



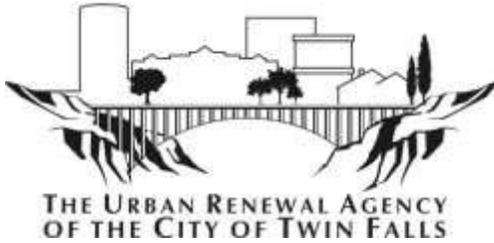
AGENDA
Regular Meeting of the City of Twin Falls
Urban Renewal Agency Board
305 3rd Avenue East, Twin Falls, Idaho
City Council Chambers
Monday, June 13, 2016 at 12:00 pm.

URBAN RENEWAL AGENCY BOARD MEMBERS:

Dan Brizee Chairman	Dexter Ball Vice-Chairman	Neil Christensen Secretary	Perri Gardner	Bob Richards	Gary Garnand	Brad Wills
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1. Call meeting to order.
 2. Consent Agenda:
 - a. Review and approval of minutes from the May 9, 2016 regular meeting, May 26, 2016 special meeting, and June 2, 2016 special meeting.
 - b. Review and approval of the June 2016 financial report.
 3. Main Avenue Project – Monthly Progress Report by Owner Representative – Paul Johnson & Dan Maffuccio of CH2M (see attached report and Otak’s Amendment #5 for Professional Services).
 4. Executive Director Report – Phil Kushlan
 5. Public input and/or items from the Urban Renewal Agency Board or staff.
 6. Adjourn. Next regular meeting: Monday, July 11, 2016 @ 12:00 pm.
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****Any person(s) needing special accommodations to participate in the above noticed meeting should contact Lorrie Bauer at (208) 735-7313 at least two days before the meeting. Si desea esta información en español, llame Leila Sanchez al (208)735-7287.***



DRAFT

MEETING MINUTES

May 9, 2016

The Urban Renewal Agency held its regular monthly meeting at 12:00 p.m. this date in the Twin Falls City Council Chambers located at 305 3rd Avenue East, Twin Falls.

Present:

Dan Brizee	URA Chairman
Dexter Ball	URA Vice Chairman
Perri Gardner <i>(arrived 12:06)</i>	URA Member
Bob Richards	URA Member
Gary Garnand	URA Member
Brad Wills	URA Member

Absent: Neil Christensen

Also present:

Phil Kushlan	Interim Urban Renewal Executive Director
Jesse Schuerman	Urban Renewal Engineer
Lorrie Bauer	City Administrative Assistant
Brent Hyatt	City Assistant Finance Officer
Travis Rothweiler	City Manager
Mitch Humble	Deputy City Manager
Fritz Wonderlich	City Attorney
Renee Carraway Johnson	City Zoning & Development Manager
Don Hall	City Council Liaison to URA
Josh Palmer	Public Information Officer
Mandi Roberts	Otak, Inc.
Gary Haderlie	JUB Engineers
Paul Johnson	CH2M Hill Engineers
Dan Maffuccio	CH2M Hill Engineers

Agenda Item 1 - Call meeting to order.

Chairman Brizee called the meeting to order at 12:02 p.m.

Agenda Item 2 - Consent Agenda: a) Review and approval of minutes from the April 11, 2016 regular meeting, and b) Review and approval of the May 2016 financial report.

Bob Richards moved to accept the consent agenda and financial report as submitted Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 3 - Clif Bar Funding Update – Brent Hyatt

Brent stated that Piper Jaffrey & Co. has been engaged to assist with the Bond due to Western Financials withdrawal.

Agenda Item 4 - Clif Bar Project Update – Jesse Schuerman.

Jesse shared Clif Bar has hired 200 people and will start producing on-the-shelf products this week. Additional positions will be added as needed. Site stabilization is 85% complete; site utilities are complete and the landscaping is scheduled to be completed in August 2016. The pretreatment facility, Hankins Road South, and the railroad signal at 3300 E are substantially complete. Wastewater from the Clif Bar Bakery is now being sent through the pretreatment facility.

Brent Hyatt added \$22m was initially budgeted for the project and final costs are closer to \$23m which includes interest, bond fees, etc. At this time, he anticipates a resolution for the board to approve funding for permanent financing by the next meeting.

Agenda Item 5 - Main Avenue Project Update – Phil Kushlan and Mandi Roberts.

Phil stated 90% design of the entire project is expected to be completed within a month. A workshop is scheduled for Tuesday to discuss the project delivery methodology and a recommendation will be brought before the board next month. The Project Advisory Committee (PAC) meeting was short this morning due to most of the design issues of concern have been accommodated for within the design. Bidding for the entire project to be constructed as one project, instead of segmenting as discussed earlier, is anticipated to take place this fall, September or October, with construction to begin as soon as practical in 2017 and the anticipated completion is the end of October 2017. The utilities portion of the project will take place at a later date.

Agenda Item 6 - Consideration of a request to approve Resolution 2016-2 to adopt the Main Avenue Project Governance Model, Create the Main Avenue Project Oversight Subcommittee, and Delegate certain authority to said Subcommittee and to the Executive Director – Phil Kushlan.

Phil introduced Resolution 2016-2. He stated it would 1) adopt the Main Avenue Project Governance Model, 2) it would delegate to the Executive Director authority to approve individual change orders up to \$5,000 with a monthly cumulative maximum of \$15,000; and 3) create a Project Oversight Subcommittee with authority to approve individual change orders from \$5,001 to \$15,000 with a monthly cumulative maximum of \$100,000.00. Anything beyond these limits would need to be presented to the full Board. He shared the purpose of this Resolution is to establish a system that could quickly respond to the changing needs of the construction project that currently underway. He recommended, since a subcommittee is subject to the Open Meetings Law, to schedule a weekly meeting, which could be regularly cancelled if no change orders are submitted.

There was discussion regarding how many members should be on the subcommittee and it was decided that three members of the Agency Board of Commissioners would establish the Project Oversight Subcommittee. Gary Garnand, Brad Wills, and Bob Richards were appointed as the Project Oversight Subcommittee. Time and date of the weekly meetings will be scheduled and presented.

Bob Richards motioned to approve the request to accept Resolution 2016-2 for the Main Avenue Project. Perri Gardner seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 7 - Main Avenue Project – Monthly Progress Report by Owner Representative – Paul Johnson & Dan Maffuccio of CH2M.

Paul Johnson with CH2M introduced himself and the Monthly Report for April as submitted with the board packet which recapped their progress with the Main Avenue project. He thanked the Board for support of the governance model and reviewed the topics within the report. He added CH2M will be facilitating the Project Delivery Workshop on Tuesday to look at unique ways of delivering the construction that would help to move it along as quick as possible and how to minimize disturbance to

the downtown businesses. A summary and proposal will be presented to the Board for recommendation at a later date. A project execution plan and master project schedule will be created and presented as well. An incentive program could be considered for the contractors such as a bonus for early project completion and customer satisfaction to help keep the downtown thriving during construction.

Agenda Item 8 - Consideration of a request to approve the Project Improvements Reimbursement Agreement and Project Improvements Construction Agreement in regards to the Chobani Project.

Phil introduced the two agreements. He stated the Reimbursement Agreement provides for funds they put into the initial project as well as an Administrative Fee clause which amounts to 10% of the revenue allocation yield which is capped at \$150,000.

Fritz Wonderlich, City Attorney, added the one is for the first project to reimburse Chobani for eligible projects they constructed when we did not have the bonding as well as the administrative fee, and the other is for the recently planned expansion, mainly the water and pretreatment facility, in that we'll allow the excess tax revenues beyond that used for the bonds to reimburse them, just like we did for the first project.

Dan Brizee added that the URA's current operational funding comes from Area 4-1 and when that area expires the funding would stop as well. Now, because of an Administrative Fee, a precedence has been established for future funding. He thanked those involved in creating a way for the URA to exist.

Bob Richards motioned to approve the Project Improvements Reimbursement Agreement with Chobani. Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Bob Richards motioned to approve the Project Improvements Construction Agreement with Chobani. Perri Gardner seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 9 - Executive Director Report.

Phil reviewed his status report that was given to the Board prior to the meeting. He began with the Goold property acquisition. The Level I environmental report showed no need for a Level II so he authorized Mr. Florence to proceed with the asbestos analysis. If an acceptable report is returned, purchase negotiations would continue at the next meeting to acquire the property to be used as a public parking lot.

The Agency's property inventory has been completed. Phil plans on using the inventory as a springboard to draft a policy on Property Management for Board consideration. He explained that the statute allows the Agency to acquire, and to hold property for a variety of purposes and would like to categorize what those purposes are (ex. public purpose, redevelopment, etc.) with currently owned properties. The categories would also help with future acquisitions because there would be a purpose consistent with the statute. Discussion followed regarding acquiring and holding property practices. He shared that there continues to be an interest in developing housing in the downtown area with various types and densities not currently in Twin Falls.

Phil added there has been discussions with First Federal about an additional line of credit for RAA 4-1 of \$4m and based on the recently revised revenue estimates for the life of the district, the Agency has received favorable consideration. In addition, we've gotten consent from Washington Federal. A line of credit agreement will be presented to the Board at a future date.

Agenda Item 10 - Summary of the 2016 Legislation Session in regards to Urban Renewal Agencies – Phil Kushlan.

Phil summarized the results from the 2016 legislative session in regards to urban renewal agencies. He referred to a letter from Elam & Burke, Attorneys at Law, dated April 13, 2016, that was part of the Board packet. He noted Elam & Burke represents the Redevelopment Association of Idaho in which the Agency is a member.

Agenda Item 11 - Public input and/or items from the Urban Renewal Agency Board or staff.

