



A G E N D A

District 5 Idaho Transportation Investment Program Outreach Workshop
and Regular Meeting of the Idaho Transportation Board

May 17 - 18, 2023

May 17, 2023

District 5, Grand Idaho Inn & Suites
1399 Bench Road
Pocatello, Idaho

District 5 Tour

- 10:30 Depart from Pocatello Airport to Tour the I-86/I-15 Transportation Expansion & Congestion Mitigation (TECM) Project
- 11:55 Arrive Grand Idaho Inn
- 12:00 Board Lunch

ITIP Outreach Workshop

- 1:30 Welcome
- 1:45 Review Project Display Boards
 - Interact with Board and ITD Staff
- 2:15 ITD's District 5 Priorities
- 2:40 ITD Updates: DMV, Aeronautics, and Public Transportation
- 3:05 Policy Directive Updates for Locals
- 3:15 LHTAC Updates
- 3:30 Transportation Partner Updates
 - Local Partners Update Board and Ask Questions
- 4:30 Adjourn (estimated time)

*All listed times are in MDT and 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.

-Attendance is mandatory and lunch cannot be claimed on per diem.



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May 18, 2023

District 5, Idaho State Police
5255 S 5th Ave
Pocatello, Idaho

To listen:

Dial 1-415-655-0003 US Toll

- a. access code: 2451 245 8525
- b. meeting password: 1234

KEY:

ADM = Administration COM = Communications/Highway Safety CIEO = Innovation/Experience
DIR = Director HWY = Highways

		Page #	Time*
Action Item	1. CALL MEETING TO ORDER		8:30
Info Item	2. SAFETY SHARE: Safety Compliance Officer Gough		
Action Item	3. BOARD MINUTES – April 20, 2023.....	6	
Info Item	4. BOARD MEETING DATES..... Next meeting is June 14 & 15 in Boise, District 3	22	
Action Item	5. CONSENT CALENDAR.....	23	
DIR	___ Amend BMPO Idaho Falls transit project in the FY23-29 Idaho 24 Transportation Investment Program (ITIP)		
HWY	___ Add 1 st Street widening project, City of Ammon to FY23-29 ITIP..... 25		
HWY	___ Add Center Street Railroad Bridge Underpass, City of Pocatello to 26 FY23-29 ITIP		
HWY	___ State Institution Road Improvement, College of Eastern Idaho project..... 27		
HWY	___ Contract for award..... 32		
HWY	___ Contract to reject 37		
Info Items	6. INFORMATIONAL CALENDAR		
HWY	___ Contract award information and current advertisements..... 42		
HWY	___ Professional services agreements and term agreement work tasks report 49		
HWY	___ 2023 Children Pedestrian Safety Program..... 56		
COM	___ FY24-27 Division of Financial Management (DFM) Strategic Plan Report.. 58		
ADM	___ Monthly report of federal formula program funding through May 1 69		
ADM	___ State Fiscal Year 2023 financial statements 71		

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Page	Time
#	

7.	ADOPT-A-HIGHWAY PRESENTATION Member Bulger: POW & MIA Awareness Association	8:45
8.	DIRECTOR’S MONTHLY REPORT: Director Stokes	9:00
9.	DISTRICT ENGINEER REPORT: District 5 Engineer Hubbard	9:20
10.	AGENDA ITEMS	

COM _____ Zero Fatalities Award	93	9:40
Kotowski/Detective Morgan		
11. BREAK		9:55

HWY	—	Agreement authority to exceed \$1M for Lakeshore Connection Planning,	111	11:00
Crider		Ponderay	(Resolution on page 113)	

-Attendance is mandatory and lunch cannot be claimed on per diem.



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		<u>May 18, 2023</u> Pocatello, Idaho	Page #	Time
Action Items (Con't)				
DIR Miller	—	Public Transportation Advisory Council District 3 appointment..... (Resolution on page 133)	120	11:10
DIR Miller	—	Public Transportation Advisory Council District 5 appointment..... (Resolution on page 158)	134	11:15
DIR Miller	—	Public Transportation 2024-2026 grant funding recommendations (Resolution on page 161)	159	11:20
Information Item				
ADM Finke	—	ITD Information Technology Services transition update	162	11:40
ADM Tolman	—	Strategic Initiative Local Grant Program.....	163	11:55
Action Item				
ADM Tolman	—	Lewiston Port Grant..... (Resolution on page 172)	171	12:15
12. EXECUTIVE SESSION (ISP Conference Room)				12:30
PERSONNEL ISSUES [SECTION 74-206(a), (b)]				
LEGAL ISSUES [SECTION 74-206(c), (d), (f)]				
13. ADJOURNMENT (estimated time)				1:45

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REGULAR MEETING
IDAHO TRANSPORTATION BOARD

April 19 - 20, 2023

The Idaho Transportation Board met at 10:30 AM on Wednesday, April 19, 2023, in Twin Falls, Idaho. The following principals were present:

Bill Moad, Chairman

James R. Thompson – District 1

Gary Osborn - District 2

Julie DeLorenzo, Vice Chair – District 3

Jim Kempton, Member – District 4

John Bulger, Member – District 5

Scott Stokes, Director

Dan McElhinney, Chief Deputy/Chief Operations Officer

Lorraine Dennis, Executive Assistant to the Board

District 4 Tour and Outreach Workshop. The Board viewed the west and south Jerome Interchanges, I-84 Jerome to Twin Falls Transportation Expansion & Congestion Mitigation (TECM) project, Kimberly Interchange and Perrine Bridge crossing options. Following the tour, the Board convened at the Hilton Garden Inn where staff provided additional information on the projects they viewed and received an update on the Burley and Heyburn Interchanges, TECM projects.

Chairman Moad and Member Kempton welcomed participants of the Idaho Transportation Investment Program (ITIP) Outreach Workshop. Director Stokes gave opening remarks and introduced District 4 Engineer Jesse Barrus who facilitated the workshop. Participants had time to review several project displays arranged around the room and interact with staff and the Board. They reconvened to hear presentations from Idaho Transportation Department (ITD) staff. Chief Deputy/Chief Operations Dan McElhinney and DE-4 Jesse Barrus presented TECM project and District 4 priority projects information. Motor Vehicle Administrator Lisa McClellan gave an update on DMV and Aeronautics Administrator Jeff Marker presented information on aeronautics and public transportation. Chief Administrative Officer Dave Tolman provided an update on policy directives for Locals, and Local Highway Technical Assistance Council (LHTAC) Administrator Laila Kral presented local funding opportunities for Locals. The Workshop concluded with an open session to receive comments from local transportation officials.

WHEREUPON, the Idaho Transportation Board's tour and workshop recessed at 4:18 PM.

April 20, 2023

The Idaho Transportation Board convened at 8:00 AM on Thursday, April 20, 2023, at the District 4 Office in Shoshone, Idaho. All members were present. Lead Deputy Attorney General Tim Thomas joined and District 6 Board Member Bob Hoff participated remotely.

Building Tour. The Board toured the District 4 administrative building.

Workshop. Department Workforce Planning for FY24 – 25. Director Scott Stokes welcomed the Board and provided an overview of staff's analysis of ITD's workforce capacity. Since 2010, they reduced 185 employees – losing a number of maintenance support functions. With the current growth of people and traffic, ability to delivery projects, and managing consultants, staff is reassessing needs. The workshop presents some observations and opportunity for Board input as a precursor to presenting recommendations to the legislature next year.

A panel of ITD staff included CD/COO Dan McElhinney, District 1 Engineer Damon Allen, Chief Engineer Blake Rindlisbacher, District 5 Engineer Todd Hubbard, and Chief Administrative Officer Dave Tolman.

CD/COO McElhinney presented information on the history, need to do workforce planning and the current number of positions. Some highlights included demands on maintenance exceed capacity, significant increases in the federal and state construction program, demands on managing consultant outsourcing, and value of work/life balance for the workforce. After adjustments made in FY23, the current position count for FY24 is 1592 (down 56 positions).

District 1 Engineer Damon Allen provided an evaluation, analysis on recent workload changes and challenges due to heavy growth and the demand on the system, and data on increases in traffic congestion and crashes as a result. Some highlights included reviewing key priorities evaluating safety, customer service, project delivery, core capacity, and efficiency. With a focus on project delivery, bridges, facilities, special crews, operations, specialty programs, and administration.

CE Rindlisbacher provided information on ITD's core competency in teaming with contractors and consultants to deliver projects. Staff in project delivery who have been with ITD more than 5-years represents 61.5% of the total workforce, of which only 51% have been in their current role less than 2-years.

DE-5 Hubbard addressed how the reduction of staff led to many of the crews having to absorb workloads. Ten person crews have been reduced to six creating project delays and challenges when staff take time off. DE-1 Allen stated, in his district alone, there was \$1M worth of damage done to state property. Because they do not have dedicated maintenance crews to do the repairs, they outsource the work to cover the additional demand.

DE-1 Allen reported on project delivery challenges. Some highlights included the significant increase in construction payouts projected versus actual, going from \$800M to \$1B. The use of outsourced work for design and inspection increased to 70% consultant and 30% state. ITD wants to maintain a 30% core competency benchmark. CE Rindlisbacher added consultant agreements also increased going from 267 in 2010 to some spikes of 450 in 2022. Demand in processing time to execute those agreements at the staffing level results in bottlenecks.

In response to Member Bulger's question on why the number of consultant agreements are so high, CE Rindlisbacher replied the dollars have increased but the staff has not so they rely on consultants. Their use also helps to maintain the core competency workforce balance in relation to economic fluctuations of having to either scale the workforce up or down.

DE-1 Allen reviewed the evaluation findings and recommendations for additional Full-Time Positions (FTP) prioritization represented in three functional categories: maintenance capacity - 65 FTP, project delivery capacity - 73 FTP, and program delivery support services – 8 FTP. The estimated personnel costs for the total additional 146 FTP recommendation is \$13.8 million per year.

CAO Tolman outlined the next steps, which included drafting a proposed budget request, developing implementation concepts for FY25, and then providing the Board updates at the June and fall board meetings.

Business Meeting. Safety Share. Shop Superintendent Jerry Ford reported the importance of staying engaged while driving and promoted Distracted Driving Awareness.

The Executive Assistant to the Board took an attendance roll call vote. District 6 Member Bob Hoff participated remotely.

Chairman Moad thanked SS Ford for the important message. Because the workshop ran longer than expected, the Chairman moved the Adopt-A-Highway presentation up on the agenda.

Adopt-A-Highway. Member Kempton presented the AAH award to West Magic Lake Recreation Club Member Mike Watson. The Club, that was formed in 1979, picks up litter on West Magic Road plus one mile north and south of the SH-75 junction. Mr. Watson thanked ITD and the Board for the award.

Board Minutes. Member Bulger made a motion to approve the minutes of March 23, 2023, seconded by Member Osborn, and the motion passed unanimously by roll call vote.

Board Meeting Dates. The next meeting is May 17 & 18, 2023, in Pocatello. The July board tour/meeting in District 6 was moved to October and dates were set for the November and December meetings.

Consent Items. Vice Chair DeLorenzo made a motion, seconded by Member Thompson, and passed unopposed by roll call vote, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB23-31 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 amendments for COMPASS transit projects, Key No. 23667 and 19041, adjustments to the Local Safety Program and modifying the Rail-Highway Crossing Program in the FY23-29 ITIP, and contract awards.

1) Amend COMPASS Transit Project in the FY23-29 Idaho Transportation Investment Program (ITIP). Amend the Transit – Rolling Stock, Infrastructure, and Technology project at the request of COMPASS and the sponsor Valley Regional Transit. The FY2023 project cost is \$1,689,000. The local match of \$124,000 will be paid by VRT. There is a project increase of \$1,503,000 from what was estimated in the approved ITIP. The increase is to cover software needs and higher costs on a construction project on the Orchard Transit facility.

2) Amend COMPASS Transit Project in the FY23-29 Idaho Transportation Investment Program (ITIP). Amend the Transit – Operations, Mobility Management project at the request of COMPASS and the sponsor Valley Regional Transit. The FY2023 project cost is \$5,195,000. The local match of \$2.6 million will be paid by VRT. There is a project increase of \$3,781,000 from what was estimated in the approved ITIP.

3) Adjustments to the Local Safety Program in the FY23-29 ITIP. Adjust projects in the Local Highway Safety Improvement Program (LHSIP) at the request of the Local Highway Technical Assistance Council (LHTAC) and the City of Moscow. KN22402, Public Ave Corridor Safety Improvements, cost of \$784,000, is delayed from FY23 to FY24 due to right-of-way constraints. Funding is being distributed to increase construction on four other FY23 projects.

4) Modify the Rail-Highway Crossing Program in the FY23-29 ITIP. Add the US-93 (S Greenwood St) RRX (UPRR Crossing #812913K) in Shoshone to the RHCP at the request of the Lincoln County Commissioner and Mayor of Shoshone. Total project cost is estimated at \$300,000. Costs will be split 50:50 between ITD and Union Pacific Railroad. Idaho State Grade Protection funds will be used to cover ITD's portion of the project costs, estimated to be \$150,000.

5) Contract awards. The low bids on the following project is more than ten percent over the engineer's estimate, requiring justification. On key #23708SIA, I-84, interstate striping, District 3, some differences between the low bid and engineer's estimate are for pavement markings and mobilization; and key #20678, bridge repair, District 1, some differences between the low bid and engineer's estimate are for concrete and epoxy overlay and mobilization.

The engineer's estimate was developed using the average bid costs of previous projects in the area and assumed price increases. The Districts does not believe re-advertising the projects

would result in lower bids, and recommends awarding the contract. Low bidder, for key #23708: Curtis Clean Sweep - \$554,807.06 and key #20678: C.L. Heilman Co. – \$3,642,117.23.

Informational Items.

1) Contract awards and advertisements. There were nine ITD contracts awarded that did not require Board approval from March 1 – 31, 2023. From October 1, 2022 to March 31, 2023, 44 ITD contracts were bid, of which seven were Local.

The list of projects currently being advertised was provided.

2) Professional services agreements and term agreement work tasks report. From February 25, 2023 to March 26, 2023, 37 new professional services agreements and work tasks were processed, totaling \$18,745,317. Five supplemental agreements to existing professional services agreements were processed during this period for \$769,734.

3) Non-construction professional service contracts. Per Board Policy 4001, staff is required to report all non-construction professional service agreements. The department did not execute any professional service agreements for the previous month.

4) Monthly report of federal formula program funding through April 3. Idaho received full-year FY23 obligation authority of \$394.2 million through September 30, 2023, via the consolidated appropriations act passed on December 29. OA includes \$9.3 million of Highway Infrastructure General Funds carried over from FY20 and FY21 and \$45 million of Infrastructure Investment and Jobs Act (IIJA) Bridge Formula funds. The IIJA was signed on November 15, 2021. Additional apportionments were allocated via the Appropriations Act. Idaho received apportionments of \$444.7 million. FY23 obligation authority through September 30, 2023 is 88.7% of apportionments. Allotted program funding is \$426.5M with \$283.6M remaining.

5) FY23 financial statements. Revenues to the State Highway Account from all state sources as of February 28 are ahead forecast by 1%; however, revenues in the HDA are down 1.4%. State revenues to the State Aeronautics Fund were ahead of forecast by 49.1%, or \$770K. The Department's expenditures were within planned budgets. Personnel costs savings of \$5.1M is due to vacancies and timing. Contract construction cash expenditures in the SHA are \$313.3M for July – Feb., and total construction expenditures from the five different funds sources total \$533M.

The balance of the long-term investments was \$176.5M as of the end of February. These funds are obligated against construction projects and encumbrances. The cash balance is \$133.4M. Expenditures in the Strategic Initiatives Program Fund for first seven months were \$47.5M. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$70.1M. Funds are from the 4.5% of Sales Tax authorized by the Legislature. Initial receipts of \$13.1M is committed to debt service. Expenditures in this fund for construction expenses were \$47.6M. The federal CARES Act provided \$27 million for public transportation. Expenditures totaled of \$3 million for July – Feb. Expenditures for the TECM bond program during this period is \$66.2M and \$63.3M for GARVEE.

Director's Monthly Report. Director Stokes reported the accomplishments of ITD employees through the number of industry awards received in the last six months. Some highlights included in 2023, two workgroups received national recognition in the Leadership in Community Service category – one for “Making Work Zones Safer” and the other for “Winter Road Maintenance Customer Service to Idaho Road Users.” In early February, paving on five ITD projects were recognized for superior quality by the National Asphalt Paving Association. TECM Program Manager Amy Schroeder was named winner of the Ethel S. Brichland Lifetime Achievement Award from the American Road and Transportation Builders Association Foundation in October 2022. Aeronautics’ aircraft mechanic Tim Henderson was recently awarded the Master Technician Award from Flight Safety International, and District 1 Erica Aamodt, by peer vote, won Best Presentation at the NW Geotech Workshop.

Director Stokes also reported on the Aht’Wy Interchange groundbreaking, the Office of Highway Safety Best in Show at 2023 Rockies Awards, and awards anticipated for Idaho Press Club and internal ITD Impact Awards. Employee recognition week is scheduled for May 8 - 12. Director Stokes concluded with an update on the executive team leadership’s statewide employee visits happening April through June.

Chairman Moad thanked Director Stokes for his report.

Legislative Update. Government Affairs Manager Colby Cameron reported the legislative session ended April 6 and provided a recap. Some highlights included the passage of ITD’s budget that included about \$650 million of new infrastructure funding, Member Bulger’s appointment was confirmed by the senate, and all three of ITD’s legislation passed as were the administrative rules. Other legislation that passed is the trailer legislation for TECM and the new \$100 million strategic initiatives grant program for urban and rural Local entities. Of interest, the roadways surrounding the capitol building passed. The director of the department of administration will have input to the design and use of those streets. Usage fees for electric vehicles did not pass; however, it is anticipated to return next year.

Chairman Moad thanked GAM Cameron for his update.

District Engineer Report: District 4 Engineer Jesse Barrus presented his annual district update covering safety, program delivery, external engagement, administrative building update, and innovation. Some highlights included storm hours for the winter season were up by 5,106 compared to last year with zero injuries or incidents. To date, seven projects totaling \$73.7 million have been delivered. Projects funded with past board unallocated funds were SH-75, Hailey to Timber Way, US-93 and 3400 turn bay, and 294 luminaires replacements. Staff is engaged with the Magic Valley Metropolitan Planning Organization (MPO) formation of which ITD will be a voting member. The MPO is required to be established by December 28, 2023. Site design is underway for a new district administration building projected to be completed this year. The Division of Military’s Readiness Center is moving forward and bring in utilities to the proposed location site in Jerome County. Staff submitted seven innovations for a \$103,500 dollars saved, and the safety work boot program outlining criteria and process for procurement was implemented.

In response to Member Kempton's question regarding a location for the new MPO, DE-4 Barrus stated the City of Twin Falls will serve as the sponsor providing facilities and support, which in turn, will be compensated either through pay or reduced membership fees.

Board Unallocated Funding for District 4 Signal Upgrades. DE-4 Barrus presented a request for Board Unallocated Funds to repair and upgrade 19 aging traffic signals in Burley, Heyburn, Paul and Ketchum. Most will receive upgrades for detection, signal cabinets, and battery backup. The project is estimated at \$2,000,000.

Member Kempton expressed his support for the project.

Member Kempton made a motion, seconded by Member Thompson, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the ITD mission of safety,
ITB23-32 mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD to update and improve the signals in District 4; and

WHEREAS; ITD is prepared to incorporate this project into the approved Statewide Transportation Investment Program (ITIP).

NOW THEREFORE BE IT RESOLVED that the Board approves the District 4 Signal Upgrades project be added to the ITIP at a cost of approximately \$2,000,000 using FY 2023 Board Unallocated Funds.

BE IT FUTHER RESOLVED, that the Board approves staff to adjust the program and amend the approved FY 2023- 2029 ITIP accordingly.

Board Unallocated Funding for SH-75, Ohio Gulch Road Traffic Signal. DE-4 Barrus presented a request for Board Unallocated Funds for a traffic signal at Ohio Gulch and SH-75. The project is part of ongoing upgrades for the intersection with high public support. It is also part of the SH-75 TECM corridor. The project is estimated at \$900,000.

Member Kempton expressed his support for the project.

Member Kempton made a motion, seconded by Vice Chair DeLorenzo, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the ITD mission of safety,
ITB23-33 mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD to install a traffic signal at Ohio Gulch Road and State Highway 75; and

WHEREAS; the traffic signal is designed and ready for advertisement in FY 2023.

NOW THEREFORE BE IT RESOLVED, that the Board approves the Ohio Gulch Signal project at a cost of approximately \$900,000 using FY 2023 Board Unallocated Funds.

Board Unallocated Funding for Wildlife Crossing Signs. District 5 Engineer Todd Hubbard presented a request for Board Unallocated Funds for wildlife crossing signs with flashing beacon capability on I-15 and US-91 to help mitigate animal strikes. The department has been in discussion with the Shoshone-Bannock Tribes. The project is estimated at \$450,000.

Member Bulger expressed his support for the project.

Member Bulger made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the ITD mission of safety, ITB23-34 mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD mitigate wildlife crashes on I-15 and US-91; and

WHEREAS, ITD staff has identified an option for wildlife signs; and

WHEREAS, ITD is prepared to incorporate this project into the approved Idaho Transportation Investment Program (ITIP).

NOW THEREFORE BE IT RESOLVED, that the Board approves the wildlife signs project be added to the ITIP at a cost of approximately \$450,000 using FY 2023 Board Unallocated Funds.

BE IT FUTHER RESOLVED, that the Board approves staff to adjust the program and amend the approved FY 2023- 2029 ITIP accordingly.

Board Unallocated Funding for E. Boise Port of Entry Signs and Structures. District 3 Traffic/Operations Engineer Nestor Fernandez presented a request for Board Unallocated Funds to replace variable message signs and failing support structures on both sides of the I-84, E. Boise Port of Entry. The new signs are LED with larger message area for truckers to see. The project is estimated at \$450,000.

In response to Chairman Moad's question on why the 10-year old support structures are failing, T/OE Fernandez stated it may be due to the foundation settling. CD/COO McElhinney stated the structures are cast above ground so they will take a closer look to consider all options.

Vice Chair DeLorenzo expressed her support for the project.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, it is in the public's interest for the Idaho Transportation Department

ITB23-35 (ITD) to publish and accomplish a current, realistic, and fiscally constrained seven-year Idaho Transportation Investment Program (ITIP); and

WHEREAS, the Idaho Transportation Board is charged with considering the safety operation and convenience of the highway commerce; and

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

WHEREAS, the I-84, East Boise Port of Entry (WB & EB) Variable Message Sign (VMS) are in need of replacement; and

WHEREAS, Idaho Transportation Department is prepared to incorporate this project into the approved ITIP.

NOW THEREFORE BE IT RESOLVED that the Board approves project I-84, E. Boise Port of Entry (WB & EB) VMS Sign and Structure Replacement, be added to the ITIP at a cost of approximately \$450,000 using FY 2023 Board Unallocated Funds.

BE IT FURTHER RESOLVED that the Board approves staff to adjust the program and amend the approved FY 2023 - 2029 ITIP accordingly.

Agreement Authority to Exceed \$1M on Eagle Rd., I-84 to SH-44. Chief Engineer Blake Rindlisbacher presented the request to exceed professional services agreement authority for the Eagle Road, I-84 to SH-44 project by Jacobs Engineering. The scope is to improve safety and mobility on Eagle Road by milling out and repaving the roadway. Negotiations are for additional construction engineering and inspection services of \$600,000 bring the total agreement authority up to \$1.6 million.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-36 professional services agreements that exceed \$1 million; and

WHEREAS, District 3 will administer this project; and

WHEREAS, funding has been identified and is obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Project No 22665, Eagle Rd; I-84 to SH-44, Ada Co. to exceed the \$1 million agreement authorization up to \$1,600,000.

Agreement Authority to Exceed \$1M on Simco Rd. Interchange. CE Rindlisbacher presented the request to exceed professional services agreement authority for the Simco Road

Interchange by Horrocks Engineers. The scope is to improve safety on I-84 by replacing the existing bridge and modifying the interchange. Current agreements of \$928,088 and engineer of record services of approximately \$400,000 bring the total agreement authority up to \$1.35 million.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-37 professional services agreements that exceed \$1 million; and

WHEREAS, District 3 will administer this project; and

WHEREAS, funding has been identified and is scheduled for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Project No. 19860 Simco Rd. IC, Elmore Co. to exceed the \$1 million agreement authorization up to \$1,350,000.

Agreement Authority to Exceed \$1M on Thorn Creek Rd. to Moscow, Phase I. CE Blake Rindlisbacher presented the request to exceed professional services agreement authority on the Thorn Creek Road to Moscow, Phase 1 project by HMH Engineering. The scope includes reconstruction of US-95 between MP 334.1 and 340 by replacing the existing highway with a four-lane divided highway. For Phase I (\$1.6 million) and including estimated Phase 2 (\$1.9 million), the total agreement authority is up to \$3.5 million.

Member Osborn made a motion, seconded by Member Bulger, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-38 professional services agreements that exceed \$1 million; and

WHEREAS, District 2 is administering this project; and

WHEREAS, the Board has approved agreement authorization up to \$3,000,000 at the September 2021 Board meeting; and

WHEREAS, funding has been identified and is obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Project No. 09294, Thorn Creek Rd to Moscow, Phase 1 to exceed the \$1 million agreement authorization up to \$3,500,000.

Allocation of FY2024 ITD State Leading Idaho Funds. Project Management Office Manager Randy Gill reported on the proposed plan for use of the ITD State Leading Idaho Funds. Some highlights included, funding in FY24 increased to \$206 million of which ITD's 60% share is \$124 million. An additional \$96 million has been added to FY24. ITD's share of \$58 million is allocated to pavement, bridge, safety and capacity and supporting infrastructure

asset programs for a total of \$182 million. ITD anticipates these funds to be ongoing. PMO Manager Gill reviewed plans to reserve \$20 million as Safety ST holdback utilizing a late project bidding/delay plan, another \$30 million reserve to cover project adjustment costs, and ITD's program target changes for 2024.

Member Kempton made a motion, seconded by Member Hoff, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, it is in the public's interest for the Department to publish and
ITB23-39 accomplish a current, realistic, and fiscally constrained Idaho Transportation
Investment Program (ITIP); and

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

WHEREAS, the Board has authority to select projects for the State using additional Leading Idaho funds and staff has delivered a plan for the use of these funds; and

WHEREAS, it is expected that these funds are to be ongoing.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the plan for the use of ITD State Leading Idaho Funds shown in the attached Board Agenda Item.

BE IT FURTHER RESOLVED, the Board approves the ongoing programming of these funds in the FY24-30 Draft Idaho Transportation Investment Program.

US-20, Saturn to Science Center and I-15B/US-26, Sunnyside to Lomax. Engineering Manager Drew Meppen reported on the request to move the Saturn to Science Center and Sunnyside to Lomax projects from the FY28 and FY27 Pavement Preservation Program, respectively, to FY23 for construction. Funding is available to do the mill and inlay projects. Accelerating both projects will help meet the needs of the deteriorating roadways that have sustained significant cracking and large potholes in high traffic areas.

Member Hoff made a motion, seconded by Vice Chair DeLorenzo, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the KN 23631 US-20, Saturn to Science Center and KN 22774
ITB23-40 I-15B / US-26 Sunnyside to Lomax projects support the Idaho Transportation
Department mission of safety, mobility, and economic opportunity; and

WHEREAS, Board Policy 4011 allows projects to be advanced in the Idaho Transportation Investment Program (ITIP); and

WHEREAS, the Idaho Transportation Department has recognized a need to move the projects into the FY23 Pavement Preservation Program to improve safety and mobility on the respective corridors of US-20 and I-15B/US-26; and

WHEREAS, the Department has determined funds are available in FY23 ST funding to construct these projects.

NOW THEREFORE BE IT RESOLVED, that the FY 2023-2029 ITIP be amended to move the KN 23631 US-20, Saturn to Science Center and KN 22774 I-15B / US-26 Sunnyside to Lomax projects from FY28 and FY27, respectively, to the FY23 Pavement Preservation Program using state funds available of \$2.08M for KN 23631 and \$2.80M for KN 22774.

Transportation Multimodal Partnership Update. CD/COO McElhinney shared the multimodal partnering efforts with Idaho Walk Bike Alliance (IWBA) and Valley Regional Transit (VRT). They hold regular monthly and quarterly focus meetings and have collaborated on several planning topics.

VRT CEO Elaine Clegg provided an overview of VRT's mission, initiatives, current services, and available funding. Some highlights included VRT is the largest public transit agency in the state, serving the urban population of the Treasure Valley. They continue to electrify their bus fleet remaining a leader in low/no emission busses. VRT offers on demand service via call and website. Ridership increased from 900,000 to one million. Annual funding per capita in 2020 was \$46.53 – significantly less than neighboring states. VRT CEO Clegg stated because there is no taxing authority, funding is not stable creating many challenges such as not being able to meet required federal match funds. Creating a stable funding source is a goal, along with offering more regional stops and virtual payment options.

IWBA Executive Director Cynthia Gibson announced, starting on Monday, David Graff will be the new executive director as she is wrapping up her tenure. She provided an overview of the organization and initiatives accomplished. Some highlights included IWBA's 10-member board was formed in 2009 when federal money dedicated to walking/biking projects was no longer available. Since 2013, dedicated state funds for the Child Pedestrian Safety Program were fully funded - a total of \$26 million. Thirty-percent of the population are non-drivers.

Project Manager Margaret Havey provided an update on the ADA Transition Plan. The Plan upgrades existing pedestrian infrastructure on the state highway system into compliance with ADA Act. The 15-year funding outlook commits \$14 million for ADA Program funding. She also provided an update on ITD's Bicycle Plan development, a component of ITD's Complete Streets Policy, that will be completed by summer 2024. Statewide planning and research funds of \$222,000 is planned for Complete Streets.

Planning and Development Manager Scott Luekenga presented key updates on the Idaho State Freight Plan. Some highlights included several public engagement activities were held including a joint session with the Freight and Trucking Advisory Committees. Nineteen projects are programmed in 2023 – 2026 to receive \$42.5 million in freight formula funds. PDM Luekenga also reported on the Corridor ID Program, which is an intercity passenger rail planning and development program that will guide development. If approved, a \$500,000 grant will be available to develop scope and cost estimates. He reviewed the current planning/funding stages.

In response to Vice Chair DeLorenzo's question regarding timing of project selection, PDM Luekenga stated the corridors for the intercity passenger rail will be decided this fall.

VRT CEO Clegg reported on the 2020 Treasure Valley High-Capacity Transit Study that would implement a regional rail system from Caldwell to Boise. She noted most of the infrastructure currently exists and could be implemented for less capital cost than other alternatives.

In response to Chairman Moad's inquiry about bus routes on SH-16, VRT CEO Clegg replied they do anticipate it. Ultimately, VRT wants to build a partnership to create a regional rail system that will help to shift traffic off other systems.

Executive Session on Legal and Personnel Issues. Vice Chair DeLorenzo made a motion to meet in executive session at 12:15 PM to discuss issues as authorized in Idaho Code Section 74-206 (b) and in Idaho Code Section 74-206 (f). Member Thompson seconded the motion and it passed unanimously by roll call vote.

The executive session discussion on legal matters related to highway and department operations and personnel matters.

The Board ended executive session at 1:28 PM.

New Administrative Policy 5561, On-Call Policy. Chief Administrative Officer Dave Tolman reported on Administrative Policy 5561, which is a new policy created to establish the parameters for employees required to be available in an on-call status during hours that are outside of their normally defined work schedule. The policy only applies to non-exempt covered employees and administrative, professional, and computer-exempt employees, and is consistent with the guidance provided by the Division of Human Resources. The policy is effective April 30, 2023, and provides a maximum of 14 hours per week for scheduled on-call employees.

