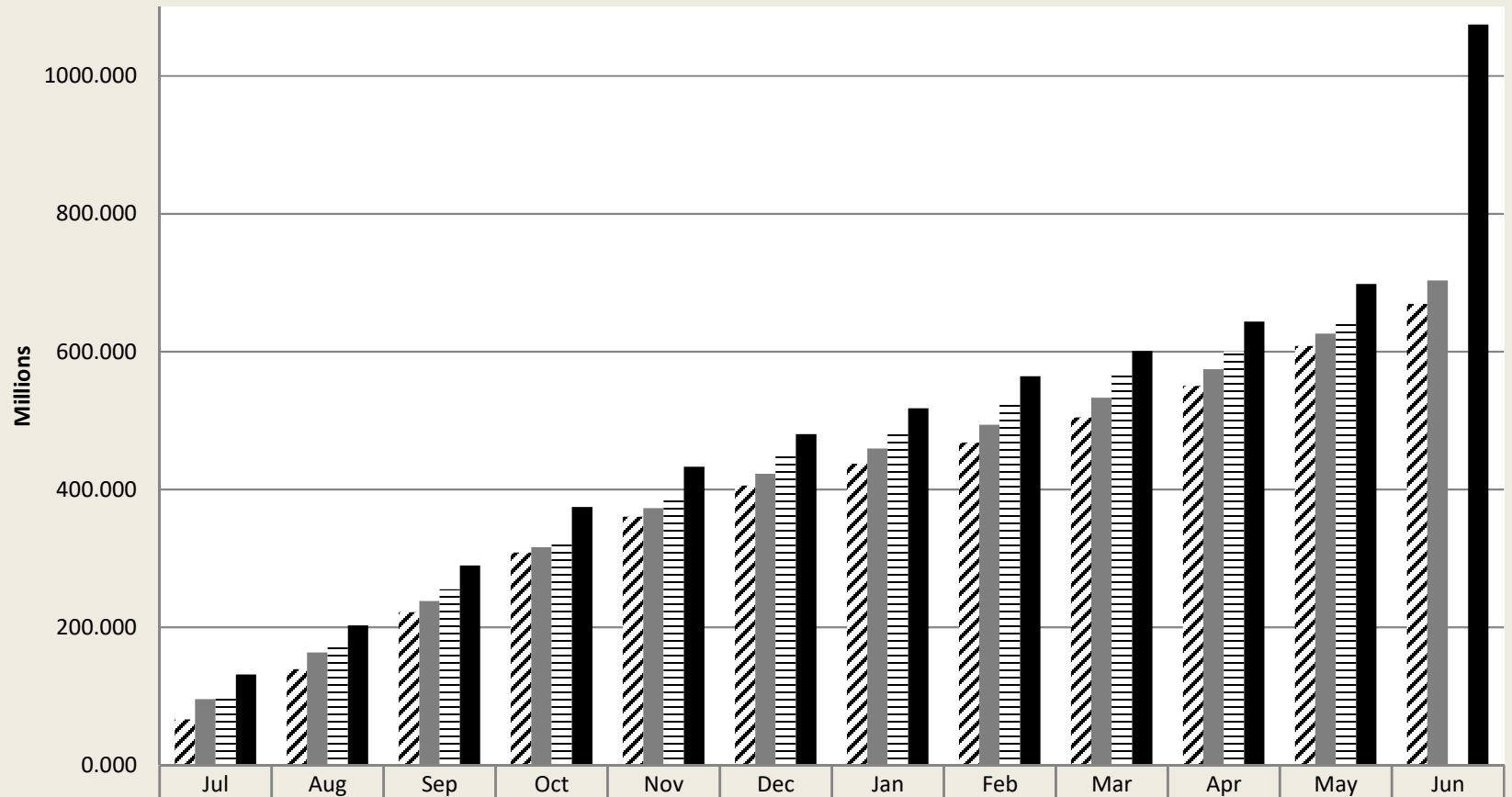
FY18 Actual Revenue	27.003	54.686	82.976	110.644	136.997	164.897	195.901	222.483	249.311	273.673	299.623	326.714
FY19 Actual Revenue	29.298	57.454	84.752	114.108	142.878	173.775	206.239	233.249	258.362	284.523	319.267	344.728
FY20 Current	32.334	60.074	89.748	123.908	150.217	180.320	214.342	240.972	264.584	293.293	320.052	
FY20 Forecast	27.394	56.487	84.985	116.487	144.443	173.700	203.029	239.328	266.394	292.534	319.515	346.750

## State Highway Fund 0260

Fiscal Year 2020

Expenditures

May - For Period Ending 5/31/2020



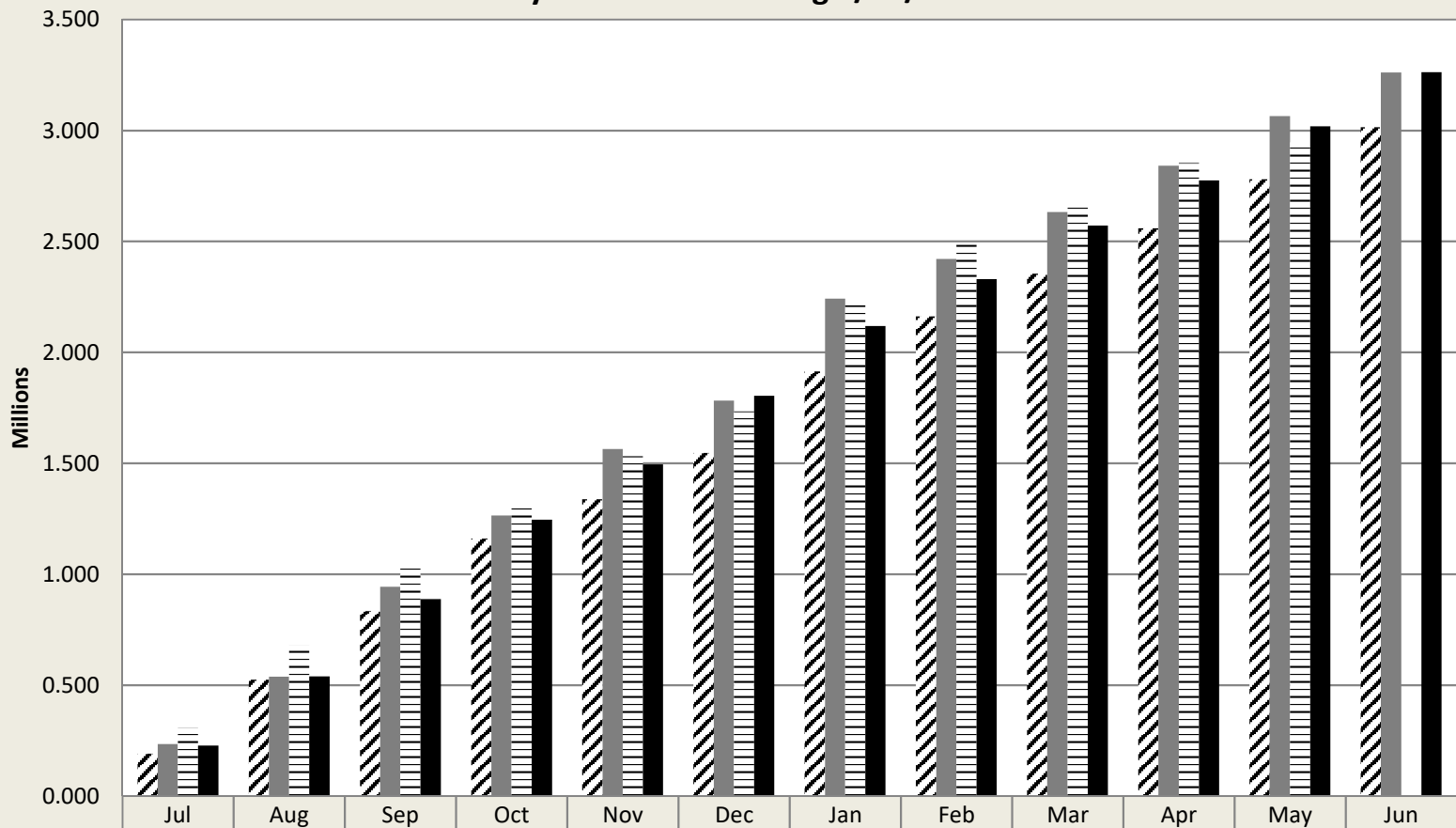
FY18 Actual Expenditures	66.330	139.287	221.745	308.357	360.460	405.710	437.190	468.029	504.461	550.126	607.868	669.206
FY19 Actual Expenditures	95.849	163.446	238.100	316.163	372.747	422.734	459.444	493.898	533.081	574.555	626.054	703.065
FY20 Current	100.532	174.652	255.180	324.290	390.416	448.247	484.733	523.466	565.891	600.575	645.173	
FY20 Forecast	131.408	202.727	289.868	374.372	432.869	480.181	517.777	564.341	600.712	643.443	697.836	1,074.455

# Aeronautics Fund 0221

## Fiscal Year 2020

### State and Interagency Revenue Sources Forecast vs Actual

#### May - For Period Ending 5/31/2020



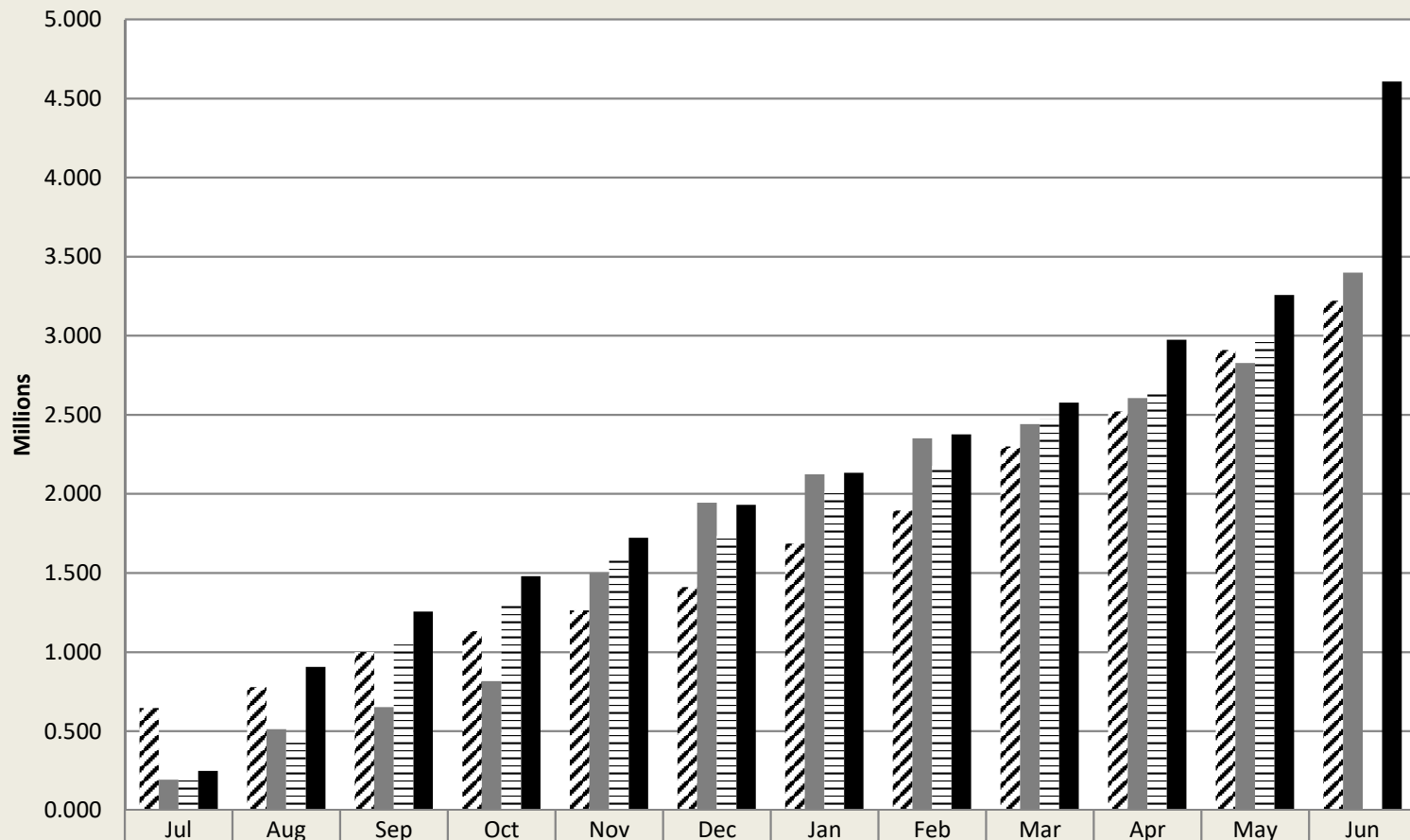
▨ FY18 Actual Revenue	0.191	0.524	0.834	1.159	1.338	1.546	1.913	2.162	2.354	2.558	2.780	3.015
■ FY19 Actual Revenue	0.234	0.538	0.943	1.265	1.563	1.782	2.242	2.421	2.631	2.840	3.064	3.261
▤ FY20 Current	0.306	0.679	1.033	1.301	1.531	1.733	2.211	2.486	2.673	2.853	2.947	
■ FY20 Forecast	0.228	0.539	0.888	1.245	1.494	1.804	2.119	2.330	2.571	2.775	3.018	3.263

# Aeronautics Fund 0221

## Fiscal Year 2020

### Expenditures

#### May - For Period Ending 5/31/2020



FY18 Actual Expenditures	0.645	0.778	0.999	1.131	1.262	1.411	1.685	1.894	2.299	2.522	2.909	3.220
FY19 Actual Expenditures	0.193	0.512	0.652	0.816	1.498	1.943	2.124	2.351	2.441	2.604	2.826	3.398
FY20 Current	0.206	0.426	1.047	1.310	1.591	1.736	2.014	2.177	2.474	2.641	2.965	
FY20 Forecast	0.248	0.906	1.255	1.479	1.722	1.930	2.134	2.376	2.576	2.973	3.257	4.606



UserID: mmcbride  
 Report ID: AD-FN-GL-002  
 Run Date: 04 Jun 2020

# Idaho Transportation Department

## OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 5/31/2020

	State Aeronautics Fund 0221		State Highway Fund 0260		Transportation Expansion and Congestion Mitigation Fund 0269	
	Apr-20	May-20	Apr-20	May-20	Apr-20	May-20
<b>ASSETS</b>						
Cash on Hand (Change Fund)	0	0	5,845	5,845	0	0
Cash in Bank (Daily Operations)	2,687,196	2,672,968	92,091,502	101,797,818	43,868,155	43,289,774
Investments (Long Term: STO - Diversified Bond Fund)	858,447	859,665	110,065,992	110,224,037	0	0
Total Cash & Investments	3,545,643	3,532,632	202,163,338	212,027,700	43,868,155	43,289,774
Receivables - Other	(0)	(0)	1,281,365	1,267,289	0	0
- Due From Locals (Project Overruns)	63,836	54,447	1,376,328	1,192,389	0	0
- Inter Agency	3,069	2,905	7,981	9,108	0	0
Total Receivables	66,905	57,352	2,665,675	2,468,786	0	0
Inventory on Hand	0	0	17,388,379	14,841,269	0	0
<b>Total Assets:</b>	<b>3,612,548</b>	<b>3,589,984</b>	<b>222,217,391</b>	<b>229,337,754</b>	<b>43,868,155</b>	<b>43,289,774</b>
<b>LIABILITIES</b>						
Vouchers Payable	0	0	1,762	1,762	0	0
Sales Tax Payable	0	0	3,986	6,453	0	0
Deferred Revenue (Local Projects Match)	0	0	23,333,792	23,145,865	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	228,076	229,912	0	0
<b>Total Liabilities:</b>	<b>0</b>	<b>0</b>	<b>23,567,617</b>	<b>23,383,992</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE</b>						
Reserve for Encumbrance	277,488	429,954	36,426,808	34,207,072	0	0
Fund Balance	3,335,060	3,160,030	162,222,967	171,746,690	43,868,155	43,289,774
<b>Total Fund Balance:</b>	<b>3,612,548</b>	<b>3,589,984</b>	<b>198,649,775</b>	<b>205,953,762</b>	<b>43,868,155</b>	<b>43,289,774</b>
<b>Total Liabilities and Fund Balance</b>	<b>3,612,548</b>	<b>3,589,984</b>	<b>222,217,391</b>	<b>229,337,754</b>	<b>43,868,155</b>	<b>43,289,774</b>

UserID: mmcbride  
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# Idaho Transportation Department

## OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 5/31/2020

	Strategic Initiatives Fund (State Share) 0270.02		Strategic Initiatives Fund (Local Share) 0270.05		Total Strategic Initiatives Fund 0270		CARES Act Covid-19 0345	
	Apr-20	May-20	Apr-20	May-20	Apr-20	May-20	Apr-20	May-20
<b>ASSETS</b>								
Cash on Hand (Change Fund)	0	0	0	0	0	0	0	0
Cash in Bank (Daily Operations)	21,523,702	21,336,249	48,961	49,012	21,572,663	21,385,261	0	0
Investments (Long Term: STO - Diversified Bond Fund)	0	0	0	0	0	0	0	0
Total Cash & Investments	21,523,702	21,336,249	48,961	49,012	21,572,663	21,385,261	0	0
Receivables - Other	0	0	0	0	0	0	0	0
- Due From Locals (Project Overruns)	0	0	0	0	0	0	0	0
- Inter Agency	0	0	0	0	0	0	0	0
Total Receivables	0	0	0	0	0	0	0	0
Inventory on Hand	0	0	0	0	0	0	0	0
<b>Total Assets:</b>	<b>21,523,702</b>	<b>21,336,249</b>	<b>48,961</b>	<b>49,012</b>	<b>21,572,663</b>	<b>21,385,261</b>	<b>0</b>	<b>0</b>
<b>LIABILITIES</b>								
Vouchers Payable	0	0	0	0	0	0	0	0
Sales Tax Payable	0	0	0	0	0	0	0	0
Deferred Revenue (Local Projects Match)	0	0	0	0	0	0	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	0	0	0	0	0	0
<b>Total Liabilities:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE</b>								
Reserve for Encumbrance	0	0	0	0	0	0	0	27,500
Fund Balance	21,523,702	21,336,249	48,961	49,012	21,572,663	21,385,261	0	0
<b>Total Fund Balance:</b>	<b>21,523,702</b>	<b>21,336,249</b>	<b>48,961</b>	<b>49,012</b>	<b>21,572,663</b>	<b>21,385,261</b>	<b>0</b>	<b>27,500</b>
<b>Total Liabilities and Fund Balance</b>	<b>21,523,702</b>	<b>21,336,249</b>	<b>48,961</b>	<b>49,012</b>	<b>21,572,663</b>	<b>21,385,261</b>	<b>0</b>	<b>99 27,500</b>

User ID: mmebride  
 Report ID: AD-FN-GL-003  
 Run Date: 04 Jun 2020  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0260 State Highway Fund

