CITY COUNCIL MEETING AGENDA

May 01, 2024 at 5:30 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

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Call to Order

Roll Call

Pledge of Allegiance

Announcements and Reports

Public Forum

Consent Calendar - action item

1. DRAFT Minutes 04-17-2024 Sandpoint City Council Meeting - ***action item***
2. DRAFT Minutes 04-24-2024 Sandpoint City Council Meeting - ***action item***
3. Bills for Payment Approval/Payables and Payroll Report - ***action item***
4. Financial Report on Cash and Investment Transactions, March 2024 - ***action item***
5. FY 2024 2nd Quarter Financial Report - ***action item***
6. Appointment of Marilyn Sabella to SURA Board - ***action item***
7. Appointment of Jason Welker to SURA Board - ***action item***
8. Taxi License Approval - ***action item***
9. Proposed Resolution for Amendment to Watershed License Agreement with POP - ***action item***
10. Proposed Resolution for Selkirk Recreation District MOU - ***action item***

Old/Unfinished Business

11. Proposed Ordinance and Summary for Sidewalk Fee in Lieu of Construction - ***action item***
12. Proposed Resolution for Sidewalk Fee in Lieu of Construction - ***action item***

New Business

13. Proposed Resolution for Travers Park Renovations Phase 1, Ginno Construction Agreement Amendment - ***action item***
14. Proposed Resolution for Travers Park Playground & Splash Pad Construction Bid Solicitation - ***action item***
15. Proposed Ordinance and Summary for Ped-Bike Advisory Committee Code Amendments - ***action item***
16. Proposed Ordinance and Summary for Sustainability Committee Code Amendments - ***action item***

Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email cityclerk@sandpointidaho.gov or deliver to City Hall.

Attend in person: See above for meeting location. Seating available on first-come, first-served basis. Chambers overflow areas offer live meeting audio/video.

Attend remotely: Register at https://www.sandpointidaho.gov/your-government/meetings.

After the meeting, view the recording on YouTube: https://www.youtube.com/c/CityofSandpoint.

Contact the City Clerk with questions or requests for special accommodation: Email address above or call (208) 263-3310. Assisted listening devices available in chambers for use during public meetings.

Council Chambers at City Hall
1123 W. Lake St.
Sandpoint, Idaho

April 17, 2024
5:30 p.m.
Regular Meeting

DRAFT **CITY COUNCIL** Minutes

1. Call to Order

The meeting was called to order at 5:30 p.m. by Mayor Jeremy Grimm, presiding in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

2. Roll Call

In addition to Mayor Grimm, Councilors Deb Ruehle, Joel Aispuro, Justin Dick, Kyle Schreiber, and Pam Duquette were present. Councilor Aispuro attended remotely and was present at roll call but absent between approximately 6:45pm and 6:55pm, was present from 6:55pm through Item 7A, then absent for the remainder of the meeting.

Mayor Grimm identified Police Captain Rick Bailey as sergeant-at-arms for the meeting.

3. Pledge of Allegiance

The Mayor led all present in the Pledge of Allegiance.

4. Announcements, Reports and Special Business

Item Number:	4A Richard A. Howarth appointed to City Council

The Mayor noted that, as announced during Council's last meeting on March 27, 2024, Jason Welker has left his Council seat in order to accept employment with the City as the new Community Planning and Development Director. The Mayor then introduced his nominee to fill the vacant Council seat, Rick Howarth, who provided some information about himself and fielded questions from the Council members.

Motion to appoint Richard A. Howarth to the Sandpoint City Council, serving until the next general election, as provided by Idaho Code.

Result:	Passed
Moved by:	Dick
Seconded by:	Ruehle
Voted Yes:	Ruehle, Aispuro, Dick, Schreiber, Duquette
Voted No:	
Abstained:	
Absent:	

Following the unanimous vote to accept the Mayor's nomination and make this appointment, Mayor Grimm administered the Oath of Office and executed the Certificate of Appointment, and Councilor Howarth took his seat on the dais.

Item Number:	4B Deb Ruehle elected as City Council President

The Mayor announced that the next item on the agenda was the election of a new Council President.

Nomination of Councilor Ruehle to serve as City Council President.

Result:	Passed
Moved by:	Dick
Seconded by:	Schreiber
Voted Yes:	Aispuro, Dick, Schreiber, Duquette, Howarth
Voted No:	
Abstained:	Ruehle
Absent:	

Item Number:	4C	General Reports and Announcements

At the Mayor's request and invitation, departmental staff representatives each provided a brief report on current and upcoming activities and projects in their respective departments.

Item Number:	4D	Presentation – *information only; no Council action*

Mat Lawrence, owner of Aquatic Weed Solutions, provided a report on their 2023 invasive aquatic weed control activities at the locations identified in their contract with the City of Sandpoint, including swimming areas, City marinas and boat launches, and fielded questions from Council.

5. Public Forum

Mayor Grimm proceeded with Public Forum, providing an opportunity for the public to address Council regarding items listed on the Consent Calendar or on any topic not listed on the agenda.

He reminded all in attendance that the City does have a policy on public meeting decorum, with the rules posted in Council chambers at the entrance doors. He summarized by asking that those participating in the meeting please be pleasant and respectful, not make derogatory statements about others, including City staff, and not be boisterous or disruptive. He noted that Council cannot take testimony on any planning-related matter outside of an official public hearing. He also reminded that public comments need to be kept to comments only, with no questions for Council or staff, and welcomed members of the public to contact him during regular business hours with any questions or concerns.

The Mayor provided instructions for Public Forum and other public comment opportunities during the meeting, where each speaker would have up to three minutes to speak and that those speaking should begin by stating their name and whether they reside within Sandpoint city limits.

Several members of the public spoke during Public Forum. Information only; no Council action.

Councilor Aispuro was absent from approximately 6:45 p.m. until 6:55 p.m.

6. Consent Calendar

Item Number:	6A	March 20 and 27, 2024, Meeting Minutes approved as presented
Item Number:	6B	Bills approved for payment: $1,839,308.91 ($618,263.28 for regular payables and $1,221,045.63 for payroll)
Item Number:	6C	Resolution 24-018
		Agreement with Aquatic Weed Solutions, Inc., for Herbicide-Free Treatment of Aquatic Invasive Species
Item Number:	6D	Resolution 24-019
		Waiver of Special Event Related Fees for the Sandpoint Lions Club 4th of July Event 2024
Item Number:	6E	Resolution 24-020
		Sandpoint Farmers' Market License Agreement
Item Number:	6F	Resolution 24-021
		The Cottage Market License Agreement

Motion to approve the Consent Calendar.

Result:	Passed
Moved by:	Dick
Seconded by:	Duquette

Voted Yes:	Ruehle, Dick, Schreiber, Duquette, Howarth
Voted No:	
Abstained:	
Absent:	Aispuro

7. Old/Unfinished Business

Item Number:	7A 60-day Notice of the City's Withdrawal from Selkirk Fire JPA
	Joint Powers Agreement for the Coordinated and Cooperative Provision of Fire Services in City of Sandpoint, Sagle Fire District and Westside Fire District

Under Old/Unfinished Business, Mayor Grimm reported that, as requested by majority vote of Council during their March 27, 2024, meeting, City staff communicated with the Sagle and Westside Fire Districts to determine their interest in extending the Selkirk Fire JPA through June 30, 2025. He further reported that the Districts responded with an alternative request, as outlined in the letter that was included in the meeting packet. He noted that this item was marked as an action item on the agenda for any action Council wished to take on a possible decision to extend or withdraw from the JPA. The Mayor then proceeded with a review of the packet materials and the City's options.

Motion providing 60 days' notice of the City of Sandpoint's withdrawal from the JPA.

Result:	Motion died for lack of a second.
Moved by:	Ruehle
Seconded by:	
Voted Yes:	
Voted No:	
Abstained:	
Absent:	

Discussion ensued, with City staff and legal counsel fielding questions from the Mayor and Council members. No members of the public indicated a desire to speak on this item.

Motion to extend the expiration of the current JPA an additional three months, through the end of the fiscal year, September 30, 2024, with direction that the Mayor and staff provide notice of the City's withdrawal from the agreement 60 days prior to the September 30 expiration date.

Result:	Failed
Moved by:	Duquette
Seconded by:	Schreiber
Voted Yes:	Dick, Schreiber, Duquette
Voted No:	Ruehle, Aispuro, Howarth, and Mayor Grimm (breaking the tie)
Abstained:	
Absent:	

Motion providing 60 days' notice of the City of Sandpoint's withdrawal from the JPA.

Result:	Passed
Moved by:	Ruehle
Seconded by:	Aispuro
Voted Yes:	Ruehle, Aispuro, Howarth, and Mayor Grimm (breaking the tie)
Voted No:	Dick, Schreiber, Duquette
Abstained:	
Absent:	

Following the conclusion of Item 7A, the Mayor called for a brief recess at 7:42 p.m., reconvening at 7:50 p.m.

Councilor Aispuro was absent for the remainder of the meeting.

8. New Business

Item Number:	8A Resolution 24-022
	Urban and Community Forestry Fund Grant Application

Mayor Grimm announced that, for the first item under New Business, staff was seeking Council approval for submission of a grant application to the Urban and Community Forestry Fund through the Idaho Department of Lands in the amount of $100,000, followed by a presentation from the City's Urban Forester, Erik Bush, who fielded questions from the Mayor and Council members.

Motion to approve a Resolution authorizing a grant application to the Urban and Community Forestry Fund for an amount up to $100,000.

Result:	Passed
Moved by:	Schreiber
Seconded by:	Duquette
Voted Yes:	Ruehle, Dick, Schreiber, Duquette, Howarth
Voted No:	
Abstained:	
Absent:	Aispuro

Item Number:	8B Sidewalk Fee in Lieu of Construction

Mayor Grimm announced that, next on the agenda, information would be provided by City staff for Council discussion on a proposal to amend City Code 7-3-10-H and reduce the sidewalk in-lieu fee, followed by a presentation from the City's Civil Engineer, Brandon Staglund, who fielded questions from the Mayor and Council members. A proposed ordinance will be presented to Council at their next regular, or a near-future, meeting. Information only; no Council action.

Item Number:	8C Resolution 24-023
	Sandpoint Urban Area Transportation Plan

Mayor Grimm announced that, for the final item on the agenda, Council would consider accepting and adopting the final draft of the 2024 Urban Area Transportation Plan, completed by Aecomm, for the cities of Sandpoint, Kootenai, Dover and Ponderay, as well as Bonner County and the Local Highway Technical Assistance Council, followed by a presentation from Mr. Staglund, who fielded questions from the Mayor and Council members. A member of the public provided comments regarding this item.

Motion to approve the Resolution accepting and adopting the Sandpoint Urban Area Transportation Plan, with additional direction to staff to seek and request removal of reference to the East-West Connection Long Term Plan (Couplet), as reflected in the "Sandpoint" section of the chart under Appendix A – Project Ranking.

Result:	Passed
Moved by:	Schreiber
Seconded by:	Ruehle
Voted Yes:	Ruehle, Schreiber, Duquette, Howarth
Voted No:	Dick
Abstained:	
Absent:	Aispuro

9. Adjourn

With no further business on the agenda, the meeting was adjourned at 8:47 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by City Council on _____, 2024.

_____ Attest: _____

Jeremy Grimm, Mayor Melissa Ward, City Clerk

Council Chambers
City Hall
1123 W. Lake St.
Sandpoint, Idaho

April 24, 2024
5:30 p.m.
Special Meeting
Work Session

DRAFT

CITY COUNCIL AND PLANNING AND ZONING COMMISSION

Minutes

Call to Order & Roll Call

The meeting was called to order at 5:44 p.m. by City of Sandpoint Community Planning and Development Director Jason Welker in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Mr. Welker led all present in the Pledge of Allegiance.

Mr. Welker noted that the Sandpoint City Council and Sandpoint Planning and Zoning Commission were holding this special meeting for the purpose of a joint work session on the update to the Sandpoint Comprehensive Plan, that no final decisions would be made during the meeting, and members of the public would have an opportunity to comment, providing instructions for those who may wish to comment during the meeting.

With Chairman John Hastings and Vice Chairman Mose Dunkel absent, the Planning and Zoning Commissioners present nominated and elected Commissioner Amelia Boyd to preside for the Commission during the meeting. In addition to Commissioner Boyd, Commissioners Scott Torpie, Ivan Rimar, and Wayne Benner were present. In addition to Chairman Hastings and Vice Chairman Dunkel, Commissioner Grant Simmons was also absent. A quorum was confirmed.

With Mayor Jeremy Grimm and Council President Deb Ruehle absent at roll call, the City Council members present nominated and elected Councilor Joel Aispuro to preside for the Council in their absence. In addition to Councilor Aispuro, Councilors Justin Dick, Kyle Schreiber, and Pam Duquette were present. In addition to Mayor Grimm and Council President Ruehle, Councilor Howarth was also absent. A quorum was confirmed.

Mayor Grimm arrived at 6:20 p.m. during the discussion surrounding the addition of an item “F” under Goal 1 under Chapter 5.

Work Session

Mr. Welker and Mayor Grimm facilitated a review of the draft Plan, picking up at Chapter 5 and working through Goal 1F of Chapter 6, discussing with the Councilors and the Commissioners suggested amendments to some of the language within the Plan. Several members of the public in attendance provided comments, and written comments included with the draft were also reviewed, as requested by Council members.

Attached to these minutes as **Exhibit A** are the notes taken by City staff, encompassing the suggestions made during the work session.

The Mayor noted that additional meetings would be scheduled in the near future to continue review of the Plan, beginning with circling back to and beginning with Goal 1F under Chapter 6.

Adjourn

With no further business on the agenda, the meeting was adjourned at 8:06 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by City Council on _____.

_____ Attest: _____
Jeremy Grimm, Mayor Melissa Ward, City Clerk

Exhibit A

Notes taken by City staff, encompassing the suggestions made during the work session.

Councilors discussed and reached consensus on the following revisions to the draft document:

Chapter 4 - Future Land Use Map
Designate as Neighborhood Mixed Use (NMU) the area/strip of undeveloped lots directly along the east side of N. Boyer Ave. (the western edge of the former University of Idaho property), north of the railroad tracks to E. Mountain View Dr.

Chapter 5
It was suggested to add dates/date ranges to the portions of the Plan where statistics and data are provided in order to clarify and provide context as to when this information and these figures were generated.

Goal 1B: Change "short-term housing" to "seasonal housing".

Goal 1E: This goal should state, "Encourage development of single-family housing within traditional and medium density neighborhoods."

Under Goal 1, add an item F: "Explore alternative to parking requirements in order to provide a variety of housing types to a broad spectrum of income levels and age groups."

Reword the title/description of Goal 2, changing "households" to "workers".

Goal 2B: This goal should state, "Encourage workforce housing through various means, as allowed by law."

Goal 2C: Remove the word "accessory".

Goal 2D: This goal should state, "Coordinate regionally on a housing action plan focused on strategies for low and moderate income workers."

Under Goal 2, add an item F: "Consider alternate impact fee structures to promote diversity of home sizes and types."

Goal 3B: Replace the word "existing" with the word "all", to state "all neighborhoods."

Goal 3C: Add "as allowed by law" to the end of this goal.

Goal 3E: Add the word "all", to state "all neighborhoods."

Goal 3I: Add "through incentives and other accommodations" to the end of this goal.

Under Goal 4, add an item F: "Encourage green building and energy efficient design."

Chapter 6

On page 66 of the draft Plan, which discusses City corridors, add language to state, "In the long run, the City supports the feasibility of a western bypass for Highway 2."

Goal 1B: Add "without jeopardizing pedestrian safety" to the end of this goal.

Goal 1A: This goal should state, "Enhance access to businesses, shops, restaurants, and other destinations through off-street parking, a sufficient supply of car and bike parking, parking management solutions, and ensuring convenient, accessible parking areas for cars and bikes."

Goal 1E: This goal should state, "Balance the benefits of a limited number of approaches onto arterials with the benefits of gridded streets."

Goal 1F: Councilor Schreiber suggests modifying this goal to state, "Review roadway access standards", as opposed to continuing to require compliance with roadway access management standards as part of the development review process. Following discussion, Mayor Grimm relayed that he would consult the City's engineer before proposing this potential change to the group for consideration and seek to determine whether this goal actually needs to be included in the Plan, as it may be addressed in Code.

The meeting ended following the discussion regarding Goal 1F under Chapter 6. This is where the discussion and review will resume when the next work session is convened. Date to be determined.

CITY OF SANDPOINT INVOICE REGISTER
PAYABLE DATES OF: 04/18/2024 THROUGH 05/01/2024

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
Vendor: 95 EXPRESS LLC					
	1028	MONTHLY CAR WASH MEMBERSHIPS FOR POLICE AND FIRE- APR'24			$607.50
		POLICE SERVICES	SERVICES - AUTOMOTIVE - R&M	$562.50	
		FIRE SERVICES - SANDPOINT	SERVICES - AUTOMOTIVE - R&M	$45.00	
			Total For: 95 EXPRESS LLC		**$607.50**
Vendor: ACCURATE TESTING LABS LLC					
	137973	WTP: (5) BAC PRES/ABS TST			$150.00
		WATER TREATMENT SERVICES	TECH SERVICES - LABORATORY	$150.00	
	137833	WTP: ALKALINE/(3) TOC TST			$325.00
		WATER TREATMENT SERVICES	TECH SERVICES - LABORATORY	$325.00	
	137864	WWTP: DISSOLVED CARBON TST			$90.00
		WASTEWATER TREATMENT SERVICE	TECH SERVICES - LABORATORY	$90.00	
			Total For: ACCURATE TESTING LABS LLC		**$565.00**
Vendor: Adobe *800-833-6687					
	2727312496	ADOBE STANDARD 04/04/24 THRU 08/08/24			$62.42
		INFORMATION SERVICES	SOFTWARE/SAAS - PDF MANAGEMENT	$62.42	
	2733466735	ADOBE CREATIVE CLOUD 04/11/24 THRU 08/08/24			$354.06
		INFORMATION SERVICES	SOFTWARE/SAAS - PDF MANAGEMENT	$354.06	
			Total For: Adobe *800-833-6687		**$416.48**
Vendor: Alaska Air					
	T0030-72803341153223	T0030-ILETS CONF 04/29 THRU 05/01/24-TANIA RILEY			$306.20
		POLICE SERVICES	TRAINING AND TRAVEL	$306.20	
			Total For: Alaska Air		**$306.20**
Vendor: AMAZON.COM SALES, INC					
	111-5445651-0871405	PETUNIA FEED-FERTILIZER- HANGING BASKETS			$97.37
		PARK MAINTENANCE SERVICES	TURF/GROUND/TREE/PLANT SUPPLIES/EQU	$97.37	
			Total For: AMAZON.COM SALES, INC		**$97.37**
Vendor: Amzn Mktp Us					
	113-1555680-4239433	SUMMER SHORTS FOR CRO'S (1 PAIR TENNISON, 1 PAIR PARSEN, 2 PAIR BARMOR			$111.96
		POLICE SERVICES	UNIFORM & CLOTHING	$111.96	
	111-7648643-1706652	HD SWITCH - ZERO TURN MOWER PART - ALL PARKS			$96.89
		PARK MAINTENANCE SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$96.89	
	112-3263066-1960209	1-PRIVACY SCREEN FILTER; 1-NAME PLATE HOLDERS			$
		CENTRAL SERVICES	OFFICE SUPPLIES/EQUIPMENT	$73.98	

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
	112-8826483-0686639	LEVEL FOR NEW ENG TEC			$82.49
		CAPITAL & ENGINEERING SERVICES	OFFICE SUPPLIES/EQUIPMENT	$82.49	
	112-5480013-1194630	4-FILE FLDRS;1-SCISS;1-TAPE DISP;1-STAPLR;1-CLIPBRD;2-NOTEPAD;1-LABLMKR;4			$449.01
		CENTRAL SERVICES	OFFICE SUPPLIES/EQUIPMENT	$449.01	
	114-5009205-5194628	SPRAY PAINT, DUCT TAPE, TEFLON TAPE, PAINTERS TAPE, WHEEL BRUSH, SPRAY			$133.45
		FIRE SERVICES - SANDPOINT	FACILITY SUPPLIES	$133.45	
	112-4577505-8076241	HARD HAT FOR ENGNR TECH			$8.39
		CAPITAL & ENGINEERING SERVICES	OFFICE SUPPLIES/EQUIPMENT	$8.39	
	114-0470883-9325852	5 GALS CERAMIC DETAIL SPRAY			$135.00
		FIRE SERVICES - SANDPOINT	VEHICLE & MACH SUPPLIES/PARTS	$135.00	
	112-4418262-4837843	3 RING BINDER			$6.88
		POLICE SERVICES	OFFICE SUPPLIES/EQUIPMENT	$6.88	
	112-4291201-5388211	HANGING FILE FOLDER			$12.27
		CENTRAL SERVICES	OFFICE SUPPLIES/EQUIPMENT	$12.27	
	112-2822844-9509808	REC STAMP W/ DATE			$14.00
		RECREATION PROGRAM SERVICES	OFFICE SUPPLIES/EQUIPMENT	$14.00	
	112-3169005-1465861	TAPE RECORDER FOR HEATHER			$27.99
		INFORMATION SERVICES	OFFICE SUPPLIES/EQUIPMENT	$27.99	
	114-4590599-6702621	1 GAL ALUMINUM CLEANER			$38.97
		FIRE SERVICES - SANDPOINT	VEHICLE & MACH SUPPLIES/PARTS	$38.97	
	112-0168250-8037818	CALCULATOR RIBBONS			$8.00
		CENTRAL SERVICES	OFFICE SUPPLIES/EQUIPMENT	$8.00	
			Total For: Amzn Mktp Us		**$1,199.28**
Vendor: Arrow Const Supply Inc					
	520265	2-ALUMINUM SQUEEGEE			$260.00
		FIRE SERVICES - SANDPOINT	CLEANING SUPPLIES	$260.00	
			Total For: Arrow Const Supply Inc		**$260.00**
Vendor: ARROW CONSTRUCTION HOLDINGS, LLC					
	396489	ST: MARKING FOR DIVISION BIKE LN			$79.29
		STREET SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$79.29	
	395754	ST: (10) HIGH VIS SAFETY FLAGS			$84.37
		STREET SERVICES	TRAFFIC CONTROL SUPPLIES/EQUIPMENT	$84.37	
			Total For: ARROW CONSTRUCTION HOLDINGS, LLC		**$163.66**
Vendor: AUTO HAUS INC					
	3348	ST: SWEEPER AIR FILTER			$21.99
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$21.99	
	3308	SHOP: GLOVES & SHOP TOWELS			$47.99
		WATER DISTRIBUTION SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$15.99	
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$16.00	
		STREET SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$16.00	
			Total For: AUTO HAUS INC		**$69.98**
Vendor: Big 5 Sporting Goods 410					
	4068	NEW BALANCE SHOES - CRO - BARMORE			$

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
		POLICE SERVICES	UNIFORM & CLOTHING	$59.99	
			Total For: Big 5 Sporting Goods 410		**$59.99**
Vendor: BIG BELLY SOLAR LLC					
	587556594	DWNTWN TRSH BINS MAY'24			$5,779.55
		SANITATION COLLECTION SERVICE	MULTI-PURPOSE WASTE DISPOSAL/PORTAL	$5,779.55	
			Total For: BIG BELLY SOLAR LLC		**$5,779.55**
Vendor: BROWN'S NORTHSIDE					
	S158352	WD/ST: AIR FLTR, FUEL FLTR/FLANGE NUT			$238.73
		WATER DISTRIBUTION SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$234.65	
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$4.08	
	S158505	ST: LOADER FUEL SPIN-ON FLTR			$26.83
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$26.83	
			Total For: BROWN'S NORTHSIDE		**$265.56**
Vendor: BS&A SOFTWARE					
	152950	QTRLY PERMIT APP SUBMISSION-01/11 THRU 04/09/24			$282.00
		FINANCE SERVICES	SOFTWARE/SAAS - ERP-ENTERPRISE RESO	$282.00	
			Total For: BS&A SOFTWARE		**$282.00**
Vendor: CANON FINANCIAL SERVICES INC					
	32391813	MAINT/LEASE-COPIERS-APR'24 CNTRCT CHRG-MAR'24 USAGE			$513.88
		CENTRAL SERVICES	COPIER LEASE	$355.00	
		CENTRAL SERVICES	PHOTOCOPIES	$158.88	
			Total For: CANON FINANCIAL SERVICES INC		**$513.88**
Vendor: CENTURY WEST ENGINEERING CORP					
	248069	WATERMAIN BOYER & CHESTNUT-SRVCS THRU03/29/2024			$25,288.00
		WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUII	$25,288.00	
	248070	PVMNT REHAB - DESIGN- SRVCS THRU 03/29/24			$26,967.00
		STREET SERVICES CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARC	$18,876.90	
		WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUII	$8,090.10	
			Total For: CENTURY WEST ENGINEERING CORP		**$52,255.00**
Vendor: Clarb					
	INV-189192-D0M8N6	ANNUAL RENEWAL FEE 2024-MAEVE			$160.00
		PARKS/REC PLANNING & CULTURE SERV	EDUCATION/TRAINING SUPPLIES	$160.00	
			Total For: Clarb		**$160.00**
Vendor: CLIENTFIRST TECHNOLOGY CONSULTING					
	16349	GIS SUPPORT SERVICES MAR '24			$1,480.00
		INFORMATION SERVICES	TECH SERVICES - GIS SERVICES	$1,480.00	
			Total For: CLIENTFIRST TECHNOLOGY CONSULTING		**$1,480.00**
Vendor: COEUR D'ALENE TRACTOR CO					
	CDA-1077843	ASM-STEERING LINKAGE FOR ZERO TURN MOWER - ALL PARKS			$

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
		PARK MAINTENANCE SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$65.05	
			Total For: COEUR D'ALENE TRACTOR CO		**$65.05**
Vendor: CONSOLIDATED SUPPLY CO.					
	S011861645.001	SC: FROSTPROOF YARD HYDRANT			$187.57
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$187.57	
	S011858797.001	WD: BRASS COUPLINGS			$68.33
		WATER DISTRIBUTION SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$68.33	
	S011863422.001	WD: LEAD GATE VLV			$66.18
		WATER DISTRIBUTION SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$66.18	
	S011868306.001	WD: DUEL OUTLET FOR UOFI BUILDING			$627.65
		WATER DISTRIBUTION SERVICES	RETAIL/METER SUPPLIES/EQUIPMENT	$627.65	
	S011871125.001	WD: COUPLING PARTS			$191.00
		WATER DISTRIBUTION SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$191.00	
	S011874093.001	SC: CONCRETE NONSHRINK GROUT			$61.61
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$61.61	
			Total For: CONSOLIDATED SUPPLY CO.		**$1,202.34**
Vendor: CO-OP GAS & SUPPLY CO.					
	37449	SC: 60LBS PRE-MIX CONCRETE			$15.98
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$15.98	
	36517	FUEL CAN SPOUT REPLACEMENT-BEACH SHOP			$14.99
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$14.99	
	71406	SC: 50LBS CALCIUM CHLORIDE			$33.99
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$33.99	
			Total For: CO-OP GAS & SUPPLY CO.		**$64.96**
Vendor: CUMMINS INC					
	02-60498	ST: SWEEPER FUEL & LUBE FLTRS			$116.77
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$116.77	
	02-60578-C	CREDIT-ST: TAX ON SWEEPER FUEL & LUBE FLTRS - INV 02-60498			$(6.61)
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$(6.61)	
			Total For: CUMMINS INC		**$110.16**
Vendor: Delta Air					
	T0017-0062225318524	T0017-AIRFARE TO 2024 MAIN ST NOW CONF-05/06 THRU 05/08/24			$655.20
		CENTRAL SERVICES	TRAINING AND TRAVEL	$655.20	
	T0025-72803306427024	T0025-RESEARCH TRIP-TRAVERS PK-APR'24			$697.70
		UNCLASSIFIED	SUSPENSE ACCOUNT	$697.70	
	T0026-H6FLYI	T0026-RESEARCH TRIP-TRAVERS PARK-APR'24			$936.20
		UNCLASSIFIED	SUSPENSE ACCOUNT	$936.20	
	T0027-H58T4M	T0027-RESEARCH TRIP-TRAVERS PK-APR'24			$936.20
		UNCLASSIFIED	SUSPENSE ACCOUNT	$936.20	
			Total For: Delta Air		**$3,225.30**
Vendor: DREAMLAND SKATEPARKS LLC					
	04112024-APP 6	ALL WHEELED SKATEPARK-TRAVERS PARK-APR'24			$18,6

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
		PARK MAINTENANCE SERVICES	CAPITAL IMPROVEMENTS - IMPACT PARKS	$15,299.40	
		PARK MAINTENANCE SERVICES	CAPITAL IMPROVEMENTS OTHER THAN BUII	$3,320.60	
			Total For: DREAMLAND SKATEPARKS LLC		**$18,620.00**
Vendor: EAGLE DRUG AND ALCOHOL TESTING LLC					
	101182	RANDOM ALCOHOL/DRUG TESTING X6(PARKS-1, STREETS-1,POLICE-1, WD/SC-3) M			$210.00
		POLICE SERVICES	OTHER PROF SERVICE - MEDICAL	$25.00	
		PARK MAINTENANCE SERVICES	OTHER PROF SERVICE - MEDICAL	$55.00	
		WASTEWATER COLLECTION SERIVCE	OTHER PROF SERVICE - MEDICAL	$37.50	
		WATER DISTRIBUTION SERVICES	OTHER PROF SERVICE - MEDICAL	$37.50	
		STREET SERVICES	OTHER PROF SERVICE - MEDICAL	$55.00	
			Total For: EAGLE DRUG AND ALCOHOL TESTING LLC		**$210.00**
Vendor: ELIJAH BARD					
	710047037-REIMB	REIMB-PURCH 2 SEAT BELT EXT-PATROL VEHICLE-E BARD			$42.98
		POLICE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$42.98	
			Total For: ELIJAH BARD		**$42.98**
Vendor: ELITE TIRE & SUSPENSION INC					
	140354	ST: SWEEPER TIRE/DSPSAL/MOUNT			$567.81
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$567.81	
			Total For: ELITE TIRE & SUSPENSION INC		**$567.81**
Vendor: ENVIRO-CLEAN EQUIPMENT					
	24-62751	WD: VACTRK GASKET/(2) HOSE			$366.93
		WATER DISTRIBUTION SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$366.93	
	24-62765	WD: VACTRK REDUCER WELDMENT			$402.86
		WATER DISTRIBUTION SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$402.86	
			Total For: ENVIRO-CLEAN EQUIPMENT		**$769.79**
Vendor: EPIC LAND SOLUTIONS INC					
	0324-1416	GN ROAD ROW SVCS THRU 03/31/24			$5,851.77
		STREET SERVICES CAPITAL & PROJECTS	TECH SVS - SRVY/INSPCT/ASSESS/MONITOF	$4,532.78	
		WATER CAPITAL PROJECTS	TECH SVS - SRVY/INSPCT/ASSESS/MONITOF	$644.87	
		WASTEWATER CAPITAL PROJECTS	TECH SVS - SRVY/INSPCT/ASSESS/MONITOF	$674.12	
			Total For: EPIC LAND SOLUTIONS INC		**$5,851.77**
Vendor: FASTENAL COMPANY					
	IDCOE198407	WD/SC: LOCATE PAINT			$307.51
		WATER DISTRIBUTION SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$153.75	
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$153.76	
			Total For: FASTENAL COMPANY		**$307.51**
Vendor: FFION SOLTIS					
	22-00385.12	UB REFUND FOR ACCOUNT: 22-00385.12			$45.33
		UNCLASSIFIED	UTILITY BILLING OVERPAYMENTS	$45.33	
			Total For: FFION SOLTIS		**$**

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
Vendor: FORTE					
	0011869106	CREDIT CARD TRANSACTION FEES - MAR'24			$3,464.59
		PARK MAINTENANCE SERVICES	CREDIT CARD SERVICE	$74.63	
		GOVERNMENT BUILDING SERVICES	CREDIT CARD SERVICE	$31.53	
		RECREATION PROGRAM SERVICES	CREDIT CARD SERVICE	$62.99	
		PARK MAINTENANCE SERVICES	CREDIT CARD SERVICE	$12.15	
		PARK MAINTENANCE SERVICES	CREDIT CARD SERVICE	$3,173.75	
		SANDPOINT RV PARK	CREDIT CARD SERVICE	$105.78	
		RECREATION PROGRAM SERVICES	CREDIT CARD SERVICE	$3.76	
				Total For: FORTE	**$3,464.59**
Vendor: FRANK FOX					
	23-03300.04	UB REFUND FOR ACCOUNT: 23-03300.04			$101.08
		UNCLASSIFIED	UTILITY BILLING OVERPAYMENTS	$101.08	
				Total For: FRANK FOX	**$101.08**
Vendor: FREIGHTLINER NORTHWEST					
	PC001612519:01	ST: SWEEPER FUEL FILTER			$54.11
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$54.11	
				Total For: FREIGHTLINER NORTHWEST	**$54.11**
Vendor: GIL MORRIS					
	04-02790.01	UB REFUND FOR ACCOUNT: 04-02790.01			$33.12
		UNCLASSIFIED	UTILITY BILLING OVERPAYMENTS	$33.12	
				Total For: GIL MORRIS	**$33.12**
Vendor: GINNO CONSTRUCTION CO					
	2310-12 (REV2)	PH 1 - CM/GC AND CONST SRVCS 03/01/24-03/31/24			$260,850.37
		JAMES E. RUSSELL SPORTS CENTER	CAPITAL CONSTRUCTION SERVICES - BUILD	$75,430.00	
		JAMES E. RUSSELL SPORTS CENTER	CAPITAL CONSTRUCTION SERVICES - BUILD	$128,768.45	
		JAMES E. RUSSELL SPORTS CENTER	CAPITAL CONSTRUCTION SERVICES - BUILD	$56,651.92	
				Total For: GINNO CONSTRUCTION CO	**$260,850.37**
Vendor: GLAHE & ASSOCIATES INC					
	14304	DIVISION AVE SURVEY TOPO WORK THRU 4/6/24			$3,945.00
		STREET SERVICES CAPITAL & PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUI	$3,945.00	
				Total For: GLAHE & ASSOCIATES INC	**$3,945.00**
Vendor: GMP CONSULTANTS LLC					
	24-253	RECRUIT SRVCS-UTILITY DIR-JOB VACANCY- 1 OF 3			$3,083.33
		UTILITIES ADMINISTRATION SERVICES	OTHER PROF SERVICE - HUMAN RESOURCE	$3,083.33	
				Total For: GMP CONSULTANTS LLC	**$3,083.33**
Vendor: GREASY FINGERS BIKES N REPAIR					
	23-01580.02	UB REFUND FOR ACCOUNT: 23-01580.02			$223.15
		UNCLASSIFIED	UTILITY BILLING OVERPAYMENTS	$223.15	
				Total For: GREASY FINGERS BIKES N REPAIR	**$2**

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
Vendor: GRIPTION TIRES INC					
	64825	FLAT REPAIR - LAWN TIRE - ALL PARKS			$25.00
		PARK MAINTENANCE SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$25.00	
			Total For: GRIPTION TIRES INC		**$25.00**
Vendor: HALEE MICHELLE SABOURIN					
	22-01696.05	UB REFUND FOR ACCOUNT: 22-01696.05			$118.90
		UNCLASSIFIED	UTILITY BILLING OVERPAYMENTS	$118.90	
			Total For: HALEE MICHELLE SABOURIN		**$118.90**
Vendor: IDAHO DEPT OF LABOR					
	0007008414-042224	UNEMPLOYMENT BENEFITS TAX REPORT DUES JAN'24 THRU MAR'24			$6,028.71
		UNCLASSIFIED	STATE UNEMPLOYMENT INSURANCE	$6,028.71	
			Total For: IDAHO DEPT OF LABOR		**$6,028.71**
Vendor: INSIGHT DISTRIBUTING INC					
	0498652-IN	SHOP: (2) CASE 24 ROLL PPR TWL			$97.90
		WATER DISTRIBUTION SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$32.63	
		STREET SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$32.63	
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$32.64	
			Total For: INSIGHT DISTRIBUTING INC		**$97.90**
Vendor: JONATHAN GRIMM					
	04172024-REIMB	MILEAGE REIMB-J.GRIMM-AIC DISTRICT MEETINGS			$59.23
		MAYOR'S OFFICE	TRAINING AND TRAVEL	$59.23	
			Total For: JONATHAN GRIMM		**$59.23**
Vendor: KELLER ASSOCIATES INC					
	0240745	BRIDGE ST REHAB DSGN SVCS 02/25/24 THRU 03/31/24			$9,150.00
		STREET SERVICES CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARC	$9,150.00	
			Total For: KELLER ASSOCIATES INC		**$9,150.00**
Vendor: KODIAK ADVERTISING					
	2912	ALIVIA, KATE & KELLY NAMETAGS FOR FRONT DESKS			$114.00
		BUILDING INSPECTION SERVICES	OFFICE SUPPLIES/EQUIPMENT	$38.00	
		UTILITIES ADMINISTRATION SERVICES	OFFICE SUPPLIES/EQUIPMENT	$38.00	
		COMMUNITY DEVELOPMENT ADMINISTRA	OFFICE SUPPLIES/EQUIPMENT	$38.00	
			Total For: KODIAK ADVERTISING		**$114.00**
Vendor: Kokanee Coffee And Roast					
	100008	COFFEE FOR CITY HALL			$10.99
		CENTRAL SERVICES	SUSTENANCE/FOOD	$10.99	
			Total For: Kokanee Coffee And Roast		**$10.99**
Vendor: Krispy Kreme #1112					
	057610	DONUTS FOR COFFEE BREAK APR'24			$
		CENTRAL SERVICES	SUSTENANCE/FOOD	$44.90	

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
			Total For: Krispy Kreme #1112		**$44.90**
Vendor: LES SCHWAB TIRE CENTER					
	10800818347	REPL BOTH FRNT LWR CNTRL ARMS; SWAY BAR BUSHING - SPD7			$535.17
		POLICE SERVICES	SERVICES - AUTOMOTIVE - R&M	$535.17	
			Total For: LES SCHWAB TIRE CENTER		**$535.17**
Vendor: LIPPERT EXCAVATION & PIPELINE INC					
	19912	WD: SERVICES FOR LAVINA PROJECT			$5,231.93
		WATER DISTRIBUTION SERVICES	SERVICES - INFRASTRUCTURE - R&M	$5,231.93	
			Total For: LIPPERT EXCAVATION & PIPELINE INC		**$5,231.93**
Vendor: LOW KEY SERVICES LLC					
	9264	SHOP: SVCS ON SHOP COMPRESSOR			$390.72
		WASTEWATER COLLECTION SERIVCE	SERVICES - EQUIPMENT - R&M	$130.24	
		WATER DISTRIBUTION SERVICES	SERVICES - EQUIPMENT - R&M	$130.24	
		STREET SERVICES	SERVICES - EQUIPMENT - R&M	$130.24	
			Total For: LOW KEY SERVICES LLC		**$390.72**
Vendor: LYNN HOUSTON					
	07-01070.02	UB REFUND FOR ACCOUNT: 07-01070.02			$28.01
		UNCLASSIFIED	UTILITY BILLING OVERPAYMENTS	$28.01	
			Total For: LYNN HOUSTON		**$28.01**
Vendor: MALORIE REID					
	03212024 - ART	STIPEND FOR WE GO ROUND PLAYGROUND EQUIPMENT - TRAVERS PARK			$1,000.00
		PARK MAINTENANCE SERVICES	CAPITAL IMPROVEMENTS OTHER THAN BUII	$1,000.00	
			Total For: MALORIE REID		**$1,000.00**
Vendor: NAPA AUTO PARTS					
	179740	WWTP: SURFACE CLEANER/BREAK CLEANER			$121.46
		WASTEWATER TREATMENT SERVICE	CLEANING SUPPLIES	$121.46	
	180702	2)QT 15W40, 1)GAL 15W40 OIL-TORO MOWER-ALL PARKS			$27.05
		PARK MAINTENANCE SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$27.05	
			Total For: NAPA AUTO PARTS		**$148.51**
Vendor: NATIONAL BARRICADE OF SPOKANE					
	218760	ST: ST SIGN BASES			$1,448.55
		STREET SERVICES	SIGNAGE SUPPLIES/EQUIPMENT	$1,448.55	
			Total For: NATIONAL BARRICADE OF SPOKANE		**$1,448.55**
Vendor: National Main Stree					
	T0017-04082024	T0017-MAIN STREETS CONF REG-05/06 THRU 05/08/24			$565.00
		CENTRAL SERVICES	TRAINING AND TRAVEL	$565.00	
			Total For: National Main Stree		**$565.00**
Vendor: Nms Labs					
	1235816 & 1238384	DRUG TESTING FOR THC ID & CANNABINOID QTY-SPD CASE #23-021245			$691.00

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
		POLICE SERVICES	TECH SERVICES - LABORATORY	$691.00	
			Total For: Nms Labs		**$691.00**
Vendor: NORTH 40 OUTFITTERS					
	44493/B	WWTP: 2 GAL WEEDKILLER/SPRAYER			$64.98
		WASTEWATER TREATMENT SERVICE	FACILITY SUPPLIES	$64.98	
	044480/B	TRIMMER LINE - ROW			$34.99
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$34.99	
	044508/B	SHOP: VEHICLE CONVOLUTED TUBING			$29.95
		WATER DISTRIBUTION SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$9.98	
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$9.99	
		WASTEWATER COLLECTION SERIVCE	VEHICLE & MACH SUPPLIES/PARTS	$9.98	
	044498/B	WD: (2) CAR PLUG ACCESSORY			$3.98
		WATER DISTRIBUTION SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$3.98	
			Total For: NORTH 40 OUTFITTERS		**$133.90**
Vendor: NORTHERN SAFETY CO INC					
	906148748	LATEX GLOVES; PROT COVERALL; EYEWEAR - PARKS			$607.27
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$166.80	
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$33.36	
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$119.50	
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$73.20	
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$134.16	
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$24.21	
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$56.04	
	906151347	5 PR-EAR PLUGS-PARKS			$1.79
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$1.79	
	906156514	EARPLUGS; RAD BAND HEARING PROTECTOR - PARKS			$200.04
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$157.84	
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$42.20	
			Total For: NORTHERN SAFETY CO INC		**$809.10**
Vendor: Onestepgpscom					
	1363018	PLUG-IN GPS DEVICES - APR '24			$195.30
		POLICE SERVICES	TECH SERVICES - PUBLIC SAFETY MISC	$195.30	
			Total For: Onestepgpscom		**$195.30**
Vendor: OTIS ELEVATOR COMPANY					
	100401531079	ELEVATOR SVCS @ WTP 5/1/24-4/30/25			$1,334.76
		WATER TREATMENT SERVICES	SERVICES - BUILDING - R&M	$1,334.76	
			Total For: OTIS ELEVATOR COMPANY		**$1,334.76**
Vendor: OXARC INC					
	0032054943	WWTP:YRLY S02 AT WWTP			$1,281.01
		WASTEWATER TREATMENT SERVICE	CHEMICAL SUPPLIES	$1,281.01	
	0032055387	WWTP: CHEM CONTAINER DPST RTRN			$(1)
		WASTEWATER TREATMENT SERVICE	CHEMICAL SUPPLIES	$(150.00)	