Perri Gardner shared the webpage “twinfallsmainavenue.com” was out of date and asked if it was going to be updated. Mandi Roberts, Otak, replied that an outreach is planned for this month and it does include updating the website.

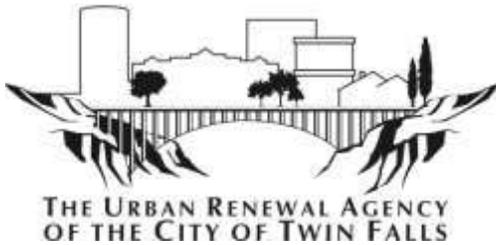
Agenda Item 12 - Adjourn.

The meeting adjourned at 12:52 pm.

Next regular meeting: Monday, June 13, 2016 @ 12:00 pm.

Respectfully submitted,

Lorrie Bauer
Administrative Assistant



DRAFT

MEETING MINUTES

May 26, 2016

The Urban Renewal Agency held a special meeting at 12:00 p.m. this date in the Twin Falls City Council Chambers located at 305 3rd Avenue East, Twin Falls.

Present:

Dan Brizee URA Chairman
Dexter Ball URA Vice Chairman
Neil Christensen URA Secretary
Perri Gardner URA Member
Brad Wills URA Member

Absent:

Bob Richards
Gary Garnand

Also present:

Lorrie Bauer City Administrative Assistant
Brent Hyatt City Assistant Finance Officer
Fritz Wonderlich City Attorney
Don Hall City Council Liaison to URA

Agenda Item 1 - Call meeting to order.

Chairman Dan Brizee called the meeting to order at 12:06 p.m.

Agenda Item 2 – Consideration of a request to approve the Bond Resolution and Bond Purchase Agreement for the Clif Bar Revenue Allocation 4-4 Project.

Fritz Wonderlich, City Attorney, introduced the two items for approval and recommended each item be approved separately:

- 1) Bond Resolution No. 2016-3: The approved Bond Resolution would authorize the issuance of the bonds to help repay the debt that the Agency has incurred in relation to the Clif Bar public project. He asked the Board to approve the bond resolution in the form that was submitted with the understanding that the final Bond Resolution will be in substantial conformance with the document before them.
- 2) Bond Purchase Agreement: This agreement is for the proposed sale of the bonds back to Clif Bar.

Neil Christensen moved to approve Bond Resolution 2016-3 and Dexter Ball seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Perri Gardner moved to approve the Bond Purchase Agreement as presented and Neil Christensen seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 7 - Adjourn.

The meeting adjourned at 12:10 pm.

Next regular meeting: Monday, June 13, 2016 @ 12:00 pm.

Respectfully submitted,

Lorrie Bauer
Administrative Assistant



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MEETING MINUTES

June 1, 2016

The Urban Renewal Agency held a special meeting at 10:00 a.m. this date in the Twin Falls City Council Chambers located at 305 3rd Avenue East, Twin Falls.

Present:

Dan Brizee	URA Chairman
Dexter Ball	URA Vice Chairman
Neil Christensen	URA Secretary
Bob Richards	URA Member
Brad Wills	URA Member

Absent: Perri Gardner
Gary Garnand

Also present:

Lorrie Bauer	City Administrative Assistant
Travis Rothweiler	City Manager
Fritz Wonderlich	City Attorney
J. Francis Florence	

Agenda Item 1 - Call meeting to order.

Chairman Brizee called the meeting to order at 10:03 a.m.

Agenda Item 2 - Executive Session 74-206(1)(c) to acquire an interest in real property which is not owned by a public agency.

Bob Richards motioned to adjourn to executive session. Neil Christensen seconded the motion. Roll call vote showed that all board members present voted in favor of the motion. The board adjourned for discussion.

Agenda Item 3 - Open Session for the Consideration of a request to authorize the purchase of real property, provided that the Agency Board Members appear to be in favor of the purchase.

Open session resumed at 10:42 a.m. Chairman Brizee announced the Agency has been discussing the need of a parking lot in the downtown area for some time. With the continuing renaissance development and existing businesses needing additional parking in the Main Avenue north and west range, the Agency feels adding a parking lot in that area would be beneficial to the community. He shared that after looking at other quadrants, the Agency is considering the purchase of property located at 229 and 241 2nd Ave. North for \$500,000. The purchase price is for a clean site with no buildings/structures. The 25,000 square foot property is located between the Second Avenues which is an added public safety feature. The Agency feels the need to acquire the property at this time and the purchase will use specific funds that would not interfere with the Main Avenue Project.

City Manager, Travis Rothweiler, added that an engineering and parking survey had previously been done on the area parking lots as part of the downtown project. The result of the one parking lot in the

area that Chairman Brizee referenced had the highest utilization rate than any other downtown parking lot. He stated the Main Avenue Project will add a few more on-street parking spaces, but the addition of a parking lot would help the parking issues in that area. He also shared that the Project Advisory Committee (PAC) determined there was a need for more parking in this area.

Discussion concluded. Brad Wills motioned to authorize Chairman Brizee to sign Addendum #4, or whatever real estate documents were necessary, to purchase to a conclusion at the terms they've discussed, the property located at 229-241 Second Avenue North for \$500,000. Neil Christensen seconded the motion.

Roll call vote showed that four board members, Dan Brizee, Dexter Ball, Neil Christensen and Brad Wills, voted in favor of the motion and one board member, Bob Richards, voted against it. Motion passed 4:1.

Agenda Item 4 - Adjourn.

The meeting adjourned at 10:52 a.m.

Next regular meeting: Monday, June 13, 2016 @ 12:00 pm.

Respectfully submitted,

Lorrie Bauer
Administrative Assistant

Urban Renewal Agency of the City of Twin Falls, ID
P&L Over (Under) Budget - YTD
 October 2015 through May 2016

	Oct '15 - May 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Wash. Fed. LOC	0.00	2,500,000.00	-2,500,000.00	0.0%
Line of Credit Adv. - Clif Bar	4,688,110.62	15,000,000.00	-10,311,889.38	31.3%
Investment Income	11,849.41	8,780.00	3,069.41	135.0%
Property Taxes	4,271,059.50	7,471,290.00	-3,200,230.50	57.2%
Rental Income	292,974.68	433,726.00	-140,751.32	67.5%
Total Income	9,263,994.21	25,413,796.00	-16,149,801.79	36.5%
Gross Profit	9,263,994.21	25,413,796.00	-16,149,801.79	36.5%
Expense				
RAA 4-1				
Main Ave.	631,675.07			
Rogerson Building	100,275.85			
Downtown Development	7,845.82			
RAA 4-1 - Other	0.00	6,964,993.00	-6,964,993.00	0.0%
Total RAA 4-1	739,796.74	6,964,993.00	-6,225,196.26	10.6%
RAA 4-3 (Chobani)				
Debt Pay. (Chobani) Interest	1,372,569.76	1,372,570.00	-0.24	100.0%
Debt Pay. (Chobani) Principal	1,180,000.00	1,180,000.00	0.00	100.0%
RAA 4-3 (Chobani) - Other	3,711,503.00	9,076,000.00	-5,364,497.00	40.9%
Total RAA 4-3 (Chobani)	6,264,072.76	11,628,570.00	-5,364,497.24	53.9%
RAA 4-4 (Clif Bar)	4,687,820.36	15,056,477.00	-10,368,656.64	31.1%
Bond Trustee Fees	3,000.00	3,000.00	0.00	100.0%
Community Relations & Website	150.00	1,700.00	-1,550.00	8.8%
Debt Payments - Interest	37,019.31	118,880.00	-81,860.69	31.1%
Debt Payments - Principal	0.00	1,005,000.00	-1,005,000.00	0.0%
Dues and Subscriptions	1,150.00	2,650.00	-1,500.00	43.4%
Insurance Expense	2,877.00	5,800.00	-2,923.00	49.6%
Legal Expense	21.42	1,000.00	-978.58	2.1%
Management Fee	114,500.00	229,000.00	-114,500.00	50.0%
Meeting Expense	1,426.70	4,000.00	-2,573.30	35.7%
Miscellaneous	10,023.17	10,500.00	-476.83	95.5%
Office Expense	382.00	500.00	-118.00	76.4%
Prof. Dev.\Training	0.00	2,800.00	-2,800.00	0.0%
Professional Fees	39,565.26			
Property Tax Expense	26,143.28	37,000.00	-10,856.72	70.7%
Real Estate Exp. - Call Center	21,882.21	133,400.00	-111,517.79	16.4%
Real Estate Exp. - Other	4,788.58	7,200.00	-2,411.42	66.5%
Real Estate Lease	72,000.00	72,000.00	0.00	100.0%
Total Expense	12,026,618.79	35,284,470.00	-23,257,851.21	34.1%
Net Ordinary Income	-2,762,624.58	-9,870,674.00	7,108,049.42	28.0%
Other Income/Expense				
Other Income				
Cash Carryover	0.00	10,123,000.00	-10,123,000.00	0.0%
Transfers In	0.00	305,927.00	-305,927.00	0.0%
Transfers Out	0.00	-305,927.00	305,927.00	0.0%
Total Other Income	0.00	10,123,000.00	-10,123,000.00	0.0%
Net Other Income	0.00	10,123,000.00	-10,123,000.00	0.0%
Net Income	-2,762,624.58	252,326.00	-3,014,950.58	-1,094.9%