Member Hoff, who chairs the Board's Subcommittee on Policies, expressed his support for the policy.

Member Hoff made a motion, seconded by Vice Chair DeLorenzo, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4067 authorizes the Idaho Transportation Board
ITB23-41 or Idaho Transportation Department Director to set policies; and

WHEREAS, the newly created Administrative Policy 5561 defines the parameters for employees to be available in an on-call status during hours outside of their normal defined work schedule; and

WHEREAS, the Idaho Division of Human Resources Policy, Section 12, requires agencies to establish their own policy for on-call; and

WHEREAS, the Board Subcommittee on Policies reviewed staff recommendations at its February 2023 meeting and voted to recommend the

policy as written to the full Board.

NOW THEREFORE BE IT RESOLVED, that the Board has reviewed and concurs with the implementation of Administrative Policy 5561, On-Call.

ITD's FY24 Change in Employee Compensation Plan. Human Resources Officer Sharon Snell presented the department's proposed FY24 Change in Employee Compensation Plan. The plan outlines four components: merit increases, targeted classification pay increases, pay line shifts, and Horizontal Career Path implementation. The department has targeted an early implementation date of April 16, 2023.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Department's FY24 CEC plan has been
ITB23-42 developed in accordance with ITD's compensation policy, Legislature, Division of Human Resources, and Division of Financial Management; and

WHEREAS, Department staff presented the components of the plan for the proposed CEC plan, including eligibility requirements, to the Idaho Transportation Board at its April 20, 2023 meeting.

NOW THEREFORE BE IT RESOLVED, that the Board approves the Department's FY24 CEC Plan to be implemented early, with the basic components as follows:

- For FY24, Permanent employees with a performance evaluation on file (within the last 12 months) of an "Achieves" or better performance rating will be eligible for an increase based on their performance rating and compa-ratio. Full-time employees who are hired as of April 3, 2023 will be eligible for a salary increase upon successful completion of probation.
- Employees with a rate of pay that falls below the 80% compa-ratio of his or her pay grade will be brought to the new 80% compa-ratio of his or her pay grade after the rate change, regardless of performance or probationary status.
- ITD recognizes that certain classifications continue to be difficult to recruit and retain. Therefore, ITD will address agency-specific issues in the CEC plan.
- Employees who meet eligibility expectations and step pay rate requirements in an approved Horizontal Career Path (HCP) will advance to the next step pay rate within their respective career path, after the components of the above steps.
- Move the HCP steps up the same percent as the pay line move for the specific pay grade.

BE IT FURTHER RESOLVED, that the Board approves the Department to implement the CEC plan with a targeted effective date April 16, 2023, funded from current year salary savings.

Temporary Rule Introduction. Policy Specialist Brendan Floyd reported the legislature passed House Bill 9 that allows CDL holders to renew their licenses online effective July 1,

2023. In order to meet statutory requirements, the department needs to establish a temporary rule for the new renewal allowance to take effect on July 1. A negotiate rule meeting is scheduled on May 15, 2023. Additional changes to the administrative rule are being included to accommodate more DMV online transactions.

In response to Member Bulger's question regarding why citizens over 70 years old cannot do online driver's license renewals, PS Floyd stated statute requires persons over 69 years to come into the office to ensure they have no medical issues or impairments. Chairman Moad questioned if someone who is under 70 years old can renew their license online. PS Floyd clarified they can; however, it cannot extend beyond their 70th birthday.

In response to Member Hoff's question about online hazmat endorsements for CDL holders, PS Floyd confirmed they are not available online and offered only as in office testing.

Chairman Moad thanked PS Floyd for his presentation.

Office of Communication Annual Report. Communication Manager John Tomlinson shared pictures of his new staff members at the districts and headquarters office and reviewed changes in Communication's reporting structure. He shared an in-house produced video showcasing his team's accomplishments. CM Tomlinson reported on external outreach events, ITIP outreach innovations, the new GovQA system for public records requests, increased social media use, and initiatives for 2023.

In response to Member Bulger's question regarding which social media outlets, CM Tomlinson stated they use Facebook, Twitter, and Instagram to publish stories and video.

In response to Member Kempton's inquiry about the public involvement officers' coordination between the district and headquarters office, CM Tomlinson replied they are very collaborative and interact frequently as a group and separately.

Chairman Moad thanked CM Tomlinson for the report.

Zero Fatalities Award. Highway Safety Manager Josephine Middleton presented an award to Camas County who was one of six counties in Idaho with zero traffic-related fatalities in 2022. State Trooper Scott Bolen accepted the award on behalf of Camas County and Camas County Sheriff's Office. ITD staff from the Fairfield Maintenance Shed were also present.

Grants Officer Bill Kotowski provided information on ITD's Distracted Driving Awareness campaign that focuses on raising engaged driving. He played the public service announcement. The message underscores individuals with a strong sense of community and encourages drivers to reflect those values in their driving.

Chairman Moad thanked Office of Highway staff and Trooper Bolen.

Board Unallocated Funds for US-95 Riggins and SH-11. District 2 Engineer Doral Hoff presented a request for Board Unallocated Funds to replace 22 manhole collars and covers on US-95 in Riggins (MP 195-196) and repair pavement on SH-11 from Pierce to Grangemont

Road. The existing manholes are a major concern for the City of Riggins and traveling public. The SH-11 route is an essential route for the logging industry. Repairs will help maintain the corridor as a safer route and allow efficient transport of timber products. The projects are estimated at \$1.8 million.

Member Osborn expressed his support for the project.

Member Osborn made a motion, seconded by Member Hoff, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the Idaho Transportation
ITB23-43 Department (ITD) mission of safety, mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD to replace manhole collars and covers on US-95 in Riggins, and to repair the pavement on SH-11 from Pierce to Grangemont Rd. in District 2; and

WHEREAS,- ITD is prepared to incorporate this project into the approved Statewide Transportation Investment Program (ITIP).

NOW THEREFORE BE IT RESOLVED that the Board approves the manhole collars and covers on US-95 in Riggins, and the SH-11 pavement repairs projects be added to the ITIP at a cost of approximately \$1,800,000 using FY 2023 Board Unallocated Funds.

BE IT FUTHER RESOLVED, that the Board approves staff to adjust the program and amend the approved FY 2023- 2029 ITIP accordingly.

Chairman Moad thanked DE-2 Hoff for the presentation.

WHEREUPON, the Idaho Transportation Board adjourned its regular monthly meeting at 2:14 p.m.

WILLIAM H. MOAD, CHAIRMAN
Idaho Transportation Board

Read and Approved

_____, 2023

Twin Falls/Shoshone, Idaho

BOARD MEETING DATES

2023

June 14 & 15 – Boise

August 16 & 17 – CDA

October 17 & 18 – Idaho Falls

December 13 - Boise

July 19 – Boise

September 20 & 21 – Lewiston

November 15 - Boise

2023

JANUARY	FEBRUARY	MARCH	APRIL
S M T W T F S 1 X 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
MAY	JUNE	JULY	AUGUST
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

“X” = holiday

“-----” = conflicts such as AASHTO/WASHTO/TRB conferences (or Board/Director conflicts)

Information: Board meeting dates scheduled.



IDAHO TRANSPORTATION BOARD

RESOLUTION FOR CONSENT

ITEMS Pages 24 - 41

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-explanatory items that can be approved in one motion; and
ITB23-44

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 amendment of BMPO Idaho Falls transit project, addition of 1st Street widening project and Center Street Railroad Bridge Underpass project to the FY23-29 ITIP, the State Institution Road Improvement College of Eastern Idaho project, contract award, and contract to reject.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name Shauna Miller	Presenter's Title Sr. Transportation Planner	Initials SM	Reviewed By LSS
Preparer's Name Shauna Miller	Preparer's Title Sr. Transportation Planner	Initials SM	

Subject

Amend **BMPO Transit Project** in the approved FY 2023 – 2029 ITIP

Key Number 19753	District 6	Route Number Transit
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Background Information

The purpose of this consent item is to request approval to amend a transit project in FY 2023, per policy 5011 *Idaho Transportation Investment Program* (ITIP), and at the request of the Bonneville Metropolitan Planning Organization (BMPO) and the sponsor Greater Idaho Falls Transit (GIFT).

The **Idaho Falls/Ammon UZA Capital Service Contract** provides operations for the Mobility on Demand programs in the Idaho Falls Area.

The project is funded with the annual appropriations from the Federal Transit Administration (FTA) 5307 Small Urban funding grant. The funds are passed through ITD to GIFT from FTA. An existing agreement is in place between GIFT and the ITD Public Transportation Office. Due to the services being funded through FTA CARES Act funding this is the first year the 5307 funds will be reinstated for District 6 since 2019. This amendment is to ensure that the correct amount of funding available is accurately reflected in the approved FY 2023 – 2029 ITIP.

The FY23 cost of this project is **\$1,853,000**, the federal portion of **\$1,482,000** is from the FTA Section 5307 Small Urban funding and the local match of **\$371,000** will be paid by GIFT.

BMPO has updated their Transportation Improvement Program to add these projects.

Staff requests approval to amend this project as detailed above in the approved FY 2023 – 2029 ITIP.

Recommendations

Approve the amendment of the **Idaho Falls/Ammon UZA Capital Service Contract** project for a total project funding of **\$1,853,000**.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager	Initials	Reviewed By LSS
Preparer's Name Laila Kral	Preparer's Title Administrator, LHTAC	Initials	

Subject

1 st Street Widening, City of Ammon		
Key Number 24250	District 6	Route Number Local

Background Information

The 1st Street Widening project in the City of Ammon was awarded congressionally approved funding for FFY2023 in the amount of \$6,291,820. The 1st St. project will address capacity issues in the City of Ammon widening to five lanes. The project will also add curb, gutter, sidewalk and widen the bridge over Sand Creek.

The Bonneville Metropolitan Planning Organization has added this project to their regional Transportation Improvement Program. It is requested that the Idaho Transportation Board approves adding KN 24250 1st Street Widening from Hitt Road to Ammon Road in the City of Ammon to the FY23-29 Idaho Transportation Investment Program with the following FY 2023 phase allocations:

Preliminary Engineering (PE) - \$1,258,364
Construction (CN) - \$5,033,456

Recommendations

The Idaho Transportation Board approves adding KN 24250 1st Street Widening from Hitt Road to Ammon Road in the City of Ammon to the FY23-29 Idaho Transportation Investment Program with the following FY 2023 phase allocations:

PE - \$1,258,364
CN - \$5,033,456

Board Action

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



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager	Initials	Reviewed By
Preparer's Name Laila Kral	Preparer's Title Administrator, LHTAC	Initials	

Subject

Center Street Railroad Bridge Underpass, City of Pocatello

Key Number 12098	District 5	Route Number NHS-7341
---------------------	---------------	--------------------------

Background Information

The Center Street Railroad Bridge Underpass project in the City of Pocatello was awarded congressionally approved funding for FFY2023 in the amount of \$5,700,000. The Center Street project will address maintenance of the existing structure while upgrading lighting, stormwater system and adds a pedestrian bridge to cross Center Street. The City of Pocatello will contribute a local match of \$451,522 for a total FFY2023 project cost of \$6,151,522.

The Bannock Transportation Planning Organization has amended this project in their regional Transportation Improvement Program. It is requested that the Idaho Transportation Board approves advancing KN 12098 Center Street Railroad Bridge Underpass, City of Pocatello in the FY23-29 Idaho Transportation Investment Program following FY 2023 phase allocation:

Construction (CN) - \$6,151,522

Recommendations

For the Idaho Transportation Board to approve advancing KN 12098 Center Street Railroad Bridge Underpass, City of Pocatello in the FY23-29 Idaho Transportation Investment Program with the following FY 2023 phase allocation:

CN - \$6,151,522

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☒

Information Item ☐

Amount of Presentation Time Needed N/A

Presenter's Name Steve Spoor	Presenter's Title Maintenance Operations Manager	Initials SS	Reviewed By LSS
Preparer's Name Steve Spoor	Preparer's Title Maintenance Operations Manager	Initials SS	

Subject

State Institution Road Improvement		
Key Number	District	Route Number

Background Information

Board Policy 4045 "State Institution Road Improvement" allocates \$30,000 annually for the construction, alteration, repair, and maintenance of roadways in, through, and around the grounds of state institutions. The Department of Administration, Division of Public Works (DPW), will solicit projects and acquires the Governor's endorsement of projects prior to submitting the projects to the Idaho Transportation Board for consideration.

For FY24, the DPW recommended project for funding is a College of Eastern Idaho project. The project is for Campus Site Improvements to address damaged concrete walks and pedestrian curbs. The project will repair deteriorated asphalt at the curb ramps and crosswalks. The total project cost is expected to be \$530,777.

In accordance with Idaho Code 40-310(14) this request is being made. If approved, DPW will receive the funds and administer or cause to be administered these improvement projects. The Governor has submitted the attached letter in support of this project.

Recommendations

Approval to transfer funding in the amount of \$30,000 to the DPW for the proposed project.

Board Action

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



BRAD LITTLE
GOVERNOR

March 1, 2023

Bill Moad, Chairman
Idaho Transportation Board
P.O. box 7129
Boise, ID 83707-1129

Dear Mr. Chairman,

The Division of Public Works is recommending one project request of the Idaho Transportation Department (ITD). This request is being made per Idaho Code 40-310(14) establishing a program for the construction, alteration, repair, and maintenance of roadways in, through and around the grounds of State institutions. The Idaho Transportation Board has authorized an amount up to \$30,000 annually for this program under ITD Board Policy 4045 and 5045.

The recommended project for FY2024 funding is for a College of Eastern Idaho (CEI) project: DPW Project No. 21133, Campus Site Improvements. The project addresses damaged concrete walks and pedestrian curb ramps. The ITD pavement grant will allow deteriorated asphalt at the curb ramps and crosswalks to be addressed.

The \$30,000 ITD grant funds will bring the total budget to \$530,777.

Idaho Code requires the Governor's approval of this request for the project to proceed. Therefore, I hereby approve the College of Eastern Idaho request. The Division of Public Works and the Permanent Building Fund Advisory Council concur in this decision.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brad Little", is positioned above the printed name.

Brad Little
Governor

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE IDAHO TRANSPORTATION DEPARTMENT AND THE
DEPARTMENT OF ADMINISTRATION, THROUGH ITS
DIVISION OF PUBLIC WORKS**

**I.
PURPOSE**

Idaho Code § 40-310(14) establishes a program for the construction, alteration, repair, and maintenance of roadways in, through, and around the grounds of state institutions. The Idaho Transportation Board ("Board") has authorized an amount up to thirty thousand dollars (\$30,000) annually for this program under Board Policy B-05-15. This Memorandum of Understanding ("MOU") provides the conditions under which the Department of Administration ("DOA"), through its Division of Public Works ("IDPW"), will oversee and implement such a program in conjunction with the Idaho Transportation Department ("ITD").

**II.
AUTHORITY**

Legal authority for this MOU includes Idaho Code §§ 40-310(14), 67-2326 through 67-2333, and 67-2339, and Board Policy B-05-15.

**III.
RESPONSIBILITIES AND PROCEDURES**

IT IS HEREBY AGREED THAT:

1. IDPW will accept requests from any appropriate board, commission, governing body or official head of any state institution that is seeking access to funds for the construction, alteration, repair, and maintenance of roadways in, through, and about the grounds of a state institution.
2. IDPW will process project requests annually, obtain the Governor's approval of recommended projects, and then pass on the recommendation(s) to the Board through the ITD Maintenance Engineer on or before March 1st annually. The final recommendation(s) will include project location information, type of work proposed, and a cost estimate.
3. The ITD Maintenance Engineer will submit the recommended project(s) to the Board at its monthly meeting in March each year for concurrence.

4. After receiving written notice of Board concurrence as to the recommended project(s), IDPW will send an invoice to the Controller, ITD, in the amount of that fiscal year's approved project list, which was agreed upon by the Board at the preceding March meeting.
5. ITD will then satisfy the invoice presented by IDPW from the Headquarters Maintenance budget using the STARS interagency billing process from the State Highway Fund. Such satisfaction of the invoice shall occur as close as is practicable to July 1st of the fiscal year in which the recommended projects shall be undertaken. Payment will cover the total amount of the approved project(s), but is not to exceed thirty thousand dollars (\$30,000) annually, in accordance with the provisions of this MOU.
6. IDPW will administer or cause to be administered the Board approved projects, including all phases of project development, construction, and final cost accounting. Project costs that exceed the Board approved amounts are the sole responsibility of IDPW. In the event that project costs are less than the approved amount, the remaining balance will constitute a credit pursuant to paragraph 7 of this MOU.
7. On or before June 30th of the fiscal year for which the payment has been made, IDPW will provide a full accounting of that fiscal year's project costs to ITD. Any unexpended and unencumbered project funds remaining shall be applied as a credit to the next fiscal year's approved project costs, and that amount may be deducted from the amount approved by the Board for the next fiscal year.

IV. LIMITATIONS

Nothing in this MOU between ITD and IDPW shall be construed as limiting or expanding the statutory or regulatory responsibilities of either agency or of any involved individual acting on behalf of the agency or in performing functions granted to them by law, or as requiring either agency to expend any sum in excess of its respective appropriation. Each and every provision of this MOU is subject to the laws and regulations of the State of Idaho and of the United States. Nothing in this MOU shall be construed as expanding the liability of either party. In the event of a liability claim, each party shall defend their own interests. Neither party shall be required to provide indemnification of the other party.

V. EFFECTIVE DATE

This MOU shall become effective upon signature of the Director of ITD and the Director of DOA.

MEMORANDUM OF UNDERSTANDING - 2

VI.
METHOD OF TERMINATION

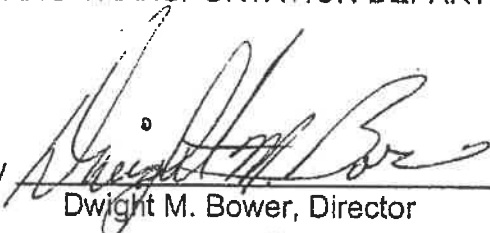
This MOU shall remain in force unless formally terminated by either party after thirty-(30) days' written notice to the other party.

VII.
AMENDMENTS

Amendments to this MOU shall become effective upon mutual agreement and written approval by the Director of ITD and the Director of DOA.

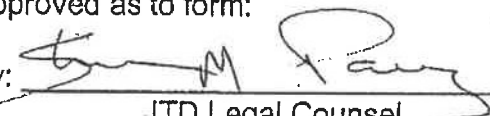
VIII.
SIGNATURES

IDAHO TRANSPORTATION DEPARTMENT

By  _____
Dwight M. Bower, Director

3-17-00
Date

Approved as to form:

By:  _____
ITD Legal Counsel

3/14/2000
Date

DEPARTMENT OF ADMINISTRATION

By  _____
Pamela I. Ahrens, Director

3/27/2000
Date

MEMORANDUM OF UNDERSTANDING - 3



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name Blake Rindlisbacher, P.E.	Presenter's Title Transportation Engineering Division Administrator	Initials BR	Reviewed By LSS
Preparer's Name Monica Crider, P.E.	Preparer's Title State Design Engineer	Initials MC	

Subject

Board Approval of Contract 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 10/01/22 to 04/30/23					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
52	11	9	2	1	1

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.

Contract requiring Board Approval to Award -Justification received 04/01/23 to 04/30/23	
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 +/- % of EE
1	23235 SIA	I-90	4/11/2023	1	\$214,000.00	\$269,120.00	\$55,120.00 126%
US-2, at MP 7.348 Culvert Relining					State		
Contractor: Crea Construction, Inc							

DATE OF BID OPENING – APRIL 11, 2023

IDAHO STATE FINANCED PROJECT
US-2 at MP 7.348 Culvert Relining
Bonner County
Key No. 23235

DESCRIPTION: The work on this project consists of relining an existing 48" CMP Culvert with new 42" HDPE pipe and filling the void with flow-able grout

BIDDERS: Crea Construction, Inc \$269,120.00
Lewiston, ID

1 BIDS ACCEPTED

Engineer's Estimate- \$214,000.00

NET +/- OF EE \$55,120.00

LOW BID – 126 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. Highway Design concurs with the recommendation.


Karen
Hanna

Digitally signed
by Karen Hanna
Date: 2023.04.12
16:31:23 -06'00'

Karen Hanna
Contracts Manager

Department Memorandum

Idaho Transportation Department

**DATE:** April 24, 2023**Program Number(s)** A023(235)
TO: Monica Crider, PE
 State Design Engineer
Key Number(s) 23235
FROM: Damon Allen 
 District 1 Engineer
Program ID, County, Etc. US-2, Bonner County**RE:** Justification for Award of Bid

On April 11 2023, 1 bid was opened for the above referenced project. The low bid of \$269,120.00 was 25.75% higher than the Engineer's estimate.

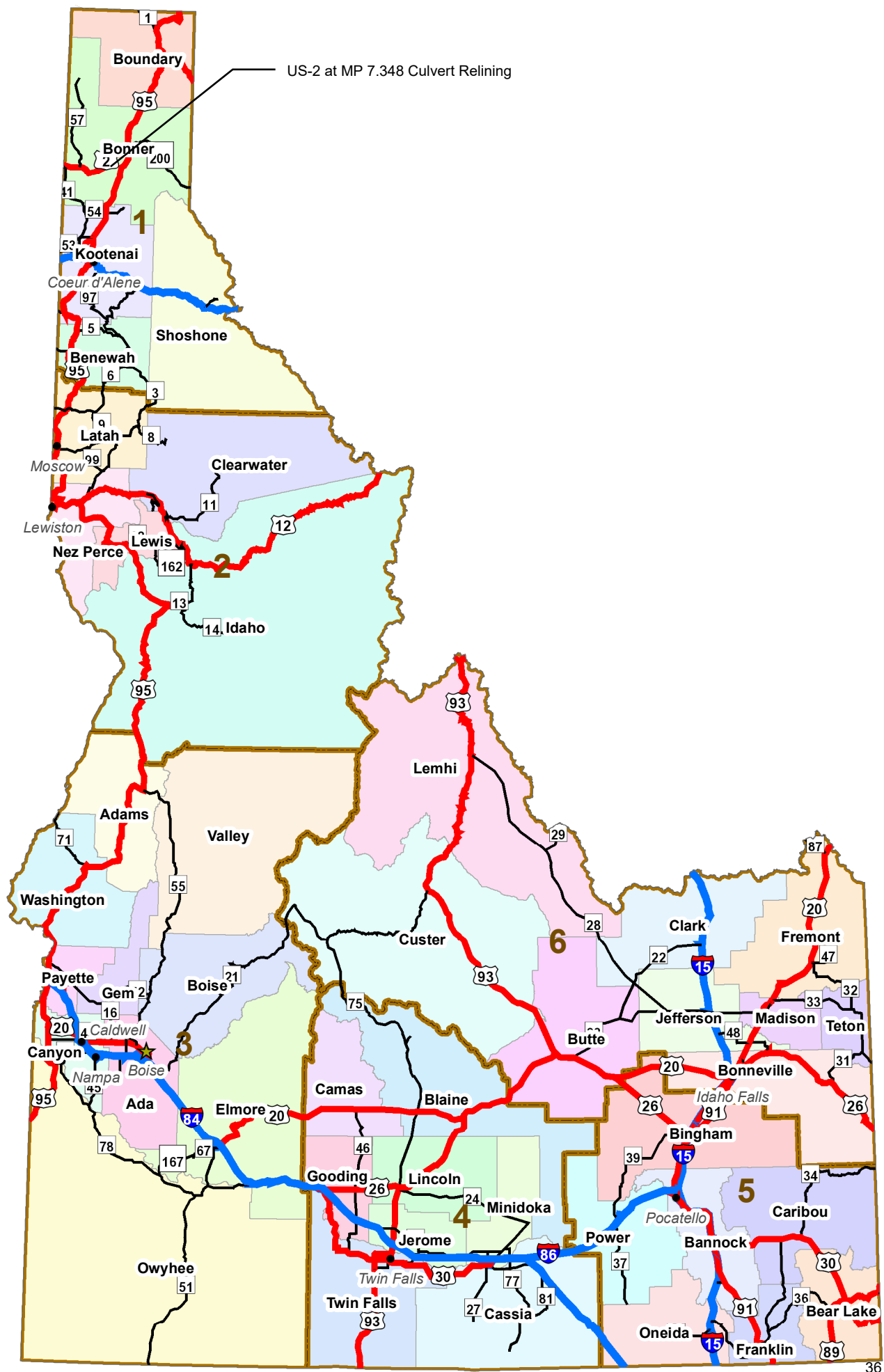
The following items account for most of the difference between the low bid and the Engineer's Estimate:

Item	Description	Quantity	Estimated Unit Price	Bid Unit Price	\$ Difference
S911-05C	SP 42" CULVERT RELINING	130 LF	\$1,600.00	\$2,024.00	\$55,120.00
Total Difference from these Items					\$ 55,120.00

This project is part of the Supporting Infrastructure Assets program which consists of smaller scale maintenance type efforts. The specific scope on this project is culvert relining which the district has little to no bid history. This lack of information is the primary reason for the difference.

This project addresses a deficient culvert in the roadway and in order to increase the economic opportunities of the public, needs to be awarded in the 2023 construction season.

There are sufficient funds within the project budget to cover the bid cost. The district does not believe that re-advertisement will result in lower estimates. The district recommends award of this contract.





Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 8, 2023

Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name Blake Rindlisbacher, P.E.	Presenter's Title Transportation Engineering Division Administrator	Initials BR	Reviewed By LSS
Preparer's Name Monica Crider, P.E.	Preparer's Title State Design Engineer	Initials MC	

Subject

Board Approval of Contract to Reject

Key Number	District	Route Number
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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 10/01/22 to 04/30/23					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
52	11	9	2	1	1

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.

Contract requiring Board Approval to Reject -Justification received 04/01/23 to 04/30/23	
ITD	Local
1	0

Recommendations

In accordance with Board Policy 4001, the construction contract on the attached report is recommended to reject with Board approval.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

Monthly Status Report to the Board

CONTRACT(S) FOR BOARD REJECTION

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
1	23791 SIA	US-2	4/25/2023	1	\$694,812.95	\$854,679.44	\$159,866.49 123%
FY24 D1 Striping					State		
Contractor: Road Products LLC							

DATE OF BID OPENING – APRIL 25, 2023

IDAHO STATE FINANCED PROJECT
FY24 D1 STRIPING
Kootenai and Shoshone County
Key No. 23791

DESCRIPTION: The work on this project consists of restriping I-90, from MP 0 to MP 73.885 with waterborne paint.

BIDDERS: Road Products LLC \$854,679.44
Spokane, WA

1 BIDS ACCEPTED

BUDGET - \$694,812.95

NET +/- OF EE \$159,866.49

LOW BID -123 %


(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. Highway Design concurs with the recommendation.



Karen Hanna
Contracts Manager

Department Memorandum

Idaho Transportation Department

**DATE:** April 26, 2023**Program Number(s)** A023(791)
TO: Monica Crider, PE *MC*
 State Design Engineer
Key Number(s) 23791
FROM: Damon Allen, PE *DA*
 District 1 Engineer

Program ID, County, Etc. I-90, FY24 D1
 STRIPING
RE: Justification for Rejection of Bid

On April 25, 2023, 1 bid was opened for the above referenced project. The low bid of \$854,679.44 was 23% higher than the Engineer's estimate.

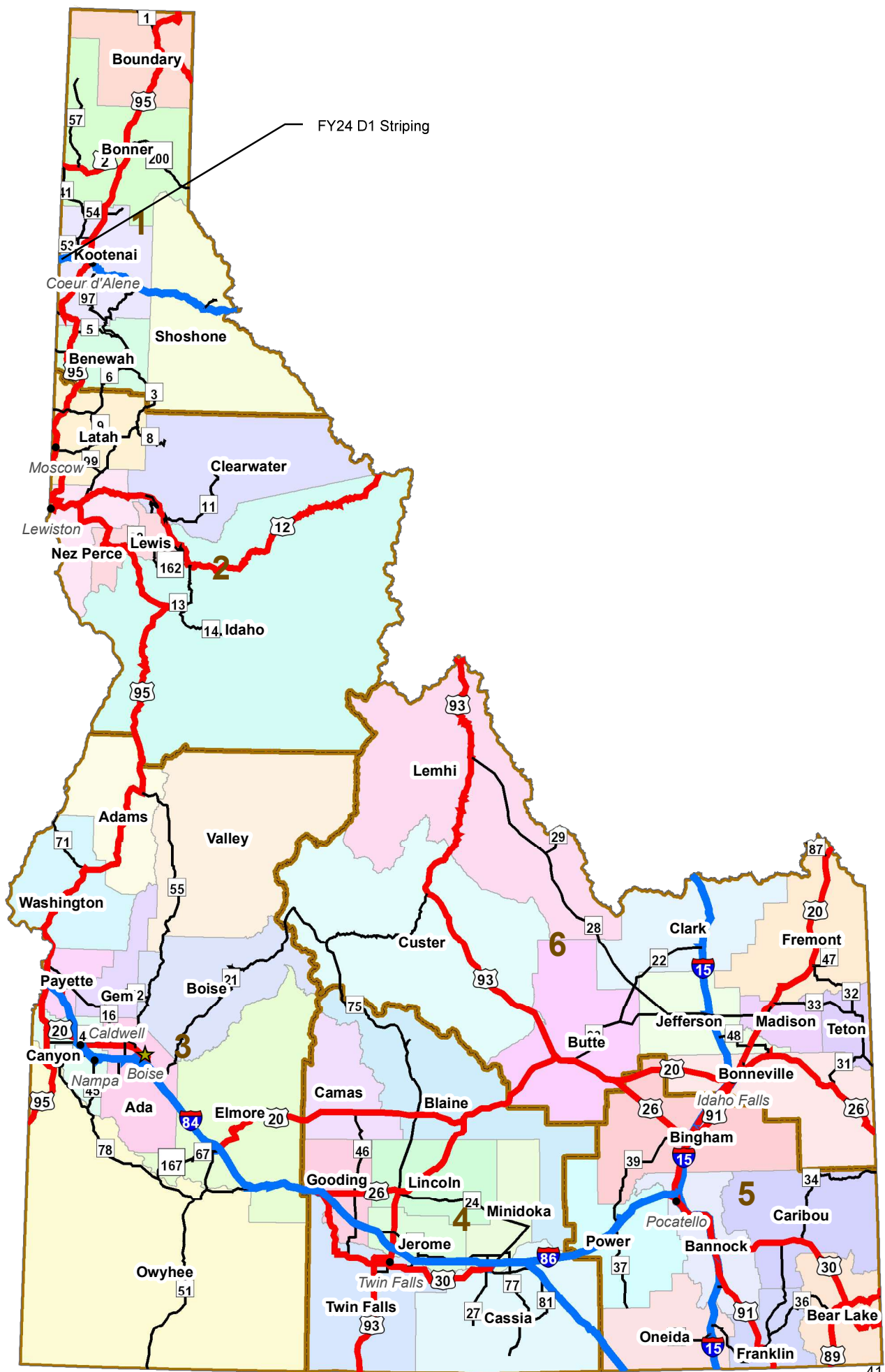
The following items account for most of the difference between the low bid and the Engineer's Estimate:

Item	Description	Quantity	Estimated Unit Price	Bid Unit Price	\$ Difference
S911-05A	Special Longitudinal Pavement Markings (Waterborne)	1,316,132.40 FT	\$0.46	\$0.60	\$159,866.49
Total Difference from these Items					\$ 159,866.49

The Engineer's Estimate for S911-05A was based on an aggregate of several items included under one pay item, including linear pavement markings and two different kinds of brooming typically paid for separately by the hour. Prices for each item were estimated based from the average unit price index for similar projects and on observation of past experience with similar projects. Quantities were estimated based on the project length. The extended price of each was calculated and combined into one pay item for bidding purposed.