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
			Total For: OXARC INC		**$1,131.01**
Vendor: PASSPORT LABS INC					
	INV-1044776	PARKING TICKET PROCESSING FEE; MAR '24			$2,008.56
		POLICE SERVICES	TECH SERVICES - PUBLIC SAFETY TICKETIN	$2,008.56	
			Total For: PASSPORT LABS INC		**$2,008.56**
Vendor: PEAK SAND & GRAVEL INC					
	97166	2.39 TON TOP SOIL - GREAT NORTHERN			$54.37
		PARK MAINTENANCE SERVICES	TURF/GROUND/TREE/PLANT SUPPLIES/EQU	$54.37	
			Total For: PEAK SAND & GRAVEL INC		**$54.37**
Vendor: Py *national Main Street					
	293	MAIN ST AMERICA GEN MEMBERSHIP 2024 - HEATHER UPTON			$295.00
		CENTRAL SERVICES	LICENSES/DUES & SUBSCR (JOB RELATED)	$295.00	
			Total For: Py *national Main Street		**$295.00**
Vendor: Red Lion Boise Downtow					
	T0024-142869112	T0024-SPRING IRWA CONF HOTEL-WES ALBIN			$340.00
		WASTEWATER COLLECTION SERIVCE	TRAINING AND TRAVEL	$340.00	
	T0022-142417591	T0022-SPRING IRWA CONF-ROD BERGET			$347.00
		WATER DISTRIBUTION SERVICES	TRAINING AND TRAVEL	$173.50	
		WASTEWATER COLLECTION SERIVCE	TRAINING AND TRAVEL	$173.50	
	T0023-142869129	T0023-SPRING IRWA CONF HOTEL-JOE HIGGINS			$340.00
		WATER DISTRIBUTION SERVICES	TRAINING AND TRAVEL	$340.00	
			Total For: Red Lion Boise Downtow		**$1,027.00**
Vendor: RMT EQUIPMENT					
	P26430	PARTS FOR JACOBSON MOWER - ALL PARKS			$380.55
		PARK MAINTENANCE SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$380.55	
			Total For: RMT EQUIPMENT		**$380.55**
Vendor: Safeway #0350					
	034353449090	BAGELS, FRUIT, SPOONS FOR COFFEE BREAK-APR'24			$31.91
		CENTRAL SERVICES	SUSTENANCE/FOOD	$31.91	
			Total For: Safeway #0350		**$31.91**
Vendor: SANDPOINT BUILDING SUPPLY					
	2463041	CEDAR 2X4 FOR CENTENNIAL DECK - SPORTS COMPLEX			$35.88
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$35.88	
			Total For: SANDPOINT BUILDING SUPPLY		**$35.88**
Vendor: SANDPOINT SUPER DRUG					
	23352/1	3) TRASH CAN 32 GAL GREEN ACE, VINYL HOSE WASHER - BEACH			$83.66
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$83.66	
	23353/1	3) TRASH CAN 32 GAL GREEN ACE - BEACH			$
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$80.97	

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
	23357/1	SHOP: RUST STOP SPRAY			$12.58
		WATER DISTRIBUTION SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$4.19	
		STREET SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$4.19	
		WASTEWATER COLLECTION SERIVCE	VEHICLE & MACH SUPPLIES/PARTS	$4.20	
	23246/1	SC: (2) 3" CHIP BRUSH			$4.66
		WASTEWATER COLLECTION SERIVCE	TOOLS	$4.66	
			Total For: SANDPOINT SUPER DRUG		**$181.87**
Vendor: SANDPOINT URBAN RENEWAL AGENCY					
	041724-SURA	MAR'24 TAX RECEIPTS COLLECTED			$70,340.58
		UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - DC	$67,029.45	
		UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - NC	$703.15	
		UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - NC	$288.22	
		UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - NC	$2,319.76	
			Total For: SANDPOINT URBAN RENEWAL AGENCY		**$70,340.58**
Vendor: SELKIRK GLASS & CABINETS INC					
	39387	DOOR PIVOT - BEACH CONCESSIONS			$53.50
		CITY BEACH CONCESSIONS SERVICES	FACILITY SUPPLIES	$53.50	
			Total For: SELKIRK GLASS & CABINETS INC		**$53.50**
Vendor: SELKIRK PRESS INC					
	20585	2000 WITNESS STATEMENT FORMS (40 PADS OF 50) - PATROL			$145.00
		POLICE SERVICES	PRINTING AND BINDING	$145.00	
			Total For: SELKIRK PRESS INC		**$145.00**
Vendor: SEW PRO 2					
	1627-40	HEM UNIFORM PANTS - KINGERY			$18.00
		POLICE SERVICES	UNIFORM & CLOTHING	$18.00	
			Total For: SEW PRO 2		**$18.00**
Vendor: SMS AUTOMOTIVE & MARINE INC					
	2044	INSTALL GUN LOCK/CARGO CABINET-PRISONER PARTITION-SPD20			$1,134.00
		POLICE SERVICES	SERVICES - AUTOMOTIVE - R&M	$1,134.00	
	2046	PROGRAM & TROUBLESHOOT CAMERA SYSTEM-SPD10			$157.50
		POLICE SERVICES	SERVICES - AUTOMOTIVE - R&M	$157.50	
	2074	SP20 TAHOE - WATCHGUARD VIDEO-CAMERA SYSTEM INSTALLED & REMOVAL OF			$1,012.25
		POLICE SERVICES	SERVICES - AUTOMOTIVE - R&M	$1,012.25	
			Total For: SMS AUTOMOTIVE & MARINE INC		**$2,303.75**
Vendor: SOUTH FORK HARDWARE (PARKS)					
	372737	NUTS & BOLTS - MOWER - ALL PARKS			$9.19
		PARK MAINTENANCE SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$9.19	
	372761	2) BKNGSODA, SPRAYER - WEED KILLER BEACH			$25.57
		PARK MAINTENANCE SERVICES	TURF/GROUND/TREE/PLANT SUPPLIES/EQU	$25.57	
	372583	2) CABLE TIES - TENNIS WINDSCREEN - SPORTS COM			$
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$36.48	

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
	372596	TWINE - REPAIR NET - MEMORIAL			$6.99
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$6.99	
	372644	2) PVC PARTS FOR SLOP SINK - SPORTS COM			$14.58
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$14.58	
	372837	PRIMER - MEMORIAL FIELD			$7.29
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$7.29	
	372846	8) NTS & BLTS, 6 KY ACCESSORIES - BEACH			$32.26
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$32.26	
	372856	WEED PULLER, KNEE PAD - BEACH			$24.98
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$24.98	
	371834	2 PK MOUSE TRAPS - CITY HALL			$4.98
		GOVERNMENT BUILDING SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$4.98	
	372043	KNEE PAD 15X20X1 - CITY BEACH			$15.99
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$15.99	
	371536	70)NUTS & BOLTS - PATHWAY SIGNS			$21.90
		PARK MAINTENANCE SERVICES	ROADWAY/PATH SUPPLIES/EQUIPMENT	$21.90	
	371711	2) 9V BATTERY - IRRIGATION CLOCKS			$39.98
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$39.98	
	371776	30 CT 13 GAL BAGS; 6.6 GAL GARBAGE CAN - CITY HALL			$25.98
		GOVERNMENT BUILDING SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$25.98	
	371820	STOVE PIPE; STAPLES; NUTS & BOLTS; BULBS; PAINT FOR TARGETS- RANGE			$185.89
		RECREATION PROGRAM SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$185.89	
	372307	GT3 CNNCTR, BARB CPLING, T-FITTING, BRASS ELBOW - SHOOTING RANGE			$52.95
		RECREATION PROGRAM SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$52.95	
	372402	2) 8" CABLE TIE, 2) 18" CABLE TIE - SPORTS COMPLEX			$77.96
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$77.96	
	372339	3/4 X1/2 BRASS HEX NIPPLE - SPORTS COMPLEX TRAV HOT WATER			$8.09
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$8.09	
	371828	16 PK BATTERY AA - SPORTS COMPLEX			$19.49
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$19.49	
	372115	SCKT UNIV ADP 3PC SET - BEACH SHOP TOOLS			$15.99
		PARK MAINTENANCE SERVICES	TOOLS	$15.99	
	372178	15 PK 55 GALBLK LINER - CITY HALL			$18.99
		GOVERNMENT BUILDING SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$18.99	
			Total For: SOUTH FORK HARDWARE (PARKS)		**$645.53**
Vendor: SOUTH FORK HARDWARE (POLICE)					
	371759	1- 9VOLT BATTERY - DOOR OPENER AT FILTER PLANT			$6.99
		POLICE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$6.99	
			Total For: SOUTH FORK HARDWARE (POLICE)		**$6.99**
Vendor: SOUTH FORK HARDWARE (PUB WKS)					
	372142	SHOP:TOILET CHAIN/LEVER			$15.58
		STREET SERVICES	FACILITY SUPPLIES	$5.19	
		WATER DISTRIBUTION SERVICES	FACILITY SUPPLIES	$5.19	
		WASTEWATER COLLECTION SERIVCE	FACILITY SUPPLIES	$5.20	
	371993	WWTP: (2) CERAMIC HEATER			$65.98

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
		WASTEWATER TREATMENT SERVICE	FACILITY SUPPLIES	$65.98	
			Total For: SOUTH FORK HARDWARE (PUB WKS)		**$81.56**
Vendor: SPOKANE HOUSE OF HOSE INC					
	1056516	WD: VAC-TRK HOSES			$789.00
		WATER DISTRIBUTION SERVICES	VEHICLE & MACH SUPPLIES/PARTS	$789.00	
			Total For: SPOKANE HOUSE OF HOSE INC		**$789.00**
Vendor: Sq *awardmasters					
	03-348	CHESS-14 MEDALS CHESS FESTIVAL 2024			$81.20
		RECREATION PROGRAM SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$81.20	
			Total For: Sq *awardmasters		**$81.20**
Vendor: STONEWAY ELECTRIC SUPPLY					
	S104341614.001	ST: BULBS FOR ST LIGHTS			$25.59
		STREET SERVICES	STREET LIGHTING SUPPLIES/EQUIPMENT	$25.59	
	S104345583.001	WD:(50)1/2" CONDUIT FOR MTR BOXES			$40.59
		WATER DISTRIBUTION SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$40.59	
	S104341409.001	200) WIRENUT CONNECTORS - IRRIGATION REPAIR			$20.07
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$20.07	
			Total For: STONEWAY ELECTRIC SUPPLY		**$86.25**
Vendor: SUN RENTAL CENTER INC					
	291090	PRESSURE WASHER W/HOSE RENTAL - LAKEVIEW TENNIS CLEANING			$210.00
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$210.00	
	291255	JOHN DEERE ROTARY TILLER 4HRS - SPORTS COMPLEX			$119.00
		PARK MAINTENANCE SERVICES	RENTAL OF EQUIPMENT AND VEHICLES	$119.00	
	291163	SOD CUTTER 6HRS, RAMPS 6HRS - SPORTS COMPLEX			$108.56
		PARK MAINTENANCE SERVICES	RENTAL OF EQUIPMENT AND VEHICLES	$108.56	
	291316	ROTARY TILLER 3HRS - SPORTS COMPLEX			$119.00
		PARK MAINTENANCE SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$119.00	
			Total For: SUN RENTAL CENTER INC		**$556.56**
Vendor: TANIA RILEY					
	T0030-PERDIEM	T0030-PER DIEM-ILETS TRAINING-BOISE-04/29 THRU 05/01/24			$203.50
		POLICE SERVICES	TRAINING AND TRAVEL	$203.50	
			Total For: TANIA RILEY		**$203.50**
Vendor: The Home Depot #1810					
	064557/8041416	WATER FILTER - CITY HALL			$49.98
		GOVERNMENT BUILDING SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$49.98	
	WM64824518	DISHWASHER, PARTS KIT & ADAPTER			$753.98
		FIRE SERVICES - SANDPOINT	FACILITY SUPPLIES	$753.98	
	015586/7010301	SC: MORTAR & CONCRETE-MANHOLE REPAIR			$44.11
		WASTEWATER COLLECTION SERIVCE	OPERATIONAL SUPPLIES/EQUIPMENT	$44.11	
			Total For: The Home Depot #1810		**$8**
Vendor: The Ups Store 1829					

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
	756773020001	RETURN SHIPPING-UNIFORM BOOTS-CASSIDY & LILE			$59.56
		FIRE SERVICES - SANDPOINT	UNIFORM & CLOTHING	$59.56	
			Total For: The Ups Store 1829		**$59.56**
Vendor: VERIZON WIRELESS					
	9962119027	364493509-00002 WRL PHN/DATA CHGS-PW-APR '24			$485.67
		WATER TREATMENT SERVICES	TELEPHONE - WIRELESS	$40.01	
		WATER DISTRIBUTION SERVICES	TELEPHONE - WIRELESS	$100.83	
		WASTEWATER TREATMENT SERVICE	TELEPHONE - WIRELESS	$41.63	
		WASTEWATER COLLECTION SERIVCE	TELEPHONE - WIRELESS	$303.20	
	9962119028	364493509-00003 WIRELESS PHONE/DATA CHGS- APR '24			$41.63
		FIRE SERVICES - SANDPOINT	TELEPHONE - WIRELESS	$41.63	
			Total For: VERIZON WIRELESS		**$527.30**
Vendor: WELLS FARGO BANK					
	9019221100-C	CREDIT-TAX PAID - WTP: PIGTALE CONNCTR INV#9019070887			$(186.97)
		WATER TREATMENT SERVICES	OPERATIONAL SUPPLIES/EQUIPMENT	$(186.97)	
	4067-CREDIT	CREDIT - NEW BALANCE SHOES - BARMORE			$(63.59)
		POLICE SERVICES	UNIFORM & CLOTHING	$(63.59)	
			Total For: WELLS FARGO BANK		**$(250.56)**
Vendor: WILLIAMS SCOTSMAN INC					
	9020728873	WWTP: MODULAR RNTL 04/19/24 THRU 05/18/24			$1,211.43
		WASTEWATER TREATMENT SERVICE	RENTAL OF LAND AND BUILDING	$785.40	
		WASTEWATER TREATMENT SERVICE	RENTAL OF LAND AND BUILDING	$19.64	
		WASTEWATER TREATMENT SERVICE	RENTAL OF LAND AND BUILDING	$206.26	
		WASTEWATER TREATMENT SERVICE	RENTAL OF LAND AND BUILDING	$22.00	
		WASTEWATER TREATMENT SERVICE	RENTAL OF LAND AND BUILDING	$5.00	
		WASTEWATER TREATMENT SERVICE	RENTAL OF LAND AND BUILDING	$70.00	
		WASTEWATER TREATMENT SERVICE	RENTAL OF LAND AND BUILDING	$103.13	
			Total For: WILLIAMS SCOTSMAN INC		**$1,211.43**
Vendor: Yokes Fresh Market					
	010554	JUICE, YOGURT, CREAM CHEESE - COFFEE BREAK - APR'24			$40.05
		CENTRAL SERVICES	SUSTENANCE/FOOD	$40.05	
			Total For: Yokes Fresh Market		**$40.05**
Vendor: ZIPLY FIBER					
	5035-041324	208-265-5035-032709-5 PHONE CHGS-APR '24			$59.97
		WASTEWATER COLLECTION SERIVCE	TELEPHONE - LANDLINE & OTHER	$59.97	
	6708-042224	208-263-6708-072417-5 PHONE CHGS - CITY HALL- APR '24			$100.00
		INFORMATION SERVICES	TELEPHONE - LANDLINE & OTHER	$100.00	
	0918-042224	208-265-0918-011609-5 PHONE CHGS - FISHBACK- APR'24			$59.97
		WASTEWATER COLLECTION SERIVCE	TELEPHONE - LANDLINE & OTHER	$59.97	
	1464-042224	208-255-1464-051600-5 PHONE CHGS - CITYHALL- APR '24			$[illegible]
		WASTEWATER COLLECTION SERIVCE	TELEPHONE - LANDLINE & OTHER	$194.99	
		WASTEWATER TREATMENT SERVICE	TELEPHONE - LANDLINE & OTHER	$58.49	

Vendor Name	Invoice Number	Invoice Description / Service Area Description	GL Number Description	Line Item Amount	Invoice Amount
		CITY BEACH CONCESSIONS SERVICES	TELEPHONE - LANDLINE & OTHER	$58.49	
		RECREATION PROGRAM SERVICES	TELEPHONE - LANDLINE & OTHER	$58.50	
		POLICE SERVICES	TELEPHONE - LANDLINE & OTHER	$58.49	
		WATER TREATMENT SERVICES	TELEPHONE - LANDLINE & OTHER	$194.98	
		STREET SERVICES	TELEPHONE - LANDLINE & OTHER	$19.56	
	6269-042224	208-001-6269-112195-5 PHONE CHGS - 911 TRANSFER- APR'24			$13.80
		POLICE SERVICES	TELEPHONE - LANDLINE & OTHER	$13.80	
				Total For: ZIPLY FIBER	**$877.24**

04/26/2024	City of Sandpoint Payroll Breakdown for April 2024						
	Employee Benefit Compensation Report						
	4/1/2024 To 4/30/2024						
Employee ID	**WAGES Employer Total**	**SUPPLEMENTAL Employer Total**	**DENTAL Employer Total**	**MEDICAL Employer Total**	**TAXES Employer Total**	**RETIREMENT Employer Total**	**Employer Total**
Grand Totals	**622,865.41**	**17,103.04**	**3,870.00**	**96,921.03**	**41,956.09**	**83,771.57**	**866,487.14**

Payables Total:$ 479,251.44
April 1-30, 2024 Payroll:$ 866,487.14
Grand Total:$ 1,345,738.58

Signature: _____ Date: _____

Printed Name: _____

City of Sandpoint

Financial Report on Cash and Investment Transactions

March 31, 2024

FUND	BALANCE 2/29/24	DEBIT	CREDIT	BALANCE 3/31/24
General Fund Undesignated	8,593,153	2,273,914	2,679,642	8,187,426
General Fund Designated - Reserves	7,359,806	-	-	7,359,806
General Fund Designated - Other	1,805,456	66,430	342,535	1,529,351
Special Revenue:				
Fiber	81,623	10,441	-	92,064
Impact Fees	2,602,839	23,403	24,188	2,602,055
Recreation	464,075	8,590	10,200	462,465
Park Capital Improvement	6,676,274	1,752,402	1,805,651	6,623,025
Enterprise:				
Sanitation	472,388	70,309	71,814	470,883
Water	6,035,777	377,836	361,898	6,051,714
Water - Reserve Capital	9,829,301	64,232	408,078	9,485,456
Water - Reserve Watershed Protection	558,801	9,889	9,060	559,630
Water - Restricted	132,774	412	-	133,186
Wastewater	4,768,181	556,230	313,126	5,011,286
Wastewater - Reserve I&I Collection	1,813,820	7,920	-	1,821,741
Wastewater - Reserve Capital	11,308,573	76,237	70,067	11,314,743
Water and Wastewater Debt Service	944,742	386,365	382,240	948,868
Fiduciary:				
LID Guarantee	36,776	161	-	36,937
LID Combined	204,829	1,673	-	206,503
Payroll Benefit Clearing	524,848	621,289	321,788	824,348
GRAND TOTAL	64,214,038	6,307,734	6,800,287	63,721,485

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS, ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Sarah Lynds

Sarah Lynds, Finance Director
City of Sandpoint, Idaho

City of Sandpoint
Cash and Investments
March 31, 2024

Description	City's Balance
Wells Fargo Bank	
Checking Account	1,806,157
Idaho State Investment Pool	
State Investment Pool Account	61,914,828
Cash on Hand	
Petty Cash	500
Total	63,721,485

I HEARBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Sarah Lynds

Sarah Lynds, Finance Director
City of Sandpoint, Idaho

AGENDA REPORT

City Council

TODAY'S DATE: April 24, 2024

MEETING DATE: May 1, 2024

TO: Mayor & City Council

FROM: Sarah Lynds, Finance Director/Treasurer

SUBJECT: FY 2024 2nd Quarter Financial Report Review (for information only)

DESCRIPTION/BACKGROUND:

Idaho Statute 50-1011 requires the Treasurer to publish quarterly financial statements on the City's website.

The quarterly report is required to show specific information.

1.) A full statement for each fund reflecting year to date

2.) The balances of the debits and credits belonging to each category:

a. Salaries
b. Maintenance and Operations
c. Capital Outlay

3.) A percentage comparison to the original appropriation.

REPORT REVIEW:

To highlight a few areas of the quarterly report - the fiscal year is 50% complete as of March 31, 2024 and our budget is in good shape. The construction season is not underway yet and the funds/budgets associated with these revenues and expenditures are showing low budget to actuals.

EXPENSES:

The General Fund is 34.27% expended as a whole, but a closer look at separate categories reflects 41.17% in personnel services, 33.57% in Operations and 18.36% in Capital outlay.

Garbage, Water and Wastewater funds are at 47.96%/27.43%/16.42% budget to actual for total expenditures. Water and Wastewater salaries and benefits are 30.95% and 35.64% budget to actual. Water and Wastewater capital outlay expenditures are at 7.61% and 4.15% with the majority of expenditures expected to come in the construction season later in the fiscal year.

REVENUES:

The construction season normally begins towards the end of the 3rd quarter of the fiscal year (May). Capital outlay budget to actual expended percentages reflect a low completion status. Several of the FY24 capital projects are being funded with beginning cash balances, this is reflective in the 'Other Financing Sources' budgeted revenue across the funds.

Revenues for the General Fund are 37.33% budget to actual. Revenues include $1,722,387 of beginning cash and $1,000,000 grant revenue place holder, after removing these the General Fund revenue budget to actual is 43.04%. The Cities largest single source of revenue, property taxes, is at 61% received. Property taxes are received monthly paid with the largest remittance in January (2nd Quarter) and the second largest in July (4th quarter).

State and Local Government Shared Revenues (24% and 65%) are received quarterly (January, April, July and the final quarter in October).

Water and Wastewater fund revenue overall is 31.45%/31.47% budget to actual. Water includes $2,464,550 of beginning cash, after removing this the budget to actual is 46.1%. Wastewater includes $5,272,800 of beginning cash, after removing this the budget to actual revenues is 64.2%.

The Park Improvement Fund includes $7,332,169 of beginning cash in revenue, after removing this the revenue budget to actual is 45.1%.

STAFF RECOMMENDATION and ACTION: Acknowledgement and acceptance of this report under consent calendar

ATTACHMENTS: FY24 2nd Quarterly Financial Report

LINK TO ELECTRONIC FINANCIAL TRANSPARENCY:

https://sandpoint-id.cleargov.com/

City of Sandpoint

Quarterly Financial Report

Budget for Fiscal Year Ending **September 30, 2024**

Financial Report by Fund - Budget to Actual

	FUND	Original Budget	March 2024 YTD	Percent of Year 50% - Budget to Actual
01	**General Fund Revenues**	20,533,818	7,666,293	37.33%
	General Fund Expenditures	20,533,818	7,036,592	34.27%
	Salaries & Benefits	10,934,011	4,501,819	41.17%
	Operations	5,069,690	1,701,986	33.57%
	Capital Outlay	4,512,200	828,307	18.36%
	Transfers	17,917	4,480	25.00%
04	**Fiber Optic Network Fund Revenues**	1,241,000	37,588	3.03%
	Fiber Fund Expenditures	1,241,000	11,503	0.93%
	Operations	41,000	11,503	28.06%
	Capital Outlay	1,200,000	-	0.00%
05	**Capital Projects Fund Revenues**	1,567,978	208,860	13.32%
	Capital Projects Fund Expenditures	1,567,978	111,445	7.11%
	Operations	612,978	89,970	14.68%
	Capital Outlay	955,000	21,475	2.25%
06	**Recreation Fund Revenues**	379,909	176,548	46.47%
	Recreation Fund Expenditures	379,909	84,770	22.31%
	Salaries & Benefits	288,044	67,874	23.56%
	Operations	91,865	16,896	18.39%
08	**Parks Improvement Fund Revenues**	8,430,187	495,131	5.87%
	Parks Fund Expenditures	8,430,187	2,567,204	30.45%
	Salaries & Benefits	29,225	1,225	4.19%
	Operations	183,962	4,304	2.34%
	Capital Outlay	8,217,000	2,561,675	31.18%
25	**Sanitation Collection Fund Revenues**	840,012	377,370	44.92%
	Sanitation Fund Expenditures	840,012	402,878	47.96%
	Operations	670,000	362,132	54.05%
	Transfers	170,012	40,746	23.97%
30	**Water Fund Revenues**	7,774,207	2,445,277	31.45%
	Water Fund Expenditures	7,774,207	2,132,820	27.43%
	Salaries & Benefits	1,319,919	408,512	30.95%
	Operations	1,480,456	1,164,013	78.63%
	Capital Outlay	2,740,300	208,600	7.61%
	Transfers	2,233,532	351,694	15.75%
31	**Wastewater Fund Revenues**	10,338,550	3,253,721	31.47%
	Wastewater Fund Expenditures	10,338,550	1,697,127	16.42%
	Salaries & Benefits	955,000	340,333	35.64%
	Operations	1,682,830	736,176	43.75%
	Capital Outlay	6,257,800	259,884	4.15%
	Transfers	1,442,920	360,733	25.00%
33	**Debt Service Fund Revenues**	826,750	403,134	48.76%
	Debt Service Fund Expenditures	826,750	382,240	46.23%

61	**LID Guarantee Revenues**	45,000	813	1.81%
	LID Guarantee Fund Expenditures	45,000	-	0.00%
65	**LID Funds Revenues**	996,858	5,826	0.58%
	LID Funds Expenditures	996,858	-	0.00%
	Total City Revenues	**52,974,269**	**15,070,562**	**28.45%**
	Total City Expenditures	**52,974,269**	**14,426,580**	**27.23%**

Note: Citizens are invited to inspect the detailed supporting records of the above financial statements.
Required by Idaho Code Section 50-1011

Budget for Fiscal Year Ending **September 30, 2024**
Summary Financial Report by Fund Type - Budget to Actual

	Original Budget	March 2024 YTD	Percent of Year 50% - Budget to Actual
General Fund			
Revenues	20,533,818	7,666,293	37.33%
Total General Fund Expenditures	20,533,818	7,036,592	34.27%
Salaries & Benefits	10,934,011	4,501,819	41.17%
Operations	5,069,690	1,701,986	33.57%
Capital Outlay	4,512,200	828,307	18.36%
Transfers	17,917	4,480	25.00%
Special Revenue Funds			
Revenues	11,619,074	918,127	7.90%
Total Special Revenue Expenditures	11,619,074	2,774,923	23.88%
Salaries & Benefits	317,269	69,099	21.78%
Operations	929,805	122,674	13.19%
Capital Outlay	10,372,000	2,583,150	24.91%
Enterprise Funds			
Revenues	19,779,519	6,479,503	32.76%
Total Enterprise Fund Expenditures	19,779,519	4,615,065	23.33%
Salaries & Benefits	2,274,919	748,845	32.92%
Operations	4,660,036	2,644,562	56.75%
Capital Outlay	8,998,100	468,485	5.21%
Transfers	3,846,464	753,173	19.58%
LID Debt Service Funds			
Revenues	1,041,858	6,639	0.64%
Total LID Debt Service Fund Expenditures	1,041,858	-	0.00%
Total City Revenues	**52,974,269**	**15,070,562**	**28.45%**
Total City Expenditures	**52,974,269**	**14,426,580**	**27.23%**

MEMO

TO: Sandpoint City Council
FROM: Mayor Jeremy Grimm
DATE: May 1, 2024
SUBJECT: Sandpoint Urban Renewal Agency (SURA) Board Reappointment

With her current term expiring at the end of this month, I have reappointed current SURA Board Commissioner Marilyn Sabella to serve for an additional three years, with her new term expiring on May 31, 2027.

A valued and veteran member of the Board, Marilyn was originally appointed in 2015, having served now for over eight years. I am very appreciative of the time and effort Marilyn has devoted to this endeavor and appreciate her willingness to continue to serve the City of Sandpoint in this capacity.

Thank you for considering confirmation of her reappointment.

MEMO

TO: Sandpoint City Council
FROM: Mayor Jeremy Grimm
DATE: May 1, 2024
SUBJECT: Sandpoint Urban Renewal Agency (SURA) Board Appointment

I have appointed the City's new Community Planning and Development Director, Jason Welker, to a three- year term on the SURA Board.

Jason served on the Board previously, originally appointed in 2023 from his position as an elected official on City Council. There are no legal impediments to a City employee serving on the Board, and we have set precedent in the past in this regard. I believe Jason's background and experience would continue to serve the City well with his representation on the SURA Board. I would like to reinstate him to a seat on the Board and would appreciate your confirmation of his appointment.

SANDPOINT CITY COUNCIL AGENDA REQUEST FORM

Today's date: 4 / 23 / 24

Date of meeting 5 / 1 / 24

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
John W. Moore, SOP Home Solutions, LLC, d/b/a Panhandle Ride-Share

Address: 204 N. Fourth Ave., #81, Sandpoint, ID 83864

Phone number and email address: (208) 304-9094 panhandle.rideshare@gmail.com

Authorized by: Mayor Jeremy Grimm _____
name of City official *City official's signature*
(Department Heads, City Council members, and the Mayor are City officials.)

*Subject: Request for Approval of Application for New Taxicab License

Summary of what is being requested: Request for approval of an application for a license for a new taxi business operating in city limits. Although City staff is authorized to process annual renewal of taxi licensing, City Code 6-4-2-D requires that initial applications must be approved by City Council.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☑ Yes ☐ No
   If yes, in what way? Pursuant to the City Fees Schedule, fees for taxicab and taxi driver licensing are collected at the time of application for this licensing. This applicant has paid all necessary fees.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:	Have they been contacted? Yes or No
-John Moore, owner of Panhandle Ride-Share	Yes
-Sandpoint citizens/visitors who may use this service	

3. Is there a need for a general public information or public involvement plan? ☐ Yes ☑ No
   If yes, please specify and suggest a method to accomplish the plan: _____
   City Code Title 6, Chapter 4, provides for enforcement of this licensing program.

4. Is an enforcement plan needed? ☐ Yes ☑ No Additional funds needed? ☐ Yes ☑ No

5. Have all the affected departments been informed about this agenda item? ☑ Yes ☐ No

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

***City Staff, please check one box:** Consent ☑ Old Business ☐ New Business ☐ Other/Unknown ☐

AGENDA REPORT

City Council

TODAY'S DATE: April 23, 2024

MEETING DATE: May 1, 2024

TO: City Council

FROM: City Staff

SUBJECT: Taxicab License Application from Panhandle Ride-Share

DESCRIPTION/BACKGROUND:

The City has received a request for approval of an application for a license for a new taxi business operating in city limits. Although City staff is authorized to process annual renewal of taxi licensing, City Code 6-4-2-D requires that initial applications must be approved by City Council.

STAFF RECOMMENDATION:

The City has received the requisite licensing fees, staff has reviewed the application and accompanying materials and has completed inspection of the taxicab vehicle and is prepared to issue the license following Council approval.

ACTION:

Move to approve the issuance of City of Sandpoint taxi licensing for Panhandle Ride-Share.

WILL THERE BE ANY FINANCIAL IMPACT? appropriate fees invoiced and paid

HAS THIS ITEM BEEN BUDGETED? Yes – appropriate fees invoiced and paid

ATTACHMENTS:

Taxicab License Application and accompanying materials

SANDPOINT

TAXICAB / LIMOUSINE LICENSE APPLICATION

FIRM NAME: ~~John~~ Panhandle Ride-Share

OWNER'S NAME(S): John Wayne Moore

BUSINESS ADDRESS: 204 N. 4th Ave #81

MAILING ADDRESS: 204 N. 4th Ave #81

CITY OF SANDPOINT BUSINESS LICENSE NO.: TAXICAB20243221 (PEND)

TELEPHONE NUMBERS: (Business) (208) 304-9094 (Home/Cell) 858-829-1250

AUTOMOBILE

YEAR, MAKE, MODEL: 2011 Nissan Xterra

COLOR: Black VIN: 5N1AN0NWXBC521002

CURRENT LICENSE PLATE NUMBER: 004GAG

INSURANCE

Attach a certificate of insurance.

(Minimum coverage shall be $100,000 property damage and $100,000 / $500,000 personal liability.)

INSURANCE COMPANY: Progressive Commercial Auto

POLICY NUMBER: 979069902

LOCAL AGENT: NA

TELEPHONE: 800-776-4737 TERM OF INSURANCE: 12 mo

INSPECTION CERTIFICATION

Attach a certificate of inspection.

MECHANIC / COMPANY: STARK AUTO

DATE: 2/26/24

COMMENTS: PASS

This application is made pursuant to Sandpoint City Code Title 6, Chapter 4, and all provisions contained therein. The annual fee of $92.00 per vehicle is submitted herewith.

DATED THIS: 4/12/2024 DAY OF April, 20 24.

Applicant's Signature

CASH ___ CHECK # _____ CREDIT CARD ___ RECEIPT # _____

Vehicle Inspection

TO BE COMPLETED BY VEHICLE OPERATOR ↓

JOHN WAYNE MOORE — FULL NAME

208. 304. 9094 — PHONE NUMBER

INSPECTION POINTS

HEADLIGHTS	☑ PASS	☐ FAIL	REAR WINDOW & OTHER GLASS	☑ PASS	☐ FAIL
TAIL LIGHTS	☑ PASS	☐ FAIL	WINDSHIELD WIPERS	☑ PASS	☐ FAIL
TURN INDICATOR LIGHTS	☑ PASS	☐ FAIL	FRONT SEAT ADJUSTMENT	☑ PASS	☐ FAIL
STOP LIGHTS	☑ PASS	☐ FAIL	DOORS (Open/Close/Lock)	☑ PASS	☐ FAIL
FOOT BRAKES (Pads/Shoes Thickness)	☑ PASS	☐ FAIL	HORN	☑ PASS	☐ FAIL
EMERGENCY/PARKING BRAKE	☑ PASS	☐ FAIL	SPEEDOMETER	☑ PASS	☐ FAIL
STEERING MECHANISM	☑ PASS	☐ FAIL	BUMPERS	☑ PASS	☐ FAIL
WINDSHIELD	☑ PASS	☐ FAIL	MUFFLER AND EXHAUST SYSTEM	☑ PASS	☐ FAIL
SAFETY BELTS FOR DRIVER & PASSENGERS	☑ PASS	☐ FAIL	TIRES, INCL. TREAD DEPTH	☑ PASS	☐ FAIL
			INTERIOR & EXTERIOR REAR VIEW MIRRORS	☑ PASS	☐ FAIL

VEHICLE INSPECTION RESULTS (Inspector To Circle)

Any markings on the "**FAIL**" side will automatically fail inspection.

PASS **FAIL**

2-26-24
INSPECTION DATE

TO BE COMPLETED BY INSPECTOR ↓

VEHICLE MILEAGE	LICENSE PLATE STATE	LICENSE PLATE NUMBER	VIN
142698	ID	004GAG	5N1AN0NWXBC521002

VEHICLE MAKE	VEHICLE MODEL	VEHICLE YEAR	NUMBER OF DOORS
NISSAN	XTERRA	2011	4

INSPECTOR COMPANY	INSPECTOR ADDRESS
Stark Auto	15220 E Sprague Ave, Spokane Valley, WA 99037

INSPECTOR NAME	INSPECTOR SIGNATURE	STATE CERTIFICATION NUMBER
Chuck Stark		603496299

This certification expires one (1) year from inspection date.

City of Sandpoint, Idaho

POLICE DEPARTMENT

1123 Lake Street, Sandpoint, Idaho 83864
(208) 265-1482 Fax: (208) 263-3587

6-4-8: VEHICLE INSPECTION:

It shall be unlawful for any person to operate and use or permit or allow the operation and use of any vehicle as a taxicab upon the streets of the city unless such vehicle has been inspected and approved. All vehicles shall be kept in good and proper mechanical order and of sanitary and good appearance, inside and outside. All taxicabs operated by one taxicab company shall be easily distinguishable from taxicabs operated by other companies. Each taxicab shall have a lighted sign to indicate that the vehicle is in service or out of service. All vehicles (carriages and pedicabs excluded) shall be equipped with a taximeter which automatically registers the amount of the fare; such taximeter shall be installed so the taximeter and the amount of fare shall be plainly visible to the passengers riding in the taxicab. There shall be posted in a conspicuous place in each taxicab a rate card or sticker, of not less than four inches by six inches (4" x 6") in size, stating the rates of the taxicab, or rate policy of the pedicab or carriage. Inspection of the mechanical safety and sanitary condition of each vehicle shall be made by an ASE certified mechanic designated by the city council or by the police chief for that purpose. Mechanical inspections shall certify the vehicle is equipped with, but not be limited to, properly working brakes (pedicabs must have 2 sets of operational brakes: 1 located on the front wheel and the other located on the back axle), lights, turn signals, tires, horn or bell, muffler, rear vision mirrors, seat belts, and windshield wipers in good condition. Windshields shall not have any defect which obstructs or impedes the view of the driver. Further, pedicabs shall only have a single frame; bike trailers or similar devices will not be permitted. Carriages must have appropriate braking systems and lights satisfactory to the city's designee. The mechanical inspection shall be reviewed by the chief of police. The chief of police shall inspect each taxicab concerning its sanitary condition. All taxicabs shall be so inspected on or before January 1 of each year. (Ord. 1215, 7-17-2009)

Taxi Cab Company: Panhandle Ride - Share
Owner: John W. Moore
License plate: 994 GAG

- [x] Taxicab is sanitary and in good appearance
- [x] No defects in the windshield which would cause an obstruction
- [x] Taxicab is easily distinguishable from other taxicabs
- [x] Taxicab has a lighted sign to indicate the vehicle is in our out of service
- [ ] Taxicab is equiped with a taximeter - NO - done through website/App
- [ ] Taxicab shall post a taxicab rate card or sticker "4x6" in plain view - NO - SAME AS ABOVE.
- [x] Proof of Insurance
- [x] Proof of vehicle inspection completed
- [x] Headlights, tail lights, brake lights, turn signals

04/12/24
Date of Inspection

Richard E. Bailey
Inspected by

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Progressive Commercial Lines Customer and Agent Servicing	
Progressive Insurance PO Box 94739, Cleveland, OH 44101	PHONE (A/C, No, Ext): 1-800-444-4487	FAX (A/C, No):
	E-MAIL ADDRESS: progressivecommercial@email.progressive.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : United Financial Casualty Company	11770
INSURED	INSURER B :	
Panhandle Ride-Share 204 N 4th Ave #81 Sandpoint, ID 83864	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 1262707430834938390040524T183226 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO							
	☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS	N	N	979069902	03/22/2024	03/22/2025	BODILY INJURY (Per person)	$250,000
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	$500,000
							PROPERTY DAMAGE (Per accident)	$100,000
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						☐ PER STATUTE ☐ OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? ☐	N / A					E.L. EACH ACCIDENT	$
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	See ACORD 101 for additional coverage details.	N	N	979069902	03/22/2024	03/22/2025	$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Panhandle Ride-Share
John Wayne Moore
204 N 4th Ave
#81
Sandpoint, ID 83864

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mark Pruett

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Progressive Insurance	Panhandle Ride-Share 204 N 4th Ave #81 Sandpoint, ID 83864
POLICY NUMBER 979069902	
CARRIER / NAIC CODE	EFFECTIVE DATE: 03/22/2024
United Financial Casualty Company / 11770	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Additional Coverages

Insurance coverage(s)	Limits
Uninsured Motorist Bodily Injury	$250,000/$500,000
Underinsured Motorist Bodily Injury	$250,000/$500,000

Description of Location/Vehicles/Special Items

Scheduled autos only

2011 NISSAN XTERRA 5N1AN0NWXBC521002

Stated Amount $16,500

Comprehensive	$1,000 Ded
Collision	$1,000 Ded
Rental Reimbursement	$50 Per Day ($1,500 Max)
Medical Payments	$5,000

Liability coverage may not apply to all scheduled vehicles.

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SANDPOINT
CITY HALL

APPLICATION FOR TAXI / LIMOUSINE DRIVER AUTHORIZATION

BUSINESS NAME: PANHANDLE RIDE-SHARE

BUSINESS LOCATION ADDRESS: 204 N. 4th Ave #81 SANDPOINT ID 83864

BUSINESS MAILING ADDRESS: 204 N. 4th Ave #81 SANDPOINT ID 83864

BUSINESS TELEPHONE: 208-304-9094

If more than one driver, each must complete their own application form.

NAME OF DRIVER: JOHN W. MOORE

DRIVER'S ADDRESS: [redacted] SANDPOINT ID 83864

DRIVER'S HOME/MOBILE PHONE: [redacted]

EMERGENCY CONTACT NAME/PHONE: [redacted]

DRIVER'S DATE OF BIRTH: [redacted] DRIVER'S SOCIAL SECURITY #: [redacted]

DRIVER'S LICENSE NUMBER AND STATE: [redacted]

U.S. CITIZEN: X YES _____ NO

HAVE YOU EVER BEEN ARRESTED: _____ YES X NO

IF YES, PLEASE EXPLAIN ON THE BACK OF THIS FORM OR ON ATTACHED PAGES THE CIRCUMSTANCES AND DATES OF EACH ARREST, IF MORE THAN ONE.

MEDICAL CERTIFICATION: ***IF YOUR CURRENT CERTIFICATE IS EXPIRED OR YOU ARE APPLYING FOR THE FIRST TIME, YOU ARE REQUIRED TO SUBMIT, AT THE TIME OF APPLICATION, A CURRENT MEDICAL EXAMINER'S CERTIFICATE SIGNED BY YOUR PHYSICIAN.*** ***SEE ATTACHED.***

IN SUBMITTING THIS APPLICATION, I HEREBY AUTHORIZE THE CHIEF OF POLICE OR HIS DESIGNATED AGENT TO CONDUCT AN INVESTIGATION TO DETERMINE THE VALIDITY AND COMPLETENESS OF THE INFORMATION I HAVE PRESENTED ON THIS APPLICATION, INCLUDING, BUT NOT LIMITED TO, NATIONAL LAW ENFORCEMENT AGENCIES. THE ANNUAL *$76.25 BACKGROUND CHECK FEE* IS SUBMITTED HEREWITH.