Twin Falls Urban Renewal June Check List - 2016

Check #	Date	Paid Amount	Name	Account	Fund	Memo
3282	6/8/16	47,929.06	CH2M	Main Ave.	Rev Alloc 4-1	Owner's Representataive Services / #381066921
3283	6/8/16	294.49	City of Twin Falls	Real Estate Exp. - Call Center	Rental Fund	Landscape Water - May
3267	5/4/16	2,625.00	Commercial Property Maintenance	Real Estate Exp. - Call Center	Rental Fund	Landscape Maintenance - April / #2948
3284	6/8/16	1,530.00	Commercial Property Maintenance	Real Estate Exp. - Call Center	Rental Fund	Landscape Maintenance - May / #2954
3285	6/8/16	102.37	Daisy's	Meeting Expense	General	Lunch - 5/26/16 Meeting (special)
3271	6/8/16	1,850.00	EHM Engineers, Inc.	Goold Parking Lot	Rev Alloc 4-1	Goold property - Ph.1 Enviro Assmt/134-16-73463
3272	6/8/16	232.61	Idaho Power	Real Estate Exp. - Call Center	Rental Fund	Power - 851 Pole Line Road
3272	6/8/16	9.34	Idaho Power	Real Estate Exp. - Other	Rev Alloc 4-1	Power - 122 4th Av S (Park)
3273	6/8/16	352.00	J & L Sweeping Service, Inc.	Real Estate Exp. - Call Center	Rental Fund	Property Maintenance - May / #26134
3274	6/8/16	60.00	Jimmy John's	Meeting Expense	General	Lunch - 5/10/16 Meeting (Main Av. Workshop)
3269	5/23/16	856.05	JUB Engineers, Inc.	RAA 4-4 (Clif Bar)	Rev Alloc 4-4	AC #153 - Hankins Water Storage Tank/#100758
3275	6/8/16	19,990.53	JUB Engineers, Inc.	Main Ave.	Rev Alloc 4-1	2015 Main Ave Utilities / #100767
3275	6/8/16	9,382.26	JUB Engineers, Inc.	Main Ave.	Rev Alloc 4-1	2015 Main Ave Utilities / #101336
3276	6/8/16	450.00	K & G Property Management	Real Estate Exp. - Call Center	Rental Fund	Property Management - May / #3601
3277	6/8/16	5.98	Lorrie Bauer	Meeting Expense	General	Lunch - 5/10/16 Meeting (dessert)
3278	6/8/16	104.90	Maxies Pizza and Pasta	Meeting Expense	General	Lunch - 5/9/16 Meeting (regular)
3266	5/4/16	48,858.23	Otak	Main Ave.	Rev Alloc 4-1	Streetscape & Downtown Commons/#41600448
3279	6/8/16	2,500.00	Quality First Asphalt Maintenance llc	Real Estate Exp. - Call Center	Rental Fund	Asphalt Repairs / #2210
3268	5/23/16	75,365.40	Starr Corporation	Rogerson Building	Rev Alloc 4-1	Rogerson Demolition
3268	5/23/16	14,694.60	Starr Corporation	Main Ave.	Rev Alloc 4-1	Hansen Street Project Demolition
3280	6/8/16	102,361.55	Starr Corporation	Rogerson Building	Rev Alloc 4-1	Demolition of Rogerson
3280	6/8/16	39,156.15	Starr Corporation	Main Ave.	Rev Alloc 4-1	Demolition of Main Ave.
3270	6/2/16	40,000.00	Title Fact, Inc.	Deposits	Rev Alloc 4-1	Updated Bal. of Earnest Money for Goold Property
3281	6/8/16	10,272.08	Twin Falls County Treasurer	Property Tax Expense	Rental Fund	RPT 10330010010A - 2nd Half
3281	6/8/16	216.04	Twin Falls County Treasurer	Property Tax Expense	Rental Fund	RPT 10330010010A - 2nd Half - Supplemental

**Urban Renewal Agency of the City of Twin Falls, ID
Profit & Loss Detail**

May 2016

Type	Date	Num	Name	Memo	Amount	Balance
Ordinary Income/Expense						
Income						
Line of Credit Adv. - Clif Bar						
Deposit	05/02/2016		Clif Bar & Co.	Advance on LOC	221,978.53	221,978.53
Deposit	05/23/2016		Clif Bar & Co.	Advance against the line of credit	856.05	222,834.58
Total Line of Credit Adv. - Clif Bar					222,834.58	222,834.58
Investment Income						
Deposit	05/01/2016		State of Idaho	Interest earned on account	1,832.28	1,832.28
Deposit	05/01/2016			Interest	17.63	1,849.91
Deposit	05/02/2016			Interest	265.19	2,115.10
Deposit	05/02/2016			Interest	191.16	2,306.26
Deposit	05/31/2016			Interest	1.42	2,307.68
Total Investment Income					2,307.68	2,307.68
Property Taxes						
Deposit	05/16/2016	16-0246...	Twin Falls County ...	1-0001 Property Taxes	133,535.32	133,535.32
Deposit	05/16/2016	16-0246...	Twin Falls County ...	1-0007	637.75	134,173.07
Total Property Taxes					134,173.07	134,173.07
Rental Income						
Deposit	05/04/2016		US Treasury	Rent for the VA	1,333.33	1,333.33
Deposit	05/31/2016	100277	C3	May, 2016 rent	35,455.71	36,789.04
Total Rental Income					36,789.04	36,789.04
Total Income					396,104.37	396,104.37
Gross Profit					396,104.37	396,104.37
Expense						
RAA 4-1						
Main Ave.						
Check	05/04/2016	3266	Otak	Streetscape & Downtown Commons/#41600448	48,858.23	48,858.23
Check	05/23/2016	3268	Starr Corporation	Hansen St. Project	14,694.60	63,552.83
Total Main Ave.					63,552.83	63,552.83
Rogerson Building						
Check	05/23/2016	3268	Starr Corporation	Rogerson Demolition	75,365.40	75,365.40
Total Rogerson Building					75,365.40	75,365.40
Total RAA 4-1					138,918.23	138,918.23
RAA 4-4 (Clif Bar)						
Check	05/03/2016	3254	Contractors Northw...	AC #151 Wastewater Facility Construction / CAP#12	212,267.53	212,267.53
Check	05/03/2016	3255	Keller Associates	AC #152 Wastewater Facility / #20	10,752.00	223,019.53
Check	05/23/2016	3269	JUB Engineers, Inc.	AC #153 - Hankins Water Storage Tank/#100758	856.05	223,875.58
Total RAA 4-4 (Clif Bar)					223,875.58	223,875.58
Community Relations & Website						
Check	05/04/2016	3262	MSVM Group, LLC	URA Website Hosting & Support / #2367	150.00	150.00
Total Community Relations & Website					150.00	150.00
Dues and Subscriptions						
Check	05/04/2016	3256	Council of Develop...	2016 Annual Dues / #16889	400.00	400.00
Total Dues and Subscriptions					400.00	400.00
Legal Expense						
Check	05/04/2016	3264	Times News	URA Annual Report on 3/25/16 / #20805	21.42	21.42
Total Legal Expense					21.42	21.42
Meeting Expense						
Check	05/04/2016	3265	Twin Falls Sandwic...	Lunch for 4/11/16 Meeting	160.75	160.75
Total Meeting Expense					160.75	160.75
Miscellaneous						
Check	05/04/2016	3261	Mason's Trophies ...	Board Members Namplates / #77619	43.40	43.40
Total Miscellaneous					43.40	43.40

Urban Renewal Agency of the City of Twin Falls, ID
Profit & Loss Detail
 May 2016

Type	Date	Num	Name	Memo	Amount	Balance
Office Expense						
Check	05/03/2016	3252	Void			0.00
Check	05/03/2016	3253	Void			0.00
Total Office Expense					0.00	0.00
Professional Fees						
Check	05/04/2016	3259	Kushlan Associates	Interim Executive Director - April / #2016-03	12,361.07	12,361.07
Total Professional Fees					12,361.07	12,361.07
Real Estate Exp. - Call Center						
Check	05/04/2016	3257	J & L Sweeping Se...	Property Maintenance - April / #26013	352.00	352.00
Check	05/04/2016	3258	K & G Property Ma...	Property Management - April / #3595	450.00	802.00
Check	05/04/2016	3260	Idaho Power	Power - 851 Pole Line Road	217.86	1,019.86
Check	05/04/2016	3263	Sawtooth Spraying ...	Remote Parking Lot - Sterilization / #39259	150.00	1,169.86
Check	05/04/2016	3267	Commercial Proper...	Landscape Maintenance - April / #2948	2,625.00	3,794.86
Total Real Estate Exp. - Call Center					3,794.86	3,794.86
Real Estate Exp. - Other						
Check	05/04/2016	3260	Idaho Power	Power - 122 4th Av S (Park)	10.93	10.93
Check	05/04/2016	3263	Sawtooth Spraying ...	Downtown Trees - Spring Dormanto Oil Spraying / #38...	350.00	360.93
Total Real Estate Exp. - Other					360.93	360.93
Total Expense					380,086.24	380,086.24
Net Ordinary Income					16,018.13	16,018.13
Net Income					16,018.13	16,018.13

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet
As of May 31, 2016

	May 31, 16
ASSETS	
Current Assets	
Checking/Savings	
Cash	
WF General Checking #6350	107,655.90
WF Savings #8992	20,990.59
Zions #8616 - Excess Funds	514,395.81
Zions #8616B - Payment Acct.	8.37
Zions #8616C - Bond Reserve	2,692,236.71
Wash. Fed. #342-4	398,137.83
Wash. Fed. Bond Reserve	430,269.01
State Investment Pool	4,259,712.52
Total Cash	8,423,406.74
Total Checking/Savings	8,423,406.74
Other Current Assets	
Deposits	10,000.00
Due from Other Governments	5,310.00
Property Taxes Receivable	135,130.00
Total Other Current Assets	150,440.00
Total Current Assets	8,573,846.74
Fixed Assets	
Land	1,350,000.00
Building	3,856,902.16
Equipment	475,000.00
Accumulated Depreciation	-852,733.56
Total Fixed Assets	4,829,168.60
TOTAL ASSETS	13,403,015.34
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Deferred Rev.-Property Tax	130,569.00
Total Long Term Liabilities	130,569.00
Total Liabilities	130,569.00
Equity	
Fund Balance	
Fund Balance-General Fund	-3.08
Fund Balance-Revenue Alloc.	8,380,458.00
Fund Balance-Bond Fund	2,705,411.00
Fund Balance-Rental Fund	4,949,205.00
Total Fund Balance	16,035,070.92
Net Income	-2,762,624.58
Total Equity	13,272,446.34
TOTAL LIABILITIES & EQUITY	13,403,015.34