Fiscal Year: 2020  
 Budget Fiscal Year: 2020  
 REVENUES

	Year to Date Allotment (A)	Year to Date Actual (B)	Current Month Activity (C)	Year to Date Encumbrance (D)	Variance Favorable / Unfavorable (E = A - B - D)	Percent Variance (F = E / A)	Annual Appropriation (G)	Appropriation Balance (H = G - B - D)	Percent Remaining (I = H / G)
<b>Federal Sources</b>									
FHWA - Highway	273,466,800	288,833,218	24,087,369	0	15,366,418	5.62 %	506,686,702	217,853,484	43.00 %
FHWA - Indirect Cost	22,087,400	21,470,108	2,291,384	0	(617,292)	-2.79%	25,000,000	3,529,892	14.12 %
Federal Transit Authority	10,100,000	10,401,547	2,211,748	0	301,547	2.99 %	14,483,600	4,082,053	28.18 %
NHTSA - Highway Safety	3,725,000	3,948,335	268,391	0	223,335	6.00 %	4,642,800	694,465	14.96 %
Other Federal Aid	881,663	1,107,332	0	0	225,669	25.60 %	4,130,000	3,022,668	73.19 %
<b>Total Federal Sources:</b>	<b>310,260,863</b>	<b>325,760,540</b>	<b>28,858,892</b>	<b>0</b>	<b>15,499,677</b>	<b>5.00 %</b>	<b>554,943,102</b>	<b>229,182,562</b>	<b>41.30 %</b>
<b>State Sources</b>									
Equipment Buy Back	8,328,900	7,307,922	5,586,500	0	(1,020,978)	-12.26%	8,328,900	1,020,978	12.26 %
Miscellaneous Revenues	29,099,041	29,011,955	1,991,254	0	(87,086)	-0.30%	32,233,192	3,221,237	9.99 %
<b>Total State Sources:</b>	<b>37,427,941</b>	<b>36,319,877</b>	<b>7,577,754</b>	<b>0</b>	<b>(1,108,064)</b>	<b>-2.96%</b>	<b>40,562,092</b>	<b>4,242,215</b>	<b>10.46 %</b>
<b>Local Sources</b>									
Match For Local Projects	15,430,800	21,393,865	365,530	0	5,963,065	38.64 %	36,651,278	15,257,413	41.63 %
Other Local Sources	0	12,448	0	0	12,448	0.00 %	0	(12,448)	0.00 %
<b>Total Local Sources:</b>	<b>15,430,800</b>	<b>21,406,313</b>	<b>365,530</b>	<b>0</b>	<b>5,975,513</b>	<b>38.72 %</b>	<b>36,651,278</b>	<b>15,244,965</b>	<b>41.59 %</b>
<b>TOTAL REVENUES:</b>	<b>363,119,604</b>	<b>383,486,730</b>	<b>36,802,176</b>	<b>0</b>	<b>20,367,126</b>	<b>5.61 %</b>	<b>632,156,472</b>	<b>248,669,742</b>	<b>39.34 %</b>
<b>TRANSFERS-IN</b>									
Highway Distribution Account	201,862,300	202,727,118	13,631,247	0	864,818	0.43 %	218,971,500	16,244,382	7.42 %
Fuel/Registration Direct	62,931,987	62,598,557	4,350,690	0	(333,430)	-0.53%	68,416,500	5,817,943	8.50 %
Ethanol Fuels Tax	17,292,900	17,230,665	1,198,723	0	(62,235)	-0.36%	18,800,000	1,569,335	8.35 %
Statutory	0	1,175,642	0	0	1,175,642	0.00 %	0	(1,175,642)	0.00 %
<b>TOTAL TRANSFERS-IN:</b>	<b>282,087,187</b>	<b>283,731,983</b>	<b>19,180,659</b>	<b>0</b>	<b>1,644,795</b>	<b>0.58 %</b>	<b>306,188,000</b>	<b>22,456,018</b>	<b>7.33 %</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>645,206,791</b>	<b>667,218,713</b>	<b>55,982,835</b>	<b>0</b>	<b>22,011,921</b>	<b>3.41 %</b>	<b>938,344,472</b>	<b>271,125,760</b>	<b>28.89 %</b>

User ID: mmebride  
 Report ID: AD-FN-GL-003  
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 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0260 State Highway Fund

Fiscal Year: 2020  
 Budget Fiscal Year: 2020  
 EXPENDITURES

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>Operations Expense</b>									
Permanent Staff Salaries	83,687,452	75,774,330	9,441,762	0	7,913,122	9.46 %	90,663,435	14,889,105	16.42 %
Board, Hourly, OT, Shift Diff	1,529,119	1,303,775	45,789	0	225,344	14.74 %	1,623,678	319,903	19.70 %
Fringe Benefits	37,906,121	34,159,396	3,679,103	0	3,746,725	9.88 %	41,220,687	7,061,291	17.13 %
In State Travel Expense	1,571,716	1,275,240	65,189	0	296,476	18.86 %	1,713,706	438,466	25.59 %
Out of State Travel Expense	318,633	176,957	(264)	0	141,676	44.46 %	350,480	173,523	49.51 %
Technology Operating Expense	22,313,014	18,742,508	1,849,940	3,092,073	478,433	2.14 %	25,869,764	4,035,183	15.60 %
Operating Expense	57,183,792	46,573,812	3,397,958	4,588,872	6,021,108	10.53 %	65,834,174	14,671,490	22.29 %
Technology Equipment Expense	2,189,830	1,520,645	106,034	453,236	215,950	9.86 %	2,189,830	215,950	9.86 %
Capital Equipment Expense	23,915,869	11,144,052	693,047	8,004,735	4,767,082	19.93 %	23,918,793	4,770,006	19.94 %
Capital Facilities Expense	389,597	2,862,201	114,252	615,121	(3,087,725)	-792.54%	5,834,597	2,357,275	40.40 %
Trustee & Benefit Payments	17,279,157	13,162,473	1,037,764	538,210	3,578,474	20.71 %	19,390,900	5,690,217	29.34 %
<b>Total Operations Expense:</b>	<b>248,284,301</b>	<b>206,695,387</b>	<b>20,430,574</b>	<b>17,292,247</b>	<b>24,296,665</b>	<b>9.79 %</b>	<b>278,610,045</b>	<b>54,622,409</b>	<b>19.61 %</b>
<b>Contract Construction</b>									
Technology Operating Expense	0	1,877,654	170,729	144,522	(2,022,176)	0.00 %	0	(2,022,176)	0.00 %
Operating Expense	7,655,000	2,009,826	66,348	394,435	5,250,739	68.59 %	17,994,003	15,589,742	86.64 %
Capital Projects	439,959,904	414,963,408	23,957,409	1,227,339	23,769,158	5.40 %	771,597,538	355,406,792	46.06 %
Trustee & Benefit Payments	1,936,700	568,584	51,618	0	1,368,116	70.64 %	6,253,502	5,684,917	90.91 %
<b>Total Contract Construction:</b>	<b>449,551,604</b>	<b>419,419,472</b>	<b>24,246,104</b>	<b>1,766,296</b>	<b>28,365,837</b>	<b>6.31 %</b>	<b>795,845,043</b>	<b>374,659,275</b>	<b>47.08 %</b>
<b>TOTAL EXPENDITURES:</b>	<b>697,835,905</b>	<b>626,114,859</b>	<b>44,676,678</b>	<b>19,058,543</b>	<b>52,662,502</b>	<b>7.55 %</b>	<b>1,074,455,088</b>	<b>429,281,684</b>	<b>39.95 %</b>
<b>TRANSFERS OUT</b>									
Operating	12,787,332	12,808,782	0	0	(21,450)	-0.17%	57,527,200	44,718,418	77.73 %
<b>TOTAL TRANSFERS OUT:</b>	<b>12,787,332</b>	<b>12,808,782</b>	<b>0</b>	<b>0</b>	<b>(21,450)</b>	<b>-0.17%</b>	<b>57,527,200</b>	<b>44,718,418</b>	<b>77.73 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>710,623,237</b>	<b>638,923,641</b>	<b>44,676,678</b>	<b>19,058,543</b>	<b>52,641,052</b>	<b>7.41 %</b>	<b>1,131,982,288</b>	<b>474,000,102</b>	<b>41.87 %</b>
<b>Net for Fiscal Year 2020:</b>	<b>(65,416,446)</b>	<b>28,295,072</b>	<b>11,306,157</b>		<b>74,652,973</b>		<b>(193,637,816)</b>	<b>(202,874,342)</b>	

User ID: mmcbride  
 Report ID: AD-FN-GL-003  
 Run Date: 04 Jun 2020  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0260 State Highway Fund

		Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
		(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year:	2020									
Budget Fiscal Year:	2020									
<b>Contract Construction</b>										
<b>Operating Expenditures</b>										
Operating Expenditures	Dedicated	1,100,000	484,335	15,064	39,922	575,743	52.34 %	5,942,604	5,418,347	91.18 %
Operating Expenditures	Federal	6,500,000	3,397,316	221,926	499,035	2,603,649	40.06 %	11,519,387	7,623,036	66.18 %
Operating Expenditures	Local	55,000	5,829	88	0	49,171	89.40 %	532,012	526,183	98.90 %
<b>Total Operating Expenditures</b>		<b>7,655,000</b>	<b>3,887,480</b>	<b>237,077</b>	<b>538,957</b>	<b>3,228,563</b>	<b>42.18 %</b>	<b>17,994,003</b>	<b>13,567,566</b>	<b>75.40 %</b>
<b>Capital Outlay</b>										
Capital Outlay	Dedicated	107,853,691	124,926,691	4,605,479	164,097	(17,237,097)	-15.98%	188,029,074	62,938,286	33.47 %
Capital Outlay	Federal	285,583,821	256,490,389	17,979,329	1,063,241	28,030,191	9.82 %	506,996,042	249,442,412	49.20 %
Capital Outlay	FICR	38,013,358	16,550,909	229,064	0	21,462,449	56.46 %	41,107,644	24,556,735	59.74 %
Capital Outlay	Local	8,509,034	16,995,419	1,143,537	0	(8,486,385)	-99.73%	35,464,778	18,469,359	52.08 %
<b>Total Capital Outlay</b>		<b>439,959,904</b>	<b>414,963,408</b>	<b>23,957,409</b>	<b>1,227,339</b>	<b>23,769,158</b>	<b>5.40 %</b>	<b>771,597,538</b>	<b>355,406,792</b>	<b>46.06 %</b>
<b>Trustee &amp; Benefit Payments</b>										
Trustee & Benefit Payments	Dedicated	440,000	1,499	0	0	438,501	99.66 %	2,420,042	2,418,543	99.94 %
Trustee & Benefit Payments	Federal	1,441,700	567,085	51,618	0	874,615	60.67 %	3,489,273	2,922,188	83.75 %
Trustee & Benefit Payments	Local	55,000	0	0	0	55,000	100.00 %	344,187	344,187	100.00 %
<b>Total Trustee &amp; Benefit Payments</b>		<b>1,936,700</b>	<b>568,584</b>	<b>51,618</b>	<b>0</b>	<b>1,368,116</b>	<b>70.64 %</b>	<b>6,253,502</b>	<b>5,684,917</b>	<b>90.91 %</b>
<b>Total Contract Construction:</b>		<b>449,551,604</b>	<b>419,419,472</b>	<b>24,246,104</b>	<b>1,766,296</b>	<b>28,365,836</b>	<b>6.31 %</b>	<b>795,845,043</b>	<b>374,659,276</b>	<b>47.08 %</b>

User ID: mmcbride  
 Report ID: AD-FN-GL-003  
 Run Date: 04 Jun 2020  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0269 Transportation Expansion and Congestion Mitigation Fund

Fiscal Year:	2020	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year:	2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>REVENUES</b>										
Miscellaneous Revenues		605,000	806,020	45,016	0	201,020	33.23 %	660,000	(146,020)	-22.12%
<b>TOTAL REVENUES:</b>		<b>605,000</b>	<b>806,020</b>	<b>45,016</b>	<b>0</b>	<b>201,020</b>	<b>33.23 %</b>	<b>660,000</b>	<b>(146,020)</b>	<b>-22.12%</b>
<b>TRANSFERS-IN</b>										
Cigarette Tax		900,000	2,712,843	1,036,670	0	1,812,843	201.43 %	4,330,169	1,617,326	37.35 %
Sales Tax		14,650,000	16,103,402	1,299,172	0	1,453,402	9.92 %	17,699,656	1,596,254	9.02 %
<b>TOTAL TRANSFERS-IN:</b>		<b>15,550,000</b>	<b>18,816,245</b>	<b>2,335,842</b>	<b>0</b>	<b>3,266,245</b>	<b>21.00 %</b>	<b>22,029,825</b>	<b>3,213,580</b>	<b>14.59 %</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>		<b>16,155,000</b>	<b>19,622,266</b>	<b>2,380,858</b>	<b>0</b>	<b>3,467,265</b>	<b>21.46 %</b>	<b>22,689,825</b>	<b>3,067,560</b>	<b>13.52 %</b>
<b>EXPENDITURES</b>										
Contract Construction - Capital Projects		21,640,170	17,795,561	2,959,239	0	3,844,609	17.77 %	62,507,633	44,712,072	71.53 %
<b>TOTAL EXPENDITURES:</b>		<b>21,640,170</b>	<b>17,795,561</b>	<b>2,959,239</b>	<b>0</b>	<b>3,844,609</b>	<b>17.77 %</b>	<b>62,507,633</b>	<b>44,712,072</b>	<b>71.53 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>		<b>21,640,170</b>	<b>17,795,561</b>	<b>2,959,239</b>	<b>0</b>	<b>3,844,609</b>	<b>17.77 %</b>	<b>62,507,633</b>	<b>44,712,072</b>	<b>71.53 %</b>
<b>Net for Fiscal Year 2020:</b>		<b>(5,485,170)</b>	<b>1,826,705</b>	<b>(578,381)</b>		<b>7,311,874</b>		<b>(39,817,808)</b>	<b>(41,644,512)</b>	

User ID: mmcbride  
 Report ID: AD-FN-GL-003  
 Run Date: 04 Jun 2020  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0270 Strategic Initiatives Program Fund (State 60%)

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Fiscal Year: 2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2020									
<b>REVENUES</b>									
State Sources - Miscellaneous Revenues	817,700	637,923	23,075	0	(179,777)	-21.99%	862,300	224,377	26.02 %
<b>TOTAL REVENUES:</b>	<b>817,700</b>	<b>637,923</b>	<b>23,075</b>	<b>0</b>	<b>(179,777)</b>	<b>-21.99%</b>	<b>862,300</b>	<b>224,377</b>	<b>26.02 %</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>817,700</b>	<b>637,923</b>	<b>23,075</b>	<b>0</b>	<b>(179,777)</b>	<b>-21.99%</b>	<b>862,300</b>	<b>224,377</b>	<b>26.02 %</b>
<b>EXPENDITURES</b>									
Contract Construction - Capital Projects	22,000,000	23,954,304	210,528	0	(1,954,304)	-8.88%	44,768,703	20,814,399	46.49 %
<b>TOTAL EXPENDITURES:</b>	<b>22,000,000</b>	<b>23,954,304</b>	<b>210,528</b>	<b>0</b>	<b>(1,954,304)</b>	<b>-8.88%</b>	<b>44,768,703</b>	<b>20,814,399</b>	<b>46.49 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>22,000,000</b>	<b>23,954,304</b>	<b>210,528</b>	<b>0</b>	<b>(1,954,304)</b>	<b>-8.88%</b>	<b>44,768,703</b>	<b>20,814,399</b>	<b>46.49 %</b>
<b>Net for Fiscal Year 2020:</b>	<b>(21,182,300)</b>	<b>(23,316,380)</b>	<b>(187,453)</b>		<b>(2,134,081)</b>		<b>(43,906,403)</b>	<b>(20,590,022)</b>	

User ID: mmcbride  
 Report ID: AD-FN-GL-003  
 Run Date: 04 Jun 2020  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0270 Strategic Initiatives Program Fund (LHTAC-Local 40%)

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Fiscal Year: 2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2020									
<b>REVENUES</b>									
State Sources - Miscellaneous Revenues	0	833	51	0	833	0.00 %	0	(833)	0.00 %
<b>TOTAL REVENUES:</b>	<b>0</b>	<b>833</b>	<b>51</b>	<b>0</b>	<b>833</b>	<b>0.00 %</b>	<b>0</b>	<b>(833)</b>	<b>0.00 %</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>0</b>	<b>833</b>	<b>51</b>	<b>0</b>	<b>833</b>	<b>0.00 %</b>	<b>0</b>	<b>(833)</b>	<b>0.00 %</b>
<b>EXPENDITURES</b>									
Contract Construction - Trustee & Benefit Payments	25,831	0	0	0	25,831	100.00 %	25,831	25,831	100.00 %
<b>TOTAL EXPENDITURES:</b>	<b>25,831</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,831</b>	<b>100.00 %</b>	<b>25,831</b>	<b>25,831</b>	<b>100.00 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>25,831</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,831</b>	<b>100.00 %</b>	<b>25,831</b>	<b>25,831</b>	<b>100.00 %</b>
<b>Net for Fiscal Year 2020:</b>	<b>(25,831)</b>	<b>833</b>	<b>51</b>		<b>26,664</b>		<b>(25,831)</b>	<b>(26,664)</b>	



User ID: mmcbride  
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 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0345 CARES Act Covid-19

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2020									
Budget Fiscal Year: 2020									
<b>EXPENDITURES</b>									
Operating Expenditures	250,000	0	0	27,500	222,500	89.00 %	4,987,892	4,960,392	99.45 %
Trustee & Benefit Payments	2,250,000	0	0	0	2,250,000	100.00 %	22,315,464	22,315,464	100.00 %
<b>TOTAL EXPENDITURES:</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>27,500</b>	<b>2,472,500</b>	<b>98.90 %</b>	<b>27,303,356</b>	<b>27,275,856</b>	<b>99.90 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>27,500</b>	<b>2,472,500</b>	<b>98.90 %</b>	<b>27,303,356</b>	<b>27,275,856</b>	<b>99.90 %</b>
<b>Net for Fiscal Year 2020:</b>	<b>(2,500,000)</b>	<b>0</b>	<b>0</b>		<b>2,472,500</b>		<b>(27,303,356)</b>	<b>(27,275,856)</b>	

User ID: mmcbride  
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# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0374 GARVEE Capital Project Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>Fiscal Year: 2020</b>									
<b>Budget Fiscal Year: 2020</b>									
<b>REVENUES</b>									
State Sources - Miscellaneous Revenues	0	20,189,911	3,018,028	0	20,189,911	0.00 %	0	(20,189,911)	0.00 %
<b>TOTAL REVENUES:</b>	<b>0</b>	<b>20,189,911</b>	<b>3,018,028</b>	<b>0</b>	<b>20,189,911</b>	<b>0.00 %</b>	<b>0</b>	<b>(20,189,911)</b>	<b>0.00 %</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>0</b>	<b>20,189,911</b>	<b>3,018,028</b>	<b>0</b>	<b>20,189,911</b>	<b>0.00 %</b>	<b>0</b>	<b>(20,189,911)</b>	<b>0.00 %</b>
<b>EXPENDITURES</b>									
Permanent Staff Salaries	0	0	0	0	0	0.00 %	0	0	0.00 %
Board, Hourly, OT, Shift Diff	0	0	0	0	0	0.00 %	0	0	0.00 %
Fringe Benefits	0	0	0	0	0	0.00 %	0	0	0.00 %
Operating Expenditures	0	139,336	2,886	0	(139,336)	0.00 %	0	(139,336)	0.00 %
Capital Projects	0	18,753,327	4,025,135	0	(18,753,327)	0.00 %	0	(18,753,327)	0.00 %
<b>TOTAL EXPENDITURES:</b>	<b>0</b>	<b>18,892,663</b>	<b>4,028,021</b>	<b>0</b>	<b>(18,892,663)</b>	<b>0.00 %</b>	<b>0</b>	<b>(18,892,663)</b>	<b>0.00 %</b>
<b>TRANSFERS OUT</b>									
Statutory	0	1,175,642	0	0	(1,175,642)	0.00 %	0	(1,175,642)	0.00 %
<b>TOTAL TRANSFERS OUT:</b>	<b>0</b>	<b>1,175,642</b>	<b>0</b>	<b>0</b>	<b>(1,175,642)</b>	<b>0.00 %</b>	<b>0</b>	<b>(1,175,642)</b>	<b>0.00 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>0</b>	<b>20,068,305</b>	<b>4,028,021</b>	<b>0</b>	<b>(20,068,305)</b>	<b>0.00 %</b>	<b>0</b>	<b>(20,068,305)</b>	<b>0.00 %</b>
<b>Net for Fiscal Year 2020:</b>	<b>0</b>	<b>121,606</b>	<b>(1,009,993)</b>		<b>121,606</b>		<b>0</b>	<b>(121,606)</b>	

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 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0375 GARVEE Debt Service Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>Fiscal Year: 2020</b>									
<b>Budget Fiscal Year: 2020</b>									
<b>REVENUES</b>									
State Sources - Miscellaneous Revenues	0	108,806	3,014	0	108,806	0.00 %	0	(108,806)	0.00 %
<b>TOTAL REVENUES:</b>	<b>0</b>	<b>108,806</b>	<b>3,014</b>	<b>0</b>	<b>108,806</b>	<b>0.00 %</b>	<b>0</b>	<b>(108,806)</b>	<b>0.00 %</b>
<b>TRANSFERS-IN</b>									
Operating	0	17,508,782	0	0	17,508,782	0.00 %	0	(17,508,782)	0.00 %
<b>TOTAL TRANSFERS-IN:</b>	<b>0</b>	<b>17,508,782</b>	<b>0</b>	<b>0</b>	<b>17,508,782</b>	<b>0.00 %</b>	<b>0</b>	<b>(17,508,782)</b>	<b>0.00 %</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>0</b>	<b>17,617,588</b>	<b>3,014</b>	<b>0</b>	<b>17,617,588</b>	<b>0.00 %</b>	<b>0</b>	<b>(17,617,588)</b>	<b>0.00 %</b>
<b>EXPENDITURES</b>									
Bond Principal / Interest	0	60,233,302	402,288	0	(60,233,302)	0.00 %	0	(60,233,302)	0.00 %
<b>TOTAL EXPENDITURES:</b>	<b>0</b>	<b>60,233,302</b>	<b>402,288</b>	<b>0</b>	<b>(60,233,302)</b>	<b>0.00 %</b>	<b>0</b>	<b>(60,233,302)</b>	<b>0.00 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>0</b>	<b>60,233,302</b>	<b>402,288</b>	<b>0</b>	<b>(60,233,302)</b>	<b>0.00 %</b>	<b>0</b>	<b>(60,233,302)</b>	<b>0.00 %</b>
<b>Net for Fiscal Year 2020:</b>	<b>0</b>	<b>(42,615,715)</b>	<b>(399,275)</b>		<b>(42,615,714)</b>		<b>0</b>	<b>42,615,714</b>	