APPLICANT'S SIGNATURE: John W. Moore DATE: 10/14/2024

CITY HALL OFFICE USE ONLY

CASH ____ CHECK # _____ CREDIT/DEBIT CARD ✓ RECEIPT # 115888

APPROVED: ✓ YES ____ NO _____ DATE: 4/12/24

Police Department Signature

Sandpoint City Hall
1123 W. Lake St.
Sandpoint, ID 83864
(208) 263-3310

SANDPOINT
CITY HALL

2024 TAXI CAB LICENSE

By order of the Sandpoint City Council

Panhandle Ride-Share

is hereby granted permission to engage in the business of operating a TAXICAB in the City of Sandpoint from May 2, 2024, to Dec. 31, 2024.

Description of vehicle to be used during the above dates:

Make – Nissan Model – Xterra Year - 2011 Lic.# - 004GAG

VIN – 5N1AN0NWXBC521002 Color - Black

Liability insurance carried by:

Progressive Insurance – United Financial Casualty Company

_____

Melissa Ward, City Clerk

This license must be displayed in FULL VIEW OF THE PUBLIC at all times.

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 04 / 26 / 24

Date of meeting 05 / 01 / 24

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
Maeve Nevins-Lavtar, Parks Planning & Development Manager

Address: 1123 Lake Street, Sandpoint, ID 83864

Phone number and email address: 208-946-2711/mnevinslavtar@sandpointidaho.gov

Authorized by: Jeremy Grimm, Mayor _____
name of City official *City official's signature*

(Department Heads, City Council members, and the Mayor are City officials.)

Subject: A23-5100-1 Pend Oreille Pedalers Watershed Trails License Agreement Amendment No. 2

Summary of what is being requested: Request to approve Watershed Trails License Agreement - Amendment No.2 to Pend Oreille Pedalers (POP) on the City of Sandpoint's Little Sand Creek Watershed property for the purposes as described within agreement. (Action)

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? **Yes or No** ☑ ☐
   If yes, in what way? $75,000 additional funds to be for mitigation of erosion and drainage as identified in the 2019 Watershed Management Plan.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:	Have they been contacted? **Yes or No**
Bike, Hike Rec. Community	Yes
Independ. Hwy District	Yes
Other LSC Watershed Property Owners	Yes

3. Is there a need for a general public information or public involvement plan? **Yes or No** ☑ ☐
   If yes, please specify and suggest a method to accomplish the plan:
   Public will be notified of Work within the Lower Basin recreation trail cooridor.

4. Is an enforcement plan needed? **Yes or No** ☐ ☑ Additional funds needed? **Yes or No** ☐ ☑

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☑ ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

CITY OF SANDPOINT
AGENDA REPORT

DATE: 05/01/2024

TO: MAYOR AND CITY COUNCIL

FROM: Maeve Nevins-Lavtar, Park Planning & Development Manager

SUBJECT: Request to approve Second Amendment to Agreement **A23-5100-1** Pend Oreille Pedalers - Watershed Trails License Agreement

DESCRIPTION/BACKGROUND:
Request to approve Agreement **A23-5100-1** Watershed Trails License Agreement Second Amendment, which is granted to allow Pend Oreille Pedalers (POP) (the Licensee) a non-exclusive license to construct, maintain, and utilize City of Sandpoint property located in the Little Sand Creek Watershed for purposes of mountain biking and inclusive of other multi-use singletrack trail users. This License agreement was initially for a one-year term expiring on June 01, 2024. The Term is being modified to add an additional year to the agreement term, for a new termination date of June 01, 2025.

In addition to managing professional trail builders, POP has successfully managed over 500 hours of volunteer labor within the Lower Basin during 2023. Their commitment to the maintenance and sustainability of recreation in the watershed is exemplary.

This Second Amendment is to provide POP an additional $75,000 reimbursement amount to be funded with Water Utility funds from revenues generated from Watershed timber sales. These funds are to be used towards mitigation of erosion and drainage as identified in the 2019 Watershed Management Plan.

STAFF RECOMMENDATION: Staff requests City Council to consider approving Second Amendment to Agreement **A23-5100-1** Watershed Trails License Agreement.

ACTION: Staff requests City Council to approve the Second Amendment to Agreement **A23-5100-1** Watershed Trails License Agreement.

WILL THERE BE ANY FINANCIAL IMPACT? Yes, $75,000 City contribution from Water Utility Fund.

HAS THIS ITEM BEEN BUDGETED? Yes

ATTACHMENTS:

Agreement A23-5100-1 Watershed Trails License Agreement
Agreement A23-5100-1 Watershed Trails License Agreement First Amendment
Agreement A23-5100-1 Watershed Trails License Agreement Second Amendment w/Proposed Resolution
Lower Basin Trail Erosion Exhibit Segment C797-1.0-4

DocuSign Envelope ID: ABE103E7-7AC8-4228-A529-6F8C4DD72AF3

Agreement No. A23-5100-1

WATERSHED TRAILS LICENSE AGREEMENT

THIS WATERSHED TRAILS LICENSE AGREEMENT is made and entered into this 02nd day of June, 2023 by and between the City of Sandpoint, a municipal Corporation of the State of Idaho (hereinafter, "City"), and Pend Oreille Pedalers Inc. (hereinafter "POP").

RECITALS

WHEREAS: City holds title to certain real property within the area commonly known as the Little Sand Creek Watershed, which property lies to the West of Sandpoint and which watershed is a drinking water source for the greater Sandpoint region;

WHEREAS: City is dedicated to the management of its lands;

WHEREAS: City is dedicated to maintaining the highest quality of water and environmental health in the Little Sand Creek Watershed;

WHEREAS: POP is a corporation formed for the specific charitable, educational, and nonprofit purpose of: (1) building and maintaining recreational trails in Bonner County, and (2) promoting cycling in the region;

WHEREAS: POP desires to build trails in a maintainable and socially responsible manner in the Little Sand Creek Watershed;

WHEREAS: POP will be responsible for ongoing care and maintenance of the existing Watershed Crest and Lower Basin Trails, as set forth herein;

WHEREAS: The purpose of this License Agreement is to document the intended cooperation between the parties for the construction, maintenance, and preservation of selected aspects of the Trails as they lie within the Little Sand Creek Watershed;

WHEREAS: This License Agreement supersedes all previous License Agreements between the City of Sandpoint and Pend Oreille Pedalers, Inc.

NOW THEREFORE: In consideration of the above recitals and the mutual covenants hereinafter set forth, the parties agree as follows:

1. **Description of Property:** The real properties to which this License Agreement pertains are described as parcels numbered RP58N03W250001A, RP57N03W020001A, RP57N03W010002A, RP57N02W062400A, RP57N02W060600A, RP58N02W299001A, RP58N02W288550A, RP58N02W330003A, RP58N02W344800A, and RP57N02W040602A according to tax records of Bonner County, Idaho, (hereinafter, "Property"), which Property is collectively more commonly known as the Little Sand Creek Watershed (hereinafter, "Watershed"), and which Property is indicated on the attached **Exhibit A.**

2. **Description of Trail :** The current Watershed Crest Trail is indicated on **Exhibit B.** The Watershed Crest Trail shall hereinafter be referred to as the "WC Trail". The Lower Basin trails are indicated on **Exhibit C.** The Lower Basin Trails shall hereinafter be referred to as the "LB Trails" and collectively, they shall be referred to as "Trails". The Trails are more specifically identified as those improved portions of a

pathway over and across the real Property described hereinabove, including any appurtenances or improvements located thereon from time to time during the term of this License Agreement.

3. **Term and Termination:** The initial term of this License Agreement shall commence on June 02, 2023 and terminate one (1) year thereafter, June 01, 2024. This License Agreement may be terminated at any time, without cause, by either party giving notice in writing of the intent to terminate to the other party not less than thirty (30) days prior to the intended date of termination.

4. **Trail Maintenance:** "Maintain" means to keep in an existing state, preserve from failure. Prior to initial occupancy and/or commencement of use, POP shall participate in an inspection of the Premises with the City for the purpose of identifying the condition of the Premises and permitted areas of use. POP shall provide City with a proposed **Trails Maintenance Management Plan**. The Trails Maintenance Management Plan is intended to document "general care" and seasonal cleanup. The maintenance plan will not describe new construction activities, such as structure replacement, significant tread work (involving an excavator or other machine-work), trail reroutes, or new trail features. For guidelines on all such work, or significant maintenance beyond general care, reference below under "Trail Maintenance Projects". This Plan is to be submitted and approved by the City prior to any maintenance and/ or construction activities.

5. **Maintenance Guidelines:** POP shall refer to and adhere to all available City of Sandpoint guidelines for trail maintenance including the Little Sand Creek Watershed Management Plan. In addition, the book titled "Managing Mountain Biking - International Mountain Bicycling Association's Guide to Providing Great Riding" 2007, is also recommended as a source for the maintenance of similar-use trails. The "Guidelines for a Quality Trail Experience" book (GQTE) is a reference material identified in the Little Sand Creek Watershed Management Plan and is recommended for use by POP when articulating all proposed work. The GQTE describes trails using objectives that generate a common language for user outcomes and trail features. Additionally, references shall also include the USFS Standard Trail Plan and other Federal and industry related trail guideline manuals. POP shall keep the City informed of any new available trail design and maintenance resources and at the end of fall season, review the maintenance practices of the City with the City.

6. **Trail Maintenance Projects:** Projects that are considered beyond general care are considered **"Trail Maintenance Projects",** including, but not limited to construction activities such as structure replacement, significant tread work (involving an excavator or other machine-work), trail reroutes, or new trail features. Such projects should be identified with advanced notice to the City as to allow for further review, and depending on the depth of scope, some projects may require a **Construction Permit**. An annual spring trail network inspection should occur with coordination between City Staff and POP to review all proposed trail maintenance projects. In addition, a **Maintenance Project Scope Proposal for each project** should be provided to the City as both a written and graphic proposal with notification describing site specific proposed maintenance project(s) to be completed, location and estimated date(s) for completion, at least 14 days prior to the anticipated start of work. Projects will not be approved without written authorization by the City. Upon completion of such activity, photographic "after" documentation shall be provided via email as evidence of completion of Work. When deemed necessary, City Staff may be required to inspect project prior to Final Acceptance of Work. No project work zone shall be re-opened to the Public until Final Acceptance of Work is provided in writing by City.

New Construction Projects: Projects that are considered beyond maintenance projects shall be identified in the adopted 2023 LSC Watershed Recreation Plan, and will require a more robust review process as identified in the plan and including, but not limited to, multiple agency reviews and permitting. Examples include new trail and trail head design and construction, new trail feature construction, and new bridge structures.

7. **Hazards:** POP shall contact City immediately if any hazards exist, including photographic documentation, if available, and location of hazard. Proper warning signs should be immediately installed around the area of hazard and public notice is to be provided at the direction of City. During maintenance procedures, adequate warning signs on trail head kiosks, trail closure on trail of impact and public announcement posting on POP's and the City's media outlets should occur whenever mechanical equipment (i.e. heavy equipment, snow machines, trucks, etc.) is to be used on the trails as a precautionary warning of potential hazards.

8. **Priorities for Work:**

   a. ***Immediate Priority***: First priority will always be given to obvious hazards, or conditions that could potentially pose risk to the safety of users. Such conditions cannot be simply enumerated or defined, but must be evaluated in the field on a case-by-case basis. Input from the public, as well as basic observations made during trail reviews, will drive the decision to take immediate action. In general, immediate priority tasks would include missing or broken bridge decking, deadfall across the trail, or other objects in or near the alignment that substantially impede or restrict user access. POP shall report all known incidents and trail review evaluations to the City.

   b. ***Wildlife***: Wildlife including bear, moose, and wild cats (cougar, lynx, and mountain lions) are native to the region and observed throughout the year. Many of the POP trails overlap and potentially fragment their natural habitat. It is critical that trail users and POP volunteers become educated on recognizing wildlife habitat, safety protocols and conservation practices. Human interactions will likely occur and POP shall lead as stewards of the land to support the educational efforts for trail visitors about prevention, safety and how to respond in an interaction situation. Education shall include posting City-authorized wildlife warning educational signs at all trailheads, and in the event of a suspicious activity, such as a moose kill or threatening bear activity, public announcements shall be posted on all media outlets available to POP and shared with the City. It is strongly advised to avoid trails that may be located within moose calving areas, or in locations where other wildlife activity is observed. In all instances, POP shall coordinate with and refer to the Idaho Department of Fish and Game for best management recommendations. The City staff will assist with educating trail users, as well as in creating appropriate signage and public announcements on social media outlets. If an interaction occurs during maintenance and/or volunteer activities, the crew leader shall utilize safety protocols and report any incidents or observations directly to Idaho Department of Fish and Game, and then the City. Additionally, if wildlife interactions occur, trails may be temporarily closed or restricted access if recommended by the Idaho Department of Fish and Game in coordination with POP and the City. Protocols will be developed in conjunction with the LSC Watershed Recreation Master Plan implementation, anticipated to take effect in July 2023.

c. ***Routine or Regular Maintenance:*** In conformance with the timing as set forth below in seasonal descriptions, regular maintenance will consist of clearing (deadfall and encroaching vegetation), basic tread smoothing and repairs, bridge and other structure inspection and repair, drainage feature installation and maintenance/repair, and trail reroutes.

d. ***Deferred Maintenance***: This category encompasses all work that is not necessary for immediate trail function, but that should be completed in order to assure long-term trail or structure viability. Such tasks include, but are not limited to, resurfacing, regrading and compaction of gravel trails, smoothing and raking of natural surface trails, ongoing maintenance of structures (including repair or replacement of worn or cracked pieces, sign and kiosk repair, etc.), and major trail reroutes (usually to avoid perennially wet or boggy areas). It is generally understood that deferred maintenance projects would fall under the "Trail Maintenance Projects" category and would be described in more detail at time of project proposal.

9. **Season Maintenance:**
   a. ***Spring/Summer Trail Maintenance:*** performed by POP on any of the multi-purpose trails. In the spring (or at the time of snow-thaw), seasonal maintenance will typically include reviewing the overall trail conditions and clearing of deadfall or blow downs, starting at the trails that melt first and moving to those at higher elevations or less-exposed aspects, as conditions permit. Particular attention should be paid to erosion and runoff-created tread deterioration during this wettest time of the year. Typical spring maintenance will fall under the description of "general care" and not require pre-approval from the City. Continuing summer maintenance includes clearing of encroaching vegetation and overgrowth, reroutes and reconstruction, repair of drainage and tread issues, bridge and structure maintenance and repair, and where necessary, noxious weed control, or more substantial tread improvements requiring the use of mini-excavators. Some such work will fall under the description of "trail maintenance projects" and require 7-day notice prior to commencement of work and pre-approval from the City.

   b. ***Winter Trail Maintenance****:* currently no winter trail maintenance occurs, however should POP desire to maintain trails during the winter season it shall confer with the City.

10. **Tools and Equipment:** POP shall be allowed to access the Trails with approved motor vehicles and to utilize power equipment and machinery to perform trail construction and maintenance. All motor vehicles, equipment, and machinery used in the Trails construction and maintenance shall be limited in operation and use to the Trails corridor only, it being understood that no such equipment shall otherwise be allowed to operate on any Property other than the Trails. Such equipment may use various petroleum products in the form of grease, fuel, and oil to operate properly. It is understood and agreed that no individual container for any such material shall exceed five gallons in capacity and no overnight storage of petroleum products shall be allowed within the watershed other than in approved containers, which shall be maintained in a non-leaking condition. No such petroleum product shall be construed as a Hazardous Material as hereinafter defined. In the event of a petroleum product spill by POP, POP shall immediately notify the City of the event and additionally, POP shall perform its best efforts to clean up the spill (with the use of high absorbent materials, which shall be kept on-site at all times during construction for the purpose of containing petroleum spills) and remove from the Property, any and all soil and materials affected by the contamination. POP shall provide its own tools and equipment as may be needed to perform all work required by POP under this License Agreement, none of which tools or equipment will be supplied by City unless City, in its sole discretion, is willing and offers to provide the same. In such event, although POP shall make

reasonable effort to protect City tools and equipment from loss, damage, destruction, or theft, POP shall not otherwise be liable for any such loss.

11. **Observance of Laws and Regulations:** POP shall comply with all local, state, and federal laws and regulations, including all environmental regulations and laws involving spillage and clean-up requirements for toxic materials of the City of Sandpoint, County of Bonner, State of Idaho, Panhandle Health District, and the United States of America, as such laws and regulations may govern the conduct of activities, occupation, or use of the Trails.

12. **Compensation:** Neither POP nor its officers, directors, members, employees, volunteers, or agents shall be entitled to compensation from City for work or labor performed under this License Agreement.
13. **Independent Contractor:** Neither POP nor its officers, directors, members, employees, volunteers, or agents of POP shall be an employee of City for any purpose. POP shall be deemed to be an independent contractor and all officers, directors, members, employees, volunteers, or agents of POP shall correspondingly be deemed to be the volunteers of POP. POP shall supervise all such on-site personnel, in its sole discretion, as it deems necessary to complete the work required under this License Agreement. On-site personnel shall include all individuals performing work, rendering services, or conducting activities on the Trail at the specific request or approval of POP. Any and all volunteers of POP shall be required to sign and submit a Volunteer Release of Liability form to City, a copy of which is attached hereto and incorporated herein by this reference as **Exhibit D.**

14. **Specific Obligations of POP:**

POP may make purchases to perform approved trail maintenance and construction activities which the City will reimburse upon receipt of required documentation, including invoices and/or receipts, up to a maximum amount of $10,000 annually or as approved in the adopted City budget. The work is subject to the following:

a. During construction, POP shall promptly remove and dispose of any and all incidental debris such as litter (bottles, drink containers, paper, etc.), equipment residue (filters, oil, grease cartridges, oil containers, etc.), broken equipment (discarded gloves, hoses, etc.), and any other waste material brought onto the Trails construction area by POP;

b. Having on site, a self-contained and serviced portable toilet located at the Switchback 2 trail head;

c. After construction and maintenance is complete, POP shall monitor the condition of the Trails, picking up and removing trash and unnatural debris from the pathway as well as removing brush and trees that impede the trail or imperil trail users; After seasonal weather changes and significant rainfall, POP shall monitor the condition of the Trails for drainage erosion or impacts to any drainage ways, and notify City of any significant concerns or potential sediment contamination in waterways, as well as make technical recommendations for repair if beyond normal wear and tear;

d. Signage that designates the trail heads for each of the Trails and provides adequate navigational assistance, including trail maps and GPS referenced location identification markers shall be installed at all intersections and access/exit point;

e. All signs shall be approved by City prior to installation;

f. All disturbed land, re-routed or abandoned trails shall be restored and reclaimed to their natural state as further outlined in **Exhibit F, Trail Reclamation Standard**;

g. POP shall submit digital copies of all completed volunteer waiver forms and a total annual volunteer count at the end of the fall season or December 1st, whichever comes first, for reporting purposes;

h. POP shall provide technical support to City in determining the location and design of the trails with the planned ability level of the trail segment in accordance with the International Mountain Bike Association (IMBA) guidelines;

i. Technical features and alignment changes must conform to IMBA guidelines or equal, as identified in the Little Sand Creek Watershed Recreation Plan (Concept Trails Plan Appendix A) and City approved designs;

j. Train and supervise volunteers in appropriate construction and safety techniques in accordance with IMBA guidelines;

k. Identify a crew leader and/or designated representative and provide cell phone contact information for work party events in case of an emergency;

l. Coordinate work schedule and submit written work plan to City for approval in advance of work;

m. Provide volunteers to assist with the inspection and hand-work maintenance of the trails;

n. Ensure crew lead volunteers received training in trail inspection and maintenance responsibilities;

o. POP volunteers are authorized to sculpt and/or removed downed trees found on the trail tread;

p. Regarding use of chainsaws and tree removal by POP volunteers, only individuals who POP has designated as "Chainsaw Operators" will be allowed to operate chainsaws on City property;

q. No live standing trees of native species over 8 inches in diameter will be cut without first receiving approval from City;

r. Brush and small trees that are cut should be scattered at least 10 feet off of the trail and lopped up so that no portion extends more than 3 feet above the ground;

s. Large trees 8 inches in diameter or greater that fall across the trail may be cut and limbed to clear passage for the trail, but the remaining portions of the trees should be left in place to the trail width design guidelines and provided it's safe to do so;

t. Prior to making any trail alignment changes, submit recommendations to City for any significant trail alignment changes that may be contemplated by POP in carrying out the volunteer duties as outlined in the Agreement. Changes that do not need City approval are within 10 feet of the existing trail centerline and shorter than 50 feet in length;

u. POP to provide City with a proposed Little Sand Creek Trails Maintenance Management Plan document. This Plan is to be submitted and approved by the City prior to any maintenance and/ or construction activities; and

v. Adhering to City's Watershed Management Goals and Objectives as set forth on **Exhibit E,** a copy of which is attached hereto and incorporated herein by this reference.

15. **Specific Obligations of City:** In addition to performing its regular forest management activities City will:

    a. Consult and coordinate with POP for the performance of minor improvements to the Trails;

    b. Approve location of all trails and all work, including construction methods, on City Property.

    c. Purchasing and installing signage that provides information regarding the proper care of the Watershed including the prohibition against Trail users venturing off-trail into the Watershed;

    d. Approval of all trail naming, difficulty rating, emergency response signage location, maps, kiosks, and other trail related signage and location within the trail corridor;

16. POP shall maintain all identified Emergency Response access and updated trail map with emergency locator georeferenced points and related signage. Biannual Emergency Response Training is intended to occur in the trail system and POP shall be available to lead as needed. Trail maps and signage to include all emergency access points and intersection locations with georeferenced points shall be provided and updated annually to the City and Emergency Medical Services.

17. **Use of Trails:** No motorized vehicles allowed on the Trails except as otherwise allowed under this License Agreement. No equines will be allowed on the Trails. The Trails are to be designed, constructed, and maintained for multi-use biking, hiking and other nonmotorized uses only, unless designated use is identified and approved by City, such as bike-only or hike only use.

18. **No Property Interest Created:** Nothing contained in this License Agreement shall be construed as creating in POP, including its officers, directors, members, employees, volunteers, or agents, any property interest in the Trails. Improvements placed on City property at the direction, or with the approval, of City become the property of City. All such improvements are subject to the regulations and administration of City. No part of this License Agreement entitles POP to any interest in the improvements other than the right to use them under the terms of this License Agreement.

19. **Assignment:** POP shall not assign or transfer this License Agreement, or any interest herein. without the prior written consent of City, and any such assignment shall not be deemed to be consent to any subsequent assignment. Any such assignment without such consent shall be void, and shall, at the option of City, terminate this License Agreement. Neither this License Agreement nor any interest of POP herein shall be subject to involuntary transfer or assignment by operation of law in any manner whatsoever, and any such involuntary transfer or assignment shall be void and of no effect and shall, at the option of City, likewise terminate this License Agreement.

20. **Notices:** All notices, requests, or demands as may be required to be given, made, or sent under this License Agreement shall be deemed to have been completed immediately if made in person or via Email, or after being deposited in the United States mail, postage prepaid, certified, with return receipt requested and addressed as follows:

TO CITY:	TO POP:
Attn.: City Clerk	Attn.: President
City of Sandpoint	Pend Oreille Pedalers, Inc.
1123 Lake Street	P.O. Box 2451
Sandpoint, Idaho 83864	Sandpoint, Idaho 83864
Email: cityclerk@sandpointidaho.gov	Email: info@pendoreillepedalers.com

The address to which any notice, request, demand, or other writing may be given, made, or sent to either party may be changed by written notice given by such party as above provided.

21. **Liens:** POP shall pay and discharge as they become due, promptly and before delinquency, all debts, charges, assessments, or other obligations incurred for work or labor performed, services rendered, or materials provided by POP under this License Agreement, which debts could become a lien or charge on or against the Trails. POP shall keep the Trails and every part thereof free and clear of any and all mechanic's, material's, and other liens arising out of or in connection with any such work, services, or materials provided by POP under this License Agreement.

22. **Insurance:** At all times material hereto, at POP'S sole expense, shall keep and maintain a policy or policies of insurance covering losses resulting from general liability, personal injury and property loss, in amounts no less than $1,000,000.00 per claim and $2,000,000.00 in the aggregate, for any losses sustained as a result of performance of its duties and responsibilities under this Agreement, naming the City as an additional insured on each such policy or policies of insurance. POP shall provide the City with proof of such insurance for the entire term of this Agreement.

    Any third party contractor hired by POP to perform any maintenance work as allowed under this Agreement shall provide same insurance certificates and requirements as required by POP. City to be named as Additional Insured and insurance certificates shall be provided and accepted by the City prior to commencing any work.

23. **Indemnification:**

    a. To the extent as provide by law, POP agrees to indemnify and hold harmless City, its officers, agents, and employees, from and against all damages, claims, losses, obligations, or liability

which arise out of, or are in any way related to, POP and/or its officers, agents, volunteers, contractors, and employees' acts, errors, or omissions under this Agreement.

b. Hazardous Materials.

(i) POP shall not cause or permit any Hazardous Materials (as hereinafter defined) to be brought upon, kept, or used in or about the Trails by POP, its agents, employees, contractors, or volunteers in a manner or for a purpose prohibited by or which could result in liability under any applicable law, regulation, rule, or ordinance. POP shall comply with all affirmative legal requirements concerning Hazardous Materials.

(ii) POP shall immediately notify City of any release of any Hazardous Materials that POP knows or has reason to believe has contacted or otherwise contaminated the Trails. In addition, POP shall use its best efforts to remediate the contamination of the Trails by any Hazardous Materials, which contamination was caused or effected by POP including its officers, directors, members, employees, volunteers, or agents.

c. Definition of "Hazardous Materials".
The term "Hazardous Materials" shall mean any toxic or hazardous substance, material or waste or any pollutant or contaminant or infectious or radioactive material, including but not limited to those substances, materials or wastes regulated under any of the following statutes or regulations promulgated thereto: (1) any "hazardous substance" within the meaning of the Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended ("CERCLA"), 42 U.S.C. Section 9601 et seq. or any analogous state statute; (2) any "hazardous waste" within the meaning of the Resource Conservation and Recovery Act, 42U.S.C. §§ 6901 et seq.; (3)any "hazardous chemical substance or mixture" or "imminently hazardous chemical substance or mixture" within the meaning of the Toxic Substances Control Act, 15 U.S.C. §§ 2601 et seq.; (4) any "hazardous air pollutant" within the meaning of the Federal Clean Air Act, 42 U.S.C. § 7400 et seq.; (5) any "toxic pollutant" within the meaning of the Federal Water Pollution Control Act, 33 U.S.C. § 1250 et seq.; (6) any "contaminant" within the meaning of the Safe Drinking Water Act, 42 U.S.C. § 300f et seq.; (7) asbestos; or (8) any other substance, chemical, waste, toxicant, pollutant or contaminant regulated by any federal, state or local law, statute, rule, regulation or ordinance for the protection of health or the environment.

24. **Waiver of Claims:** Except for loss, damage, injury, or death arising by reason of the negligence or misconduct of City, its agents, or employees, POP waives all claims against City for injuries to persons or property in or about the Trails from any cause arising at any time.

25. **Compliance with Law/Venue:** POP and any third party contractor(s) hired by POP as approved by City shall comply with all federal, state, and local laws governing performance of its obligations under this Agreement. The jurisdiction/venue for any action arising out of performance of this Agreement, or interpretation of its terms and conditions, shall be in the District Court in the First Judicial District of the State of Idaho, Bonner County.

26. **Attorneys' Fees:** Reasonable attorney fees and costs shall be awarded to the prevailing party in any action to enforce or interpret this Agreement, or to declare a termination or forfeiture thereof.

27. **Parties Bound:** The covenants and conditions herein contained shall, subject to the provisions as to assignment, apply to and bind the heirs, successors, executors, administrators, and assigns of the parties hereto.

28. **Non-Discrimination:** POP, in conducting its activities pursuant to this License Agreement, shall not discriminate against any person because of race, gender, sexual orientation, religion, age, color, ancestry, or national origin by refusing to furnish such person accommodation, facility, privilege, or opportunity offered to members of the general public.

29. **Modification:** This License Agreement may not be modified unless such modification is in writing and signed by both parties to this License Agreement.

30. **Representative Capacity:** By signature below, each signatory certifies that they are authorized by their respective party to act in a representative capacity to bind such party for all matters related to this License Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Watershed Trails License Agreement, intending it to become effective the day and year first above written.

City of Sandpoint	Pend Oreille Pedalers, Inc.
By: _____	By: _____
Printed: Shelby Rognstad	Printed: Tyler Kee
Title: Mayor	Title: President, Pend Oreille Pedalers
Date Signed: 5-17-2023	Date Signed: 5/10/2023

PENDORE-15

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 5/8/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Katie LaBier, CISR	
Alliant Insurance Services, Inc. 476394 Hwy 95 Ponderay, ID 83852	PHONE (A/C, No, Ext): (208) 627-0067	FAX (A/C, No):
	E-MAIL ADDRESS: Katie.labier@alliant.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Nautilus Insurance Company	17370
INSURER B : United Financial Casualty Company	11770
INSURER C : Idaho State Insurance Fund	36129
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Pend Oreille Pedalers, Inc
PO Box 2451
Sandpoint, ID 83864

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X		NN1447053	9/27/2022	9/27/2023	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO			04108261-1	9/27/2022	9/27/2023	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY X SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A		669086	4/1/2023	4/1/2024	E.L. EACH ACCIDENT	$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Sandpoint
1123 Lake St
Sandpoint, ID 83864

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Calero

ACORD 25 (2016/03)

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EXHIBIT – C: 2023 Lower Basin Trail Network Map

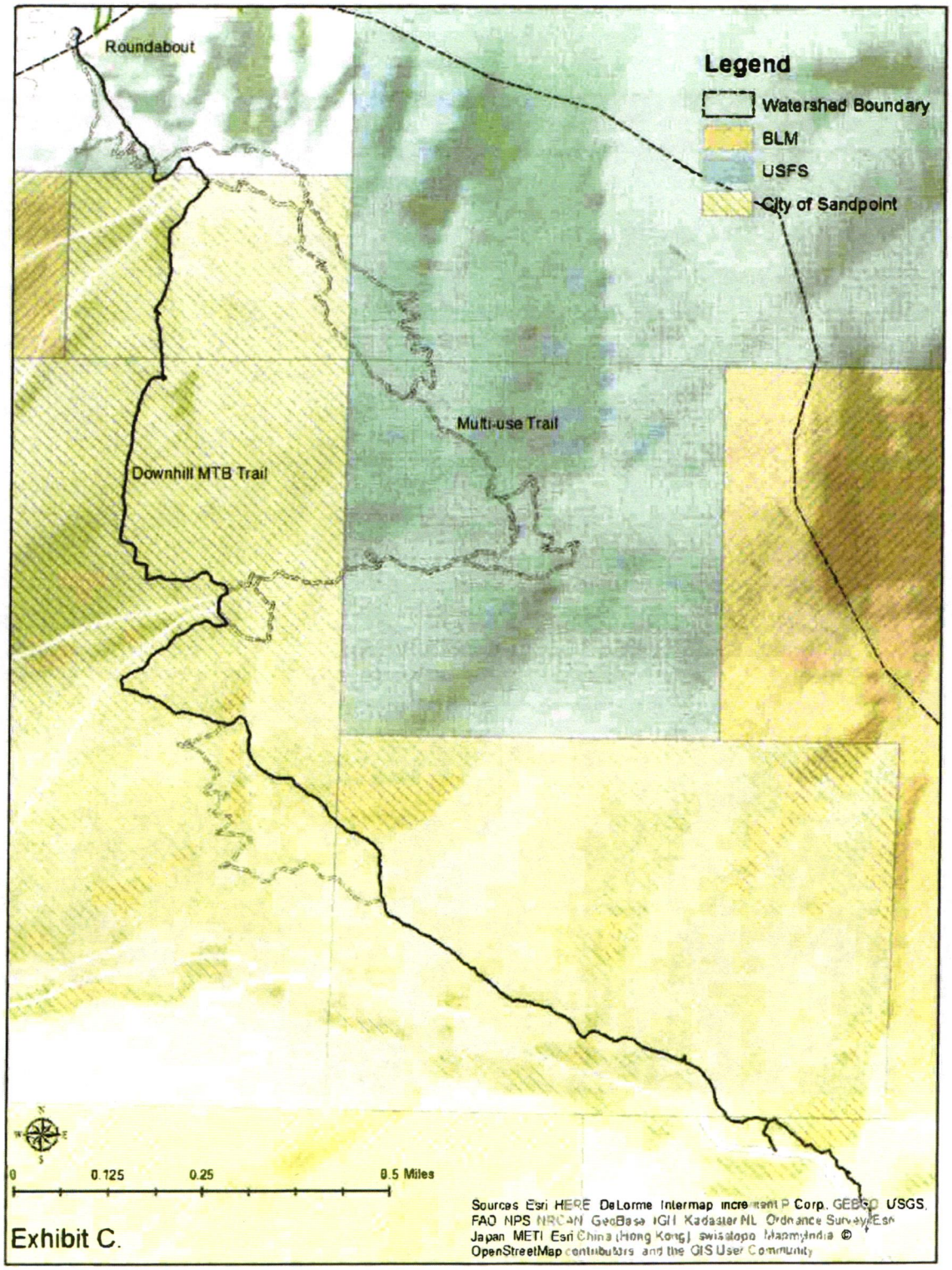
Roundabout
Legend
Watershed Boundary
BLM
USFS
City of Sandpoint
Multi-use Trail
Downhill MTB Trail
0
0.125
0.25
0.5 Miles
Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Exhibit C.

DocuSign Envelope ID: ABE103E7-7AC8-4228-A529-6F8C4DD72AF3

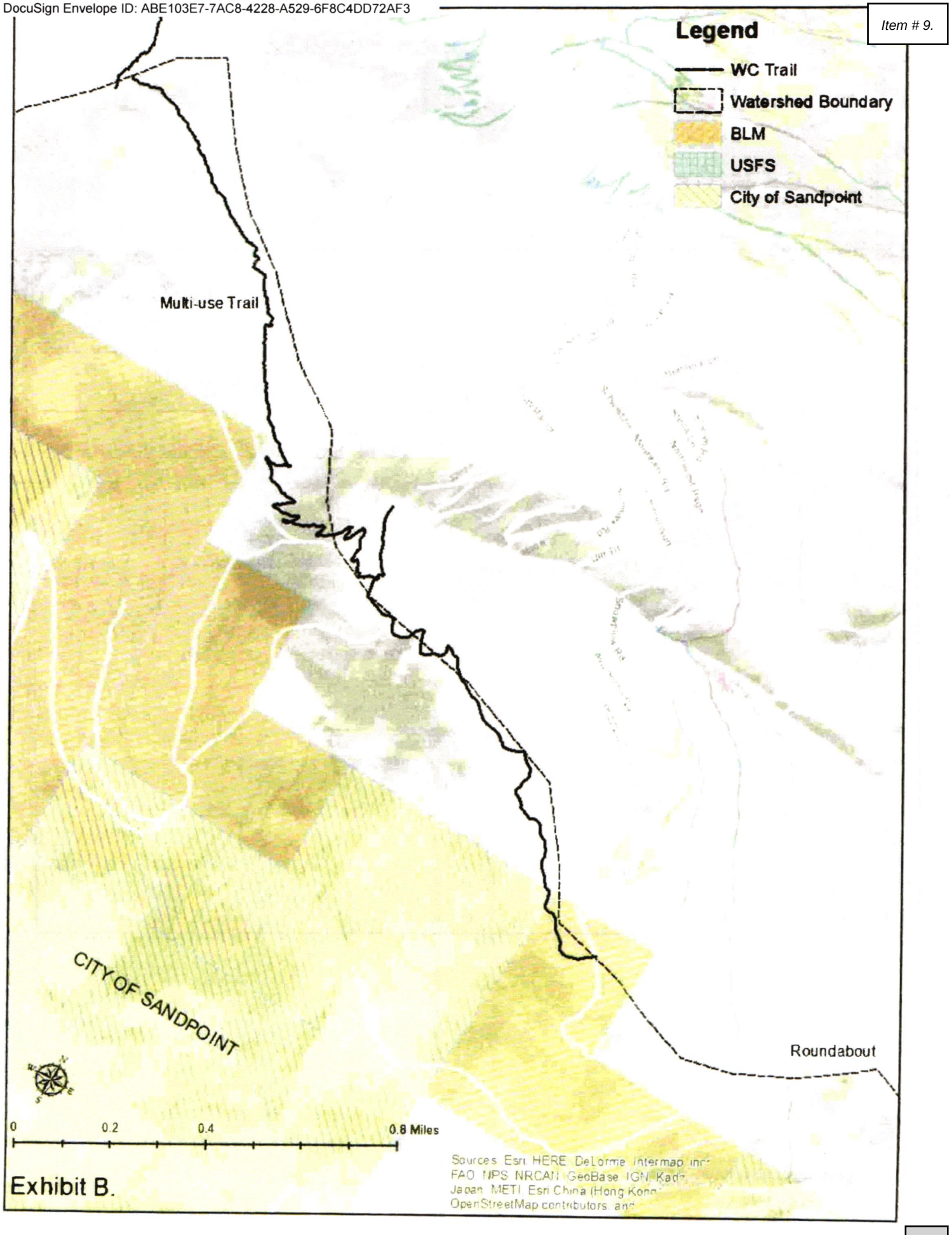

Exhibit B.

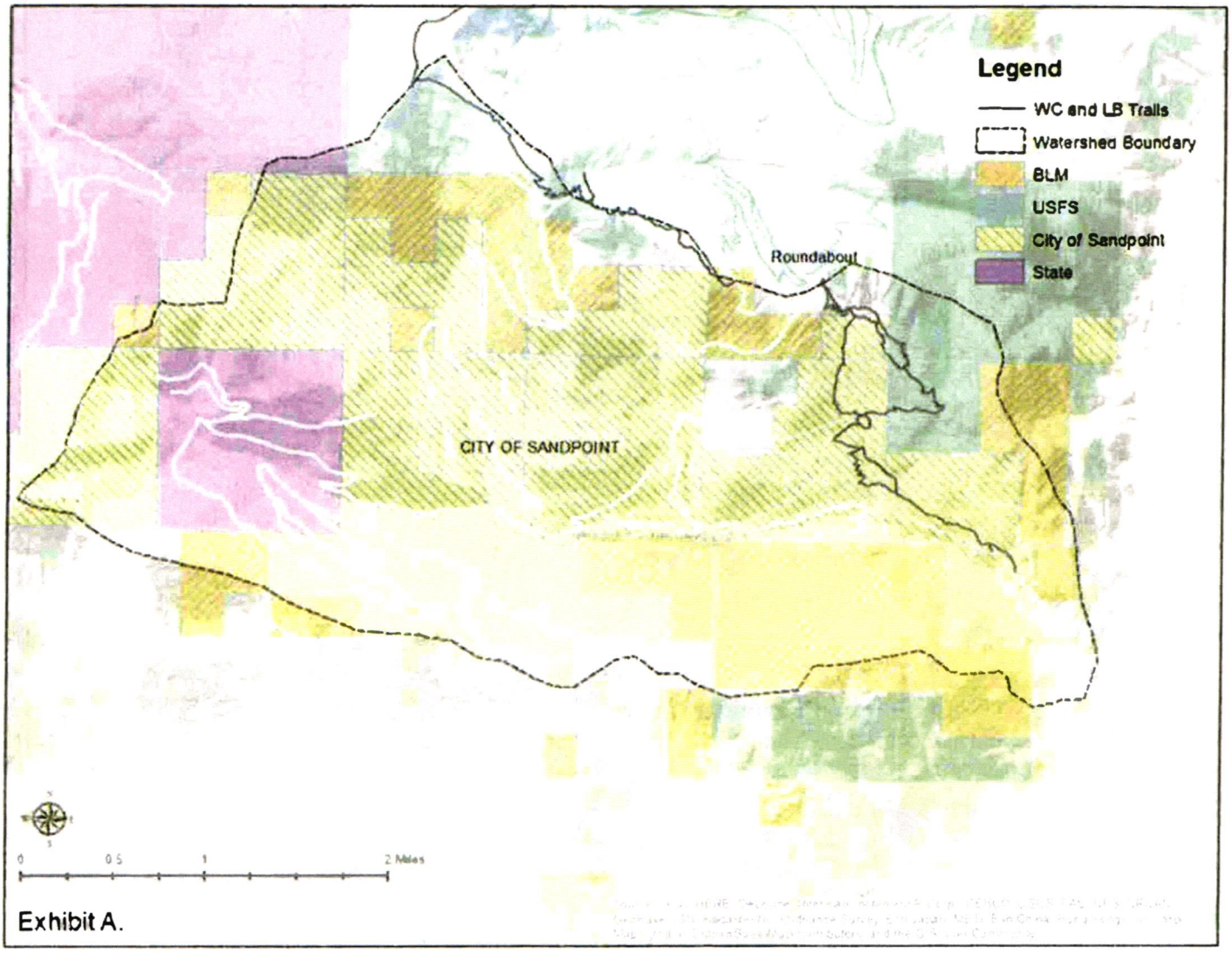
Legend
WC and LB Trails
Watershed Boundary
BLM
USFS
City of Sandpoint
State
Roundabout
CITY OF SANDPOINT
0
0.5
1
2 Miles

Exhibit A.

DocuSign Envelope ID: ABE103E7-7AC8-4228-A529-6F8C4DD72AF3

EXHIBIT D

VOLUNTEER WAIVER FORM

Waiver of Liability, Assumption of Risk, and Indemnity Agreement

In consideration of being permitted to participate in any volunteer and/or maintenance activities for the Pend Oreille Pedalers, Inc. at the City of Sandpoint Watershed property, leased by Pend Oreille Pedalers, Inc that I have enrolled myself or my child in, hereinafter called "Volunteering", I, for myself, my heirs, personal representatives or assigns, do hereby release, waive, discharge, and covenant not to sue the City of Sandpoint or Pend Oreille Pedalers, Inc., their officers, employees and agents (collectively the "Releasees") from liability from any and all claims, including negligence, resulting in personal injury, accidents or illnesses, including death, and property loss arising from, but not limited to, participation in Volunteering.

I also agree to INDEMNIFY AND HOLD the Releasees HARMLESS from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney's fees brought as a result of my involvement in Volunteering and to reimburse them for any such expenses incurred.

Participant's Name (printed): _____

Signature: _____ Date: _____

Signature of Custodial Parent or Legal Guardian (if participant is under 18)

_____

Custodial Parent or Legal Guardian Name (printed):

_____ Phone Number: _____

Signatory acknowledges that he/she has read this Assumption of Risk, Release of Claims, Indemnification and Hold Harmless Agreement, understands its meaning and effect, and agrees to be bound by its terms.