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of May 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
ASSETS						13,386,997.21
Current Assets						8,557,828.61
Checking/Savings						8,407,388.61
Cash						8,407,388.61
WF General Checking #6350						93,945.45
Deposit	05/02/2016			Deposit	221,978.53	315,923.98
Check	05/03/2016	3254	Contractors Northwest, Inc.	AC #151 Wastewater Facility Construc...	-212,267.53	103,656.45
Check	05/03/2016	3255	Keller Associates	AC #152 Wastewater Facility / #20	-10,752.00	92,904.45
Check	05/03/2016	3252	Void			92,904.45
Check	05/03/2016	3253	Void			92,904.45
Check	05/04/2016	3256	Council of Development Fi...	2016 Annual Dues / #16889	-400.00	92,504.45
Check	05/04/2016	3257	J & L Sweeping Service, Inc.	Property Maintenance - April / #26013	-352.00	92,152.45
Check	05/04/2016	3258	K & G Property Management	Property Management - April / #3595	-450.00	91,702.45
Check	05/04/2016	3259	Kushlan Associates	Interim Executive Director - April / #20...	-12,361.07	79,341.38
Check	05/04/2016	3260	Idaho Power	Electricity	-228.79	79,112.59
Check	05/04/2016	3261	Mason's Trophies & Gifts	Board Members Namplates / #77619	-43.40	79,069.19
Check	05/04/2016	3262	MSVM Group, LLC	URA Website Hosting & Support / #23...	-150.00	78,919.19
Check	05/04/2016	3263	Sawtooth Spraying Service	Spraying	-500.00	78,419.19
Check	05/04/2016	3264	Times News	URA Annual Report on 3/25/16 / #20805	-21.42	78,397.77
Check	05/04/2016	3265	Twin Falls Sandwich Com...	Lunch for 4/11/16 Meeting	-160.75	78,237.02
Check	05/04/2016	3266	Otak	Streetscape & Downtown Commons/#...	-48,858.23	29,378.79
Check	05/04/2016	3267	Commercial Property Main...	Landscape Maintenance - April / #2948	-2,625.00	26,753.79
Deposit	05/04/2016			Deposit	1,333.33	28,087.12
Deposit	05/16/2016			Deposit	134,173.07	162,260.19
Check	05/23/2016	3268	Starr Corporation	Rogerson & Hansen Street Projects	-90,060.00	72,200.19
Check	05/23/2016	3269	JUB Engineers, Inc.	AC #153 - Hankins Water Storage Tan...	-856.05	71,344.14
Deposit	05/23/2016			Deposit	856.05	72,200.19
Deposit	05/31/2016			Deposit	35,455.71	107,655.90
Total WF General Checking #6350					13,710.45	107,655.90
WF Bond Escrow #6400						0.00
Total WF Bond Escrow #6400						0.00
WF Revenue Alloc. #5601						0.00
Total WF Revenue Alloc. #5601						0.00
WF Bond Reserve #5602						0.00
Total WF Bond Reserve #5602						0.00
WF Bond Fund #5600						0.00
Total WF Bond Fund #5600						0.00
WF Savings #8992						20,989.17
Deposit	05/31/2016			Interest	1.42	20,990.59
Total WF Savings #8992					1.42	20,990.59
Zions #8616 - Excess Funds						514,204.65
Deposit	05/02/2016			Interest	191.16	514,395.81
Total Zions #8616 - Excess Funds					191.16	514,395.81
Zions #8616A - Bond Proceeds						0.00
Total Zions #8616A - Bond Proceeds						0.00
Zions #8616B - Payment Acct.						8.37
Total Zions #8616B - Payment Acct.						8.37
Zions #8616C - Bond Reserve						2,691,971.52
Deposit	05/02/2016			Interest	265.19	2,692,236.71
Total Zions #8616C - Bond Reserve					265.19	2,692,236.71
Wash. Fed. #342-4						398,137.83
Total Wash. Fed. #342-4						398,137.83
Wash. Fed. Bond Reserve						430,251.38
Deposit	05/01/2016			Interest	17.63	430,269.01
Total Wash. Fed. Bond Reserve					17.63	430,269.01
State Investment Pool						4,257,880.24
Deposit	05/01/2016			Deposit	1,832.28	4,259,712.52
Total State Investment Pool					1,832.28	4,259,712.52
Parking Lot Sinking Cash #3425						0.00
Total Parking Lot Sinking Cash #3425						0.00

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of May 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Wells Fargo Securities #1251						0.00
Total Wells Fargo Securities #1251						0.00
Zions Warrant #6362						0.00
Total Zions Warrant #6362						0.00
Cash - Other						0.00
Total Cash - Other						0.00
Total Cash					16,018.13	8,423,406.74
Total Checking/Savings					16,018.13	8,423,406.74
Accounts Receivable						0.00
Accounts Receivable						0.00
Total Accounts Receivable						0.00
Total Accounts Receivable						0.00
Other Current Assets						150,440.00
Accounts Receivable Clif Bar						0.00
Total Accounts Receivable Clif Bar						0.00
Account Receivable - Chobani						0.00
Total Account Receivable - Chobani						0.00
Deposits						10,000.00
Total Deposits						10,000.00
Due from Other Governments						5,310.00
Total Due from Other Governments						5,310.00
Interest Receivable						0.00
Int. Rec.-Zions Bond						0.00
Total Int. Rec.-Zions Bond						0.00
Int. Rec.-Bond Fund						0.00
Total Int. Rec.-Bond Fund						0.00
Int. Rec.-Revenue Allocation						0.00
Total Int. Rec.-Revenue Allocation						0.00
Interest Receivable - Other						0.00
Total Interest Receivable - Other						0.00
Total Interest Receivable						0.00
Inventory Asset						0.00
Total Inventory Asset						0.00
Prepaid Insurance						0.00
Total Prepaid Insurance						0.00
Property Taxes Receivable						135,130.00
Total Property Taxes Receivable						135,130.00
Total Other Current Assets						150,440.00
Total Current Assets					16,018.13	8,573,846.74
Fixed Assets						4,829,168.60
Land						1,350,000.00
Total Land						1,350,000.00
Building						3,856,902.16
Total Building						3,856,902.16
Equipment						475,000.00
Total Equipment						475,000.00
Accumulated Depreciation						-852,733.56
Total Accumulated Depreciation						-852,733.56
Total Fixed Assets						4,829,168.60
Other Assets						0.00
Due from General (4-2)						0.00
Total Due from General (4-2)						0.00
Lease Receivable-Jayco						0.00
Total Lease Receivable-Jayco						0.00

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of May 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Note Receivable - Agro Farma						0.00
Total Note Receivable - Agro Farma						0.00
Property Tax Clearing Account						0.00
Total Property Tax Clearing Account						0.00
Total Other Assets						0.00
TOTAL ASSETS					16,018.13	13,403,015.34
LIABILITIES & EQUITY						13,386,997.21
Liabilities						130,569.00
Current Liabilities						0.00
Accounts Payable						0.00
Accounts Payable						0.00
Total Accounts Payable						0.00
Total Accounts Payable						0.00
Credit Cards						0.00
Total Credit Cards						0.00
Other Current Liabilities						0.00
Accts Pay - Rev. Alloc. 4-4						0.00
Total Accts Pay - Rev. Alloc. 4-4						0.00
Due to Other Governments						0.00
Total Due to Other Governments						0.00
Accts Pay - Bond Fund						0.00
Total Accts Pay - Bond Fund						0.00
Accts Pay - General						0.00
Total Accts Pay - General						0.00
Accts Pay - Rental Fund						0.00
Total Accts Pay - Rental Fund						0.00
Accts Pay - Rev. Alloc. 4-1						0.00
Total Accts Pay - Rev. Alloc. 4-1						0.00
Accts Pay - Rev. Alloc. 4-3						0.00
Total Accts Pay - Rev. Alloc. 4-3						0.00
Payroll Liabilities						0.00
Total Payroll Liabilities						0.00
Prepaid Rent						0.00
Total Prepaid Rent						0.00
Total Other Current Liabilities						0.00
Total Current Liabilities						0.00
Long Term Liabilities						130,569.00
BID Grant Oversight						0.00
Total BID Grant Oversight						0.00
Deferred Rev.-Lease						0.00
Total Deferred Rev.-Lease						0.00
Deferred Rev.-Lease Principal						0.00
Total Deferred Rev.-Lease Principal						0.00
Deferred Rev.-Property Tax						130,569.00
Total Deferred Rev.-Property Tax						130,569.00
Due to Rev. Alloc. (4-1)						0.00
Total Due to Rev. Alloc. (4-1)						0.00
Notes and Bonds Payable						0.00
Bond Payable - Rev. Alloc.						0.00
Total Bond Payable - Rev. Alloc.						0.00
Note - D.L. Evans Bank						0.00
Total Note - D.L. Evans Bank						0.00
Note - Dell Building						0.00
Total Note - Dell Building						0.00
Note - McElliott						0.00
Total Note - McElliott						0.00