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 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2020

Fund: 0221 State Aeronautics Fund

Fiscal Year: 2020	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year: 2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>REVENUES</b>									
Federal Sources - FAA	263,000	537,901	54,447	0	274,901	104.53 %	667,500	129,599	19.42 %
State Sources - Miscellaneous Revenues	350,411	481,921	11,086	0	131,510	37.53 %	362,500	(119,421)	-32.94%
Interagency Sources - Miscellaneous Revenues	222,600	209,131	0	0	(13,469)	-6.05%	250,000	40,869	16.35 %
<b>TOTAL REVENUES:</b>	<b>836,011</b>	<b>1,228,952</b>	<b>65,532</b>	<b>0</b>	<b>392,942</b>	<b>47.00 %</b>	<b>1,280,000</b>	<b>51,047</b>	<b>3.99 %</b>
<b>TRANSFERS-IN</b>									
Operating	2,444,975	2,255,973	83,059	0	(189,002)	-7.73%	2,650,000	394,027	14.87 %
<b>TOTAL TRANSFERS-IN:</b>	<b>2,444,975</b>	<b>2,255,973</b>	<b>83,059</b>	<b>0</b>	<b>(189,002)</b>	<b>-7.73%</b>	<b>2,650,000</b>	<b>394,027</b>	<b>14.87 %</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>3,280,986</b>	<b>3,484,926</b>	<b>148,592</b>	<b>0</b>	<b>203,940</b>	<b>6.22 %</b>	<b>3,930,000</b>	<b>445,074</b>	<b>11.33 %</b>
<b>EXPENDITURES</b>									
Permanent Staff Salaries	734,400	672,003	87,022	0	62,397	8.50 %	796,788	124,785	15.66 %
Board, Hourly, OT, Shift Diff	44,400	42,652	50	0	1,748	3.94 %	57,900	15,248	26.34 %
Fringe Benefits	317,929	292,777	31,619	0	25,152	7.91 %	348,512	55,735	15.99 %
In State Travel Expense	54,665	41,337	1,001	0	13,328	24.38 %	59,246	17,909	30.23 %
Out of State Travel Expense	17,800	20,050	0	0	(2,250)	-12.64%	17,800	(2,250)	-12.64%
Technology Operating Expense	42,631	44,559	1,956	0	(1,928)	-4.52%	46,585	2,026	4.35 %
Operating Expense	1,111,912	707,260	16,359	367,694	36,959	3.32 %	1,257,497	182,544	14.52 %
Technology Equipment Expense	9,600	4,080	0	1,527	3,993	41.59 %	9,600	3,993	41.59 %
Capital Equipment Expense	51,700	5,380	5,380	30,195	16,125	31.19 %	51,700	16,125	31.19 %
Capital Facilities Expense	0	7,676	0	14,236	(21,912)	0.00 %	50,000	28,088	56.18 %
Trustee & Benefit Payments	871,835	713,386	27,769	0	158,449	18.17 %	1,910,083	1,196,697	62.65 %
<b>TOTAL EXPENDITURES:</b>	<b>3,256,872</b>	<b>2,551,161</b>	<b>171,155</b>	<b>413,652</b>	<b>292,061</b>	<b>8.97 %</b>	<b>4,605,711</b>	<b>1,640,900</b>	<b>35.63 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>3,256,872</b>	<b>2,551,161</b>	<b>171,155</b>	<b>413,652</b>	<b>292,061</b>	<b>8.97 %</b>	<b>4,605,711</b>	<b>1,640,900</b>	<b>35.63 %</b>
<b>Net for Fiscal Year 2020:</b>	<b>24,114</b>	<b>933,765</b>	<b>(22,563)</b>		<b>496,001</b>		<b>(675,711)</b>	<b>(1,195,826)</b>	<b>109</b>



# Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name	Presenter's Title	Initials	Reviewed By
Justin Collins	Financial Mgr., FP&A	JC	LSS
Preparer's Name	Preparer's Title	Initials	
Nathan Hesterman	Sr. Planner - Programming	ndh	

## Subject

Monthly Reporting of Federal Formula Program Funding Through June		
Key Number	District	Route Number
N/A	N/A	N/A

## Background Information

Idaho received \$286.6 million of obligation authority through September 30<sup>th</sup> via an appropriations act signed on December 20, 2019. This includes \$936,200 of *Highway Infrastructure General Funds* carried over from last year in the Transportation Management Area. On February 13<sup>th</sup> we also received \$14.1 million of *Highway Infrastructure General Funds*. \$4.6 million earmarked toward bridges will not be used until FY 2023. Obligation authority through September 30<sup>th</sup> (365/365<sup>ths</sup>) is \$296.1 million which corresponds to \$297.0 million with match after a reduction for prorated indirect costs.

Idaho has received apportionments via notices through February 13<sup>th</sup> of \$331.7 million. This includes *Redistribution of Certain Authorized Funds* and *Highway Infrastructure General Funds*. Currently, obligation authority is 90.7% of apportionments.

The exhibits on the following page summarize these amounts and show allotments and remaining funds by program through September 30, 2020.

## Recommendations

For Information
-----------------

## Board Action

<input type="checkbox"/> Approved <input type="checkbox"/> Deferred    _____
<input type="checkbox"/> Other    _____



# Board Agenda Item

ITD 2210 (Rev. 10-13)

## Exhibit One Actual Formula Funding for FY2020

<b>Per FAST Tables – Total Year</b>	
Federal Aid Only	\$317,314
Including Match	\$344,009
<b>Per Apportionments – Total Year</b>	
Federal Aid Only	\$331,650
Including Match	\$359,552
<b>Obligation Limits through 9/30/2020</b>	
Federal Aid Only	\$296,136
Less prorated \$25M indirect costs w/Match	\$296,982

- Notes:
1. All dollars in Thousands
  2. 'Approved Program' amounts from the FY 2020 Board Approved Program (Sky Blue Book).
  3. Apportionment and Obligation Authority amounts reflect available funds via federal notices received through February 13, 2020.

## Exhibit Two Allotments of Available Formula Funding w/Match and Amount Remaining

<b>Program</b>	<b>Allotted Program Funding through 9/30/2020</b>	<b>Program Funding Remaining as of 6/30/2020</b>
All Other SHS Program	\$163,376	\$2,763
GARVEE Formula Debt Service*	\$62,318	(\$29)
State Planning and Research*	\$7,076	\$759
Metropolitan Planning*	\$1,941	\$0
Railroad Crossings	\$1,941	\$2,025
Transportation Alternatives (Urban/Rural)	\$3,571	\$283
Recreational Trails	\$1,540	\$1,593
STBG - Local Urban	\$8,333	\$424
STBG - Transportation Mgt. Area	\$11,558	\$1,349
Transportation Alternatives (TMA)	\$432	\$0
STBG – Local Rural	\$13,720	\$994
Local Bridge	\$9,462	\$6,913
Off System Bridge	\$3,676	(\$3,218)
Local Safety	\$8,038	\$1,610
<b>Total (excluding indirect costs)</b>	<b>\$296,982</b>	<b>\$15,466</b>

- Notes:
1. All dollars in Thousands.
  2. Allotments based on the FY 2020 Board Approved Program (Sky Blue Book).
  3. Funding amounts include match and reflect total formula funding available (excluding indirect costs).
  4. Data reflects both obligation and de-obligation activity (excluding indirect costs) through June 30<sup>th</sup>.
  5. Advanced construction conversions of \$43.1 million are outstanding for FY 2020.
- \* These programs are provided 100% Obligation Authority. Other programs are reduced accordingly.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 2019

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed \_\_\_\_\_

Presenter's Name L. Scott Stokes	Presenter's Title Chief Deputy	Initials LSS	Reviewed By LSS
Preparer's Name Reed Hollinshead	Preparer's Title Public Information Specialist	Initials REH	

### Subject

Performance Measurement Report for the Division of Financial Management (DFM)		
Key Number	District	Route Number

### Background Information

Idaho Code 67-1901 through 1904 requires that all state agencies submit an annual Performance Measurement Report to the Division of Financial Management (DFM) **By Aug. 30.**

The template for this report is provided by DFM and includes the following minimum requirements for:

- Agency overview
- Core functions of the department
- Revenues and Expenditures
- Cases Managed and Key Services provided

Plus, three items required under the Red Tape Reduction Act.

*Since Fiscal Year 2019 just ended a few days ago on July 1 and the final numbers are still a few weeks away, I've indicated those "works in progress" with "TBD" so you will know that they are still to come. They will be included in next month's meeting, when this document is a Consent item.*

### Recommendations

Report for Board information only. Report will be a Consent item at next month's meeting.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



## Part I – Agency Profile

### Agency Overview

Every hour of every day – the work of the Idaho Transportation Department (ITD) touches the lives of Idahoans.

Idaho's state transportation system connects people to jobs, education, healthcare, places of worship, cultural and sporting events, recreational opportunities, and family members. It ensures our security at home and abroad.

A strong transportation system is critical to the nation's and Idaho's economy. A robust, growing economy requires that a transportation system be created and sustained.

ITD is responsible for operating, preserving, restoring and improving an integrated network of 12,315 lane miles of highways and roads, 1,830 bridges, 2,523 miles of Idaho Byways, and 31 state backcountry airstrips. The state highway system also includes 31 rest areas and 12 fixed ports of entry.

The department is funded with dedicated federal and state taxes and fees. The department's headquarters is in Boise. District offices are in Coeur d'Alene, Lewiston, Boise, Shoshone, Pocatello, and Rigby. The department is authorized for 1,648 full-time positions for FY21.

ITD's "Mission" --Your Safety, Your Mobility, Your Economic Opportunity--comes with an overriding vision to be the best transportation department in the country.

BOARD MEMBERS	EXECUTIVE MANAGEMENT
Bill Moad, Chairman	Brian Ness, Director
Jim Thompson, District 1	L. Scott Stokes, Chief Deputy
Janice (Jan) Vassar, District 2	Dan McElhinney, Chief Operations Officer
Julie DeLorenzo, District 3	Brenda Williams, Chief Human Resources Officer
Jim Kempton, Vice Chair, District 4	Charlene (Char) McArthur, Chief Administrative Officer
Dwight Horsch, District 5	
Robert (Bob) Hoff, District 6	

### Core Functions/Idaho Code

- **Highway Districts** – manage operations and maintenance activities and provide safety and facility improvements on the State Highway System. Title 40, Idaho Code.
- **Administration** – provides department-wide management of financial systems and controls, information technology, business support and procurement. Title 40, Idaho Code.
- **Human Resources** – provides department-wide management and support for human resource and personnel administrative functions; oversight of Civil Rights including Title VI, Equal Employment Opportunity and the Disadvantaged Business Enterprise programs as required by federal regulations.
- **Motor Vehicles** – manages drivers' licenses, weigh-station operations and Ports of Entry, vehicle registrations and titles, over-legal permits, vehicle-dealer licensing and revenues generated. Title 49 and sections of Titles 40, 61, and 63, Idaho Code.
- **Engineering Plans, Products and Services** – plan, develop and implement a safe, efficient, integrated multimodal transportation system including the administration and oversight of federal programs for public transportation, freight, railways, bicycles and pedestrians while managing the department's air quality, environmental, data collection and performance measurement processes. Title 40, Idaho Code.
- **Aeronautics** – helps Idaho cities and counties develop aeronautics and local airports into a safe, coordinated aviation system. Manages state-owned airstrips and coordinates searches for missing aircraft. Title 21, Idaho Code.

**Revenues and Expenditures (SFY)**

<b>Revenues<sup>1,4,5</sup></b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
Aeronautics Fund				
State	\$2,698,896	\$3,014,615	\$3,261,472	\$2,947,025*
Federal	\$230,503	\$258,214	\$348,141	\$537,901*
State Highway Account Fund				
State	\$335,741,796	\$340,218,991	\$344,727,599	\$320,051,860*
Federal	\$267,218,716	\$333,536,795	\$354,641,984	\$325,760,540*
Local	\$5,214,317	\$4,029,825	\$10,367,038	\$21,406,313*
Strategic Initiatives Program <sup>4</sup>				
State	\$11,261,201	\$16,889,688	\$37,304,701	\$638,756*
Trans Expansion & Mitigation <sup>5</sup>				
State	\$0	\$22,719,687	\$19,851,449	\$19,622,266*
CARES Act Covid-10 Fund <sup>6</sup>	\$0	\$0	\$0	\$0*
<b>Total</b>	<b>\$627,378,983</b>	<b>\$720,667,815</b>	<b>\$770,502,384</b>	<b>\$690,964,661*</b>
<b>Expenditures<sup>1-6</sup></b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
Personnel Costs	\$112,220,788	\$114,152,124	\$118,331,785	\$112,244,933*
Operating Expenditures	\$97,501,575	\$102,292,368	\$95,713,628	\$80,056,798*
Capital Outlay <sup>3</sup>	\$371,334,617	\$504,661,918	\$549,813,087	\$542,836,996*
Trustee/Benefit Payments	\$18,523,207	\$18,634,909	\$18,162,284	\$14,982,653*
<b>Total</b>	<b>\$572,142,144</b>	<b>\$739,741,319</b>	<b>\$782,020,784</b>	<b>\$750,121,380*</b>

**\* Figures may change slightly as end-of-fiscal-year numbers become available.**

Footnotes:

<sup>1</sup>Revenues and Expenditures do not include GARVEE bond proceeds or project costs.

<sup>2</sup>Expenditures include cash expenditures and encumbrances.

<sup>3</sup>Capital Outlay includes GARVEE debt-service payments.

<sup>4</sup>Strategic Initiatives Program Fund as established in House Bill No. 312.

<sup>5</sup>Transportation Expansion and Congestion Mitigation Fund as established in Senate Bill No. 1206.

<sup>6</sup>CARES Act COVID-19 Fund established to track Federal expenditures and reimbursements

**Caseload and/or Key Services Provided**

	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Idaho Population	1.68 million	1.72 million	1.75 million	1.79 million
Licensed Drivers	1.16 million	1.21 million	1.26 million	1.27 million
Vehicle Registrations	1.70 million	1.79 million	1.84 million	1.86 million
Annual Miles Driven - on State Highway System	9.42 billion	9.64 billion	9.98 billion	10.12 billion
Metric Tons of Freight Moved – on State Highway System	203.4 million	201.3 million	207.7 million	TBD

## Licensing Freedom Act

Agencies who participate in licensure must report on the number of applicants denied licensure or license renewal and the number of disciplinary actions taken against license holders. Additionally, we have begun tracking complaints against the department for each license type described below. We are tracking dates, license type, nature of the complaint (cost, requirements, timeliness, etc.), customer contact info, and applicable additional details. We have not historically tracked this information, but we rarely receive complaints regarding the restrictiveness of licensing. In accordance with the principles of the Licensing Freedom Act, we strive to assist and support Idaho business owners to promote economic opportunity.

**Notes:** Classes of Licenses are described in Idaho Code 49-1606. The following classes in this chart do not contain separate counts because they are classified under a broader license class.

1. **Distributor Branch** and **Factory Branch** are accounted for under **Distributor**.
2. **Distributor Branch Representative** and **Factory Branch Representative** are accounted for under **Distributor Representative**.

	FY 2017	FY 2018	FY 2019	FY 2020
<b>VEHICLE – DEALER</b>				
Total Number of Licenses	1,206	1,182	1,213	1,251
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	152	179	80	141
Number of Final Disciplinary Actions Against Licensees	3	8	2	5
<b>VEHICLE – DISTRIBUTOR</b>				
Total Number of Licenses	160	165	164	178
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
<b>VEHICLE – DISTRIBUTOR BRANCH</b>				
Total Number of Licenses	N/A			
Number of New Applicants Denied Licensure				
Number of Applicants Refused Renewal of a License				
Number of Complaints Against Licensees				
Number of Final Disciplinary Actions Against Licensees				
<b>VEHICLE – DISTRIBUTOR BRANCH REPRESENTATIVE</b>				
Total Number of Licenses	N/A			
Number of New Applicants Denied Licensure				
Number of Applicants Refused Renewal of a License				
Number of Complaints Against Licensees				
Number of Final Disciplinary Actions Against Licensees				
<b>VEHICLE – DISTRIBUTOR REPRESENTATIVE</b>				
Total Number of Licenses	567	547	567	496

	FY 2017	FY 2018	FY 2019	FY 2020
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
<b>VEHICLE – FACTORY BRANCH</b>				
Total Number of Licenses	N/A			
Number of New Applicants Denied Licensure				
Number of Applicants Refused Renewal of a License				
Number of Complaints Against Licensees				
Number of Final Disciplinary Actions Against Licensees				
<b>VEHICLE – FACTORY BRANCH REPRESENTATIVE</b>				
Total Number of Licenses	N/A			
Number of New Applicants Denied Licensure				
Number of Applicants Refused Renewal of a License				
Number of Complaints Against Licensees				
Number of Final Disciplinary Actions Against Licensees				
<b>VEHICLE – MANUFACTURER</b>				
Total Number of Licenses	57	62	56	52
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
<b>VEHICLE – MANUFACTURER REPRESENTATIVE</b>				
Total Number of Licenses	135	127	121	163
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
<b>VEHICLE – SALESMAN</b>				
Total Number of Licenses	6,000-7,000	6,000-7,000	6,661	6,551
Number of New Applicants Denied Licensure	1	1	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	1	1	0	0
<b>VEHICLE – WHOLESALE DEALER</b>				
Total Number of Licenses	62	44	36	28
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0

## Red Tape Reduction Act

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

	As of July 1, 2018	As of July 1, 2019	As of July 1, 2020
Number of Chapters	80	60	44
Number of Words	109,929	97,863	91,803
Number of Restrictions	1,685	1,557	1,368

## Part II – Performance Measures

Performance Measure		FY12-16	FY13-17	FY14-18	FY15-19	FY16-20
<b>The Transportation System is Safe</b>						
1. Five-Year Annual Fatality Rate Per 100 Million Miles Traveled	actual	1.29	1.34	1.33	----*	----
	target	1.17	1.17	1.35	1.40	1.41
• Not available until Feb/March 2021						
Performance Measure		FY2016	FY2017	FY2018	FY2019	FY2020
<b>The Transportation System is in Good Condition and Unrestricted</b>						
2. Pavement in Good or Fair Condition	actual	85%	85%	88%	91%	92%
	target	80%	80%	80%	80%	80%
3. Bridges in Good or Fair Condition	actual	76%	75%	74%	75%	75%
	target	80%	80%	80%	80%	80%
4. Percent of Time Mobility Unimpeded during Winter Storms ( <i>start year of winter season</i> )	actual	79%	74%	85%	86%	85%
	target	73%	73%	73%	73%	73%
Performance Measure		2015	2016	2017	2018	2019
<b>Serving Idaho Customers</b>						
5. Days to Process Vehicle Titles	actual	5	6	4	4	3
	target	7	7	6	6	5
6. DMV transactions processed online	actual	266,300	256,700	287,500	305,500	582,400
	target	311,900	312,000	300,000	300,000	300,000

### For More Information, Contact

Reed Hollinshead  
Idaho Transportation Department  
3311 West State Street  
Boise, ID 83707-1129  
Phone: (208) 334-8881  
E-mail: [Reed.Hollinshead@itd.idaho.gov](mailto:Reed.Hollinshead@itd.idaho.gov)

# 2020 Board Presentation

## District Six

**Jason Minzghor**

**July 16, 2020**



**YOUR *Safety* • • • ► YOUR *Mobility* • • • ► YOUR *Economic Opportunity***



# OPERATIONS AND MAINTENANCE



# D-6 Restoring Mobility

HWY 33 on January 15, 2020



ITD's Driggs crew  
provides huge assist to  
East Idaho fuel tanker





# Winter 2020

There were 26 road closures, lasting up to 4 days, on 10 different sections of State Maintained Highways in D6.

Wind Speed (gust): 51.9 mph  
Wind Speed (avg): 38.0 mph

## D6 Road closures (Winter 2020)

- I-15 MP 119-135 closed 2 times.
- I-15 MP 167-196 closed 2 times.
- US-20 MP 264-301 closed 2 times.
- US-20 MP 361-406 closed 1 time.
- US-26 MP 349-377 closed 3 times.
- SH-31 MP 0-28 closed 2 times.
- SH-32 MP 0-32 closed 5 times.
- SH-33 MP 107-131 closed 4 times.
- SH-47 MP 0-12 closed 3 times.
- SH-87 MP 0-28 closed 1 time.