Had we considered that it would be difficult to estimate and bid on three different items under one when they are typically paid for separately with different units, and had instead listed them as separate items in the bid schedule with clear quantities and the ability for separate unit prices, we believed the Engineer's Estimate would have been within 110%.

The district believes that modifying the plans and specs and re-advertisement will result in lower estimates. The district recommends the rejection of this contract.





Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023Consent Item ☐Information Item ☒

Amount of Presentation Time Needed _____

Presenter's Name Blake Rindlisbacher, P.E.	Presenter's Title Transportation Engineering Division Administrator	Initials BR	Reviewed By LSS
Preparer's Name Monica Crider, P.E.	Preparer's Title State Design Engineer	Initials MC	

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 10/01/22 to 04/30/23					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
52	11	9	2	1	1

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 04/01/23 to 04/30/23	
ITD	Local
6	4

FUTURE ACTIONS

The Current Advertisement Report is attached.

Recommendations

For Information Only.

Board Action

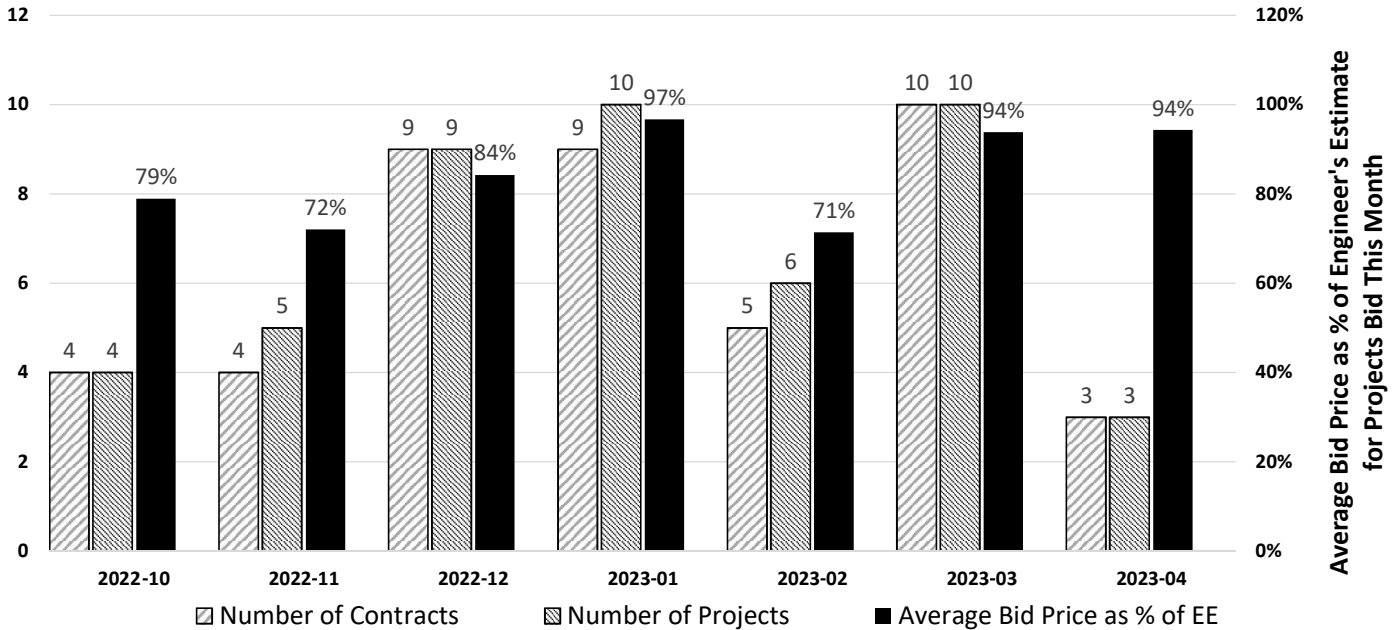
☐ Approved ☐ Deferred _____
☐ Other _____

FFY23 State Infrastructure Project Bid Results: YTD Summary By Cost

47 Projects YTD through April 30, 2023

YTD Total for all 47 projects:

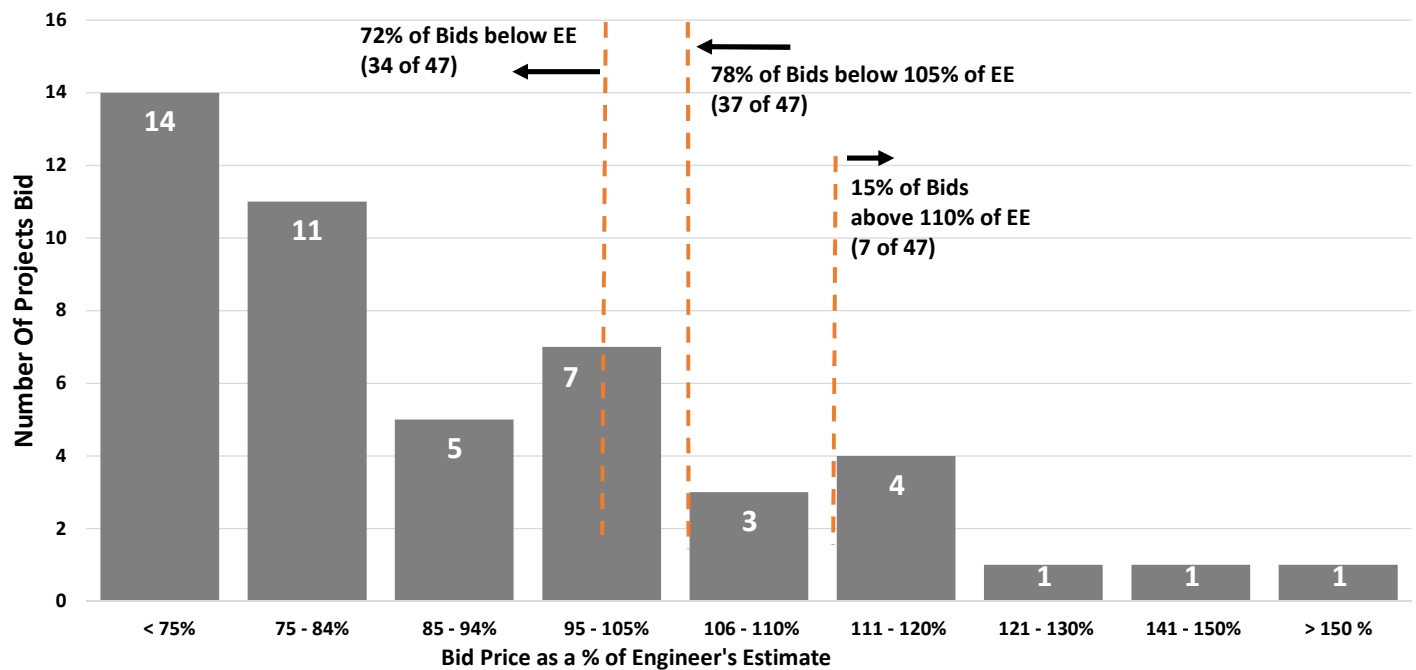
Ratio of Bid Costs / Engineer's Estimates = \$362.0 / \$405.5 M = 89.3%



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

FFY23 State Infrastructure Project Bid Results: YTD Summary By Project Count

47 Projects YTD through April 30, 2023



Note: Local and SIA 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(6)	22886	OFF SYS	4/4/2023	3	\$360,005.80	\$258,751.00	(\$101,254.80)
Raised Curb Medians Safety Improvements, Idaho Falls							72%
Contractor: DL Beck Inc					Federal		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
5	20595	US-26/I-15BL	4/4/2023	2	\$1,948,000.00	\$1,377,150.00	(\$570,850.00)
FY23 Blackfoot Signal Upgrade							71%
Contractor: Mountain West Electric Inc					State		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
2	19377	US-12	4/11/2023	3	\$13,475,215.11	\$12,888,764.43	(\$586,450.68)
US-12, Lochsa Ranger Station to Holly Circle Turnout							96%
Contractor: M. A. DeAtley Construction Inc					Federal		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
LHTAC(5)	19247	OFF SYS	4/11/2023	4	\$3,096,594.60	\$3,028,688.40	(\$67,906.20)
S. Fisher St.; E. Walker St. to E. Alice St., Blackfoot							98%
Contractor: Gale Lim Construction LLC					Federal		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
5	21892 SIA	Various	4/11/2023	2	\$262,265.15	\$107,876.40	(\$154,388.75)
D5 Fence Upgrade							41%
Contractor: Snake River Reclamation LLC					State		

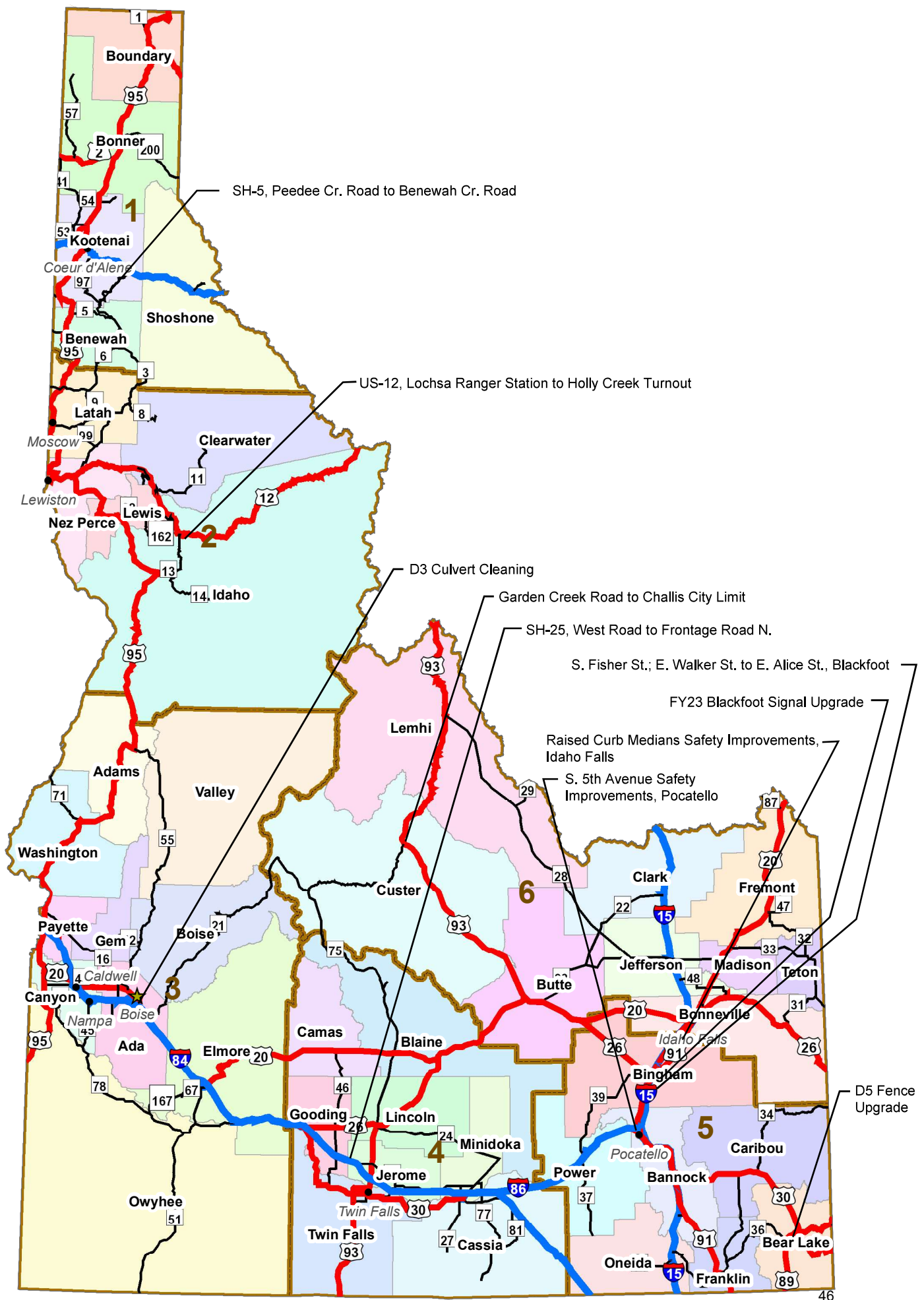
District	Key No.	Route	Opening Date	No. of Bids	Estimated Quantity	Quantity Bid	Net +/-
							% of EE
3	22745 SIA	I-84	4/11/2023	2	426 Tons	305 Tons	100%
D3 Culvert Cleaning					Fixed Price Variable Quantity		
Contractor: Downstream Services, Inc					State		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
LHTAC(6)	18933	OFF SYS	4/18/2023	2	\$4,698,985.00	\$4,427,682.29	(\$271,302.71)
Garden Creek Road to Challis City Limit							94%
Contractor: DL Beck Inc					Federal		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
LHTAC(5)	22411	OFF SYS	4/18/2023	2	\$244,106.00	\$245,777.70	\$1,671.70
S. 5th Avenue Safety Improvements, Pocatello							101%
Contractor: D. Co Concrete, LLC					Federal		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
1	23934	SH-5	4/18/2023	3	\$5,795,532.01	\$5,749,000.00	(\$46,532.01)
SH-5, Peedee Cr. Road to Benewah Cr. Road							99%
Contractor: Knife River Corporation- Mountain West					State		

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
4	22723	SH-25	4/25/2023	1	\$284,059.71	\$260,796.80	(\$23,262.91)
SH-25, West Road to Frontage Road N.							92%
Contractor: Stake & Parson Companies DBA Idaho Materials & Construction					State		



Monthly Contract Advertisement As of 04-30-2023

District	Key No.	Route	Bid Opening Date
ACHD(3)	20122	OFF SYS	5/2/2023
FY22 Pavement Preservation and ADA, PH. 2, Boise \$1,000,000.00 to \$2,500,000.00			

District	Key No.	Route	Bid Opening Date
1	23935	SH-53	5/2/2023
SH-53, N. Bruss to Latah Street \$1,000,000.00 to \$2,500,000.00			

District	Key No.	Route	Bid Opening Date
4	23202	US-93	5/2/2023
US-93, Interchange Ramps \$5,000,000.00 to \$10,000,000.00			

District	Key No.	Route	Bid Opening Date
3	22744/22748 SIA	I-86	5/2/2023
I-86, Interchange Ramps \$5,000,000.00 to \$10,000,000.00			

District	Key No.	Route	Bid Opening Date
2	22781 SIA	US-12	5/2/2023
US-12, Dike Bypass RR Track Removal, Lewiston \$500,000.00 to \$1,000,000.00			

District	Key No.	Route	Bid Opening Date
LHTAC(3)	13487	OFF SYS	5/9/2023
Middleton and Ustick Roundabout, Caldwell \$2,500,000.00 to \$5,000,000.00			

District	Key No.	Route	Bid Opening Date
5	22486 SIA	SH-34	5/9/2023
SH-34, FY23 D5 guardrail Replacement \$100,000.00 to \$250,000.00			

District	Key No.	Route	Bid Opening Date
5	23809 SIA	I-86 & I-15	5/9/2023
FY24 D5 Striping \$500,000.00 to \$1,000,000.00			

District	Key No.	Route	Bid Opening Date
3	19860	I-84	5/23/2023
I-84, Simco Road IC \$10,000,000.00 to \$15,000,000.00			

District	Key No.	Route	Bid Opening Date
4	24192	SH-75	5/23/2023
SH-75, Ohio Gulch Road Intersection \$500,000.00 to \$1,000,000.00			

District	Key No.	Route	Bid Opening Date
6	23631	US-20	5/23/2023
US-20, Saturn to Science Center \$1,000,000.00 to \$2,500,000.00			

District	Key No.	Route	Bid Opening Date
6	22774	I-15B & US-26	5/23/2023
I-15B/US-26, Sunnyside to Lomax Mill and Inlay \$1,000,000.00 to \$2,500,000.00			

District	Key No.	Route	Bid Opening Date
2	23223 SIA	SH-14 & US-12	5/23/2023
FY24 D2 Landslide Cleanup \$500,000.00 to \$1,000,000.00			

District	Key No.	Route	Bid Opening Date
6	23398 SIA	Various	5/23/2023
FY24 D6 Inlay Pavement Markings \$500,000.00 to \$1,000,000.00			



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

Presenter's Name Mohsen Amirmojahedi	Presenter's Title Consultant Services Engineer	Initials MA	Reviewed By
Preparer's Name Holly McClure	Preparer's Title Grants/Contracts Officer	Initials HM	

Subject

REPORT ON PROFESSIONAL SERVICES AGREEMENTS AND TERM AGREEMENT WORK TASKS		
Key Number various	District	Route Number

Background Information

For all of ITD

Consultant Services processed 31 new professional services agreements and work tasks totaling **\$13,559,078** and 3 supplemental agreements to existing professional services agreements totaling **\$443,461** from March 27, 2023 through April 23, 2023.

<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>	
Resources not Available								
Construction Engineering, Inspection, Sampling & Testing	3	2	3	3				11
Roadway Design			3					3
Public Involvement			2					2
Bridge Inspection							1	1
Materials / Geotechnical		1						1
Local Public Agency Projects	2	1	1	2	1	6		13
Total	5	4	9	5	1	6	1	31

For ITD District Projects

18 new professional services agreements and work tasks were processed during this period totaling **\$10,507,153.4** supplemental agreements totaling **\$405,461** 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>
SH 53, HAUSER LAKE RD TO N BRUSS RD, KOOTENAI CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Construction Engineering, Inspection, Sampling & Testing Services	Individual Project Solicitation	Ruen-Yeager & Associates, Inc.	\$445,322
US 95, GRANITE NORTH & FRONTAGE RDS, BONNER CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Construction Engineering, Inspection, Sampling & Testing Services, Year4	Individual Project Solicitation	HDR Engineering, Inc.	Prev: \$2,879,009 This: \$107,559 Agreement Total to Date: \$2,986,568 Board Approved: \$3,000,000 On: 8/20/2020
I 90, BIG CREEK TO MP 58.5, SHOSHONE CO; I 90, OSBURN TOW WALLACE, SHOSHONE CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Construction Engineering, Inspection, Sampling & Testing Services	Individual Project Solicitation	HDR Engineering, Inc.	\$755,777

District 2

<i>Project</i>	<i>Reason Consultant! Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
STATE, FY24 D2 STRIPING	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Augmentation Services	RFI from Term Agreement	J-U-B Engineers, Inc..	\$9,510
SH 64, FY23 D2 PAVEMENT RESTORATION	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Staff Augmentation Services	RFI from Term Agreement	J-U-B Engineers, Inc..	\$109,787
US 12, GREER TO KAMIAH, LEWIS CO	Resources not Available Materials/ Geotechnical	Roadway Materials Report	Direct from Term Agreement	Terracon Consultants, Inc.	\$68,654

District 3

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH 55, FARMWAY RD TO MIDDLETON RD, CANYON CO	Resources not Available Roadway Design	Right-of-Way Services	Individual Project Solicitation	Horrocks Engineers, Inc.	\$1,649,958 Board Approved: \$2,000,000 On: 2/23/2023
US 20, PHYLLIS CANAL BR TO SH-16, ADA CO; US 20, PHYLLIS CANAL BR, NRMERTDIAN	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Construction Engineering, Inspection, Sampling & Testing Services - Year 2	Individual Project Solicitation	HMH, LLC	Prev: \$153,297 This: \$283,240 Agreement Total to Date: \$436,537
US 20/26, I 84 TO MIDDLETON RD, CANYON CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Construction Engineering, Inspection, Sampling & Testing Services - 2023	Individual Project Solicitation	Keller Associates, Inc.	Prev: \$753,692 This: \$1,719,597 Agreement Total to Date: \$2,473,289 Board Approved: \$3,500,000 On: 3/23/2023
SH 16, I 84 TO FRANKLIN RD, ADA & CANYON COS; SH 16, USTICK RD TO US 20/26, ADA & CANYON COS	Resources not Available Public Involvement	Public Involvement Services during Construction	Individual Project Solicitation	Rosemary Brennan Curtin, Inc.	Prev: \$305,758 This: \$827,588 Agreement Total to Date: \$1,133,346
SH 55, EAGLE RD; I 84 TO SH 44, ADA CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Season 2, Phase 1 CE&I Services	Individual Project Solicitation	Jacobs Engineering Group, Inc.	Prev: \$379,560 This: \$338,485 Agreement Total to Date: \$718,045
SH 16, I 84 TO US 20/26 & SH44 IC, ADA & CANYON COS	Resources not Available Public Involvement	Public Involvement Services	Individual Project Solicitation	Rosemary Brennan Curtin, Inc.	Prev: \$286,044 This: \$196,550 Agreement Total to Date: \$482,594
I 84, SH 44 IC TO CENTENNIAL WAY IC, CANYON CO	Resources not Available Roadway Design	Roadway Design, Phase 2 - Conceptual Design, Environmental Approval, and Public Involvement	Individual Project Solicitation	Horrocks Engineers, Inc.	Prev: \$1,351,015 This: \$2,604,184 Agreement Total to Date: \$3,955,199 Board Approved: \$4,500,000 On: 3/23/2023
SH 16, USTICK RD TO US 20/26, ADA & CANYON COS	Resources not Available Roadway Design	Independent Cost Estimating Services	Direct from Term Agreement	Stanton Constructability Services, LLC	\$12,108

District 4

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I 84, KIMBERLY IC (SH 50), JEROME CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Inspection, Sampling & Testing Services	Individual Project Solicitation	Horrocks Engineers, Inc.	\$918,197
SH 46, BIG WOOD RV BR, GOODING CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Additional Sampling, Testing and Inspection Services	RFI from Term Agreement	Horrocks Engineers, Inc.	Prev: \$150,879 This: \$25,000 Agreement Total to Date: \$175,879
US 93, PERRINE BR REPAIR, TWIN FALLS CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Construction Engineering and Inspection Services	RFI from Term Agreement	Burgess & Niple, Inc.	Prev: \$537,219 This: \$361,866 Agreement Total to Date: \$899,085 Board Approved: \$900,000 On: 8/18/2022

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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NONE

District 6

<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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NONE

Headquarters

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
OFFSYS, FY23 LOCAL/OFFSYS BRIDGE INSPECTION	Resources not Available Bridge Inspection	Bridge Inspection Services	Individual Project Solicitation	Burgess & Niple, Inc.	Prev: \$263,313 This: \$73,771 Agreement Total to Date: \$337,084

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>
	Various District 1 and District 2 Projects	HMH, LLC	4/8/2022, Provide Laboratory & Testing Services	Additional Lab Augmentation Services	Prev: \$322,044 This: \$388,203 Agreement Total to Date: \$710,247
5	I 15, NORTHGATE TO FORT HALL, BANNOCK CO; , Non STIP; I 15, NORTHGATE TO BLACKFOOT ENVIRONMENTAL	Strata, Inc..	10/27/2022, TECM Technical Services	Additional Peer Review Services	Prev: \$17,338 This: \$17,258 Agreement Total to Date: \$34,596

For Local Public Agency Projects

13 new professional services agreements totaling **\$3,051,925** were processed during this period. 2 supplemental agreement(s) totaling **\$38,000** were processed.

<i>Project</i>	<i>Sponsor</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SMA-3783, FY23 ROADWAY & ADA IMPROVEMENTS, PT 2, BOISE AREA	ADA COUNTY HIGHWAY DISTRICT	Construction Inspection Services	Direct from Term Agreement	Jacobs Engineering Group, Inc.	\$30,566
STC-6768, ARCHER HWY CURVE IMPRV, MADISON CO	MADISON COUNTY	Roadway Design Services	RFI from Term Agreement	Civil Science, Inc.	\$84,796
LOCAL, 45TH E; WILLOW CR BR, BONNEVILLE CO; FAS-6722, 45TH E; SAND CREEK BRIDGE, BONNEVILLE CO	BONNEVILLE COUNTY	Bridge Design Services	Individual Project Solicitation	Keller Associates, Inc.	\$1,019,401 Board Approved: \$1,300,000 On: 3/23/2023
STC-5734, HAYDEN AVE & MEYER RD INT, POST FALLS HD; NHS-7045, PRAIRIE AVE; MEYER RD TO SH 41, POST FALLS HD	POST FALLS HIGHWAY DISTRICT	Roadway Design, Phase 11: Final Design and PS&E	Individual Project Solicitation	J-U-B Engineers, Inc..	Prev: \$899,476 This: \$285,143 Agreement Total to Date: \$1,184,619 Board Approved: \$1,340,000 On: 3/23/2023
SMA-7406, INT 17TH ST & ROLLANDET, IDAHO FALLS	CITY OF IDAHO FALLS	Construction Materials Testing	Direct from Term Agreement	Forsgren Associates, Inc.	\$10,519
OFFSYS, KILPATRICK BR, BLAINE CO	BLAINE COUNTY	Bridge Design, Stage 2, Completion of Design through PS&E	Individual Project Solicitation	Keller Associates, Inc.	Prev: \$359,914 This: \$289,470 Agreement Total to Date: \$649,384
LOCAL, US HWY 12 SIDEWALK PROJECT, PH I	CITY OF OROFINO	Roadway/Sidewalk Design Services	RFT from Term Agreement	J-U-B Engineers, Inc..	\$81,612
LOCAL, BLAINE WARING MEMORIAL PARK PATHWAY	CITY OF DUBOIS	Pathway Design Services	Direct from Term Agreement	Forsgren Associates, Inc.	\$47,100
OFFSYS, N FORK EAST RV BR, BONNER CO	BONNER COUNTY	Bridge and Roadway Design Services	Individual Project Solicitation	Keller Associates, Inc.	\$709,085
STC-2742, GOLDEN VALLEY RD; 1500 W TO 900 W, OAKLEY HD	OAKLEY HIGHWAY DISTRICT	Construction Engineering, Inspection, Sampling & Testing Services	RFI from Term Agreement	Civil Science, Inc.	Prev: \$191,600 This: \$286,315 Agreement Total to Date: \$477,915
OFFSYS, FUN FARM BRIDGE, FREMONT CO	FREMONT COUNTY	Historic Preservation Services	Direct from Term Agreement	TAG Historical Research & Consulting	\$48,012
OFFSYS, MAIN ST WEST, I 15B TO ROOSEVELT, INKOM; I 15, INKOM ELEMENTARY SCHOOL SIDEWALK, INKOM; I 15, MAIN ST TO OLD HIGHWAY 91, INKOM	City of Inkom	Construction Engineering, Inspection, Sampling & Testing Services	RFI from Term Agreement	Forsgren Associates, Inc.	Prev: \$199,298 This: \$109,906 Agreement Total to Date: \$309,204

OFFSYS, WALLACE AVE SIDEWALKS, DRIGGS	CITY OF DRIGGS	Roadway/Sidewalk Design Services	Direct from Term Agreement	Keller Associates, Inc.	\$50,000
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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>
2	SH 8, 3RD ST SAFETY IMPRV PH2, MOSCOW; STC-7664, 6TH ST PED IMPRV, MOSCOW; SH 8, 3RD ST SAFETY IMPRV PH 1, MOSCOW	J-U-B Engineers, Inc..	4/5/2022, Construction Engineering & Inspection Services	Additional CE&I Services	Prev: \$192,865 This: \$38,000 Agreement Total to Date:\$230,865

Recommendations

For Information Only

Board Action

<input type="radio"/> Approved <input type="radio"/> Deferred _____ <input type="radio"/> Other _____
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Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed _____

Presenter's Name Blake Rindlisbacher, PE	Presenter's Title Chief Engineer	Initials BR	Reviewed By LSS
Preparer's Name Laila Kral, PE	Preparer's Title Administrator, LHTAC	Initials LK	MA

Subject

2023 Children Pedestrian Safety Program

Key Number N/A	District Statewide	Route Number N/A
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Background Information

House Bill 354, signed by Governor Little allocated \$10 million to the Children Pedestrian Safety (CPS) Program to be administered by LHTAC. The LHTAC Council convened on April 14, 2023 to review options presented by staff on how to proceed with administering the additional funding. Council considered two options:

1. Conduct a new application period, score and award projects as in year's past; or
2. Fund the unfunded projects from the 2022 applications, provide some contingency construction funds to help on inflationary increases and then conduct a solicitation for applications in fall 2023 with any unspent funds.

The LHTAC Council chose Option 2 with a unanimous vote. This will fund \$7.5 million in projects, provide up to \$50,000 per applicant to account for recent higher bid prices on a first come, first serve basis and then provide an opportunity for applications this fall with unspent funds.

This option will get funding to local sponsors in the quickest manner for projects to begin this construction season. This option will also help some of the 2021 CPS projects to move forward as they have had difficulties at bidding due to inflation. There will be 84 active CPS projects statewide with this LHTAC Council action. Five projects from 2021, 45 projects from 2022 and 34 newly funded projects. The 2022 application list with scores is attached for reference, projects #44 & 45 will go from partial to full awards and projects #46-79 will be funded.