DocuSign Envelope ID: ABE103E7-7AC8-4228-A529-6F8C4DD72AF3

EXHIBIT E

WATERSHED MANAGEMENT GOALS AND OBJECTIVES

This management plan reflects the future plans, objectives and goals of the City of Sandpoint for its municipal watershed.

The most important function of the Little Sand Creek Watershed is to serve as the primary municipal water supply for the City of Sandpoint. Consequently, the management plan has been developed with the focus on protecting this use. All other goals, while compatible, remain secondary to this overriding objective. This objective and other plan considerations are outlined below.

Primary Objective: To protect or enhance the quality of water generated by the Little Sand Creek Watershed and to insure an adequate and continuous supply of water, in perpetuity, for the City of Sandpoint. This objective will be achieved by:

1. Acquiring additional property in the Little Sand Creek drainage whenever the opportunity arises, with the long-term goal being ownership of as much of the Little Sand Creek watershed as possible;

2. Practicing sound long-term forest management principles;

3. Reducing the hazard of catastrophic wildfires and increasing fire protection, particularly along vehicle access, ridge and escape corridors;

4. Protecting forest soils from erosion, contamination, or other damage;

5. Minimizing the impacts to the forest from insects, diseases and wildfire; and

6. Maximizing forest productivity, consistent with the water quality objective.

Secondary Objective: To realize ongoing financial benefits to the City through periodic timber harvests and subsequent improvements in forest health and productivity. This objective will be achieved by:

1. Maximizing forest productivity and financial return through timber harvest in a manner that is consistent and compatible with the primary water quality objective; and

2. Reducing forest insects, diseases, and wildfire hazards.

Tertiary Objective: To protect and enhance wildlife, fisheries, and aesthetic values wherever possible, in conjunction with the other objectives.

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EXHIBIT F

Trail Reclamation Standard

As a multi-use trail network evolves, it becomes necessary to re-route or abandon trails. To prevent the public from using unauthorized trails it is necessary to remove any sign of those trails' existence. Pend Oreille Pedalers (POP) provides these steps to ensure abandoned trails return to their natural state. These steps are taken from the **UDSA Forest Service, "Trail Construction and Maintenance Notebook" 2007 edition.**

If you're re-routing a section of trail, the new section needs to be well designed, fun, and better than the one you're closing. If your new trail doesn't provide a better experience than the old trail, people will keep using the old one.

1. Obliterate the existing tread
    a. Remove any culverts or man-made features.
    b. Completely break up or scarify the compacted tread at least 4 inches deep.
2. Re-contour the trail corridor
    a. Pull fill slope material back into the cut and use additional material to rebuild the slope as necessary.
    b. Return the grade to that of the surrounding area.
3. Re-vegetate the trail corridor
    a. Actively Revegetate: re-vegetate the trail corridor by transplanting native vegetation (veg) mat from the new trail corridor. The veg mat should include as much of the existing root system as possible. If veg mat is not available, spread appropriate site-specific native grass/ plant seed on the obliterated trail corridor. Native soils are preferred, when possible, consult with land manager if custom soil mixture is required prior to installation.
    b. Passive Revegetation: On a properly obliterated trail corridor adjacent vegetation will spread into the disturbed soil if left undisturbed. Place physical barriers to discourage use of the obliterated trail corridor.
    c. Full re-vegetation is expected in no fewer than two growing seasons.
4. Block access to the reclaimed trail corridor
    a. The reclamation will need time to return to its natural state. A physical barrier such as logs or rocks will discourage the public from continuing to use the trail. These barriers will become part of the natural environment over time.
5. Document process
    a. Document the process with before photos, and then photograph again at the end of the growing season for a minimum of two years from the date of revegetation.
    b. Maintain a file for land manager with time-stamped images and species of any new plant materials or seeds were used if veg mat was not available.

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City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864

CONTRACT A23-5100-1 FIRST AMENDMENT

Date: September 26, 2023

Agreement Title:	**A23-5100-1 – Watershed Trails License Agreement**
Agreement Execution Date:	**June 02, 2023**
Division/Section:	**Parks**
Licensee:	**Pend Oreille Pedalers, Inc. (POP)**
Licensee Address:	**PO Box 2451, Sandpoint, Idaho 83864**

This First Amendment to Agreement A23-5100-1 shall become part of the original Agreement.

1. **Section 14 – Specific Obligations of POP shall be amended as follows:**
   a. **Amend the amount of Trail Maintenance reimbursement from $10,000 to a not to exceed amount of $12,200 to add signage for trail users, build a 10' x 10' "Landing Pad", and install permanent erosion control methods, as needed. The vegetation on SMR will be trimmed back as much as possible without any destabilization of the hillside.**

      "The City will reimburse, upon receipt of required documentation, including invoices and/or receipts, up to a maximum of $12,200 annually or as approved in the adopted City budget."

The City of Sandpoint and POP hereby agree to amend or modify the above referenced Agreement as set forth herein.

City of Sandpoint

DocuSigned by:
50D5B32583CF437...

9/26/2023

Jennifer Stapleton — Date
City Administrator

Pend Oreille Pedalers, Inc.

DocuSigned by:
FD9E189821DF46E...

9/29/2023

Tyler Kee — Date
President, Pend Oreille Pedalers

No: 24-
Date: May 1, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: SECOND AMENDMENT TO PEND OREILLE PEDALERS WATERSHED LICENSE AGREEMENT (CITY AGREEMENT NO. A23-5100-1)

WHEREAS: The City of Sandpoint ("City") holds title to certain real property west of Sandpoint within the area commonly known as the Little Sand Creek Watershed ("Watershed"), a drinking water source for the greater Sandpoint region;

WHEREAS: The City is dedicated to the management of its lands and maintaining the highest quality water and environmental health in the Watershed;

WHEREAS: Pend Oreille Pedalers ("POP") is an Idaho nonprofit corporation formed for the specific charitable and educational purpose of building and maintaining recreational trails in Bonner County and promoting mountain biking in the region, with a desire to build trails in an environmentally and socially responsible manner in the Watershed;

WHEREAS: A License Agreement with POP is currently in place with the City for the purpose of documenting the intended cooperation between the parties for the construction, maintenance, and preservation of selected aspects of the trails that lie within the Watershed;

WHEREAS: At this time, staff recommends an additional $75,000 reimbursement amount to POP, funded with water utility funds from revenue generated by Watershed timber sales, to be used toward mitigation of erosion and drainage as identified in the 2019 Watershed Management Plan; and

WHEREAS: An amendment to the license agreement has been prepared, which will provide for this reimbursement and extend the expiration of the agreement to June 1, 2025.

NOW, THEREFORE, BE IT RESOLVED THAT: On behalf of the City, the Mayor or his designee is authorized to execute the Second Amendment to the License Agreement referenced herein (City Agreement No. A23-5100-1), a copy of which is attached hereto and made a part hereof as if fully incorporated herein.

BE IT FURTHER RESOLVED THAT: This License Agreement Second Amendment supersedes any and all previous License Agreements between the City of Sandpoint and Pend Oreille Pedalers, Inc.

_____
Jeremy Grimm, Mayor

ATTEST:

_____
Melissa Ward, City Clerk

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City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864

CONTRACT A23-5100-1 SECOND AMENDMENT

Date: **May 01, 2024**

Agreement Title:	**A23-5100-1 – Watershed Trails License Agreement**
Agreement Execution Date:	**June 02, 2023**
Division/Section:	**Parks**
Licensee:	**Pend Oreille Pedalers, Inc. (POP)**
Licensee Address:	**PO Box 2451, Sandpoint, Idaho 83864**

This Second Amendment to Agreement A23-5100-1 shall become part of the original Agreement.

1. **Section 3 – Term and Termination: Modified as follows adding this additional language to Section 3:**

   This license agreement is being renewed an additional one-year term for a new termination date of June 01, 2025.

2. **Section 14 – Specific Obligations of POP shall be amended as follows:**

   Amend the amount of Trail Maintenance reimbursement from $12,200 to a revised maximum amount of $87,200, reflecting an increase of $75,000.

   "The City will reimburse, upon receipt of required documentation, including invoices and/or receipts, up to a maximum of $87,200 as approved in the adopted City budget."

The City of Sandpoint and POP hereby agree to amend or modify the above referenced Agreement as set forth herein.

City of Sandpoint

_____

Jeremy Grimm Date
Mayor

Pend Oreille Pedalers, Inc.

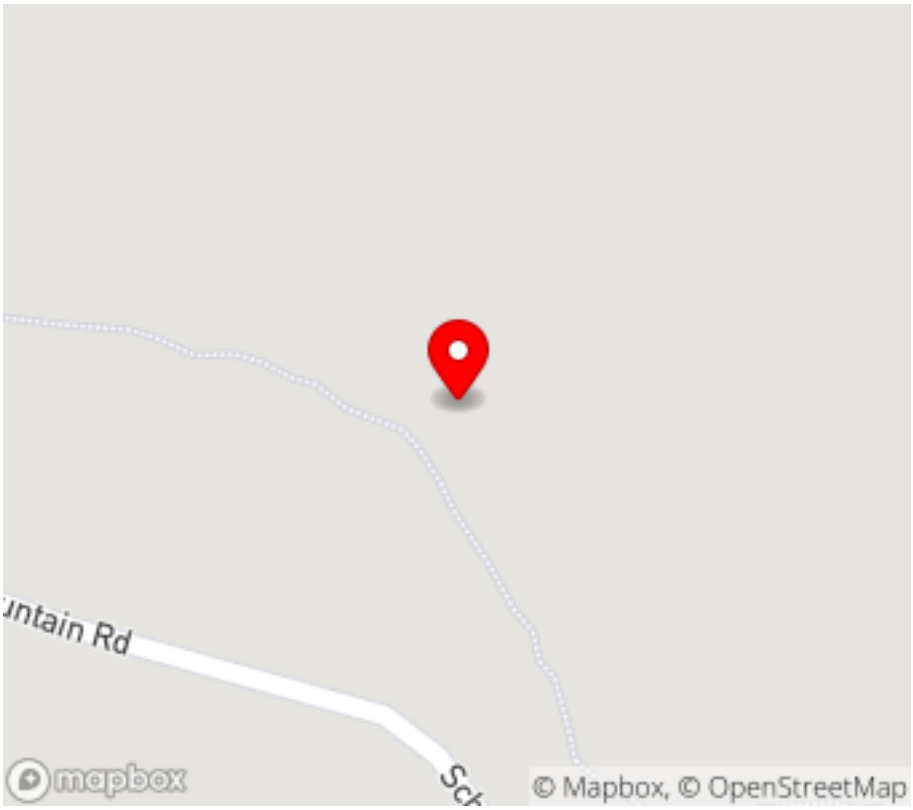
DocuSigned by:
Tyler Kee 4/24/2024
ED9E189821DE46E...

Tyler Kee Date

President, Pend Oreille Pedalers

Point Environmental - Stream Crossing

General Information

Road #	797-1.0
Crossing Type:	Culvert
Culvert/Bridge #:	C797-1.0-4
Already Has an Assigned Bridge/Culvert #:	No
GPS Location:	
	Lat: 48.3292504 Long: -116.5807139

Survey

Material Type:	Corrugated Plastic
IF Other:	
Culvert Diameter/Crossing Height:	0.500Ft
Crossing Width	
Shape:	Round
If Other:	
Crossing Water Depth:	0.050Ft
Countersunk:	No
Backwatered:	No
Trash Rack:	No

Point Environmental - Stream Crossing

Culvert/Crossing Length:	16.000Ft
Rise:	1.400Ft
Road Fill Depth:	0.100Ft
Perched/Water Surface Drop:	No
Drop Height	
Drop Location:	
Plunge Pool Length:	
Plunge Pool Max Depth:	
Plunge Pool Scour Line Width:	
Downstream Bankfull Width:	6.000Ft
Fish Barrier:	NA
Fish Barrier Reason:	
Outside Condition:	Fair
Inside Condition:	Good
Comments:	Inadequate for larger storms. Exposed in road.

Culvert/Crossing Photos

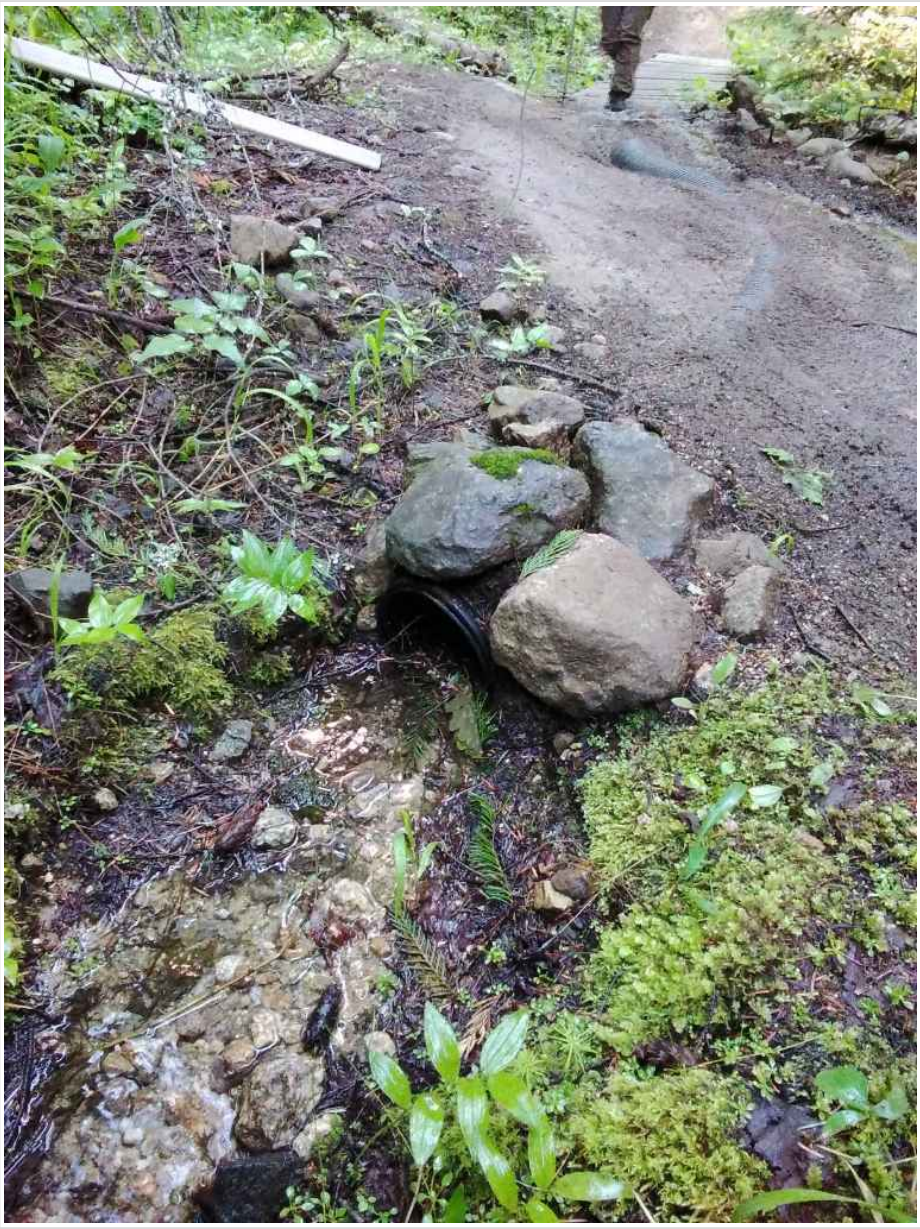
Point Environmental - Stream Crossing

Road Upstream	
Upstream Right Ditch/Shoulder	

Point Environmental - Stream Crossing

Upstream Left Ditch/Shoulder	

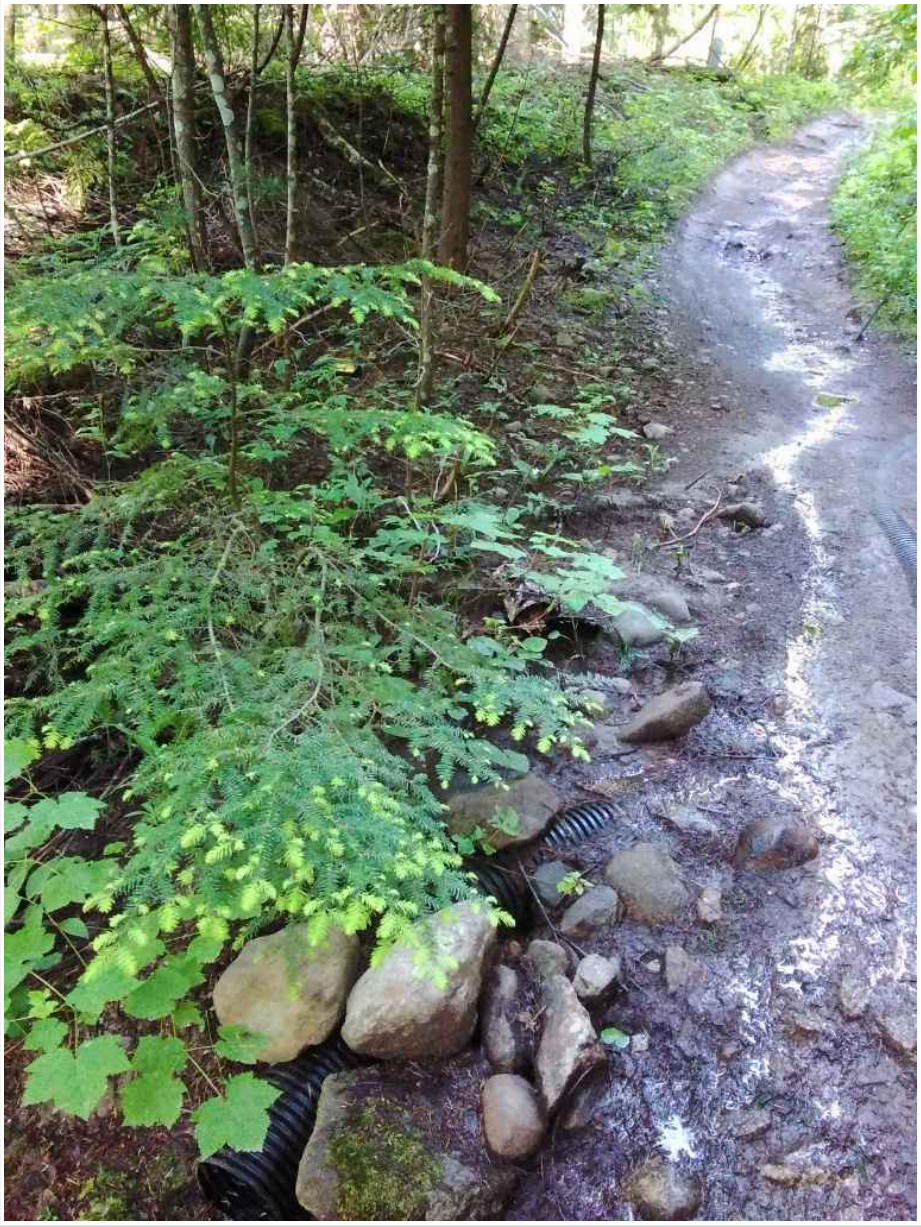
Point Environmental - Stream Crossing

Upstream Looking Down at Culvert	

Point Environmental - Stream Crossing

Road Downstream	

Point Environmental - Stream Crossing

Downstream Right Ditch/Shoulder	

Point Environmental - Stream Crossing

Downstream Left Ditch/Shoulder	

Point Environmental - Stream Crossing

Downstream Looking Up at Culvert	

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 04 / 26 / 24

Date of meeting 05 / 01 / 24

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
Maeve Nevins-Lavtar, Parks Planning & Development Manager

Address: 1123 Lake St., Sandpoint, ID 83864

Phone number and email address: 208-946-2711/mnevinslavtar@sandpointidaho.gov

Authorized by: Jason Welker, CPD Director _____
name of City official *City official's signature*

(Department Heads, City Council members, and the Mayor are City officials.)

Subject: A24-5100-3: Selkirk Rec. District Watershed Trails Memo of Understanding ("MOU")

Summary of what is being requested: Request to approve MOU Agreement between the City and the Selkirk Recreation District (SRD) for property located within the Little Sand Creek Watershed for the purposes of funding, design, construction and maintenance of a trail as described within Agreement.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? **Yes or No** ☐ ☑
   If yes, in what way? _____

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

	Have they been contacted? **Yes or No**
Pend Oreille Pedalers "POP"	Yes
Schweitzer Mountain Properties	Yes
Alterra (Schweitzer)	Yes

3. Is there a need for a general public information or public involvement plan? **Yes or No** ☐ ☑
   If yes, please specify and suggest a method to accomplish the plan: _____

4. Is an enforcement plan needed? **Yes or No** ☐ ☑ Additional funds needed? **Yes or No** ☐ ☑

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☑ ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

CITY OF SANDPOINT
AGENDA REPORT

DATE: 05/01/2023

TO: MAYOR AND CITY COUNCIL

FROM: Maeve Nevins-Lavtar, Park Planning & Development Manager

SUBJECT: Request to approve Memorandum of Understanding **A24-5100-3** between City of Sandpoint and Selkirk Recreation District

DESCRIPTION/BACKGROUND:
Request to approve MOU **A24-5100-3** between City of Sandpoint and Selkirk Recreation District for a non-exclusive agreement to fund, design, construct, maintain, and utilize City of Sandpoint property located in the Little Sand Creek Watershed (LSCW)-Lower Basin, for purposes of mountain biking and inclusive of other multi-use singletrack trail users. This MOU agreement is a two-year term agreement with the option for a three-year renewal beginning May 01, 2026. SRD has been a responsible trail steward for over a decade and this collaborative partnership is a result of the recently adopted 2023 Little Sand Creek Watershed Recreation Plan.

SRD has funded, constructed, and maintained most of the trails located within the upper basin portion of the Little Sand Creek Watershed, which connects to the City's Lower Basin trail system.

STAFF RECOMMENDATION: Staff asks City Council to consider approval of the Memorandum of Understanding **A24-5100-1** between City of Sandpoint and Selkirk Recreation District.

ACTION: Staff asks City Council to approve the Memorandum of Understanding **A24-5100-3** between City of Sandpoint and Selkirk Recreation District.

WILL THERE BE ANY FINANCIAL IMPACT? No

HAS THIS ITEM BEEN BUDGETED? No

ATTACHMENTS:
- Proposed Resolution
- Memorandum of Understanding **A24-5100-3** Selkirk Recreation District
- Map Exhibit

No: 24-
Date: May 1, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: MEMORANDUM OF UNDERSTANDING (MOU) WITH SELKIRK RECREATION DISTRICT (CITY AGREEMENT NO. A24-5100-3)

WHEREAS: The City of Sandpoint ("City") holds title to certain real property west of Sandpoint within the area commonly known as the Little Sand Creek Watershed ("Watershed"), a drinking water source for the greater Sandpoint region;

WHEREAS: The City is dedicated to the management of its lands and maintaining the highest quality water and environmental health in the Watershed;

WHEREAS: Selkirk Recreation District ("SRD") has funded, constructed, and maintained most of the trails located within the upper basin portion of the Little Sand Creek Watershed, which connects to the City's Lower Basin trail system, and has been a responsible trail steward for over a decade; and

WHEREAS: As a result of the recently adopted 2023 Little Sand Creek Watershed Recreation Plan, the City has had the opportunity to form a collaborative partnership with SRD, with a Memo of Understanding prepared for the purpose of documenting the intended cooperation between the parties for the design, construction, maintenance, and preservation of selected aspects of the trails that lie within the Watershed.

NOW, THEREFORE, BE IT RESOLVED THAT: On behalf of the City, the Mayor or his designee is authorized to execute the Memo of Understanding referenced herein (City Agreement No. A24-5100-3), a copy of which is attached hereto and made a part hereof as if fully incorporated herein.

BE IT FURTHER RESOLVED THAT: This MOU supersedes any and all previous License Agreements between the City of Sandpoint and Selkirk Recreation District.

_____
Jeremy Grimm, Mayor

ATTEST:

_____
Melissa Ward, City Clerk

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MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF SANDPOINT AND SELKIRK RECREATION DISTRICT

I. Purpose – The purpose of this Memorandum of Understanding (MOU) is to establish a mutually beneficial relationship between the City of Sandpoint (City) and Selkirk Recreation District (SRD) for the purpose of providing a framework for stewardship assistance on trails and trail facilities within City-owned parcels, including the funding, planning, design, construction, and maintenance of mountain bike optimized trails within the Lower Basin of the Little Sand Creek Watershed, hereinafter referred to as the, "Lower Basin."

II. Agreement Term - This MOU shall commence on May 1, 2024 and terminate on April 30, 2026, provided with the option that this MOU may be extended thereafter for an additional three (3) year term upon the mutual written agreement signed by the parties, unless either party notifies the other of its decision to terminate the MOU. Such notification must be furnished to the other party in writing at least 30 days before the MOU is terminated.

III. Property Control – Portions of the Lower Basin are owned by the City and recreation activities are operated by the Parks Division of the City's Community, Planning, & Development Department, hereinafter referred to as, "CPD". The Lower Basin trails shall be optimized for bikes, including Class 1 e-bike, however the trails may be shared by other users such as hikers, dog walkers, trail runners, berry pickers, etc. All rules and regulations governing park property shall remain in effect.

IV. Trail Availability - Trails within the Lower Basin network will be open to all public use. The Lower Basin will be closed to the public when an approved recreation event is scheduled and permitted. All events must first be approved by the City.

V. FEES – No fee shall be established or collected for the public use of the trails within the Lower Basin without explicit approval of the City. Promoters may only charge for participation in permitted events.

VI. Funding – SRD agrees to fund construction of a new trail segment within the Lower Basin, including but not limited to the design, construction, and equipment rental.

VII. Planning and Design - SRD will work with the City to plan and design an approximately 0.5-mile segment of two-directional, primary uphill trail between switchback 6 and the roundabout on Schweitzer Mountain Road (see Appendix A), as envisioned within the 2023 Adopted Little Sand Creek (LSC) Watershed Recreation Plan. The planning and design process will include a site visit with a representative from the City's CPD team before construction commences to confirm the proposed trail's alignment and layout to best fulfill the vision of the LSC Watershed Recreation Plan. SRD shall flag the proposed trail alignment prior to scheduling a trail alignment review, only after which approval for construction may be granted.

VIII. Construction – SRD will oversee the construction of the described segment of new trail in compliance with all applicable City, State, and Federal regulations and standards. The City will inspect the site throughout the construction process, ensuring that construction activities are consistent with terms of this MOU. All construction plans must first be reviewed and approved by the City. All trail design, features, signage, and construction shall meet the guidelines as recommended by the International Mountain Bike Association (IMBA), or substantially similar industry-accepted methods will be used to construct the trail. Any structures such as bridges must be built in compliance with the US Forest Service Standard Trail Plan designs, and plans for structures must be submitted to the City for

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review before construction begins. **Substantial Completion date of December 31, 2024**.

IX. Maintenance - Upon completion of new trail construction the new trail segment (and its associated corridor up to 10 feet from either side of the trail's tread) and features will be managed between the City and SRD. SRD will assume trail maintenance responsibilities for the new segment, consistent with SRD's current maintenance responsibilities on trails on adjacent private properties between the roundabout and switchback 6 on Schweitzer Mountain Road. Trail signage shall be included in the project scope and consistent with other Lower Basin trail signs, including the addition of an emergency response locate, GPS coordinates, and coordination with the Pend Oreille Pedalers for the inclusion in all associated maps and web-based trail applications.

X. Non-Funding Obligation - This MOU is neither a fiscal nor a funds obligation document. Any endeavor involving reimbursement or contribution of funds or transfer of anything of value between Parties to this MOU will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements, which shall be made in writing by representatives of the Parties and shall be independently authorized by appropriate statutory authority. This MOU does not provide such authority.

XI. Insurance and Indemnification - SRD shall give prompt and timely notice to the City of any claim made or suit instituted which, in any way, directly or indirectly, contingently, or otherwise, affects or might affect either party.

SRD shall procure and maintain in effect during the term of this MOU, with companies licensed to do business in the State of Idaho, the following insurance:

> At all times material hereto, SRD shall keep and maintain a policy or policies of insurance covering losses resulting from general liability, personal injury and property loss, in amounts no less than the limits of liability provided Idaho Code §6-901 through 6-929, known as the Idaho Tort Claims Act, for any losses sustained as a result of performance of the party's duties and responsibilities under this Agreement. SRD shall also keep and maintain an automobile insurance policy or policies for each of its employees, in the same minimum requirements as stated above, insuring against losses related to operation of its vehicles in performance of its duties under this Agreement. All employees of SRD are its employees only and SRD shall be responsible for carrying proper Workers' Compensation coverage on any such employees. Proof of automobile insurance coverage and Workers' Compensation coverage shall also be provided to the CITY.
>
> The SRD shall indemnify and hold the CITY, its officials, officers, employees, agents and assigns, harmless from and/or against any and all claims, damages, and liabilities (including reasonable attorney's fees) that may be suffered or incurred or that arise as a result of and which are caused by SRD's wrongful acts or omissions in the performance of its duties under this Agreement. This indemnification does not apply when such claims, damages, and liabilities are the result of negligent acts, errors, omissions or fault on the part of the CITY, its officials, officers, employees, agents or assigns. Nothing contained in this indemnification provision shall waive, in any manner, the limits of liability provided to the CITY specified in Idaho Code §6-901 through 6-929, known as the Idaho Tort Claims Act.

XII. Attorney's Fees - Reasonable attorney fees and costs shall be awarded to the prevailing party in any action to enforce or interpret this Agreement, or to declare a termination or forfeiture thereof.

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XIII. Non-Discrimination - SRD, in conducting its activities pursuant to this MOU, shall not discriminate against any person because of race, gender, sexual orientation, religion, age, color, ancestry, or national origin by refusing to furnish such person accommodation, facility, privilege, or opportunity offered to members of the general public.

XIV. Principle Contacts:

_____, Selkirk Recreation District
Board President
Email:
Phone:

Maeve Nevins-Nevins, Park Planning and Development Manager, City of Sandpoint
MNevinsLavtar@sandpointidaho.gov
(208)-946-2711

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding intending it to become effective May 01, 2024.

City of Sandpoint:

_____
Jeremy Grimm Date
Mayor

Selkirk Recreation District

DocuSigned by:
patrick werry 4/29/2024
_____
patrick werry Date
Board President

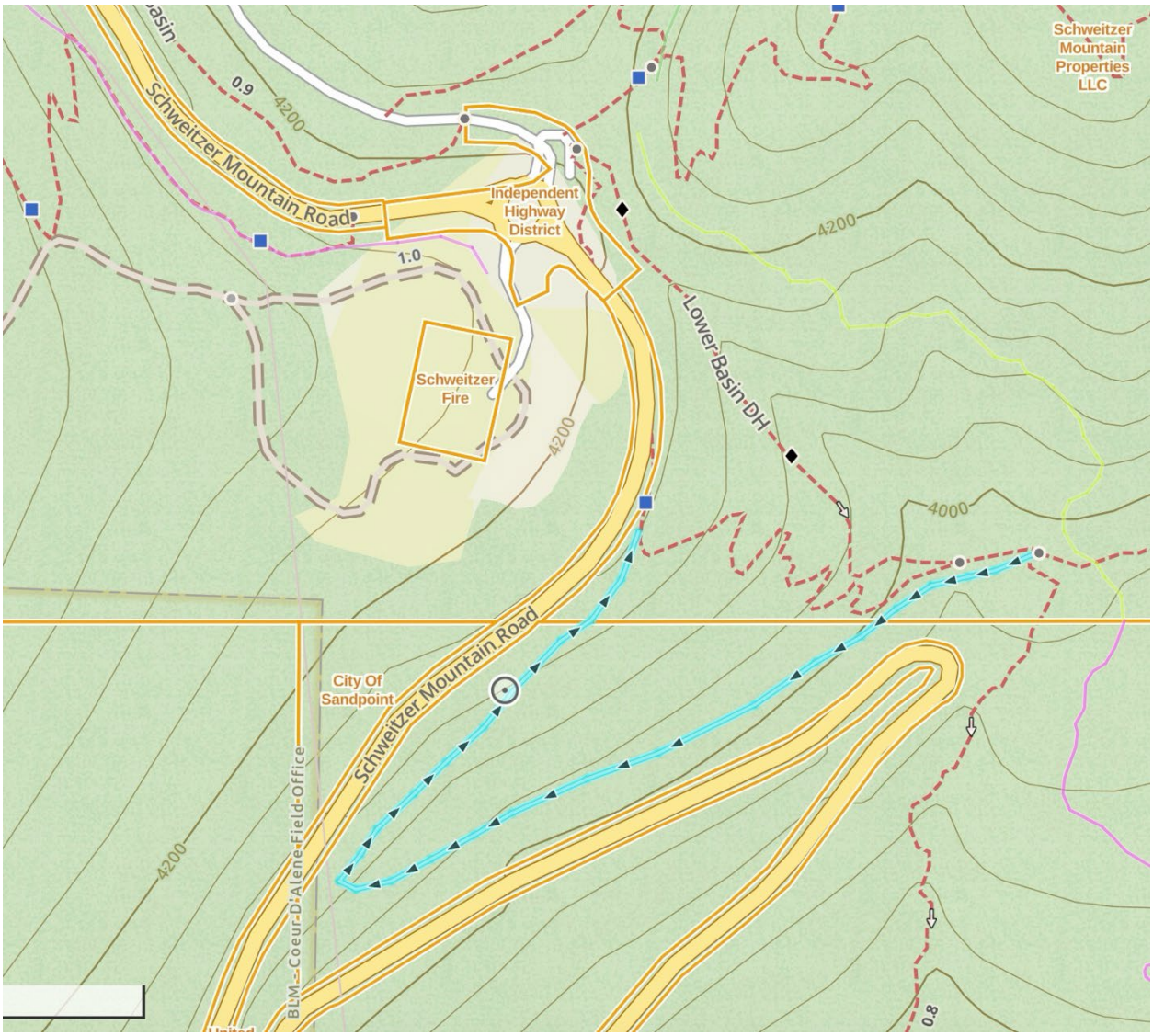
Attest:

_____
Melissa Ward, City Clerk

DocuSign Envelope ID: 71A3229C-2F67-4DDC-B251-40B5C9739BD7

APPENDIX A – PROPOSED TRAIL ALIGNMENT

The proposed trail alignment (blue line on map below) starts and finished on private property, but crosses in its middle portion onto City-owned property. Total trail length is approximately 0.5 miles, with approximately 0.35 miles lying on City property.



SANDPOINT CITY COUNCIL AGENDA REQUEST FORM

Today's date: 4 / 23 / 24

Date of meeting 5 / 1 / 24

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
Brandon Staglund, Civil Engineer City of Sandpoint

Address: City of Sandpoint

Phone number and email address: 208-255-1877

Authorized by: Jeremy Grimm, Mayor
name of City official *City official's signature*
(Department Heads, City Council members, and the Mayor are City officials.)

*Subject: Sidewalk in-lieu code and fee updates

Summary of what is being requested: Reduce sidewalk in-lieu fee from $144.35 / LF to $60 / LF and revise city code 7-3-10-H based on attached draft

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? **Yes or No** ☑ ☐
   If yes, in what way? reduced in lieu fee per project, but I anticipate a greater overall contribution to the in-lieu fee funds

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: — Have they been contacted? **Yes or No**

Homeowners proposing new construction or remodel	no

3. Is there a need for a general public information or public involvement plan? **Yes or No** ☐ ☑
   If yes, please specify and suggest a method to accomplish the plan:

4. Is an enforcement plan needed? **Yes or No** ☐ ☑ Additional funds needed? **Yes or No** ☐ ☑

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☑ ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

***City Staff, please check one box:** Consent ☐ Old Business ☑ New Business ☐ Other/Unknown ☐

CITY OF SANDPOINT
AGENDA REPORT

DATE: May 1, 2024

TO: Mayor and City Council

FROM: Brandon Staglund, P.E., City of Sandpoint Civil Engineer

SUBJECT: Reduction of sidewalk in-lieu fee, and amendments to City Code 7-3-10-H

BACKGROUND:

The City of Sandpoint implemented a "Sidewalk Fee In-lieu of Construction" starting in 2019, with the goal of avoiding constructing new sidewalks across single lots that did not connect to any existing sidewalk on either side, sometimes referred to as "sidewalks to nowhere." When a property owner is required under city code 7-3 to construct new sidewalk across their property frontage, as a result of new construction or remodels of existing buildings, the code allows them to instead pay the in-lieu fee based on the width of their public street frontage. The fee is then placed into a dedicated fund based on the "Public Land Survey System" quarter section, and any fees must be spent within the same quarter section that the property is located. There are 21 separate quarter sections designated within city limits, as shown on the attached map.

The following issues are reducing the effectiveness of this program:

1. The in-lieu fee is roughly three times as expensive as what it costs for a typical property owner to install sidewalk. Previous staff used an estimate of what it would cost the city to build an equivalent section of sidewalk as part of a capital improvement project. I am requesting reducing the in-lieu fee to what it would cost the *property owner*. When the in-lieu fee is three times what it costs a property owner to install sidewalk, they are incentivized to build a "sidewalk to nowhere," which is the opposite of the intent of the program.
2. The code currently limits using the in-lieu fees only for city project identified in a capital improvements plan. I propose changing this to allow fees to be used for sidewalks and curb ramps of any kind. We are required to spend in-lieu fees within 10 years of collecting them, or they must be refunded. As of 2024, roughly 5 years into the program, we have still not collected enough in lieu fees in any quarter section to complete a capital project.
3. Currently, the code is ambiguous about who gets to decide when to build sidewalk and when to pay the in lieu fee. I propose adding a section that clarifies that staff decides when the in lieu fee is applied. Staff is responsible for ensuring that new sidewalks have connectivity to the larger sidewalk network.

STAFF RECOMMENDATION:

Consider reducing the sidewalk in-lieu fee from $144.35 / LF to $60 / LF, revising 7-3-10-H-4 as shown on the attached draft code amendment, and adding section 7-3-10-H-6 as shown on the attached draft code amendment.

REQUESTED ACTION:

1. Approve the Ordinance amending City Code 7-3-10-H and accompanying Summary for publication.
2. Approve the Resolution reducing the sidewalk in-lieu fee from $144.35 / LF to $60 / LF.

WILL THERE BE ANY FINANCIAL IMPACT? Yes

HAS THIS ITEM BEEN BUDGETED? n/a

ATTACHMENTS:

1. City of Sandpoint quarter section map
2. Proposed Ordinance and Summary

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Ponderay
Syringa Creek
57N 2W
18
Turnip Head Creek
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Sandpoint
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Dover
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ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 7, CHAPTER 3, SECTION 10-H, SIDEWALK FEE IN LIEU OF CONSTRUCTION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS: City staff notes certain issues impacting the effectiveness of the Sidewalk Fee in Lieu of Construction program, started in 2019, including cost of the fee vs. cost of sidewalk installation, limitations on use of the fees collected, and ambiguity surrounding decisions on the use of this program; and

WHEREAS: Staff has suggested amendments to this section of City Code, along with an accompanying proposal to reduce the in-lieu fee, which will be introduced under a proposed resolution.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Sandpoint that:

ORDINANCE SECTION 1 – AMENDMENT TO CITY CODE 7-3-10-H:

Sandpoint City Code 7-3-10-H SIDEWALK FEE IN LIEU OF CONSTRUCTION is hereby amended as follows:

7-3-10: NEW CONSTRUCTION OF SIDEWALKS; IMPROVEMENTS:

H. Sidewalk Fee In Lieu Of Construction:

1. A sidewalk fee in lieu of construction is required and shall be paid in full prior to issuance of a construction permit by the property owner abutting a public street when a modification has been authorized in accordance with this chapter, except in the event of a casualty loss.

2. Development associated with Title 10 is precluded from electing to pay a fee in lieu as an alternative to meeting the requirements of this chapter.

3. The sidewalk fee in lieu amount shall be adopted annually by resolution.

4. A sidewalk fee in lieu collected under this section shall be placed in a dedicated fund and used solely for the purpose of constructing ~~one (1) or more system improvements identified in the adopted capital improvement plan~~public sidewalks, pathways, ramps, or other pedestrian infrastructure within the same quarter section, as determined by the public land survey system.

5. A sidewalk fee in lieu collected under this section shall be spent within ten (10) years from the date fee is paid to the city. The owner of a property for which a fee in lieu was paid under this section may request a refund of any funds that remain unspent after the end of the ten (10)-year period. A refund request under this section must be submitted in writing, on a form provided by the city. The city may refund the fee to the applicant if it is not spent within ten (10) years of the date of its collection.

6. Payment of the sidewalk in-lieu fee shall be at the discretion of the Public Works Director or City Engineer.

ORDINANCE NO. ____

ORDINANCE SECTION 2 - REPEAL AND SEVERABILITY:

A. Any provision of the *Sandpoint City Code* found to be inconsistent with this Ordinance is hereby repealed.

B. Should any provision of this Ordinance be deemed unlawful or unconstitutional, such finding shall not affect the remaining provisions of this Ordinance.

ORDINANCE SECTION 3 – PUBLICATION AND EFFECTIVE DATE:

This Ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

PASSED AND ADOPTED AS AN ORDINANCE OF THE CITY OF SANDPOINT, IDAHO, AT A REGULAR SESSION OF THE SANDPOINT CITY COUNCIL ON _____.

_____
Jeremy Grimm, Mayor

Attest: _____
Melissa Ward, City Clerk

SUMMARY OF CITY OF SANDPOINT
ORDINANCE NO. ____
Sidewalk Fee in Lieu of Construction

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 7, CHAPTER 3, SECTION 10-H, SIDEWALK FEE IN LIEU OF CONSTRUCTION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Following is a summary of the provisions of Ordinance No. ____.

Ordinance Section 1 amends Sandpoint City Code Title 7, Chapter 3, Section 10-H, to designate the purposes of the use of the sidewalk fee in lieu collected under this section and that the necessity of payment of the sidewalk in-lieu fee shall be at the discretion of the Public Works Director or City Engineer.

Ordinance Sections 2 and 3 provide for repeal and severability, publication and an effective date.

This publication is a summary of the full Ordinance and is being published pursuant to Idaho Code Section 50-901A. This ordinance was passed and approved upon a proper roll call vote and duly enacted at a properly-noticed session of the Sandpoint City Council, held _____, 2024. The full text of the Ordinance is on file with the Sandpoint City Clerk and will be promptly provided during regular hours to any citizen on personal request.

Published once in the Legals section of the Bonner County Daily Bee on _____, 2024.