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of May 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Notes and Bonds Payable - Other						0.00
Total Notes and Bonds Payable - Other						0.00
Total Notes and Bonds Payable						0.00
Security Deposit						0.00
Total Security Deposit						0.00
Total Long Term Liabilities						130,569.00
Total Liabilities						130,569.00
Equity						13,256,428.21
Fund Balance						16,035,070.92
Fund Balance-General Fund						-3.08
Total Fund Balance-General Fund						-3.08
Fund Balance-Revenue Alloc.						8,380,458.00
Total Fund Balance-Revenue Alloc.						8,380,458.00
Fund Balance-Bond Fund						2,705,411.00
Total Fund Balance-Bond Fund						2,705,411.00
Fund Balance-Rental Fund						4,949,205.00
Total Fund Balance-Rental Fund						4,949,205.00
Fund Balance-Sinking Fund						0.00
Total Fund Balance-Sinking Fund						0.00
Fund Balance - Other						0.00
Total Fund Balance - Other						0.00
Total Fund Balance						16,035,070.92
Opening Balance Equity						0.00
Total Opening Balance Equity						0.00
Unrestricted Net Assets						0.00
Total Unrestricted Net Assets						0.00
Net Income						-2,778,642.71
Total Net Income						16,018.13
Total Equity						16,018.13
TOTAL LIABILITIES & EQUITY						16,018.13
						13,403,015.34

Twin Falls Urban Renewal Agency Main Avenue Redevelopment Project



1. City Hall Remodel at Main Ave. & Hansen St.



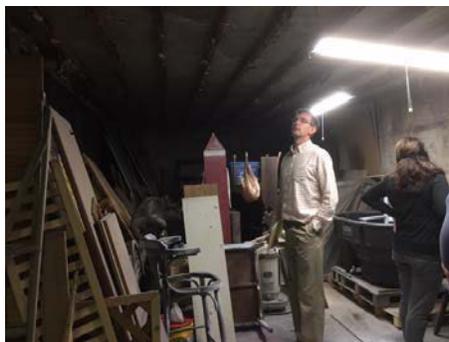
2. Main Ave. at Wells Fargo, with Basement below Sidewalk



3. Wells Fargo Basement under Main Ave. Sidewalk



4. Main Ave. at Moose Hill and Twin Beans Coffee



5. Moose Hill Basement under Main Ave. Sidewalk



6. Rogerson Building Demolition at Future Commons

Prepared for:



Monthly Report for Board Meeting June 13, 2016

Prepared by – Owner's Representative:



Monthly Project Progress Update

June 13, 2016

Main Avenue Redevelopment Project

Recent Progress, May 10 – June 8, 2016

Task 1A – Project Mission and Scope

1. Resolution has been drafted regarding Project governance. Specific dollar limits of approval were established at the May 9, 2016 Board Meeting. Director can authorize up to \$5,000 per item, with a cumulative maximum of \$15,000 per month. The newly established TFURA construction subcommittee can authorize from \$5000 up to \$15,000 per item, with a cumulative maximum of \$100,000 per month. Larger items would need to go to the full TFURA Board for consideration. CH2M will summarize scope, cost and schedule issues for the Subcommittee and Board at each meeting. (Note: This is a recap of the TFURA's Board decisions from the May 9 meeting. Please refer to the official notes from that Board meeting.)
2. CH2M met with or updated Phil Kushlan – Director, generally weekly to discuss progress and specific issues on the Main Avenue project
3. Developing Cost Control Report and Cash Flow Report
4. Held Project Delivery Workshop on May 10th. See separate set of notes: Summary: Concurrence to pursue CM/GC for Main Ave. and basement work. Discussed project delivery options and possible ways to streamline construction and minimize disturbance to merchants.
5. Held meeting with TFURA Construction Subcommittee on May 31st. See separate set of notes. Summary: Discussed path forward for basement capping or closure issues. Agreed to pursue RFQ for CM-GC selection for Main Ave. work. Approved several items for surveying completion regarding storm drainage; fire looping; minor expansion to Commons restroom; Title research concerning ownership of basement extensions; incorporation of Commons and Hansen St. North into the current CM-GC scope of work for City Hall; MOU to be drafted defining TFURA funding for Commons and Hansen North, and design team's services during construction.
6. Attended Project Advisory Committee Meeting chaired by OTAK

Forecast Services, June - July 2016

Task 1A – Project Mission and Scope

- CH2M will incorporate the findings from the prior meetings and Project Delivery Workshop from May 10, into a summary within the Project Execution Plan.

Task 1B – Project Execution Plan

- Project Delivery Workshop was held May 10, 2016. Topics included:
 - a. Contracting approach: CM/GC or Design-Bid-Build
 - b. Unit price or hard bid work
 - c. Night time or day time construction, or combination
 - d. Limits of construction for City and TFURA projects, and oversight responsibilities
 - e. Necessity (or not) of advance purchasing brick
 - f. Possible use of contractor incentives to expedite construction and minimize inconvenience to merchants

- g. Methods of controlling cost and implementing closures of voids under the street (basements, coal chutes, other)
 - h. Other topics as appropriate
 - i. The participants included TFURA, City, OTAK, JUB, CH2M – facilitator. Participants were advised that they are providing input. We may not reach decisions on each of these topics. CH2M will discuss results with and make recommendations to TFURA for final decisions on each topic. See separate set of notes following this workshop (attached).
- Completion of Project Governance Model. The initial draft was included in last month's report.
 - Completion of Master Project Schedule
 - Completion of the Cost Control Report and Cash Flow model

Task 1C – Reporting and Services During Design Completion

This task will be ongoing by CH2M through the fall of 2016 and will generally include the following:

- Facilitate Meetings (including preparing agenda and minutes)
- Identify and track Issues that potentially impact project costs and schedule
- Facilitate Coordination among Stakeholders
- Facilitate Approvals by Owner(s) (URA and City)
- Update Budget Summary Cost Status Report and Master Schedule
- Project Progress Report

Safety

- No safety issues to report.
- CH2M has completed our internal Health and Safety Plan for the project.

Budget

Main Avenue Project

- The Main Avenue Project estimate is currently \$5,855,000 for redevelopment of the 5 downtown blocks of Main Avenue. (This estimate does not include redevelopment of Hansen St. North and South, and the Commons plaza.) This Main Avenue estimate is just within TFURA's preliminary budget for this work. There is an appropriate contingency for reasonable scope adjustments through design completion included within the value shown. A separate contingency for changes during construction is proposed, as well as allowances for indirect project costs. The more definitive cost control report is being shared with the Director and can be discussed in more detail with Board members upon request, but due to the potential sensitivity of some of the budget information such a report is typically not included in detail within CH2M's monthly reports.
- The Cost Control Report being developed with the TFURA Director designates a recommended percentage of contingency through final design and for possible changes during construction.
- Items discussed over the last month with the Director, with concurrence from the TFURA Construction Subcommittee on May 31st, include:
 - a) The fire line looping recommendation, including three new hydrants on Main Ave. at Gooding, Hansen and Idaho streets was approved by Brad Wills and Bob Richards, based on confirmation from Phil Kushlan that sufficient funds are anticipated to pay the added cost of approximately \$184,000. CH2M recommended this fire looping work be incorporated, as it will be more cost effective to construct during the Main Ave. work when the streets are being

reconstructed anyway, with the contractor mobilized and necessary equipment and labor in place to do the additional work.

- b) Brad Wills and Bob Richards approved the approximate \$35,000 increase for enhancement of the Commons restrooms (larger female bathroom, plus a family changing room, and enhanced roof line facing the stage area), which will be beneficial to the community.
- c) Property records research by Title Fact for properties with basement extensions under Main Ave. This cost is anticipated to be several hundred dollars (a total cost less than \$2000 was approved by Phil Kushlan). The records research by Title Fact does not identify any documents that would have presumed to imply transfer of ownership of the public right-of-way to the private property owner; nor were any records found indicating an agreement to allow use of the public right-of-way in the first place. JUB can provide any additional clarification on these points.
- d) Advisory topic: Additional land surveying is needed by JUB at the Main Ave. outer limits to take care of some final issues related to storm drain design. JUB proposed \$2626 for this work, which will come out of the remaining Management Reserve of \$10,000 within Otak's design contract. Phil Kushlan approved this work in mid-May. Meeting Discussion: Concur.

Permitting and Design

- Otak plans to submit the 90% design package for review next month (July 2016).
- Otak has participated in recent site investigations of basement extensions under the Main Ave. sidewalk. Otak's structural engineer will begin evaluations for closure or capping, with cost and scope evaluations by Otak. TFURA and the City can then decide on a preferred option, possible cost sharing requests with owners for closure or capping, and begin discussions with affected property owners of the larger basements, specifically Wells Fargo, Key Bank, Crowley (for Moose Hill and Coffee Beans establishments).

Schedule and Milestones

The Master Project Schedule for the Main Avenue project is currently being developed by CH2M. The project delivery discussions held on May 10, 2016, and subsequent meetings will affect project delivery and are being reflected in the project schedule currently being developed. CH2M plans to introduce a Master Project Schedule as part of our forthcoming Project Execution Plan.

In the meantime, the major phases of work are currently planned as follows.

Design Phase

90% Design Completion by Otak is planned for July 2016 (not June 1, 2016 as previously reported). Basement issues and results from the Project Delivery Workshop need to be reflected in the design by OTAK. The plans will then be reviewed by the project team, including CH2M on behalf of TFURA, and City of Twin Falls.

Design Completion: Summer of 2016.

Bid and Award Phase

The Bid and Award phase is planned for late fall/winter of 2016. This will allow the construction contract to be signed so that construction work can begin in winter to early spring of 2017.