Highway 33 near Tetonia  
January 4, 2020



# Wind Storm 2020

SH-33 during wind storm  
on May 11, 2020

Wind Speed (gust): 70.2 mph  
Wind Speed (avg): 47.9 mph



**YOUR Safety** • • • ► **YOUR Mobility** • • • ► **YOUR Economic Opportunity**

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# DESIGN AND CONSTRUCTION

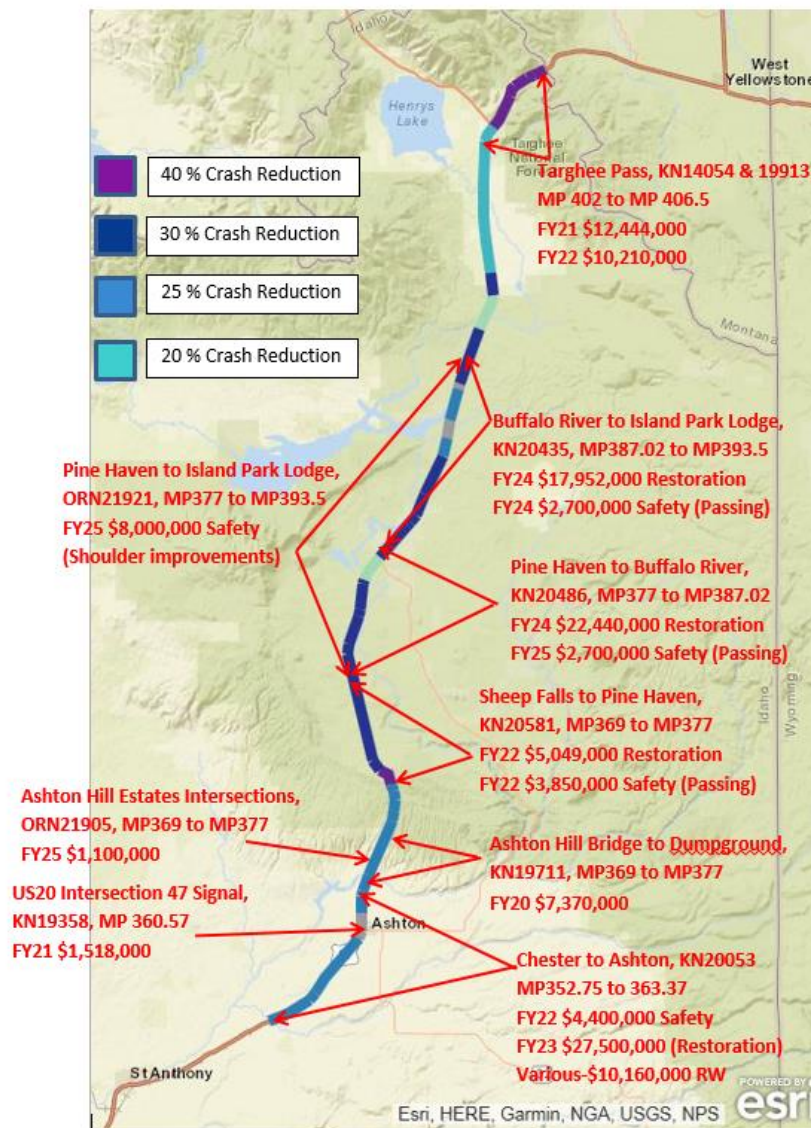




# US-20 Corridor-Safety/Reconstruction

- 8 planned projects along US-20 over the next 6 years

- Targhee Pass
- Chester to Ashton
- Sheep Falls to Pine Haven
- Pine Haven to Buffalo River
- Buffalo River to Island Park Lodge



# D6 2020 Construction Projects

- 654 Design Build cont.
- I-15B Broadway; Yellowstone to Bellin Rd
- FY20 D6 Ballast Stabilization
- FY20 D6 Signals Upgrade, ST Anthony
- FY21 D6 Signals Upgrade (Idaho Falls & Rexburg)
- FY20 D6 Bridge Repair (I-15 & I-15B)
- FY20 D6 High Priority Bridge Repairs (Pine Creek)
- FY21 D6 Bridge Repair (US-20)
- Sage Junction (I-15/US-33) Weigh In Motion (WIM)
- SH-48 4000E/4100E Intersection Imp.
- SH-48 Microsurface
- US 20 Ashton Hill

Highway 20 Ashton Hill  
in Summer 2019





# 654 Design Build Contract

District 6  
(D6, S, 4 Collaboration)  
Idaho Transportation Department  
Excellence in Transportation Award  
Large Design Category

## 17 Bridges - 1 Contract

### Design Build Bridge Replacement - D4-D5-D6

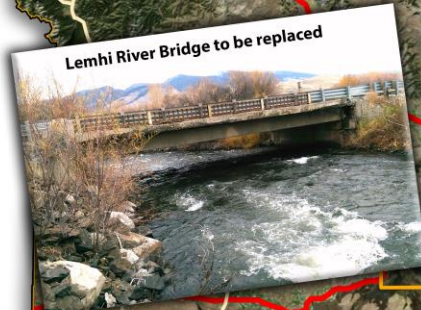
ITD's District 6, 5 & 4 worked together saving significant time and money with consolidation of required design elements.

- > Bridge Selection, Design and Contract was awarded within 1 year
- > Consolidated Data Collection
- > Leveraged competitive process to produce cost effectiveness
- > Minimized mobility and environmental impacts
- > Shaved 17 years off project time
- > Saved an estimated \$1.7 million

Bridge Group	No.	District	Bridge Name / Crossing	Route	Milepost
Lemhi	1	6	Lemhi River Bridge	SH-28	101.77
	2	6	Lemhi River Bridge	SH-28	103.12
	3	6	Lemhi River Bridge	SH-28	105.51
	4	6	Lemhi River Bridge	SH-28	106.52
	5	6	Lemhi River Bridge	SH-28	109.42
	6	6	Lemhi River Bridge	SH-28	110.87
	7	6	Lemhi River Bridge	SH-28	114.33
	8	6	Agency Creek Bridge	SH-28	115.67
	9	6	Lemhi River Bridge	SH-28	125.66

Bridge Group	No.	District	Bridge Name / Crossing	Route	Milepost
Warm Springs	10	6	Warm Springs Creek Bridge	US-93	156.56

Lemhi River Bridge to be replaced



Bridge Group	No.	District	Bridge Name / Crossing	Route	Milepost
Charlton	13	5	Charlton Canal Bridge	US-26	303.38

Bridge Group	No.	District	Bridge Name / Crossing	Route	Milepost
Gooding	14	4	S. Gooding Main Canal Bridge	US-26	146.43
	15	4	S. Gooding Canal Main Bridge	US-26	148.10
	16	4	S. Gooding Canal Main Bridge	US-26	148.68
	17	4	S. Gooding Canal Main Bridge	US-26	149.53

Gooding Bridge Under Construction



Lemhi Bridge Under Construction



Ovid Bridge to be replaced



Bridge Group	No.	District	Bridge Name / Crossing	Route	Milepost
Ovid	11	5	Ovid Creek Bridge	US-89	19.77
	12	5	Ovid Creek Bridge	US-89	19.84



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# 654 Design Build Summary

Engineer's Estimate  
(Jack Snyder from Western)

\$29.84 M

Contract Bid

\$24.11 M

Added Environmental Fencing Work  
(Chang Order)

\$2.05 M

Final Cost  
(Estimated)

\$27.80 M





# Recent Awards for 654 Design Build Contract



654 Design Build bridge award  
ceremony Las Vegas, NV 2020



# Reasons why this project received the Marvin M Black Excellence in Partnering Award

“Partnering was not a requirement imposed upon the project team by contractor or any other means. It was a conscious decision by team itself to embrace a partnered, collaborative culture that would extend to all stakeholders involved. This included the use of formal facilitated partnering. The team decided on an approach and selected a facilitator together,” stated Erik Wolf, WBC Project Manager.

“We have already achieved the highest level of success because where we came together as unfamiliar team members, we have now finished the project as respected friends, and we will miss our daily and weekly discussions and collaborations,” reflected J-U-B Project Manager, Mike Worrall.



# 654B Team Members (Design-Build Phase)

## District 6

- Bryan Young
- John Cleveland
- Tim Cramer
- Troy Williams
- Jason Minzghor
- Matt Davison
- Korby Hansen

## District 5

- Andrea Shephard
- Alissa Salmore
- Cody Vezina
- Bryce Tabar

## District 4

- Billi Miles
- Connie Jones
- Lloyd McLeod
- Jamie McCurie

## HQ

- Matt Farrar
- Mike Ebright
- John Ingram

## J-U-B

- Michael Worrall
- Joe Sonnen
- Autumn Foushee
- Steve Roberts

## Michael Baker

- AJ Yates
- Richard Hansen

## Strata

- Troy Lindsay
- Blake Smith
- Charles Vance

## ACOE / NMFS / USFWS

- Robert Brochu
- Chad Fealko
- Dan Nolfi

## Communicate, LLC

- Rebecca Coulter

## Others

- Stephanie Eisenbarth

## Wadsworth Brothers

- Erik Wolf
- Zach Davies
- Ashford Galbreath
- Jim Stoen

## Wilson

- Tom Melton
- Waleed Khalid
- Matt Rowley
- Emerson Zamora

## Forsgren

- Adam Bass
- Larry Evans

## Gerhart Cole

- Richard Buhler
- Ryan Cole

## CMT

- Gerd Dixon
- Phil Pack
- Trent Acree
- Ben Benson





An aerial photograph of a highway construction site. A yellow crane stands prominently in the center. Several white pickup trucks are parked nearby. A multi-lane highway runs diagonally across the frame, with orange traffic cones marking off sections. The surrounding landscape is arid and hilly.

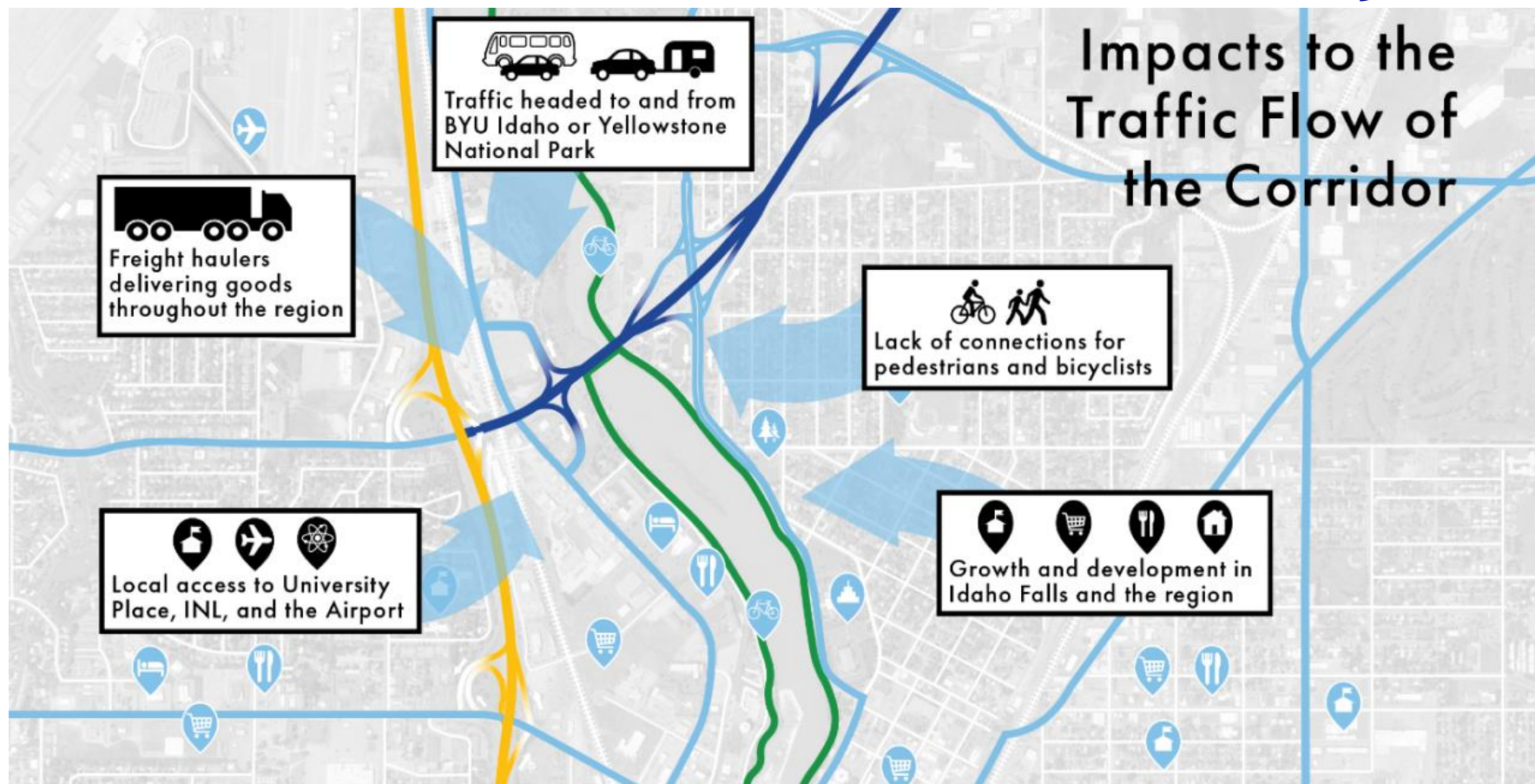
# PLANNING



**YOUR Safety** ● ● ● ► **YOUR Mobility** ● ● ● ► **YOUR Economic Opportunity**

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# I-15/US-20 Connector-PEL study

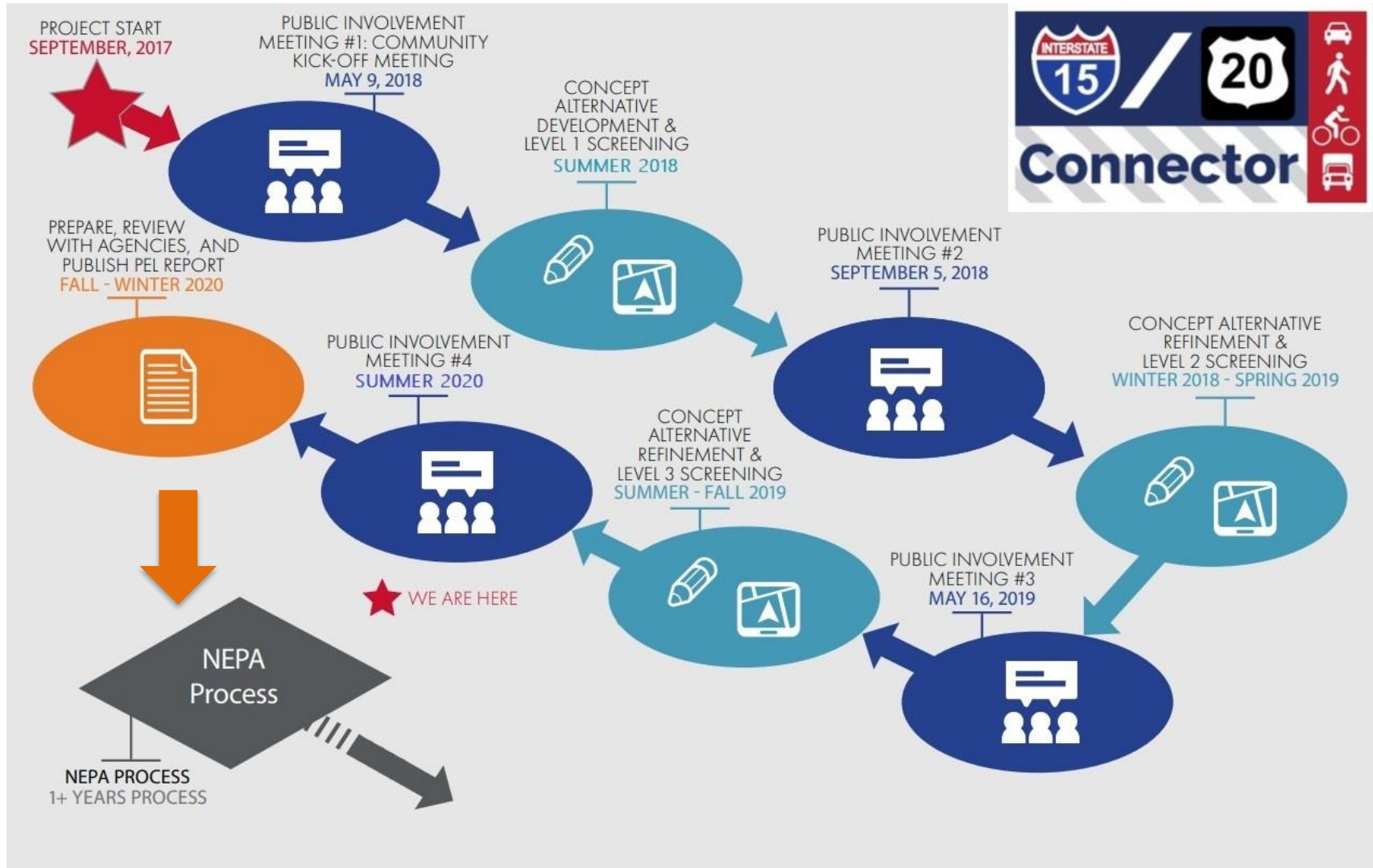


The purpose of the Planning and Environmental Linkage (PEL) study is to identify and analyze corridor improvements that address safety, congestion, mobility and travel time reliability for all users on I-15 and US-20 near Idaho Falls.



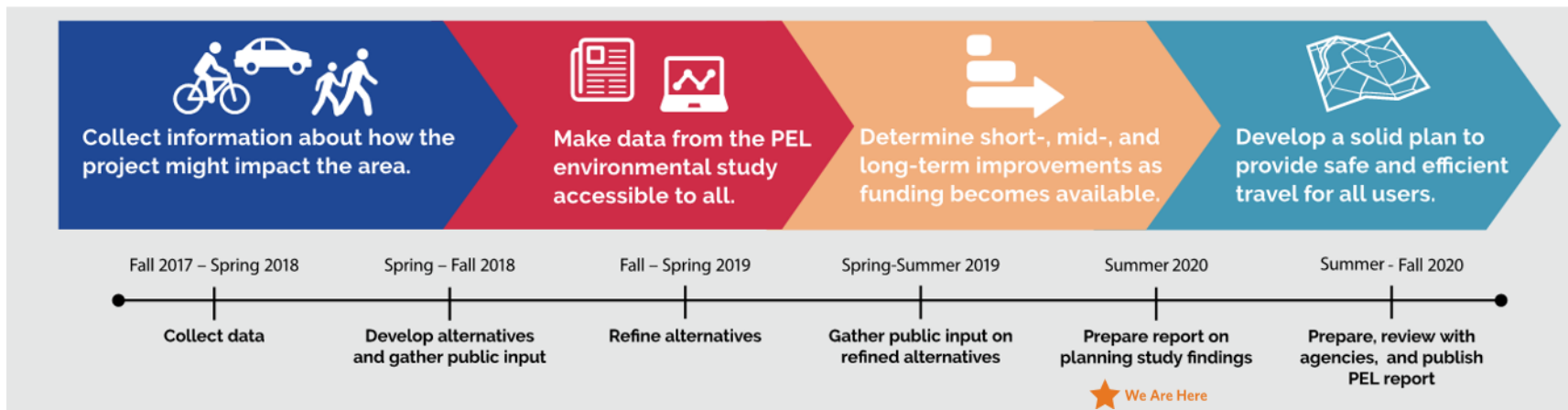


# I-15/US-20 Connector-PEL study

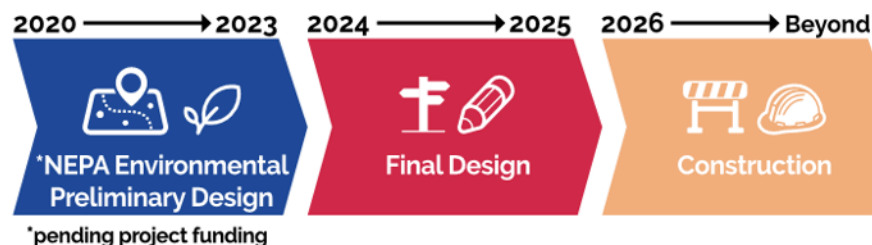


# I-15/US-20 Connector-PEL study

This planning and environmental study is expected to take about 24 months. There are four major goals for the study:



## Post-PEL Project Schedule\*:



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# CISM

CRITICAL INCIDENT STRESS MANAGEMENT





**Jason Minzghor, District Engineer**

Jason.Minzghor@itd.idaho.gov



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 15 minutes

Presenter's Name John Tomlinson	Presenter's Title Highway Safety Manager	Initials JT	Reviewed By LSS
Preparer's Name John Tomlinson	Preparer's Title Highway Safety Manager	Initials JT	

### Subject

Statewide Hands Free Law		
Key Number	District	Route Number

### Background Information

Effective July 1, a statewide hands free law goes into effect across Idaho. For the first six months of the law, ITD and law enforcement agencies will be doing a six month long campaign to educate Idahoans about the new law. Only warnings will be issued during this time, along with a palm card that the Office of Highway Safety put together. Between 2014-2018, there were 241 people killed in distracted driving crashes throughout Idaho. Distracted driving is a contributing factor in about one out of every five crashes statewide.