Recommendations

For information.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

2022 Children Pedestrian Safety Application Scores

Rank	Local Sponsor	Project Type	Amount \$ Applied For	Total cost of Project	Total Score
1	City of Kootenai	Shoulder Widening	\$ 250,000	\$ 250,000	87.25
2	City of Cascade	Sidewalk	\$ 250,000	\$ 300,125	87
3	City of Burley	Sidewalk	\$ 250,000	\$ 388,164	86.5
4	City of Ammon	Pathway	\$ 250,000	\$ 315,927	84
5	City of Bancroft	Sidewalk	\$ 250,000	\$ 273,000	84
6	City of Sugar City	Crossing, Sidewalk	\$ 250,000	\$ 251,894	82.75
7	City of Pinehurst	Sidewalk	\$ 250,000	\$ 250,000	82
8	City of Smelterville	Sidewalk	\$ 250,000	\$ 250,000	82
9	City of Ponderay	Ped Bridge Repair	\$ 50,000	\$ 75,000	82
10	City of Oldtown	Crossings, RRFB	\$ 93,792	\$ 93,792	82
11	City of Heyburn	Pathway, Ramps	\$ 250,000	\$ 290,000	81.75
12	City of Preston	Sidewalk	\$ 250,000	\$ 250,000	81.25
13	City of New Meadows	Crosswalk	\$ 24,928	\$ 24,928	81.25
14	City of Driggs	Pathway	\$ 250,000	\$ 250,000	81.25
15	City of Rathdrum	Pathway	\$ 150,000	\$ 154,000	80.75
16	City of Soda Springs	Sidewalk, Ped Bridge	\$ 250,000	\$ 481,200	80.75
17	City of Sandpoint	Sidewalk, Ramps, Lighting	\$ 250,000	\$ 300,000	80.75
18	City of Lewiston	Sidewalk, Ramps	\$ 250,000	\$ 290,000	80.5
19	City of Rexburg	Crossing	\$ 250,000	\$ 250,000	80.25
20	City of Nampa	Sidewalk	\$ 234,000	\$ 234,000	80.25
21	City of Dubois	Sidewalk, Ramps	\$ 250,000	\$ 286,500	80.25
22	City of McCall	Pathway, Beacons, Ramps	\$ 250,000	\$ 274,698	80
23	City of Kamiah	Sidewalk, Crossing	\$ 250,000	\$ 250,000	79.5
24	City of Weiser	Pathway	\$ 250,000	\$ 300,000	79.5
25	City of Orofino	Pedestrian Crossing	\$ 250,000	\$ 300,000	79
26	City of Idaho Falls	Sidewalk, Path	\$ 249,483	\$ 249,483	78.75
27	City of Fairfield	Sidewalks, Ramps	\$ 250,000	\$ 295,000	78.75
28	City of Coeur d'Alene	Pathway, Crossing	\$ 250,000	\$ 300,000	78.75
29	City of Buhl	Sidewalk	\$ 250,000	\$ 260,000	78.5
30	City of Potlatch	Sidewalk	\$ 250,000	\$ 250,000	78.25
31	City of Dalton Gardens	Beacons, Sidewalk	\$ 150,000	\$ 150,000	78
32	City of Twin Falls	Sidewalk	\$ 250,000	\$ 402,000	78
33	Ada County Highway District	Crossing	\$ 250,000	\$ 457,610	77.75
34	City of Greenleaf	Sidewalk	\$ 250,000	\$ 275,000	77.75
35	City of Shelley	Ramps, Beacons	\$ 200,000	\$ 230,000	77.25
36	City of Rockland	Sidewalk, Ramps	\$ 250,000	\$ 260,000	77.25
37	City of Hayden Lake	Sidewalk, Flashing Beacons	\$ 250,000	\$ 400,000	77
38	City of Jerome	Sidewalk	\$ 242,287	\$ 693,241	76.5
39	City of Craigmont	Sidewalk Reconstruction	\$ 250,000	\$ 265,000	76.25
40	City of New Plymouth	Crossing, Ramps	\$ 180,000	\$ 200,000	76
41	City of Troy	Crossing, Sidewalk	\$ 250,000	\$ 290,000	76
42	City of Marsing	Sidewalk	\$ 185,000	\$ 230,000	75.75
43	City of Teton	Traffic Calming,	\$ 110,000	\$ 130,000	75.5
44	Valley County*	Sidewalk	\$ 250,000	\$ 250,000	75.25
45	City of Albion*	Pathway	\$ 250,000	\$ 260,000	75.25
46	City of Pocatello	RRFB, Bulb Outs, SW	\$ 250,000	\$ 250,000	75
47	Madison County	Crosswalk Signage and Pathway	\$ 170,000	\$ 170,000	75
48	City of Homedale	Bike and Ped Pathway	\$ 250,000	\$ 337,702	74.75
49	City of Richfield	Sidewalk	\$ 250,000	\$ 315,000	74.75
50	Bingham County	Pathway, Crosswalks	\$ 250,000	\$ 260,000	74.75
51	City of Grace	Sidewalk Repair, Ramps, Beacons	\$ 250,000	\$ 257,000	74.5
52	City of Roberts	Sidewalk Improvements	\$ 250,000	\$ 287,000	74.5
53	City of Hailey	Pathway	\$ 250,000	\$ 250,000	74.5
54	City of Firth	Sidewalk	\$ 250,000	\$ 250,000	74.5
55	City of Lewisville	Pathway, Ramps	\$ 250,000	\$ 250,000	74.25
56	City of St. Anthony	Sidewalk	\$ 155,000	\$ 155,000	74
57	City of Paris	Sidewalk	\$ 250,000	\$ 250,000	72.25
58	City of Spirit Lake	School Zone Signs	\$ 33,000	\$ 33,000	72
59	City of Dietrich	Sidewalk	\$ 250,000	\$ 250,000	71.5
60	City of Kellogg	Ped Improvement	\$ 250,000	\$ 310,000	71.25
61	City of Star	Pathway	\$ 250,000	\$ 429,045	70.5
62	City of Hayden	Sidewalk	\$ 250,000	\$ 535,000	70.5
63	City of Rupert	Sidewalks, HAWK	\$ 250,000	\$ 297,300	70.5
64	City of Kuna	Pedestrian Crossing	\$ 230,000	\$ 290,000	69.75
65	City of Wilder	Sidewalk	\$ 250,000	\$ 325,000	68.75
66	City of Bloomington	Sidewalk, Ramps	\$ 250,000	\$ 250,000	68.5
67	City of Kendrick	RRFB, Trail	\$ 250,000	\$ 250,000	67.75
68	City of Priest River	Sidewalk	\$ 250,000	\$ 250,000	66.25
69	City of Melba	Sidewalk, Ramps	\$ 250,000	\$ 250,000	65.5
70	City of Cambridge	Sidewalk, Crossings	\$ 250,000	\$ 280,000	65.25
71	City of Dayton	Pathway	\$ 250,000	\$ 259,962	65
72	City of Filer	Sidewalk	\$ 121,000	\$ 121,000	63.5
73	City of Payette	Sidewalk, Ramps	\$ 240,000	\$ 302,173	63
74	City of Middleton	Sidewalk	\$ 165,000	\$ 173,100	62.75
75	City of Hagerman	Crossing, Sidewalk	\$ 250,000	\$ 322,550	61.5
76	City of Idaho City	Pathway	\$ 250,000	\$ 250,000	61
77	City of Mackay	Pathway	\$ 89,000	\$ 89,000	60.5
78	City of Genessee	Sidewalks	\$ 187,000	\$ 208,000	56.75
79	Jerome Highway District	Pedestrian Crossing	\$ 250,000	\$ 344,875	48.25

FY22 Funding Cut Line

* Partial Award of \$190,255 will be fully funded



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed N/A

Presenter's Name Mollie McCarty	Presenter's Title Chief External Affairs Officer	Initials MM	Reviewed By LSS
Preparer's Name Lorraine Dennis	Preparer's Title Executive Assistant to the Board	Initials LD	

Subject

FY2024-27 Division of Financial Management (DFM) Strategic Plan Report		
Key Number	District	Route Number

Background Information

Idaho Code 67-1903 – 67-1904 requires all state agencies to annually submit a Strategic Plan covering a minimum of four years, forward to DFM by July 1. The required elements as established in Idaho Code for the Strategic Plan, and additional guidance set by DFM include the following:

- Vision and/or Mission Statement
- Goals and Objectives
- Performance Measures and Benchmarks
- Key External Factors

New to the Plan is an overview including ITD's five focus areas and a performance measure for the Division of Aeronautics.

Recommendations

For Board review and input. Staff will seek approval at the June board meeting.

Board Action

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



Idaho Transportation Department

FY24-27 Strategic Plan

Your Safety • Your Mobility • Your Economic Opportunity

Overview

The Idaho Transportation Department (ITD) has a vision of enhancing quality of life through transportation. We are committed to improving the quality of life of people in the communities we serve by delivering on our mission of Your Safety. Your Mobility. Your Economic Opportunity.

ITD is responsible for operating and maintaining more than 12,300 lane miles and 1,830 bridges; 2,523 miles of Idaho Byways and 32 state backcountry airstrips. The state highway system includes 34 rest areas and 12 ports of entry. The Division of Motor Vehicles registers more than two million vehicles and trailers and is responsible for the credentials of more than a million drivers.

Governor Brad Little's Leading Idaho initiative is critical to ITD's ongoing success: Much-needed funds are creating an immediate impact to address road safety and capacity. These strategic projects are also investing in the long-term infrastructure of our great state. In FY22, ITD delivered a record investment level of projects in record time.

As stewards to the public, ITD has a great responsibility to expend taxpayer dollars wisely for the betterment of our state.

Modernized transportation is safer for everyone and drives economic opportunity. ITD is committed to customer service and working with statewide partners to deliver on timely and meaningful transportation projects.

With so much changing around us, ITD will leverage our innovative spirit to advance services that benefit our customers.

As we prepare for the challenges that lie ahead of us, the key to our success will be continuing to focus on our strengths that make ITD a great organization. Therefore, ITD has implemented Five Focus Areas to drive our strategic goals and measured success.

Invest with Purpose

We will work toward modernizing the transportation system and services by investing with purpose the funds provided by Governor Little and the legislature to enhance the quality of life in Idaho. This is intended to keep us all keenly aware of our stewardship to the public especially at a time when investment in transportation has increased. As investment resources are made available, we are committed to deliver completed projects without delay for the fastest realization of public benefit.

External Outreach

We will continue to emphasize and be intentional in our public outreach, engagement, and customer service solutions at ITD and be a strong partner with the private sector, local agencies, law enforcement, and communities that rely upon us. Communities care a great deal about transportation decisions so we have magnified our efforts to include them in investment decisions.

Ideal Workplace

We are so fortunate to have a very talented and loyal workforce team. We will continually seek out ways to foster a rewarding employee experience by listening and engaging with one another and showing appreciation to our employees.

Innovation

Employee innovation helps us respond to changing demands in our work. ITD employees are very committed to this mission and are in a unique position to provide insightful change that brings great value. We will elevate innovators across the organization and leverage employee ideas to make ITD better every day.

Employee Safety

We are vigilant about employee safety. We will continue the important emphasis on employee safety because we want everyone to return home safely every day.

Mission

Your Safety. Your Mobility. Your Economic Opportunity.

Vision

Enhancing Quality of Life Through Transportation

Goals & Objectives

The Idaho Transportation Department has set measurable objectives for each primary goal detailed below and further described in the “Measurement” section.

Provide the safest possible transportation system.

- Reduce highway and aviation fatality rates

Provide a mobility-focused transportation system that drives economic opportunity.

- Keep highways clear of snow and ice during winter storms
- Maintain pavement and bridges in good or fair condition
- Implement construction projects on time

Continually improve the employee experience.

- Minimize employee voluntary turnover rates

Continually innovate business practices.

- Save taxpayers’ money through employee-driven innovations
- Provide customers with 24/7, on-demand DMV services via Skip the Trip options

Measurement – What Are We Doing to Achieve our Goals?

ITD's dashboard of performance measures, benchmarks and objectives is available online. It can be found at: <https://apps.itd.idaho.gov/apps/Dashboard>.

Committed to: Provide the safest possible transportation system and work environment.

We care about your safety because each person is a mother, father, son or daughter and even one fatality or serious injury is not acceptable.

A safe transportation system connects families and communities, enables a vibrant economy, and allows the movement of essential supplies and services.

Safety is essential to maintaining and enhancing Idaho's high quality of life.

Applicable major divisions: Highways / Bridges and Aeronautics

Goal: Provide the safest possible transportation system.

Objective: Reduce the fatality rate.

Achievement: ITD recorded a five-year fatality rate of 1.33 for CY2017-21.

Future Targets: CY17-21 – 1.35, CY18-22 – 1.36, CY19-23 – 1.35, CY21-24 – 1.35; CY21-25 – 1.32

How Target Was Chosen: This represents federal standards for each state, and also adheres to ITD's own internal research.

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 the safest possible transportation system. (New)

Objective: Reduce fatal aviation crash rate.

Achievement: The State of Idaho had a five-year aircraft fatal accident rate of 2.38 fatal accidents per 100,000 flight hours in the years 2017-2021. This data is for calendar years 2017-2021 with a two-year delay based on NTSB and FAA investigation reporting timelines
Future target: CY18-22: 2.30; CY19-23: 2.20; CY20-24: 2.10; CY21-25: 2.00.

How target was chosen: With the small number of fatal accidents annually in Idaho (3 fatal accidents each year in 2017-2019, 4 fatal accidents in 2020; 2 fatal accidents in 2021), these targets represent reductions in fatal accidents with projected increases in flight hours.

Why This is Important

Even one death on any portion of Idaho's transportation system is one death too many. Improving Idaho's aviation safety minimizes tragedies families must endure, protects our natural resources with the state's numerous backcountry airfields, and increases the state's economic vitality.

How We Measure It

Idaho flight hours are measured based on the total amount of 100 low lead general aviation fuel sold in the state. The Division of Aeronautics then calculates the fatal aircraft accident rate based on the calculated hours flown and the number of fatal accidents.

What We Are Doing About It

The Division of Aeronautics develops aviation safety measures and programs to reduce accidents and fatalities. These programs include pilot safety seminars, written and video standard operating procedures at popular, state-managed backcountry airfields and publishing the annual Idaho Aviation Accident Scorecard with accident analysis.

Committed to: Provide a mobility-focused transportation system that drives economic opportunity.

A mobility-focused transportation system sets that stage for a healthy economy that improves quality of life and prosperity for every citizen, as well as future generations.

Purposeful investments in transportation put people to work and facilitate strong communities that attract new business. This brings more jobs and ensures Idaho's economy remains strong.

Applicable major division: Highways and Bridges

Goal: Provide a mobility-focused transportation system that drives economic opportunity.

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

Achievement: Last winter, roads were kept clear 80%* of the time during winter storms.

Future Targets: 73% Annually

How Target Was Chosen: 73% is above ITD initial target and represents performing to a high level of service.

**Preliminary percentage*

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 along with strategic allocation of people and equipment.

Goal: Provide a mobility-focused transportation system that drives economic opportunity.

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

Pavement Achievement: In 2022, 88% of pavements were in good or fair condition.

Bridge Achievement: In 2022, 80% of bridges were in good condition.

Future Targets: Maintain at or above 80% Annually

How Target Was Chosen: This target is the result of ITD research.

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.

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

Pavement 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 percentages of pavement in good or fair condition each year.

The bridge 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

Additional planned revenues are allowing ITD to invest in critical projects and address the backlog of aging pavements and bridges.

Goal: Provide a mobility-focused transportation system that drives economic opportunity.

Objective: Deliver projects scheduled for construction in any given year designed and ready to bid on or ahead of schedule.

Achievement: In FFY23, ITD had 71% of programmed projects designed and ready to bid before the beginning of FY23.

Future Targets: 100% Ready to Bid Annually

How Target Was Chosen: This represents the best possible outcome.

Why This Is Important

ITD quickly delivered FY23 projects even with significant revenue increases. In fact, 71% were ready before the beginning of the fiscal year. 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 Investment 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 and to advance projects when resources allow.

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. ITD measures the percent of projects ready to bid at the beginning of the respective federal fiscal year.

What We're Doing About It

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.

Committed to: Continually improve the employee experience

Creating an ideal experience for employees, where they are engaged in meaningful work with opportunities for development and growth, drives better results with increased customer satisfaction.

Employees thrive in an environment where their innovation and contributions matter.

Employees are essential to delivering transportation systems and services, so attracting and retaining quality employees is critical to our success.

Applicable major division: All Divisions / Human Resources

Goal: Continually improve the employee experience.

Objective: Hold employee voluntary turnover rate to 10%. (Revised)

Achievement: In FY22, held turnover rate to 11.3%.

Future Targets: 10% Annually

How Target Was Chosen: Historical performance.

Why This Is Important

Employees are the driving force of our agency. Retaining employees minimizes cost invested in time and dollars spent onboarding and training. Ultimately it affords us the ability to support our mission as we strive to create an ideal workplace.

How We Measure It

Turnover percentage rates are calculated comparing data from the number of employees at the beginning and end of a fiscal year to voluntary employee separations. Retirements are not included.

What We're Doing About It

We are committed to creating an Ideal Workplace where employees are engaged in their work and provided opportunities for development and growth. This drives better results and services for the public and increases customer satisfaction. ITD is taking deliberate steps for increased engagement of

all managers and supervisors with a focus on employee engagement, meaningful employee experiences, with recognition and appreciation.

Committed to: Continually innovate business practices

Adapting to growth and change is essential to meeting customer expectations. Innovation provides freedom and motivation for employees to try new things and helps ITD to make the best use of our resources.

Saving time and money allows us to stretch resources further, making us a more efficient agency.

An innovative culture keeps ITD focused on the future.

Applicable major division: Administration

Goal: Continually innovate business practices.

Objective: Save taxpayer's money through employee-driven innovation.

Achievement: In FY22, saved \$6,662,819 in time and money from Innovate ITD.

Future Targets: Annual Savings \$2.4 million (Revised)

How Target Was Chosen: Historical performance of employee-driven innovative efforts.

Why This Is Important

Measuring the results of employee-driven innovation shows how savings from these efforts are directed back to ITD priorities and put to work on as many transportation services as possible.

How We Measure It

Employees calculate the dollars saved from their efforts as well as their time based on simple estimates. Time is converted into dollars at the flat average rate of \$30 per hour of time.

What We're Doing About It

Innovate ITD! is an employee-driven program. Since 2014, ITD employees have generated 1,689 innovative ideas that save time, money and improve the ITD customer's experience, whether it is a DMV service or traveling the state. ITD has a senior leadership team (20 senior leaders) that steers this effort supported by leaders and employees across the state that inspire and motivate employees to create efficiencies and customer service improvements.

Applicable major division: Motor Vehicles

Goal: Continually innovate business practices.

Objective: Provide customers with 24/7, on-demand DMV services via Skip the Trip modes (Revised)

Achievement: in 2022, processed 1,535,200 via Skip the Trip.

Future Targets: 2023 – 1,769,000, 2024 – 1,875,000, 2025 – 2,000,000, and 2026 – 2,100,000

How Target Was Chosen: Historical performance combined with projections and planned enhancements.

Why This Is Important

The public is asking to interact with the DMV in a variety of different ways outside the traditional brick and mortar DMV office. Online, QR Codes, mail or through their Auto Dealers or Financial Institution are a few examples. These services minimize staffing requirements and eliminate the need for motorists to travel and wait in line. It allows them to Skip The Trip. This is also saving citizens in cost by elimination of some fees.

How We Measure It

This measurement of online transactions quantifies the centralized auto and personal credentialing work done by ITD staff including the number of Online, QR Codes, and Renew-By-Mail transactions. Additionally, it includes auto credential transactions processed by Authorized Providers such as Auto Dealers and Financial Institutions.

What We're Doing About It

ITD is committed to expanding the ability of customers to obtain registrations, licenses and permits through the channels the public interacts with that allows them to Skip The Trip to a county office. We will continue to focus on getting the word out for these options through targeted communications as additional features are added.

Key External Factors

Growth

Idaho's population growth in the recent past and continued growth today puts more drivers on the highways. Although growth has slowed a bit from the skyrocketing pace of the last few years, Idaho remains one of the fastest-growing states in the nation. With such growth comes expectations of improved transportation services and system capabilities that match safety and capacity expectations on our state transportation network.

Facility Needs

ITD's operations span the state and require a significant volume of facilities of various types to complete our mission. The growth in Idaho is increasing the usage of the transportation system and creating needs for modernizing facilities and relocation of existing facilities. Facilities, equipment and modern resources allow our employees to be most efficient.

Due to significant flooding at the headquarters building on State Street in early 2022, employees have temporarily relocated to the Chinden Campus, Building 8. ITD will move to Building 3 once renovations are complete in 2025. Facility needs at the District 4 Headquarters in Shoshone remain a high priority due to the age of the facility, accessibility and employee recruitment. There are opportunities within District 4 to consolidate facilities and improve efficiency.

Resources

Employee recruitment and retention is a risk to ITD's ability to deliver on its mission. External factors include the lack of competitive pay, workforce shortages and increased workloads.

Significant increases in the federal and state funding have presented new challenges in our ability to sustain adequate levels in customer service expectations, project delivery readiness, core capacity and efficiency. We are also seeing how high growth in traffic has increased work zone complexity, demands on maintenance that are exceeding capacity, and having to manage unprecedented consultant outsourcing. Today, with increased funding, workload changes and challenges, and heavy demands on the system, ITD is reevaluating its workforce strategy.

Zero-Based Regulation

Administrative Rules

ITD continues to cut red tape and streamline its administrative rules under the governor's Zero-Based Regulation Executive Order. Since 2018, the department has reduced its rule Chapters from 80 to 40 and removed nearly 25,000 words. The department is considering additional reductions and edits for clarity and ease of use in FY24.

Rule edits largely consist of removing unnecessary, overly-prescriptive language, with an eye toward grouping similar topics into a highly trimmed down single chapter. Many department rules now serve only to confer benefits to customers and are non-regulatory in nature. The department continues to serve as a leading example of agency efficiency with regards to administrative rule reduction.

	2018 Total	Current Totals	FY19-FY23
# of Chapters	80	40	-40 (-50%)
# of Words	121,995	97,527	-24,468 (-20.1%)
# of Restrictive Words	1,809	1,141	-668 (-37%)

Department Legislation

The department's customer-centric focus is also evident with its legislative ideas. During the 2023 legislative session, Governor Little signed three pieces of department-proposed legislation, two of which directly support the Red Tape Reduction Act.

House Bill 8 – The bill removes the requirement for commercial drivers to print and display temporary permits in the windows of their vehicle. This improvement allows drivers to stay on the road after purchasing an online permit eliminating the need to interrupt a trip to find a printer.

House Bill 9 - The bill allows for online CDL driver's license renewals. Previously, Idaho Code only allowed for standard class D driver's license renewals to be completed online or through the mail. This will afford a convenience to a significant number of Idaho CDL drivers and the companies they drive for.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed _____

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager	Initials CW	Reviewed By LSS
Preparer's Name Colleen Wonacott	Preparer's Title Program Control Manager	Initials CW	

Subject

Monthly Reporting of Federal Formula Program Funding Through May 1st.

Key Number N/A	District N/A	Route Number N/A
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Background Information

Idaho received full-year FY23 obligation authority through September 30, 2023 via the consolidated appropriations act which passed on December 29th.

Obligation authority through September 30th is \$394.2 million. This includes \$9.3 million of *Highway Infrastructure General Funds* carried over from FY20 and FY21, and \$45 million *IIJA Bridge formula* (General Fund) funds. These General Funds are also included in the apportionments detailed below.

The Infrastructure Investment and Jobs Act (IIJA) was signed on November 15, 2021. Additional apportionments were allocated via the Appropriations Act. Idaho received apportionments of \$444.7 million. FY23 obligation authority through September 30, 2023 is 88.7% of apportionments.

Recommendations

For Information

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Exhibit One Actual Formula Funding for FY2023

IIJA FY2023	
Apportionments + COVID + Hwy Infra.	
Federal Aid Only	\$444,670
Including Match	\$479,895
Obligation Limits through 9/30/2023	
Federal Aid Only	\$394,183
Including Match	\$426,504

- Notes:
1. All dollars in Thousands
 2. 'Approved Program' amounts from the Feb 2023 Highway Funding Plan.
 3. Apportionment and Obligation Authority amounts reflect available funds via federal notices received through 5/1/23.

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

Program	Allotted Program Funding through 9/30/23	Program Funding Remaining as of 5/1/23
All Other SHS Program	\$268,148	\$110,833
GARVEE Formula Debt Service*	\$51,114	\$49,880
State Planning and Research*	\$9,066	\$4,425
Metropolitan Planning*	\$2,456	(\$8)
Railroad Crossings	\$2,203	\$2,068
Transportation Alternatives (Urban/Rural)	\$7,470	\$2,870
Recreational Trails	\$1,410	\$1,788
8)STBG - Local Urban+	\$12,598	(\$45)
STBG - Transportation Mgt. Area	\$10,012	\$1,519
Transportation Alternatives (TMA)	\$907	\$64
STBG – Local Rural	\$15,780	\$7,917
Local Bridge*	\$11,800	\$10,169
Off System Bridge*	\$6,750	\$5,854
Local Safety	\$9,246	\$4,253
Carbon Reduction	\$8,210	\$7,910
PROTECT	\$9,335	\$9,035
Total	\$426,504	\$218,532

- Notes:
1. All dollars in Thousands.
 2. Allotments based on the Feb. 2023 Highway Funding Plan.
 3. Funding amounts include match and reflect total formula funding available.
 4. Data reflects both obligation and de-obligation activity through May 1st.
- * These programs are provided 100% Obligation Authority. Other programs are reduced accordingly.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

Presenter's Name Justin Collins	Presenter's Title Controller	Initials JC	Reviewed By LSS
Preparer's Name Justin Collins	Preparer's Title Controller	Initials JC	

Subject

State Fiscal Year 2023 Financial Statements		
Key Number	District	Route Number

Background Information

July 01, 2022 thru March 31, 2023, Fiscal Year 2023 Financial Statements

The financial operations of the Department as of March 31, 2023, nine months through this fiscal year, revenue is coming in slightly below forecast year-to-date for the State Highway Account (SHA). Revenue is ahead of forecast for the Aeronautics Fund after nine months. Expenditures in these two funds are following projected budgets.

- Revenues to the State Highway Account from all state sources as shown on the financial statements are slightly below of forecast by -0.4% (this includes Misc. Revenues and Equipment Buy Back). This is mainly due to timing on when we'll receive Buy Back proceeds. Revenues in the Highway Distribution Account, Fuels/Registration Direct, and Ethanol are up, 0.4%. State revenues to the State Aeronautics Fund are ahead of forecast by 48.9% or \$856.3K. As we finish out the last three months of the fiscal year, the revenue picture will need to be monitored closely.
- Expenditures are within planned budgets YTD. The differences after nine months are timing between planned and actual expenditures plus encumbrances. Personnel costs have savings of \$5.9M or 5.3% is due to vacancies and timing between a position becoming vacant and filled. Management is working diligently to keep vacancies as low as possible.
- Contract construction cash expenditures in the State Highway Account for July - March of this fiscal year are \$329.8M. Compared to the last three fiscal years through the first nine months of the year:
 - FY22= \$298.4M
 - FY21= \$323.3M
 - FY20= \$376.4M

It is important to note that contract construction projects are funded from a total of five different funds. The State Highway Account, Strategic Initiatives Program Fund, Transportation Expansion and Congestion Mitigation Fund (TECM), TECM Bond Proceeds and GARVEE Bond Proceeds. The total construction expenditures for the first nine months from these funding sources was \$563.9M or \$143.2M higher than the highest point of the previous three years.

- FY22= \$397.9M
- FY21= \$397.8M
- FY20= \$420.7M

The balance of the long-term investments as of the end of March is \$176.9M. These funds are obligated against both construction projects and encumbrances. The long-term investments plus the cash balance (\$137.5M) totals \$314.4M.

Expenditures in the Strategic Initiatives Program Fund (GF Surplus), for the first March months, are \$48.6M. This is the fund where the Governor's "Leading Idaho" transfer of \$120M completed in July was deposited. There are no additional receipts other than interest earned to date of \$2.6M based on the cash balance.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Deposits into the Transportation Expansion and Congestion Mitigation Fund at the end of March is \$80.0M. This \$80M is the cap of the sales tax of 4.5% that ITD will receive. Additional sales tax collected will now flow into the Local Distribution Account. Additionally, we have started to receive Cigarette Tax revenue into this fund. Currently ITD has received \$2.8M from this unanticipated revenue. The initial receipts into this fund for FY23 of \$13.1M is committed to debt service on the TECM 2022 Series Bonds. Expenditures in this fund for construction expenses on projects were \$53.4M.

As part of the CARES Act in 2020, ITD received a federal grant from the Federal Transit Administration of \$27.3M. The first three years of expenditures for this was \$10.4M. The expenses during the first nine months of FY23 was \$3.2M, for a total expenditure of \$13.6M since the beginning of the grant.

Expenditures from the two active bond programs were \$69.7M for the TECM Capital Projects fund and \$67.7M for the GARVEE Capital Projects fund. Both programs are very active and advancing as planned.

Recommendations

For Information.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

MAY
ITD BOARD PACKET

MARCH
FY23
FINANCIAL STATEMENTS

User ID: ddecker
 Report ID: AD-FN-GL-010
 Run Date: 7 Apr 2023
 % of Time
 Remaining: 25

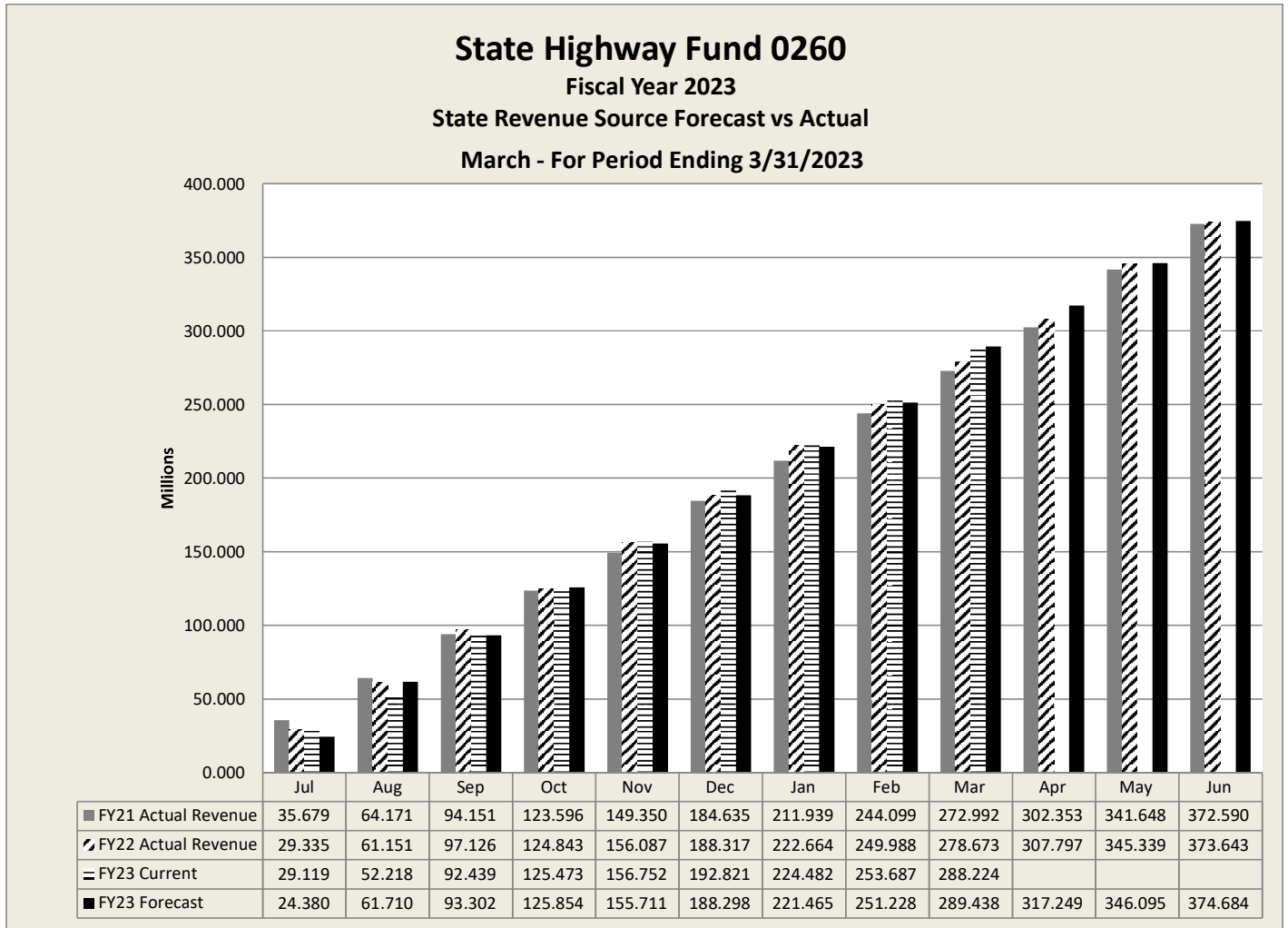
Idaho Transportation Department

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 3/31/2023
 (all amounts in '000)

Fiscal Year: 2023

Funds Received					
	FY22 Actual YTD	FY23 Actual YTD	FY23 Forecast YTD	FY23 to FY22 Actual	FY 23 to Forecast
<u>State Highway Account</u>					
Federal Reimbursements	256,411	254,734	232,957	-0.7%	9.3%
State (Inc. H.D.A.)	278,673	288,224	289,438	3.4%	-0.4%
Local	8,080	4,683	4,895	-42.0%	-4.3%
Total State Highway Account:	543,164	547,640	527,290	0.8%	3.9%
<u>State Aeronautics Fund</u>					
Federal Reimbursements	183	166	244	-8.9%	-31.8%
State	2,965	3,306	2,258	11.5%	46.4%
Total State Aeronautics Fund:	3,148	3,472	2,502	10.3%	38.8%
Total Fund Received:	546,312	551,112	529,792	0.9%	4.0%
Disbursements (includes Encumbrances)					
	FY22 Actual YTD	FY23 Actual YTD	FY23 Budget YTD	FY23 to FY22 Actual	FY 23 to Budget
Construction Payouts	298,683	331,167	318,897	10.9%	3.8%
<u>Operations Expenses</u>					
Highways	151,415	165,743	179,241	9.5%	-7.5%
DMV	24,157	24,121	28,387	-0.2%	-15.0%
Administration	21,244	21,920	23,990	3.2%	-8.6%
Facilities	5,678	12,188	19,776	114.7%	-38.4%
Aeronautics	2,142	7,962	5,421	271.7%	46.9%
Total Operations Expenses:	204,637	231,934	256,815	13.3%	-9.7%
<u>Transfers</u>					
Operating	385	0	0	-100.0%	0.0%
Debt Service	13,652	12,653	12,315	-7.3%	2.7%
Total Transfers:	14,037	12,653	12,315	-9.9%	2.7%
Total Disbursements:	517,356	575,754	588,026	11.3%	-2.1%
	FY22 Actual YTD	FY23 Actual YTD	FY23 Budget YTD	FY23 to FY22 Actual	FY 23 to Budget
<u>Expenditures by Type</u>					
Personnel	97,874	105,315	111,221	7.6%	-5.3%
Operating	69,965	70,990	74,304	1.5%	-4.5%
Capital Outlay	25,766	39,548	50,913	53.5%	-22.3%
Sub-Grantee	11,031	16,081	20,377	45.8%	-21.1%
Totals Operations Expenses:	204,637	231,934	256,815	13.3%	-9.7%
Contract Construction	298,683	331,167	318,897	10.9%	3.8%
Totals (excluding Transfers):	503,320	563,101	575,712	11.9%	-2.2%