Construction Phase

Recent discussions with TFURA suggest that sufficient funding will be available to complete the project (5 blocks of Main Avenue Reconstruction) in one phase, versus multiple phases. The construction phase is therefore planned from late winter of 2017 into the fall of 2017 – approximately 9 to 10 months.

CH2M is currently discussing the idea of schedule incentives for the contractor to complete the project sooner, and other means of minimizing disruptions to downtown businesses. These and other topics were addressed in the Project Delivery Workshop held on May 10th.

Construction Contracting

- This phase is pending.

Construction Progress

Main Avenue Redevelopment: Scheduled for 2017 as discussed above.

Hansen Street South: This demolition work has been completed by Starr. The fountain was demolished in April 2016. The former pedestrian area has been converted into a compacted gravel lane providing construction access to the City Hall project (across Main Ave.). Asphalt pedestrian paths have been added on both sides of Hansen Street South, and are separated by chain link fencing for protection of the public from construction vehicles. It is planned that Hansen St. South's reconstruction will be part of the Main Ave. work and it will provide access to the Main Ave. work during construction.

Hansen Street North: This area is currently barricaded by Starr, and is being used as an access and staging area for demolition of the Rogerson building (site of the new Commons plaza), and renovation of the Banner Building for the new City Hall.

CH2M discussed the limits of the Commons Plaza and City Hall renovation in the May 10th Project Delivery workshop to determine what elements of the streetscapes work should remain as part of the City Hall work and which should be part of the Main Avenue work, with regard to project oversight by a CM/GC or Owner's Representative. It is agreed by the City and TFURA that the Commons plaza, Hansen St. North, and sidewalks in front of City Hall will be incorporated by contract amendment into Starr's CM-GC contract. This work will be funded by TFURA. The City is working on an MOU to be signed by the City and TFURA outlining the terms of this plan.

Owner Furnished Materials and Equipment

The topic of potential advance purchasing of brick for the project is being discussed, versus leaving the brick as part of the forthcoming contractor's work to procure. Now that we are pursuing a CM-GC for the Main Ave. work, we will seek the CM-GC's advice on advance purchase of the brick once the CM-GC is on board likely by this fall of 2016.

There will likely be a need for special sidewalk cleaning equipment and snow removal equipment that may need to be purchased by TFURA in cooperation with the City, so that bricks won't be damaged during future cleaning and snow removal operations.

Employment and Economic Benefits

The economic benefits to Twin Falls' and Idaho's economies will be estimated and reported once the construction phase of the Main Avenue Redevelopment project is underway. This will be in terms of direct benefits, of the number of immediate jobs created or supported on the construction project. Secondary benefits will include an estimate of the number of jobs supported that are unrelated to the direct construction. We will also include an estimated percentage of the dollar volume of work going to local contractors with the associated dollars remaining in Twin Falls and the state of Idaho.

DOWNTOWN STREETScape PROJECT_ISSUE/DECISION TRACKING LIST										
No.	Issue	Gen By	Date	Action	Cost	Sched	Resp	Resolved	Status	comments
1.00	Loop fire hydrant lines across Main Ave	TFURA	1-Apr	Estimate needed from JUB			OTAK	18-Apr	closed	JUB providing utility design. Prelim order of magnitude in 200K range
1.01	Loop fire hydrant lines across Main Ave	TFURA	26-Apr	Confirm JUB explanation of options in estimate and approval to proceed	\$ 184,000		TFURA	31-May	closed	JUB estimate includes additional \$171,000 for dead end hydrants to second avenues (3 cross streets). Other additional options not priced for 8 1/2 in line. Estimate includes design and construction costs
1.02	Loop fire hydrant lines across Main Ave	TFURA	26-Apr	Design estimate needed to proceed	\$ 23,000		OTAK	19-May	closed	estimate needed to present to sub committee
2.00	Revise Main Ave Cross Section--widen sidewalks	TFURA		Implement in Design			OTAK	1-Apr	closed	OTAK authorized to proceed. Included in 90% docs.
1.03	Loop fire hydrant lines across Main Ave	OTAK	18-May	Approval to proceed w/design	\$ 23,000		TFURA	31-May	closed	
3.00	Determine construction procurement method	CH	1-Apr	Decision on Construction Delivery alternative			TFURA	31-May	closed	evaluate d-b-b vs CMGC for delivering construction
4.00	Determine size of benches	TFURA	1-Apr	Confirm decision to proceed			TFURA		closed	
4.01	Determine size of benches	TFURA	11-May	Input needed at next PAC meeting			OTAK		open	4 ft vs 6ft and orientation for each length
5.00	Transfer scope of work for Hansen/Commons areas	OTAK	11-Apr	Quantify and identify scope/impacts			TFURA		open	Star will need access on Hansen to complete their work. Discuss any issues involved with transfer of funds to Star Contract
6.00	Basement/Storage area revision/Commons Facility	TFURA	1-Apr	Go/No go for impact identification			TFURA	10-May	closed	Provisions to drain and winterize fountain included in item 6.01.
	Basement/Storage area revision/Commons Facility	TFURA	10-May	Go/No go for impact identification			OTAK	10-May	closed	Implemented in design
6.01	Winterizing Fountain Piping system	TFURA	4-Apr	Include in Design			OTAK	10-May	open	OTAK memo dated 4-11-16 indicating gravity fed system into u.g. storage tank
6.02	Confirm final layout-Restroom	OTAK	4-Apr	Discuss City Councilman request to add more womens stalls; look at parking area adjustment/driveway			TFURA		closed	
6.02	Confirm final layout-Restroom	OTAK	10-May	Identify impacts and provide layout	\$ 45,000		OTAK		open	Includes \$4500 for a/e fees
6.03	Finalize parking/driveway details behind restroom	OTAK	4-Apr	Approval to proceed			TFURA	10-May	closed	included in item 6.020
7.00	Prepurchase items/furnishings	OTAK	11-Apr	Determine need/impacts			OTAK		closed	Discussion needed to determine items requiring prepurchase/owner furnished items as well
7.01	Prepurchase items/furnishings	OTAK	10-May	Determin need/impacts			OTAK		open	discussed in workshop on 5/10. Benches, pavers, and trees considered
8.00	Treatment of Downtown Commons Wall	OTAK	11-Apr	Determine scope of work to address aesthetics and permanent waterproofing treatment			OTAK	10-May	closed	
8.01	Treatment of Downtown Commons Wall	OTAK	10-May	OTAK to present options			OTAK		open	
9.00	"Cavity" areas below Main Street sidewalks	CH	22-Apr	Determine potential areas of impact to design/construction			OTAK	18-May	closed	
9.01	"Cavity" areas below Main Street sidewalks	CH	10-May	OTAK to investigate deeds to confirm status of easements.			OTAK		open	Issues regarding approval of public funds for commercial improvements. Structural reqts for vehicles vs pedestrians? 3 major areas identified. No easements shown on deeds
9.02	"Cavity" areas below Main Street sidewalks	CH	16-May	Confirm ownership and easement conditions (if any).			OTAK	25-May	closed	Easement rights should be covered on original plat. What rights retained by private owner(s). No evidence of ownership shown in deeds/plats. OTAK preparing options
9.03	"Cavity" areas below Main Street sidewalks	CH	25-May	Determine cost/sched impacts			OTAK		open	OTAK presented options for resolving. Need cost impacts. CH to provide sched impacts for same.
10.00	Placeholder for clarification of Phil's list	TFURA	15-Apr	Distinguish between design review vs Issue track			CH	11-Apr	closed	distinguish between design review comments and change in scope

DOWNTOWN STREETScape PROJECT_ISSUE/DECISION TRACKING LIST

No.	Issue	Gen By	Date	Action	Cost	Sched	Resp	Resolved	Status	comments
11.00	2nd Avenue Crosswalks (bulbout design)	OTAK	11-Apr	Confirm design with City and ITD			TFURA		open	Coordination with ITD on design and identification of maintenance impacts needed to advise City of same.
11.01	2nd Avenue Crosswalks (bulbout design)	OTAK	18-May	Go/No go for impact identification	\$ 2,326		OTAK	18-May	closed	Otak handling in design. Need additional fees for survey. Need to determine who will maintain: City or ITD
11.02	2nd Avenue Crosswalks (bulbout design)	OTAK	18-May	Approval to proceed w/design	\$ 2,326		TFURA	19-May	closed	
12.00	Parking striping/sidewalk retrofit work in Vicinity of City Hall/Downtown Commons	OTAK	11-Apr	Go/No go for impact identification			TFURA	10-May	closed	City Hall issue so closed
13.00	Extent of Clay Pavers in Contract	OTAK	11-Apr	Go/No go and/or approach for including in bid docs (additive/deductive alternate)			TFURA		open	depends upon budget/90% estimate
14.00	Responsibility for removal/disposal of existing raised planters	COTF	11-Apr	Determine by City of in Construction Contract			TFURA	10-May	closed	City does not want to salvage
15.00	Configuration of Bulbs/Storm Drainage/ADA access at Fairfield Intersection	COTF	11-Apr	Determine final design			OTAK		open	OTAK to confirm including both sides of intersection at Jerome and Fairfield
16.00	Confirm tree size	TFURA	11-Apr	Resolve with OTAK			TFURA	10-May	closed	OTAK to confirm including both sides of intersection at Jerome and Fairfield
16.01	Confirm tree size	TFURA	10-May	Provide price for 4 in option vs. 3 in.			OTAK		open	
17.00	Confirm paver configuration/pattern	TFURA	11-Apr	Resolve with OTAK			TFURA		open	
18.00	Determine requirement for electrical boxes at each tree well	TFURA	11-Apr	Resolve with COTF and OTAK			TFURA/COTF		open	
19.00	Tie in Colombia Bank storm drain	OTAK	10-May	Go/No Go			TFURA		open	determine feasibility of reimbursement. Will need to be identified as line item in construction bid.
20.00	School District-extend sidewalk	OTAK	10-May	Go/No Go			TFURA		open	Will need to be identified in bid as line item if reimbursement sought.