There is also a lot of work being done to increase the Shift brand assets. There are new personas being worked on, an overhaul of the Shift website is almost complete, and some new seat belt rules that Dallas Cowboys star Leighton Vander Esch will be introducing are being worked on.

### Recommendations

For information.

### Board Action

☐ Approved    ☐ Deferred \_\_\_\_\_  
☐ Other \_\_\_\_\_

## Drive Well Idaho.

When you are behind the wheel, driving is the most important thing you can do. Make the choice to drive in the moment and free from distractions, make the Shift to engaged driving.



## Engaged driving; the right thing to do.

Driving while using a handheld mobile electronic device is a traffic infraction (§49-1401A, Idaho Code) and carries a fine of \$75 for the first offense, with increased fines and penalties for additional violations during a three-year period which could result in higher insurance rates and even the temporary suspension of your driver's license.

[shift-idaho.org](http://shift-idaho.org)

## Did you know?

In the time it takes to read a text at 55 mph, you travel the length of a football field.

Your mind can remain distracted up to 27 seconds after reading a text.

Distracted driving crashes are 100% preventable.

## Make the Shift.



Pulling over for calls allows you to give undivided attention to the road **AND** the caller.



Planning your route in advance frees up your mind for the drive.



Meals are more enjoyable outside of the car.



Don't be afraid to speak up from the passenger seat.



Pets belong in the back seat, not in your lap.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date 07/16/2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 5 min.

Presenter's Name	Presenter's Title	Initials	Reviewed By
Doral Hoff	District 2 Engineer		LSS
Preparer's Name	Preparer's Title	Initials	
Niki Benyakhlef	Management Assistant	NB	

### Subject

Riggins Rockslide		
Key Number	District	Route Number
	District 2	US-95

### Background Information

District 2 Engineer, Doral Hoff, will provide an update on the rockslide on US Highway 95 near Riggins. Around 9am Friday July 3, the slope above milepost 188 crashed onto the highway, leaving a debris field approximately 120 feet long and 40 feet deep at the base.

### Recommendations

For Board information only.





## Board Agenda Item

ITD 2210 (Rev. 10-13)

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



# Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 5 minutes

Presenter's Name Todd Hubbard, PE	Presenter's Title District 5 Engineer	Initials TH	Reviewed By
Preparer's Name Todd Hubbard, PE	Preparer's Title District 5 Engineer	Initials TH	

## Subject

Lava Hot Springs Rock Fall		
Key Number N/A	District 5	Route Number US-30

## Background Information

The purpose of this agenda item is to seek Board approval to add the **US-30, LAVA HOT SPRING ROCK FALL MITIGATION** to the program, per policy 5011 *Idaho Transportation Investment Program (ITIP)*.

US-30 sits between railroad tracks to the north and the Lava Hot Springs Hot Pools to the south. The highway is approximately 40 from the edge of oil to a vertical face near the hot pools. The vertical face has some rockery wall that was built in the 1930's that protects some the vertical face. The rest of the vertical face is exposed.

On June 24<sup>th</sup> a large rock fell from the vertical face and coming to a rest on the concrete walkway adjacent to the hot pools. The rock broke a post and the handrail. The cause of the rock fall was weathering and erosion.

ITD crews removed the rock and removed loose material from the face on June 25<sup>th</sup>. ITD geotechnical engineers reviewed the site on June 25<sup>th</sup> and recommended placing concrete barrier between the pools and the slope to protect the public. The pools were opened to the public on June 27<sup>th</sup>.

The departments approach to mitigate this is rock fall netting. This approach has the least risk because it involves no excavation with the exception of hand scaling and has very little vibration because drilling anchors is done with small drifting type drills and anchor depths and diameters are small. This would involve drilling top support anchors at the top of the slope which intern have steel cable anchors to secure the mesh to the top of the slope. Then the mesh is draped over the slope face and pinned to the outcrop using similar anchors and reaction plates. This allows if desired the natural shape of the outcrops to be preserved and if desired select plantings of the climber type vegetation planted so as to cover the draped netting. This approach can be used as well to cover the rockery wall face in areas to reduce the risk to those below if rock does start to dislodge from walls or areas outside the walls.

## Recommendations:

Approve attached resolution with funding from Board Unallocated. Resolution on page 151.



# Board Agenda Item

ITD 2210 (Rev. 10-13)

## Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	

**STATUS OF THE TRANSPORTATION BOARD'S STATE-FUNDED UNALLOCATED ACCOUNT**  
as of July 16, 2020

<b>FY 2021</b>				<b>Balance</b>	
<b>Beginning Balance</b>				<b>\$</b>	<b>5,000,000</b>
<b>Date</b>	<b>Key No.</b>	<b>Project</b>	<b>Cost</b>		
<b>Approved</b>					
pending	new	US 30, LAVA HOT SPRINGS ROCK FALL MITIGATION	\$ 1,000,000		
<b>Total Projects Year-to-date</b>				<b>\$</b>	<b>1,000,000</b>
				<b>\$</b>	<b>(1,000,000)</b>
<b>Current Balance</b>				<b>\$</b>	<b>4,000,000</b>

# Lava Hot Springs

July 16, 2020



**YOUR *Safety* • • • ► YOUR *Mobility* • • • ► YOUR *Economic Opportunity***

# Lava Hot Springs





# Lava Hot Springs





# Lava Hot Springs





# Lava Hot Springs





## Board Agenda Item

ITD 2210 (Rev. 10-13)

### RESOLUTION

WHEREAS, the Idaho Transportation Board supports the ITD mission of safety, mobility, and economic opportunity.

WHEREAS, it is in the public interest for ITD to mitigate rock fall on US-30; and

WHEREAS; ITD staff was identified an options for the Lava Hot Springs rock fall mitigation; and

WHEREAS; ITD is prepared to incorporate this project into the approved ITIP.

NOW THEREFORE BE IT RESOLVED that the US-30, LAVA HOT SPRINGS ROCK FALL MITIGATION be added to the ITIP at a cost of approximately \$1,000,000 using FY 2021 ITD Board Unallocated Funds

BE IT FUTHER RESOLVED, that the Idaho Transportation Board approves the staff to adjust the program and amend the approved FY 2020 - 2026 Statewide Transportation Improvement Program accordingly.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10

Presenter's Name	Presenter's Title	Initials	Reviewed By
Mollie McCarty	Governmental Affairs Manager	MM	LSS
Preparer's Name	Preparer's Title	Initials	
Mollie McCarty	Governmental Affairs Manager	MM	

### Subject

2021 Draft Legislation		
Key Number	District	Route Number

### Background Information

The attached draft legislative proposals correspond to three ideas that were presented to the Board in June. The ideas were approved by the Governor's Office and Division of Financial Management (DFM), allowing for staff to proceed with draft legislation. The potential 2021 legislative proposals are:

- Update Idaho code for federal odometer disclosure requirements
- Non-resident violator compact cleanup
- Eliminate requirement to surrender a suspended driver license

Staff will submit draft legislation on behalf of the Board for further consideration by the Governor's Office and DFM.

Draft legislation approved by DFM and the Governor's Office will be forwarded to the Idaho Legislative Services Office where it will be formatted into a Routing Slip (RS) and referred to an appropriate legislative committee for potential introduction.

### Recommendations

Approve attached resolution on page 162.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

AN ACT

RELATING TO VEHICLE DUPLICATE TITLES AND ODOMETER READINGS;  
AMENDING SECTION 49-502, IDAHO CODE, TO IDENTIFY TRANSFER  
ELIGIBILITY AND ODOMETER AGE EXEMPTION; AND TO MAKE TECHNICAL  
CORRECTIONS.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. That Section [49-502](#), Idaho Code, be, and the same hereby amended to read as follows.

49-502. DELIVERY OF CERTIFICATE OF TITLE UPON SALE OR DISPOSITION —  
REASSIGNMENT BY DEALERS. (1) No person shall sell or otherwise dispose of a  
vehicle without delivery to the purchaser or transferee a certificate of title with an  
assignment as necessary to show title in the purchaser or transferee except as provided for in  
subsection (2) of this section.

(2) The owner shown on the records of the department of any vehicle that is ~~at least~~  
~~ten (10) years old~~ of model year 2010 or older or has a model year at least 20 years old when  
transferred after January 1, 2031, or over sixteen thousand (16,000) pounds gross vehicle  
weight or has no odometer device, or of any vessel whose certificate of title has become  
lost, mutilated or illegible, may dispose of such vehicle or vessel by delivering to the  
purchaser or transferee a completed application for duplicate title, together with an  
assignment as necessary to show title in the purchaser or transferee. To obtain a certificate  
of title, the purchaser or transferee shall pay the fees pursuant to section 49-202(2)(b), Idaho  
Code.

(3) No ~~person~~ resident shall purchase or otherwise acquire or bring into the state a  
vehicle except for temporary use as provided by section 49-432, Idaho Code, unless he shall  
obtain a certificate of title in his name in accordance with the provisions of this chapter.

(4) Any dealer holding a current Idaho dealer license may, in lieu of having a  
certificate of title issued in his name, reassign either any existing certificate of title issued in  
this state or any application of duplicate certificate of title completed pursuant to subsection  
(2) of this section.

LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

AN ACT

RELATING TO THE NONRESIDENT VIOLATORS COMPACT; REPEALING SECTION 49-2501, LAWS REGARDING THE PROCESS OF NONRESIDENT VIOLATION CITATIONS.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. That Section [49-2501](#), Idaho Code, be and the same is hereby repealed in its entirety.

~~49-2501. ENACTMENT OF COMPACT. The nonresident violator compact hereinafter called "the compact" is hereby enacted into law and entered into with all other jurisdictions legally joining therein in the form substantially as follows:~~

~~NONRESIDENT VIOLATOR COMPACT~~

~~ARTICLE I~~

~~Findings and Declaration of Policy~~

~~(1) The party jurisdictions find that:~~

~~(a) In most instances, a motorist who is cited for a traffic violation in a jurisdiction other than his home jurisdiction must post collateral or bond to secure appearance for trial at a later date; or if unable to post collateral or bond, is taken into custody until the collateral or bond is posted; or is taken directly to court for his trial to be held. In some instances, the motorist's driver's license may be deposited as collateral to be returned after he has complied with the terms of the citation. The purpose of the practices described is to ensure compliance with the terms of a traffic citation by the motorist who, if permitted to continue on his way after receiving the traffic citation, could return to his home jurisdiction and disregard his duty under the terms of the traffic citation.~~

~~(b) A motorist receiving a traffic citation in his home jurisdiction is permitted, except for certain violations, to accept the citation from the officer at the scene of the violation and to immediately continue on his way after promising or being instructed to comply with the terms of the citation.~~

~~(c) The practice described in paragraph (a) of this subsection causes unnecessary inconvenience and, at times, a hardship for the motorist who is unable at the time to post collateral, furnish a bond, stand trial or pay the fine, and thus is compelled to remain in custody until some arrangement can be made.~~

~~(d) The deposit of a driver's license as a bail bond, as described in paragraph (a) of this subsection, is viewed with disfavor.~~

~~(e) The practices described herein consume an undue amount of law enforcement time.~~

~~(2) It is the policy of the party jurisdictions to:~~

~~(a) Seek compliance with the laws, ordinances and administrative rules and regulations relating to the operation of motor vehicles in each of the jurisdictions.~~

~~(b) Allow motorists to accept a traffic citation for certain violations and proceed on their way without delay whether or not the motorist is a resident of the jurisdiction in which the citation was issued.~~

# LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

~~(c) Extend cooperation to its fullest extent among the jurisdictions for obtaining compliance with the terms of a traffic citation issued in one jurisdiction to a resident of another jurisdiction.~~

~~(d) Maximize effective utilization of law enforcement personnel and assist court systems in the efficient disposition of traffic violations.~~

~~(3) The purpose of this compact is to:~~

~~(a) Provide a means through which the party jurisdictions may participate in a reciprocal program to effectuate the policies enumerated in subsection (2) hereof in a uniform and orderly manner.~~

~~(b) Provide for the fair and impartial treatment of traffic violators operating within party jurisdictions in recognition of the motorist's right of due process and the sovereign status of a party jurisdiction.~~

## ARTICLE II

### Definitions

~~As used in this compact, the following words have the meaning indicated, unless the context requires otherwise:~~

~~(1) "Citation" means any summons, ticket or other official document issued by a police officer for a traffic violation containing an order which requires the motorist to respond.~~

~~(2) "Collateral" means any cash or other security deposited to secure an appearance for trial, following the issuance by a police officer of a citation for a traffic violation.~~

~~(3) "Compliance" means to appear in court or pay the fine and costs specified in the citation or to fulfill an obligation arising from any other option expressly stated upon the citation.~~

~~(4) "Court" means a court of law or traffic tribunal.~~

~~(5) "Driver's license" means any license or privilege to operate a motor vehicle issued under the laws of the home jurisdiction.~~

~~(6) "Home jurisdiction" means the jurisdiction that issued the driver's license of the traffic violator.~~

~~(7) "Issuing jurisdiction" means the jurisdiction in which the traffic citation was issued to the motorist.~~

~~(8) "Jurisdiction" means a state, territory or possession of the United States, the District of Columbia, Commonwealth of Puerto Rico, provinces of Canada or other countries.~~

~~(9) "Motorist" means a driver of a motor vehicle operating in a party jurisdiction other than the home jurisdiction.~~

~~(10) "Personal recognizance" means an agreement by a motorist made at the time of issuance of the traffic citation that he will comply with the terms of that traffic citation.~~

~~(11) "Police officer" means any individual authorized by the party jurisdiction to issue a citation for a traffic violation.~~

~~(12) "Terms of the citation" mean those options expressly stated upon the citation.~~

## ARTICLE III

### Procedure for Issuing Jurisdiction

~~(1) When issuing a citation for a traffic violation, a police officer shall issue the citation to a motorist who possesses a driver's license issued by a party jurisdiction and shall~~

# LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

1 ~~not, subject to the exceptions noted in subsection (2) hereof, require the motorist to post~~  
2 ~~collateral to secure appearance, if the officer receives the motorist's personal recognizance~~  
3 ~~that he will comply with the terms of the citation.~~

4 ~~(2) Personal recognizance is acceptable only if not prohibited by law. If mandatory~~  
5 ~~appearance is required, it should take place immediately following issuance of the citation.~~

6 ~~(3) Upon failure of a motorist to comply with the terms of a traffic citation, the~~  
7 ~~appropriate official shall report to the licensing authority of the jurisdiction in which the~~  
8 ~~traffic citation was issued of the failure to comply.~~

9 ~~(4) Upon receipt of the report, the licensing authority of the issuing jurisdiction shall~~  
10 ~~transmit to the licensing authority in the home jurisdiction of the motorist, the information in~~  
11 ~~a form and content as contained in the compact manual.~~

12 ~~(5) The licensing authority of the issuing jurisdiction need not suspend the privilege~~  
13 ~~of a motorist for whom a report has been transmitted.~~

14 ~~(6) The licensing authority of the issuing jurisdiction shall not transmit a report on~~  
15 ~~any violation if the date of transmission is more than six (6) months after the date on which~~  
16 ~~the traffic citation was issued.~~

17 ~~(7) The licensing authority of the issuing jurisdiction shall not transmit a report on~~  
18 ~~any violation where the date of issuance of the citation predates the most recent of the~~  
19 ~~effective dates of entry for the two (2) jurisdictions affected.~~

## 20 ARTICLE IV

### 21 Procedure for Home Jurisdiction

22 ~~(1) Upon receipt of a report of a failure to comply from the licensing authority of the~~  
23 ~~issuing jurisdiction, the licensing authority of the home jurisdiction shall notify the motorist~~  
24 ~~and initiate a suspension action, in accordance with the home jurisdiction's procedures, to~~  
25 ~~suspend the motorist's driver's license until satisfactory evidence of compliance with the~~  
26 ~~terms of the traffic citation has been furnished to the home jurisdiction licensing authority.~~

27 ~~(2) The licensing authority of the home jurisdiction shall maintain a record of actions~~  
28 ~~taken and make reports to issuing jurisdictions as provided in the compact manual.~~

## 29 ARTICLE V

### 30 Applicability of Other Laws

31 ~~Except as expressly required by the provisions of this compact, nothing contained~~  
32 ~~herein shall be construed to affect the right of any party jurisdiction to apply any of its other~~  
33 ~~laws relating to license to drive to any person or circumstance, or to invalidate or prevent any~~  
34 ~~driver license agreement or other cooperative arrangements between a party jurisdiction and~~  
35 ~~a nonparty jurisdiction.~~

## 36 ARTICLE VI

### 37 Compact Administrator Procedures

38 ~~(1) For the purpose of administering the provisions of this compact and to serve as a~~  
39 ~~governing body for the resolution of all matters relating to the operation of this compact, a~~  
40 ~~board of compact administrators is established. The board shall be composed of one (1)~~  
41 ~~representative from each party jurisdiction to be known as the compact administrator. The~~  
42 ~~compact administrator shall be appointed by the jurisdiction executive and will serve and be~~

# LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

1 ~~subject to removal in accordance with the laws of the jurisdiction he represents. A compact~~  
2 ~~administrator may provide for the discharge of his duties and the performance of his functions~~  
3 ~~as a board member by an alternate. An alternate may not be entitled to serve unless written~~  
4 ~~notification of his identity has been given to the board.~~

5 ~~(2) Each member of the board of compact administrators shall be entitled to one (1)~~  
6 ~~vote. No action of the board shall be binding unless taken at a meeting at which a majority of~~  
7 ~~the total number of votes on the board are cast in favor. Action by the board shall be only at~~  
8 ~~a meeting at which a majority of the party jurisdictions are represented.~~

9 ~~(3) The board shall elect annually, from its membership, a chairman and vice~~  
10 ~~chairman.~~

11 ~~(4) The board shall adopt bylaws, not inconsistent with the provisions of this compact~~  
12 ~~or the laws of a party jurisdiction, for the conduct of its business and shall have the power to~~  
13 ~~amend and rescind its bylaws.~~

14 ~~(5) The board may accept for any of its purposes and functions under this compact,~~  
15 ~~any and all donations, grants of money, equipment, supplies, materials and services,~~  
16 ~~conditional or otherwise, from any jurisdiction, the United States or any other governmental~~  
17 ~~agency, and may receive, utilize and dispose of the same.~~

18 ~~(6) The board may contract with, or accept services or personnel from any~~  
19 ~~governmental or intergovernmental agency, person, firm or corporation, or any private~~  
20 ~~nonprofit organization or institution.~~

21 ~~(7) The board shall formulate all necessary procedures and develop uniform forms~~  
22 ~~and documents for administering the provisions of this compact. All procedures and forms~~  
23 ~~adopted pursuant to board action shall be contained in the compact manual.~~

## ARTICLE VII

### Entry Into Compact and Withdrawal

26 ~~(1) This compact shall become effective when it has been adopted by at least two (2)~~  
27 ~~jurisdictions.~~

28 ~~(a) Entry into the compact shall be made by a resolution of ratification executed by the~~  
29 ~~authorized officials of the applying jurisdiction and submitted to the chairman of the board.~~

30 ~~(b) The resolution shall be in a form and content as provided in the compact manual and shall~~  
31 ~~include statements that in substance are as follows:~~

32 ~~1. A citation of the authority by which the jurisdiction is empowered to become a~~  
33 ~~party to this compact.~~

34 ~~2. Agreement to comply with the terms and provisions of the compact.~~

35 ~~3. That compact entry is with all jurisdictions then party to the compact and with any~~  
36 ~~jurisdiction that legally becomes a party to the compact.~~

37 ~~(c) The effective date of entry shall be specified by the applying jurisdiction, but it shall not~~  
38 ~~be less than sixty (60) days after notice has been given by the chairman of the board of~~  
39 ~~compact administrators or by the secretariat of the board to each party jurisdiction that the~~  
40 ~~resolution from the applying jurisdiction has been received.~~

41 ~~(2) A party jurisdiction may withdraw from this compact by official written notice to the~~  
42 ~~other party jurisdictions, but a withdrawal shall not take effect until ninety (90) days after~~  
43 ~~notice of withdrawal is given. The notice shall be directed to the compact administrator of~~

# LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

1 ~~each member jurisdiction. No withdrawal shall affect the validity of this compact as to the~~  
2 ~~remaining party jurisdictions.~~

## 3 ~~ARTICLE VIII~~

### 4 ~~Exceptions~~

5 ~~The provisions of this compact shall not apply to parking or standing violations,~~  
6 ~~highway weight limit violations or violations of law governing the transportation of hazardous~~  
7 ~~materials.~~

## 8 ~~ARTICLE IX~~

### 9 ~~Amendments to the Compact~~

10 ~~(1) This compact may be amended from time to time. Amendments shall be presented~~  
11 ~~in resolution form to the chairman of the board of compact administrators and may be initiated~~  
12 ~~by one (1) or more party jurisdictions.~~

13 ~~(2) Adoption of an amendment shall require endorsement of all party jurisdictions and~~  
14 ~~shall become effective thirty (30) days after the date of the last endorsement.~~

15 ~~(3) Failure of a party jurisdiction to respond to the compact chairman within one~~  
16 ~~hundred twenty (120) days after receipt of the proposed amendment shall constitute~~  
17 ~~endorsement.~~

## 18 ~~ARTICLE X~~

### 19 ~~Construction and Severability~~

20 ~~This compact shall be liberally construed so as to effectuate the purposes stated herein.~~  
21 ~~The provisions of this compact shall be severable and if any phrase, clause, sentence or~~  
22 ~~provision of this compact is declared to be contrary to the constitution of any party jurisdiction~~  
23 ~~or of the United States or the applicability thereof to any government agency, person or~~  
24 ~~circumstance is held invalid, the compact shall not be affected thereby. If this compact shall~~  
25 ~~be held contrary to the constitution of any jurisdiction party thereto, the compact shall remain~~  
26 ~~in full force and effect as to the remaining jurisdictions and in full force and effect as to the~~  
27 ~~jurisdiction affected as to all severable matters.~~

28 ~~History:~~

29 ~~[49-2501, added 1991, ch. 91, sec. 1, p. 205.]~~



LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

AN ACT

RELATING TO DRIVER'S LICENSES; AMENDING SECTION 49-327, IDAHO CODE, TO CLARIFY WHEN A DRIVER'S LICENSE NEEDS TO BE SURRENDERED; AND AMENDING SECTION 49-331, IDAHO CODE, TO IDENTIFY THE UNLAWFUL USE OF A DRIVER'S LICENSE; AND TO MAKE TECHNICAL CORRECTIONS.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. That Section [49-327](#), Idaho Code, be, and the same hereby amended to read as follows.