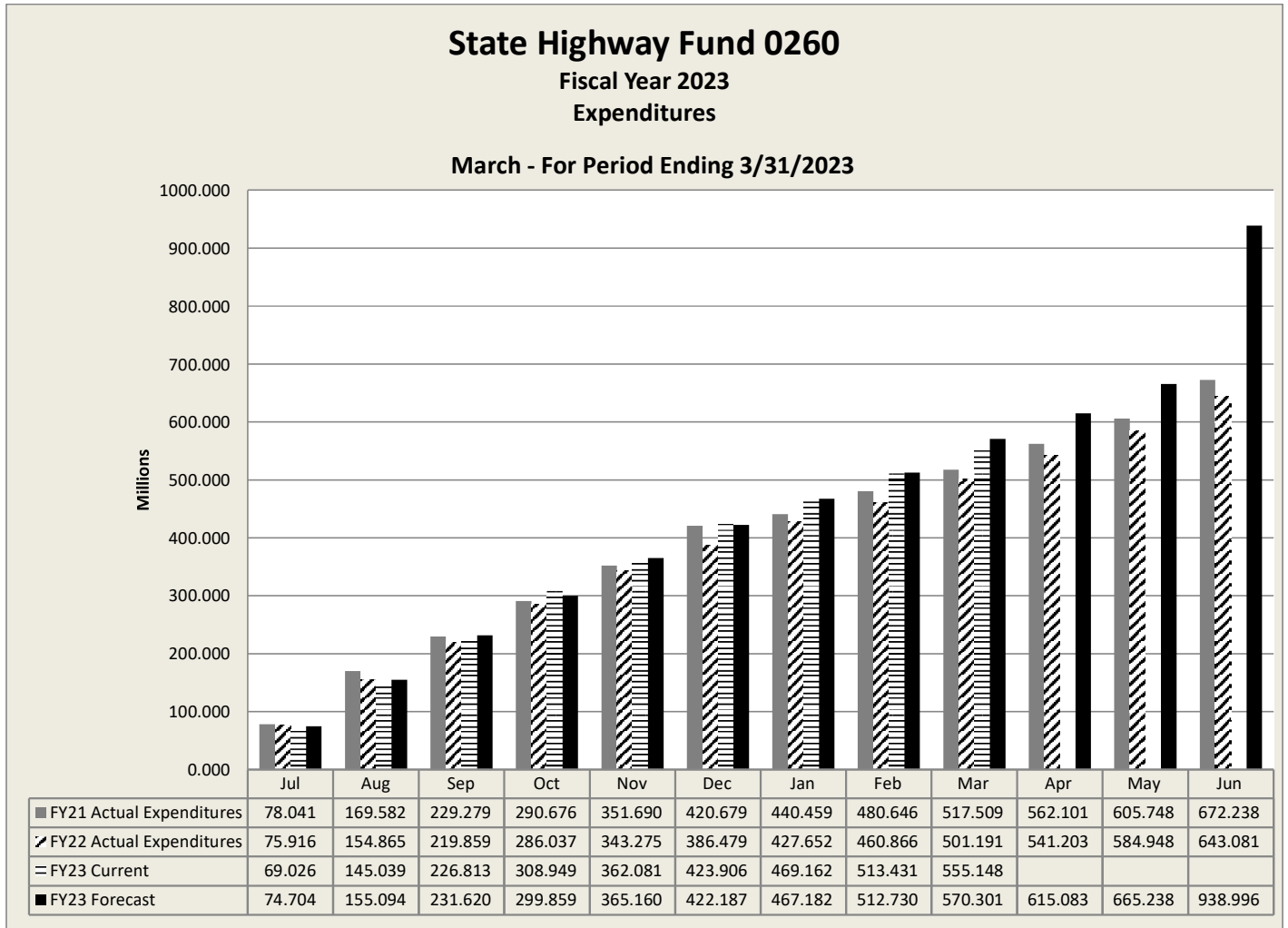
Date Prepared: 4/7/2023



Includes Equipment Buy Back Program

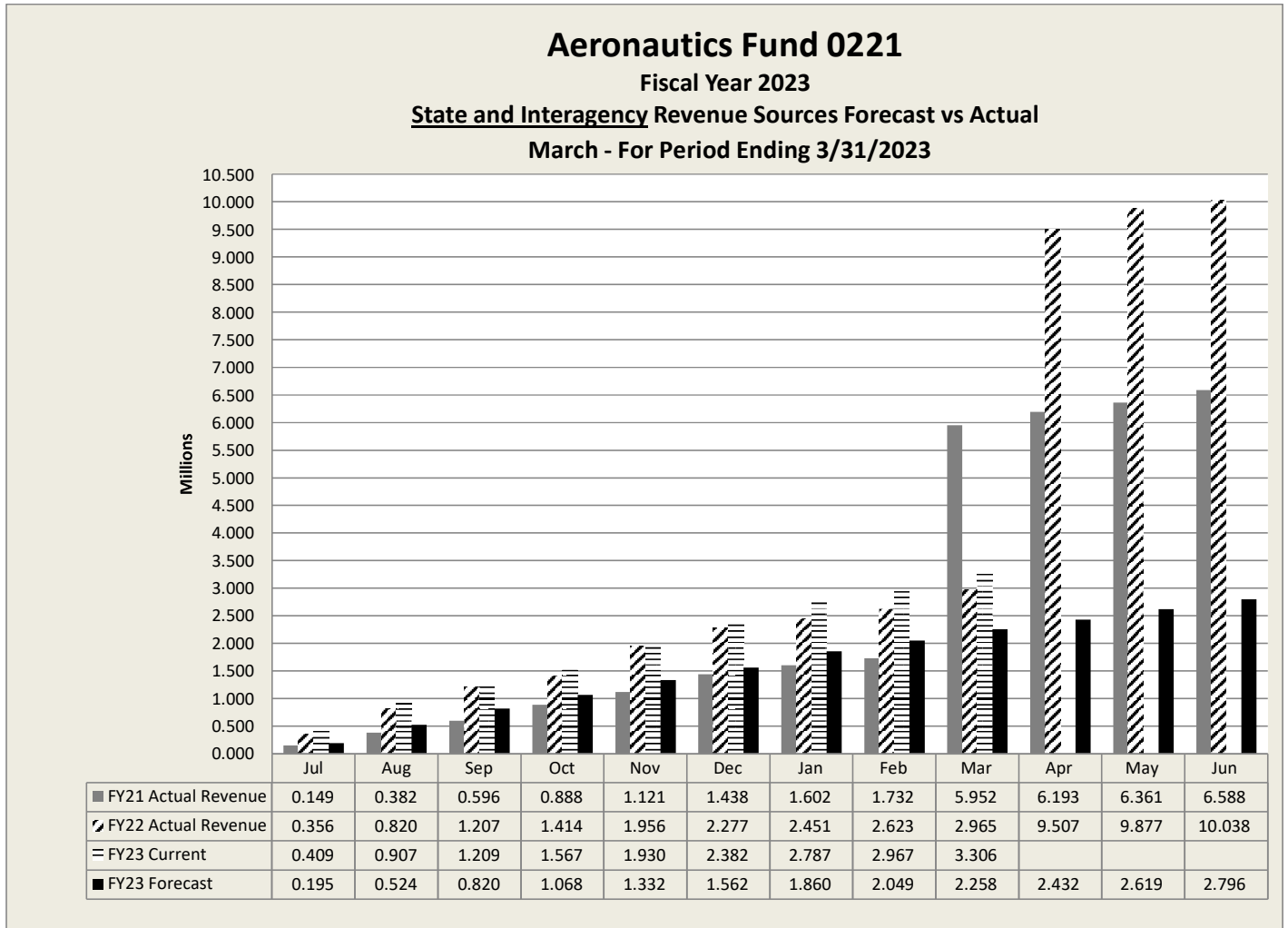
Misc. Revenue (RTA \$1,133,248) and Transfers - In

Date Prepared: 4/7/2023



Current = Actual Payments and Encumbrances

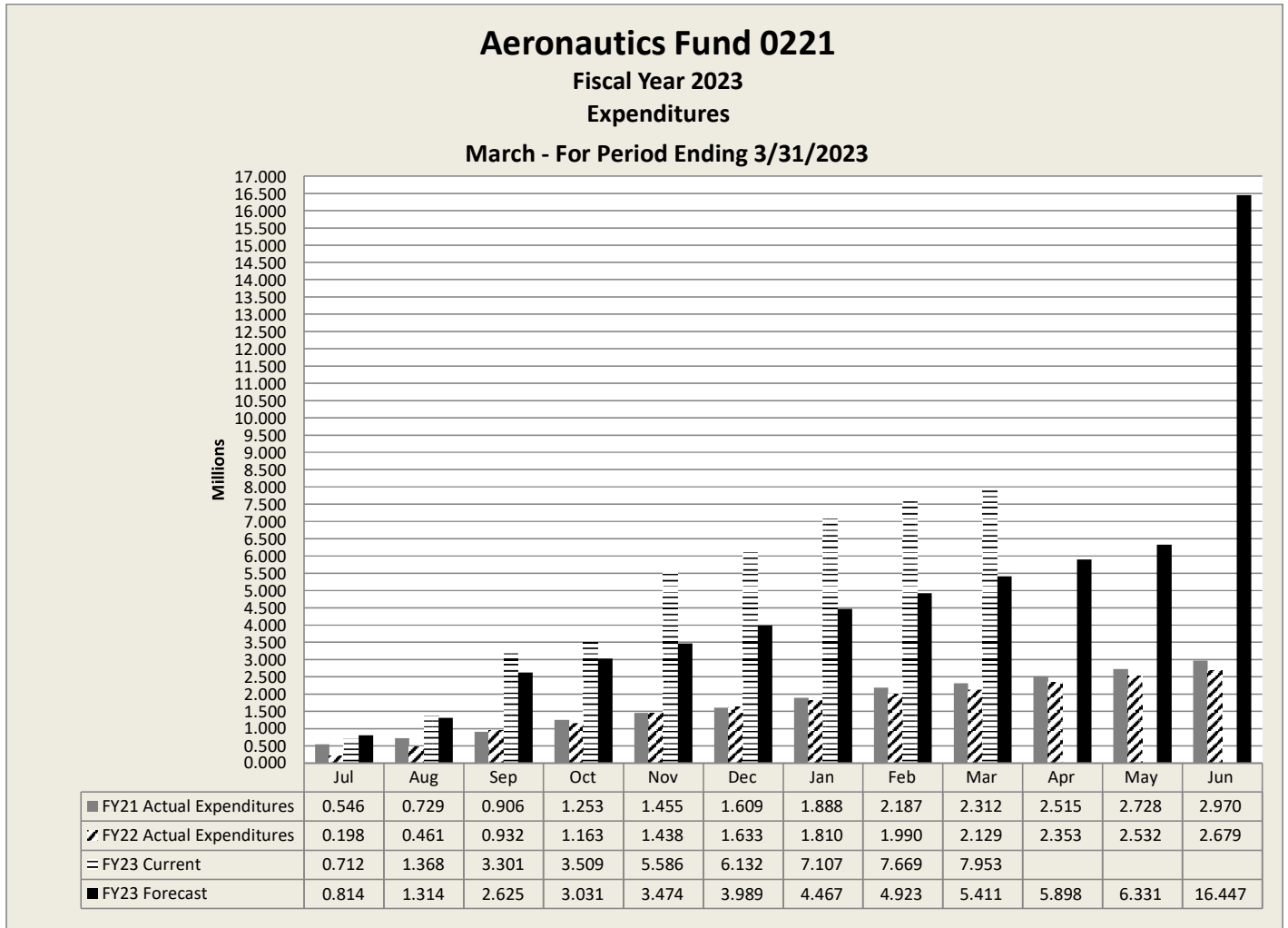
Date Prepared: 4/7/2023



Includes Misc. Revenue and Transfers - In

Misc. Revenue (RTA \$0) and Transfers - In

Date Prepared: 4/7/2023



Current = Actual Payments and Encumbrances

UserID: ddecker
 Report ID: AD-FN-GL-002
 Run Date: 07 Apr 2023

Idaho Transportation Department

OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 3/31/2023

	State Aeronautics Fund 0221		State Highway Fund 0260		Transportation Expansion and Congestion Mitigation Fund 0269	
	Feb-23	Mar-23	Feb-23	Mar-23	Feb-23	Mar-23
ASSETS						
Cash on Hand (Change Fund)	0	0	5,195	5,195	0	0
Cash in Bank (Daily Operations)	8,699,684	8,566,837	133,434,915	137,545,913	202,927,794	200,556,455
Investments (Long Term: STO - Diversified Bond Fund)	1,918,449	1,922,587	176,484,251	176,867,062	0	0
Total Cash & Investments	10,618,133	10,489,424	309,924,361	314,418,170	202,927,794	200,556,455
Receivables - Other	(0)	0	1,087,806	1,088,432	0	0
- Due From Locals (Project Overruns)	0	112,133	753,193	774,689	0	0
- Inter Agency	6,670	39,043	8,302	14,392	0	0
Total Receivables	6,670	151,176	1,849,300	1,877,513	0	0
Inventory on Hand	0	0	21,323,147	20,166,026	0	0
Total Assets:	10,624,803	10,640,600	333,096,808	336,461,709	202,927,794	200,556,455
LIABILITIES						
Vouchers Payable	0	0	(1,928)	0	0	0
Sales Tax Payable	0	0	28,560	17,438	0	0
Deferred Revenue (Local Projects Match)	0	0	42,089,026	32,426,159	0	0
Accounts Receivable Overpayment	0	0	16,019	16,019	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	125,837	118,992	0	0
Total Liabilities:	0	0	42,257,513	32,578,608	0	0
FUND BALANCE						
Reserve for Encumbrance	383,690	232,932	51,801,109	52,797,438	0	0
Fund Balance	10,241,112	10,407,668	239,038,186	251,085,663	202,927,794	200,556,455
Total Fund Balance:	10,624,803	10,640,600	290,839,295	303,883,101	202,927,794	200,556,455
Total Liabilities and Fund Balance	10,624,803	10,640,600	333,096,808	336,461,709	202,927,794	200,556,455

UserID: ddecker
Report ID: AD-FN-GL-002
Run Date: 07 Apr 2023

Idaho Transportation Department

OPERATING FUND BALANCE SHEET
FOR THE PERIOD ENDED 3/31/2023

	Strategic Initiatives Fund (State Share) 0270.02		Strategic Initiatives Fund (Local Share) 0270.05		Total Strategic Initiatives Fund 0270		CARES Act Covid-19 0345	
	Feb-23	Mar-23	Feb-23	Mar-23	Feb-23	Mar-23	Feb-23	Mar-23
ASSETS								
Cash on Hand (Change Fund)	0	0	0	0	0	0	0	0
Cash in Bank (Daily Operations)	161,131,407	160,357,952	164,510,082	164,877,758	325,641,490	325,235,710	(33,895)	(120,560)
Investments (Long Term: STO - Diversified Bond Fund)	0	0	0	0	0	0	0	0
Total Cash & Investments	161,131,407	160,357,952	164,510,082	164,877,758	325,641,490	325,235,710	(33,895)	(120,560)
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
Total Assets:	161,131,407	160,357,952	164,510,082	164,877,758	325,641,490	325,235,710	(33,895)	(120,560)
LIABILITIES								
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
Total Liabilities:	0	0	0	0	0	0	0	0
FUND BALANCE								
Reserve for Encumbrance	0	0	0	0	0	0	11,606	5,306
Fund Balance	161,131,407	160,357,952	164,510,082	164,877,758	325,641,490	325,235,710	(45,502)	(125,867)
Total Fund Balance:	161,131,407	160,357,952	164,510,082	164,877,758	325,641,490	325,235,710	(33,895)	(120,560)
Total Liabilities and Fund Balance	161,131,407	160,357,952	164,510,082	164,877,758	325,641,490	325,235,710	(33,895)	(120,560)

User ID: ddecker
Report ID: AD-FN-GL-003
Run Date: 07 Apr 2023
% of Time
Remaining: 25.0
Fund: 0260 State Highway Fund

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

Fiscal Year: 2023
Budget Fiscal Year: 2023
REVENUES

Federal Sources

FHWA - Highway	219,993,600	212,940,063	17,023,003	0	(7,053,537)	-3.21%	440,921,200	227,981,137	51.71 %
FHWA - COVID Relief	0	26,659,214	521,107	0	26,659,214	0.00 %	0	(26,659,214)	0.00 %
FHWA - Indirect Cost	0	(140,568)	0	0	(140,568)	0.00 %	0	140,568	0.00 %
Federal Transit Authority	8,600,000	6,796,677	1,178,837	0	(1,803,323)	-20.97%	16,372,600	9,575,923	58.49 %
NHTSA - Highway Safety	3,050,000	4,195,603	293,032	0	1,145,603	37.56 %	6,430,400	2,234,797	34.75 %
Other Federal Aid	1,313,753	4,282,697	85,238	0	2,968,944	225.99 %	4,700,000	417,303	8.88 %
Total Federal Sources:	232,957,353	254,733,687	19,101,217	0	21,776,333	9.35 %	468,424,200	213,690,514	45.62 %

State Sources

Equipment Buy Back	10,194,200	1,123,450	0	0	(9,070,750)	-88.98%	10,194,200	9,070,750	88.98 %
Miscellaneous Revenues	23,000,183	29,883,095	4,349,002	0	6,882,911	29.93 %	31,028,248	1,145,154	3.69 %
Total State Sources:	33,194,383	31,006,545	4,349,002	0	(2,187,839)	-6.59%	41,222,448	10,215,904	24.78 %

Local Sources

Match For Local Projects	4,894,709	4,675,319	1,108,709	0	(219,390)	-4.48%	6,323,300	1,647,981	26.06 %
Other Local Sources	0	7,500	0	0	7,500	0.00 %	0	(7,500)	0.00 %
Total Local Sources:	4,894,709	4,682,819	1,108,709	0	(211,890)	-4.33%	6,323,300	1,640,481	25.94 %

TOTAL REVENUES:
TRANSFERS-IN

Highway Distribution Account	185,117,700	186,077,771	21,850,694	0	960,071	0.52 %	240,640,000	54,562,229	22.67 %
Fuel/Registration Direct	55,967,666	56,167,455	6,539,737	0	199,789	0.36 %	73,121,400	16,953,945	23.19 %
Ethanol Fuels Tax	15,158,200	14,971,998	1,797,145	0	(186,202)	-1.23%	19,700,000	4,728,002	24.00 %
TOTAL TRANSFERS-IN:	256,243,566	257,217,224	30,187,576	0	973,658	0.38 %	333,461,400	76,244,176	22.86 %
TOTAL REV AND TRANSFERS-IN:	527,290,011	547,640,275	54,746,503	0	20,350,262	3.86 %	849,431,348	301,791,075	35.53 %

User ID: ddecker
Report ID: AD-FN-GL-003
Run Date: 07 Apr 2023
% of Time
Remaining: 25.0
Fund: 0260 State Highway Fund

Idaho Transportation Department
STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

Fiscal Year: 2023
Budget Fiscal Year: 2023
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)
Operations Expense									
Permanent Staff Salaries	75,307,274	71,952,349	10,840,481	0	3,354,925	4.45 %	100,707,904	28,755,555	28.55 %
Board, Hourly, OT, Shift Diff	1,344,950	1,313,664	301,479	0	31,286	2.33 %	1,728,966	415,302	24.02 %
Fringe Benefits	33,502,626	31,140,906	3,958,866	0	2,361,720	7.05 %	45,109,930	13,969,025	30.97 %
Travel Expense	1,818,198	1,386,280	151,655	0	431,918	23.76 %	2,508,474	1,122,194	44.74 %
Operating Expense	52,332,459	42,756,330	4,945,663	7,398,511	2,177,618	4.16 %	72,003,649	21,848,808	30.34 %
Technology Operating Expense	19,190,388	14,264,860	1,942,340	4,308,792	616,736	3.21 %	24,059,726	5,486,074	22.80 %
Capital Equipment Expense	27,116,862	10,517,370	424,354	15,233,689	1,365,803	5.04 %	30,476,032	4,724,973	15.50 %
Technology Equipment Expense	3,333,231	2,140,808	87,758	118,472	1,073,951	32.22 %	3,587,511	1,328,231	37.02 %
Capital Facilities Expense	19,380,784	4,344,173	393,760	7,010,688	8,025,923	41.41 %	24,947,034	13,592,173	54.48 %
Trustee & Benefit Payments	18,077,114	9,907,113	1,004,065	187,536	7,982,465	44.16 %	23,185,200	13,090,551	56.46 %
Total Operations Expense:	251,403,886	189,723,852	24,050,421	34,257,689	27,422,345	10.91 %	328,314,427	104,332,886	31.78 %
Contract Construction									
Operating Expense	4,924,741	3,255,307	604,782	1,437,570	231,864	4.71 %	10,600,000	5,907,123	55.73 %
Technology Operating Expense	0	1,465,031	45,691	620,037	(2,085,068)	0.00 %	0	(2,085,068)	0.00 %
Capital Projects	313,076,551	323,649,960	15,071,975	0	(10,573,409)	-3.38%	597,981,958	274,331,998	45.88 %
Trustee & Benefit Payments	895,654	738,677	42,157	0	156,977	17.53 %	2,100,000	1,361,323	64.82 %
Total Contract Construction:	318,896,946	329,108,975	15,764,605	2,057,607	(12,269,636)	-3.85%	610,681,958	279,515,376	45.77 %
TOTAL EXPENDITURES:	570,300,832	518,832,828	39,815,026	36,315,295	15,152,709	2.66 %	938,996,385	383,848,262	40.88 %
TRANSFERS OUT									
Operating	12,314,572	12,652,798	0	0	(338,226)	-2.75%	58,340,402	45,687,604	78.31 %
TOTAL TRANSFERS OUT:	12,314,572	12,652,798	0	0	(338,226)	-2.75%	58,340,402	45,687,604	78.31 %
TOTAL EXPD AND TRANSFERS OUT:	582,615,404	531,485,626	39,815,026	36,315,295	14,814,483	2.54 %	997,336,787	429,535,866	43.07 %
Net for Fiscal Year 2023:	(55,325,393)	16,154,649	14,931,477		35,164,745		(147,905,439)	(127,744,791)	

User ID: ddecker
Report ID: AD-FN-GL-003
Run Date: 07 Apr 2023
% of Time
Remaining: 25.0
Fund: 0260 State Highway Fund

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

		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: 2023										
Budget Fiscal Year: 2023										
Contract Construction										
Operating Expenditures										
Operating Expenditures	Dedicated	539,412	724,029	185,415	1,136,323	(1,320,940)	-244.89%	2,500,000	639,648	25.59 %
Operating Expenditures	Federal	4,341,782	3,995,303	465,044	921,284	(574,805)	-13.24%	8,000,000	3,083,413	38.54 %
Operating Expenditures	Local	43,547	1,006	13	0	42,541	97.69 %	100,000	98,994	98.99 %
Total Operating Expenditures		4,924,741	4,720,338	650,473	2,057,607	(1,853,204)	-37.63%	10,600,000	3,822,055	36.06 %
Capital Outlay										
Capital Outlay	Dedicated	146,001,270	97,108,290	2,825,309	0	48,892,980	33.49 %	261,686,558	164,578,268	62.89 %
Capital Outlay	Federal	164,240,675	186,387,719	11,271,398	0	(22,147,044)	-13.48%	329,929,600	143,541,881	43.51 %
Capital Outlay	FICR	0	8,495,736	92,408	0	(8,495,736)	0.00 %	0	(8,495,736)	0.00 %
Capital Outlay	Local	2,834,606	5,165,964	363,401	0	(2,331,358)	-82.25%	6,365,800	1,199,836	18.85 %
Capital Outlay	COVID Relief	0	26,492,251	519,460	0	(26,492,251)	0.00 %	0	(26,492,251)	0.00 %
Total Capital Outlay		313,076,551	323,649,960	15,071,975	0	(10,573,409)	-3.38%	597,981,958	274,331,998	45.88 %
Trustee & Benefit Payments										
Trustee & Benefit Payments	Dedicated	481,334	0	0	0	481,334	100.00 %	500,000	500,000	100.00 %
Trustee & Benefit Payments	Federal	377,723	737,801	42,157	0	(360,078)	-95.33%	1,500,000	762,199	50.81 %
Trustee & Benefit Payments	Local	36,597	876	0	0	35,721	97.61 %	100,000	99,124	99.12 %
Total Trustee & Benefit Payments		895,654	738,677	42,157	0	156,977	17.53 %	2,100,000	1,361,323	64.82 %
Total Contract Construction:		318,896,946	329,108,975	15,764,605	2,057,607	(12,269,636)	-3.85%	610,681,958	279,515,376	45.77 %

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Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

Fund: 0269 Transportation Expansion and Congestion Mitigation 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
Fiscal Year: 2023	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2023									
REVENUES									
Miscellaneous Revenues	825,003	2,819,963	445,879	0	1,994,960	241.81 %	1,100,000	(1,719,963)	-156.36%
TOTAL REVENUES:	825,003	2,819,963	445,879	0	1,994,960	241.81 %	1,100,000	(1,719,963)	-156.36%
TRANSFERS-IN									
Cigarette Tax	0	2,100,527	832,594	0	2,100,527	0.00 %	0	(2,100,527)	0.00 %
Sales Tax	80,000,000	80,000,000	2,210,664	0	0	0.00 %	80,000,000	0	0.00 %
TOTAL TRANSFERS-IN:	80,000,000	82,100,527	3,043,258	0	2,100,527	2.63 %	80,000,000	(2,100,527)	-2.63%
TOTAL REV AND TRANSFERS-IN:	80,825,003	84,920,490	3,489,137	0	4,095,487	5.07 %	81,100,000	(3,820,490)	-4.71%
EXPENDITURES									
Contract Construction - Operating Expenditures	0	0	0	0	0	0.00 %	0	0	0.00 %
Contract Construction - Capital Projects	101,021,097	53,405,615	5,860,476	0	47,615,482	47.13 %	248,414,773	195,009,158	78.50 %
TOTAL EXPENDITURES:	101,021,097	53,405,615	5,860,476	0	47,615,482	47.13 %	248,414,773	195,009,158	78.50 %
TRANSFERS OUT									
Operating	0	13,070,908	0	0	(13,070,908)	0.00 %	0	(13,070,908)	0.00 %
TOTAL TRANSFERS OUT:	0	13,070,908	0	0	(13,070,908)	0.00 %	0	(13,070,908)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	101,021,097	66,476,523	5,860,476	0	34,544,574	34.20 %	248,414,773	181,938,250	73.24 %
Net for Fiscal Year 2023:	(20,196,094)	18,443,967	(2,371,339)		38,640,061		(167,314,773)	(185,758,740)	

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% of Time
Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

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: 2023	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2023									
REVENUES									
State Sources - Miscellaneous Revenues	540,000	2,568,652	361,343	0	2,028,652	375.68 %	720,000	(1,848,652)	-256.76%
TOTAL REVENUES:	540,000	2,568,652	361,343	0	2,028,652	375.68 %	720,000	(1,848,652)	-256.76%
TRANSFERS-IN									
Statutory	120,000,000	120,000,000	0	0	0	0.00 %	120,000,000	0	0.00 %
TOTAL TRANSFERS-IN:	120,000,000	120,000,000	0	0	0	0.00 %	120,000,000	0	0.00 %
TOTAL REV AND TRANSFERS-IN:	120,540,000	122,568,652	361,343	0	2,028,652	1.68 %	120,720,000	(1,848,652)	-1.53%
EXPENDITURES									
Contract Construction - Capital Projects	57,910,419	48,642,587	1,134,798	0	9,267,832	16.00 %	197,213,893	148,571,306	75.34 %
TOTAL EXPENDITURES:	57,910,419	48,642,587	1,134,798	0	9,267,832	16.00 %	197,213,893	148,571,306	75.34 %
TOTAL EXPD AND TRANSFERS OUT:	57,910,419	48,642,587	1,134,798	0	9,267,832	16.00 %	197,213,893	148,571,306	75.34 %
Net for Fiscal Year 2023:	62,629,581	73,926,064	(773,455)		11,296,484		(76,493,893)	(150,419,958)	

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% of Time
Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

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: 2023	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2023									
REVENUES									
State Sources - Miscellaneous Revenues	360,000	2,639,716	367,676	0	2,279,716	633.25 %	480,000	(2,159,716)	-449.94%
TOTAL REVENUES:	360,000	2,639,716	367,676	0	2,279,716	633.25 %	480,000	(2,159,716)	-449.94%
TOTAL REV AND TRANSFERS-IN:	360,000	2,639,716	367,676	0	2,279,716	633.25 %	480,000	(2,159,716)	-449.94%
EXPENDITURES									
Contract Construction - Trustee & Benefit Payments	10,000,781	48,000,000	0	0	(37,999,219)	-379.96%	210,000,781	162,000,781	77.14 %
TOTAL EXPENDITURES:	10,000,781	48,000,000	0	0	(37,999,219)	-379.96%	210,000,781	162,000,781	77.14 %
TOTAL EXPD AND TRANSFERS OUT:	10,000,781	48,000,000	0	0	(37,999,219)	-379.96%	210,000,781	162,000,781	77.14 %
Net for Fiscal Year 2023:	(9,640,781)	(45,360,284)	367,676		(35,719,503)		(209,520,781)	(164,160,497)	

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Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

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
Fiscal Year: 2023	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2023									
REVENUES									
Federal Sources - Federal Transit Authority	135,000	3,289,086	40,179	0	3,154,086	2336.36 %	9,000,000	5,710,914	63.45 %
TOTAL REVENUES:	135,000	3,289,086	40,179	0	3,154,086	2336.36 %	9,000,000	5,710,914	63.45 %
TOTAL REV AND TRANSFERS-IN:	135,000	3,289,086	40,179	0	3,154,086	2336.36 %	9,000,000	5,710,914	63.45 %
EXPENDITURES									
Operating Expenditures	720,000	0	0	0	720,000	100.00 %	1,000,000	1,000,000	100.00 %
Trustee & Benefit Payments	5,999,976	3,207,504	120,544	0	2,792,472	46.54 %	8,000,000	4,792,496	59.91 %
TOTAL EXPENDITURES:	6,719,976	3,207,504	120,544	0	3,512,472	52.27 %	9,000,000	5,792,496	64.36 %
TOTAL EXPD AND TRANSFERS OUT:	6,719,976	3,207,504	120,544	0	3,512,472	52.27 %	9,000,000	5,792,496	64.36 %
Net for Fiscal Year 2023:	(6,584,976)	81,582	(80,365)		6,666,558		0	(81,582)	

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Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