TFURA Main Ave. Oversight Subcommittee, Meeting Agenda and Notes

Twin Falls Urban Renewal Agency, Main Avenue Redevelopment Project

Meeting: Tuesday, May 31, 2016, 10:00 a.m. to 11:30 a.m.

Location: Interim City Hall (Former Key Bank Building at corner of Main Ave. & Shoshone)
Conference Room #2, First Floor

Attendees

Brad Wills – TFURA Board
Bob Richards – TFURA Board
Travis Rothweiler – City of Twin Falls
Jesse Schuerman – City of Twin Falls
Jackie Fields – City of Twin Falls
Mandi Roberts – Otak
Lorrie Bauer – TFURA Administrative Assistant
Dan Maffuccio – CH2M
Paul Johnson – CH2M

Not Present: Gary Garnand – TFURA Board; Phil Kushlan – Interim TFURA Director

Introductions, Safety Moment, Purpose of the Meeting

Subcommittee Charter (TFURA Board Representative)

Brief reminder to this group of the purpose of the TFURA Oversight Subcommittee.

CH2M, as Owner's Representative, will bring issues affecting cost, scope and schedule for the Main Avenue Project to the attention of the subcommittee with requests for approval where necessary.

We will summarize any approvals authorized by the TFURA Director prior to this meeting, within the dollar limits granted by the TFURA Board to the Director.

Meetings will be held approximately every 2 weeks, on Monday mornings from 10 a.m. until noon (or shorter depending upon issues). On Mondays when there is a full TFURA Board meeting, the subcommittee meeting will be prior to the full Board meeting. Meetings may be held more frequently during the construction phase, or as project issues require.

Summary of Project Delivery Workshop held May 10, 2016; Decisions to Advance to TFURA

(Paul Johnson)

The action items and decisions being advanced to TFURA with CH2M's recommendations as Owner's Representative are outlined below.

Recommendations by the Owner's Representative (CH2M) to TFURA

1. **The Owner's Representative believes that resolutions to all of the basement and voids under Main Ave. and Shoshone (where intersecting Main Ave.) needs to be determined prior to proceeding with bidding the Main Avenue work.** We do not want TFURA to be at risk of paying for extended overhead, lost profitability and other potential contractor claims if the Main Ave. work is held up as basement issues are encountered. Resolution of the basement and voids should involve:
 - a. Further research to confirm that all protruding basements or voids have been identified. GPR work has been done by JUB which has found some voids. Other buildings should be visited to confirm, such as the School District building. See notes herein identifying where known basements and voids exist, recapped from where indicated on OTAK's site plan.
 - b. Legal review involving property descriptions and title research to determine ownership status of the protruding basements and voids.
 - c. Initial discussions with property owners.
 - d. Negotiations with property owners to preferably fill in the voids, or possibly cap the voids if the basements cannot be filled in for legal or practical reasons.
 - e. Design services related to filling or capping the voids.

The above steps need to be accomplished by late summer or early fall of 2016 if the basements and voids work will be let with the Main Ave. work. If it is not accomplished by late summer or early fall of 2016, then the Main Ave. work should not be bid until the basement and void issues are fully resolved. Simply including an allowance in the Main Ave. contract documents for dealing with the basements and voids is not an acceptable solution in the opinion of the Owner's Representative. Some of the basement work fill-in, such as with the Wells Fargo building, will be complicated, involving civil, architectural, structural, mechanical, electrical, fire sprinkler modifications to the basements if the protruding section of the basements are to be filled in. ITD will need to be involved because a portion of the Wells Fargo basement extends under Shoshone St. which is a state highway, as well as another portion under Main Ave. which is a city street. Other basements at other buildings have less robust structure with wood beams. See attached photographs of basements visited after the May 10, 2016 Project Delivery workshop, provided by OTAK.

Meeting Discussion: There was discussion followed by agreement on the points outlined above.

Travis Rothweiler said Rich (Stivers) of Title Fact is currently conducting research on the basement extensions under the public right-of-way. It is a "Book Analysis." Findings will be forwarded to Gary Haderlie of JUB, who will share that information with our project team.

Travis said we've known the encroachments have been in place for a long time, so we need to find a solution that is agreeable to the merchants who have basements. There are numerous right-of-way issues like this in Twin Falls. We need to deal with each in consideration of public health and public safety. Legally it is clear that the City can recover the space, but the legal and title work needs to be completed, and the cost of doing so needs to be resolved with each property owner.

Paul said that the time it will take to complete this work for the 3 main buildings with basements (Wells Fargo, Key Bank, Moose Hill and Coffee Beans – the Crowley Building) will take time. A City lead in the negotiations is requested since it is a City right-of-way. Note that ITD right-of-way may be involved too, but is outside of the Main Ave. right-of-way. Design time will be

needed. Cost estimates can be prepared by Otak comparing capping with walling-off and filling the voids. The CM-GC approach will allow greater flexibility in dealing with the basement issues concurrently with constructing other areas of the Main Ave. project.

Mandi Roberts discussed the key considerations with the basements. See separate notes. It would be more reasonable for some spaces to be capped versus walled-off and filled. Property owner motivations will vary from building to building.

JUB will be asked to conduct preliminary research regarding the thickness of structural slabs and topping slabs over basements, and investigation of what rebar may be in place. This could help with subsequent structural evaluation of the strength of the caps, and of the grades available for the new street design if the top aesthetic layer is stripped off and replaced with new. However, the structural investigation of the integrity of the existing caps is another topic that needs to be resolved, such as if the caps are capable of supporting HS-20 loads and if this is a requirement.

2. **Proceed with a CM-GC project delivery approach for the Main Ave. work and filling in or capping of basements and voids.** If legal review, ownership research, negotiations with property owners, cost sharing terms (between TFURA, City and property owners), and design solutions to filling in or capping basements and voids is fully accomplished by late summer or early fall of 2016, then incorporate the basement/voids work into the Main Ave. scope for CM-GC delivery. Structure an RFQ-RFP process for the fall of 2016 to select a qualified CM-GC to oversee the work. Bid the work as planned at the end of 2016, ready to begin construction in early 2017. The basement and voids work could be a first phase of work for the CM-GC to manage, holding off on bidding the street work until after the basements and voids work is resolved in construction, in order to minimize risk to TFURA.

Meeting Discussion: Brad Wills and Bob Richards gave their concurrence to pursuing a CM-GC approach for the Main Ave. project, versus Design-Bid-Build. Mr. Wills requested a further in-depth discussion on the merits of CM-GC off line from a subcommittee meeting. There was agreement on proceeding with an RFQ/RFP process for selection of a qualified CM-GC. CH2M will work with Jesse Schuerman to draft the RFQ and RFP.

3. **Option 3(a): Defer the Main Ave. work if the basement and voids work takes longer than the next 4 months (September 2016) to resolve.** If legal review, ownership research, negotiations with property owners, cost sharing terms (between TFURA, City and property owners), and design solutions to filling in or capping basements and voids is not fully accomplished by late summer or early fall of 2016, then consider delaying the bidding of the Main Avenue work for as long as necessary until the basements/voids solutions are fully resolved. TFURA should not be placed at risk of contractor claims if the Main Ave. work begins and then is delayed indefinitely. This could also leave the City with partially torn up streets along Main Ave. until the basements and voids issues are fully resolved.

Meeting Discussion: This Option 3(a) is rejected in favor of Option 3(b). City representatives were clear that basement issues should be resolved concurrently with keeping the overall Main Ave. project on schedule for construction start in the late winter or early spring of 2017.

Option 3(b): An alternative would be to proceed with the Main Ave. work in areas unaffected by the larger basements and voids, if resolution to those basements and voids is not fully determined, but this would not be an ideal solution as it would result in a patchwork appearance to the project in the affected areas.

Meeting Discussion: This Option 3(b) is strongly preferred, along with prompt resolution of the basement issues so that the basement capping or infill work can occur in the proper sequence

with the Main Ave. work. The recommended CM-GC approach will help to deliver the basement work if any basement areas need to be constructed out of sequence with the Main Ave. work, more readily compared to a D-B-B contracting approach.

4. **Incorporate Commons and Hansen North, if legally permissible, into the current CM-GC's (Starr's) contract for the City Hall.** Include sidewalk work to back of curb in front of Banner Building, consistent with the streets design. Develop a payment agreement between TFURA and the City of Twin Falls for TFURA's payment of the Commons work. Incorporating the Commons work into the City Hall project will allow the sidewalks, Hansen St. North, and Commons to be completed in conjunction with or soon after the City Hall occupancy scheduled for August 2016. Taking this approach would also allow the Commons and associated exterior work to be completed in conjunction with City Hall in case of any delay in bidding the Main Ave. work if that work is held up by the basements and voids concerns.

Meeting Discussion: There was favorable discussion around this item, but it is deferred until Travis Rothweiler has an opportunity to discuss it directly with Starr to make sure Starr wishes to take on this added scope. Jesse Schuerman will work on an MOU between TFURA and the City regarding design responsibility for Services During Construction (SDC), and for TFURA's payment of the construction cost for the Commons work.

5. **Postpone final decisions on advance-purchasing any materials for the project,** such as bricks and furnishings, until the above more significant basement and voids concerns are resolved.

Meeting Discussion: Concur to postpone decisions concerning any advance-purchase items until a CM-GC is on board.