STATEMENT OF LEGAL ADVISOR

I, Zachary Jones, legal advisor for the City of Sandpoint, Idaho, have examined the summary of the ordinance to be presented to the Sandpoint City Council on May 1, 2024, proposing to amend Sandpoint City Code 7-3-10-H and find it to be a true and complete summary of said ordinance, providing adequate notice to the public of the contents thereof.

Zachary Jones
City of Sandpoint Legal Advisor

No: 24-
Date: May 1, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: REDUCTION IN THE AMOUNT OF THE SIDEWALK FEE IN LIEU OF CONSTRUCTION AND RESULTING AMENDMENT TO THE CITY FEES SCHEDULE

WHEREAS: Pursuant to Idaho Code § 63-1311A, proposed new City fees or fee increases in excess of five percent (5%) require a public hearing prior to approval;

WHEREAS: This Code section does not require a public hearing for fees that are increased 5% or less or are reduced or eliminated; and

WHEREAS: Along with an accompanying proposed ordinance to amend City Code 7-3-10-H, Sidewalk Fee in Lieu of Construction, and the justification stated therein, City staff recommends reducing this fee from $144.35 / LF to $60 / LF.

NOW, THEREFORE, BE IT RESOLVED THAT: The Sidewalk Fee in Lieu of Construction is hereby set at $60 / LF, effective immediately.

BE IT FURTHER RESOLVED THAT: Staff is directed to update the City Fees Schedule to reflect this change.

_____
Jeremy Grimm, Mayor

ATTEST:

_____
Melissa Ward, City Clerk

SANDPOINT CITY COUNCIL AGENDA REQUEST FORM

Today's date: 04 / 26 / 24

Date of meeting 05 / 01 / 24

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
Maeve Nevins-Lavtar, Parks Planning and Development Manager

Address: 1123 Lake Street, Sandpoint, Idaho 83864

Phone number and email address: 208-946-2711; mnevinslavtar@sandpointidaho.gov

Authorized by: Jason Welker, CPD Director _____
name of City official *City official's signature*
(Department Heads, City Council members, and the Mayor are City officials.)

*Subject: Approve Change Order No. 4 and Fourth Amendment for A23-5300-5 (Ginno Construction)

Summary of what is being requested: Approve Change Order No. 4 and Fourth Amendment to A23-5300-5 with Ginno Construction for unforeseen contract changes resulting change to GMP.

(reference attached Staff Report for details), for the James E. Russell Sports Center at Travers Park.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☑ **Yes** ☐ **or No**

   If yes, in what way? Increase to project budget (see staff report for details).

   Budget for this project is funded by the James E. Russell Family Donation and Parks CIP budget

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: — Have they been contacted? **Yes or No**

   N/A

3. Is there a need for a general public information or public involvement plan? **Yes** ☑ **or No** ☐
   If yes, please specify and suggest a method to accomplish the plan:
   Public has been and will continue to be involved with updates made via public meetings, city email blasts to stakeholders and recreation users, city website and social media.

4. Is an enforcement plan needed? **Yes** ☐ **or No** ☑ Additional funds needed? **Yes** ☑ **or No** ☐

5. Have all the affected departments been informed about this agenda item? **Yes** ☑ **or No** ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

***City Staff, please check one box:** Consent ☐ Old Business ☐ New Business ☑ Other/Unknown ☐

AGENDA REPORT

DATE: May 1, 2024

TO: City Council

FROM: Maeve Nevins-Lavtar, Parks Planning & Development Manager; Cheryl Hughes, Contracts & Grants Manager

SUBJECT: Request to approve Change Order No. 4 and the Fourth Amendment to Agreement No. A23-5300-5 with Ginno Construction Co. for CM/GC Services for Travers Park Renovations, Phase I Construction Services, due to unforeseen project circumstances resulting in a change to the Guaranteed Maximum Price.

DESCRIPTION/BACKGROUND:

The City Council previously approved Agreement No. A23-5300-5 with Ginno Construction Co. for the Travers Park Renovation construction services on March 15, 2023 under Resolution 23-024, and Change Order No. 2 on September 27, 2023 under Resolution 23-078, and Change Order No. 3 under Resolution 24-009.

Staff requests Council to approve Change Order No.4 and the Fourth Amendment to Agreement No. A23-5300-5 for the following justifications:

1. Value engineering decision to change overhead garage doors located on east and west side of buildings from having glazed windows to being solid because there would not be any view due to having side wall interior curtains, thus no need for glazed windows on doors.
    a. Increase in east garage door size from a 10’ x10’ door to a 12’ x 12’ to allow for ease of construction and future maintenance equipment access.
2. Addition of a 2’ concrete strip along east and west side of building to accommodate a superior asphalt paving tolerance.
3. Additional Sawdust Over-Excavation within building footprint from a depth of 5’ to 8’, resulting in additional material requiring removal and replacement. Negotiations resulted in additional excavation work benefit to City at Skatepark expansion area and at stockpile to west of ballfields.
4. Addition of asphalt paving on existing pathway located east and north side of tennis courts to comply with ADA accessibility requirements.
5. Extend storm drain for Skatepark expansion project for incorporation with Phase 1.

CONTIGENCY FUNDING:

The Parks Capital Projects budget for FY 2023-24 included several projects that can either be completed in-house or will be placed on hold until future funds are realized. By adjusting the Parks CIP budget, contigency funds have been released to be used at Travers Park, as needed. The following chart identifies FY 23-2024 budgeted Parks CIP projects and suggestions for future implementation with reallocation of funds for a flexible contigency budget for all Travers Park improvements.

Project Description	2023-24 Budget	Future Implementation Reccomendations
Beach Master Plan	$ 35,000.00	On hold until additional funds realized
Memorial Park - Kayak Launch Repairs	$ 30,000.00	On hold until additional funds realized, seeking grants
Sand Creek Non-Moto Boat Launch	$ 25,000.00	In-house staff to design, then seek grants to construct
Dog Park Design	$ 25,000.00	In-house staff to design, then seek grants to construct
Resurface Travers Tennis Courts	$ 275,000.00	Seeking bids now, decision to be made after actual costs are known. Some work may need to be completed as it impacts the site between skate expansion and new building plaza for ADA access.
TOTAL:	**$ 390,000.00**	(Note $115K is currently available)

BUDGET OVERVIEW:

Change Order #4 includes the following scopes of work and fees:

1. PCO#8: VE OH Doors & Increase OH Door Size: ($6,991.38)
2. PCO#9: Add: 2' Concrete Apron East & West of Building: $9,567.94
3. PCO#11: Additional Sawdust Over-Excavation: $58,566.43
4. RFP -006 -Pathway Paving: $11,706.87
5. RFP – 004 – Extend Storm Drain for Skatepark Expansion: $13,853.29

Original Contract Amount: $20,000
Prior Contract Amount: $26,500
Revised Contract Amount Change Order #1: $46,500

Revised Change Order #2 Amount: $4,190,000

Revised Change Order #3: $3,046,839.35
Previous Approved Contract Amount: $7,283,339.35

Current Change Order #3 Amount: $86,703.15
New Contract Amount: $7,370,040.50.

Cost Summary:

Other Project Costs: $518,146

Design, Construction Documents & Construction Admin. (Architects & Engineers): $463,832
Geotechnical Engineering & Inspections: $47,956
Survey & Misc.: $11,358

Construction Costs: $7,370,040.50
Total Project Costs: $7,888,188.50
Project Budget Amount: $7,500,000
Previous Contigency Amount: $306,485 (Funded by interest funds from donation)
Current Contigency Amount: $86,703.15 (Funded by reallocated Parks CIP budget)

SCHEDULE:
The final phase 1 project schedule has been increased by **48** calendar days. The substantial completion date for this contract is **December 16, 2024**. Construction remains very active and vertical construction of the building will begin in mid-Feb. with the building subcontractor from Legacy Building solutions being on site working two crews, 7 days a week for an estimated 12 weeks.

A public information/project update page for all the Travers Park improvements at www.sandpointidaho.gov/living-in-sandpoint/current-projects.

STAFF RECOMMENDATION: Approve Change Order No. 4 and the Fourth Amendment to Agreement No. A23-5300-5 with Ginno Construction Co.

ACTION: Approve Change Order No. 4 and the Fourth Amendment to Agreement No. A23-5300-5 with Ginno Construction Co.

WILL THERE BE ANY FINANCIAL IMPACT? Yes **HAS THIS ITEM BEEN BUDGETED?** Yes

ATTACHMENTS:
Proposed Resolution with Change Order No. 4 and the Fourth Amendment to Agreement A23-5300-5
For Reference:
- Agreement A23-5300-5 – Ginno Construction
- Agreement A23-5300-5 – Ginno Construction CM/GC First Amendment
- Agreement A23-5300-5 – Change Order No. 1
- Agreement A23-5300-5 – Change Order No. 2
- Agreement A23-5300-5 – Change Order No. 3
- Agreement A23-5300-5 – Change Order No. 4

No: 24-
Date: May 1, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: AGREEMENT AMENDMENT AS CHANGE ORDER NO. 4 WITH GINNO CONSTRUCTION COMPANY FOR CM/GC SERVICES FOR TRAVERS PARK RENOVATIONS, PHASE 1 (CITY AGREEMENT NO. 23-5300-5)

WHEREAS: On September 16, 2020, the Sandpoint City Council adopted a Parks and Recreation Master Plan under Resolution 20-041, informed by a year-long planning and data gathering process that included several public workshops, focus groups, Council presentations, and a Sandpoint resident survey, which response was statistically significant and represented the resident population opinion, along with online surveys, which were open to both Sandpoint and surrounding Bonner County residents;

WHEREAS: The adopted Parks and Recreation Master Plan contained concept plans, including the Travers-Centennial-Great Northern Sports Complex;

WHEREAS: The concept for Travers Park identified an indoor tennis facility to be located at Travers Park;

WHEREAS: On March 16, 2022, by way of donation agreements approved by City Council under Resolutions 22-013 and 22-014, the City of Sandpoint accepted a gift of $7.5 million from James A. Russell and Ginny Russell in honor of James E. Russell for the public purpose of the professional design and construction of a court sports facility and adjacent gateway plaza in the Travers-Centennial-Great Northern Sports Complex, along with a gift of two commissioned bronze sculptures from Ann M. Hargis and H. Denny Liggitt IV for placement at the gateway plaza at the entrance to Travers Park and the James E. Russell Sports Center;

WHEREAS: Upon execution of the donation agreements, the City issued a Request for Proposals (RFP) seeking design-build (professional design, permitting and construction) services for the Travers Park Renovations, Phase 1, Project, to produce a functionally complete facility, including, but not limited to, a multi-use, indoor court sports complex with an emphasis on tennis and pickleball and related site improvements, such as a gateway/plaza/trailhead, an all-wheeled skatepark expansion and bike skills facilities;

WHEREAS: On July 6, 2022, under Resolution 22-034, City Council awarded the contract to Emerick Construction Company;

WHEREAS: A community survey regarding the operations plan for the James E. Russell Sports Center was launched and open to the public September 23 - October 30, 2022, and in-person stakeholder meetings were also held and open to the public;

WHEREAS: The contract with Emerick was ultimately terminated in February 2023, with a full refund to the City of all expenses paid through the termination date;

WHEREAS: Following termination of the Emerick contract, Ginno Construction Co. submitted a Statement of Qualifications in response to a Request for Qualifications (RFQ) seeking Construction Manager/General Contractor (CM/GC) services for preconstruction and construction phased services for this project;

WHEREAS: On March 15, 2023, under Resolution 23-023, City Council approved an agreement with ALSC Architects for Travers Park Renovations, Phase 1, Professional Design Services for the final design phase and, under Resolution 23-024, Council approved an agreement with Ginno Construction Company for Travers Park, Phase 1 CM/GC Services;

WHEREAS: The Ginno agreement included a preconstruction fee proposal of $20,000, where, upon conclusion of the design development phase, a guaranteed maximum price for construction phase services would be established by way of a change order to the agreement at that time;

WHEREAS: Change Order No. 1 on April 28, 2023, included engineering design services for the Legacy Building Structure;

WHEREAS: On May 17, 2023, City staff, ALSC Architects and Ginno Construction unveiled the final design for the James E. Russell Sports Center at an Open House at Travers Park and presented the final design to the Sandpoint City Council at their regularly scheduled meeting;

WHEREAS: The final construction documents were completed and put out to bid for subcontractors for the Legacy building fabrication and installation and all site improvements;

WHEREAS: Change Order No. 2 on September 9, 2023, included building fabrication and installation, structure anchor bolts, site improvements, and Ginno Construction's associated construction management / general contractor fee was approved;

WHEREAS: Change Order No. 3 on January 3, 2024, included completion of the building construction inclusive of court surfacing, associated lighting, interior finishes, HVAC, electric, relocation and restoration of existing picnic shelter, and landscaping; and additional construction change order requests numbers 1 - 3, and the Ginno's construction fee was approved;

City of Sandpoint Resolution 24-___
May 1, 2024

WHEREAS: The bid package #2 completed the remaining design development phase, and, as such, the Guaranteed Maximum Price for construction services phase was established in the amount of $7,283,339.35;

WHEREAS: Change Order No. 4 includes changes in the overhead garage doors, addition of concrete inside the building, sawdust over-excavation within the building footprint, addition of asphalt paving on the existing pathway, and extension of storm drain for skatepark extension; and

WHEREAS: Change Order No. 4 increases the previous Guaranteed Maximum Price for construction services phase as originally established in the amount of $7,283,339.35 to an increased new contract amount of $7,370,040.50.

NOW, THEREFORE, BE IT RESOLVED THAT: The Travers Park Renovations Project, Phase 1, Construction Manager/General Contractor (CM/GC) for preconstruction and construction phase services contract with Ginno Construction Company is hereby amended as outlined herein.

BE IT FURTHER RESOLVED THAT: City Agreement No. A23-5300-5 Fourth Amendment and Change Order #4 (Agreement Between Owner and Construction Manager/ General Contractor (CM/GC)) with Ginno Construction Company for Travers Park Renovations, Phase 1, is hereby approved.

BE IT FURTHER RESOLVED THAT: As set forth in the Procurement Process and Signature Authority Policy for Goods, Services and Construction and further outlined in the City of Sandpoint Procurement Policy, on behalf of the City, the Mayor or authorized designee is hereby authorized to execute the documents necessary to effect these changes and amendments, copies of which are attached hereto and made a part hereof as if fully incorporated herein.

_____
Jeremy Grimm, Mayor

ATTEST:

_____
Melissa Ward, City Clerk

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City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864

AGREEMENT A23-5300-5 FOURTH AMENDMENT

Date: **May 01, 2024**

Contract Title: **A23-5300-5 -Agreement for Travers Park Renovations Ph1 – Construction Manager/General Contractor Services**
Contract Execution Date: **March 16, 2023**
Division/Section: **Parks & Recreation**
Construction Manager: **Ginno Construction of Idaho, Inc.**
Construction Manager Address: 3893 N. Schreiber Way, Coeur d'Alene, Idaho 83815

This Contract Second Amendment shall become part of the original Contract.

Summary: Amend 6.2 Guaranteed Maximum Price

A. **Article 6 – COMPENSATION FOR CONSTRUCTION PHASE SERVICES**
   a. **6.2 GUARANTEED MAXIMUM PRICE (GMP) –** Total contract value to date to include four (4) Change Orders shall be $7,370,042.50.
   b. Contract Sum shall not exceed GMP set forth within this price Amendment unless subject to additions or deductions by Change Order as provided in the Contract Documents.

The City of Sandpoint and Construction Manager hereby agree to amend or modify the above referenced Agreement as set forth herein.

City of Sandpoint		Ginno Construction of Idaho, Inc.	
		DocuSigned by: Rich Wells 7E1A19A6080F45E...	4/24/2024
Jeremy Grimm Mayor	Date	Rich Wells President	Date

DocuSign Envelope ID: D2114094-18F0-486E-9B2B-DF5906B5B646

AIA® Document A133® – 2019

Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price

AGREEMENT made as of the 16 day of March in the year 2023
(In words, indicate day, month, and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864

and the Construction Manager:
(Name, legal status, address, and other information)

Ginno Construction of Idaho, Inc.
3893 N. Schreiber Way
Coeur d'Alene, Idaho 83815
Telephone Number: 208-667-5560

for the following Project:
(Name, location, and detailed description)

A23-5300-5 Travers Park Renovations, Phase I
2016 Pine Street
Sandpoint, Idaho 83864
Construct a functionally complete Parks and Recreation Sports Court Indoor Facility ("Project") consisting of an approximate 34,460/SF size, 256' x 132', tension fabric and rigid pre-engineered steel-framed building to acommodate indoor (4) tennis courts, multi-striped with sixteen (16) pickleball courts. The interior area for the courts is approximately 29,700/SF. The facility should include a reception desk and main entry area with controlled access into the facility, a vestibule at main entry to capture debris, etc., lockers, hooks and cubbies storage for day users, storage area for maintenance supplies and recreation equipment, a multi-use community room with capacity for 50 people with access/proximity to both indoor courts and outdoor plaza, toilets/changing rooms and shower (four toilet/changing rooms accessible to the indoor facility, one with a shower and three toilet rooms are to be accessible to the exterior plaza and park. The facility should also include, but not limited to, related site improvements, including and outdoor gateway/plaza/trailhead that will serve to integrate the building with the adjacent park uses, and related site landscaping improvements.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.
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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

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The Architect:
(Name, legal status, address, and other information)

ALSC Architects
203 N. Washington, Suite 400
Spokane, Washington 99201
Telephone Number: 509-838-8568

The Owner and Construction Manager agree as follows.

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

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6 COMPENSATION FOR CONSTRUCTION PHASE SERVICES

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EXHIBIT A GUARANTEED MAXIMUM PRICE AMENDMENT
EXHIBIT B INSURANCE AND BONDS

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.
(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project, as described in Section 4.1.1:
(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

Not applicable

§ 1.1.2 The Project's physical characteristics:
(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

Project location: 2016 Pine Street, Sandpoint, Idaho 83864. The building and plaza site is located within a 14.9 acre City owned park parcel located on the south side of Travers Park.

§ 1.1.3 The Owner's budget for the Guaranteed Maximum Price, as defined in Article 6:
(Provide total and, if known, a line item breakdown.)

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

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Project Budget, which is not inclusive of Professional Design Services Fee is $7,000,000.

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase milestone dates, if any:

March 16, 2023 - Notice to Proceed

.2 Construction commencement date:

To be determined

.3 Substantial Completion date or dates:

October 30, 2024

.4 Other milestone dates:

April 30, 2024 - functionally complete facility
September 01, 2024 - landscape and associated hardscape completion.

§ 1.1.5 The Owner's requirements for accelerated or fast-track scheduling, or phased construction, are set forth below:
(Identify any requirements for fast-track scheduling or phased construction.)

Owner will provide staff assistance to facilitate accelerated design, permitting, and construction, where possible.

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:
(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

Deliver a functionally complete sports court facility and integrated plaza/gateway/trailhead that meets the Minimum Performance Criteria for the Travers Park Renovations, Phase I.

§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Construction Manager shall complete and incorporate AIA Document E234™–2019, Sustainable Projects Exhibit, Construction Manager as Constructor Edition, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E234–2019 is incorporated into this agreement, the Owner and Construction Manager shall incorporate the completed E234–2019 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.7 Other Project information:
(Identify special characteristics or needs of the Project not provided elsewhere.)

§ 1.1.8 The Owner identifies the following representative in accordance with Section 4.2:
(List name, address, and other contact information.)

Maeve Nevins-Lavtar - Project Manager
1123 Lake Street
Sandpoint, Idaho 83864
Telephone Number: 208-946-2711

Email Address: mnevinslavtar@sandpointidaho.gov

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude th coverage of the following risks: fire: windstorm: hail: flood: earthquake. volcanic activity. and other earth movement: lightning: riot: civil commotion: terrorism:

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§ 1.1.9 The persons or entities, in addition to the Owner's representative, who are required to review the Construction Manager's submittals to the Owner are as follows:
(List name, address and other contact information.)

ALSC Architects

§ 1.1.10 The Owner shall retain the following consultants and contractors:
(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

To be determined

.2 Civil Engineer:

To be determined

.3 Other, if any:
(List any other consultants retained by the Owner, such as a Project or Program Manager.)

To be determined

§ 1.1.11 The Architect's representative:
(List name, address, and other contact information.)

Rustin Hall
203 N. Washington, Suite 400
Spokane, Washington 99201
Telephone Number: 509-838-8568

Email Address: rhall@alscarchitects.com

§ 1.1.12 The Construction Manager identifies the following representative in accordance with Article 3:
(List name, address, and other contact information.)

Matt Gray - Project Manager
3893 N. Schreiber Way
Coeur d'Alene, Idaho 83815
Telephone Number: 208-667-5560

Email Address: matt@ginnoconstruction.com

§ 1.1.13 The Owner's requirements for the Construction Manager's staffing plan for Preconstruction Services, as required under Section 3.1.9:
(List any Owner-specific requirements to be included in the staffing plan.)

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Staffing plan per Statement of Qualifications received by Construction Manager.

§ 1.1.14 The Owner's requirements for subcontractor procurement for the performance of the Work:
(List any Owner-specific requirements for subcontractor procurement.)

Those portions of the Work that the Construction Manager does not customarily perform shall be performed under subcontracts or by other appropriate agreements with the Construction Manager. Pursuant to Idaho Code Section 54-4511, competitive bids shall be solicited from not less than three (3) contractors or suppliers deemed to be qualified by the Construction Manager. All bids shall be opened publicly in the presence of Owner and once opened, bids
shall be subject to the public record requirements outlined in Title 74, Idaho Code.

§ 1.1.15 Other Initial Information on which this Agreement is based:

Owner or Owner's Representative will make final decisions for work provided for under this Agreement.

§ 1.2 The Owner and Construction Manager may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Construction Manager shall appropriately adjust the Project schedule, the Construction Manager's services, and the Construction Manager's compensation. The Owner shall adjust the Owner's budget for the Guaranteed Maximum Price and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 Neither the Owner's nor the Construction Manager's representative shall be changed without ten days' prior notice to the other party.

ARTICLE 2 GENERAL PROVISIONS

§ 2.1 The Contract Documents

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. Upon the Owner's acceptance of the Construction Manager's Guaranteed Maximum Price proposal, the Contract Documents will also include the documents described in Section 3.2.3 and identified in the Guaranteed Maximum Price Amendment and revisions prepared by the Architect and furnished by the Owner as described in Section 3.2.8. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. If anything in the other Contract Documents, other than a Modification, is inconsistent with this Agreement, this Agreement shall govern. An enumeration of the Contract Documents, other than a Modification, appears in Article 15.

§ 2.2 Relationship of the Parties

The Construction Manager accepts the relationship of trust and confidence established by this Agreement and covenants with the Owner to cooperate with the Architect and exercise the Construction Manager's skill and judgment in furthering the interests of the Owner to furnish efficient construction administration, management services, and supervision; to furnish at all times an adequate supply of workers and materials; and to perform the Work in an expeditious and economical manner consistent with the Owner's interests. The Owner agrees to furnish or approve, in a timely manner, information required by the Construction Manager and to make payments to the Construction Manager in accordance with the requirements of the Contract Documents.

§ 2.3 General Conditions

§ 2.3.1 For the Preconstruction Phase, AIA Document A201™–2017, General Conditions of the Contract for Construction, shall apply as follows: Section 1.5, Ownership and Use of Documents; Section 1.7, Digital Data Use and Transmission; Section 1.8, Building Information Model Use and Reliance; Section 2.2.4, Confidential Information; Section 3.12.10, Professional Services; Section 10.3, Hazardous Materials; Section 13.1, Governing Law. The term "Contractor" as used in A201–2017 shall mean the Construction Manager.

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§ 2.3.2 For the Construction Phase, the general conditions of the contract shall be as set forth in A201–2017, which document is incorporated herein by reference. The term "Contractor" as used in A201–2017 shall mean the Construction Manager.

ARTICLE 3 CONSTRUCTION MANAGER'S RESPONSIBILITIES

The Construction Manager's Preconstruction Phase responsibilities are set forth in Sections 3.1 and 3.2, and in the applicable provisions of A201-2017 referenced in Section 2.3.1. The Construction Manager's Construction Phase responsibilities are set forth in Section 3.3. The Owner and Construction Manager may agree, in consultation with the Architect, for the Construction Phase to commence prior to completion of the Preconstruction Phase, in which case, both phases will proceed concurrently. The Construction Manager shall identify a representative authorized to act on behalf of the Construction Manager with respect to the Project.

§ 3.1 Preconstruction Phase

§ 3.1.1 Extent of Responsibility

The Construction Manager shall exercise reasonable care in performing its Preconstruction Services. The Owner and Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of services and information furnished by the Construction Manager. The Construction Manager, however, does not warrant or guarantee estimates and schedules except as may be included as part of the Guaranteed Maximum Price. The Construction Manager is not required to ascertain that the Drawings and Specifications are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Construction Manager shall promptly report to the Architect and Owner any nonconformity discovered by or made known to the Construction Manager as a request for information in such form as the Architect may require.

§ 3.1.2 The Construction Manager shall provide a preliminary evaluation of the Owner's program, schedule and construction budget requirements, each in terms of the other.

§ 3.1.3 Consultation

§ 3.1.3.1 The Construction Manager shall schedule and conduct meetings with the Architect and Owner to discuss such matters as procedures, progress, coordination, and scheduling of the Work.

§ 3.1.3.2 The Construction Manager shall advise the Owner and Architect on proposed site use and improvements, selection of materials, building systems, and equipment. The Construction Manager shall also provide recommendations to the Owner and Architect, consistent with the Project requirements, on constructability; availability of materials and labor; time requirements for procurement, installation and construction; prefabrication; and factors related to construction cost including, but not limited to, costs of alternative designs or materials, preliminary budgets, life-cycle data, and possible cost reductions. The Construction Manager shall consult with the Architect regarding professional services to be provided by the Construction Manager during the Construction Phase.

§ 3.1.3.3 The Construction Manager shall assist the Owner and Architect in establishing building information modeling and digital data protocols for the Project, using AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 3.1.4 Project Schedule

When Project requirements in Section 4.1.1 have been sufficiently identified, the Construction Manager shall prepare and periodically update a Project schedule for the Architect's review and the Owner's acceptance. The Construction Manager shall obtain the Architect's approval for the portion of the Project schedule relating to the performance of the Architect's services. The Project schedule shall coordinate and integrate the Construction Manager's services, the Architect's services, other Owner consultants' services, and the Owner's responsibilities; and identify items that affect the Project's timely completion. The updated Project schedule shall include the following: submission of the Guaranteed Maximum Price proposal; components of the Work; times of commencement and completion required of each Subcontractor; ordering and delivery of products, including those that must be ordered in advance of construction; and the occupancy requirements of the Owner.

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§ 3.1.5 Phased Construction
The Construction Manager, in consultation with the Architect, shall provide recommendations with regard to accelerated or fast-track scheduling, procurement, and sequencing for phased construction. The Construction Manager shall take into consideration cost reductions, cost information, constructability, provisions for temporary facilities, and procurement and construction scheduling issues.

§ 3.1.6 Cost Estimates
§ 3.1.6.1 Based on the preliminary design and other design criteria prepared by the Architect, the Construction Manager shall prepare, for the Architect's review and the Owner's approval, preliminary estimates of the Cost of the Work or the cost of program requirements using area, volume, or similar conceptual estimating techniques. If the Architect or Construction Manager suggests alternative materials and systems, the Construction Manager shall provide cost evaluations of those alternative materials and systems.

§ 3.1.6.2 As the Architect progresses with the preparation of the Schematic Design, Design Development and Construction Documents, the Construction Manager shall prepare and update, at appropriate intervals agreed to by the Owner, Construction Manager and Architect, an estimate of the Cost of the Work with increasing detail and refinement. The Construction Manager shall include in the estimate those costs to allow for the further development of the design, price escalation, and market conditions, until such time as the Owner and Construction Manager agree on a Guaranteed Maximum Price for the Work. The estimate shall be provided for the Architect's review and the Owner's approval. The Construction Manager shall inform the Owner and Architect in the event that the estimate of the Cost of the Work exceeds the latest approved Project budget, and make recommendations for corrective action.

§ 3.1.6.3 If the Architect is providing cost estimating services as a Supplemental Service, and a discrepancy exists between the Construction Manager's cost estimates and the Architect's cost estimates, the Construction Manager and the Architect shall work together to reconcile the cost estimates.

§ 3.1.7 As the Architect progresses with the preparation of the Schematic Design, Design Development and Construction Documents, the Construction Manager shall consult with the Owner and Architect and make recommendations regarding constructability and schedules, for the Architect's review and the Owner's approval.

§ 3.1.8 The Construction Manager shall provide recommendations and information to the Owner and Architect regarding equipment, materials, services, and temporary Project facilities.

§ 3.1.9 The Construction Manager shall provide a staffing plan for Preconstruction Phase services for the Owner's review and approval.

§ 3.1.10 If the Owner identified a Sustainable Objective in Article 1, the Construction Manager shall fulfill its Preconstruction Phase responsibilities as required in AIA Document E234™–2019, Sustainable Projects Exhibit, Construction Manager as Constructor Edition, attached to this Agreement.

§ 3.1.11 Subcontractors and Suppliers
§ 3.1.11.1 If the Owner has provided requirements for subcontractor procurement in section 1.1.14, the Construction Manager shall provide a subcontracting plan, addressing the Owner's requirements, for the Owner's review and approval.

§ 3.1.11.2 The Construction Manager shall develop bidders' interest in the Project.

§ 3.1.11.3 The processes described in Article 9 shall apply if bid packages will be issued during the Preconstruction Phase.

§ 3.1.12 Procurement
The Construction Manager shall prepare, for the Architect's review and the Owner's acceptance, a procurement schedule for items that must be ordered in advance of construction. The Construction Manager shall expedite and coordinate the ordering and delivery of materials that must be ordered in advance of construction. If the Owner agrees to procure any items prior to the establishment of the Guaranteed Maximum Price, the Owner shall procure the items on terms and conditions acceptable to the Construction Manager. Upon the establishment of the

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Guaranteed Maximum Price, the Owner shall assign all contracts for these items to the Construction Manager and the Construction Manager shall thereafter accept responsibility for them.

§ 3.1.13 Compliance with Laws
The Construction Manager shall comply with applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to its performance under this Contract, and with equal employment opportunity programs, and other programs as may be required by governmental and quasi-governmental authorities.

§ 3.1.14 Other Preconstruction Services
Insert a description of any other Preconstruction Phase services to be provided by the Construction Manager, or reference an exhibit attached to this document
(Describe any other Preconstruction Phase services, such as providing cash flow projections, development of a project information management system, early selection or procurement of subcontractors, etc.)

None

§ 3.2 Guaranteed Maximum Price Proposal
§ 3.2.1 At a time to be mutually agreed upon by the Owner and the Construction Manager, the Construction Manager shall prepare a Guaranteed Maximum Price proposal for the Owner's and Architect's review, and the Owner's acceptance. The Guaranteed Maximum Price in the proposal shall be the sum of the Construction Manager's estimate of the Cost of the Work, the Construction Manager's contingency described in Section 3.2.4, and the Construction Manager's Fee described in Section 6.1.2.

§ 3.2.2 To the extent that the Contract Documents are anticipated to require further development, the Guaranteed Maximum Price includes the costs attributable to such further development consistent with the Contract Documents and reasonably inferable therefrom. Such further development does not include changes in scope, systems, kinds and quality of materials, finishes, or equipment, all of which, if required, shall be incorporated by Change Order.

§ 3.2.3 The Construction Manager shall include with the Guaranteed Maximum Price proposal a written statement of its basis, which shall include the following:

.1 A list of the Drawings and Specifications, including all Addenda thereto, and the Conditions of the Contract;
.2 A list of the clarifications and assumptions made by the Construction Manager in the preparation of the Guaranteed Maximum Price proposal, including assumptions under Section 3.2.2;
.3 A statement of the proposed Guaranteed Maximum Price, including a statement of the estimated Cost of the Work organized by trade categories or systems, including allowances; the Construction Manager's contingency set forth in Section 3.2.4; and the Construction Manager's Fee;
.4 The anticipated date of Substantial Completion upon which the proposed Guaranteed Maximum Price is based; and
.5 A date by which the Owner must accept the Guaranteed Maximum Price.

§ 3.2.4 In preparing the Construction Manager's Guaranteed Maximum Price proposal, the Construction Manager shall not include a contingency for the Construction Manager's exclusive use to cover those costs that are included in the Guaranteed Maximum Price but not otherwise allocated to another line item or included in a Change Order.

§ 3.2.5 The Construction Manager shall meet with the Owner and Architect to review the Guaranteed Maximum Price proposal. In the event that the Owner or Architect discover any inconsistencies or inaccuracies in the information presented, they shall promptly notify the Construction Manager, who shall make appropriate adjustments to the Guaranteed Maximum Price proposal, its basis, or both.

§ 3.2.6 If the Owner notifies the Construction Manager that the Owner has accepted the Guaranteed Maximum Price proposal in writing before the date specified in the Guaranteed Maximum Price proposal, the Guaranteed Maximum Price proposal shall be deemed effective without further acceptance from the Construction Manager. Following acceptance of a Guaranteed Maximum Price, the Owner and Construction Manager shall execute the Guaranteed Maximum Price Amendment amending this Agreement, a copy of which the Owner shall provide to the Architect. The Guaranteed Maximum Price Amendment shall set forth the agreed upon Guaranteed Maximum Price with the information and assumptions upon which it is based.

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§ 3.2.7 The Construction Manager shall not incur any cost to be reimbursed as part of the Cost of the Work prior to the execution of the Guaranteed Maximum Price Amendment, unless the Owner provides prior written authorization for such costs.

§ 3.2.8 The Owner shall authorize preparation of revisions to the Contract Documents that incorporate the agreed-upon assumptions and clarifications contained in the Guaranteed Maximum Price Amendment. The Owner shall promptly furnish such revised Contract Documents to the Construction Manager. The Construction Manager shall notify the Owner and Architect of any inconsistencies between the agreed-upon assumptions and clarifications contained in the Guaranteed Maximum Price Amendment and the revised Contract Documents.

§ 3.2.9 The Construction Manager shall include in the Guaranteed Maximum Price all sales, consumer, use and similar taxes for the Work provided by the Construction Manager that are legally enacted, whether or not yet effective, at the time the Guaranteed Maximum Price Amendment is executed.

§ 3.3 Construction Phase

§ 3.3.1 General

§ 3.3.1.1 For purposes of Section 8.1.2 of A201–2017, the date of commencement of the Work shall mean the date of commencement of the Construction Phase.

§ 3.3.1.2 The Construction Phase shall commence upon the Owner's execution of the Guaranteed Maximum Price Amendment or, prior to acceptance of the Guaranteed Maximum Price proposal, by written agreement of the parties. The written agreement shall set forth a description of the Work to be performed by the Construction Manager, and any insurance and bond requirements for Work performed prior to execution of the Guaranteed Maximum Price Amendment.

§ 3.3.2 Administration

§ 3.3.2.1 The Construction Manager shall schedule and conduct meetings to discuss such matters as procedures, progress, coordination, scheduling, and status of the Work. The Construction Manager shall prepare and promptly distribute minutes of the meetings to the Owner and Architect.

§ 3.3.2.2 Upon the execution of the Guaranteed Maximum Price Amendment, the Construction Manager shall prepare and submit to the Owner and Architect a construction schedule for the Work and a submittal schedule in accordance with Section 3.10 of A201–2017.

§ 3.3.2.3 Monthly Report

The Construction Manager shall record the progress of the Project. On a monthly basis, or otherwise as agreed to by the Owner, the Construction Manager shall submit written progress reports to the Owner and Architect, showing percentages of completion and other information required by the Owner.

§ 3.3.2.4 Daily Logs

The Construction Manager shall keep, and make available to the Owner and Architect, a daily log containing a record for each day of weather, portions of the Work in progress, number of workers on site, identification of equipment on site, problems that might affect progress of the work, accidents, injuries, and other information required by the Owner.

§ 3.3.2.5 Cost Control

The Construction Manager shall develop a system of cost control for the Work, including regular monitoring of actual costs for activities in progress and estimates for uncompleted tasks and proposed changes. The Construction Manager shall identify variances between actual and estimated costs and report the variances to the Owner and Architect, and shall provide this information in its monthly reports to the Owner and Architect, in accordance with Section 3.3.2.3 above.

ARTICLE 4 OWNER'S RESPONSIBILITIES

§ 4.1 Information and Services Required of the Owner

§ 4.1.1 The Owner shall provide information with reasonable promptness, regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, constraints, and criteria,

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including schedule, space requirements and relationships, flexibility and expandability, special equipment, systems, sustainability and site requirements.

§ 4.1.2 Prior to the execution of the Guaranteed Maximum Price Amendment, the Construction Manager may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. After execution of the Guaranteed Maximum Price Amendment, the Construction Manager may request such information as set forth in A201-2017 Section 2.2.

§ 4.1.3 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Article 7, (2) the Owner's other costs, and (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Construction Manager and Architect. The Owner and the Architect, in consultation with the Construction Manager, shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 4.1.4 Structural and Environmental Tests, Surveys and Reports. During the Preconstruction Phase, the Owner shall furnish the following information or services with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Construction Manager's performance of the Work with reasonable promptness after receiving the Construction Manager's written request for such information or services. The Construction Manager shall be entitled to rely on the accuracy of information and services furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 4.1.4.1 The Owner shall furnish tests, inspections, and reports, required by law and as otherwise agreed to by the parties, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 4.1.4.2 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 4.1.4.3 The Owner, when such services are requested, shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 4.1.5 During the Construction Phase, the Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Construction Manager's performance of the Work with reasonable promptness after receiving the Construction Manager's written request for such information or services.

§ 4.1.6 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E234™–2019, Sustainable Projects Exhibit, Construction Manager as Constructor Edition, attached to this Agreement. - NOT APPLICABLE

§ 4.2 Owner's Designated Representative

The Owner shall identify a representative authorized to act on behalf of the Owner with respect to the Project. The Owner's representative shall render decisions promptly and furnish information expeditiously, so as to avoid unreasonable delay in the services or Work of the Construction Manager. Except as otherwise provided in Section 4.2.1 of A201–2017, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

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§ 4.2.1 Legal Requirements. The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 4.3 Architect

The Owner shall retain an Architect to provide services, duties and responsibilities necessary for the Preconstruction and Construction Phase services under this Agreement. The Owner shall provide the Construction Manager with a copy of the scope of services in the executed agreement between the Owner and the Architect, and any further modifications to the Architect's scope of services in the agreement.

ARTICLE 5 COMPENSATION AND PAYMENTS FOR PRECONSTRUCTION PHASE SERVICES

§ 5.1 Compensation

§ 5.1.1 For the Construction Manager's Preconstruction Phase services described in Sections 3.1 and 3.2, the Owner shall compensate the Construction Manager as follows:
(Insert amount of, or basis for, compensation and include a list of reimbursable cost items, as applicable.)

Fixed Lump Sum Amount of $20,000.

§ 5.1.2 The hourly billing rates for Preconstruction Phase services of the Construction Manager and the Construction Manager's Consultants and Subcontractors, if any, are set forth below. NOT APPLICABLE
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Individual or Position	Rate

§ 5.1.2.1 Hourly billing rates for Preconstruction Phase services include all costs to be paid or incurred by the Construction Manager, as required by law or collective bargaining agreements, for taxes, insurance, contributions, assessments and benefits and, for personnel not covered by collective bargaining agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, and shall remain unchanged unless the parties execute a Modification. NOT APPLICABLE

§ 5.1.3 If the Preconstruction Phase services covered by this Agreement have not been completed within Nine (9) months of the date of this Agreement, through no fault of the Construction Manager, the Construction Manager's compensation for Preconstruction Phase services shall be equitably adjusted.

§ 5.2 Payments

§ 5.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed.

§ 5.2.2 Payments are due and payable upon presentation of the Construction Manager's Payment Application. Amounts unpaid Thirty (30) days after receipt of a correct Payment Application date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Construction Manager.
(Insert rate of monthly or annual interest agreed upon.)

6 % per annum

ARTICLE 6 COMPENSATION FOR CONSTRUCTION PHASE SERVICES

§ 6.1 Contract Sum

§ 6.1.1 The Owner shall pay the Construction Manager the Contract Sum in current funds for the Construction Manager's performance of the Contract after execution of the Guaranteed Maximum Price Amendment. The Contract Sum is the Cost of the Work as defined in Article 7 plus the Construction Manager's Fee.

§ 6.1.2 The Construction Manager's Fee:
(State a lump sum, percentage of Cost of the Work or other provision for determining the Construction Manager's Fee.)

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire: windstorm: hail: flood: earthquake, volcanic activity, and other earth movement: lightning: riot: civil commotion: terrorism:

To be determined and will be reflected in the Guaranteed Maximum Price Amendment.

§ 6.1.3 The method of adjustment of the Construction Manager's Fee for changes in the Work:

To be determined and will be reflected in the Guaranteed Maximum Price Amendment.

§ 6.1.4 Limitations, if any, on a Subcontractor's overhead and profit for increases in the cost of its portion of the Work:

To be determined and will be reflected in the Guaranteed Maximum Price Amendment.

§ 6.1.5 Rental rates for Construction Manager-owned equipment shall not exceed Zero percent (0.00%) of the standard rental rate paid at the place of the Project.

§ 6.1.6 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

Construction Manager and Owner recognize that time is of the essence and that Owner will suffer financial loss if the Work is not completed within the times specified in this Agreement. The parties also recognize the delays, expense, and difficulties involved in proving in a legal, arbitration, or similar proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Construction Manager agree that as liquidated damages for delay (but not as a penalty), Construction Manager shall pay Owner $1,400.00 for each day that expires after the date for Substantial Completion, as identified in this Agreement until the Work is substantially complete. After Substantial Completion, if Construction Manager shall neglect, refuse, or fail to complete the remaining work within the Final Completion date identified in this Agreement, or any proper extension thereof granted by Owner, Construction Manager shall pay Owner $500.00 for each day
that expires after the time specified in this Agreement for completion and readiness for final payment until the Work is completed and ready for final payment.

§ 6.1.7 Other:

(Paragraph Deleted)

Not applicable

§ 6.2 Guaranteed Maximum Price
The Construction Manager guarantees that the Contract Sum shall not exceed the Guaranteed Maximum Price set forth in the Guaranteed Maximum Price Amendment, subject to additions and deductions by Change Order as provided in the Contract Documents. Costs which would cause the Guaranteed Maximum Price to be exceeded shall be paid by the Construction Manager without reimbursement by the Owner.

§ 6.3 Changes in the Work
§ 6.3.1 The Owner may, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions. The Owner shall issue such changes in writing. The Construction Manager may be entitled to an equitable adjustment in the Contract Time as a result of changes in the Work.