Fund: 0372 TECM 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)
Fiscal Year: 2023									
Budget Fiscal Year: 2023									
REVENUES									
State Sources - Miscellaneous Revenues	0	121,599	15,285	0	121,599	0.00 %	0	(121,599)	0.00 %
TOTAL REVENUES:	0	121,599	15,285	0	121,599	0.00 %	0	(121,599)	0.00 %
TRANSFERS-IN									
Operating	0	13,070,908	0	0	13,070,908	0.00 %	0	(13,070,908)	0.00 %
TOTAL TRANSFERS-IN:	0	13,070,908	0	0	13,070,908	0.00 %	0	(13,070,908)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	13,192,507	15,285	0	13,192,507	0.00 %	0	(13,192,507)	0.00 %
EXPENDITURES									
Bond Principal / Interest	0	9,219,862	1,089,242	0	(9,219,862)	0.00 %	0	(9,219,862)	0.00 %
TOTAL EXPENDITURES:	0	9,219,862	1,089,242	0	(9,219,862)	0.00 %	0	(9,219,862)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	9,219,862	1,089,242	0	(9,219,862)	0.00 %	0	(9,219,862)	0.00 %
Net for Fiscal Year 2023:	0	3,972,646	(1,073,957)		3,972,645		0	(3,972,645)	

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% of Time
Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

Fund: 0373 TECM 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
Fiscal Year: 2023	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2023									
REVENUES									
State Sources - Miscellaneous Revenues	0	69,650,712	2,452,856	0	69,650,712	0.00 %	0	(69,650,712)	0.00 %
TOTAL REVENUES:	0	69,650,712	2,452,856	0	69,650,712	0.00 %	0	(69,650,712)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	69,650,712	2,452,856	0	69,650,712	0.00 %	0	(69,650,712)	0.00 %
EXPENDITURES									
Capital Projects	0	69,735,682	3,522,900	302	(69,735,984)	0.00 %	0	(69,735,984)	0.00 %
TOTAL EXPENDITURES:	0	69,735,682	3,522,900	302	(69,735,984)	0.00 %	0	(69,735,984)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	69,735,682	3,522,900	302	(69,735,984)	0.00 %	0	(69,735,984)	0.00 %
Net for Fiscal Year 2023:	0	(84,970)	(1,070,044)		(85,272)		0	85,272	

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% of Time
Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

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
Fiscal Year: 2023	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2023									
REVENUES									
State Sources - Miscellaneous Revenues	0	67,926,209	1,632,109	0	67,926,209	0.00 %	0	(67,926,209)	0.00 %
TOTAL REVENUES:	0	67,926,209	1,632,109	0	67,926,209	0.00 %	0	(67,926,209)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	67,926,209	1,632,109	0	67,926,209	0.00 %	0	(67,926,209)	0.00 %
EXPENDITURES									
Operating Expenditures	0	177,205	14,567	0	(177,205)	0.00 %	0	(177,205)	0.00 %
Capital Projects	0	67,749,652	4,416,766	0	(67,749,652)	0.00 %	0	(67,749,652)	0.00 %
TOTAL EXPENDITURES:	0	67,926,856	4,431,332	0	(67,926,857)	0.00 %	0	(67,926,857)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	67,926,856	4,431,332	0	(67,926,857)	0.00 %	0	(67,926,857)	0.00 %
Net for Fiscal Year 2023:	0	(647)	(2,799,223)		(648)		0	648	

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% of Time
Remaining: 25.0

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

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)
Fiscal Year: 2023									
Budget Fiscal Year: 2023									
REVENUES									
State Sources - Miscellaneous Revenues	0	85,484	9,075	0	85,484	0.00 %	0	(85,484)	0.00 %
TOTAL REVENUES:	0	85,484	9,075	0	85,484	0.00 %	0	(85,484)	0.00 %
TRANSFERS-IN									
Operating	0	17,352,798	0	0	17,352,798	0.00 %	0	(17,352,798)	0.00 %
TOTAL TRANSFERS-IN:	0	17,352,798	0	0	17,352,798	0.00 %	0	(17,352,798)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	17,438,282	9,075	0	17,438,282	0.00 %	0	(17,438,282)	0.00 %
EXPENDITURES									
Bond Principal / Interest	0	63,342,521	407,972	0	(63,342,521)	0.00 %	0	(63,342,521)	0.00 %
TOTAL EXPENDITURES:	0	63,342,521	407,972	0	(63,342,521)	0.00 %	0	(63,342,521)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	63,342,521	407,972	0	(63,342,521)	0.00 %	0	(63,342,521)	0.00 %
Net for Fiscal Year 2023:	0	(45,904,240)	(398,897)		(45,904,239)		0	45,904,239	

User ID: ddecker
Report ID: AD-FN-GL-003
Run Date: 07 Apr 2023
% of Time
Remaining: 25.0
Fund: 0221 State Aeronautics Fund

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2023

	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: 2023	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2023									
REVENUES									
Federal Sources - FAA	244,000	166,369	112,133	0	(77,631)	-31.82%	668,500	502,131	75.11 %
State Sources - Miscellaneous	304,450	491,984	32,186	0	187,534	61.60 %	341,000	(150,984)	-44.28%
Interagency Sources -	202,000	205,527	36,033	0	3,527	1.75 %	254,900	49,373	19.37 %
TOTAL REVENUES:	750,450	863,881	180,352	0	113,430	15.11 %	1,264,400	400,520	31.68 %
TRANSFERS-IN									
Operating	1,751,915	2,608,260	270,536	0	856,345	48.88 %	2,200,000	(408,260)	-18.56%
TOTAL TRANSFERS-IN:	1,751,915	2,608,260	270,536	0	856,345	48.88 %	2,200,000	(408,260)	-18.56%
TOTAL REV AND TRANSFERS-IN:	2,502,365	3,472,141	450,889	0	969,775	38.75 %	3,464,400	(7,740)	-0.22%
EXPENDITURES									
Permanent Staff Salaries	720,552	607,108	96,198	0	113,444	15.74 %	936,843	329,735	35.20 %
Board, Hourly, OT, Shift Diff	51,400	53,023	300	0	(1,623)	-3.16%	77,700	24,677	31.76 %
Fringe Benefits	294,098	248,341	33,042	0	45,757	15.56 %	388,157	139,816	36.02 %
Travel Expense	68,629	49,547	2,442	0	19,082	27.80 %	114,511	64,964	56.73 %
Technology Operating Expense	37,842	43,890	2,169	6,089	(12,137)	-32.07%	47,934	(2,045)	-4.27%
Operating Expense	856,078	635,567	153,718	140,500	80,011	9.35 %	1,554,955	778,888	50.09 %
Technology Equipment Expense	14,000	5,898	0	0	8,102	57.87 %	14,000	8,102	57.87 %
Capital Equipment Expense	116,000	9,135	0	9,643	97,222	83.81 %	226,000	207,222	91.69 %
Capital Facilities Expense	952,432	81,343	5,511	76,700	794,389	83.41 %	1,283,682	1,125,639	87.69 %
Trustee & Benefit Payments	2,300,000	5,986,113	118,454	0	(3,686,113)	-160.27%	11,803,469	5,817,356	49.29 %
TOTAL EXPENDITURES:	5,411,031	7,719,965	411,835	232,932	(2,541,866)	-46.98%	16,447,251	8,494,354	51.65 %
TOTAL EXPD AND TRANSFERS OUT:	5,411,031	7,719,965	411,835	232,932	(2,541,866)	-46.98%	16,447,251	8,494,354	51.65 %
Net for Fiscal Year 2023:	(2,908,666)	(4,247,824)	39,054		(1,572,091)		(12,982,851)	(8,502,094)	



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 minutes

Presenter's Name Bill Kotowski/Detective Chad Morgan	Presenter's Title Grants Contracts Officer/Detective	Initials BK/CM	Reviewed By LSS
Preparer's Name Josephine Middleton	Preparer's Title Highway Safety Manager	Initials JM	

Subject

District 5 Zero Fatalities Award		
Key Number	District	Route Number

Background Information

Oneida and Bear Lake Counties each had zero traffic-related fatalities in 2022. Representatives from First Responder agencies in each county will be recognized at the Board Meeting for their dedication to saving lives. Detective Chad Morgan, Bingham County Sheriff, is the Law Enforcement Liaison for District 5, and will present the awards.

Bill Kotowski will present information about our Employer Toolkit that was launched during April's Distracted Driving Month. The toolkit contains content that employers can use to engage with employees about traffic safety in the workplace.

Recommendations

For information.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date 5/18/23

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed 15 minutes

Presenter's Name Colby Cameron/Brian Goeke	Presenter's Title Gov Affiars Manager/DMV Policy	Initials CC/BG	Reviewed By LSS
Preparer's Name Brendan Floyd	Title Transportation Policy Specialist	Initials BF	

Subject

Proposed 2024 Legislative Ideas		
Key Number	District	Route Number

Background Information

Staff is discussing possible legislative ideas for the 2024 Legislative Session and is seeking the Board's feedback on the following four concepts. All four concepts are coming from the DMV Business area.

1. Drug and Alcohol Clearinghouse Check for CDL Licenses

Reason: By November 18, 2024, to comply with federal statute, Idaho must check the federal drug and alcohol clearinghouse prior to completing any commercial driver's license transaction. Idaho Code does not reflect this requirement.

2. Extend CDL Credentials to 8 years

Reason: Currently, CDL driver's may only obtain 4 year licenses. Extending CDL licenses to 8 years confers a broad benefit to the trucking industry. Additionally, this idea will reduce online renewal fees by \$5. The fees set are in statute and need to be changed. Renewal fees are set in statute without respect to renewal method. Allowing an online discount encourages remote renewals and fulfills customer demand for remote renewal options.

3. Authorization for Preclearance of Commercial Vehicles at Ports of Entry

Reason: Idaho Code requires all trucks to stop at the port of entry. However, due to the advancement of technology, the department has been able to remotely monitor and allow certain trucks to bypass ports. The department is seeking to reflect this allowance in Idaho Code. Allowing certain trucks to bypass ports affords a significant convenience to the trucking industry and improves department efficiency.

4. Plate Fee Increase and/or Permanent License Plates

Reason: Due to the increased cost of aluminum and other goods, the cost of the license plate program is increasing. Those increases will lead to increased customer prices for license plates. To mitigate this, the department is considering establishing "permanent" plates that may remain in service as long as they are legible. Currently, plates must be replaced every ten years. Staff have vetted this idea with the Idaho State Police and will share it with other stakeholders.

Recommendations

For information.

Board Action

☐ Approved ☐ Deferred _____

☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date 5/18/23

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 5 minutes

Presenter's Name Brendan Floyd/Colby Cameron	Presenter's Title Policy Specialist/Gov. Affairs Mgr.	Initials B.F	Reviewed By LSS
Preparer's Name Brendan Floyd	Preparer's Title Transportation Policy Specialist	Initials B.F.	

Subject

Temporary Rule - Online CDL License Renewals		
Key Number	District	Route Number

Background Information

This is a follow-up on April's introduction of the administrative rule to allow for online CDL renewals. A negotiated rulemaking meeting will be held on Monday, May 15th. Staff recommends the Board's adoption of the temporary rule with an effective date of July 1st. Adoption of the temporary rule will allow for implementation of the new law.

The legislature passed House Bill 9 during the 2023 legislative session. This department-proposed legislation will allow those with CDLs to renew their licenses online, effective July 1, 2023. Per statute, the criteria for online driver's license renewals are established through administrative rule. In order to match the effective date for the new allowance for online CDL renewals, the department is seeking to establish a temporary rule (39.02.76) reflecting this allowance to take effect on July 1, 2023. The department held a negotiated rulemaking meeting to discuss proposed changes on May 15, 2023.

Recommendations

Approve resolution on page 99.

Board Action

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

39.02.76 – RULES GOVERNING DRIVER'S LICENSE AND IDENTIFICATION CARD RENEWAL-BY-MAIL AND ELECTRONIC RENEWAL AND REPLACEMENT PROCESSES

00. LEGAL AUTHORITY.

In accordance with Sections 49-201, 49-318, 49-319(10), and 49-2444, Idaho Code, the Idaho Transportation Board adopts the following rule to establish a process that may allow Idaho residents to renew or replace their drivers' licenses and identification cards by mail or electronically. (3-31-22)

01. ~~TITLE AND SCOPE~~ **PURPOSE.**

~~01. Title. This rule is titled IDAPA 39.02.76, "Rules Governing Driver's License and Identification Card Renewal by Mail and Electronic Renewal and Replacement Processes". (3-31-22)~~

~~02. Scope. The purpose of this rule is to establish standards by which drivers' licenses and identification cards may be renewed or replaced by mail or electronically. for those individuals whose Idaho credentials are about to expire or requires replacement due to loss or mutilation. The renewal by mail and electronic systems are designed to reduce the length of waiting lines at county driver's license offices. (3-31-22)~~

~~02. WRITTEN INTERPRETATIONS.~~

~~There are no written interpretations for this chapter. (3-31-22)~~

~~03. 009. (RESERVED)~~

~~10. DEFINITIONS.~~

~~01. CDL. Commercial Driver's License. (3-31-22)~~

~~02. Class D Driver's License. A license issued and valid for the operation of a motor vehicle that is not a commercial vehicle as defined in Section 49-123, Idaho Code. (3-31-22)~~

~~03. Credential. Any physical driver license or identification card issued by the department. (3-31-22)~~

~~04. Expiration Date. The date a credential expires. (3-31-22)~~

~~05. Identification Card. A card issued in accordance with Section 49-2444, Idaho Code. (3-31-22)~~

~~06. Photo License. A valid Idaho credential displaying a color photograph of the license holder. (3-31-22)~~

11. ELIGIBILITY FOR RENEWAL AND REPLACEMENT.

01. Eligibility. ~~An applicant may renew a Class D driver's license or identification card by mail or electronically in lieu of renewing or replacing these credentials in person. Licenses or identification cards shall only be renewed once in an eight (8) year period, and have a four year validity period. may be~~ renewed by mail or electronically for four (4) or eight (8) years if an applicant meets the following criteria:

- a. The renewal expiration date does not exceed a period of sixteen (16) years from an applicant's most recent in-person renewal.
- b. For driver's licenses only, the renewal expiration date does not extend beyond an applicant's seventieth (70th) birthday. (3-31-22)

02. License and Identification Card Renewal. Driver's licenses and identification cards ~~may not~~ **cannot** be renewed by mail or electronically for persons who: (3-31-22)

~~a. Hold a driver's license with a "J" restriction (e.g. limited to a five (5) mile driving radius of residence, driving privileges limited to one (1) or two (2) counties, cannot drive without parent for a specified time period, etc.); (3-31-22)~~

b. Hold a ~~CDL~~ hazardous materials endorsement, unless a person is able to pass a department- approved electronic version of the required knowledge test.

(3-31-22)

- c. Have changes in the information shown on their licenses, other than address changes; (3-31-22)
- d. Have any changes in physical, mental, and/or emotional condition, including vision, which may impair the ability to safely operate a motor vehicle; (3-31-22)
- e. Have drivers' licenses or driving privileges which are ~~suspended~~, revoked, canceled, denied, refused, or disqualified; (3-31-22)
- f. Are operating on department or court restricted driving permits; (3-31-22)
- g. Are required ~~Need~~ to provide documentation proving lawful presence in the United States; (3-31-22)
- h. Are not lawfully present in the United States; (3-31-22)
- i. Have a driving record which has been marked for special handling (~~e.g., verification of identity or date of birth, possible fraud, etc.~~); (3-31-22)
- j. Already have an existing extension; (3-31-22)
- k. Wish to add a motorcycle endorsement; (3-31-22)
- l. Are under eighteen (18) ~~twenty one (21)~~ years of age for purposes of renewal; (3-31-22)
- m. Are seventy (70) years of age or older for purposes of renewal; or (3-31-22)
- n. Have been expired more than ~~one (1) year~~ twenty-five (25) months.

~~03. Identification Card Renewal.~~ Identification cards may not ~~cannot~~ be renewed by mail or electronically for persons who: (3-31-22)

- a. Have changes in the information shown on their identification cards, other than address changes; (3-31-22)
- b. Have not been expired more than one (1) year ~~twenty five (25)~~ months; (3-31-22)
- c. Are required ~~Need~~ to provide documentation proving lawful presence in the United States; (3-31-22)
- d. Are not lawfully present in the United States; or (3-31-22)
- e. Have a canceled or surrendered status. (3-31-22)

~~04.~~ **License and Identification Card Replacement.** Any driver's license, ~~including a CDL, or~~ identification card may be replaced by mail or electronically as long as the credential is not expired, ~~and there are no information changes other than address changes~~ and the status is otherwise valid. (3-31-22)

~~12. RENEWAL OR REPLACEMENT ELECTRONICALLY OR BY MAIL PROCEDURES.~~

~~01. Application Submission.~~ Credential renewal by mail or electronic renewal or replacement applications will be processed when received by mail or electronically. Eligible persons may mail or electronically submit their renewal or replacement application to the department or the driver's license office in their county of residence, or deliver their application in person together with the renewal fee for the same class of credential, pursuant to Sections 49-306, and 49-2444, Idaho Code. (3-31-22)

~~02. Updating Individual Records.~~ The county driver's license office or the department will update individual records to reflect the new expiration year, if renewed, and the issue date of the new credential, within three (3) business days after receipt of the completed application form. (3-31-22)

~~03. If Lost or Destroyed in Mail.~~ If an individual's credential is lost or destroyed in the mail, a written statement detailing the loss or destruction may be mailed or hand-delivered to the applicant's county of residence or completed electronically. Upon receipt of the letter, the county or the department can issue a no-charge replacement credential to the applicant. (3-31-22)

~~04. Temporarily Residing Out of State. Individuals temporarily residing out of state may apply for a renewal by mail, electronic renewal, or an extension, but not both, in an eight (8) year period. (3-31-22)~~

13. -- 999. (RESERVED)

Res. No.

WHEREAS, the Idaho Transportation Board is authorized to adopt and enforce administrative rules pursuant to Idaho Code 49-201(1); and

WHEREAS, Governor Little signed House Bill 9, related to the allowance for online commercial driver's license renewals, during the 2023 legislative session with an effective date of July 1, 2023; and

WHEREAS, pursuant to Section 49-319(10), Idaho Code, the Department establishes criteria for online driver's license renewals through administrative rule 39.02.76; and

WHEREAS, to align the statutory allowance date of July 1, 2023, for online commercial driver's license renewals, the Department seeks to establish IDAPA 39.02.76 as a temporary rule to become effective July 1, 2023; and

WHEREAS, the changes proposed in this rule reflect the principles of Governor Little's Red Tape Reduction Act and includes the removal of unnecessary language and broadening of allowances for online driver's license renewals.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board authorizes and directs Department staff to implement IDAPA 39.02.76 as a temporary administrative rule effective July 1, 2023.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 10 minutes

Presenter's Name Shawna King	Presenter's Title Engineering Manager	Initials	Reviewed By AS
Preparer's Name Shawna King	Preparer's Title Engineering Manager	Initials	LSS

Subject

Request for an exception to Board Policy 4001 for TECM construction projects		
Key Number n/a	District statewide	Route Number various

Background Information

Board Policy 4001 indicates the Board shall approve the justification for award or rejection of contracts when the bid exceeds the engineer's estimate by more than ten percent (10%) or for bids that exceed the engineer's estimate by more than \$2 million.

This request is to maintain the 110% of engineer's estimate threshold for Board approval but not apply the additional qualifier of needing Board approval for a bid that is more than \$2 million above the engineer's estimate. The \$2 million over engineer's estimate is unnecessarily restrictive on projects of this size.

The upcoming Transportation Expansion & Congestion Mitigation (TECM) construction projects and the approximate construction cost are:

I-84, Centennial IC to Franklin IC ~\$100 million

SH-16, Franklin to Ustick ~\$86 million

US-20, South Saint Anthony IC ~\$39 million

Any bids that exceed 110% of the engineer's estimate will be presented to the Board for approval/rejection.

Bid results of these projects will be included on the Department's regular monthly report.

Recommendations

Approve resolution on page 101.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

WHEREAS, Board Policy 4001 indicates the Board shall approve the justification for award or rejection of contracts when the bid exceeds the engineer's estimate by more than ten percent (10%) or for bids that exceed the engineer's estimate by more than \$2 million; and

WHEREAS, three Transportation Expansion and Congestion Mitigation (TECM) projects will be advertised for construction, with bids opened summer 2023; and

WHEREAS, the estimated cost of these three TECM projects are substantial, ranging between \$39 million and \$100 million; and

WHEREAS, it is in the interest of the Department to expedite award of these construction projects; and

WHEREAS, this requested exception to Board Policy 4001 allows flexibility to expedite the award process while providing adequate controls for presenting approve or reject justifications to the Board if the bids are greater than 110% of the engineer's construction estimate.

NOW THEREFORE BE IT RESOLVED, that the Board allows an exception to Board Policy 4001 to remove the \$2 million dollar justification threshold amount for the following three TECM-funded projects:

I-84, Centennial IC to Franklin Interchange
SH-16, Franklin to Ustick
US-20, South Saint Anthony Interchange



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 5 minutes

Presenter's Name Monica Crider, PE	Presenter's Title State Design Engineer	Initials MC	Reviewed By LSS
Preparer's Name Todd Hubbard, PE	Preparer's Title District Engineer	Initials TH	MA

Subject

Request Board Approval for Agreement Authority to Exceed \$1,000,000 on an Existing Professional Services Agreement on Statewide Asset Attribute Inventory by Cyclomedia Technology, Inc.

Key Number 22185/23747	District 5	Route Number Statewide
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Background Information

General Background

Professional service agreements through ITD HQ Consultant Services Group within Highway Design Section follow three different processes based on the size of agreement. Small professional services agreements less than \$100,000 are procured through a Direct Selection process. Professional services agreements between \$100,000 and \$500,000 are secured through a Request for Information (RFI) process which short lists consultants from a prequalified consultant registry referred to as the Term Agreement list. Professional service agreements greater than \$500,000 are solicited through a formal Request for Proposal. In all cases, professional services agreements are secured using a qualification based system rather than a competitive low bid basis used for typical construction contracts.

Board Policy 4001 delegates authority to approve routine engineering agreements of up to \$1M to the Director or another designee. Any agreements larger than this amount must be approved by the Board. The purpose of this Board item is to request approval for agreements larger than \$1M.

The large size of the agreements listed are often anticipated and necessary due to the complexity and magnitude of the associated construction projects. In many instances, the original intent is to solicit the consultant service in phases allowing for greater flexibility for the Department, limited liability, and better design after additional information is obtained. In other cases, such as for Construction Engineering and Inspection services one single agreement over \$1M may be issued allowing for continuity of the inspector.

Project Specific Details

The purpose of this agenda item, per Board Policy 4001, is to seek Board approval for additional agreement authority to exceed \$1M on the Cyclomedia Technology, Inc. professional services agreement for the FY23 Statewide Asset Attribute Inventory.

The purpose of this project is to gather data as part of the Statewide Asset Attribute Inventory (SWAAI). Pertinent roadway and roadside data collection will be performed for all of Idaho's state highway system.

In May 2020, through Request for Proposal (RFP), Cyclomedia Technology was selected to provide SWAAI data collection.

In May 2020, the Board authorized agreement amount for \$2.5M. The agreement amount for the initial SWAAI agreement is \$2,495,154. The additional data collection is estimated to be approximately \$2,830,000.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Sufficient funds (\$2.8M) to cover this additional agreement is available through other project offsets and is in process of obligation.

TYPE	FUNDS EXIST	FUNDS NEEDED
Initial Agreement		
Supplemental Agreement- Phased Approach	X	
Supplemental Agreement- Change of Scope		

Recommendations

Board approval of the resolution on page 104.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

RESOLUTION

WHEREAS, Board Policy 4001 requires the Transportation Board to approve professional services agreements that exceed \$1 million; and

WHEREAS, District 5 will administer this project; and

WHEREAS, the Board has approved agreement authorization up to \$2,500,000 at the May 2020 Board meeting; and

WHEREAS, funding has been identified and will be obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Statewide Asset Attribute Inventory projects agreement to exceed the \$1 million agreement authorization for consultant services up to \$5,330,000.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 5 minutes

Presenter's Name Monica Crider, PE	Presenter's Title State Design Engineer	Initials MC	Reviewed By LSS
Preparer's Name Caleb Lakey, PE	Preparer's Title District Engineer	Initials	

Subject

Request Board Approval for Agreement Authority to Exceed \$1,000,000 on a New Professional Services Agreement on SH-44, I-84 TO STAR RD PEL AND NEPA STUDY by David Evans and Associates, Inc.

Key Number 23630	District 3	Route Number SH-44
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Background Information

General Background

Professional service agreements through ITD HQ Consultant Services Group within Highway Design Section follow three different processes based on the size of agreement. Small professional services agreements less than \$100,000 are procured through a Direct Selection process. Professional services agreements between \$100,000 and \$500,000 are secured through a Request for Information (RFI) process which short lists consultants from a prequalified consultant registry referred to as the Term Agreement list. Professional service agreements greater than \$500,000 are solicited through a formal Request for Proposal. In all cases, professional services agreements are secured using a qualification based system rather than a competitive low bid basis used for typical construction contracts.

Board Policy 4001 delegates authority to approve routine engineering agreements of up to \$1M to the Director or another designee. Any agreements larger than this amount must be approved by the Board. The purpose of this Board item is to request approval for agreements larger than \$1M.

The large size of the agreements listed are often anticipated and necessary due to the complexity and magnitude of the associated construction projects. In many instances, the original intent is to solicit the consultant service in phases allowing for greater flexibility for the Department, limited liability, and better design after additional information is obtained. In other cases, such as for Construction Engineering and Inspection services one single agreement over \$1M may be issued allowing for continuity of the inspector.

Project Specific Details

The purpose of this agenda item, per Board Policy 4001, is to seek Board approval for initial agreement authority to exceed \$1M on the David Evans and Associates, Inc. professional services agreement for the SH-44, I-84 To Star Rd. Planning and Environment Linkage (PEL) and National Environmental Policy Act (NEPA) study.

The purpose of this project is to environmentally clear the future alignment of SH-44 and associated construction projects to address needs through the year 2050. This will be done initially through a PEL study to screen future alignments to a limited number that will then be further evaluated in the NEPA stage of this project.

On March 1, 2023, through a Request for Proposal (RFP), David Evans and Associates, Inc., was



Board Agenda Item

ITD 2210 (Rev. 10-13)

selected to provide PEL study, preliminary design and environmental evaluation, and final designs and plans. Specifications and Estimate (PS&E). The district is taking a phased approach and is issuing an initial agreement for a PEL study. The Phase 1 of the project is estimated to be approximately \$2,950,000.

Currently, there is \$2,990,000 obligated. Additional phases, include a NEPA agreement and final PS&E agreement, will be required to finish the project and subsequent Board approval will be needed.

TYPE	FUNDS EXIST	FUNDS NEEDED
Initial Agreement	X	
Supplemental Agreement- Phased Approach		
Supplemental Agreement- Change of Scope		

Recommendations

Board approval of the resolution on page 107.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

RESOLUTION

WHEREAS, Board Policy 4001 requires the Transportation Board to approve professional services agreements that exceed \$1 million; and

WHEREAS, District 3 will administer this project; and

WHEREAS, funding has been identified and is obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Project No. 23630, SH-44, I-84 to Star Rd. PEL and NEPA Study to exceed the \$1 million agreement authorization for consultant services up to \$2,950,000.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 5 minutes

Presenter's Name Monica Crider	Presenter's Title State Design Engineer	Initials MC	Reviewed By LSS
Preparer's Name Merrill Sharp	Preparer's Title Project Manager	Initials MS	AS

Subject

Request Board approval for agreement authority to exceed \$1,000,000 on a new Professional Services Agreement on SH-16, Ustick Rd to US-20/26 (KN 23408) and SH-16, I-84 to Franklin Rd (KN 23410) by Rosemary Brennan Curtain, Inc (RBCI)

Key Number 23408, 23410	District 3	Route Number SH-16
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Background Information

General Background

Professional service agreements through ITD HQ Consultant Services Group within Highway Design Section follow three different processes based on the size of agreement. Small professional services agreements less than \$100,000 are procured through a Direct Selection process. Professional services agreements between \$100,000 and \$500,000 are secured through a Request for Information (RFI) process which short lists consultants from a prequalified consultant registry referred to as the Term Agreement list. Professional service agreements greater than \$500,000 are solicited through a formal Request for Proposal. In all cases, professional services agreements are secured using a qualification based system rather than a competitive low bid basis used for typical construction contracts.

Board Policy 4001 delegates authority to approve routine engineering agreements of up to \$1 million to the Director or another designee. Any agreements that exceed this amount must be authorized by the Board. The purpose of this Board item is to request additional agreement authorization.

The size of the agreements listed are often anticipated and necessary due to the complexity and magnitude of the associated construction projects. In many instances, the original intent is to solicit the consultant service in phases allowing for greater flexibility for the Department, limited liability, and better design after additional information is obtained. In other cases, such as for Construction Engineering and Inspection services one single agreement over \$1 million may be issued allowing for continuity of the inspector.

Project Specific Details

The purpose of this agenda item, per Board Policy 4001, is to seek Board approval for additional agreement authority to exceed \$1 million on the Rosemary Brennan Curtain, Inc. (RBCI) professional services agreement for public information (PI) consultant work on the SH-16, Ustick Rd to US-20/26 (KN 23408) and SH-16, I-84 to Franklin Rd (KN 23410) projects during construction.

These two projects are part of the SH-16 expansion project that is building a new four lane limited access highway between I-84 and US-20/26 including a new interchange at I-84, grade separated crossing over McMillan Road and signalized intersections at Franklin Road, Ustick Road and US-20/26.

In March 2022, through Request for Proposal (RFP), RBCI was selected to provide PI work for the construction portion of the SH-16 project. On April 22, 2022 ITD entered into an agreement with RBCI to



Board Agenda Item

ITD 2210 (Rev. 10-13)

perform PI work for the first year of the projects for \$305,758. This request is for the remaining two years of PI work on these projects.

After negotiation, the remaining PI services for projects 23408 and 23410 will cost approximately \$850,000. This is less than 1% of the programmed construction cost of SH-16 project's KNs 23408 and 23410. There will be a separate agreement for the third and final PI services under a separate contract.

Currently, there is \$7.6 million obligated for all construction services (construction inspection, testing, staff augmentation, engineer of record, and public involvement) with only \$5.2 million reserved for current agreements.

TYPE	FUNDS EXIST	FUNDS NEEDED
Initial Agreement		
Supplemental Agreement- Phased Approach	X	
Supplemental Agreement- Change of Scope		

Recommendations

Board approval of the resolution on page 110.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

RESOLUTION

WHEREAS, Board Policy 4001 requires the Transportation Board to approve professional services agreements that exceed \$1 million; and

WHEREAS, TECM Bonding Office will administer this project; and

WHEREAS, the total agreement for public Information services was initiated PRIOR to Board approval; and

WHEREAS, staff recognized the error and requests Board approval to ratify previously written agreement; and

WHEREAS, funding has been identified and is obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board has reviewed the agenda item and approves Project No. A023408, Ustick Rd to US 20/26 and A023410, I-84 to Franklin Rd to exceed the \$1 million agreement authorization for consultant services up to \$1.2 million.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 5 minutes

Presenter's Name Monica Crider, PE	Presenter's Title State Design Engineer	Initials MC	Reviewed By LSS
Preparer's Name Laila Kral, PE	Preparer's Title LHTAC Administrator	Initials LK	MA

Subject

Request Board approval for agreement authority to exceed \$1,000,000 on an Existing Professional Services Agreement on the Lakeshore Connection Planning, Ponderay by Welch Comer

Key Number 23096	District 1	Route Number N/A
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Background Information

General Background

Professional service agreements through ITD HQ Consultant Services Group within Highway Design Section follow three different processes based on the size of agreement. Small professional services agreements less than \$100,000 are procured through a Direct Selection process. Professional services agreements between \$100,000 and \$500,000 are secured through a Request for Information (RFI) process which short lists consultants from a prequalified consultant registry referred to as the Term Agreement list. Professional service agreements greater than \$500,000 are solicited through a formal Request for Proposal formal. In all cases, professional services agreements are secured using a qualification based system rather than a competitive low bid basis used for typical construction contracts.