49-327. SURRENDER OF DRIVER'S LICENSE — ~~APPLICATION FOR DUPLICATE~~. (1) Upon ~~suspending~~, ~~cancelling~~ ~~or revoking~~ a driver's license ~~pursuant to section 49-322(1), Idaho Code~~, the department shall require that the driver's license be surrendered to the department. ~~At the end of the period of suspension, revocation or cancellation the driver may apply for a duplicate driver's license, provided that the driver is eligible and has fulfilled all reinstatement requirements.~~

~~(2) If any person shall fail to return to the department the Idaho driver's license as required, the department may direct any peace officer to secure its possession and return the driver's license to the department.~~

SECTION 2. That Section [49-331](#), Idaho Code, be, and the same hereby amended to read as follows.

49-331. UNLAWFUL USE OF DRIVER'S LICENSE. It is a misdemeanor for any person:

(1) To display or cause or permit to be displayed ~~or have in his possession~~ any mutilated or illegible, cancelled, revoked, suspended, disqualified, fictitious or fraudulently altered driver's license ~~or have in his possession any driver's license cancelled pursuant to section 49-322(1), Idaho Code~~;

(2) To lend his driver's license to any other person or knowingly permit the use of his driver's license by another;

(3) To display or represent as one's own a driver's license not issued to him;

(4) To fail or refuse to surrender to the department, upon its lawful demand, any driver's license which has been ~~suspended, revoked, disqualified or~~ cancelled ~~pursuant to section 49-322(1), Idaho Code~~;

(5) To use a false or fictitious name in any application for a driver's license, or to knowingly make a false statement, or to knowingly conceal a material fact or otherwise commit a fraud in any application;

(6) To permit any unlawful use of a driver's license issued to him; or

(7) To manufacture, produce, sell, offer for sale or transfer to another person any document purporting to be a certificate of birth or driver's license.

In addition to the misdemeanor penalties that may be imposed for violation of the provisions of paragraphs (1) through (7) of this section, the court upon conviction may enter an order directing the department to suspend the driver's license, a permit to drive, privileges or any nonresident's

# LEGISLATURE OF THE STATE OF IDAHO

Sixty-sixth Legislature

First Regular Session – 2021

- 1 driving privileges for a period of ninety (90) days. A conviction under this section shall not be
- 2 used as a factor or considered in any manner for the purpose of establishing rates of motor
- 3 vehicle insurance charged by a casualty insurer, nor shall such conviction be grounds for
- 4 nonrenewal of any insurance policy as provided in section 41-2507, Idaho Code.

Res. No. WHEREAS, the Idaho Governor's Office has directed that state agencies submit proposed 2021 legislation to the Division of Financial Management (DFM) for review and approval; and

WHEREAS, Idaho Transportation Department (ITD) staff presented three (3) draft legislative proposals at the June 17, 2020, Board meeting for consideration during the 2021 legislative session; and

WHEREAS, DFM has approved the following legislative ideas, also authorizing the development of draft legislation to be submitted for its review and approval:

- 1) Update Idaho code for federal odometer disclosure requirements
- 2) Non-resident violator compact cleanup
- 3) Eliminate requirement to surrender a suspended driver license

NOW, THEREFORE, BE IT RESOLVED, that the Idaho Transportation Board approves submittal of proposed draft legislation for corresponding DFM/Governor's Office approved legislative ideas, for further consideration.



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 Minutes

Presenter's Name Shauna Miller	Presenter's Title Grants/Contracts Officer	Initials SM	Reviewed By LSS
Preparer's Name Shauna Miller	Preparer's Title Grants/Contracts Officer	Initials SM	

### Subject

Public Transportation Advisory Council (PTAC) District 3 Appointment		
Key Number N/A	District 3	Route Number N/A

### Background Information

Background: The Public Transportation Advisory Council (PTAC) created per Idaho Code 40-514 to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The council shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the council shall seek pertinent information, facts and data from local governments, agencies, and providers regarding rural public transportation issues.

The District 3 member's term ended at the end of June 2020. In order to fill the vacancy the Public Transportation (PT) Office solicited applications for the District 3 PTAC member position in March 2020. Two applications were submitted to the PT Office. Both applications were reviewed by the PT Office and the remaining PTAC members.

During the June 23, 2020 meeting, the PTAC moved by unanimous consensus that both applicants are fit to serve on the PTAC.

The District 3 member's term began July 1, 2017 and expired June 30, 2020. The applicant appointed will serve a term of July 1, 2020 through June 30, 2023.

**ACTION:** The Public Transportation Office hereby requests the Idaho Transportation Board reviews the applications and makes a selection to fill the District 3 position.

### Recommendations

Board approval of the attached resolution, page 186.

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



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# Public Transportation Advisory Council (PTAC) Application District 3 Appointment

**Application Contact:**

Shauna Miller, Grants & Contracts Officer

[Shauna.Miller@ITD.Idaho.gov](mailto:Shauna.Miller@ITD.Idaho.gov)

208 334-8533



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## Idaho Statute 40-514

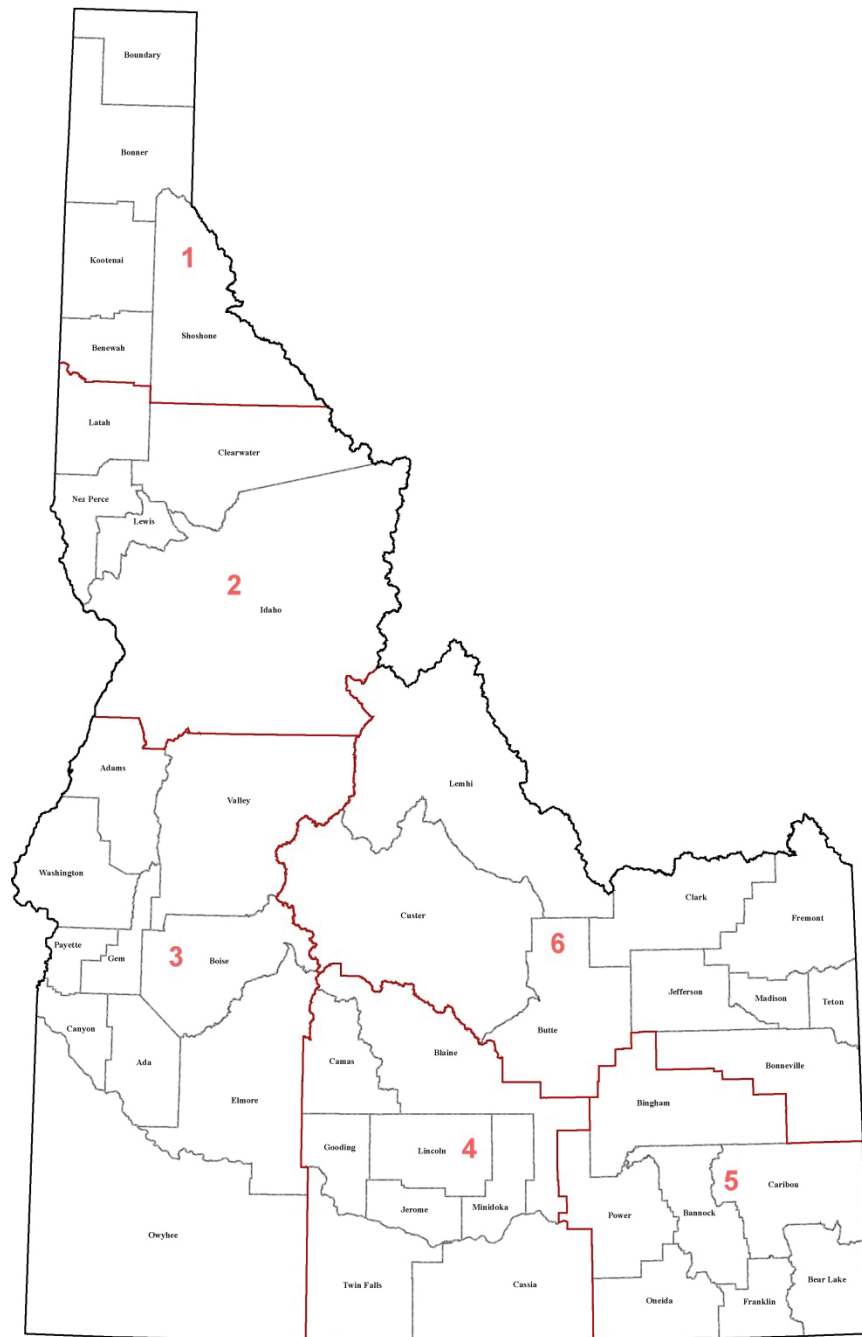
State Statutes states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues.





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# Idaho Transportation Department Districts





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# Description of Responsibilities

## Public Transportation Advisory Council (PTAC)

### **PTAC ROLE: 40-514**

It is the responsibility of the Public Transportation Advisory Council to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho on behalf of stakeholders and consumers in their Districts.

### **RESPONSIBILITY: 40-514**

- 1) Participate in planning activities
- 2) Identify transportation needs
- 3) Promote coordinated transportation systems

### **MEMBER COUNTY REPRESENTATION**

- District #1: Bonner, Boundary, Shoshone, Kootenai, and Benewah
- District #2: Latah, Clearwater, Nez Perce, Lewis, and Idaho
- District #3: Valley, Adams, Washington, Payette, Ada, Boise, Canyon, Gem, Elmore, and Owyhee
- District #4: Blaine, Camas, Lincoln, Twin Falls, Jerome, Gooding, Cassia, and Minidoka
- District #5: Bingham, Caribou, Bear Lake, Franklin, Power, Bannock, and Oneida
- District #6: Lemhi, Custer, Clark, Butte, Jefferson, Madison, Teton, Bonneville, and Fremont

### **COMPOSITION**

The PTAC shall be composed of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation.

ITD board shall appoint said members from recommendations submitted by said organizations, groups' providers, users and state agencies in each district. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in section 40-303, Idaho Code.



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## **TERM**

The term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter.

At the conclusion of each PTAC Member term, a full application process is required. While there is no provision for an automatic renewal of PTAC membership it is allowable for members to receive consecutive appointments as a result of the application process.

## **MEETINGS**

PTAC is authorized to meet three (3) times per year with additional meetings as authorized by the ITD board.

## **ATTENDANCE IN MEETINGS**

Each committee member will make a good faith effort to attend each full advisory committee session. Attendance in person is preferred, but if that is not possible, attendance may be by teleconference or by videoconference. If a given District is unrepresented for three consecutive meetings, the Chairperson or a majority of the committee has the discretion to ask for the removal of said individual from the committee.

## **EXPENSES**

Per Diem and mileage will be compensated consistent with State of Idaho per diem rules. PTAC members shall be reimbursed in accordance with section 59-509 (g), Idaho Code.



## Conflict of Interest

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this *Conflict of Interest Statement (Attachment A)* and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

**Maureen H Gresham**

Print Name

**March 24, 2020**

Date

**Maureen H Gresham**

Signature

Digitally signed by Maureen H Gresham  
DN: cn=Maureen H Gresham, o, ou,  
email=mgresham@achdidaho.org, c=US  
Date: 2020.03.24 12:13:59 -06'00'



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## PTAC Application Process

1. **February 24, 2020:** Application Released
2. **March 25, 2020:** Application Close
3. **March 26, 2020 – April 25, 2020:** Public Comment
4. **Applications sent to:** ITD, Attn: Shauna Miller, PO 7129, Boise, ID 83707 or email to: [Shauna.Miller@itd.idaho.gov](mailto:Shauna.Miller@itd.idaho.gov)
5. **Public Transportation Advisory Council:** PTAC will meet to discuss applications and qualification
6. **Idaho Transportation Department:** Idaho Transportation Board selects member.



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# Public Transportation Advisory Committee (PTAC) Application Form

## Required for Submission

---

Please include the following information:

- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Current resume, including your work experience, educational background and any other relevant experience.

## Contact Information

---

Full Name: Maureen Holland Gresham

Street Address: 3743 N Willowbar Lane City/State/Zip: Garden City/ID/83714

Phone: 208-631-9725 Email: mgresham@achdidaho.org

## Organization Affiliation (if any):

---

Name: ACHD

Street Address: 3775 Adams Street City/State/Zip: Boise/ID/83714

## District you are applying for:

---

District 1 ☐ District 2 ☐ District 3 ☒ District 4 ☐ District 5 ☐ District 6 ☐



## **EMPLOYMENT PRECIS**

- Extensive experience in management, policy development, facility planning, stakeholder facilitation, and project delivery
- Both public and private sector work experience including local governments, regional organizations, state governments, and an international private engineering and planning firm
- Managed a wide range of projects from land use plans, to corridor environmental impact assessments, to statewide planning efforts
- Developed/administered multiple programs ranging in subject matter from land use/transportation, floodplain risk, hazard mitigation, bicycle/pedestrian, and freight
- Developed and managed communication channels with clients, elected official facilitation, and the general public

## **EXPERIENCE**

### **PROJECT/PROGRAM MANAGEMENT**

Manage staff, financial resources, sub consultants on projects ranging from \$50K to \$3M+; increased alternative commuting in the Treasure Valley workplace by 35%; annually eliminate over 12 million vehicle miles off Treasure Valley roadways resulting in less congestion, roadway wear and tear, and over 900 CO2 tons.

### **PLANNING/ANALYSIS**

Developed 6 redevelopment plans incorporating land use recommendations, transportation investments, and economic development policies; reviewed and approved 200+ development plans for compliance with development regulations; developed transportation, land use and economic development evaluation criteria to evaluate projects for regional transportation plan; developed performance monitoring report demonstrating land use policy impacts and transportation investments on population/employment growth.

### **STAKEHOLDER FACILITATION/PUBLIC INVOLVEMENT**

Developed and implemented 10+ public involvement programs; won the 2010 Public Relations Society of America (PRSA), Georgia Chapter award; developed a "Visual Catalog" illustrating sustainable development patterns; facilitate key stakeholder involvement through interviews, meetings, technical committees, surveys; develop and implement consensus building exercises; conducted numerous types of public meetings including design workshops and open houses.

### **PROGRAM DEVELOPMENT/GRANT ADMINISTRATION**

Administered over 100 grants including contract and subcontract administration, reimbursement review, regulatory oversight, and NEPA compliance; developed and implemented two new grant programs including guidelines, procedures, and processes; grants manager and NEPA coordinator for over 50 projects at one time under different grant programs maintaining financial responsibility for \$12.7M.

## **EMPLOYMENT**

ACHD Commuteride | **Manager** | 03/14 – present

Idaho Transportation Department | **Freight, Bicycle and Pedestrian Coordinator** | 01/10- 01/14

ARCADIS | **Senior Planner** | 05/01-01/10

Atlanta Regional Commission | **Principal Planner** | 01/00-05/01

Georgia Emergency Management Agency | **Natural Resource Specialist** | 06/97- 12/99

Gainesville/Hall County | **Planner** | 09/92-07/95

## **EDUCATION**

**Georgia Institute of Technology** | Master of City Planning

**Appalachian State University** | B.S. Planning/B.S. Geography

**From:** [Terri Lindenberg](#)  
**To:** [Shauna Miller](#)  
**Cc:** [Ron Duran](#)  
**Subject:** [EXTERNAL] PTAC District 3 Public Comment  
**Date:** Wednesday, April 08, 2020 10:03:36 AM

---

--- This email is from an external sender. Be cautious and DO NOT open links or attachments if the sender is unknown. ---

Dear Shauna,

I want to recommend that Maureen Gresham remain District 3's PTAC Representative. She has represented District 3 very well and understands the issues and challenges that are present. This covers the realm of NEMT concerns and the challenges of Public Transit involving rural, small urban and large urban. She is a strong advocate for all modes of transit and is a trusted leader. She is articulate as Chair and has the ability to break down complex issues into understandable terms. In addition to her support of rural transit she has the history needed to move us forward by a thorough understanding of the past.

I highly recommend Maureen Gresham to continue as our PTAC representative in District 3.

Sincerely,

*Terri Lindenberg*

Executive Director

Treasure Valley Transit

1136 W. Finch Dr.

Nampa, ID 83651

Ph. 208-463-9111

Fax 208-465-1803

[terri@treasurevalleytransit.com](mailto:terri@treasurevalleytransit.com)



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# Public Transportation Advisory Council (PTAC) Application District 3 Appointment

**Application Contact:**

Shauna Miller, Grants & Contracts Officer  
[Shauna.Miller@ITD.Idaho.gov](mailto:Shauna.Miller@ITD.Idaho.gov)  
208 334-8533



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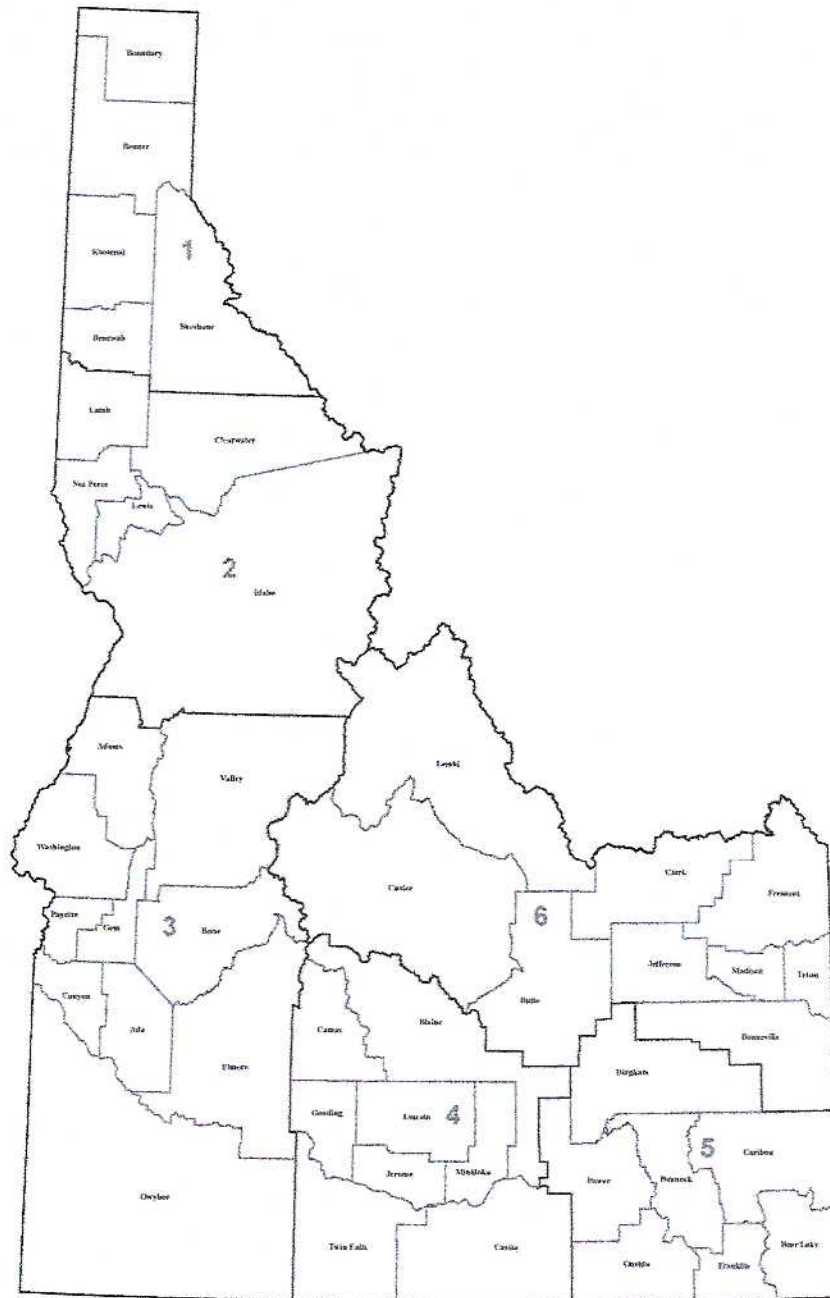
## Idaho Statute 40-514

State Statutes states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues.