§ 6.3.1.1 The Architect may order minor changes in the Work as provided in Article 7 of AIA Document A201–2017, General Conditions of the Contract for Construction.

§ 6.3.2 Adjustments to the Guaranteed Maximum Price on account of changes in the Work subsequent to the execution of the Guaranteed Maximum Price Amendment may be determined by any of the methods listed in Article 7 of AIA Document A201–2017, General Conditions of the Contract for Construction.

§ 6.3.3 Adjustments to subcontracts awarded on the basis of a stipulated sum shall be determined in accordance with Article 7 of A201–2017, as they refer to "cost" and "fee," and not by Articles 6 and 7 of this Agreement.

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

Adjustments to subcontracts awarded with the Owner's prior written consent on the basis of cost plus a fee shall be calculated in accordance with the terms of those subcontracts.

§ 6.3.4 In calculating adjustments to the Guaranteed Maximum Price, the terms "cost" and "costs" as used in Article 7 of AIA Document A201–2017 shall mean the Cost of the Work as defined in Article 7 of this Agreement and the term "fee" shall mean the Construction Manager's Fee as defined in Section 6.1.2 of this Agreement.

§ 6.3.5 If no specific provision is made in Section 6.1.3 for adjustment of the Construction Manager's Fee in the case of changes in the Work, or if the extent of such changes is such, in the aggregate, that application of the adjustment provisions of Section 6.1.3 will cause substantial inequity to the Owner or Construction Manager, the Construction Manager's Fee shall be equitably adjusted on the same basis that was used to establish the Fee for the original Work, and the Guaranteed Maximum Price shall be adjusted accordingly.

ARTICLE 7 COST OF THE WORK FOR CONSTRUCTION PHASE

§ 7.1 Costs to Be Reimbursed

§ 7.1.1 The term Cost of the Work shall mean costs necessarily incurred by the Construction Manager in the proper performance of the Work. The Cost of the Work shall include only the items set forth in Sections 7.1 through 7.7.

§ 7.1.2 Where, pursuant to the Contract Documents, any cost is subject to the Owner's prior approval, the Construction Manager shall obtain such approval in writing prior to incurring the cost.

§ 7.1.3 Costs shall be at rates not higher than the standard rates paid at the place of the Project, except with prior approval of the Owner.

§ 7.2 Labor Costs

§ 7.2.1 Wages or salaries of construction workers directly employed by the Construction Manager to perform the construction of the Work at the site or, with the Owner's prior approval, at off-site workshops.

§ 7.2.2 Wages or salaries of the Construction Manager's supervisory and administrative personnel when stationed at the site and performing Work, with the Owner's prior approval.

§ 7.2.2.1 Wages or salaries of the Construction Manager's supervisory and administrative personnel when performing Work and stationed at a location other than the site, but only for that portion of time required for the Work, and limited to the personnel and activities listed below:
(Identify the personnel, type of activity and, if applicable, any agreed upon percentage of time to be devoted to the Work.)

Not applicable

§ 7.2.3 Wages and salaries of the Construction Manager's supervisory or administrative personnel engaged at factories, workshops or while traveling, in expediting the production or transportation of materials or equipment required for the Work, but only for that portion of their time required for the Work.

§ 7.2.4 Costs paid or incurred by the Construction Manager, as required by law or collective bargaining agreements, for taxes, insurance, contributions, assessments and benefits and, for personnel not covered by collective bargaining agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work under Sections 7.2.1 through 7.2.3.

§ 7.2.5 If agreed rates for labor costs, in lieu of actual costs, are provided in this Agreement, the rates shall remain unchanged throughout the duration of this Agreement, unless the parties execute a Modification.

§ 7.3 Subcontract Costs

Payments made by the Construction Manager to Subcontractors in accordance with the requirements of the subcontracts and this Agreement.

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

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§ 7.4 Costs of Materials and Equipment Incorporated in the Completed Construction

§ 7.4.1 Costs, including transportation and storage at the site, of materials and equipment incorporated, or to be incorporated, in the completed construction.

§ 7.4.2 Costs of materials described in the preceding Section 7.4.1 in excess of those actually installed to allow for reasonable waste and spoilage. Unused excess materials, if any, shall become the Owner's property at the completion of the Work or, at the Owner's option, shall be sold by the Construction Manager. Any amounts realized from such sales shall be credited to the Owner as a deduction from the Cost of the Work.

§ 7.5 Costs of Other Materials and Equipment, Temporary Facilities and Related Items

§ 7.5.1 Costs of transportation, storage, installation, dismantling, maintenance, and removal of materials, supplies, temporary facilities, machinery, equipment and hand tools not customarily owned by construction workers that are provided by the Construction Manager at the site and fully consumed in the performance of the Work. Costs of materials, supplies, temporary facilities, machinery, equipment, and tools, that are not fully consumed, shall be based on the cost or value of the item at the time it is first used on the Project site less the value of the item when it is no longer used at the Project site. Costs for items not fully consumed by the Construction Manager shall mean fair market value.

§ 7.5.2 Rental charges for temporary facilities, machinery, equipment, and hand tools not customarily owned by construction workers that are provided by the Construction Manager at the site, and the costs of transportation, installation, dismantling, minor repairs, and removal of such temporary facilities, machinery, equipment, and hand tools. Rates and quantities of equipment owned by the Construction Manager, or a related party as defined in Section 7.8, shall be subject to the Owner's prior approval. The total rental cost of any such equipment may not exceed the purchase price of any comparable item.

§ 7.5.3 Costs of removal of debris from the site of the Work and its proper and legal disposal.

§ 7.5.4 Costs of the Construction Manager's site office, including general office equipment and supplies.

§ 7.5.5 Costs of materials and equipment suitably stored off the site at a mutually acceptable location, subject to the Owner's prior approval.

§ 7.6 Miscellaneous Costs

§ 7.6.1 Premiums for that portion of insurance and bonds required by the Contract Documents that can be directly attributed to this Contract.

§ 7.6.1.1 Costs for self-insurance, for either full or partial amounts of the coverages required by the Contract Documents, with the Owner's prior approval.

§ 7.6.1.2 Costs for insurance through a captive insurer owned or controlled by the Construction Manager, with the Owner's prior approval.

§ 7.6.2 Sales, use, or similar taxes, imposed by a governmental authority, that are related to the Work and for which the Construction Manager is liable.

§ 7.6.3 Fees and assessments for the building permit, and for other permits, licenses, and inspections, for which the Construction Manager is required by the Contract Documents to pay.

§ 7.6.4 Fees of laboratories for tests required by the Contract Documents; except those related to defective or nonconforming Work for which reimbursement is excluded under Article 13 of AIA Document A201–2017 or by other provisions of the Contract Documents, and which do not fall within the scope of Section 7.7.3.

§ 7.6.5 Royalties and license fees paid for the use of a particular design, process, or product, required by the Contract Documents.

§ 7.6.5.1 The cost of defending suits or claims for infringement of patent rights arising from requirements of the Contract Documents, payments made in accordance with legal judgments against the Construction Manager

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

resulting from such suits or claims, and payments of settlements made with the Owner's consent, unless the Construction Manager had reason to believe that the required design, process, or product was an infringement of a copyright or a patent, and the Construction Manager failed to promptly furnish such information to the Architect as required by Article 3 of AIA Document A201–2017. The costs of legal defenses, judgments, and settlements shall not be included in the Cost of the Work used to calculate the Construction Manager's Fee or subject to the Guaranteed Maximum Price.

§ 7.6.6 Costs for communications services, electronic equipment, and software, directly related to the Work and located at the site, with the Owner's prior approval.

§ 7.6.7 Costs of document reproductions and delivery charges.

§ 7.6.8 Deposits lost for causes other than the Construction Manager's negligence or failure to fulfill a specific responsibility in the Contract Documents.

§ 7.6.9 Legal, mediation and arbitration costs, including attorneys' fees, other than those arising from disputes between the Owner and Construction Manager, reasonably incurred by the Construction Manager after the execution of this Agreement in the performance of the Work and with the Owner's prior approval, which shall not be unreasonably withheld.

§ 7.6.10 Expenses incurred in accordance with the Construction Manager's standard written personnel policy for relocation and temporary living allowances of the Construction Manager's personnel required for the Work, with the Owner's prior approval.

§ 7.6.11 That portion of the reasonable expenses of the Construction Manager's supervisory or administrative personnel incurred while traveling in discharge of duties connected with the Work.

§ 7.7 Other Costs and Emergencies

§ 7.7.1 Other costs incurred in the performance of the Work, with the Owner's prior approval.

§ 7.7.2 Costs incurred in taking action to prevent threatened damage, injury, or loss, in case of an emergency affecting the safety of persons and property, as provided in Article 10 of AIA Document A201–2017.

§ 7.7.3 Costs of repairing or correcting damaged or nonconforming Work executed by the Construction Manager, Subcontractors, or suppliers, provided that such damaged or nonconforming Work was not caused by the negligence of, or failure to fulfill a specific responsibility by, the Construction Manager, and only to the extent that the cost of repair or correction is not recovered by the Construction Manager from insurance, sureties, Subcontractors, suppliers, or others.

§ 7.7.4 The costs described in Sections 7.1 through 7.7 shall be included in the Cost of the Work, notwithstanding any provision of AIA Document A201–2017 or other Conditions of the Contract which may require the Construction Manager to pay such costs, unless such costs are excluded by the provisions of Section 7.9.

§ 7.8 Related Party Transactions

§ 7.8.1 For purposes of this Section 7.8, the term "related party" shall mean (1) a parent, subsidiary, affiliate, or other entity having common ownership of, or sharing common management with, the Construction Manager; (2) any entity in which any stockholder in, or management employee of, the Construction Manager holds an equity interest in excess of ten percent in the aggregate; (3) any entity which has the right to control the business or affairs of the Construction Manager; or (4) any person, or any member of the immediate family of any person, who has the right to control the business or affairs of the Construction Manager.

§ 7.8.2 If any of the costs to be reimbursed arise from a transaction between the Construction Manager and a related party, the Construction Manager shall notify the Owner of the specific nature of the contemplated transaction, including the identity of the related party and the anticipated cost to be incurred, before any such transaction is consummated or cost incurred. If the Owner, after such notification, authorizes the proposed transaction in writing, then the cost incurred shall be included as a cost to be reimbursed, and the Construction Manager shall procure the Work, equipment, goods, or service, from the related party, as a Subcontractor, according to the terms of Article 9.

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If the Owner fails to authorize the transaction in writing, the Construction Manager shall procure the Work, equipment, goods, or service from some person or entity other than a related party according to the terms of Article 9.

§ 7.9 Costs Not To Be Reimbursed

§ 7.9.1 The Cost of the Work shall not include the items listed below:

- **.1** Salaries and other compensation of the Construction Manager's personnel stationed at the Construction Manager's principal office or offices other than the site office, except as specifically provided in Section 7.2, or as may be provided in Article 14;
- **.2** Bonuses, profit sharing, incentive compensation, and any other discretionary payments, paid to anyone hired by the Construction Manager or paid to any Subcontractor or vendor, unless the Owner has provided prior approval;
- **.3** Expenses of the Construction Manager's principal office and offices other than the site office;
- **.4** Overhead and general expenses, except as may be expressly included in Sections 7.1 to 7.7;
- **.5** The Construction Manager's capital expenses, including interest on the Construction Manager's capital employed for the Work;
- **.6** Except as provided in Section 7.7.3 of this Agreement, costs due to the negligence of, or failure to fulfill a specific responsibility of the Contract by, the Construction Manager, Subcontractors, and suppliers, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable;
- **.7** Any cost not specifically and expressly described in Sections 7.1 to 7.7;
- **.8** Costs, other than costs included in Change Orders approved by the Owner, that would cause the Guaranteed Maximum Price to be exceeded; and
- **.9** Costs for services incurred during the Preconstruction Phase.

ARTICLE 8 DISCOUNTS, REBATES, AND REFUNDS

§ 8.1 Cash discounts obtained on payments made by the Construction Manager shall accrue to the Owner if (1) before making the payment, the Construction Manager included the amount to be paid, less such discount, in an Application for Payment and received payment from the Owner, or (2) the Owner has deposited funds with the Construction Manager with which to make payments; otherwise, cash discounts shall accrue to the Construction Manager. Trade discounts, rebates, refunds, and amounts received from sales of surplus materials and equipment shall accrue to the Owner, and the Construction Manager shall make provisions so that they can be obtained.

§ 8.2 Amounts that accrue to the Owner in accordance with the provisions of Section 8.1 shall be credited to the Owner as a deduction from the Cost of the Work.

ARTICLE 9 SUBCONTRACTS AND OTHER AGREEMENTS

§ 9.1 Reference Article 1.1.14 of this Agreement for Subcontractor procurement requirements.

§ 9.1.1 When a specific subcontractor or supplier (1) is recommended to the Owner by the Construction Manager; (2) is qualified to perform that portion of the Work; and (3) has submitted a bid that conforms to the requirements of the Contract Documents without reservations or exceptions, but the Owner requires that another bid be accepted, then the Construction Manager may require that a Change Order be issued to adjust the Guaranteed Maximum Price by the difference between the bid of the person or entity recommended to the Owner by the Construction Manager and the amount of the subcontract or other agreement actually signed with the person or entity designated by the Owner.

§ 9.2 Subcontracts or other agreements shall conform to the applicable payment provisions of this Agreement, and shall not be awarded on the basis of cost plus a fee without the Owner's prior written approval. If a subcontract is awarded on the basis of cost plus a fee, the Construction Manager shall provide in the subcontract for the Owner to receive the same audit rights with regard to the Subcontractor as the Owner receives with regard to the Construction Manager in Article 10.

ARTICLE 10 ACCOUNTING RECORDS

The Construction Manager shall keep full and detailed records and accounts related to the Cost of the Work, and exercise such controls, as may be necessary for proper financial management under this Contract and to substantiate all costs incurred. The accounting and control systems shall be satisfactory to the Owner. The Owner and the Owner's auditors shall, during regular business hours and upon reasonable notice, be afforded access to, and shall be

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permitted to audit and copy, the Construction Manager's records and accounts, including complete documentation supporting accounting entries, books, job cost reports, correspondence, instructions, drawings, receipts, subcontracts, Subcontractor's proposals, Subcontractor's invoices, purchase orders, vouchers, memoranda, and other data relating to this Contract. The Construction Manager shall preserve these records for a period of three years after final payment, or for such longer period as may be required by law.

ARTICLE 11 PAYMENTS FOR CONSTRUCTION PHASE SERVICES

§ 11.1 Progress Payments

§ 11.1.1 Based upon Applications for Payment submitted to the Architect by the Construction Manager, and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum, to the Construction Manager, as provided below and elsewhere in the Contract Documents.

§ 11.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 11.1.3 Provided that an Application for Payment is received by the Architect not later than theThirtieth day of a month, the Owner shall make payment of the amount certified to the Construction Manager not later than the Thirtieth day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 11.1.4 With each Application for Payment, the Construction Manager shall submit payrolls, petty cash accounts, receipted invoices or invoices with check vouchers attached, and any other evidence required by the Owner or Architect to demonstrate that payments already made by the Construction Manager on account of the Cost of the Work equal or exceed progress payments already received by the Construction Manager, plus payrolls for the period covered by the present Application for Payment, less that portion of the progress payments attributable to the Construction Manager's Fee.

§ 11.1.5 Each Application for Payment shall be based on the most recent schedule of values submitted by the Construction Manager in accordance with the Contract Documents. The schedule of values shall allocate the entire Guaranteed Maximum Price among: (1) the various portions of the Work; (2) any contingency for costs that are included in the Guaranteed Maximum Price but not otherwise allocated to another line item or included in a Change Order; and (3) the Construction Manager's Fee.

§ 11.1.5.1 The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. The schedule of values shall be used as a basis for reviewing the Construction Manager's Applications for Payment.

§ 11.1.5.2 The allocation of the Guaranteed Maximum Price under this Section 11.1.5 shall not constitute a separate guaranteed maximum price for the Cost of the Work of each individual line item in the schedule of values.

§ 11.1.5.3 When the Construction Manager allocates costs from a contingency to another line item in the schedule of values, the Construction Manager shall submit supporting documentation to the Architect.

§ 11.1.6 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment. The percentage of completion shall be the lesser of (1) the percentage of that portion of the Work which has actually been completed, or (2) the percentage obtained by dividing (a) the expense that has actually been incurred by the Construction Manager on account of that portion of the Work and for which the Construction Manager has made payment or intends to make payment prior to the next Application for Payment, by (b) the share of the Guaranteed Maximum Price allocated to that portion of the Work in the schedule of values.

§ 11.1.7 In accordance with AIA Document A201–2017 and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

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§ 11.1.7.1 The amount of each progress payment shall first include:

.1 That portion of the Guaranteed Maximum Price properly allocable to completed Work as determined by multiplying the percentage of completion of each portion of the Work by the share of the Guaranteed Maximum Price allocated to that portion of the Work in the most recent schedule of values;

.2 That portion of the Guaranteed Maximum Price properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction or, if approved in writing in advance by the Owner, suitably stored off the site at a location agreed upon in writing;

.3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified; and

.4 The Construction Manager's Fee, computed upon the Cost of the Work described in the preceding Sections 11.1.7.1.1 and 11.1.7.1.2 at the rate stated in Section 6.1.2 or, if the Construction Manager's Fee is stated as a fixed sum in that Section, an amount that bears the same ratio to that fixed-sum fee as the Cost of the Work included in Sections 11.1.7.1.1 and 11.1.7.1.2 bears to a reasonable estimate of the probable Cost of the Work upon its completion.

§ 11.1.7.2 The amount of each progress payment shall then be reduced by:

.1 The aggregate of any amounts previously paid by the Owner;

.2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;

.3 Any amount for which the Construction Manager does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Construction Manager intends to pay;

.4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017;

.5 The shortfall, if any, indicated by the Construction Manager in the documentation required by Section 11.1.4 to substantiate prior Applications for Payment, or resulting from errors subsequently discovered by the Owner's auditors in such documentation; and

.6 Retainage withheld pursuant to Section 11.1.8.

§ 11.1.8 Retainage

§ 11.1.8.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:
(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

5%

§ 11.1.8.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

Not applicable

§ 11.1.8.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 11.1.8.1 is to be modified prior to Substantial Completion of the entire Work, insert provisions for such modification.)

Not applicable

§ 11.1.8.3 Except as set forth in this Section 11.1.8.3, upon Substantial Completion of the Work, the Construction Manager may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 11.1.8. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage, such as upon completion of the Owner's audit and reconciliation, upon Substantial Completion.)

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

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Retainage is released upon Final Completion and acceptance and certification by Architect and Owner, along with Final Payment.

§ 11.1.9 If final completion of the Work is materially delayed through no fault of the Construction Manager, the Owner shall pay the Construction Manager any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 11.1.10 Except with the Owner's prior written approval, the Construction Manager shall not make advance payments to suppliers for materials or equipment which have not been delivered and suitably stored at the site.

§ 11.1.11 The Owner and the Construction Manager shall agree upon a mutually acceptable procedure for review and approval of payments to Subcontractors, and the percentage of retainage held on Subcontracts, and the Construction Manager shall execute subcontracts in accordance with those agreements.

§ 11.1.12 In taking action on the Construction Manager's Applications for Payment the Architect shall be entitled to rely on the accuracy and completeness of the information furnished by the Construction Manager, and such action shall not be deemed to be a representation that (1) the Architect has made a detailed examination, audit, or arithmetic verification, of the documentation submitted in accordance with Section 11.1.4 or other supporting data; (2) that the Architect has made exhaustive or continuous on-site inspections; or (3) that the Architect has made examinations to ascertain how or for what purposes the Construction Manager has used amounts previously paid on account of the Contract. Such examinations, audits, and verifications, if required by the Owner, will be performed by the Owner's auditors acting in the sole interest of the Owner.

§ 11.2 Final Payment

§ 11.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Construction Manager when

- **.1** the Construction Manager has fully performed the Contract, except for the Construction Manager's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment;
- **.2** the Construction Manager has submitted a final accounting for the Cost of the Work and a final Application for Payment; and
- **.3** a final Certificate for Payment has been issued by the Architect in accordance with Section 11.2.2.2.

§ 11.2.2 Within 30 days of the Owner's receipt of the Construction Manager's final accounting for the Cost of the Work, the Owner shall conduct an audit of the Cost of the Work or notify the Architect that it will not conduct an audit.

§ 11.2.2.1 If the Owner conducts an audit of the Cost of the Work, the Owner shall, within 10 days after completion of the audit, submit a written report based upon the auditors' findings to the Architect.

§ 11.2.2.2 Within seven days after receipt of the written report described in Section 11.2.2.1, or receipt of notice that the Owner will not conduct an audit, and provided that the other conditions of Section 11.2.1 have been met, the Architect will either issue to the Owner a final Certificate for Payment with a copy to the Construction Manager, or notify the Construction Manager and Owner in writing of the Architect's reasons for withholding a certificate as provided in Article 9 of AIA Document A201–2017. The time periods stated in this Section 11.2.2 supersede those stated in Article 9 of AIA Document A201–2017. The Architect is not responsible for verifying the accuracy of the Construction Manager's final accounting.

§ 11.2.2.3 If the Owner's auditors' report concludes that the Cost of the Work, as substantiated by the Construction Manager's final accounting, is less than claimed by the Construction Manager, the Construction Manager shall be entitled to request mediation of the disputed amount without seeking an initial decision pursuant to Article 15 of AIA Document A201–2017. A request for mediation shall be made by the Construction Manager within 30 days after the Construction Manager's receipt of a copy of the Architect's final Certificate for Payment. Failure to request mediation within this 30-day period shall result in the substantiated amount reported by the Owner's auditors becoming binding on the Construction Manager. Pending a final resolution of the disputed amount, the Owner shall pay the Construction Manager the amount certified in the Architect's final Certificate for Payment.

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§ 11.2.3 The Owner's final payment to the Construction Manager shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

§ 11.2.4 If, subsequent to final payment, and at the Owner's request, the Construction Manager incurs costs, described in Sections 7.1 through 7.7, and not excluded by Section 7.9, to correct defective or nonconforming Work, the Owner shall reimburse the Construction Manager for such costs, and the Construction Manager's Fee applicable thereto, on the same basis as if such costs had been incurred prior to final payment, but not in excess of the Guaranteed Maximum Price. If adjustments to the Contract Sum are provided for in Section 6.1.7, the amount of those adjustments shall be recalculated, taking into account any reimbursements made pursuant to this Section 11.2.4 in determining the net amount to be paid by the Owner to the Construction Manager.

§ 11.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.
(Insert rate of interest agreed upon, if any.)

6 % per annum

ARTICLE 12 DISPUTE RESOLUTION

§ 12.1 Initial Decision Maker

§ 12.1.1 Any Claim between the Owner and Construction Manager shall be resolved in accordance with the provisions set forth in this Article 12 and Article 15 of A201–2017. However, for Claims arising from or relating to the Construction Manager's Preconstruction Phase services, no decision by the Initial Decision Maker shall be required as a condition precedent to mediation or binding dispute resolution, and Section 12.1.2 of this Agreement shall not apply.

§ 12.1.2 The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017 for Claims arising from or relating to the Construction Manager's Construction Phase services, unless the parties appoint below another individual, not a party to the Agreement, to serve as the Initial Decision Maker.
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 12.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:
(Check the appropriate box.)

[ ] Arbitration pursuant to Article 15 of AIA Document A201–2017

[X] Litigation in a court of competent jurisdiction

[ ] Other: *(Specify)*

If the Owner and Construction Manager do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

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ARTICLE 13 TERMINATION OR SUSPENSION

§ 13.1 Termination Prior to Execution of the Guaranteed Maximum Price Amendment

§ 13.1.1 If the Owner and the Construction Manager do not reach an agreement on the Guaranteed Maximum Price, the Owner may terminate this Agreement upon not less than seven days' written notice to the Construction Manager, and the Construction Manager may terminate this Agreement, upon not less than seven days' written notice to the Owner.

§ 13.1.2 In the event of termination of this Agreement pursuant to Section 13.1.1, the Construction Manager shall be compensated for Preconstruction Phase services and Work performed prior to receipt of a notice of termination, in accordance with the terms of this Agreement. In no event shall the Construction Manager's compensation under this Section exceed the compensation set forth in Section 5.1.

§ 13.1.3 Prior to the execution of the Guaranteed Maximum Price Amendment, the Owner may terminate this Agreement upon not less than seven days' written notice to the Construction Manager for the Owner's convenience and without cause, and the Construction Manager may terminate this Agreement, upon not less than seven days' written notice to the Owner, for the reasons set forth in Article 14 of A201–2017.

§ 13.1.4 In the event of termination of this Agreement pursuant to Section 13.1.3, the Construction Manager shall be equitably compensated for Preconstruction Phase services and Work performed prior to receipt of a notice of termination. In no event shall the Construction Manager's compensation under this Section exceed the compensation set forth in Section 5.1.

§ 13.1.5 If the Owner terminates the Contract pursuant to Section 13.1.3 after the commencement of the Construction Phase but prior to the execution of the Guaranteed Maximum Price Amendment, the Owner shall pay to the Construction Manager an amount calculated as follows, which amount shall be in addition to any compensation paid to the Construction Manager under Section 13.1.4:

.1 Take the Cost of the Work incurred by the Construction Manager to the date of termination;

.2 Add the Construction Manager's Fee computed upon the Cost of the Work to the date of termination at the rate stated in Section 6.1 or, if the Construction Manager's Fee is stated as a fixed sum in that Section, an amount that bears the same ratio to that fixed-sum Fee as the Cost of the Work at the time of termination bears to a reasonable estimate of the probable Cost of the Work upon its completion; and

.3 Subtract the aggregate of previous payments made by the Owner for Construction Phase services.

§ 13.1.6 The Owner shall also pay the Construction Manager fair compensation, either by purchase or rental at the election of the Owner, for any equipment owned by the Construction Manager that the Owner elects to retain and that is not otherwise included in the Cost of the Work under Section 13.1.5.1. To the extent that the Owner elects to take legal assignment of subcontracts and purchase orders (including rental agreements), the Construction Manager shall, as a condition of receiving the payments referred to in this Article 13, execute and deliver all such papers and take all such steps, including the legal assignment of such subcontracts and other contractual rights of the Construction Manager, as the Owner may require for the purpose of fully vesting in the Owner the rights and benefits of the Construction Manager under such subcontracts or purchase orders. All Subcontracts, purchase orders and rental agreements entered into by the Construction Manager will contain provisions allowing for assignment to the Owner as described above.

§ 13.1.6.1 If the Owner accepts assignment of subcontracts, purchase orders or rental agreements as described above, the Owner will reimburse or indemnify the Construction Manager for all costs arising under the subcontract, purchase order or rental agreement, if those costs would have been reimbursable as Cost of the Work if the contract had not been terminated. If the Owner chooses not to accept assignment of any subcontract, purchase order or rental agreement that would have constituted a Cost of the Work had this agreement not been terminated, the Construction Manager will terminate the subcontract, purchase order or rental agreement and the Owner will pay the Construction Manager the costs necessarily incurred by the Construction Manager because of such termination.

Init.

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire: windstorm: hail: flood: earthquake, volcanic activity, and other earth movement: lightning: riot: civil commotion: terrorism:

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§ 13.2 Termination or Suspension Following Execution of the Guaranteed Maximum Price Amendment
§ 13.2.1 Termination
The Contract may be terminated by the Owner or the Construction Manager as provided in Article 14 of AIA Document A201–2017.

§ 13.2.2 Termination by the Owner for Cause
§ 13.2.2.1 If the Owner terminates the Contract for cause as provided in Article 14 of AIA Document A201–2017, the amount, if any, to be paid to the Construction Manager under Article 14 of AIA Document A201–2017 shall not cause the Guaranteed Maximum Price to be exceeded, nor shall it exceed an amount calculated as follows:

.1 Take the Cost of the Work incurred by the Construction Manager to the date of termination;
.2
.3 Subtract the aggregate of previous payments made by the Owner; and
.4 Subtract the costs and damages incurred, or to be incurred, by the Owner under Article 14 of AIA Document A201–2017.

§ 13.2.2.2 The Owner shall also pay the Construction Manager fair compensation, either by purchase or rental at the election of the Owner, for any equipment owned by the Construction Manager that the Owner elects to retain and that is not otherwise included in the Cost of the Work under Section 13.2.2.1.1. To the extent that the Owner elects to take legal assignment of subcontracts and purchase orders (including rental agreements), the Construction Manager shall, as a condition of receiving the payments referred to in this Article 13, execute and deliver all such papers and take all such steps, including the legal assignment of such subcontracts and other contractual rights of the Construction Manager, as the Owner may require for the purpose of fully vesting in the Owner the rights and benefits of the Construction Manager under such subcontracts or purchase orders.

§ 13.2.3 Termination by the Owner for Convenience
If the Owner terminates the Contract for convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Construction Manager a termination fee as follows:
(Insert the amount of or method for determining the fee, if any, payable to the Construction Manager following a termination for the Owner's convenience.)

None

§ 13.3 Suspension
The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017; in such case, the Guaranteed Maximum Price and Contract Time shall be increased as provided in Article 14 of AIA Document A201–2017, except that the term "profit" shall be understood to mean the Construction Manager's Fee as described in Sections 6.1 and 6.3.5 of this Agreement.

ARTICLE 14 MISCELLANEOUS PROVISIONS
§ 14.1 Terms in this Agreement shall have the same meaning as those in A201–2017. Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 14.2 Successors and Assigns
§ 14.2.1 The Owner and Construction Manager, respectively, bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 14.2.2 of this Agreement, and in Section 13.2.2 of A201–2017, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 14.2.2 The Owner may, without consent of the Construction Manager, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Construction Manager shall execute all consents reasonably required to facilitate the assignment.

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§ 14.3 Insurance and Bonds

§ 14.3.1 Preconstruction Phase

The Construction Manager shall maintain the following insurance for the duration of the Preconstruction Services performed under this Agreement. If any of the requirements set forth below exceed the types and limits the Construction Manager normally maintains, the Owner shall reimburse the Construction Manager for any additional cost.

§ 14.3.1.1 Commercial General Liability with policy limits of not less than One Million Dollars and Zero Cents ($ 1000000.00) for each occurrence and 2000000.00 ($ Two Million Dollars and Zero Cents) in the aggregate for bodily injury and property damage.

§ 14.3.1.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Construction Manager with policy limits of not less than One Million Dollars and Zero Cents ($ 1000000.00) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 14.3.1.3 The Construction Manager may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided that such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 14.3.1.1 and 14.3.1.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 14.3.1.4 Workers' Compensation at statutory limits and Employers Liability with policy limits not less than One Million Dollars and Zero Cents ($ 1000000.00) each accident, One Million Dollars and Zero Cents ($ 1000000.00) each employee, and Two Million Dollars and Zero Cents ($ 2000000.00) policy limit.

§ 14.3.1.5 Professional Liability covering negligent acts, errors and omissions in the performance of professional services, with policy limits of not less than ($ 0.00) per claim and ($ 0.00) in the aggregate.

§ 14.3.1.6 Other Insurance

(List below any other insurance coverage to be provided by the Construction Manager and any applicable limits.)

(Table Deleted)

§ 14.3.1.7 Additional Insured Obligations. To the fullest extent permitted by law, the Construction Manager shall cause the primary and excess or umbrella polices for Commercial General Liability and Automobile.Liability to include the Owner as an additional insured for claims caused in whole or in part by the Construction Manager's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 14.3.1.8 The Construction Manager shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 14.3.1.

§ 14.3.2 Construction Phase

After execution of the Guaranteed Maximum Price Amendment, the Owner and the Construction Manager shall purchase and maintain insurance as set forth in AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price, Exhibit B, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 14.3.2.1 The Construction Manager shall provide bonds as set forth in AIA Document A133™–2019 Exhibit B, and elsewhere in the Contract Documents.

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User Notes: Builder's Risk Requirements: The builder's risk insurance must: 1.be written on a builder's risk "all risk" policy form that at a minimum includes insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment stored and in transit, and must not exclude the coverage of the following risks: fire; windstorm; hail; flood; earthquake, volcanic activity, and other earth movement; lightning; riot; civil commotion; terrorism;

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§ 14.4 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

Construction Manager proposed project management software, PROCORE Software Management, shall be used for project related digital documentation.

§ 14.5 Other provisions:

Construction Manager and any and all subcontractors, including, subconsultants, shall acquire and maintain throughout the project, a City of Sandpoint Business License.

In addition, all subcontractors, including subconsultants, shall be required to submit Certificates of Insurance, naming Owner as Additional insured, with same policy limits as required by Contractor for Commercial Liability, Commercial Automobile, Workers Compensation, and Professional Liability for consulting services.

For Preconstruction Phase, only the following insurance certificates are required with limits as outlined in this Agreement:
General Liability, Commercial Automobile, and Workers Compensation.
Liability

ARTICLE 15 SCOPE OF THE AGREEMENT

§ 15.1 This Agreement represents the entire and integrated agreement between the Owner and the Construction Manager and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Construction Manager.

§ 15.2 The following documents comprise the Agreement:

.1 AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price

.2 AIA Document A133™-2019, Exhibit A, Guaranteed Maximum Price Amendment, if executed

.3 AIA Document A133™–2019, Exhibit B, Insurance and Bonds

.4 AIA Document A201™–2017, General Conditions of the Contract for Construction

.5 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Agreement.)

Not applicable

.6 Other Exhibits:
(Check all boxes that apply.)

[ ] AIA Document E234™–2019, Sustainable Projects Exhibit, Construction Manager as Constructor Edition, dated as indicated below:
(Insert the date of the E234-2019 incorporated into this Agreement.)

Not Applicable

[ ] Supplementary Conditions of the Contract:

Document	Title	Date	Pages

.7 Other documents, if any, listed below:

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(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Construction Manager's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

Supplementary Conditions

This Agreement is entered into as of the day and year first written above.

OWNER *(Signature)*	DocuSigned by: Rich Wells 7E1A19A6080F45E... **CONSTRUCTION MANAGER** *(Signature)*
Shelby Rognstad, Mayor	Rich Wells , President
(Printed name and title)	*(Printed name and title)*

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City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864

AGREEMENT A23-5300-5 FIRST AMENDMENT

Date: **March 31, 2023**

Contract Title: **A23-5300-5 -Agreement for Travers Park Renovations Ph1 – Construction Manager/General Contractor Services**
Contract Execution Date: **March 16, 2023**
Division/Section: **Parks & Recreation**
Construction Manager: **Ginno Construction of Idaho, Inc.**
Construction Manager Address: 3893 N. Schreiber Way, Coeur d'Alene, Idaho 83815

This Contract First Amendment shall become part of the original Contract.

Summary: Amend 6.1.5, Rental Rates; Article 6.1.6 Liquidated Damages, and Article 14.5 – Miscellaneous Provisions

A. **Article 6 – COMPENSATION FOR CONSTRUCTION PHASE SERVICES**
   a. **6.1.5 –** shall be amended as follows:
   Rental rates for Construction Manager-owned equipment shall not exceed Seventy-Five percent (75%) of the standard rental rate paid at the place of the Project.
   b. **6.1.6 –** shall be amended to change the Liquidated Damages from $1,400 to $1,000 for each day that expires after the date for Substantial Completion, as identified in this Agreement until the Work is substantially complete. All other language in this section shall remain as written in the original Agreement.

B. **Article 14 – MISCELLANEOUS PROVISIONS**
   a. **14.5 – Other Provisions** shall be amended and modified as follows:

   Construction Manager and any and all subcontractors, including subconsultants, shall acquire and maintain throughout the project, a City of Sandpoint Business License.

   In addition, all subcontractors, including subconsultants, shall be required to submit Certificates of Insurance, naming Owner as Additional Insured, with same policy limits as required by Contractor for Commercial Liability, Commercial Automobile, and Workers Compensation. Professional Liability, Errors and Omissions, insurance will be required for services provided by any subconsultants.

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For Preconstruction Phase, only the following insurance certificates are required by Construction Manager with limits as outlined in this Agreement:

General Liability, Commercial Automobile, and Workers Compensation.

The City of Sandpoint and Construction Manager hereby agree to amend or modify the above referenced Agreement as set forth herein.

City of Sandpoint

DocuSigned by:
50D5B32583CF437...

4/3/2023

Jennifer Stapleton Date
City Administrator

Ginno Construction of Idaho, Inc.

DocuSigned by:
7E1A19A6080F45F...

3/31/2023

Rich Wells Date

President

DocuSign Envelope ID: 3B05E0D4-16DD-4D17-91B7-9748D92AAE3C

SANDPOINT

City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864

AGREEMENT A23-5300-5 SECOND AMENDMENT

Date:	**February 07, 2024**
Contract Title:	**A23-5300-5 -Agreement for Travers Park Renovations Ph1 – Construction Manager/General Contractor Services**
Contract Execution Date:	**March 16, 2023**
Division/Section:	**Parks & Recreation**
Construction Manager:	**Ginno Construction of Idaho, Inc.**

Construction Manager Address: 3893 N. Schreiber Way, Coeur d'Alene, Idaho 83815

This Contract Second Amendment shall become part of the original Contract.

Summary: Amend 6.2 Guaranteed Maximum Price

A. **Article 6 – COMPENSATION FOR CONSTRUCTION PHASE SERVICES**
   a. **6.2 GUARANTEED MAXIMUM PRICE (GMP) –** Total contract value to date to include three (3) Change Orders shall be $7,283,339.35.
   b. Contract Sum shall not exceed GMP set forth within this price Amendment unless subject to additions or deductions by Change Order as provided in the Contract Documents.

The City of Sandpoint and Construction Manager hereby agree to amend or modify the above referenced Agreement as set forth herein.

City of Sandpoint

2.7.24

Jeremy Grimm — Date
Mayor

Ginno Construction of Idaho, Inc.

DocuSigned by:
Rich Wells
7E1A19A6080F45F...
1/29/2024

Rich Wells — Date
President

DocuSign Envelope ID: F23CE3BE-CB45-4C63-9374-35807F28E8A4

City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864

AGREEMENT A23-5300-5 THIRD AMENDMENT

Date: **March 18, 2024**

Contract Title: **A23-5300-5 -Agreement for Travers Park Renovations Ph1 – Construction Manager/General Contractor Services**
Contract Execution Date: **March 16, 2023**
Division/Section: **Parks & Recreation**
Construction Manager: **Ginno Construction of Idaho, Inc.**
Construction Manager Address: 3893 N. Schreiber Way, Coeur d'Alene, Idaho 83815

This Contract Third Amendment shall become part of the original Contract.

Summary: Amend 14.3.2 Construction Phase

14.3.2.1 – The Construction Manager shall provide bonds as set forth in Exhibit B and elsewhere in the Contract Documents and further defined below:

a. **Performance and Payment Bonds –** $7,236,839.35 per bond.
The bond amount is full construction phase Guaranteed Maximum Price. The Pre-Construction Phase fee of $46,500 has been removed from the total Contract Price for bond purposes only.

Construction Manager to provide updated bonds as required for any additions by way of Change Orders that increase the bond amount reflected.

The City of Sandpoint and Construction Manager hereby agree to amend or modify the above referenced Agreement as set forth herein.

City of Sandpoint

DocuSigned by:
1029BEA1346341E...
3/18/2024

Jeremy Grimm Date
Mayor

Ginno Construction of Idaho, Inc.

DocuSigned by:
Rich Wells
7E1A19A6080E45F...
3/15/2024

Rich Wells Date
President

CITY OF SANDPOINT
Infrastructure & Development Services
CONTRACT CHANGE ORDER

Date: 4/24/2024

Travers Park Ph 1- CM/CG

Change Order No: **4**

Contractor: **Ginno Construction, Inc.**

Project No: **A23-5300-5**

This change order shall be full payment and final settlement of all claims for Contract time and for all costs of any kind, including costs of delays and inefficiency, related to any Work either covered or affected by the change, including all direct, indirect, impact, reduced productivity, costs due to extended schedule duration and any other claim by Contractor. By signing this change order, the Contractor waives any additional entitlement to additional compensation or schedule extension.

The following changes to the contract documents are issued:

Item	*Description*	*Change In Contract Price*
1	***Scope:***	**($6,991.38)**
	PCO-008 - VE OH Doors & Increase OH Door A103A	
	Justification: Contract Change Order	
	Value Engineer overhead doors and increase OH door A103A to 12'x12' in lieu of 10'x10'	
2	***Scope:***	**$9,567.94**
	PCO-009 - Add: 2'Concrete Apron East & West of Building	
	Justification: Contract Change Order	
	Add 2' strip of concrete along east and west side of building to help accommodate a superior asphalt paving tolerance	
3	***Scope:***	**$58,566.43**
	PCO-011 - Additional Sawdust Over-Excavation	
	Justification: Contract Change Order	
	Upon completion of over excavating the sawdust within building footprint it was discovered that the was additional cubic yards hauled than originally anticipated. Price is for added Loads. Overland agreed to incorporate moving topsoil for dreamlands scope down to grade over to stockpile, moving stockpiled material off railroad ROW and shaping pile in this price. Excludes Excavating any unsuitable materal at mound near skatepark.	
5	***Scope:***	**$11,706.87**
	RFP-006 - Pathway Paving	
	Justification: Contract Change Order	
	Pave existing pathway north and east side of tennis courts	
6	***Scope:***	**$13,853.29**
	RFP-004 - Extend Storm Drain for Dreamland	
	Justification: Contract Change Order	
	Extend storm drain to incorporate drainage for dreamland scope	

Original Contract Amount:	*$20,000.00*
Prior Approved Change Order #1:	*$26,500.00*
Prior Approved Change Order #2:	*$4,190,000.00*
Prior Approved Change Order #3:	*$3,046,839.35*
Previously Approved Contract Amount:	*$7,283,339.35*
Current Change Order Price:	**$86,703.15**
New Contract Price:	**$7,370,042.50**

Time provided for completion in the contract is:

[] unchanged, [X] increased, [ ] decreased by 21 calendar days.
*The Substantial Completion date for this contract is December 23**, 2024**.*

This document will become an amendment to the contract and all provisions of the contract will apply hereto.