Board Policy 4001 delegates authority to approve routine engineering agreements of up to \$1M to the Director or another designee. Any agreements larger than this amount must be approved by the Board. The purpose of this Board item is to request approval for agreements larger than \$1M.

The large size of the agreements listed are often anticipated and necessary due to of the complexity and magnitude of the associated construction projects. In many instances, the original intent is to solicit the consultant service in phases allowing for greater flexibility for the Department, limited liability, and better design after additional information is obtained. In other cases, such as for Construction Engineering and Inspection services one single agreement over \$1M may be issued allowing for continuity of the inspector.

Project Specific Details

The purpose of this agenda item, per Board Policy 4001, is to seek Board approval for additional agreement authority to exceed \$1M on the Welch Comer professional services agreement for the Lakeshore Connection Planning, Ponderay.

The Lakeshore Connection Planning Project is funded by an FHWA BUILD grant awarded to the City of Ponderay. The BUILD grant funded planning level guidance for the SH-200 corridor within the City of Ponderay and concept design for the BNSF railroad underpass, in addition to full PS&E level design for the railroad underpass and pathway.

In June of 2021, through Request for Proposal (RFP), Welch Comer & Associates was selected to provide planning and PS&E design services. The planning work was completed with an agreement in total of \$507,985.



Board Agenda Item

ITD 2210 (Rev. 10-13)

The scope of this agreement is to complete PS&E level design for the bicycle and pedestrian tunnel under the BNSF railroad as well as new pathway to connect to the existing Pend d'Oreille Bay trail. The PS&E design agreement is negotiated to be to be approximately \$1.24M.

Engineer of Record (EOR) services will be negotiated under a separate agreement as the project approaches the construction phase. Currently, no construction funding has been identified. The cost for the EOR services is estimated to be \$100,000.

This Board approved up to \$1.34M for the agreement at the March 2023 Board meeting. The total agreement amount, including the planning work, increases the total agreement amount to \$1,848,000. Currently, there is \$1,749,732 obligated. Any additional funds over \$1,749,732 will be the responsibility of the local sponsor.

TYPE	FUNDS EXIST	FUNDS NEEDED
Initial Agreement		
Supplemental Agreement- Phased Approach	Up to \$1,749,732	The remaining by Local Sponsor
Supplemental Agreement- Change of Scope		

Recommendations

Board approval of the resolution on page 113.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

RESOLUTION

WHEREAS, Board Policy 4001 requires the Transportation Board to approve professional services agreements that exceed \$1 million; and

WHEREAS, Local Highway Technical Assistance Council (LHTAC) will administer this project; and

WHEREAS, the Board has approved agreement authorization up to \$1,340,000 at the March 2023 Board meeting; and

WHEREAS, funding has been identified and will be obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board has reviewed the agenda item and approves Project No. A023096, Lakeshore Connection Planning, Ponderay to exceed the \$1 million agreement authorization for consultant services up to \$1,848,000.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 5 Minutes

Presenter's Name Shauna Miller	Presenter's Title Senior Transportation Planner	Initials SM	Reviewed By LSS
Preparer's Name Shauna Miller	Preparer's Title Senior Transportation Planner	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 ends June 30, 2023. In order to fill the vacancy, the Public Transportation (PT) Office solicited applications for the District 3 PTAC member position in early 2023. Two applications were submitted. The applications were reviewed by the PT Office and PTAC members.

At the April 20, 2023 meeting, the PTAC moved by unanimous consensus that the applicants are fit to serve on PTAC.

The District 3 member term began December 17, 2020 and expires June 30, 2023. The applicant appointed will serve a term of July 1, 2023 through June 30, 2026.

Recommendations

The Idaho Transportation Board review the applications and make a selection to fill the District 3 position. Resolution on page 133.

Board Action

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

Allan R. Schneider

3820 N Willowbar Ln, Garden City, ID 83714
208-870-4831 aaschneider@hotmail.com

February 15, 2023

Public Transportation Office
Attn.: Shauna Miller
PO Box 7129
Boise, ID 83707

Ms. Miller,

I am applying for the District 3 position on the Public Transportation Advisory Council. As outlined briefly in my curriculum vitae, I have held leadership positions and served on several boards during the course of my career in education and continue to do so in my retirement. I have also initiated and presided over several involved projects. I believe that my strongest asset in these roles is that I do the work: I don't procrastinate, and I don't defer. In this undertaking, I will do the work as always, but I have a particular stake in this unique council: it is charged solely with advancing public transportation.

I was diagnosed with retinitis pigmentosa in my 30's (I am losing my eye sight from the outside in), and I haven't driven for over 25 years. Ten years ago my retina specialist suggested I visit the Idaho Commission for the Blind and Visually Impaired (ICBVI). I was hesitant at first—I couldn't admit that I needed help. I eventually participated in all their course offerings, and the people there changed my life. I have been working to give back ever since, including serving on the state board for the ICBVI, and filling several positions for the National Federation of the Blind (NFB). Because I have met with and served with many Idahoans relying on public transportation, I have networking contacts throughout the state both in advocacy efforts (through the NFB) and in official channels (through the ICBVI).

In my work with and my association with the blind and visually impaired community, I've found that many, many of us consider our vision issues merely an inconvenience. In fact, one of my colleagues calls her recent blindness "this great adventure." The motto of the NFB is "Live the life you want—blindness is not what holds you back." However, to a person, our biggest challenge always is we can't drive. We live in a society built around the automobile, and we simply can't drive! It's one thing to want public transportation, it's a different world to *need* it. Public transportation improves and enhances all of our lives, and I know that, and I want to advance that ideal for all. In addition, I earnestly want to represent the voice of disabled Idahoans on the council charged with our transportation.

Respectfully,

Allan R. Schneider



Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:

- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name: Allan R Schneider
Street Address: 3820 N Willouber Ln City/State/Zip: Garden City, ID 83714
Phone: 208-870-4831 Email: daschneider@hotmail.com

Organization Affiliation (if any):

Name: _____
Street Address: _____ City/State/Zip: _____

District you are applying for:

District 1 ____ District 2 ____ District 3 X District 4 ____ District 5 ____ District 6 ____



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.

Allan R. Schneider
Print Name

Allan R. Schneider
Signature

2-24-2023
Date

CURRICULUM VITAE

**Allan R. Schneider
3820 N Willowbar Ln
Garden City, Idaho 83714
aaschneider@hotmail.com
208-870-4831**

EDUCATION:

**B.S. In Secondary Education, Northern State University, 1977
60+ Additional hours in English, reading, athletics, theater, and education
National Board for Professional Teaching Standards Certified**

WORK EXPERIENCE:

1991 to 2010	English/drama, reading teacher, and cross-country coach	Emmett High School
1989 to 1991	English/reading teacher	American School of Las Palmas, Canary Islands
1979 to 1989	English/reading teacher, and track coach	Moorcroft, Wyoming
1977 to 1979	English teacher and track/ cross-country coach	Waubay, South Dakota

ACCOMPLISHMENTS:

**National Board for Professional Teaching Standards certified
Nominee for Governor's Brightest Star Award
Current Dist. 3 Representative on ITD's Public Transportation Advisory Council
Current coordinator of *Cycle for Independence* (fundraiser for
Idaho's blind/visually impaired)
Current Vice President for Idaho Commission for the Blind and Visually Impaired
Current Editor for the National Federation of the Blind of Idaho newsletter
Current Treasurer for the Treasure Valley Chapter of NFB Idaho
Current Board Member of the Treasure Valley Chapter of NFB Idaho
Founder and former facilitator of Emmett Support Group for Visually Impaired
Founder and former president of the Idaho Renaissance Faire
Founder and former director of EHS's Senior Project program
Founder and former director of Natural Helpers program
Founder and former president of Project Starfish
Founder and former president of Emmett Community Playhouse
Teacher of the Year six times
Graduation Speaker four times
Homecoming Grand Marshall two times
Director of seven major musicals
Winner of four Director of the Year awards**



ITD – Public Transportation Office
Attn: Shauna Miller
2600 Frontage RD
Lewiston, ID 83501

January 31, 2023

RE: Recommending Al Schneider to ITD Public Transportation Advisory Council

Ms Miller

I would like to add my support for the continued membership of Al Schneider on the ITD Public Transportation Advisory Council.

I have known Al since 2016 as a member of the National Federation of the Blind of Idaho. Through that time, Al has been Treasurer of the Treasure Valley Chapter of NFB-Idaho. I have always known him to be willing to take on challenges and reliably follow through on completion of tasks. Al has solid organizational skills, leadership qualities, and a very hearty willingness to laugh at himself. Al is also not shy about admitting he may require assistance to complete some task.

All of these attributes are necessities for collaborating to identify and address the kind of systemic issues facing ITD in its effort to provide reliable public transportation. Please contact me if I can provide any more support for Al's nomination.

Sincerely,

Don Winiecki, Treasurer
National Federation of the Blind of Idaho
1422 E. Woodvine CT
Boise, Idaho 83706-4484

1320 E. Washington St.
Boise, Idaho 83712
February 23, 2023

Re: Reappointment of Al Schneider to the ITD Advisory Council for public transportation,

As president of the National Federation of the Blind of Idaho, (NFB)I highly support Al Schneider's reappointment to this council. Al possesses excellent organizational skills, as demonstrated through his successful coordination of the Cycle for Independence community bike ride, which is the largest fundraiser for the NFB in the state, and attracts around 500 community riders per year. Al is also the treasurer for the Treasure Valley Chapter of the NFB. In this position he prepares accurate financial reports and submits them in a timely manner. Al is not afraid to take on new challenges. He currently created and heads a committee to improve transportation options for blind people in Treasure Valley. Al has excellent writing and editing skills, as evidenced by his publication of the state NFB newsletter Gemstate Milestones.

I have known Al for at least 15 years. His conscientiousness, dependability, and willingness to take on challenges make him an excellent member for this council.

Please contact me if I can answer any questions or supply further information.

Sincerely,
Dana Ard, President
National Federation of the Blind of Idaho
Ph: 208 345-3906 Email: pres.nfbidaho@gmail.com

February 2, 2023

IDT Public Transportation

To Whom It May Concern,

I am writing to recommend Al Schneider to serve again on the Advisory Council for IDT Public Transportation. I've had the opportunity to get to know Al for the past five years as a neighbor in the Waterfront District. He is an outstanding leader, organized, task manager, and is willing to take on difficult challenges.

Al has demonstrated this skill set while serving as president of our homeowner sub association in the Waterfront District. He conducts meetings in a very organized, humorous, and entertaining manner. As a neighborhood, we are closer and more united because of Al. Al is also excellent at handling neighborhood contentious situations. His sense of humor and friendly persona gives all of us calm and confidence in him.

I believe that Al will continue to be an excellent member of the Advisory Council. Please feel free to contact me at 858-243-8779 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Dennis Moore", with a long, sweeping horizontal stroke extending to the right.

Dennis Moore

3667 N Willowbar Way Garden City, ID 83714

Walter M. Steed
5341 W. Torana Drive
Meridian, Idaho 83646
(208) 883-0123
E-mail: wmsteed@aol.com

March 10, 2023

Shauna Miller, Grants and Contracts Officer
Idaho Transportation Department
2600 Frontage RD
Lewiston ID 83501

Re: PTAC Advisory Council
District 3 Position

Dear Ms. Miller:

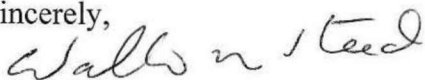
This letter is to address my qualifications for the open District 3 PTAC position.

My list of past and current volunteer positions may be found on the last page of my attached resume. A highlight is that I am currently Chair of both the Valley Regional Transit Regional Advisory Council and the City of Meridian Transportation Commission.

While in Moscow from 1989 until 2018 I worked with ITD District 2 as a city transportation commissioner, city council member and consultant on public works projects for north Idaho cities and utility districts. Although most of the ITD persons I worked with have now retired or passed away, they did include Board members Bruce Sweeney and Jan Vassar and employees Jim Carpenter and Ken Helm. The current ITD employee I work with through the Meridian Transportation Commission is Justin Price.

My application, conflict of interest statement, resume and references are attached. I would be happy to be interviewed or to be contacted at any time to provide more information.

Sincerely,



Walter M. Steed



Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:

- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name: WALTER M. STEED
Street Address: 5341 W. TORANADA City/State/Zip: MERIDIAN, ID 83646
Phone: 208-883-0123 Email: WMSTEED@AOL.COM

Organization Affiliation (if any):

Name: _____

Street Address: _____ City/State/Zip: _____

District you are applying for:

District 1 ___ District 2 ___ District 3 X District 4 ___ District 5 ___ District 6 ___



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.

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- 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.

WALTER M STEED

Print Name

Walter M Steed

Signature

3/10/23

Date

Walter M. Steed

- Objective** To serve as District 3 representative on the Idaho Transportation Department Public Transportation Advisory Council
- Experience**
- 1989–Present Moscow, Idaho/Meridian, Idaho
Self-employed Consultant
- Wrote and administered over 100 Community Development Block Grants for Idaho Cities, Counties and Utility Districts representing over \$150 million in infrastructure improvements.
- 1981–1989 Lewiston, Idaho
Self-employed Consultant
- Wrote and administered \$10 million in HUD construction and remodel projects for Indian Tribal Housing Authorities.
- 1980–1981 Lewiston, Idaho
Craftwall, Inc.
- Managed special projects for large housing construction company with multiple projects in three states.
- 1972–1980 Mississippi and Idaho
Medical Group Management
- Managed successive medical groups ranging from five physician single specialty groups to 24 physician multi-specialty groups
- 1969–1972 Jackson, Mississippi
Doctors Hospital, Inc.
- Managed business office and accounting for 124 bed, private, acute-care hospital.
- 1966–1969 Jackson, Mississippi
AllState Insurance Company
- Supervised office workers in multi-state regional insurance policy servicing office
- Education**
- 1987 University of Idaho Moscow, Idaho
- MBA, Business Administration
- 1966 Mississippi State University Starkville, Mississippi
- B.S., Personnel Administration

Other

- Appointed to City of Meridian Transportation Commission in June 2020. Currently Chair for 3rd year
- Appointed to Valley Regional Transit Advisory Council in 2019. Currently Chair for 4th year
- Appointed to Board of Moscow Smart Transit in 2016
- Elected Moscow City Council Member 2008-2017 serving as President for two years
- Appointed to Moscow Transportation Commission in 1998 serving for nine years and as Chair for four years

References

- Robert Simison, Mayor
City of Meridian, Idaho
208/489-0529
- Elaine Clegg, CEO
Valley Regional Transit
208/258-2712
- Luke Caverner, Councilor
City of Meridian
208/695-4536

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 applications from March 19, 2023 to April 18, 2023; and

WHEREAS, the submitted applications and associated public comments were reviewed by the PTAC at their April 20, 2023 meeting where the council determined the applicants are 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 completion of the term of July 1, 2023 through June 30, 2026.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐ Information Item ☐ Amount of Presentation Time Needed 5 Minutes

Presenter's Name Shauna Miller	Presenter's Title Senior Transportation Planner	Initials SM	Reviewed By LSS
Preparer's Name Shauna Miller	Preparer's Title Senior Transportation Planner	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 ends June 30, 2023. In order to fill the vacancy, the Public Transportation (PT) Office solicited applications for the District 5 PTAC member position in early 2023. Two applications were submitted. The applications were reviewed by the PT Office and PTAC members.

At the April 20, 2023 meeting, the PTAC moved by unanimous consensus that the applicants are fit to serve on PTAC.

The District 5 member term began July 1, 2020 and expires June 30, 2023. The applicant appointed will serve a term of July 1, 2023 through June 30, 2026.

Recommendations

The Idaho Transportation Board review the applications and make a selection to fill the District 5 position. Resolution on page 158.

Board Action

☐ Approved ☐ Deferred _____

☐ Other _____



MOLLY BESERIS

CONTACT

208-317-7898

4CASIED@gmail.com

15 Cedar Hills Drive
Pocatello, Idaho 83201

Dear Shauna Miller,

I would like to apply for the Public Transportation Advisory Council (PTAC) District 5 appointment. I am very much aligned with the goals and focus of this council and I would like to use the skills gained in my current and past positions to serve this role.

Born and raised outside of Blackfoot I am a true Southeast Idaho community member. In my role as the Mobility Manager of District 5 I was able to participate in identifying transportation needs, promote coordinated systems and make several connections between Pocatello Regional Transport (PRT) and the communities. In 2022 I worked with Lamb Weston of American Falls and PRT to identify a need for workers to have transportation from Pocatello to American Falls. In 2023 PRT was able to obtain a bus for this route and is actively providing 4 trips a day to American Falls.

In my current role and the Executive Director of Four County Alliance of Southeast Idaho, I work closely with community leaders, businesses and agencies to promote economic development. Public transportation services are important in many ways. They provide mobility, can shape land use and development patterns, generate jobs and enable economic growth. Most recently I provided information regarding door to door services offered in Oneida County for the County Commissioners to include in their new monthly newsletter.

I believe that my knowledge of the area and connections will assist in continued coordinated transportation, assist in engaging planning activities and identifying future and current transportation needs.

Best Regards,

Molly Beseris

MOLLY BESERIS



Public Transportation Advisory Council (PTAC) Application District 5 Appointment

Application Contact:

Shauna Miller, Grants & Contracts Officer
Shauna.Miller@ITD.Idaho.gov
208 334-8533

PTAC Application Process

1. January 17, 2023: Application Released
2. March 18, 2023: Application Close
3. March 19, 2023 – April 18, 2023: Public Comment
4. Applications sent to:
 - ITD – Public Transportation Office, Attn: Shauna Miller, 2600 Frontage RD, Lewiston, ID 83501
 - Or email to: Shauna.Miller@itd.idaho.gov
5. April 20, 2023: PTAC will meet to discuss applications and qualification
6. May 2023: Idaho Transportation Department selects member

Designation/Authority

The authority for the Public Transportation Advisory Council (PTAC) is established and outlined in Idaho Code 40-514 and ITD Board Policy 4039.

Idaho Code 40-514 created the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department (ITD) on issues and policies regarding public transportation in Idaho.



Purpose

As outlined in Idaho Code, the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department (ITD) 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.

PTAC shall work to ensure the public transportation program is safe, financially sustainable within the current funding constraints, and is capable of appropriately adjusting to the changing transportation landscape. PTAC activities should include promoting coordinated transportation system, engaging in planning activities, and identifying transportation needs.

Composition and Representation

The advisory council shall be composed of six members appointed by the Idaho Transportation Board. Appointed members shall be representatives of local governments and agencies, private organizations, citizen groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation. The board shall appoint said members from recommendations submitted by said organizations, groups, providers, users and state agencies in each district. One member shall be appointed from each of the six transportation department director districts as provided in section 40-303, Idaho Code. The term of each member shall be three years and the initial appointments to the council shall be such that two members shall be appointed each year thereafter. The members shall be reimbursed for attending the meetings according to the provisions of Section 59-509(g), Idaho Code. The PTAC members shall be reimbursed by ITD-PT for travel expenses according to the limits specified in Section 67-2008, Idaho Code.

PTAC member terms go from July 1 through June 30. Below is the schedule of expirations along with counties served.

- ITD District 1: June 30, 2024 ○ Counties: Bonner, Boundary, Shoshone, Kootenai, and Benewah
- ITD District 2: June 30, 2025 ○ Counties: Latah, Clearwater, Nez Perce, Lewis, and Idaho
- ITD District 3: June 30, 2023 ○ Counties: Valley, Adams, Washington, Payette, Ada, Boise, Canyon, Gem, Elmore, and Owyhee
- ITD District 4: June 30, 2024 ○ Counties: Blaine, Camas, Lincoln, Twin Falls, Jerome, Gooding, Cassia, and Minidoka



- ITD District 5: June 30, 2023 ○ Bingham, Caribou, Bear Lake, Franklin, Power, Bannock, and Oneida
- ITD District 6: June 30, 2025 ○ Counties: Lemhi, Custer, Clark, Butte, Jefferson, Madison, Teton, Bonneville, and Fremont

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.

Applications to serve on PTAC are coordinated by the ITD-PT Office. A call for applications must remain open for at least 30 calendar days, and applications received must be posted for public comment for at least 30 calendar days. Applications will then be reviewed by the seated members of the PTAC and a final appointment will be made by the Idaho Transportation Board.

Committee Role and Responsibility

The PTAC shall:

- Meet at least three times per year; and
- Discuss agenda items relevant to our purpose and scope; and
- Provide meeting notices and agendas in accordance with the Idaho Open Meeting Laws; and
- Annually elect a chair from among its representatives.

Chair

Candidates for the position of Chair shall be nominated by members of PTAC. They shall be elected by nomination and a simple majority of those voting in person. The term shall be for a one year period, and is eligible to serve consecutive terms.

The Chair's responsibilities include:

- Serving as the group's spokesperson,
- Partnering with the ITD-PT Office to assist in program recommendations • Participating in agenda development activities on behalf of the group, and
- Other functions as appropriate.

Committee Representatives Roles and Responsibilities

It is the role of the PTAC members to represent their constituent base, and to participate in the functions of the PTAC in a manner that represents the program's statewide interest. PTAC members are expected to participate in the meetings.



PTAC members are responsible for participating in scheduled meetings, serving on ad hoc committees as assigned, and committing to the terms they are designated to fill. 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 videoconference.

All members of PTAC shall be voting members. Fifty one percent of the regular members will constitute a quorum for purposes of conducting PTAC business. PTAC decisions will be made by utilizing consensusbuilding processes to reach as much agreement as possible, with a voting option to conclude a process where consensus can't be clearly established in the time available. PTAC can call for a simple majority of those voting.

In the event a representative reaches three absences, the Chair will approach the PTAC member and discuss with them their continued commitment and proposed action per the absences. Members will be expected to vacate their seat on PTAC after having missed three consecutive meetings and are nonresponsive to the Chair's attempts to contact them after having missed two consecutive meetings.

Members of the advisory council shall be reimbursed according to the provisions of section 59-509(g), Idaho Code.

Meetings

PTAC shall meet three times per year. The PTAC meetings shall have a:

- Spring Meeting
- Summer Meeting • Fall Meeting

Meetings shall be open and shall be noticed consistent with ITD Open Meeting Requirements.

The PTAC Chair or delegate will issue a call for agenda items approximately four weeks prior to a meeting. Subsequent to that, ITD-PT will work with the Chair to develop the agenda, which will be issued to the representatives with supporting background materials approximately two weeks prior to the meeting. PTAC will discuss all agenda items submitted to it by any member of the group.

Additionally, a PTAC member will present an annual update to the Idaho Transportation Board at the December meeting. Per Board Policy 4039 PTAC shall highlight district PTAC activities, system improvements and issues, and goals/objectives for the next 12 months.

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.

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- 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.
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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.

__Molly Beseris__

Print Name

Signature

__March 10, 2023__

Date

Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:



- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name: Molly Beseris

Street Address: 15 Cedar Hills Drive City/State/Zip: Pocatello Idaho, 83204

Phone: 208.317.7898 Email: 4CASIED@gmail.com

Organization Affiliation (if any):

Name: Four County Alliance of Southeast Idaho

Street Address: 10 W Court St City/State/Zip: Malad, Idaho 83252

District you are applying for:

District 1 District 2 District 3 District 4 District 5 X District 6

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.

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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.

____Molly Beseris____
Print Name

____Molly Beseris____
Signature

____March 10, 2023____
Date

Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following in your submission:

Molly Beseris

(208)317-7898, 4CASIED@gmail.com

EXPERIENCE

Four County Alliance of SE Idaho- Bear Lake, Caribou, Franklin and Oneida Counties Executive Director, 2022- Present

Four County Alliance of Southeast Idaho (4-CASI) is the regional economic development organization for the counties of Oneida, Franklin, Caribou and Bear Lake in Southeast Idaho. Regional connectivity and cooperation are the cornerstones of economic development of the organization. Responsibilities specifically for this position include: Executes initiatives and activities to facilitate local business attraction, expansion, and retention, including incentive awareness, conducting business outreach, and providing general economic development assistance and planning. Builds strong and collaborative partnerships to achieve short-term and long-term goals and objectives. Oversees budget, generates monthly reports for Idaho Commerce, board members, cities and counties. Instigates business visitations and responds to requests for information. Maintains website and social media presence. Attends statewide meetings in Idaho to include: Idaho Commerce, Idaho Economic Development Association meetings and training. Attends conferences that pertain to economic development planning and creation nationally to represent Idaho.

Housing Alliance and Community Partnerships, Pocatello, ID Chief Operating Officers and Director of Policy 2021

Oversee company, operations and employee productivity -Translate strategy into actionable goals for performance and growth • Implement/ manage the Moving to Work (MTW) Demonstration Program MTW Plan • Oversee all MTW activities, evaluations and reporting, program analysis; actively participates in HACP's grant application process • Coordinate other HUD required program submissions and reporting • Plan and perform research and analytical studies on policy issues, completes complex data analysis that leads to informed policy decisions • Manage HACP's complex MTW program, including participating and coordination with HUD officials, national MTW groups, conferences and initiatives • Write, prepare, and coordinate grant proposals and researches funding sources for new grants; assists and trains staff on the implementation of grants and reviews them for accuracy, compliance, and appropriateness • Prepare program reports for timely submission to HUD • Design, write, and generate reports, brochures, public notices, and presentations for public meetings, internal meetings, or workshops • Evaluate fiscal accountability, analyze compliance with regulations and acceptable practices, policies, and procedures • Adhere to company, federal, state, and local business requirements, enforcing compliance and taking action when necessary

Southeastern Idaho Council of Governments, Pocatello, ID Mobility Manager and Program Coordinator, District 5-Community Development 2018 – 2021

Responsible for marketing, outreach, and advocating for public transit in Southeastern Idaho, Region V • Engage stakeholders including small businesses, elected officials, counties and cities, senior centers, skilled and long term care facilities and community resources • Meet deliverables and objectives of State and Federally monitored programs • Lead all branding research and implementation of programs • Organize and executed digital marketing, create monthly newsletters and responsible for sales of regional transit advertising • Engage regional directors in supporting economic development objectives • Support surrounding communities with writing of federal and state grants for road/ bridge projects • Managed all CPI interns assisting with program • Write and administer federal and local community grants for program • Coordinate with local school districts, ITD and Idaho Smart Growth to implement Safe Routes to School Program in District 5 • Facilitate and lead several community meetings throughout region • Participate with local, regional and statewide economic/community development groups

Regional Economic Development of Eastern Idaho (REDI), Idaho Falls, ID Manager of Investor Relations and Advocacy 2017- 2018

Engaged both public and private entities to promote a unified regional economic development concept throughout 17 counties in Eastern Idaho •Advocated for business segments in the area that attribute to the strength of the regions economic development •Create and support marketing campaigns to promote the regions attributes and tell our story •Daily activities included fund raising, grant writing, bookkeeping, event management, preparation of board meeting presentations, regional presentations and shareholder reviews•Organized and facilitated Gubernatorial Economic Development Forum •Participate in community/statewide/national economic development organizations •Keep fluent on economic development news and trainings

DL Evans Bank, Pocatello, Idaho Commercial Loan Officer/Vice President/Branch Manager 2013 – 2016

•Directing/ administering the operational and commercial lending in the branch• Ensured that established policies/ procedures were followed • Responsible for business development and marketing of existing and prospective clients •Planning of events and other marketing/outreach•Responsible for hiring a team,managing individual career goals and creating a positive work environment •Oversee a loan portfolio,meet with clients to explain credit policies and to obtain loan information and documentation, monitor and review construction and development loans, and collection activities•Oversaw all loan requests in the branch and was responsible for receiving, reviewing, and approval •Monitored and oversaw commercial and construction lending

KeyBank, Pocatello, Idaho/Utah Business Relationship Manager/ Vice President/Senior Account Executive/Branch Manager 2004-2013

•Managed a loan and deposit portfolio •Focus on sales that resulted in new client acquisition and revenue growth •Trained and mentored 8 retail branches on commercial lending, sales and business development• Provided banking solutions for businesses that include credit, deposit, SBA, cash management, equipment financing and foreign exchange services•Worked to provide business / corporate clients solutions for payment processing, electronic checks, wires, gift cards and other merchant / cash management products •Mentored and managed 24 retail branches on cash management and merchant service products•Managed retail banking branch duties included day to day activities of all staff, sales training, mentoring, growing revenue, customer satisfaction, consumer and small business lending, deposits, securities sales, hiring of staff •Licensed banker with a platform of several securities products •Adhere and enforce all regulatory rules and regulations

EDUCATION -Idaho State University *Bachelors in Science, Biology*

HONORS AND AWARDS

- Pocatello Chief, Pocatello/Chubbuck Chamber of Commerce, 2004
- Business Professional of the Year Award, Idaho State Journal, *June* 2015
- Volunteer of the Year, Pocatello/Chubbuck Chamber of Commerce,October 2015
- Above and Beyond Award, Gate City Rotary 2019
- Supervisor Of the Year Awardee, Idaho State University CPI Program, 2020

Certifications and Licenses

- Notary of Public;State of Idaho
- NAHRO Ethics for Management Certification
- NAHRO Certified Public Housing Manager (PHM)
- Department of Insurance Resident Producers License Accident & Health or Sickness
- Renovation, Repair and Painting Certification, State of Idaho
- Ready to Rent Instructor Certification
- International Economic Development Council certifications -Economic Development Marketing and Attraction, Business Retention and Expansion, Economic Development Finance



P.O Box 6079 · Pocatello, ID 83205-6079

Phone: (208) 233-4032

Fax: (208) 233-5232

Bannock County

Arimo
Chubbuck
Downey
Inkom
Lava Hot Springs
McCammon
Pocatello

Bear Lake County

Bloomington
Georgetown
Montpelier
Paris
St. Charles

Bingham County

Aberdeen
Atomic City
Basalt
Blackfoot
Firth
Shelley

Caribou County

Bancroft
Grace
Soda Springs

Franklin County

Clifton
Dayton
Franklin
Oxford
Preston
Weston

Oncida County

Malad

Power County

American Falls
Rockland

*Japanese American
Citizens League*

*National Association
for the Advancement
of Colored People*

*Pocatello Central
Labor Council*

*The Shoshone
Bannock Tribes*

*Economic & Community
Development Division*

Area Agency on Aging

2/23/2023

Re: Letter of Recommendation for Molly Besis to the Idaho Transportation Department's Public Transportation Advisory Council (PTAC)

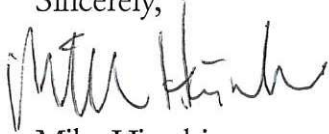
To whom it may concern,

It is a genuine pleasure for me to recommend Molly Besis to represent District 5 on the Idaho Transportation Department's Public Transportation Advisory Council (PTAC). I worked closely with Molly when she was the District 5 mobility manager. Having Molly's depth of knowledge was invaluable when addressing the important issue of coordinating transportation for older adults in our rural areas to participate in their local senior center activities and lunch.

Most recently Molly has worked with the National and State of Idaho AARP organizations, to bring Age Friendly Communities (AFC) to our small rural towns. I was fortunate to participate at two of the workshops held to discuss "Livability" of the AFC's. In both these meetings Molly has discussed the public transportation availability and educated participants of services. I watched Molly passionately advocate for and implement the first Safe Routes to School program in our region. Having had the opportunity to see Molly work in front of an audience and behind the scenes, I know she would be a great advocate for the public transportation needs for all of those living in District 5, especially our rural areas.

I wholeheartedly recommend Molly Besis to become the representative for District 5 on the Idaho Transportation Department's Public Transportation Advisory Council (PTAC). She has shown to have great working relationships with different organizations and individuals in our communities including Pocatello Regional Transit, Southeast Idaho Public Health, hospitals, the Area Agency on Aging and elected officials from the counties and cities that encompass District 5.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Hirschi". The signature is fluid and cursive, with the first name "Mike" and last name "Hirschi" clearly distinguishable.