Key Issues Affecting Cost, Scope and Schedule

Decisions Needed

Construction Management/General Contracting (CM/GC), or Design-Bid-Build (D-B-B)
CH2M recommends CM/GC. See Project Delivery notes from May 10 Workshop for additional discussion.

Summary:

1. Selection of a highly qualified construction partner with CM/GC vs. potential hard bid contractor negotiating for change orders.
2. RFQ/RFP process will allow TFURA to meet CM/GC's staff and listen to their approach to the project. Selection of a qualified construction manager. TFURA can meet the staff during RFP phase.
3. CM/GC can propose their approach to the project.
4. Ability to attract more Twin Falls bidders (for subcontracts)
5. Basement issues may not be fully resolved prior to bidding in late fall 2016. A CM-GC will be able to structure work-arounds to keep the Main Avenue work moving (through phasing of the 5-block area) while final resolutions to basement issues are resolved and incorporated into the work.
6. CM-GC can react to surprises such as underground voids more readily in the interests of TFURA.
7. CM-GC can incorporate a project liaison to listen to issues of concern to the businesses, and react more favorably compared to a low-bid contractor.
8. CH2M is discussing the project with contractors who implement projects both with CM-GC and D-B-B. So far there is concurrence that a CM-GC approach is the right way to go for the Main Ave. Project, and this process has been done successfully for streets and sidewalks work in Boise.

If approved we will need to begin the RFQ/RFP process in June 2016 so that the CM/GC is on board by the time the project is scheduled to bid in the fall or winter of 2016.

Meeting Discussion: See above Item 2 from the Project Delivery Notes. Brad Wills and Bob Richards gave their concurrence to pursuing a CM-GC approach for the Main Ave. project, versus Design-Bid-Build. Mr. Wills requested a further in-depth discussion on the merits of CM-GC off line from a subcommittee meeting. There was agreement on proceeding with an RFQ/RFP process for selection of a qualified CM-GC. CH2M will work with Jesse Schuerman to draft the RFQ and RFP.

Basement Capping or Closures (see separate set of notes from Mandi Roberts/Otak regarding basement inspections)

Meeting Discussion: See above Item 3 from the Project Delivery notes. This Option 3(b) is strongly preferred, along with prompt resolution of the basement issues so that the basement capping or infill work can occur in the proper sequence with the Main Ave. work. The recommended CM-GC approach will help to deliver the basement work if any basement areas need to be constructed out of sequence with the Main Ave. work, more readily compared to a D-B-B contracting approach.

Fire Line Looping and addition of Two Fire Hydrants along Main Ave.

JUB (subconsultant to Otak) has prepared an estimate of \$184,000 to include fire line looping and addition of two fire hydrants along Main Ave. CH2M recommends approval of this work which should be incorporated into the Main Ave. project. There are no existing fire hydrants along Main Ave., and the Main Street renovation project represents the ideal time to add the hydrants. This was discussed with the City Fire Marshal by JUB, and the Fire Marshal stated his concurrence. See attached sketch and estimate from JUB.

Meeting Discussion: This recommendation is approved by Brad Wills and Bob Richards, based on confirmation from Phil Kushlan that sufficient funds are anticipated to pay the added cost of approximately \$184,000. CH2M recommended this fire looping work be incorporated, as it will be more cost effective to construct during the Main Ave. work when the streets are being reconstructed anyway, with the contractor mobilized and necessary equipment and labor in place to do the additional work.

Restroom Upgrade at Commons

A restroom and storage room is planned as part of the Commons project, which is being designed by Hummel Architects as a sub-consultant to Otak. Comments were made by several representatives on the PAC that they would like the project to include additional toilets in the women's restroom, and that a Family Toilet/Changing Room should be incorporated into the project, and that the roof line should be modified to accentuate the stage area in the Commons. A member of the PAC dissented. Otak and Hummel have estimated it will cost an additional \$35,000. Phil Kushlan expressed his support for the additions, if it can be held within the estimated cost. The overall Commons and Hansen St. project is estimated to cost \$1.3 million, so the \$35,000 of recommended improvements at 2.7% of that cost is a relatively small value that is well within the accuracy range of the estimate. If approved, then Hummel Architects will reflect these improvements in the current design.

Please note that CH2M is not managing the Commons project but we support the proposal for the restroom improvements at the nominal cost, which will add value to the Commons area for the City for many years to come. Funding is coming from TFURA, and the Commons, restroom and storage building and other assets developed by TFURA will be turned over to the City of Twin Falls upon completion, so a representative from the City should express their support of the restroom addition as well.

Sidewalk widening had been previously discussed and approved by the TFURA Board, as recommended by Phil Kushlan.

Meeting Discussion: Brad Wills and Bob Richards approved the \$35,000 increase for enhancement of the Commons restrooms, which will be beneficial to the community.

The following topics are advisory and don't require formal approval of the Subcommittee. Some were approved by the Direct

1. Additional land surveying is needed by JUB at the Main Ave. outer limits to take care of some final issues related to storm drain design. JUB proposed \$2626 for this work, which will come out of the remaining Management Reserve of \$10,000 within Otak's design contract. Phil Kushlan approved this work in mid-May.

Meeting Discussion: Concur.

Additional Topics

Meeting Schedule for TFURA Construction Subcommittee

Agenda and Notes Prepared by Paul Johnson, CH2M – Owner's Representative

Paul.Johnson@ch2m.com

Mobile: (208) 890-8203



11241 Willows Road NE, Suite 200, Redmond, WA 98052 Phone: 425.822.4446

June 8, 2016

Mr. Phil Kushlan, Director, Twin Falls Urban Renewal Agency
Mr. Paul Johnson, CH2M
PO Box 1907, Twin Falls, Idaho 83303-1907

Re: Amendment #5 to the Otak, Inc. Team for Professional Services Agreement for the Main Avenue Redesign Project, Otak Project Number 32443.A00

Dear Phil and Paul,

The Urban Renewal Agency has requested additional design and engineering services to revise the Main Avenue as follows:

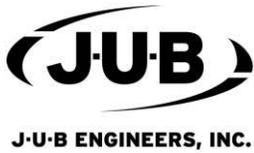
- Design services by J-U-B to cover the water line looping to optimize fire service along Main Avenue (see attached proposal from J-U-B)—\$14,848; please note that this is a subset of the total estimated cost of the waterline looping work of \$184,000. The \$14,848 does not include construction engineering/services during construction, which would be contracted in the future.
- Design services by Otak and Hummel to expand the restroom building to include more womens' stalls and a family changing room/unisex restroom area—\$5,400; please note that the previously estimated construction costs for the restroom addition were \$35,000, but this was only a construction cost estimate and did not include design or services during construction. So the total estimated cost of the restroom addition would be approximately \$45,000 with these other anticipated costs. The \$5,400 does not include services during construction, which would be contracted in the future.

The total additional budget for professional services to be provided by the Otak team is \$20,248. Upon approval from the Twin Falls Urban Renewal Agency, this amount will be added to Otak's existing contract.

A handwritten signature in black ink that reads "Mandi Roberts". The signature is fluid and cursive, with a long, sweeping tail that loops back under the name.

Mandi Roberts, Principal, Otak Inc.

Dan Brizee, Chair Twin Falls Urban Renewal Agency



J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES

AUTHORIZATION FOR ADDITIONAL SERVICES

Client Name: Otak, Inc.

Project: 60-15-077 2015 Twin Falls Main Avenue Roadway
AAS 5 - Additional waterlines in Gooding, Hansen, and Idaho

The Agreement for Professional Services dated August 24, 2015 is amended and supplemented to include the following additional services provisions regarding the Scope of Services, and/or Schedule of Services, and/or the Basis of Fee:

1. ADDITIONAL SERVICES SCOPE

This Additional Services Agreement Scope of Services includes construction documents for waterlines on Gooding, Hansen, and Idaho between the alleyways adjacent to Main Avenue. The initial capital cost estimate to complete design and construction of the waterlines was \$184,000 which included an estimate of \$23,000 for design and construction engineering.

Preliminary Client Review Drawings

- Analysis of waterline looping between the alleyways along Gooding, Hansen, and Idaho.
Coordination with the water department and fire department
Determine alignments and surface repair (Assume Hansen surface repair already determined).
Prepare drawings and details for connections
Update specifications for the drawings
Update the contract documents to include reference for the waterline line work
Prepare an internal quality control check
Prepare for submittal package for initial Client and TFURA Review
Deliverable
o Copies of 11x17 drawings for initial Client Review
o Accompanying specs for work.

Agency and Client Review Drawings

- Revise and update drawings and details per Client and TFURA comments and final design provisions
Revise and update specifications and submittal package per Client and TFURA comments and final design provisions
Update the opinion of probable cost.
Final internal quality control check
Prepare for submittal package for DEQ and final Client Review and TFURA Review
Deliverable
o Final Draft Copies of 11x17 drawings for DEQ and final Client and TFURA Review
o Final Draft accompanying specs for work.
Final revisions to drawings, and specifications.

Prepare Final Construction Drawings

- Provide revisions to drawings and specifications based on DEQ comments and any final Client comments.
Prepare final construction plans and specifications that can be used for bidding.
Deliverable
o Sealed Construction copies of 11x17 drawings for Client
o Sealed Specifications for Client.

2. SCHEDULE OF SERVICES

Estimated to add up to two weeks to current 90% schedule assuming a notice to proceed by the end of May.

3. PAYMENT FOR ADDITIONAL SERVICES

Design Consultation: \$14,848

4. SIGNATURE FOR CLIENT

SIGNATURE FOR J-U-B ENGINEERS, Inc.

By:
Project Representative or Authorized Signatory for CLIENT

By:
Project Representative or Authorized Signatory for J-U-B

Print or Type Name and Title

Print or Type Name and Title