Accepted By: _____

Contractor (Ginno Construction Co.) Date

Recommended By: _____

Architect (ALSC Architects) Date

Recommended By: _____

City of Sandpoint, Project Manager Date

Approved By: _____

City of Sandpoint, Community Planning & Development Director Date

Approved By: _____

Mayor *(if required)* Date

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene, Idaho 83815
Phone: (208) 667-5560

Project: 23-10 - Travers Park Reno: Phase 1
2016 Pine Street
Sandpoint, Idaho 83864

Prime Contract Change Order #004: OH Doors, Approns, Lighting, Sawdust, Paving, Storm Drain

TO:	**City of Sandpoint** 1123 Lake St. Sandpoint, Idaho 83864	**FROM:**	**Ginno Construction Company** 3893 North Schreiber Way Coeur d'Alene Idaho 83815
DATE CREATED:	4/ 15 /2024	**CREATED BY:**	Cory Quan **(Ginno Construction Company)**
CONTRACT STATUS:	Pending - In Review	**REVISION:**	0
DESIGNATED REVIEWER:		**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	
INVOICED DATE:		**PAID DATE:**	
SCHEDULE IMPACT:	7 days	**EXECUTED:**	No
CONTRACT FOR:	1:Travers Park Reno: Phase 1	**TOTAL AMOUNT:**	$ 86,703.15
DESCRIPTION:			
ATTACHMENTS:			

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
008	CE #017 - Increase OH door A103A to 12'x12'		(6,991.38)
009	CE #015 - Add: 2' Concrete apron		9,567.94
011	CE #020 - Additional Sawdust O		58,566.43
013	CE #024 - RFP-006 - Pathway Pa		11,706.87
014	CE #021 - RFP-004 - Extend Sto		13,853.29
		TOTAL:	**$ 86,703.15**

CHANGE ORDER LINE ITEMS:

PCO # 008 : CE #017 - Increase OH door A103A to 12'x12'

#	Cost Code	Description	Type	Amount
1	13-3400 - Fab Engineered Structures	Increase size to 12'x12' OH Door (A103A)	SUBCONTRACT	$ 1,133.00
2	08-3613 - Sectional Doors	Increase size to 12'x12' OH Door (A103A)	SUBCONTRACT	$ 727.00
3	08-3613 - Sectional Doors	VE Base Bid: Cloplay 3200 series, Solid Panels (no windows), 10' x 10'	SUBCONTRACT	$ 7,616.00
4	08-3613 - Sectional Doors	Deduct: OH Doors A103A & A103B from current bid	SUBCONTRACT	($16,010.00)
			Subtotal:	($6,534.00)
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	(65.34)
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	(392.04)
			Grand Total:	**($6,991.38)**

GINNO CONSTRUCTION CO.

SANDPOINT

PCO # 009 : CE #015 - Add: 2' Concrete apron

#	Cost Code	Description	Type	Amount
1	03-3100 - Structural Concrete-Foundation	2' Add: Concrete 2' apron along East and West sides of building	SUBCONTRACT	$ 8,692.00
2	32-1216 - Asphalt Paving	2' Credit: reduced tonnage of Asphalt	SUBCONTRACT	($2,050.00)
3	01-4005 - Foreman	2' Add: Ginno Labor	LABOR	$ 1,500.00
4	01-7030 - Small Tools	2' Add: Ginno Materials	OTHER	$ 800.00
			Subtotal:	$8,942.00
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	89.42
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	536.52
			Grand Total:	**$9,567.94**

PCO # 011 : CE #020 - Additional Sawdust O

#	Cost Code	Description	Type	Amount
1	31-1000 - Earthwork	Final Invoice (CCD-2 Sawdust Over Ex)	SUBCONTRACT	$ 341,410.98
2	31-1000 - Earthwork	Previously Approved Amount Included in Change Order 003	SUBCONTRACT	($286,676.00)
			Subtotal:	$54,734.98
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	547.35
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	3,284.10
			Grand Total:	**$58,566.43**

PCO # 013 : CE #024 - RFP-006 - Pathway Pa

#	Cost Code	Description	Type	Amount
1	32-1216 - Asphalt Paving	RFP No.6 - Pathway Paving	SUBCONTRACT	$ 10,331.00
2	01-4000 - Superintendent	Additional Coordination	LABOR	$ 260.00
3	01-5025 - Temporary Fencing	Additional Fencing / Pedestrian Traffic Control	RENTAL	$ 350.00
			Subtotal:	$10,941.00
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	109.41
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	656.46
			Grand Total:	**$11,706.87**

PCO # 014 : CE #021 - RFP-004 - Extend Sto

#	Cost Code	Description	Type	Amount
1	31-1000 - Earthwork	RFP-004 - Extend Storm Drain	SUBCONTRACT	$ 12,297.00
2	32-1216 - Asphalt Paving	RFP-004 Additioanal Asphalt Paving	SUBCONTRACT	$ 0.00
3	01-4000 - Superintendent	Labor for Coordination	LABOR	$ 650.00
			Subtotal:	$12,947.00
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	129.47
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	776.82
			Grand Total:	**$13,853.29**

The original (Contract Sum)	$ 20,000.00
Net change by previously authorized Change Orders	$ 7,263,339.35
The contract sum prior to this Change Order was	$ 7,283,339.35
The contract sum would be changed by this Change Order in the amount of	$ 86,703.15
The new contract sum including this Change Order will be	$ 7,370,042.50

The contract time will be increased by this Change Order by 7 days

Rustin Hall (ALSC Architects)
203 N. Washington Suite 400
Spokane Washington 99201

City of Sandpoint
1123 Lake St.
Sandpoint Idaho 83864

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene Idaho 83815

SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene, Idaho 83815
Phone: (208) 667-5560

Project: 23-10 - Travers Park Reno: Phase 1
2016 Pine Street
Sandpoint, Idaho 83864

Prime Contract Potential Change Order #009: CE #015 - Add: 2' Concrete apron

TO:	City of Sandpoint 1123 Lake St. Sandpoint Idaho, 83864	**FROM:**	Ginno Construction Company 3893 North Schreiber Way Coeur d'Alene Idaho, 83815
PCO NUMBER/REVISION:	009 / 0	**CONTRACT:**	1 - Travers Park Reno: Phase 1
REQUEST RECEIVED FROM:		**CREATED BY:**	Cory Quan **(Ginno Construction Company)**
STATUS:	Pending - In Review	**CREATED DATE:**	3/6 /2024
REFERENCE:		**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
		TOTAL AMOUNT:	$9,567.94

POTENTIAL CHANGE ORDER TITLE: CE #015 - Add: 2' Concrete apron

CHANGE REASON: Proposal Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #015 - Add: Concrete apron along East and West sides of building
Add: Concrete apron along East and West sides of building

Add: 6,518.44 for 4' Apron in lieu of 2'

ATTACHMENTS:

Apron Option 2ft.pdf

#	Cost Code	Description	Type	Amount
1	03-3100 - Structural Concrete-Foundation	2' Add: Concrete 2' apron along East and West sides of building	SUBCONTRACT	$ 8,692.00
2	32-1216 - Asphalt Paving	2' Credit: reduced tonnage of Asphalt	SUBCONTRACT	($2,050.00)
3	01-4005 - Foreman	2' Add: Ginno Labor	LABOR	$ 1,500.00
4	01-7030 - Small Tools	2' Add: Ginno Materials	OTHER	$ 800.00
			Subtotal:	$8,942.00
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 89.42
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 536.52
			Grand Total:	**$9,567.94**

GINNO CONSTRUCTION CO.

SANDPOINT

Rustin Hall (ALSC Architects)
203 N. Washington Suite 400
Spokane Washington 99201

SIGNATURE **DATE**

City of Sandpoint
1123 Lake St.
Sandpoint Idaho 83864

SIGNATURE **DATE**

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene Idaho 83815

Cory Quan - 3.12.24

SIGNATURE **DATE**

ALSC ARCHITECTS
SPOKANE
203 N Washington
Suite 400
Spokane, WA
99201
P 509.838.8568
alscarchitects.com

REQUEST FOR PROPOSAL NO: 002

Project Name: Travers Park Recreation Center

Owner: City of Sandpoint

Contractor: Ginno Construction Company

Job Number: 2023-011

TO: Ginno Construction Company, Contractor, please furnish your proposal for performing the changes outlined below and/or detailed on the attachments referred to:

Provide concrete slab on grade 'apron' at 2' depth along east and west sides of asphalt court area per attached modified detail E2/A-511.

ALSC Architects, P.S. By Gale Stanley Date: 3/12/24

PROPOSAL:

To the Owner: We propose to perform all changes described in the above request for a total ADDITION/~~DEDUCTION~~ (cross out one) to the contract sum of:

Nine thousand five hundred sixty seven and 94/100 $ 9,567.94

(not including Sales Tax)

We have attached cost estimate detail sheets, and the foregoing amount covers all direct and indirect costs related to this proposal and to the effect of the proposal on the remainder of the project. All other provisions of the contract remain in full force and effect. We request the completion date be EXTENDED/REDUCED (cross one out) _____ calendar days because of this work. The Contractor agrees to be bound to this proposal quotation for sixty (60) days after this date.

_____ By _____ Date _____
Contractor

RECOMMENDATION:

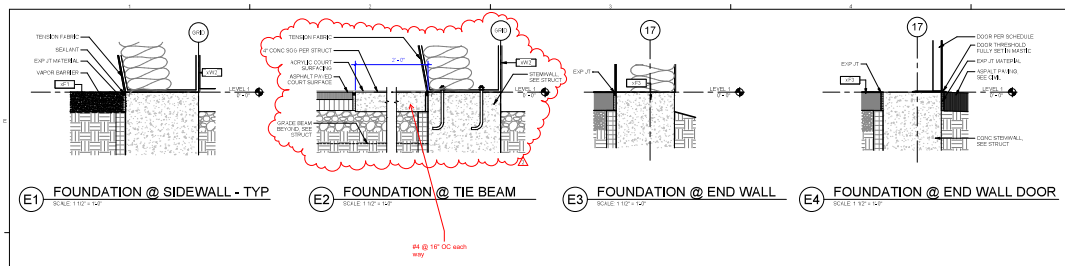
TO: Owner, we have examined the foregoing proposal and find it to be appropriate for the request. We recommend its acceptance.

ALSC Architects, P.S. By _____ Date: _____

PROPOSAL ACCEPTANCE:

The Owner hereby accepts the foregoing proposal. This instrument, when signed below, constitutes the conditions upon which a Change Order will be issued.

_____ By _____ Date _____
Owner



E1 FOUNDATION @ SIDEWALL - TYP
SCALE: 1 1/2" = 1'-0"

E2 FOUNDATION @ TIE BEAM
SCALE: 1 1/2" = 1'-0"

E3 FOUNDATION @ END WALL
SCALE: 1 1/2" = 1'-0"

E4 FOUNDATION @ END WALL DOOR
SCALE: 1 1/2" = 1'-0"

ALSC ARCHITECTS

SANDPOINT
CITY OF SANDPOINT

TRAVERS PARK RECREATION CENTER

CONSTRUCTION DOCUMENTS

REV	DATE	DESCRIPTION
1	11/29/23	CONST DOCUMENTS
2	12/7/23	BP SUBM

PROJ NO. 2023-011
DRAWN GSRM
PROJ MNGR GS
DATE 12/29/23

© ALSC ARCHITECTS, P.S.

EXTERIOR DETAILS

A-511

White Diamond Conc
Printed: Mar 5, 2024
1869 E Seltice Way Ste 526, Post Falls, ID 83854
Phone: 208-967-5660

Change Order

Owner Info

Ginno Construction Co
3893 N Schreiber Way
Coeur D Alene, ID 83814

Job Info

2016 Pine St
Sandpoint, ID 83864

Change Order ID
CO-0002

2313 - Travers Park

CO ID	Created / Approved Date	Price
CO-0002	Created: Mar 5, 2024	$8,692.00

Description
Alt. 4" Apron Pour Inside of Building Change order is for 4" broomed concrete strip with #4 rebar @ 24" o.c. and saw cut control joints at edges of building along grid lines H & A

Items		Price
2' Concrete Strip Option 1400 - Concrete Slab On Grade		$7,192.00
Concrete Pump 1700 - Concrete Pumping		$1,500.00

Status	Signature	Date
Approved by: _____		___/___/_____

Approval Comments

I confirm that my action here represents my electronic signature and is binding.

TOTAL AMOUNT OF CHANGE ORDER: $8,692.00

Wood's CRUSHING & HAULING, INC.
Serving the great northwest since 1975.
ROCK • ASPHALT • CONCRETE
Sandpoint, ID • 208-263-4800

To:	Ginno Construction	**Contact:**	
Address:	3893 N. Schreiber Way	**Phone:**	(208) 667-5560
	Coeur D' Alene, ID 83815	**Fax:**	(208) 665-0471
Project Name:	Travers Park Interior Asphalt Reduction	**Bid Number:**	24038
Project Location:		**Bid Date:**	2/28/2024

We are pleased to submit the following estimate for your consideration

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Reduction In Price For 2' Wide Concrete Edging On East And West Sides Of Building	1.00	LS	$2,050.00	$2,050.00
Reduction In Price For 4' Wide Concrete Edging On East And West Sides Of Building	1.00	LS	$4,100.00	$4,100.00

Notes:

- It is understood that the above is an estimate of the quantities to be done and that the payment shall be made at the stated unit prices on the actual quantities of work performed by the company as determined upon completion of work
- ITD Public Works: 11242-AAA-4
  WA Contractor # WOODSCH121DQ
  MT Contractor # 14219
  Construction Contracting Business: RCE-1911
- Prices may be withdrawn if not accepted within 15 days of receiving this proposal

Payment Terms:

Payment is due within 30 days upon receiving invoice

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.	**CONFIRMED:** **Wood's Crushing And Hauling Inc.**
Buyer: _____	
Signature: _____	**Authorized Signature:** _____
Date of Acceptance: _____	**Estimator:** Scott Wood

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene, Idaho 83815
Phone: (208) 667-5560

Project: 23-10 - Travers Park Reno: Phase 1
2016 Pine Street
Sandpoint, Idaho 83864

Prime Contract Potential Change Order #008: CE #017 - Increase OH door A103A to 12'x12'

TO:	City of Sandpoint 1123 Lake St. Sandpoint Idaho, 83864	**FROM:**	Ginno Construction Company 3893 North Schreiber Way Coeur d'Alene Idaho, 83815
PCO NUMBER/REVISION:	008 / 0	**CONTRACT:**	1 - Travers Park Reno: Phase 1
REQUEST RECEIVED FROM:		**CREATED BY:**	Cory Quan **(Ginno Construction Company)**
STATUS:	Pending - In Review	**CREATED DATE:**	3/4 /2024
REFERENCE:		**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
		TOTAL AMOUNT:	($6,991.38)

POTENTIAL CHANGE ORDER TITLE: CE #017 - Increase OH door A103A to 12'x12'

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #017 - Increase size of OH Door (A103A)
Increase size of OH Door (A103A) to allow for Asphalt Paving Equipment access

ATTACHMENTS:

#	Cost Code	Description	Type	Amount
1	13-3400 - Fab Engineered Structures	Increase size to 12'x12' OH Door (A103A)	SUBCONTRACT	$ 1,133.00
2	08-3613 - Sectional Doors	Increase size to 12'x12' OH Door (A103A)	SUBCONTRACT	$ 727.00
3	08-3613 - Sectional Doors	VE Base Bid: Cloplay 3200 series, Solid Panels (no windows), 10' x 10'	SUBCONTRACT	$ 7,616.00
4	08-3613 - Sectional Doors	Deduct: OH Doors A103A & A103B from current bid	SUBCONTRACT	($16,010.00)
			Subtotal:	($6,534.00)
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	($65.34)
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	($392.04)
			Grand Total:	**($6,991.38)**

GINNO CONSTRUCTION CO.

SANDPOINT

Rustin Hall (ALSC Architects)
203 N. Washington Suite 400
Spokane Washington 99201

SIGNATURE DATE

City of Sandpoint
1123 Lake St.
Sandpoint Idaho 83864

SIGNATURE DATE

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene Idaho 83815

Cory Quan - 3.12.24

SIGNATURE DATE

ALSC ARCHITECTS

SPOKANE
203 N Washington
Suite 400
Spokane, WA
99201
P 509.838.8568

alscarchitects.com

REQUEST FOR PROPOSAL NO: 003

Project Name: Travers Park Recreation Center

Owner: City of Sandpoint

Contractor: Ginno Construction Company

Job Number: 2023-011

TO: Ginno Construction Company, Contractor, please furnish your proposal for performing the changes outlined below and/or detailed on the attachments referred to:

Revise door 103A to be 12' wide x 12' high and revise type to be solid insulated panels in lieu of specified glazed.
Revise door 103B to be solid insulated panels in lieu of specified glazed.

ALSC Architects, P.S. By Gale Stanley Date: 3/12/24

PROPOSAL:

To the Owner: We propose to perform all changes described in the above request for a total ~~ADDITION~~/DEDUCTION (cross out one) to the contract sum of:

Six thousand nine hundred ninety one and 38/100 $ 6,991.38

(not including Sales Tax)

We have attached cost estimate detail sheets, and the foregoing amount covers all direct and indirect costs related to this proposal and to the effect of the proposal on the remainder of the project. All other provisions of the contract remain in full force and effect. We request the completion date be EXTENDED/REDUCED (cross one out) _____ calendar days because of this work. The Contractor agrees to be bound to this proposal quotation for sixty (60) days after this date.

_____ By _____ Date _____
Contractor

RECOMMENDATION:

TO: Owner, we have examined the foregoing proposal and find it to be appropriate for the request. We recommend its acceptance.

ALSC Architects, P.S. By _____ Date: _____

PROPOSAL ACCEPTANCE:

The Owner hereby accepts the foregoing proposal. This instrument, when signed below, constitutes the conditions upon which a Change Order will be issued.

_____ By _____ Date _____
Owner

CONTINENTAL DOOR COMPANY
8622 E Rockwell Ave
Spokane WA 99212

Showroom at
12718 East Indiana Avenue
Spokane Valley, WA 99216
(509) 921-2260

Estimate 50562285
Job
Estimate Date 2/28/2024

Billing Address
Ginno Construction
3893 N Schreiber Way
Coeur d'Alene, ID 83815-8362 USA

Job Address
Travers Park
2016 Pine Street
Sandpoint, ID 83864 USA

Estimate Details

Travers Park VE options: Value Engineered options for Travers Park Courts

Task #	Description	Quantity	Your Price	Your Total
CBill Misc	remove doors A103A & B as model 904	2.00	$-8,005.00	$-16,010.00
3200-CB	10-2 x 10-0	0.00	$3,808.00	$7,616.00
3200-CB	10-2 x 12-0	Add: $453 ea	$4,261.00	$0.00
3200-CB	12-2 x 12-0	Add: $727 ea	$4,535.00	$0.00

Sub-Total $-16,010.00

Total $-16,010.00

+ $7,616 = -$8,394

Thank you for choosing Continental Door Company.

*Excludes backing, blocking, opening preparation, and field painting.
*Excludes any and all electrical wiring for motors, controls, and safety devices.
*Please Note: Price reflects current market pricing, only good for 30 days. To lock in pricing of above described work Continental Door must receive:
1. Signed proposal/contract
2. Approved submittal drawings
3. Guaranteed dimensions provided by customer or site visit by Continental Door
4. Projected install date of products.

If product is ordered and delivered to your job site prior to install date, contractor and/or owner is responsible for secure storage and accepting progress bill for materials stored.
Be advised, current lead times may be longer then before the pandemic.

Travers Park - increase the size of one OHD

Troy Jurek <tjurek@legacybuildingsolutions.com>
Thu 2/29/2024 11:30 AM

To:Isaiah Yandt <isaiah@ginnoconstruction.com>;Cory Quan <cory@ginnoconstruction.com>
Cc:Theresa Martin <tmartin@legacybuildingsolutions.com>;Shannon Humbert <shumbert@legacybuildingsolutions.com>;Eric Donnay <edonnay@legacybuildingsolutions.com>;Jeremy Sanden <jsanden@legacybuildingsolutions.com>

Good afternoon.

Following up on yesterday's conversation, pricing is shown below for increasing one (1) overhead door in size from the current 10'x10' size.

Increase to 10'x12': $300
Increase to 12'x12': $1,133

Please let us know as soon as possible if you wish to make a change, so we can document everything and get this scheduled in Drafting.

Thank you.

LEGACY BUILDING SOLUTIONS
CERTIFIED CSA A660
ISO 9001:2015 CERTIFIED

Troy Jurek
Operations

O: 320.258.0504
C: 320.290.6688
tjurek@legacybuilding solutions.com
legacybuildingsolutions.com

From: Troy Jurek
Sent: Friday, February 23, 2024 6:57 AM
To: Ginno - Isaiah Yandt <isaiah@ginnoconstruction.com>; cory@ginnoconstruction.com
Cc: Theresa Martin <tmartin@legacybuildingsolutions.com>; Shannon Humbert <shumbert@legacybuildingsolutions.com>; Eric Donnay <edonnay@legacybuildingsolutions.com>; Jeremy Sanden <jsanden@legacybuildingsolutions.com>
Subject: your voicemail re: OHD size

Good morning, Isaiah.

In response to your inquiry regarding the potential for the overhead door(s) to increase in size from 10'x10' to 12'x12', I cannot offer you a complete answer at this time but can offer the following.

You have our drawings, so you can see the opening that is framed in the sidewall for the door currently. There is not a lot of room to move the entire opening upward, but I would say it appears likely that with a change in the track (angle), you could likely find a 12'-t door that will fit.

We would be looking at $500 +/- for redrafting all the details for a change in OHD size. It would not be until this process was completed that I could also confirm the materials cost impact of the change. I am guessing we could be looking at $1,000+ per door for modified components, plus freight cost to get the materials to site.

I hope this is enough information to allow for a decision to be made. Please let us know what you need from us next. Thank you.

CLOPAY COMMERCIAL – MODELS 3200, 3211, 3213

energy series

Model 3200, 24'2" x 16' Door; Shown with 24" x 8" Lites

POLYSTYRENE INSULATED STEEL DOOR

Clopay Models 3200, 3211 and 3213 are high-quality doors designed for commercial and industrial facilities, providing the durability of a full 24 gauge, heavy-duty exterior steel skin in an energy-efficient door system. R-Value 9.1.

- Bonded polystyrene insulation and thermal break for enhanced comfort.
- Three-layer construction with steel and insulation for increased durability.
- Three-stage paint process delivers a virtually maintenance-free finish.
- Injection-molded lite frames with integral weatherseal are durable and seal against the elements. Many glass options available for visibility, privacy or energy efficiency.

Steel skins are protected through a tough, layered coating system, including a hot-dipped galvanized layer, a protective metal oxide pretreatment and a baked-on primer and top coat. Ten-year warranty against rust-through.

clopaycommercial.com

PANEL DESIGNS

Minor Ribbed (3200)

Flush (3211)

Elegant Raised (3213)

COLOR OPTIONS

MODEL 3200

Standard White | Commercial Tan* | Chocolate | Black† | Gray* | Trinar® White†

ADDITIONAL COLORS FOR MODELS 3211, 3213

Almond | Desert Tan | Sandtone | Trinar® Beige†

** Not available on Models 3211 and 3213.*
† Additional charges apply.
Due to the printing process, colors may vary.

CUSTOM PAINT OPTION

COLOR BLAST

Color Blast® finish offers more than 1,500 Sherwin-Williams® color options to complement your building design. This durable two-part paint system has been thoroughly tested and is backed by a five-year warranty.

Due to solar reflective formulation to meet greater than a 38 LRV, some colors may not be available.

FEATURES

STANDARD HARDWARE

- TPE astragal in corrosion-resistant retainer
- Commercial 10-ball steel rollers (nylon tires available)
- Steel step plate and lift handle
- Galvanized steel end stiles
- Inside slide lock for increased security
- 2" or 3" track
- 10,000 cycle springs
- Galvanized aircraft cable with minimum 7:1 safety factor
- Variety of track configurations to meet building specifications

MATERIALS AND CONSTRUCTION

Panel Thickness	2"
Insulation	2" bonded polystyrene
R-value	9.1*
U-Factor	0.23
Air Infiltration	0.34 cfm/ft²
Thermal Break	Continuous silicone filled
Exterior Steel	24 gauge (.58 mm)
Interior Steel	27 gauge (.41 mm)
Exterior Surface	Stucco embossed, minor ribbed (3200) Woodgrain embossed, flush (3211) Woodgrain embossed, elegant raised (3213)
Max Width	3200: 26'2"; 3211/3213: 20'2"
Max Height	3200: 24'; 3211/3213: 18'
Exterior Colors	Standard White, Almond, Desert Tan, Sandtone, Commercial Tan, Chocolate, Black, Gray, Trinar® White and Trinar® Beige. Also available in Color Blast® finish.
Interior Color	Standard White
Limited Warranties	10-year standard paint 5-year delamination 5-year Color Blast® finish 1-year material and workmanship

**Calculated door section R-value is in accordance with DASMA TDS-163.*
For special sizes, applications and options, consult customer service at 1-800-526-4301.

ADDITIONAL OPTIONS

WINDOW OPTIONS

24" × 8" (3200)

24" × 12" (3200)

Aluminum Full-View* (3200)

19-1/2" × 12" (3211, 3213)

** Intellicore® polyurethane insulated option also available.*
Model 3200 is available with insulated or insulated tempered glass. Full-view section, prepainted Standard White or Chocolate; glazing options include DSB, plexiglass, wire and insulated glass. Models 3211 and 3213 are available with DSB, plexiglass and insulated glass.

HEAVY-DUTY HARDWARE *(where not standard)*

Double-end hinge

3" Track

High performance hardware features 10 gauge end hinges, heavy-duty top bracket and 3" sealed roller with 5/8" stem.

MULLIONS

Carry-away, roll-away or swing-up mullions are available on select sizes.

BREAK-AWAY SECTION

Single section and double sections available on select sizes. (3200)

PASS DOOR

32" wide × 80" high, max 16'2" wide section. (3200)

EXHAUST PORT

Can be cut into any type of sectional door. Available in select sizes.

SAFE-T-STOP™ CHAIN HOIST

Hand chain hoist with an integral braking system providing controlled descent for sectional doors.

WindCode® design pressure (DP) up to 52 PSF depending on size. Models tested 50% greater than DP

Upgrade your standard door with industrial-grade components.

HIGH CYCLE SPRINGS

25,000, 50,000 or 100,000 cycle springs available.

CODE COMPLIANT

This Clopay door complies with the 2015 IECC (International Energy Conservation Code) with an air infiltration rating of .40 cfm/ft² or less (IECC, Section 402.5.2), and also meets the U-factor requirement of 0.37 or less (IECC, Section C402.4, for Climate Zones 1 through 8).

Clopay

For more information on these and other Clopay products, visit **clopaycommercial.com**. Architects and specifiers, visit **architectdoorhelp.com**.

MADE IN USA

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ARCAT DASMA IDA www.doors.org

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene, Idaho 83815
Phone: (208) 667-5560

Project: 23-10 - Travers Park Reno: Phase 1
2016 Pine Street
Sandpoint, Idaho 83864

Prime Contract Potential Change Order #011: CE #020 - Additional Sawdust O

TO:	City of Sandpoint 1123 Lake St. Sandpoint Idaho, 83864	**FROM:**	Ginno Construction Company 3893 North Schreiber Way Coeur d'Alene Idaho, 83815
PCO NUMBER/REVISION:	011 / 0	**CONTRACT:**	1 - Travers Park Reno: Phase 1
REQUEST RECEIVED FROM:		**CREATED BY:**	Cory Quan **(Ginno Construction Company)**
STATUS:	Pending - In Review	**CREATED DATE:**	3/21 /2024
REFERENCE:		**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
		TOTAL AMOUNT:	$58,566.43

POTENTIAL CHANGE ORDER TITLE: CE #020 - Additional Sawdust O

CHANGE REASON: Unforeseeable Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #020 - Additional Sawdust Over Ex (CCD-2)
Additional Sawdust Over Ex (CCD-2)

ATTACHMENTS:

#	Cost Code	Description	Type	Amount
1	31-1000 - Earthwork	Final Invoice (CCD-2 Sawdust Over Ex)	SUBCONTRACT	$ 341,410.98
2	31-1000 - Earthwork	Previously Approved Amount Included in Change Order 003	SUBCONTRACT	($286,676.00)
			Subtotal:	$54,734.98
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 547.35
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 3,284.10
			Grand Total:	**$58,566.43**

Rustin Hall (ALSC Architects)
203 N. Washington Suite 400
Spokane Washington 99201

SIGNATURE **DATE**

City of Sandpoint
1123 Lake St.
Sandpoint Idaho 83864

SIGNATURE **DATE**

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene Idaho 83815

Cory Quan - 3.21.24

SIGNATURE **DATE**

Overland Excavation Inc.

PO Box 1071
Sandpoint Idaho 83864
RCE255
OVERLEI951LE

Invoice

Date	Invoice #
2/12/2024	17024

Bill To
Ginno Construction Travers Park

P.O. No.	Terms	Project

Description	Qty	Rate	Amount
Total export material for Travers Park building pad. Grubbed and exported. (617 loads)	8,638	9.71	83,874.98T
Total import (5") material for building pad. Delivered and placed. (per invoice from pit) 656 Loads	8,668	28.00	242,704.00T
Total import (8") material required for footings. Delivered and placed. 23 Loads	412	36.00	14,832.00T

Subtotal	$341,410.98
Sales Tax (0.00)	$0.00
Total	$341,410.98
Payments/Credits	$0.00
Balance Due	$341,410.98

Travers Park - Over Excavation Verification (CCD-2 - Sawdust Over Ex)

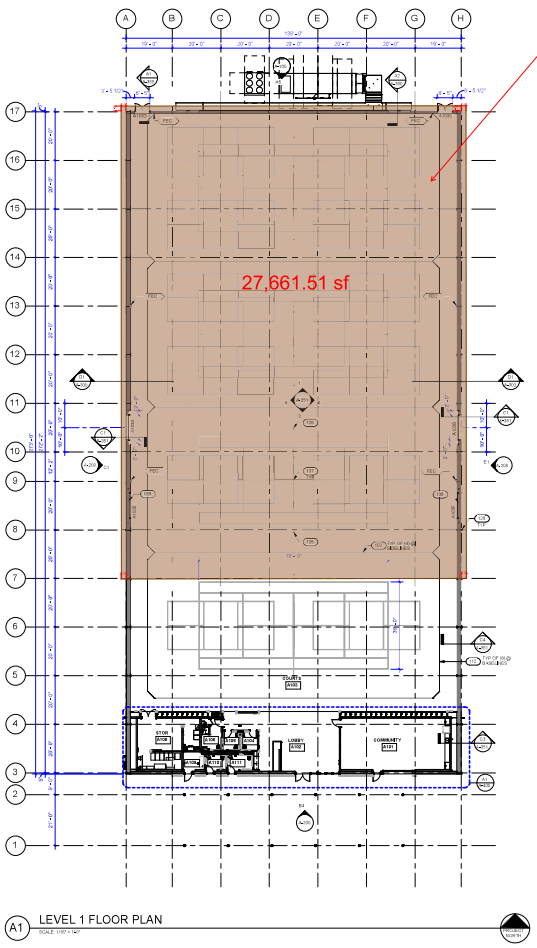
Approx. Excavated Footprint (SF)	26,700
Avg. Depth Excavated (ft)	7
Total CF	186,900
Total CY	6,922
Swell Factor (1.2-1.4 Per Eng.)	1.4
Adjusted CY Hauled	**9,691**

		Truck Type	Est. Ton	Est. Cy	Avg. Cy	Total Import Loads	Total Export Loads
Overland		Regular	16	11-13	12	80	134
Lone Mountain	DT2	Regular	17	12-14	14	65	44
Up North	Truck 1	Superdump	24 ton	16-18	17	92	0
	Truck 2	Regular	17 ton	12-14	14	87	0
Dunn Trucking	All Trucks	Regular	17 ton	14-15	14	383	419

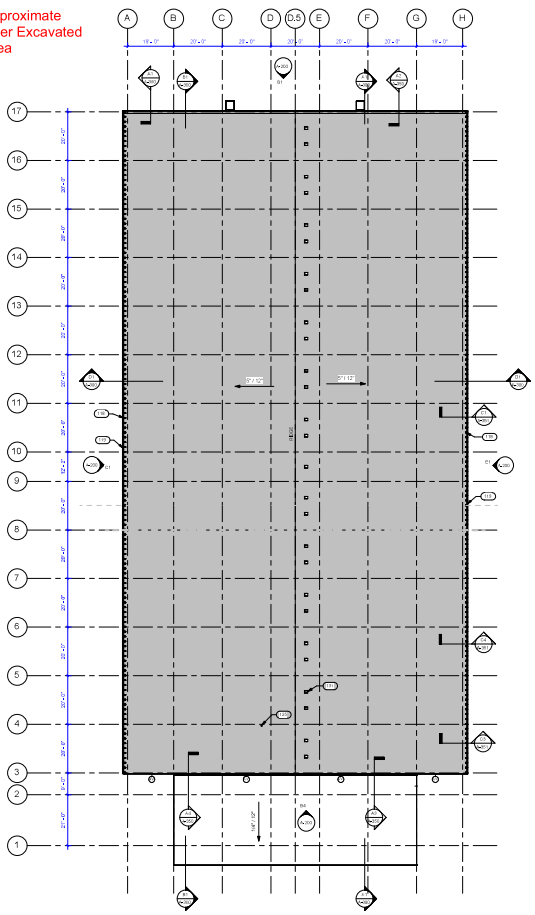
			Import Loads					Truck Capacity			Export Loads		Truck Capacity				
	Ticket	Date	3/4"	5"	3"-6"	8"	Sub-Totals	CY	Total CY Hauled	Notes	Waste	Notes	CY	Adjusted CY for Sawdust	Total CY Hauled	Adjusted Total CY for Sawdust	Invoice
Dunn Trucking	851595	11/7/23					0	14	0		7	Pits	14	17	98	119	
Overland Trucking		11/7/23					0	12	0		6		12	15	72	90	
Overland Trucking		11/8/23		2			2	12	24		2		12	15	24	30	
Dunn Trucking	851596	11/8/23		4			4	14	56		4		14	17	56	68	
Dunn Trucking	566473	11/13/23		4			4	14	56		12		14	17	168	204	
Overland Trucking		11/13/23		1			1	12	12		1		12	15	12	15	
Overland Trucking		11/16/23		4			4	12	48		3		12	15	36	45	
Dunn Trucking	566476	11/16/23		5			5	14	70		9		14	17	126	153	
Overland Trucking		11/17/23		4			4	12	48		4		12	15	48	60	
Dunn Trucking	566477	11/17/23		9			9	14	126		9		14	17	126	153	
Dunn Trucking	566478	11/20/23		7			7	14	98		7		14	17	98	119	
Dunn Trucking	851597	11/20/23		7			7	14	98	Linscott	7		14	17	98	119	
Dunn Trucking	851598	11/21/23		7			7	14	98		7	Soccerfield	14	17	98	119	
Dunn Trucking	566479	11/21/23		8			8	14	112		8		14	17	112	136	
Lone Mountain	Colton DT2	11/21/23		7			7	14	98		6		14	17	84	102	
Lone Mountain	Colton DT2	11/22/23		9			9	14	126		10		14	17	140	170	
Overland Trucking		11/22/23		13			13	12	156		8		12	15	96	120	
Dunn Trucking	851599	11/22/23		10			10	14	140		10	9 to pits	14	17	140	170	
Dunn Trucking	566481	11/24/23					0	14	0		13		14	17	182	221	
Dunn Trucking	566485	11/29/23	1	2			3	14	42		18		14	17	252	306	
Dunn Trucking	566486	11/30/23		1			1	14	14		28		14	17	392	476	
Dunn Trucking	054651	11/29/23	1	2			3	14	42		15	To Field	14	17	210	255	
Dunn Trucking	054652	11/30/23		1			1	14	14		28		14	17	392	476	
Lone Mountain	Colton DT2	11/30/23		8			8	14	112		8	Sawdust	14	17	112	136	
Lone Mountain	Colton DT2	12/1/23		8			8	14	112		9	Sawdust	14	17	126	153	
Dunn Trucking	054653	12/1/23		8			8	14	112		7	To Pits	14	17	98	119	
Dunn Trucking	566487	12/1/23		8			8	14	112		7	To Pits	14	17	98	119	
Dunn Trucking	566489	12/13/23		3		7	10	14	140				14	17	0	0	Paid via Invoice 2310_1
Lone Mountain	Colton DT2	12/13/23		4		2	6	14	84				14	17	0	0	
Overland Trucking		12/13/23		3			3	12	36				12	15	0	0	
Lone Mountain	Colton DT2	12/14/23		6		5	11	14	154				14	17	0	0	
Dunn Trucking	054654	12/14/23		8		3	11	14	154				14	17	0	0	
Dunn Trucking	566490	12/14/23		8		3	11	14	154				14	17	0	0	
Overland Trucking		12/14/23		7			7	12	84				12	15	0	0	
Lone Mountain	Colton DT2	12/15/23				1	1	14	14		10		14	17	140	170	
Dunn Trucking	054655	12/15/23		7		5	12	14	168				14	17	0	0	
Dunn Trucking	566491	12/15/23		7		5	12	14	168				14	17	0	0	
Overland Trucking		12/15/23		5			5	12	60				12	15	0	0	
Dunn Trucking	054656	12/18/23		10			10	14	140				14	17	0	0	
Lone Mountain	Colton DT2	12/18/23		10			10	14	140		1		14	17	14	17	
Dunn Trucking	566492	12/18/23		9			9	14	126				14	17	0	0	
Lone Mountain	Colton DT2	12/19/23		4		1	5	14	70				14	17	0	0	
Dunn Trucking	054657	12/19/23		9			9	14	126				14	17	0	0	

Dunn Trucking	566493	12/19/23	9				9	14	126						14	17	0	0		
Dunn Trucking	566494	12/22/23					0	14	0		19				14	17	266	323		
Dunn Trucking	054658	12/22/23					0	14	0		17	Other side of park			14	17	238	289		
Overland Trucking		12/22/23	2				2	12	24						12	15	0	0		
Dunn Trucking	054659	12/27/23				2	2	14	28	To Build Road	25	Other side of park			14	17	350	425		
Dunn Trucking	566495	12/27/23				1	1	14	14		26				14	17	364	442		
Dunn Trucking	054660	12/28/23			6		6	14	84		5	Other side of park			14	17	70	85		
Dunn Trucking	566496	12/28/23			7		7	14	98						14	17	0	0		
Dunn Trucking	054661	12/29/23					0	14	0		32	Other side of park			14	17	448	544		
Dunn Trucking	566497	12/29/23					0	14	0		32				14	17	448	544		
Overland Trucking		12/29/23					0	12	0		26				12	15	312	390		
Franks Truck						7	7	14	98						14	17	0	0		
Dunn Trucking	054663	1/3/24	10				10	14	140						14	17	0	0		
Overland Trucking		1/3/24	8				8	12	96						12	15	0	0		
Up North Hauling	Truck 2	1/3/24	9				9	14	126						14	17	0	0		
Dunn Trucking	054664	1/4/24	11				11	14	154						14	17	0	0		
Overland Trucking		1/4/24					0	12	0		26				12	15	312	390		
Up North Hauling	Truck 1	1/4/24	10				10	17	170						17	20	0	0		
Up North Hauling	Truck 2	1/4/24	10				10	14	140						14	17	0	0		
Overland Trucking		1/5/24					0	12	0		27				12	15	324	405		
Dunn Trucking	054655	1/5/24	11				11	14	154						14	17	0	0		
Dunn Trucking	597351	1/5/24	7				7	14	98						14	17	0	0		
Up North Hauling	Truck 1	1/5/24	10				10	17	170						17	20	0	0		
Up North Hauling	Truck 2	1/5/24	10				10	14	140						14	17	0	0		
Dunn Trucking	054666	1/8/24	12				12	14	168						14	17	0	0		
Dunn Trucking	597352	1/8/24	8				8	14	112						14	17	0	0		
Overland Trucking		1/8/24					0	12	0		31				12	15	372	465		
Up North Hauling	Truck 2	1/8/24	12				12	14	168						14	17	0	0		
Dunn Trucking	054667	1/9/24	8				8	14	112						14	17	0	0		
Dunn Trucking	597353	1/9/24	9				9	14	126						14	17	0	0		
Overland Trucking		1/9/24	3				3	12	36						12	15	0	0		
Up North Hauling	Truck 1	1/9/24	8				8	17	136						17	20	0	0		
Up North Hauling	Truck 2	1/9/24	8				8	14	112						14	17	0	0		
Dunn Trucking	597354	1/10/24	11				11	14	154						14	17	0	0		
Dunn Trucking	054668	1/10/24	11				11	14	154						14	17	0	0		
Overland Trucking		1/10/24	10				10	12	120						12	15	0	0		
Up North Hauling	Truck 1	1/10/24	11				11	17	187						17	20	0	0		
Up North Hauling	Truck 2	1/10/24	8				8	14	112						14	17	0	0		
Dunn Trucking	597355	1/11/24	2				2	14	28						14	17	0	0		
Overland Trucking		1/11/24	1				1	12	12						12	15	0	0		Pending Invoice
Up North Hauling	Truck 1	1/11/24	2				2	17	34						17	20	0	0		
Dunn Trucking	597357	1/19/24					0	14	0		23				14	17	322	391		
Dunn Trucking	597358	1/23/24					0	14	0		22				14	17	308	374		
Dunn Trucking	054670	1/23/24					0	14	0		22	Mud			14	17	308	374		
Dunn Trucking	597359	1/24/24	10				10	14	140						14	17	0	0		
Dunn Trucking	054671	1/24/24	10				10	14	140						14	17	0	0		
Overland Trucking		1/24/24	5				5	12	60						12	15	0	0		
Up North Hauling	Truck 1	1/24/24	10				10	17	170						17	20	0	0		
Up North Hauling	Truck 2	1/24/24	10				10	14	140						14	17	0	0		
Dunn Trucking	597360	1/25/24	12				12	14	168						14	17	0	0		
Dunn Trucking	054672	1/25/24	12				12	14	168						14	17	0	0		
Overland Trucking		1/25/24	8				8	12	96						12	15	0	0		
Up North Hauling	Truck 1	1/25/24	11				11	17	187						17	20	0	0		
Up North Hauling	Truck 2	1/25/24	3				3	14	42						14	17	0	0		
Dunn Trucking	597361	1/26/24	12				12	14	168						14	17	0	0		
Dunn Trucking	054673	1/26/24	12				12	14	168						14	17	0	0		
Overland Trucking		1/26/24	1				1	12	12						12	15	0	0		
Up North Hauling	Truck 1	1/26/24	13				13	17	221						17	20	0	0		
Dunn Trucking	054674	1/29/24	7				7	14	98						14	17	0	0		
Overland Trucking		1/29/24	3				3	12	36						12	15	0	0		
Up North Hauling	Truck 1	1/29/24	10				10	17	170						17	20	0	0		
Up North Hauling	Truck 2	1/29/24	10				10	14	140						14	17	0	0		
Dunn Trucking	054675	1/30/24	7				7	14	98						14	17	0	0		
Dunn Trucking	597362	1/30/24	7				7	14	98						14	17	0	0		
Up North Hauling	Truck 1	1/30/24	7				7	17	119						17	20	0	0		
Up North Hauling	Truck 2	1/30/24	7				7	14	98						14	17	0	0		

	Import						Export			
	Total Loads Hauled by Product									
	3/4"	5"	3"-6"	8"	Total Loads	Total CY	Total Loads		Total CY	Total CY
Total Hauling For Travers Park	2	657	13	42	714	10,112	597		8,090	9,881



A1 LEVEL 1 FLOOR PLAN



A3 ROOF - OVERALL PLAN

GENERAL NOTES - ROOF

ROOF LEGEND

CODED NOTES

NUMBER	DESCRIPTION
102	
112	
118	
119	
120	
125	
126	
127	
131	
137	
139	

ALSC ARCHITECTS

LICENSED ARCHITECT

SANDPOINT
CITY OF SANDPOINT

TRAVERS PARK RECREATION CENTER

CONSTRUCTION DOCUMENTS

REV	DATE	DESCRIPTION
1	11/26/25	CONST. DOCUMENTS

PROJ. NO. 2025-011
DRAWN RM
PROJ MNGR DR
DATE 11/26/25

© ALSC ARCHITECTS, P.S.