Mike Hirschi

Area V Agency on Aging Director



February 24, 2023

City of Preston
70 West Oneida
Preston, Idaho 83263

Public Transportation Office
Attn: Shauna Miller
2600 Frontage Road
Lewiston, Idaho 83501

To Whom It May Concern:

It is my privilege to recommend Molly Besis to you for a seat on the District 5 Public Transportation Advisory Council (PTAC). Molly is a highly motivated individual and is invested in strengthening and improving the communities where she works. This is something that I have seen and experienced firsthand in working with Molly on the board of the Four County Alliance of Southeast Idaho- Molly is the Executive Director of that board.

In her capacity as Executive Director, I have seen Molly work to improve economic development opportunities, write grants, assist in planning pedestrian routes (Safe Routes to Schools), and find creative solutions to help with community planning. Molly is excellent at public relations and building consensus in groups. As she has worked extensively in various roles throughout, Oneida, Franklin, Caribou, and Bear Lake Counties, she understands the needs and the wants of those communities.

Molly wholeheartedly has my endorsement to serve on the District 5 PTAC. I know that she will do great things and be a valuable asset. Please feel free to contact me with any questions.

Sincerely,

Shawn M. Oliverson
Community Development Director
City of Preston - 208-852-1817



Franklin County Commissioners

39 West Oneida, Preston, Idaho 83263
(208) 852-1090 • Fax (208) 852-1094

March 6, 2023

Dear Idaho Transportation Board;

I am writing this letter on behalf of the Franklin County Commissioners, to recommend Molly Besis to you for the District 5, Public Transportation Advisory Council (PTAC) representative.

Molly works in our community currently as the Executive Director of The Four County Alliance of Southeast Idaho. In this role she assists our communities and works closely with the cities on planning activities and to identify needs in our communities. Molly assists our local governments in setting programs and priorities and provides pertinent information, facts and data for local issues and statewide programs.

Transportation in our small rural communities is a priority, and we believe Molly would represent our rural community on the PTAC board and be a valuable asset to the council.

Sincerely,

A handwritten signature in dark ink, appearing to read "Robert Swainston".

Robert Swainston
Chair, County Commissioners

BOYD BURBANK, Dist. #1
1448 E. Cub River Road
PRESTON, IDAHO 83263
(208) 244-0639
Email: boydb@fcidaho.us

ROBERT C. SWAINSTON, Dist. #2
77 E. 1600 N.
PRESTON, IDAHO 83263
(208) 852-3350, Cell (208) 339-0900
Email: roberts@fcidaho.us

R. DIRK BOWLES, Dist. #3
1452 W. 5600 S.
PRESTON, IDAHO 83263
(208) 852-3724, Cell (208) 221-1398
Email: dirkb@fcidaho.us

Oneida Co. Commission

Bill Lewis

Brian Jeppsen

Ken Eliason

10 Court Street
Malad City, Idaho 83252



Matthew L. Colton
Clerk, Auditor & Recorder

State of Idaho

February 27, 2023

To whom it may concern,

It is our pleasure to recommend Molly Besis to you for the district 5, Public Transportation Advisory Council (PTAC).

Molly works closely with our community as the Executive Director of the Four County Alliance of Southeast Idaho.

In her current role she assists our county with economic development, business expansion and grants and has proven as a resource for our citizens.

Most recently, Molly provided information to our Commission Chair regarding public transit. This information was shared in our county newsletter to our citizens.

We believe Molly would represent our rural community on the PTAC board and be an asset to the council.

Sincerely,

A handwritten signature in black ink, which appears to read "Bill Lewis". The signature is written in a cursive style and is positioned above a horizontal line.

Bill Lewis, Commission Chair



City of Pocatello • PO BOX 4169 • Pocatello, ID 83205
Phone 208-232-6248 • Fax 208-233-5149

February 14, 2023

To Whom It May Concern:

It is with great pleasure to recommend Molly Besis for the Idaho Transportation Department District 5 Public Transportation Advisory Council (PTAC).

Molly actively served as the Mobility Manager for Southeastern Idaho Council of Governments (SICOG) bringing constructive feedback while advocating for those in need of Pocatello Regional Transit's (PRT) services. She was well-acquainted with the people she served and successfully provided countless hours of community travel training, facilitated numerous discussions with elected officials, and generally promoted public transportation services.

Molly demonstrates an ability to solve problems through active listening. Whether in a formal meeting governed by agenda or in one-on-one discussion, she has a gift for drilling down to the roots of the issues and working towards effective solutions. She keeps an open mind when others would dismiss viable options in favor of a particular agenda. I believe that Molly's success is attributed to a genuine care for people, coupled with her knowledge of available resources. She has demonstrated the ability to bring people together in any setting to draw on the combined talents and resources of the community to improve quality of life.

Molly's ongoing advocacy of public transportation, even now as the Executive Director for the Four County Alliance of Southeast Idaho, is a testament of her commitment and ability to accomplish the mission of PTAC. Based on my experience, I can confidently recommend Molly as a member of PTAC. Thank you for your consideration.

Respectfully,

Skyler Beebe

Director – Pocatello Regional Transit

City of Pocatello – Public Transit Department

PO Box 4169 / Pocatello, ID 83205

Cell: 208.244.4044 / Office: 208.232.5057

Email: sbeebe@pocatello.us

Michael Lefevor
4921 Sunflower St.
Chubbuck, ID 83202
(208) 643-5304

March 14, 2023

Public Transportation Advisory Council
11331 W Chinden Blvd, Boise, ID 83714

Dear Advisory Council,

I am excited to be applying for a position on this advisory council. Please accept this letter and enclosed resume and letters of recommendation as my interest in a position on this advisory council.

I have previously been able to serve on various local, state and national councils and committees addressing transportation for individuals with disabilities. Currently I am responsible for overseeing a nonprofit that serves individuals with disabilities in empowering them to manage their own lives.

In reference to the councils' roles and responsibilities, among many other skills and abilities, I have:

- Strong leadership and excellent organization skills, with attention to detail
- Knowledge of the Americans with Disabilities Act
- Organizing and implementing programs that help individuals with disabilities integrate into the community
- Knowledge of and connection to the disability community across the state
- Experience managing grants and large budgets

Thank you for taking the time to review my application.

Sincerely,

A handwritten signature in cursive script that reads "Michael Lefevor".

Michael Lefevor



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.

Michael Lefevor

Print Name

Michael Lefevor

Signature

3/14/2023

Date



Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:

- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name: Michael Lefevor

Street Address: 640 Pershing Ave City/State/Zip: Pocatello, ID 83201

Phone: 208-232-2747 Email: mlefevor@idlife.org

Organization Affiliation (if any):

Name: Life, A Center for Independent Living

Street Address: 640 Pershing Ave City/State/Zip: Pocatello, ID 83201

District you are applying for:

District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☒ District 6 ☐

Personal Profile

A passionate disability advocate with over 15 years working in the disability community. Served on city, state and national committees advocating for the rights, inclusion, and independent living of persons with disabilities and helped found the New Ideas to Network Junior Advocates (NINJA) Youth Leadership Conference. Completed a degree in Nonprofit Management and have extensive experience in creating and evaluating new programs individuals with disabilities allowing them to be more active participants in their community. Knowledge of disability related legislation.

Work Experience

2021-Present Life, A Center for Independent Living Pocatello, ID

Executive Director

- Oversees daily operations and maintains safe, secure, and suitable work environments at all sites.
- Oversees daily operations and maintains safe, secure, and suitable work environments at all sites
- Oversees the development of an annual budget, reviews monthly financial statements, approves budget revisions, and arranges for annual independent audits
- Cultivates relationships with community leaders and stakeholders to promote systems change and advocacy on issues of importance

2017-2021 Utah Statewide Independent Living Council Salt Lake City, UT

Executive Director

- Participate in public awareness and fundraising activities educating the public about persons with disabilities, independent living centers and independent living in general.
- Actively engage council members, while assisting in planning and coordination of scheduled meetings and events.
- Oversee budgeting, accounting, and fiscal reporting including: accounts payable, receivables, payroll, liabilities, and monthly financial reports.
- Supervise all Council staff and conduct annual employee performance evaluations.
- Research, analyze and report on relevant disability legislation and public policy as it is being developed.

Youth and Office Coordinator

- Provided leadership, training, and assistance to other states in developing strategic plans and programs concerning youth with disabilities.
- Supervised the development, planning, implementation, and evaluation of a statewide youth leadership conference.
- Developed, expanded, and implemented youth leadership and empowerment programs within the State of Utah.

2009-2017 Utah Independent Living Center South Salt Lake, UT

Community Integration Program Coordinator

- Supervised employee time, attendance, goal setting and job expectations.
- Planned and implemented an annual summer program to teach students with disabilities how to live more independently.

- Educated the public about disability awareness and advocated for people with disabilities.
- Organized and implemented programs that helped people with disabilities integrate into the community.
- Collaborated with a local community college to recruit and train volunteers.
- Planned, coordinated, and executed fundraising activities such as a 5k and silent auction.
- Successfully worked with legislators on disability issues.

Committees and Outreach Activities

2019-2021 National Association Statewide Independent Living Councils National

Executive Committee Board Member

- Founded and assisted in creating articles of incorporation and bylaws for a new national organization.
- Assisted in the planning, implementation, and execution of the SILC Congress, a national conference.
- Created, conveyed, and managed all communications to national membership.

2018-2021 Utah Transit Authority Committee on Accessible Transportation Salt Lake City, UT

Committee Member

- Review the accessibility of all UTA services and provide suggestions for increased use by people with disabilities.
- Participate in disability sensitivity training for UTA employees.
- Make recommendations for UTA policies and procedures regarding accessibility.

2015-2017 Utah Statewide Independent Living Council Salt Lake City, UT

Council Member

- Chaired a statewide youth committee to help organize leadership activities for youth and young adults with disabilities.
- Advocated for, wrote grants, and received funds for a youth leadership conference.
- Served as the Secretary, Vice Chair and Treasurer assuring the financial security of the council.
- Conducted performance reviews on the council director.
- Assisted in the planning and implementation of the State Plan for Independent Living.

2013-2017 Mayors Salt Lake City Accessibility and Disability Council Salt Lake City, UT

Council Member

- Advised the Mayor of accessibility issues related to transportation, housing, employment, physical accessibility within the city and recreational activities.
- Chaired the By-Laws committee.

Education

Bachelor of Science in Non-profit Management

March 2017 Bellevue University Bellevue, NE

Associate of Science in General Education

December 2011 Salt Lake Community College Taylorsville, UT



Idaho State Independent Living Council

March 16, 2023

Idaho Transportation Department
Public Transportation Office
PTAC Selection Committee

Shiloh Blackburn, SILC Chair
Mel Leviton, SILC Executive Director

I am pleased to recommend Michael LeFevor for appointment to a District 5 seat on the Public Transportation Advisory Council (PTAC). I've known and worked with Michael for more than six years in my capacity of Executive Director of the Idaho State Independent Living Council (IDSILC). The Idaho SILC's mission promotes independent living for Idahoans with disabilities: choice, self-determination and access for all. Our governing board, made up of a majority of people with disabilities, directs and supports statewide systemic work for Idahoans across all disabilities and lifespan.

Michael has served as a gubernatorial appointed Council member since early 2022. As the Executive Director of LIFE, A Center for Independent Living, Michael works closely with people with disabilities in communities large and small across 18 eastern Idaho counties. During our 2022 statewide assessment he and his team arranged, promoted and attended listening sessions in Burley, Pocatello/Chubbuck, Preston, Idaho Falls/Ammon, Rexburg, Driggs, Challis and Salmon. Among the many issues challenging Idahoans with disabilities, transportation ranks as one of the most significant barriers to community participation. We met with and heard from people who struggle to find rides to work that don't cost more than they earn, have no access to transportation after 5:00 p.m. or on weekends, and those who can't get to the store to buy groceries or pick up prescriptions.

Michael understands that meeting people where they are and listening is the first step to solutions. He works with people to formulate plans, get into the right rooms and help them have a voice once they get through the door. I first met Michael when he worked for the Utah SILC. He served as a mentor and helped our program specialist reestablish the Idaho Youth Leadership Forum (IDYLF). As the UTYLF coordinator and coordinator of other programs for youth with disabilities, he brought experience that was invaluable to our inexperienced team. Beyond his experience, Michael brings a readiness to share, learn and a unique balance of firmness coupled with empathy to everything and everyone with whom he interacts.

We were thrilled when Michael came to Idaho a few years ago to lead the eastern Idaho Center for Independent Living. His depth of knowledge regarding public and organizational funding constraints and opportunities, combined with his direct, yet personable approach toward solutions, relationship building, leadership and integrity make him a valuable asset to any organization fortunate enough to secure his involvement. He is a true collaborator and will be an invaluable asset as part of the PTAC.

Please contact me if I can provide any additional information - phone: 208-332-1710
email: mel.leviton@silc.idaho.gov,

Sincerely,

Mel Leviton
Executive Director
Idaho State Independent Living Council

March 8th, 2023

To whom it may concern,

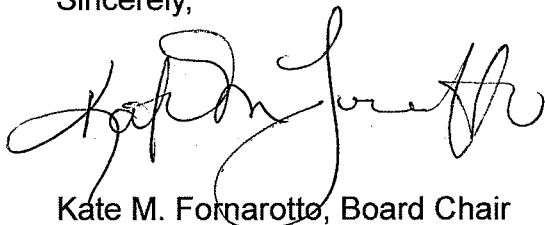
With this letter, I recommend Michael Lefevor, Executive Director of LIFE, A Center for Independent Living, for an appointment to the PTAC Board.

Our Board hired Michael as the ED for our organization to rebuild the foundation of LIFE, unify staff in their commitments, and give the community we serve a voice in the policies and issues they face in their daily lives. He brings a broad palate of experience and contacts to our organization and the Portneuf Valley.

Michael's thoughtful and considerate advisement will be an asset to the Department regarding the issues and policies for public transportation in the State of Idaho. He enjoys delving into policy and finding solutions that will make an impact. Michael's entire career has been committed to serving people with mental and physical challenges making him an excellent choice for the PTAC Board. If selected, I am confident you will come to know and admire his commitment to this cause as much as I have.

Thank you for considering Michael Lefevor for the Idaho Transportation Department Board.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kate M. Fornarotto', written in a cursive style.

Kate M. Fornarotto, Board Chair
LIFE, A Center for Independent Living

500 University Dr
Pocatello, ID 83201
208-317-5019
fornarottokate@gmail.com

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 two submitted applications; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted applications from March 19, 2023 to April 18, 2023; and

WHEREAS, the submitted applications and associated public comments were reviewed by the PTAC at their April 20, 2023 meeting where the council determined the applicants are 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 completion of the term of July 1, 2023 through June 30, 2026.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 15 Minutes

Presenter's Name Shauna Miller	Presenter's Title Sr. Transportation Planner	Initials SM	Reviewed By LSS
Preparer's Name Shauna Miller	Preparer's Title Sr. Transportation Planner	Initials SM	

Subject

Public Transportation 2024-2026 One-Time Application Funding Recommendations		
Key Number N/A	District Statewide	Route Number N/A

Background Information

ITD-Public Transportation Office issued a one-time competitive application process for the following programs:

5311 Formula Grant for Rural Areas, 5339 Bus and Bus Facilities, and the Vehicle Investment Program (VIP).

Using FTA scope eligibility and priorities, PT staff made funding recommendations for the applications.

On April 20, the PT staff presented subrecipient grant applications to the Public Transportation Advisory Council (PTAC), and asked for their comments and concurrence on funding recommendations.

PT seeks approval from the Idaho Transportation Board on the two-year awards for the applications, which will become available upon approval from the Federal Transit Administration (FTA). FTA funding agreements will begin October 1, 2023.

Per Board Policy 4038, the Public Transportation Officer hereby brings forth the aforementioned funding recommendations and requests the Idaho Transportation Board's approval of proposed recommendations.

Recommendations

Approval of Public Transportation's funding recommendations for the 2024-2026 one-time Application Awards totaling \$5.4 million. Resolution on page 161.

Board Action

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

5311 Rural Area Formula Program

District	Applicant	Score	Scope	Federal Request	Recommendation	Notes
3	Treasure Valley Transit	85	Marketing	\$129,724	\$129,724	
3	Treasure Valley Transit	85	Planning	\$180,687	\$180,687	
3	Treasure Valley Transit	86	Preventative Maintenance	\$296,512	\$296,512	
5	Shoshone Bannock	75	2 Non-Emergency Medical Transit Vans	\$128,000	\$128,000	

Total Available	\$1,100,000
Total Recommended	\$734,923
Remaining Balance	\$365,077

5339 Bus & Bus Facilities

District	Applicant	Score	Scope	Federal Request	Recommendation	Notes
1	SPOT	92	Additional Funds for Vehicle Purchase	\$62,290	\$62,290	
1	SPOT	92	Communication Equipment	\$23,080	\$23,080	
1	Kootenai County	88	Rehabilitation of 13 Buses	\$60,000	\$60,000	Late Submission Allowed due to extenuating circumstances
2	Lewiston Transit	86	ITS Technology	\$266,560	\$266,560	
3	Treasure Valley Transit	84	2 Expansion Buses	\$257,440	\$257,440	
3	Treasure Valley Transit	87	McCall Maintenance Paving	\$84,800	\$84,800	
4	MRTA	91	Design, Build, & Equip Facility	\$3,497,000	\$3,497,000	
6	GIFT	69	2 Electric Chargers	\$135,448	\$135,448	

Total Available	\$4,399,677
Total Recommended	\$4,386,618
Remaining Balance	\$13,059

Vehicle Investment Program (VIP)

District	Applicant	Score	Scope	Federal Request	Recommendation	Notes
1	SPOT	91	Vehicle Refurbs	\$36,693	\$36,693	
2	DAC	85	ADA Minivan	\$72,000	\$72,000	
4	Filer Senior Haven	73	ADA Van	\$66,392	\$66,392	
4	LINC	88	ADA Van	\$64,000	\$64,000	

Total Available	\$382,648
Total Recommended	\$239,085
Remaining Balance	\$143,563

Summary of Awards

Recommended 5311	\$734,923
Recommended 5339	\$4,386,618
Recommended VIP	\$239,085
Total Recommended	\$5,360,626

WHEREAS, the Public Transportation Office is charged with soliciting, reviewing, and programming public transportation projects in the rural areas of Idaho; and

WHEREAS, the Idaho Transportation Board serves as the final approver of Federal Transit Administration (FTA) funded projects in Idaho before being submitted to FTA; and

WHEREAS, the funding sources include two FTA grants, the 5311 Rural Formula Program, and 5339 Bus and Bus Facilities Program, and one State grant, the Vehicle Investment Program; and

WHEREAS, the Public Transportation Office has solicited, reviewed, provided for public comment, presented and received unanimous concurrence from the Public Transportation Advisory Council on the proposed projects.

NOW THEREFORE BE IT RESOLVED, that the Board acknowledges the projects proposed, and approves the total funding amount of \$5,360,626 for submittal to FTA for final approval.

BE IT FURTHER RESOLVED, that these projects are submitted for inclusion in the FY23-29 Statewide Transportation Investment Program and programmed in FY24.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date 5/18/2023Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 minutes

Presenter's Name Bill Finke	Presenter's Title IT Manager V	Initials B.F	Reviewed By LSS
Preparer's Name Bill Finke	Preparer's Title IT Manager V	Initials B.F.	

Subject

ITD Information Technology Services Transition Update		
Key Number	District	Route Number

Background Information

The Office of Information Technology Services (ITS) was created in 2018 to increase efficiency of IT services across state agencies, enabling agencies to focus on their core missions rather than being IT providers.

Idaho Transportation Department (ITD) agreed to transition a portion of our IT functions to ITS in fiscal year 2023, which includes transferring the funding for 36 of 107 positions (PCNs) to ITS or 33.6% of our current IT positions. The effective date is June 10, 2023.

ITD will transition infrastructure and commodity services to ITS. ITD will maintain end user support, development functions and necessary management of those functions. This will allow ITD to focus more on their core mission while ITS focuses on delivering IT services to multiple agencies.

Recommendations

For information.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date 5/18/23

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 15 minutes

Presenter's Name Dave Tolman	Presenter's Title Chief Administrative Officer	Initials DT	Reviewed By
Preparer's Name Blake Rindlisbacher, P.E.	Preparer's Title Chief Engineer	Initials BR	

Subject

Strategic Initiatives Local Grant Program		
Key Number	District	Route Number

Background Information

The legislature amended and the governor approved changes to IC Section 40-719 (HB132) to establish a Strategic Initiatives Grant Program for local units of government.

IC 40-719(3)a now reads as follows:

(3)(a) The Idaho transportation department shall establish and maintain a strategic initiative grant program, which shall be separate from the strategic initiatives program described in subsections (1) and (2) of this section. The strategic initiatives grant program shall be for the purpose of assisting local units of government to mitigate the impact of state highway projects on local roads or for economically significant local transportation projects that require the assistance of the Idaho transportation department to facilitate.

(b) There is hereby established in the state treasury the strategic initiatives grant program fund, to which shall be deposited any appropriated moneys for funding of the strategic initiatives grant program.

(c) Fifty percent (50%) of the funds appropriated to this strategic initiatives grant program described in this subsection shall be awarded to large urban areas that have a population greater than fifty thousand (50,000), and fifty percent (50%) of such funds shall be awarded to rural areas or to small urban areas with a population that is less than fifty thousand (50,000). For fiscal year 2024 only, the first thirty-six million dollars (\$36,000,000) appropriated to the strategic initiatives grant program shall be used by the Idaho transportation department on local roads to mitigate the impact of adding new connections of state highways to interstate highways. The Idaho transportation department shall report annually to the transportation and defense committee of the house of representatives and the transportation committee of the senate of the legislature regarding the strategic initiatives grant program.

On July 1, 2023, \$136 million will be available in the strategic initiatives grant program fund. ITD will transfer the first \$36 million directly to the ACHD via an MOU agreement. Staff has developed criteria for application, evaluation and selection of local projects that would utilize the remaining \$100 million. The details of this program are attached.

The purpose of this item is to present information about the local transportation grant program. Staff anticipates a follow up item at a future Board meeting to seek formal Board approval for this program.

Recommendations

For information.

STRATEGIC INITIATIVES GRANT PROGRAM
(FY2024 LOCAL TRANSPORTATION PROJECT GRANT PROGRAM)

Overview

This Grant Program is funded with one-time State General Funds recommended by the Governor and approved by the Legislature intended to facilitate local transportation projects. All projects will be on public highways and streets. Projects will be selected based on a competitive application from criteria developed by the Idaho Transportation Department. The Idaho Transportation Board will make the final project selection.

Funds will be transferred to the successful jurisdiction for project development and at the completion of bid ready project plans. Grant funds must be expended on the approved project. All project oversight and management will be the responsibility of the local jurisdiction.

Funding

The Local Transportation Project Grants program will be divided into two distinct categories as follows:

- Category 1: \$50M for local agencies projects within Large Urban Areas (MPO areas with population greater than 50,000, including the new Twin Falls MPO)
- Category 2: \$50M for local agencies projects within Small Urban and Rural Areas (non-MPO areas with population less than 50,000)

Funding for this program will be awarded as a grant. The awarded local highway agency is responsible for the administration of the project.

Eligibility

All local highway agencies (cities, counties and highway districts) are eligible to apply. Eligible projects for the program include:

- mitigation of impacts of state highway projects on local roads, or
- for economically significant local transportation projects that require the assistance of the Idaho Transportation Department to facilitate.

Eligible project types are safety, capacity, pavement preservation, pavement restoration, expansion, and roadway asset maintenance/replacement/repair. Other funding has been provided for poor condition or restricted local bridges and pedestrian safety; therefore, **standalone projects in those areas are not eligible under this grant program.**

Eligible project activities include project development, right of way acquisition, construction, construction engineering, testing and inspection. Grant funds CANNOT be used for project match, or to

reimburse a local highway agency for any equipment or employee costs. Engineering costs (design and construction/inspection) are limited to 15% of total grant amount.

The goal of this grant program is to complete projects as timely as possible. Additional consideration will be given to projects that can be completed timely.

Some local highway agencies will be eligible to apply within the MPO boundaries as well as outside of the MPO boundaries; therefore, if an agency chooses to apply for multiple grants, the agency must prioritize their applications for final Board consideration. Local highway agencies will be limited to a single grant award.

Application

The application is due (month, day year) and should be submitted electronically to ITD Planning and Development Services (create a website?).

Application Window: 1-31 July 2023

Application Scoring: 1-21 August 2023

Application Prioritization: 22-30 August 2023

Board Project Approval: 20-21 September 2023

Awardee Notification: 29 September 2023

Each application will be scored and prioritized based on the FY2024 Local Transportation Project Grant Program Scoring Criteria.

- Category 1 – the panel is comprised of the ITD’s six District Engineers and Chief Engineer. Each MPO representative will be asked to prioritize project applications within their respective MPO boundaries. Letters of support from outside the local applicant’s organization are encouraged. Projects in this category will be limited to \$10 million.
- Category 2 – the panel is comprised of ITD’s District Planning & Scoping Engineers/Managers and the HQ Planning and Development Services Manager. Letters of support from outside the local applicant’s organization are encouraged. Projects in this category will be limited to \$2 million.

Project applications for each category will be scored and prioritized independently. A recommended prioritized list of projects will be developed for each category and will be presented to the Idaho Transportation Board for final approval.

Project Close-out

At the completion of each project, the local highway agency will submit a written project close-out report to ITD Planning and Development Services outlining the work completed along with before and after photos of the project site.

Local highway agencies will be required to maintain all project documentation for a period of 3 years from project close-out and make project records available upon request.

DRAFT

APPLICATION QUESTIONS

Project Title: _____

Local Highway Agency Name: _____

Local Highway Agency Address: _____

*Contact Name: _____

Phone: _____

Email: _____

*Please list the person from your agency we should call if we have any questions on this project application.

Amount Requested: _____

Total Amount of Project: _____

Amount and Source of Other Funds: _____

Please provide the following supportive information in the order listed below.

1. Provide a description of the proposed project. Include the importance and need of the project, the regional benefit, and the overall impact to the local transportation system. (limit 1 page).
 - a. Include map of project location
 - b. Include project area photos
2. Provide project scope, construction limits and permits, schedule and an estimate.
3. Do you have all right-of-way (R/W) for your project? Explain (limit ½ page). Provide documentation of R/W, easements, or commitments.
4. Are your engineering plans ready to bid or will they be ready within 6 months of grant award? Provide explanation of progress to date, and evidence of current project development (plan set).
5. How does the project mitigate the impacts of state highway projects on local roads, OR why is the project economically significant and require the assistance of the Idaho Transportation Department? (limit 1 page)
6. Do you have community support for your project? Include unique letters of support from the supporting partners including Local/Rural planning groups, Metropolitan Planning Organizations, law enforcement, fire department, police department, school district, local businesses, etc. (limit 5 single page letters)

FY2024 LOCAL TRANSPORTATION PROJECT GRANT PROGRAM AGREEMENT FORM

Please complete the form with the appropriate signing authority at the bottom of the form. Return the form with your completed application.

Local Highway Jurisdiction: _____

Signing Authority: _____

Position: _____

Project Name: _____

Receiving this grant requires the Local Highway Agency to agree to the following program requirements:

- Prepare plans and bid documents
- Provide a construction schedule before construction begins
- Follow State Procurement Rules for advertising, bidding and award of contracts
- Provide construction oversight and project administration
- Provide a project close-out report including a summary of project accounting, and before and after pictures upon project completion
- Complete project construction

ACKNOWLEDGED BY

SIGNATURE

DATE

FY2024 LOCAL TRANSPORTATION PROJECT GRANT PROGRAM SCORING CRITERIA

1. Description of project; 15 pts
 - a. Excellent description including need, agency & financial benefit + Safety; 15 pts
 - b. Excellent description including need, agency & financial benefit, 10-14 pts
 - c. Adequate description of need/benefit, 5-9 pts
 - d. Poor description of need/benefit, 0-4 pts
2. Scope, limits, estimate; 15 pts
 - a. Feasible scope/schedule, project size, necessary permits/environmental agreements, reasonable estimate; 11-15 pts
 - b. Some concerns with scope, schedule, estimate etc.; 6-10 pts
 - c. Major concerns with scope, estimate; 1-5 pts
3. R/W or easements; 10 pts
 - a. If no additional R/W is needed (own property, have executed property use agreements/easements, etc.); 10 pts
 - b. May need property use agreement for small amount of work on property, or if LHJ has letters of commitments; 5-9 pts
 - c. R/W needs to be acquired including # of parcels; 1-4 pts
4. Bid ready; 20 pts
 - a. Plans in hand, ready to bid; 17-20 pts
 - b. 75% plans or feasible to develop within 3 months of grant award (verified by scope); 12-16 pts
 - c. 50% plans, needs considerable work; 8-11 pts
 - d. 25% plans; 4-7 pts
 - e. Concept/less; 1-3 pts
5. Describe how the project mitigates the impacts of a state highway projects OR why the project is economically significant and requires assistance from the Idaho Transportation Department; 30 pts
 - a. If the project is directly impacted by a state highway system project or funding a project would be an economically infeasible for the local agency; 20-30 pts
 - b. If project is indirectly affected by a state highway system project or the project would be an economic hardship for the local agency; 10-19 pts
 - c. Other explanation; 1-9 pts
6. Support/Partnerships; 10 pts
 - a. Unique, diverse, and excellent letters or statements of support; 8-10 pts
 - b. Form letters or non-diverse letters of support; 4-7 pts
 - c. Poor community support; 1-3 pts

FY2024 LOCAL TRANSPORTATION PROJECT GRANT PROGRAM CLOSE-OUT REPORT

Project Title: _____

Local Highway Agency Name: _____

Local Highway Agency Address: _____

Grant Amount: _____

Total Project Cost: _____

Contractor payment amount: _____

Materials costs: _____

Engineering costs: _____

Other costs (explain): _____

How were grant funds spent: _____

Were Idaho State procurement rules followed: _____

Include before and after digital photos: _____

SIGNING AUTHORITY (Print Name)

SIGNATURE

DATE



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date May 18, 2023Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 mins

Presenter's Name	Presenter's Title	Initials	Reviewed By
David Tolman	Chief Administrative Officer	DT	
Preparer's Name	Preparer's Title	Initials	
David Tolman	Chief Administrative Officer	DT	

Subject

Lewiston Port Grant		
Key Number	District	Route Number

Background Information

The Idaho Legislature, in the 2023 Legislative session, appropriated \$10 million in Senate Bill 1189 to ITD to be used as a grant to the Port of Lewiston. Section 7 of the bill states:

“The Idaho Transportation Department shall provide \$10,000,000 to Idaho seaports from the Strategic Initiatives Program Fund for port access projects as soon as practicable but no later than June 30, 2023.”

Projects that the Port has indicated are examples of work this money could be used for include:

- Road repair
- Repair and pavement of additional storage area for bulk cargo and cargo containers
- Rail expansion and upgrade of tracks
- Replacement of marine cranes to handle bulk cargo

ITD is finalizing a Memorandum of Understanding (MOU) between ITD and the Port of Lewiston on the use of these moneys prior to the transfer of funds.

Recommendations

Board authorizes the Director to enter into a MOU with the Port of Lewiston. Resolution on page 172.

Board Action

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

RES. NO.
ITB ____

WHEREAS, the Idaho Legislature has appropriated \$10 million to the Idaho Transportation Department to be used for a grant to the Port of Lewiston in Senate Bill 1189; and

WHEREAS, the Legislative intent is for these funds to be used for port access projects; and

WHEREAS, the Idaho Transportation Department is developing a Memorandum of Understanding (MOU) as the document to address the responsibilities of ITD and the Port of Lewiston.

NOW THEREFORE BE IT RESOLVED, that the Board authorizes the Idaho Transportation Department Director to enter into a MOU for the Port of Lewiston Grant.