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## Idaho Transportation Department Districts







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## Description of Responsibilities

### Public Transportation Advisory Council (PTAC)

#### **PTAC ROLE: 40-514**

It is the responsibility of the Public Transportation Advisory Council to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho on behalf of stakeholders and consumers in their Districts.

#### **RESPONSIBILITY: 40-514**

- 1) Participate in planning activities
- 2) Identify transportation needs
- 3) Promote coordinated transportation systems

#### **MEMBER COUNTY REPRESENTATION**

- District #1: Bonner, Boundary, Shoshone, Kootenai, and Benewah
- District #2: Latah, Clearwater, Nez Perce, Lewis, and Idaho
- District #3: Valley, Adams, Washington, Payette, Ada, Boise, Canyon, Gem, Elmore, and Owyhee
- District #4: Blaine, Camas, Lincoln, Twin Falls, Jerome, Gooding, Cassia, and Minidoka
- District #5: Bingham, Caribou, Bear Lake, Franklin, Power, Bannock, and Oneida
- District #6: Lemhi, Custer, Clark, Butte, Jefferson, Madison, Teton, Bonneville, and Fremont

#### **COMPOSITION**

The PTAC shall be composed of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation.

ITD board shall appoint said members from recommendations submitted by said organizations, groups' providers, users and state agencies in each district. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in section 40-303, Idaho Code.





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#### **TERM**

The term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter.

At the conclusion of each PTAC Member term, a full application process is required. While there is no provision for an automatic renewal of PTAC membership it is allowable for members to receive consecutive appointments as a result of the application process.

#### **MEETINGS**

PTAC is authorized to meet three (3) times per year with additional meetings as authorized by the ITD board.

#### **ATTENDANCE IN MEETINGS**

Each committee member will make a good faith effort to attend each full advisory committee session. Attendance in person is preferred, but if that is not possible, attendance may be by teleconference or by videoconference. If a given District is unrepresented for three consecutive meetings, the Chairperson or a majority of the committee has the discretion to ask for the removal of said individual from the committee.

#### **EXPENSES**

Per Diem and mileage will be compensated consistent with State of Idaho per diem rules. PTAC members shall be reimbursed in accordance with section 59-509 (g), Idaho Code.



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## Conflict of Interest

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this *Conflict of Interest Statement (Attachment A)* and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Sherry Maupin  
Print Name

Sherry Maupin  
Signature

3/7/20  
Date



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## PTAC Application Process

1. **February 24, 2020:** Application Released
2. **March 25, 2020:** Application Close
3. **March 26, 2020 – April 25, 2020:** Public Comment
4. **Applications sent to:** ITD, Attn: Shauna Miller, PO 7129, Boise, ID 83707 or email to:  
[Shauna.Miller@itd.idaho.gov](mailto:Shauna.Miller@itd.idaho.gov)
5. **Public Transportation Advisory Council:** PTAC will meet to discuss applications and qualification
6. **Idaho Transportation Department:** Idaho Transportation Board selects member.





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## Public Transportation Advisory Committee (PTAC) Application Form

### Required for Submission

Please include the following information:

- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Current resume, including your work experience, educational background and any other relevant experience.

### Contact Information

Full Name: Sherry MAupin  
Street Address: 376 Verita RD <sup>\*PO Box 924 McCall ID</sup> City/State/Zip: McCall ID 83638  
Phone: 208-870-9100 Email: Smaupin@Co.Valley ID. US

### Organization Affiliation (if any):

Name: Valley County Commissioner - West Central Mountains  
Economic Development Council  
Street Address: 219 N. Main ST. City/State/Zip: Cascade ID 83611

### District you are applying for:

District 1 \_\_\_ District 2 \_\_\_ District 3 X District 4 \_\_\_ District 5 \_\_\_ District 6 \_\_\_

## WORK EXPERIENCE

### Valley County Commissioner

Valley County, ID (2019-Current)

- Oversight of all County government
- Including: Road Department

### Branch Manager

First Interstate Bank (1979-1994)

Idaho First Bank (2008-2019)

- Extensive knowledge of bank operations ranging from teller to upper management
- Controlled all monies entering and leaving bank vault, as vault teller
- Accountable for creating journal entries and assembling supporting documentation, as well as tracking the contents of accounts, creating portions of the financial statements, and writing related disclosures
- Developed and implemented a statewide teller training program that enhanced the customer experience along with bank performance
- Oversight of all customer contact employees, in addition too providing constant feedback and continual training
- Manage annual budget, as well as providing recommendations and evaluations on budgetary modifications to ensure adherence
- New customer acquisition achieved through methodologies and systems to manage customer prospects and inquiries generated by a variety of marketing techniques
- Handled bank marketing including use of social media and creation of bank web page
- As community liaison I have comprehensive interactions with the surrounding community, I've constructed and participated in a multitude of events to better serve the populace and its residence
- Lending officer in charge of all credit inquires ranging from credit card, auto, home and small business lending

### Real Estate Professional

Sherry Maupin Real Estate/Woodhouse Group (1999-2008)

Sherry Maupin Real Estate/ReMax Resort Realty (2019-current)

- Top Producing Real Estate agent in Boise Valley for 8 of the 10 years
- Accredited Land Consultant
- Actively communicated with a vast array of clientele and personalities
- Strong ability to plan, schedule and adhere to time commitments
- Excellent customer service skill

## **Community Involvement**

### **West Central Mountains Community Foundation**

- Current President
- Created all documentation to create the Foundation

### **Ponderosa Center**

- Current President
- Served on the Board of Directors

### **McCall Area Chamber of Commerce**

- Past president and Treasurer

### **West Central Mountains Economic Development Council**

- Current President
- Serving on the Executive Committee

### **Planning and Zoning Commissioner**

Canyon County Planning and Zoning (2006-2007)

- Acted on measures affecting the movement of traffic, the segregation of residential and business districts and the convenience and safety of persons and property in any way in accordance with the needs of the city
- Oversight and implementation of adoptions and amendments approved by commission

### **School Board Trustee**

Middleton School Board (2000-2006)

- Supervised School Budget
- Hired School Superintendent
- Acquired ground and built two schools while on the board

### **Started Greater Middleton Parks and Recreation District (1996)**

- Completed all requirements with State and County agencies to initiate a ballot vote to implement the Parks and Recreation District

## **Personal Associations**

United Way Loan Executive

Boise Leadership Program

Chamber of Commerce- McCall and Middleton

- President
- Treasurer

McCall Donnelly Education Association

West Central Mountains Economic Development Association

America's Best Communities Steering Committee

Ponderosa Center

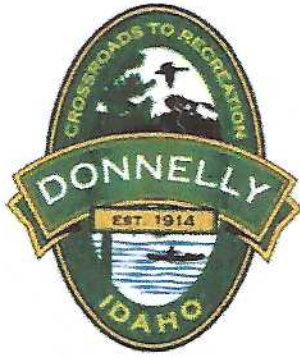
### **References:**

Gordon Cruickshank Valley County Commissioner 208-634-6874

Nicole Musgrove- Executive Director Ponderosa Center 208-271-1185

Andrew Mentzer- Executive Director WCMEDC 208-703-0161





## City of Donnelly

169 Halferty Street  
P.O. Box 725  
Donnelly, ID 83615  
Telephone (208) 325-8859 Fax (208) 325-4091

March 11, 2020

Idaho Public Transportation Advisory Council,

The City of Donnelly is in support of Valley County Commissioner, Sherry Maupin's application to represent the City of Donnelly on the Public Transportation Advisory Council.

Thank you for your consideration.

Best Regards,

Susan Dorris, Mayor



WEST CENTRAL MOUNTAINS  
ECONOMIC DEVELOPMENT COUNCIL  
Valley County • Cascade • Donnelly • McCall • Meadows Valley

March 11, 2020

Idaho Transportation Department  
PTAC Nomination Review Committee

Greetings,

This letter certifies that the West Central Mountains Economic Development Council fully supports the appointment of Sherry Maupin, Valley County Commissioner, to the Public Transportation Advisory Council (PTAC) for Region 3 at the Idaho Transportation Department.

Sherry has been a tireless advocate for local transportation and transit solutions, and would be a wonderful addition to the team. We encourage you to accept her nomination on behalf of the rural communities across region 3.

Sincerely,

Andrew Mentzer, on behalf of the West Central Mountains EDC board of directors  
WCMEDC.org  
208.398.3321  
admin@wcmcdc.org

WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory Council (PTAC); and

WHEREAS, the PTAC shall be comprised of six (6) members representing the six (6) Idaho Transportation Department Districts to be appointed by the Idaho Transportation Board; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the position in District 3 with two submitted applications; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted application from March 26, 2020 to April 25, 2020; and

WHEREAS, the submitted applications and associated public comments were reviewed by the PTAC at their June 23, 2020 meeting where the council determined all applicants were qualified to fill the vacant District 3 position.

NOW THEREFORE BE IT RESOLVED that the Transportation Board has determined to appoint \_\_\_\_\_ for the District 3 PTAC position for the term of July 1, 2020 through June 30, 2023.

Approved:



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 Minutes

Presenter's Name Shauna Miller	Presenter's Title Grants/Contracts Officer	Initials SM	Reviewed By LSS
Preparer's Name Shauna Miller	Preparer's Title Grants/Contracts Officer	Initials SM	

### Subject

Public Transportation Advisory Council (PTAC) District 5 Appointment		
Key Number N/A	District 5	Route Number N/A

### Background Information

Background: The Public Transportation Advisory Council (PTAC) created per Idaho Code 40-514 to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The council shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the council shall seek pertinent information, facts and data from local governments, agencies, and providers regarding rural public transportation issues.

The District 5 member's term ended at the end of June 2020. In order to fill the vacancy the Public Transportation (PT) Office solicited applications for the District 5 PTAC member position in March 2020. One application was submitted to the PT Office. The application was reviewed by the PT Office and the remaining PTAC members.

During the June 23, 2020 meeting, the PTAC moved by unanimous consensus that the applicant is fit to serve on the PTAC.

The District 5 member's term began July 1, 2017 and expired June 30, 2020. The applicant appointed will serve a term of July 1, 2020 through June 30, 2023.

**ACTION:** The Public Transportation Office hereby requests the Idaho Transportation Board reviews the applications and makes a selection to fill the District 5 position.

### Recommendations

Board approval of the attached resolution, page 199.

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



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# Public Transportation Advisory Council (PTAC) Application District 5 Appointment

**Application Contact:**

Shauna Miller, Grants & Contracts Officer

[Shauna.Miller@ITD.Idaho.gov](mailto:Shauna.Miller@ITD.Idaho.gov)

208 334-8533



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## Idaho Statute 40-514

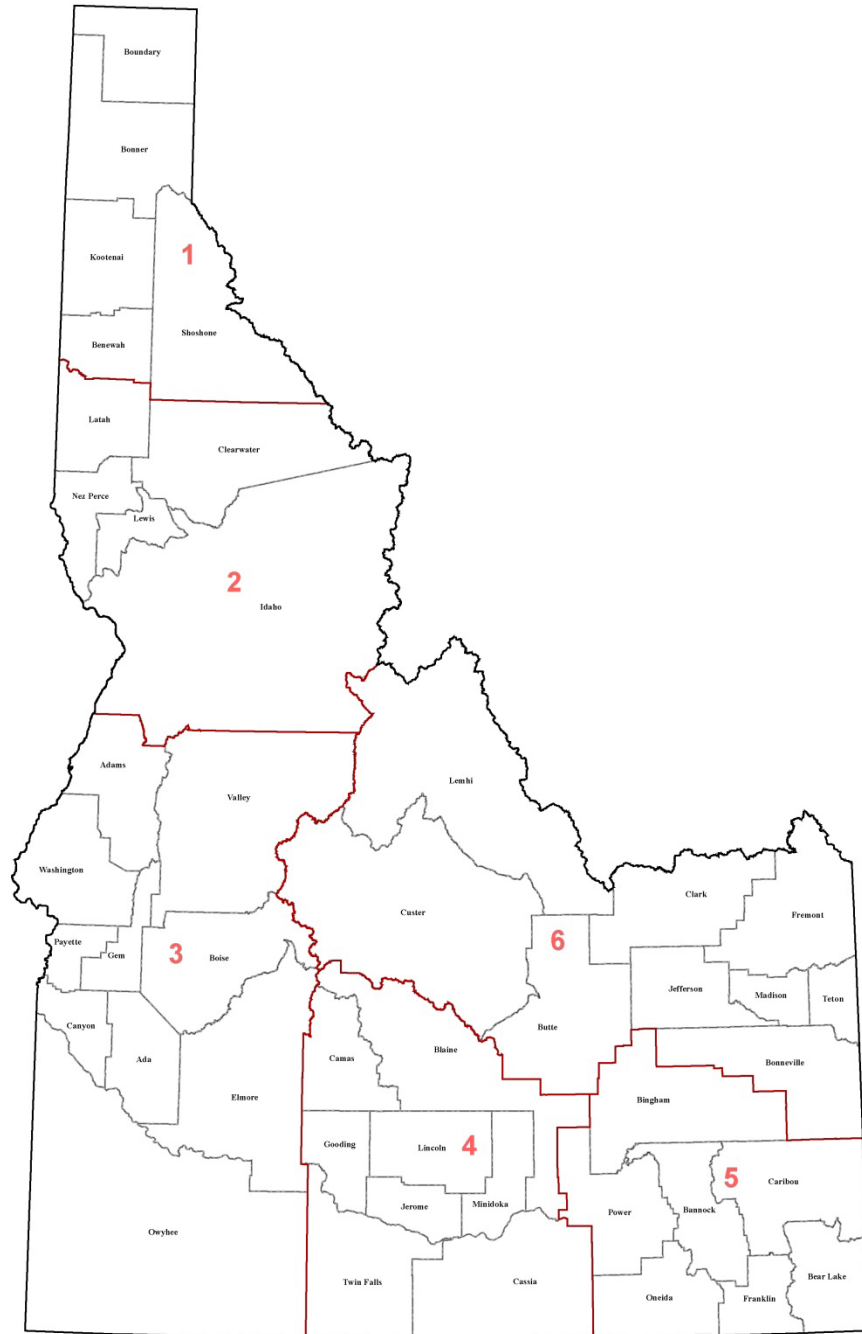
State Statutes states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues.





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# Idaho Transportation Department Districts





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# Description of Responsibilities

## Public Transportation Advisory Council (PTAC)

### **PTAC ROLE: 40-514**

It is the responsibility of the Public Transportation Advisory Council to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho on behalf of stakeholders and consumers in their Districts.

### **RESPONSIBILITY: 40-514**

- 1) Participate in planning activities
- 2) Identify transportation needs
- 3) Promote coordinated transportation systems

### **MEMBER COUNTY REPRESENTATION**

- District #1: Bonner, Boundary, Shoshone, Kootenai, and Benewah
- District #2: Latah, Clearwater, Nez Perce, Lewis, and Idaho
- District #3: Valley, Adams, Washington, Payette, Ada, Boise, Canyon, Gem, Elmore, and Owyhee
- District #4: Blaine, Camas, Lincoln, Twin Falls, Jerome, Gooding, Cassia, and Minidoka
- District #5: Bingham, Caribou, Bear Lake, Franklin, Power, Bannock, and Oneida
- District #6: Lemhi, Custer, Clark, Butte, Jefferson, Madison, Teton, Bonneville, and Fremont

### **COMPOSITION**

The PTAC shall be composed of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation.

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#### **MEETINGS**

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- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this *Conflict of Interest Statement (Attachment A)* and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Kathleen Lewis

Print Name

Kathleen Lewis

Signature

3/16/2020

Date



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## PTAC Application Process

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4. **Applications sent to:** ITD, Attn: Shauna Miller, PO 7129, Boise, ID 83707 or email to: [Shauna.Miller@itd.idaho.gov](mailto:Shauna.Miller@itd.idaho.gov)
5. **Public Transportation Advisory Council:** PTAC will meet to discuss applications and qualification
6. **Idaho Transportation Department:** Idaho Transportation Board selects member.



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# Public Transportation Advisory Committee (PTAC) Application Form

## Required for Submission

---

Please include the following information:

- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Current resume, including your work experience, educational background and any other relevant experience.

## Contact Information

---

Full Name: Kathleen Lewis

Street Address: 1414 Ammon St. City/State/Zip: Pocatello, ID 83201

Phone: 208-232-3875 Email: tomkath11@cablone.net

## Organization Affiliation (if any):

---

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

## District you are applying for:

---

District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☒ District 6 ☐



## **Resume**

### **Kathleen Lewis**

1414 Ammon St.

Pocatello, ID 83201

[tomkath11@cablone.net](mailto:tomkath11@cablone.net)

(208) 232-3875

#### Work Experience:

1998-2017- Southeast Idaho Council of Governments, Inc. (SICOG)

Executive Director

Lead a private non-profit regional organization that served seven counties in southeast Idaho. Responsible for the development and implementation of programs, projects and grants in the seven county region, including budget and financial management. Handled all functions related to the day to day running of the organization and managed a team of fourteen professionals. Provided oversight and direction of the Area Agency on Aging, the Economic Development Division and the revolving loan program.

1992-1998 – Southeast Idaho Council of Government

Economic Development Director

Grant writing and project management for the cities and counties in southeast Idaho. Successfully wrote and implemented multiple grants accessing various agencies including the Economic Development Administration, the Idaho Department of Commerce, Idaho Department of Environmental Quality and the Environmental Protection Agency.

Managed the Economic Development Division of SICOG and staffing in the division. Member of the Management Team for the organization

1984-1992- Southeast Idaho Council of Governments

Contract Manager

Contract and project management for the Area V Agency on Aging. Worked with the eleven senior citizen centers in southeast Idaho providing fiscal training and management to the senior centers. Monitored senior centers for compliance with federal and state programs. Trained site managers in fiscal and program management of all programs.

### Accomplishments

Public Transportation Advisory Council – 2014 to present

City of Pocatello Planning and Zoning Commission – 1999 to 2017 – Chair

Marshall Public Library Board of Trustees – 1990 -1998

City of Pocatello Hearing Examiner - 2017 to present



City of Pocatello • PO BOX 4169 • Pocatello, ID 83205  
Phone 208-232-6248 • Fax 208-233-5149

April 2, 2020

Dear ITD Division of Public Transportation:

I would like to express appreciation for the professional manner in which Kathleen Lewis has represented local and statewide interests in public transportation matters on the PTAC. Kathleen is very well-acquainted with state, regional and local issues facing public transit providers and consumers. Her decades of service at Southeast Idaho Council of Governments have qualified her to speak to the real challenges and opportunities related to the unique landscape for transit in Idaho. She brings to the table a rare mix of economic, social, cultural, and political expertise.

Kathleen has demonstrated an ability to solve problems by active listening. Whether in a formal meeting governed by agenda and protocol, or in one-on-one discussion, she has a gift for drilling down to the roots of the issues to move toward effective solutions. I have known her to keep an open mind at times when others would dismiss viable options in favor of a particular agenda. I believe that Kathleen's success may be attributed to a genuine care for people, coupled with her knowledge of available resources. She has demonstrated the ability to bring people together—public or private, young or old, rural or urban, posh or plain—to draw on the combined talents and resources of the community to improve quality of life.

I am pleased to recommend Kathleen to serve another term on the Public Transportation Advisory Council. She represents District 5 from the perspective of one who can be passionate about local issues while balancing scarce resources across the state. Thank you for your consideration.

Sincerely,

Skyler Beebe  
Director  
Pocatello Regional Transit (PRT)  
City of Pocatello – Public Transit Dept.

WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory Council (PTAC); and

WHEREAS, the PTAC shall be comprised of six (6) members representing the six (6) Idaho Transportation Department Districts to be appointed by the Idaho Transportation Board; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the position in District 5 with one submitted application; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted application from March 26, 2020 to April 25, 2020; and

WHEREAS, the submitted application and associated public comments were reviewed by the PTAC at their June 23, 2020 meeting where the council determined the applicant is qualified to fill the vacant District 5 position.

NOW THEREFORE BE IT RESOLVED that the Transportation Board has determined to appoint \_\_\_\_\_ for the District 5 PTAC position for the term of July 1, 2020 through June 30, 2023.

Approved:



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 Minutes

Presenter's Name Shauna Miller	Presenter's Title Grants/Contracts Officer	Initials SM	Reviewed By LSS
Preparer's Name Shauna Miller	Preparer's Title Grants/Contracts Officer	Initials SM	

### Subject

Public Transportation Advisory Council (PTAC) District 6 Appointment		
Key Number N/A	District 6	Route Number N/A

### Background Information

Background: The Public Transportation Advisory Council (PTAC) created per Idaho Code 40-514 to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The council shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the council shall seek pertinent information, facts and data from local governments, agencies, and providers regarding rural public transportation issues.

The District 6 member resigned in May 2019. In order to fill the vacancy the Public Transportation (PT) Office solicited applications for the District 6 PTAC member position in May 2020. One application was submitted to the PT Office. The application was reviewed by the PT Office and the remaining PTAC members.

During the June 23, 2020 meeting, the PTAC moved by unanimous consensus that the applicant is fit to serve on the PTAC.

The District 6 member's term began January 1, 2019 and expires June 30, 2021. The applicant appointed will serve the remaining portion of the term ending June 30, 2021.

**ACTION:** The Public Transportation Office hereby requests the Idaho Transportation Board reviews the application and makes a selection to fill the District 6 position.

### Recommendations

Board approval of the attached resolution, page 211.

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



*Your Safety.  
Your Mobility.  
Your Economic Opportunity.*

# Public Transportation Advisory Committee (PTAC) Application Form

## Required for Submission

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Please include the following information:

- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Current resume, including your work experience, educational background and any other relevant experience.

## Contact Information

---

Full Name: Rick Miller

Street Address: 299 East 4<sup>th</sup> North City/State/Zip: Rexburg, ID 83440

Phone: 208-390-3238 Email: rick.miller@ecipda.net

## Organization Affiliation (if any):

---

Name: East Central Idaho Planning and Development Association (ECIPDA)

Street Address: 299 East 4<sup>th</sup> North City/State/Zip: Rexburg, ID 83440

## District you are applying for:

---

District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐ District 6 ☒





*Your Safety.  
Your Mobility.  
Your Economic Opportunity.*

## Conflict of Interest

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this *Conflict of Interest Statement (Attachment A)* and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Rick Miller

Print Name

Signature

5-20-2020

Date

# Rick J. Miller

## Experience

### **The Development Company – Community Development September 2009 - Present Planner/Project Manager**

- Responsible for and supervision of grant writing process for funding agencies including Idaho Department of Commerce, Economic Development Administration (EDA), Department of Environmental Quality (DEQ), USDA-RD, EPA, Idaho Parks and Recreation, CHC, Steel Reese Foundation, and others.
- Directly involved in and responsible for project management of project specific items including; feasibility planning studies, system user rate analysis, project estimating and budgeting, municipal bonding, procurement, environmental assessments, financial, labor standards, 504/ADA, fair housing, AIS, and civil rights requirements.
- Responsible for initiating and attending public hearings for City and County governments and presenting information per project status during development and administrative stages of project,
- Built and maintain strong relationships with key individuals at partnering agencies including; DEQ, USDA, Department of Commerce, and EDA.
- Developed key relationships with local community leaders as well as local engineering and contractor firms.
- Responsible for acquiring company administrative contracts from government and private entities.
- Asset Manager for company owned facilities.

### **Contech Construction Products Inc. - Sales Engineer II April 2004-September 2009 Territory- South East, ID**

- Responsible for managing entire product line for Contech Construction Products including Bridge Solutions, Drainage Solutions, Earth Stabilization Solutions and Storm Water Solutions.
- Manage dealer network for entire area including price setting, product training, specification implementation, project and client networking, and relationship building.
- Manage and train Customer Service Representatives responsible for customers in territory.
- Deliver formal presentations to civil engineers, municipalities, architects, landscape architects, contractors, and government agencies to implement solid product specification and product awareness.
- Tripled size of dealer network for territory over two-year period by introducing products in new regions of territory.
- Work directly with large and small-scale contractors and landscape companies on product selection and installation procedures.
- Manage ISQFT and Dodge Network database to optimize project tracking and bidding awareness.
- Achieved Sales and Margin Awards four consecutive years for both sales and margin yearly target and stretch target by growing base business in fiscal year 2005 by 19%, growth of 17%

for fiscal year 2006, growth of 57% for fiscal year 2007, and growth of 13% for fiscal year 2008.

- Manage and plan seminars and dealer open house events to promote and build product awareness.
- Developed ability to effectively close the deal with specifiers and purchasers.
- Received Sales Engineer of the Year Awards for 2007 and 2008.

**East Central Idaho Planning and Dev. - The Development Company**  
1997-2004 Rexburg, ID

**Project Manager/Planner I**

- Responsible for development and administration of federally funded projects including; public infrastructure, economic development, downtown revitalization, housing, and other various programs.

**Wynn Birch Construction** 1990-1991 1996-1997 Rexburg, ID

**Residential Construction Crew Supervisor**

- Responsible for managing crew in framing and concrete placement for Custom Built Homes.
- Responsible for doing plan take offs and blueprint reading.
- Responsible for directing, motivating and training crew members in the building process.

**WS Electric - Summer 1995 Yellowstone National Park**

**Electrician Apprentice**

- Lead apprentice for industrial electrician.
- Responsible for running duct-bank, conduit, and pulling wire for waste water treatment facility.

**Ted Hill Construction** 1992 Rexburg, ID

**Framer**

- Lead framer for high-end custom home builder. Duties include blue print reading and construction of homes.

**Education**

**1996-2003 Brigham Young University-Idaho** Rexburg, ID

- Bachelor of Science, Business Management, emphasis in Construction Mgt.
- Associates, Construction Management.
- Worked full time while completing education.
- Certified Grant Administrator Idaho Department of Commerce.
- 2007 & 2008 Salesman of Year Awards-Contech Construction Products.
- Received Leadership, Construction Management, and AGC scholarships.

**Additional  
Information**

- Served as Construction Management Vice President and led group of students to National Home Builder competition with 4<sup>th</sup> place ranking among national junior colleges.
- Served as Co-Chairman Board of Directors Varsity Cedar Badge Youth Leadership Training Program.
- Earned Eagle Scout Award.



**Brad Little, Governor**  
**Tom Kealey, Director**

May 19, 2020

Shauna Miller  
Grants and Contracts Officer  
Idaho Transportation Department  
PO Box 7129  
Boise, Idaho 83707

Dear Ms. Miller,

This letter is in support of Rick Miller to be selected as the Region 6 advisory council member for the Idaho Transportation Department's Public Transportation Advisory Council. Having worked with Rick for over ten years, I have no question that he will be dedicated to his role on the Council and the citizens of not only Region 6, but the entire state.


As the Project Manager for the eastern Idaho economic planning district, The Development Company, Rick meets and works with several city and county government officials and stakeholders that make up Region 6. He understands the uniqueness of the area's public transportation needs, be it the metropolitan area of Idaho Falls, the college community of Rexburg, or the resort areas of Teton County. In fact, to my knowledge, Rick has participated in assessments with local government leaders about transportation needs.

Rick's knowledge of federal funding programs, such as the Economic Development Administration and Community Development Block Grant are a plus, but more importantly his daily objective of expanding and diversifying economic opportunities within Region 6 are complementary to aligning with the public transportation needs of both employers and employees.

Rick recognizes the need to engage the public and willingness to hear and accept their ideas. He will bring a balanced and thoughtful perspective to the Council and will execute his responsibilities.

These are the reasons why I recommend and encourage Rick Miller to be selected as the Region 6 representative for the Council. Please feel free to contact me if you have further questions about Rick's abilities.

Regards,



Dennis J. Porter  
Manager

May 21, 2020

Shauna Miller  
Idaho Transportation Department  
PO Box 7129  
Boise, ID 83707

Dear Shauna:

It is with much enthusiasm that I recommend Rick Miller for the open District 6 Public Transportation Advisory Council (PTAC) appointment.

I had the pleasure of working with Rick during my time at the Idaho Department of Commerce working on community development projects in Eastern Idaho.

Rick is an incredible asset to any team that has the opportunity to work with him. In the projects that we worked on together, Rick displayed a level of professionalism and approachability that is truly embraced by the communities he serves; especially in rural Idaho. He has remarkable knowledge of Eastern Idaho and the communities' needs throughout that part of the state.

Rick's knowledge and professionalism are complemented by his demonstrated leadership skills. He can effortlessly manage all components of a major infrastructure project while remaining flexible to accommodate the many obstacles those projects can undergo. Rick has the foresight and intelligence to balance community needs with project funding requirements and construction timelines all while advancing the overall project toward the finish line.

Rick is a genuinely exceptional human being and his dedication to Idaho and the communities he serves is unmatched.

Please let me know if I can provide any more information to strengthen Rick's candidacy for the District 6 PTAC appointment.

Sincerely,

Amanda Ames  
Finance and Grant Manager  
Idaho Workforce Development Council



470 B Street  
Idaho Falls, ID 83402  
208-522-1244|saengrs.com

May 20, 2020

Shauna Miller  
Idaho Transportation Department  
PO Box 7129  
Boise, ID 83707

Re: Letter of Recommendation for Rick Miller

Dear Ms. Miller,

I have witnessed Rick Miller fill the role of project funding administrator at ECIPDA for 15 years and a Contech salesman for the other five years since the year 2000. While working as a private civil engineer planning and designing primarily water and sewer related engineering for public entities, our employment positions have enabled us to work together on many projects. As an administrator of public infrastructure funds or as a Contech salesman, Rick has always been professional, personable, friendly, and honest. He is highly knowledgeable about construction. He has witnessed many projects in the last 20 years from both of his work positions and from his personal home building. He has been a joy to work with. He would certainly make a positive and substantial contribution to the Public Transportation Advisory Council (PTAC). ITD would do well to seat Rick Miller as a District 6 PTAC member.

Sincerely,

A handwritten signature in cursive script that reads 'Paul H. Scoresby'. The signature is fluid and includes a long, sweeping tail at the end.

Paul H. Scoresby, PE



May 4, 2020

Shauna Miller  
Idaho Transportation Department  
P.O. Box 7219  
Boise, ID 83707

RE. Letter of Recommendation for Rick Miller

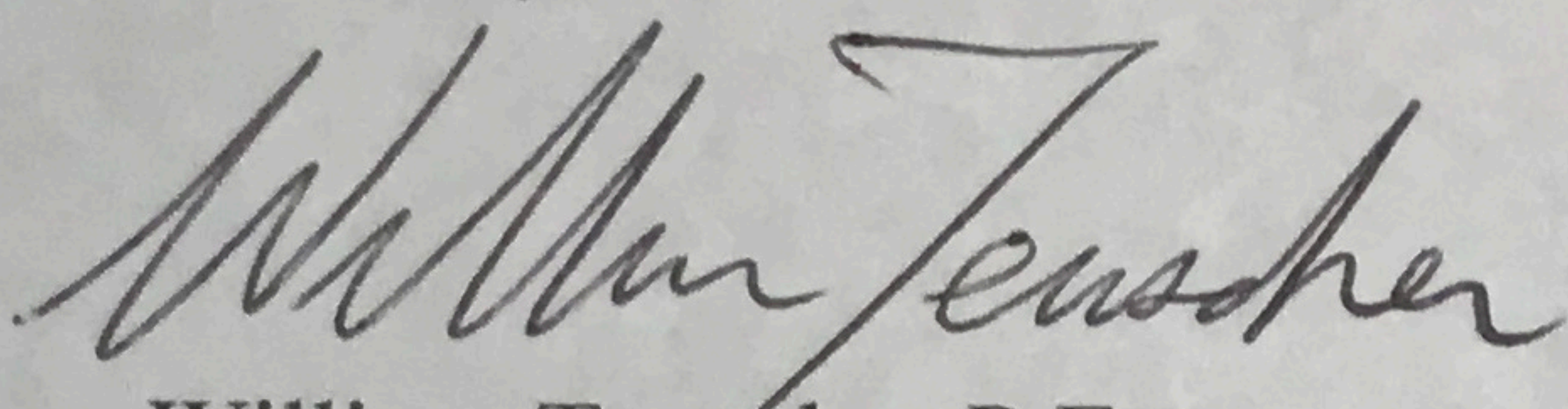
I have known Rick Miller for nearly 30 years and have work with him for 25 years. He is an individual that can be trusted and has a high work ethic. He is trained and has experience in construction and project management. He is experienced in developing and managing large projects and has been successful in starting and finishing projects on time and efficiently.

The companies he has worked for have been greatly benefited by his confidence, knowledge and experience. He is capable of working well with others and also capable of working independently toward project development and completion.

He has good administrative qualities and has worked well with many public officials with their public works projects. He is experienced in financial management and consultation. He has been successful in helping his clients obtain funding through various organizations and entities.

I trust Rick and enjoy working with him. I can strongly recommend Rick Miller to any company that may be seeking a valuable employee or partner.

Sincerely,

A handwritten signature in dark ink, appearing to read 'William Teuscher', with a stylized, cursive script.

William Teuscher P.E.

1776 W. 5500 S.

Rexburg ID. 83440

208-521-7116

Currently Employed by: Idaho Department of Environmental Quality



May 21, 2020

Shauna Miller  
Idaho Transportation Department  
PO Box 7129  
Boise, ID 83707

Dear Shauna:

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Rick is an incredible asset to any team that has the opportunity to work with him. In the projects that we worked on together, Rick displayed a level of professionalism and approachability that is truly embraced by the communities he serves; especially in rural Idaho. He has remarkable knowledge of Eastern Idaho and the communities' needs throughout that part of the state.

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Rick is a genuinely exceptional human being and his dedication to Idaho and the communities he serves is unmatched.

Please let me know if I can provide any more information to strengthen Rick's candidacy for the District 6 PTAC appointment.

Sincerely,

Amanda Ames  
Finance and Grant Manager  
Idaho Workforce Development Council



**Brad Little**, Governor  
**Tom Kealey**, Director

May 19, 2020

Shauna Miller  
Grants and Contracts Officer  
Idaho Transportation Department  
PO Box 7129  
Boise, Idaho 83707

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These are the reasons why I recommend and encourage Rick Miller to be selected as the Region 6 representative for the Council. Please feel free to contact me if you have further questions about Rick's abilities.

Regards,

A handwritten signature in blue ink, appearing to read "Dennis J. Porter".

Dennis J. Porter  
Manager

WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory Council (PTAC); and

WHEREAS, the PTAC shall be comprised of six (6) members representing the six (6) Idaho Transportation Department Districts to be appointed by the Idaho Transportation Board; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the position in District 6 with one submitted application; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted application from May 28, 2020 to June 27, 2020; and

WHEREAS, the submitted application and associated public comments were reviewed by the PTAC at their June 23, 2020 meeting where the council determined the applicant is qualified to fill the vacant District 6 position.

NOW THEREFORE BE IT RESOLVED that the Transportation Board has determined to appoint \_\_\_\_\_ for the District 6 PTAC position for the completion of the term of July 1, 2019 through June 30, 2021.

Approved:



## Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date July 16, 2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 Mins

Presenter's Name Alberto Gonzalez	Presenter's Title DMV Administrator	Initials	Reviewed By
Preparer's Name Alberto Gonzalez	Preparer's Title DMV Administrator	Initials	

### Subject

DMV Staff Petition for Expanded On-Line Renewals		
Key Number	District	Route Number

### Background Information

Petition for a waiver of specific portions of IDAPA 39.02.076.011: – RULES GOVERNING DRIVER'S LICENSE AND IDENTIFICATION CARD RENEWAL-BY-MAIL AND ELECTRONIC RENEWAL AND REPLACEMENT PROCESSES – Eligibility for Renewal and Replacement.

The Coronavirus Health Pandemic is disrupting the day-to-day operations of the County DMV License Renewal outlets across Idaho. Many DMV's are at limited capacity due to social distancing requirements and general restrictions on face-to-face contact. Face to face contact is a constant health and safety concern at this time. We anticipate restricted or limited in-person access through the end of 2020.

Also, Idahoans should be able to renew their driver's license in a timely manner. The limited capacity is challenging license renewal services. In order to enhance public safety and help with the demand, additional electronic renewal options should be temporarily added.

### Recommendations

Approval of petition so DMV can continue to offer On-Line services for most Driver's License and ID Renewals. Resolution on page 214.

### Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	



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**IDAHO TRANSPORTATION DEPARTMENT**

Division of Motor Vehicles • [dmv.idaho.gov](http://dmv.idaho.gov)

P.O. Box 7129 • Boise, ID 83707-1129

July 8, 2020

Chairman Bill Moad and the Idaho Transportation Board  
Idaho Transportation Department  
P.O. Box 7129  
Boise, Idaho 83707-1129

**RE: Request to Temporarily Waive Portions of IDAPA 39.02.76.011 as Allowed by Idaho Code 67-5230**

Mr. Chairman and Members of the Idaho Transportation Board,

I write to petition for a waiver of specific portions of IDAPA 39.02.076.011: – RULES GOVERNING DRIVER'S LICENSE AND IDENTIFICATION CARD RENEWAL-BY-MAIL AND ELECTRONIC RENEWAL AND REPLACEMENT PROCESSES – Eligibility for Renewal and Replacement. The Coronavirus Health Pandemic is disrupting the day to day operations of the County DMV License Renewal outlets across Idaho. Many DMV's are at limited capacity due to social distancing requirements and general restrictions on face to face contact. Face to face contact is a constant health and safety concern at this time. Also, Idahoans should be able to renew their driver's license in a timely manner. The limited capacity is challenging license renewal services. In order to enhance public safety and help with the demand, additional electronic renewal options should be temporarily added. This temporary relief is being asked for through December 31, 2020.

I am requesting these specific portions of IDAPA 39.02.76.011 be waived:

1. 39.02.076.011 - the second sentence "Licenses or identification cards renewed by mail or electronically shall only be renewed once in an eight (8) year period, and have a four-year validity period."
2. 39.02.076.012.j - Already have an existing extension.
3. 39.02.076.012.l - Are under twenty-one (21) years of age for purposes of renewal.
4. 39.02.076.012.m - Are seventy (70) years of age or older for purposes of renewal.

Senate Bill 1283 passed the Idaho legislature during the 2020 Legislative Session became law on July 1, 2020. S1283 changed Idaho Code 67-5230, <https://legislature.idaho.gov/statutesrules/idstat/title67/t67ch52/sect67-5230/>, to allow Idahoans to petition to have an Administrative Rule waived. The specific portions of IDAPA 39.02.076.11 are an impediment to the health, safety, and welfare intended, by ITD's existing license renewal services. The specific portions of the rule should be temporarily waived.

Sincerely,

Alberto Gonzalez, Administrator  
Division of Motor Vehicles



WHEREAS, due to the Coronavirus health Pandemic disrupting the day-to-day operations of County Division of Motor Vehicle license Renewal offices across Idaho, as these offices have limited capacity due to social distancing requirements as well as limited services and staff currently operating such offices; and

WHEREAS, Idaho citizens are in need of a timely issuance of their driver's licenses, it is requested that specific portions of IDAPA 39.02.76.011 be waived in order to enhance public safety and assist with the demand by adding electronic renewal options; and

WHEREAS, the Idaho Legislature with the passage of SB1282 has provided the authority for Idaho citizens to petition to have an Administrative Rule waived due to impediment to the health, safety and welfare of the citizenship of the state; and

WHEREAS, the DMV Administrator respectfully requests that there be an approved temporary waiver of the following portions of IDAPA 39.02.76.011 until December 31<sup>st</sup>, 2020:

1. 39.02.076.011 - the second sentence "Licenses or identification cards renewed by mail or electronically shall only be renewed once in an eight (8) year period, and have a four-year validity period."
2. 39.02.076.012.j - Already have an existing extension.
3. 39.02.076.012.l - Are under twenty-one (21) years of age for purposes of renewal.
4. 39.02.076.012.m - Are seventy (70) years of age or older for purposes of renewal

WHEREAS, the Idaho Transportation Board as per Idaho Code 67-5230 has authority to approve the waiver of IDAPA 39.02.76.011 requirements.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board directs staff to allow waiver of the listed portions of IDAPA 39.02.76.011 detailed in this resolution in order to enhance public safety and help with the demand by the additional electronic renewal options through December 31<sup>st</sup>, 2020.