FLOOR & ROOF PLAN - OVERALL

A-110

RE: Travers Park - Sawdust Excavation

Stephen Matkin <smatkin@dci-engineers.com>

Thu 2/22/2024 8:21 AM

To:Cory Quan <cory@ginnoconstruction.com>;Gale Stanley <gstanley@alscarchitects.com>
Cc:Gabe Bujko <gabe@ginnoconstruction.com>;Isaiah Yandt <isaiah@ginnoconstruction.com>;Cole Bitnoff <cole@ginnoconstruction.com>

You don't often get email from smatkin@dci-engineers.com. Learn why this is important

I can't seem to find anything on swell factor of undocumented fill and or sawdust. I typically find the contractors use a swell factor in the area between 1.2 and 1.4. I would expect it to be on the higher end but I'm not certain.

I'm assuming you are planning to haul off all the sawdust, are you asking for pricing purposes?

Stephen Matkin, PE | Associate
DCI ENGINEERS, Coeur d'Alene
D: 208.820.3797 ▪ C: 509.385.1079 ▪ smatkin@dci-engineers.com

---

From: Cory Quan <cory@ginnoconstruction.com>
Sent: Wednesday, February 21, 2024 9:45 AM
To: Stephen Matkin <smatkin@dci-engineers.com>; Gale Stanley <gstanley@alscarchitects.com>
Cc: Gabe Bujko <gabe@ginnoconstruction.com>; Isaiah Yandt <isaiah@ginnoconstruction.com>; Cole Bitnoff <cole@ginnoconstruction.com>
Subject: Re: Travers Park - Sawdust Excavation

Yes that's correct, the swell factor is what I'm referring to

Cory Quan (Phillips)
Ginno Construction Co. | *Project Manager*
Cell: 509.362.5853 | Office: 208.667.5560
3893 N. Schreiber Way | Couer d'Alene, ID 83815
www.ginnoconstruction.com
http://www.ginnoconstruction.com/

From: Stephen Matkin <smatkin@dci-engineers.com>
Sent: Wednesday, February 21, 2024 9:40 AM
To: Cory Quan <cory@ginnoconstruction.com>; Gale Stanley <gstanley@alscarchitects.com>
Cc: Gabe Bujko <gabe@ginnoconstruction.com>; Isaiah Yandt <isaiah@ginnoconstruction.com>; Cole Bitnoff <cole@ginnoconstruction.com>
Subject: RE: Travers Park - Sawdust Excavation

You don't often get email from smatkin@dci-engineers.com. Learn why this is important

Hi Cory- What exactly do you mean by "fluff" factor? Are you asking what the swell might be from bank cubic yard to haul cubic yard?

Stephen Matkin, PE | Associate
DCI ENGINEERS, Coeur d'Alene
D: 208.820.3797 ▪ C: 509.385.1079 ▪ smatkin@dci-engineers.com

---

From: Cory Quan <cory@ginnoconstruction.com>
Sent: Tuesday, February 20, 2024 4:27 PM
To: Gale Stanley <gstanley@alscarchitects.com>; Stephen Matkin <smatkin@dci-engineers.com>
Cc: Gabe Bujko <gabe@ginnoconstruction.com>; Isaiah Yandt <isaiah@ginnoconstruction.com>; Cole Bitnoff

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene, Idaho 83815
Phone: (208) 667-5560

Project: 23-10 - Travers Park Reno: Phase 1
2016 Pine Street
Sandpoint, Idaho 83864

Prime Contract Potential Change Order #013: CE #024 - RFP-006 - Pathway Pa

TO:	City of Sandpoint 1123 Lake St. Sandpoint Idaho, 83864	**FROM:**	Ginno Construction Company 3893 North Schreiber Way Coeur d'Alene Idaho, 83815
PCO NUMBER/REVISION:	013 / 0	**CONTRACT:**	1 - Travers Park Reno: Phase 1
REQUEST RECEIVED FROM:		**CREATED BY:**	Cory Quan **(Ginno Construction Company)**
STATUS:	Pending - In Review	**CREATED DATE:**	4/11 /2024
REFERENCE:		**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
		TOTAL AMOUNT:	$11,706.87

POTENTIAL CHANGE ORDER TITLE: CE #024 - RFP-006 - Pathway Pa

CHANGE REASON: Proposal Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #024 - RFP-006 - Pathway Paving
RFP No.6 - Pathway Paving

Exclusions:
Regrading existing pathway

ATTACHMENTS:

RFP-6 Paved Pathway.pdf

#	Cost Code	Description	Type	Amount
1	32-1216 - Asphalt Paving	RFP No.6 - Pathway Paving	SUBCONTRACT	$ 10,331.00
2	01-4000 - Superintendent	Additional Coordination	LABOR	$ 260.00
3	01-5025 - Temporary Fencing	Additional Fencing / Pedestrian Traffic Control	RENTAL	$ 350.00
			Subtotal:	$10,941.00
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 109.41
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 656.46
			Grand Total:	**$11,706.87**

Rustin Hall (ALSC Architects)
203 N. Washington Suite 400
Spokane Washington 99201

City of Sandpoint
1123 Lake St.
Sandpoint Idaho 83864

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene Idaho 83815

Cory Quan - 4.11.24

SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE

Wood's CRUSHING & HAULING, INC.

Serving the great northwest since 1975.

ROCK • ASPHALT • CONCRETE

Sandpoint, ID • 208-263-4800

To:	Ginno Construction	**Contact:**	
Address:	3893 N. Schreiber Way	**Phone:**	(208) 667-5560
	Coeur D' Alene, ID 83815	**Fax:**	(208) 665-0471
Project Name:	Travers Park RFP-6 Paved Pathway	**Bid Number:**	24078
Project Location:		**Bid Date:**	4/4/2024

We are pleased to submit the following estimate for your consideration

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Grade And Compact Existing Material 400'x8'	3,200.00	SF	$0.23	$736.00
Place And Compact 3/4 Minus Gravel As Needed	30.00	TON	$54.00	$1,620.00
2 1/2" Hot Mix Asphalt	55.00	TON	$145.00	$7,975.00

Total Bid Price: $10,331.00

Notes:

- Due to fluctuating costs of fuel and asphalt oil any increase in price will be passed on to the customer
- It is understood that the above is an estimate of the quantities to be done and that the payment shall be made at the stated unit prices on the actual quantities of work performed by the company as determined upon completion of work
- ITD Public Works: 11242-AAA-4
  WA Contractor # WOODSCH121DQ
  MT Contractor # 14219
  Construction Contracting Business: RCE-1911
- Prices may be withdrawn if not accepted within 15 days of receiving this proposal

Payment Terms:

Payment is due within 30 days upon receiving invoice

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. **Buyer:** _____ **Signature:** _____ **Date of Acceptance:** _____	**CONFIRMED:** **Wood's Crushing And Hauling Inc.** **Authorized Signature:** _____ **Estimator:** Scott Wood

SPOKANE
203 N Washington
Suite 400
Spokane, WA
99201
P 509.838.8568
alscarchitects.com

REQUEST FOR PROPOSAL NO: 006

Project Name: Travers Park Recreation Center

Owner: City of Sandpoint

Contractor: Ginno Construction Company

Job Number: 2023-011

TO: Ginno Construction Company, Contractor, please furnish your proposal for performing the changes outlined below and/or detailed on the attachments referred to:

Provide asphalt paving at the pathway to the east of the exterior tennis courts in lieu of gravel. See attached site plan showing extent of additional paving highlighted in red.

ALSC Architects, P.S. By Gale Stanley Date: 4/3/24

PROPOSAL:

To the Owner: We propose to perform all changes described in the above request for a total ADDITION/DEDUCTION (cross out one) to the contract sum of:

_____ $_____

(not including Sales Tax)

We have attached cost estimate detail sheets, and the foregoing amount covers all direct and indirect costs related to this proposal and to the effect of the proposal on the remainder of the project. All other provisions of the contract remain in full force and effect. We request the completion date be EXTENDED/REDUCED (cross one out) _____ calendar days because of this work. The Contractor agrees to be bound to this proposal quotation for sixty (60) days after this date.

_____ By_____ Date_____
Contractor

RECOMMENDATION:

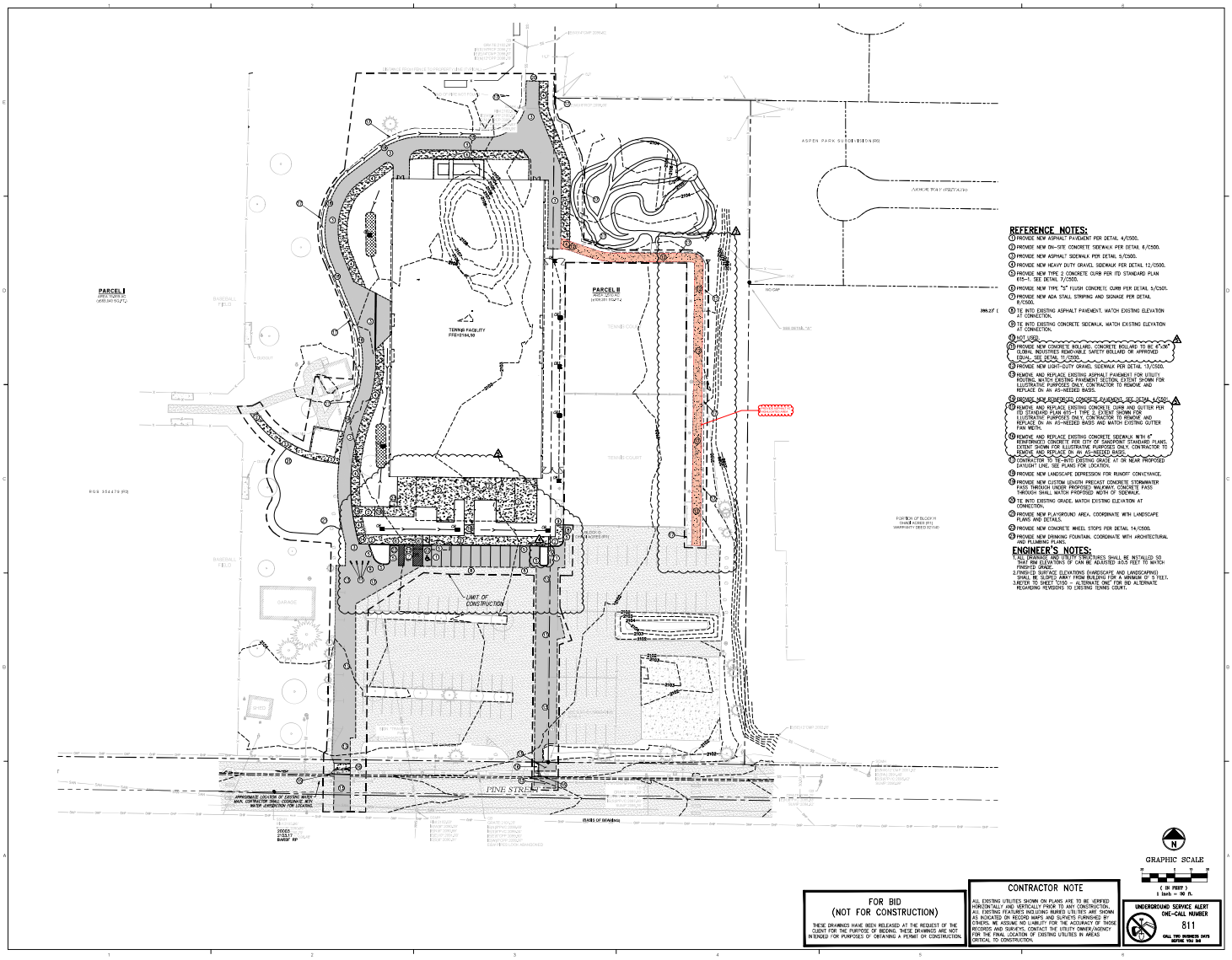
TO: Owner, we have examined the foregoing proposal and find it to be appropriate for the request. We recommend its acceptance.

ALSC Architects, P.S. By_____ Date:_____

PROPOSAL ACCEPTANCE:

The Owner hereby accepts the foregoing proposal. This instrument, when signed below, constitutes the conditions upon which a Change Order will be issued.

_____ By_____ Date_____
Owner



ALSC ARCHITECTS
DCI ENGINEERS
707 W. 2ND AVENUE
SPOKANE, WASHINGTON 99201
PHONE: (509) 456-4442 FAX: (509) 455-7482
CIVIL / STRUCTURAL

12/15/2023

SANDPOINT

CITY OF SANDPOINT

TRAVERS PARK RECREATION CENTER

CONSTRUCTION DOCUMENTS

REV	DATE	DESCRIPTION
1	9/15/2023	ADDENDUM 1
2	10/5/2023	ECN 1
3	11/2/2023	RFI 1
4	11/10/2023	CONSTRUCTION DOCUMENTS
5	12/15/2023	ADDENDUM NO. 2

PROJ. NO. 2021-011
DRAWN NJM
PROJ. MGR SDM
DATE 11/24/23

© ALSC ARCHITECTS, P.S.

CIVIL SITE PLAN

C130

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene, Idaho 83815
Phone: (208) 667-5560

Project: 23-10 - Travers Park Reno: Phase 1
2016 Pine Street
Sandpoint, Idaho 83864

Prime Contract Potential Change Order #014: CE #021 - RFP-004 - Extend Sto

TO:	City of Sandpoint 1123 Lake St. Sandpoint Idaho, 83864	**FROM:**	Ginno Construction Company 3893 North Schreiber Way Coeur d'Alene Idaho, 83815
PCO NUMBER/REVISION:	014 / 0	**CONTRACT:**	1 - Travers Park Reno: Phase 1
REQUEST RECEIVED FROM:		**CREATED BY:**	Cory Quan **(Ginno Construction Company)**
STATUS:	Pending - In Review	**CREATED DATE:**	4/12 /2024
REFERENCE:		**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
		TOTAL AMOUNT:	$13,853.29

POTENTIAL CHANGE ORDER TITLE: CE #021 - RFP-004 - Extend Sto

CHANGE REASON: Proposal Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #021 - RFP-004 - Extend Storm Drain
RFP-004 - Extend Storm Drain

Specific Exclusions: Asphalt Paving/Patching

ATTACHMENTS:
Overland Price to Extend Storm Drain.pdf _RFP-004_Extend Storm Drain.pdf

#	Cost Code	Description	Type	Amount
1	31-1000 - Earthwork	RFP-004 - Extend Storm Drain	SUBCONTRACT	$ 12,297.00
2	32-1216 - Asphalt Paving	RFP-004 Additioanal Asphalt Paving	SUBCONTRACT	$ 0.00
3	01-4000 - Superintendent	Labor for Coordination	LABOR	$ 650.00
			Subtotal:	$12,947.00
			Liability Insurance: 1.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 129.47
			OH&P: 6.00% Applies to OTHER, MATERIAL, LABOR, RENTAL, and SUBCONTRACT.	$ 776.82
			Grand Total:	**$13,853.29**

Rustin Hall (ALSC Architects)
203 N. Washington Suite 400
Spokane Washington 99201

City of Sandpoint
1123 Lake St.
Sandpoint Idaho 83864

Ginno Construction Company
3893 North Schreiber Way
Coeur d'Alene Idaho 83815

SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE

ESTIMATE

PO Box 1071
Sandpoint Idaho 83864
Phone # 509-226-1127
Fax# (509) 226-2006
RCE 255

OVERLEI951LE

DATE	ESTIMATE ...
4/12/2024	201075

Ginno Construction
Travers Park

JOB SITE LOCATION

Travers Park Sandpoint

QTY/HRS	DESCRIPTION	UNIT COST	TOTAL
100	Extend storm drain for continuation to future skate park per plan C140. Approx 100'. Includes backfill and compaction. (Excludes asphalt patching)	85.00	8,500.00T
	Haul off and dispose of asphalt spoils.	1,000.00	1,000.00T
15	Bedding sand. Delivered	29.00	435.00T
30	Gravel for backlfill. Delivered	29.00	870.00T
	Job Site Supplies Used	1,492.60	1,492.60T

SIGNATURE DATE

By signing this Estimate, you accept the services and/or materials as they have been stated. Your signature acknowledges your understanding that should any additional service or material be needed, they will be discussed with you, along with possible alternatives. You may also be required to initial for those changes. You agree to hold Overland Excavation, Inc. and any of its employees harmless for any damage done to property or structures during the course of this work. You acknowledge financial responsibility and understanding that all invoices are due and payable upon completion of work. Acceptance of this estimate constitutes a contract. this is also notification of intent to lein. A finance charge of 15.0% per month may be added to unpaid balances over 30 days old.

Subtotal	$12,297.60
Sales Tax (0.00)	$0.00
TOTAL	$12,297.60

ALSC ARCHITECTS
SPOKANE
203 N Washington
Suite 400
Spokane, WA
99201
P 509.838.8568
alscarchitects.com

REQUEST FOR PROPOSAL NO: 004

Project Name: Travers Park Recreation Center

Owner: City of Sandpoint

Contractor: Ginno Construction Company

Job Number: 2023-011

TO: Ginno Construction Company, Contractor, please furnish your proposal for performing the changes outlined below and/or detailed on the attachments referred to:

Extend storm drain to meet Phase 1 of skate park expansion per attached revised C-140

ALSC Architects, P.S. By Gale Stanley Date: 3/18/24

PROPOSAL:

To the Owner: We propose to perform all changes described in the above request for a total ADDITION/DEDUCTION (cross out one) to the contract sum of:

_____ $_____

(not including Sales Tax)

We have attached cost estimate detail sheets, and the foregoing amount covers all direct and indirect costs related to this proposal and to the effect of the proposal on the remainder of the project. All other provisions of the contract remain in full force and effect. We request the completion date be EXTENDED/REDUCED (cross one out) _____ calendar days because of this work. The Contractor agrees to be bound to this proposal quotation for sixty (60) days after this date.

_____ By_____ Date_____
Contractor

RECOMMENDATION:

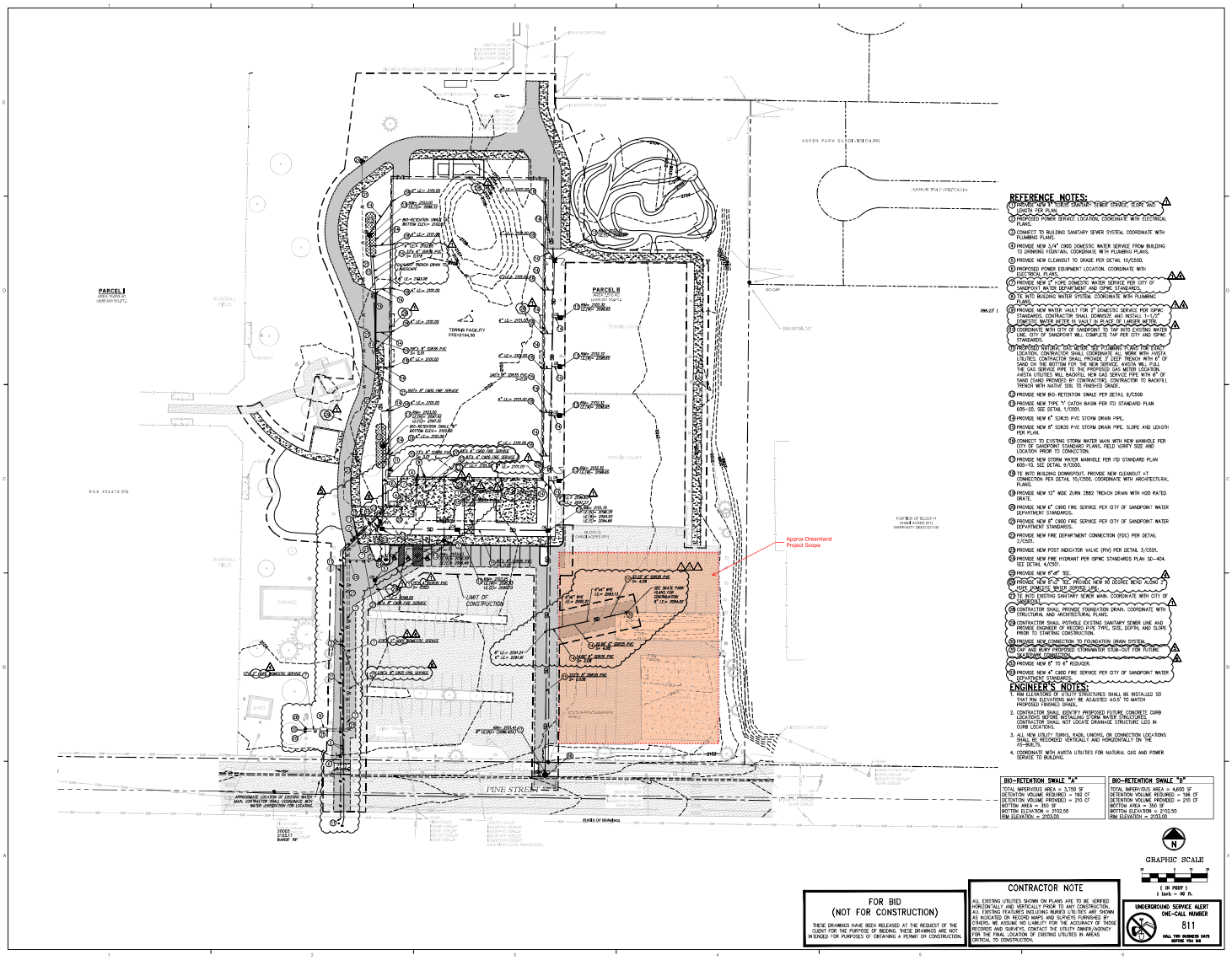
TO: Owner, we have examined the foregoing proposal and find it to be appropriate for the request. We recommend its acceptance.

ALSC Architects, P.S. By_____ Date:_____

PROPOSAL ACCEPTANCE:

The Owner hereby accepts the foregoing proposal. This instrument, when signed below, constitutes the conditions upon which a Change Order will be issued.

_____ By_____ Date_____
Owner



ALSC ARCHITECTS
DCI ENGINEERS
707 W. 2ND AVENUE
SPOKANE, WASHINGTON 99201
PHONE: (509) 456-4442 FAX: (509) 455-7482
CIVIL / STRUCTURAL

3/18/2024

SANDPOINT

CITY OF SANDPOINT

TRAVERS PARK RECREATION CENTER

CONSTRUCTION DOCUMENTS

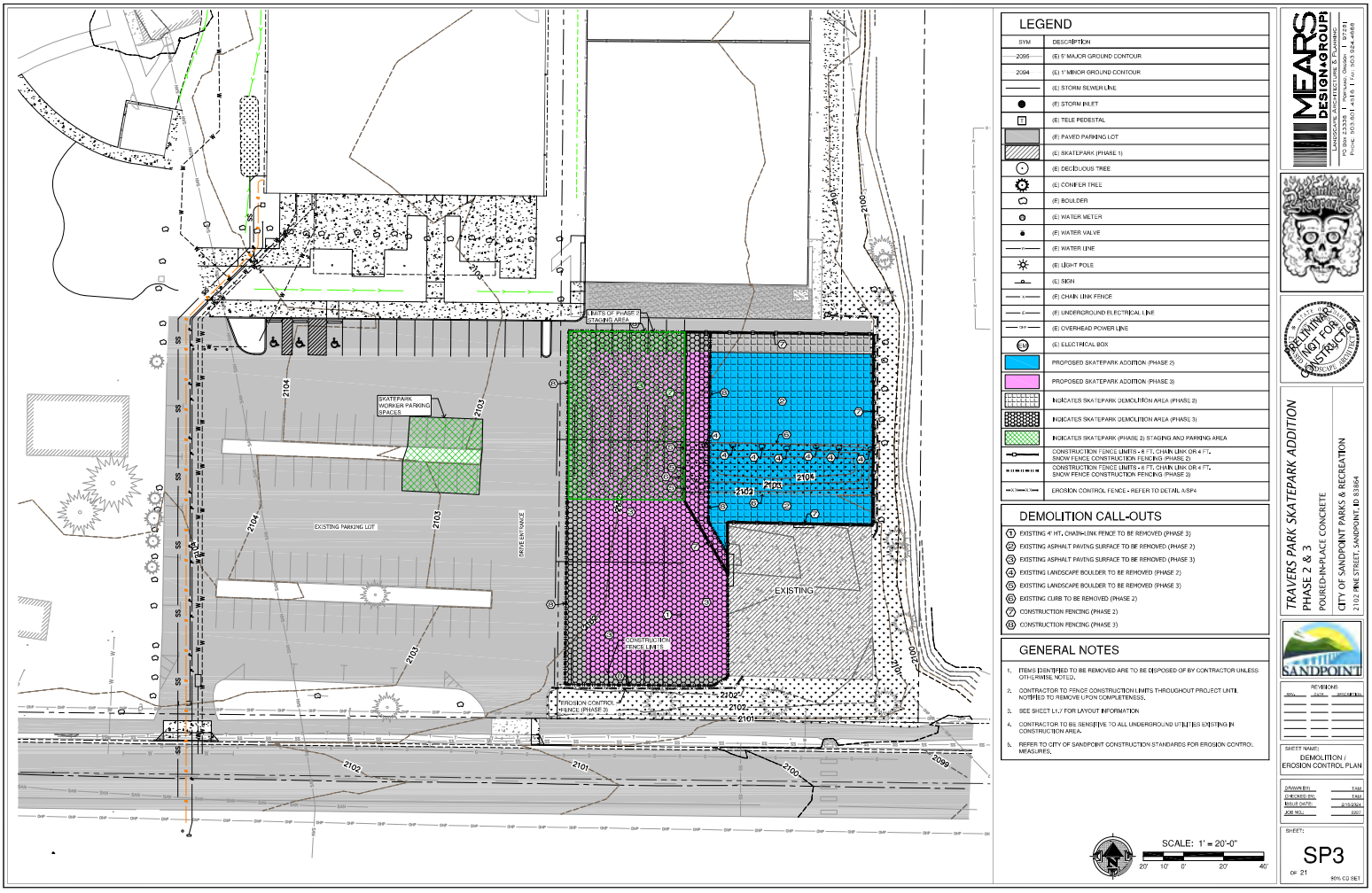
REV	DATE	DESCRIPTION
1	9/15/2023	ADDENDUM 1
2	10/5/2023	ECN-1
3	11/7/2023	RFI-1
4	11/10/2023	CONSTRUCTION DOCUMENTS
5	2/15/2024	ADDENDUM NO. 2
6	2/16/2024	RFI-2
7	2/16/2024	RFI-2A

PROJ. NO. 2021-011
DRAWN NJM
PROJ. MGR SDM
DATE 11/24/23

© ALSC ARCHITECTS, P.S.

STORMWATER & UTILITY PLAN

C140



LEGEND

SYM	DESCRIPTION
2095	(E) 5' MAJOR GROUND CONTOUR
2094	(E) 1' MINOR GROUND CONTOUR
	(E) STORM SEWER LINE
	(E) STORM INLET
T	(E) TELE PEDESTAL
	(E) PAVED PARKING LOT
	(E) SKATEPARK (PHASE 1)
	(E) DECIDUOUS TREE
	(E) CONIFER TREE
	(E) BOULDER
	(E) WATER METER
	(E) WATER VALVE
W	(E) WATER LINE
	(E) LIGHT POLE
	(E) SIGN
X	(E) CHAIN LINK FENCE
E	(E) UNDERGROUND ELECTRICAL LINE
OHP	(E) OVERHEAD POWER LINE
EM	(E) ELECTRICAL BOX
	PROPOSED SKATEPARK ADDITION (PHASE 2)
	PROPOSED SKATEPARK ADDITION (PHASE 3)
	INDICATES SKATEPARK DEMOLITION AREA (PHASE 2)
	INDICATES SKATEPARK DEMOLITION AREA (PHASE 3)
	INDICATES SKATEPARK (PHASE 2) STAGING AND PARKING AREA
	CONSTRUCTION FENCE LIMITS - 6 FT. CHAIN LINK OR 4 FT. SNOW FENCE CONSTRUCTION FENCING (PHASE 2)
	CONSTRUCTION FENCE LIMITS - 6 FT. CHAIN LINK OR 4 FT. SNOW FENCE CONSTRUCTION FENCING (PHASE 3)
	EROSION CONTROL FENCE - REFER TO DETAIL A/SP4

DEMOLITION CALL-OUTS

1. EXISTING 4' HT. CHAIN-LINK FENCE TO BE REMOVED (PHASE 3)
2. EXISTING ASPHALT PAVING SURFACE TO BE REMOVED (PHASE 2)
3. EXISTING ASPHALT PAVING SURFACE TO BE REMOVED (PHASE 3)
4. EXISTING LANDSCAPE BOULDER TO BE REMOVED (PHASE 2)
5. EXISTING LANDSCAPE BOULDER TO BE REMOVED (PHASE 3)
6. EXISTING CURB TO BE REMOVED (PHASE 2)
7. CONSTRUCTION FENCING (PHASE 2)
8. CONSTRUCTION FENCING (PHASE 3)

GENERAL NOTES

1. ITEMS IDENTIFIED TO BE REMOVED ARE TO BE DISPOSED OF BY CONTRACTOR UNLESS OTHERWISE NOTED.
2. CONTRACTOR TO FENCE CONSTRUCTION LIMITS THROUGHOUT PROJECT UNTIL NOTIFIED TO REMOVE UPON COMPLETENESS.
3. SEE SHEET L1.7 FOR LAYOUT INFORMATION
4. CONTRACTOR TO BE SENSITIVE TO ALL UNDERGROUND UTILITIES EXISTING IN CONSTRUCTION AREA.
5. REFER TO CITY OF SANDPOINT CONSTRUCTION STANDARDS FOR EROSION CONTROL MEASURES.

SCALE: 1" = 20'-0"
20' 10' 0' 20' 40'

MEARS DESIGN GROUP
LANDSCAPE ARCHITECTURE & PLANNING
PO Box 23335 | Portland, Oregon | 97281
Phone: 503.501.4414 | Fax: 503.924.4656

PRELIMINARY NOT FOR CONSTRUCTION

TRAVERS PARK SKATEPARK ADDITION
PHASE 2 & 3
POURED-IN-PLACE CONCRETE
CITY OF SANDPOINT PARKS & RECREATION
2102 PINE STREET, SANDPOINT, ID 83864

SANDPOINT

REVISIONS
NO. DATE DESCRIPTION

SHEET NAME:
DEMOLITION / EROSION CONTROL PLAN

DRAWN BY: TAM
CHECKED BY: TAM
ISSUE DATE: 2/15/24
JOB NO.: 697

SHEET:
SP3
OF 21
90% CD SET

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 04 / 26 / 24

Date of meeting 05 / 04 / 24

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
Maeve Nevins-Lavtar, Parks Planning & Development Manager

Address: 1123 Lake Street, Sandpoint, Idaho 83864

Phone number and email address: 208-946-2711/mnevinslavtar@sandpointidaho.gov

Authorized by: Jason Welker, CPD Director _____
name of City official *City official's signature*

(Department Heads, City Council members, and the Mayor are City officials.)

Subject: Request for solicitation of bids for Construction for Travers Park Playground & Splash Pad.

Summary of what is being requested: Request for approval to release a solicitation for bids for the construction of the Travers Park Playground & Splash Pad.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? **Yes or No** ☑

   If yes, in what way? Final project cost is unknown and subject to bids received. Funds were budgeted through Grant and City funding sources.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:	Have they been contacted? **Yes or No**
Community-wide outreach	Yes

3. Is there a need for a general public information or public involvement plan? **Yes or No** ☑ ☐
   If yes, please specify and suggest a method to accomplish the plan: Upon final contract approval, the updated construction schedule will be made available.

4. Is an enforcement plan needed? **Yes or No** ☐ ☑ Additional funds needed? **Yes or No** ☐ ☑

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☑ ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

SANDPOINT
CITY HALL

AGENDA REPORT

DATE: May 1, 2024

TO: Mayor and City Council

FROM: Maeve Nevins-Lavtar, Parks Planning & Development Manager

SUBJECT: Request to solicit bids for construction for Travers Park Playground & Splash Pad (Action Item)

DESCRIPTION/BACKGROUND:

Staff is requesting City Council to authorize the solicitation of bids for Construction of the Travers Park Inclusive Playground & Splash Pad.

This project has been in planning and design development over the last year. Following the January 3, 2024, City Council adoption of Resolution 24-001 (see attached), the project team moved forward with developing the construction documents and specifications. Pending any minor revisions during the final grant compliance plan review by staff, the project is anticipated to go bid the first week of May with an anticipated start date in summer 2024, and *tentative completion in late fall or early spring 2025 (*weather dependent).

SCOPE:
Project scope includes construction of an all-inclusive, barrier-free playground and splash pad compliant with ADA standards, located within Travers Park.

The playground equipment (some of which has already been ordered) includes equipment for all ages and abilities, seating areas, landscaping, drainage improvements, safety play surfacing, a splash pad that will reuse the water for landscape irrigation on site, pathway, partial fencing on south side, embankment hill that will offer sledding opportunities in winter, and other features reflective of the priorities of the community.

Equipment that has already been ordered includes:

- Volo Smart Play (ages 5-12 years)
- Smart Play Motion (ages 2-5 years)
- Boogie Board (ages 5-12 years)
- We-Go-Round w/Custom Artwork Digifuse Panels by local artist, Lori Reid, and 2 Seats (all ages)
- ZipKrooz 34’ long with Additional Assisted ZipKrooz Bay (ages 5-12)
- Swings (3 total): “Oodle” Swing, Belt Seat Swing, Molded Bucket Seat with Harness
- Roller slide on hill

Equipment to be purchased as part of this bid process:

- Splash Pad Equipment (all ages); (*exact equipment and manufacturer to be determined through bid process).

SANDPOINT
CITY HALL

- Surfacing (uniform accessible safety surfacing, either poured-in-place or artificial turf, and engineered wood fiber in the north end of the playground; final combination to be determined based on bid price)

Additional Alternatives included in this bid: (*exact equipment and manufacturer to be determined through bid process).

- *Additional splash pad equipment
- *Climbing boulder (s) as funding allows
- Plaza on top of embankment hill with butterfly themed *outdoor musical equipment

To learn more about "inclusive playgrounds" visit: https://www.inclusiveplaygrounds.net/.

For project information visit project *Webpage* (inclusive of all Travers Park projects): https://cleargov.com/idaho/bonner/city/sandpoint/projects/8245/travers-park-sports-facilities-improvements

STAFF RECOMMENDATION: Recommendation for approval for solicitation of bids for Construction of the Travers Park Inclusive Playground & Splash Pad.

ACTION: Approval for solicitation of bids for Construction of the Travers Park Inclusive Playground & Splash Pad.

WILL THERE BE ANY FINANCIAL IMPACT? Yes **HAS THIS ITEM BEEN BUDGETED?** Yes (FY2024) Budget link: https://city-sandpoint-id-budget-book.cleargov.com/9034/capital-request/75138/view

ATTACHMENTS:

- Proposed Resolution for approval for solicitation of bids for construction.
- Construction Documents and Specifications (*Staff reserved right to modify for as needed for compliance with funding from Federal Land Water Conservation Grant)
- Link to Agenda Item 07B. Travers Park Inclusive Playground (Jan. 3, 2024)
- Adopted Resolution 24-001 (Jan. 3, 2024)

No: 24-
Date: May 1, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: BID SOLICITATION FOR TRAVERS PARK ADA-ACCESSIBLE INCLUSIVE PLAYGROUND AND SPLASH PAD

WHEREAS: On September 27, 2023, the City of Sandpoint agreed to accept approval for the Land Water Conservation Fund Grant ("LWCF") to support the design and construction of the Travers Park Inclusive Playground and Splash Pad;

WHEREAS: The Grant Agreement was approved by City Council under Resolution 23-083 on October 18, 2023;

WHEREAS: Following approval of the grant agreements, the City contracted MTLA Landscape Architects to design the new inclusive playground and splash pad;

WHEREAS: The City and MTLA Landscape Architects conducted public outreach that began during the 2018-2020 Parks and Recreation Master Planning;

WHEREAS: The adopted 2020 Parks and Recreation Master Plan identifies under Objective 1.6 that making upgrades to, and improving, existing playgrounds was a community priority; and

WHEREAS: City Council approved the project to proceed under Resolution 24-001 on January 3, 2024, and construction documents and specification were developed for solicitation with anticipated construction starting in summer 2024.

NOW, THEREFORE, BE IT RESOLVED THAT: The Travers Park Playground and Splash Pad construction bid package is approved to move forward with bid solicitation, with City Staff authorized to make minor revisions, if needed, during final plan set review to assure LWCF grant compliance, utilizing the City of Sandpoint's standard procurement process.

_____
Jeremy Grimm, Mayor

ATTEST:

_____
Melissa Ward, City Clerk

ALTERNATES: EMBANKMENT ROLLER SLIDE, BUTTERFLY NOTES

COORDINATION, MOTOR PLANNING, COOPERATION, PROBLEM SOLVING, SOCIAL SKILL DEVELOPMENT, IMAGINATIVE PLAY

SWING SET

BALANCE, COORDINATION, MOTOR PLANNING, COOPERATION, PROBLEM SOLVING, SOCIAL SKILL DEVELOPMENT, IMAGINATIVE PLAY

ACCESSIBLE MERRY-GO-ROUND

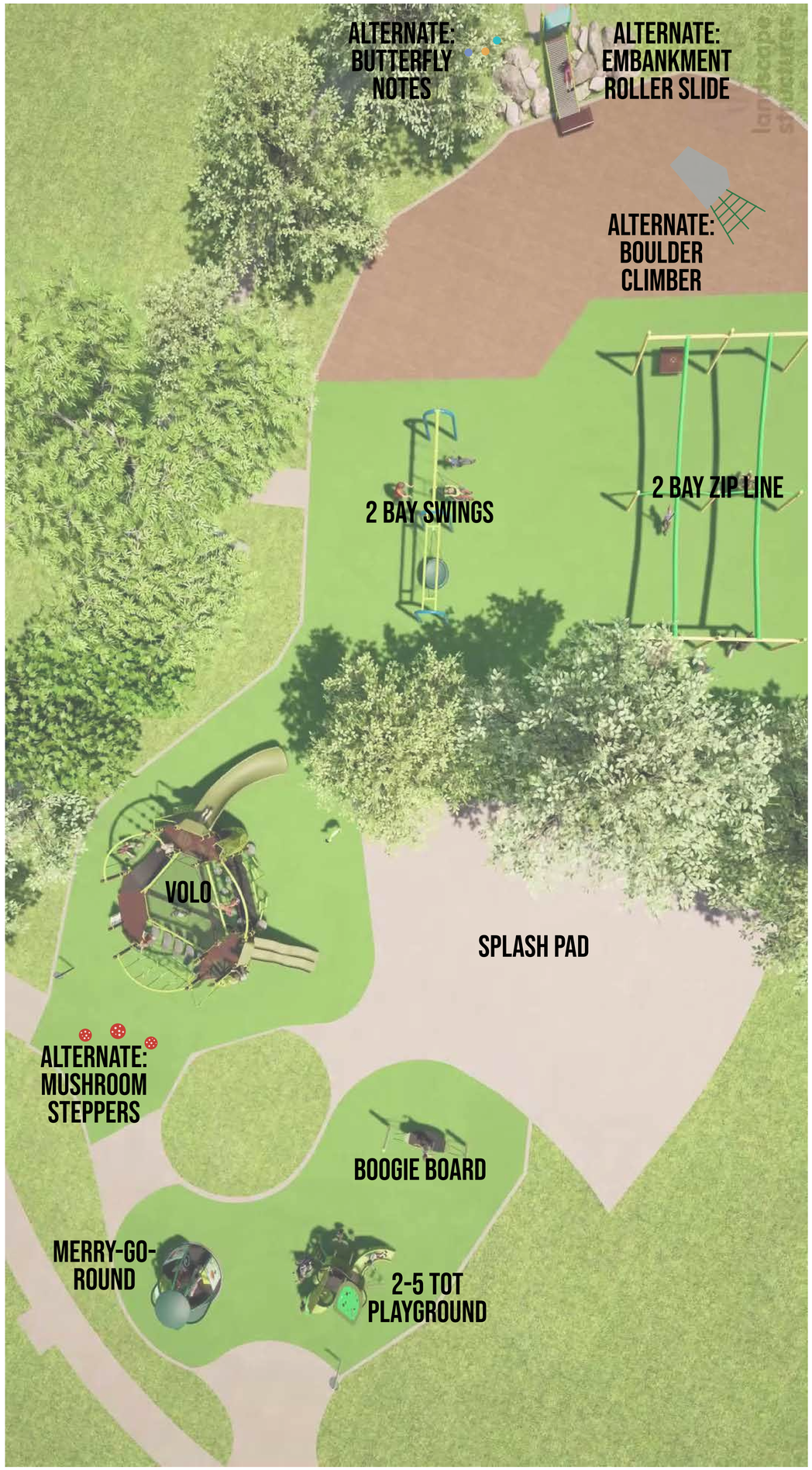
BALANCE, CORE, LOWER & UPPER BODY STRENGTH, COOPERATION, PROBLEM SOLVING, SOCIAL SKILL DEVELOPMENT, IMAGINATIVE PLAY

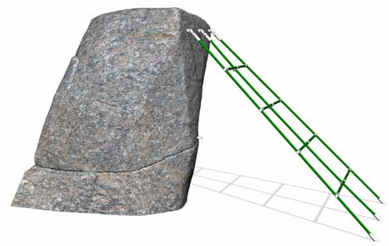
5-12 PLAYGROUND - VOLO

AGILITY, BALANCE, HAND-EYE COORDINATION, FINE MOTOR SKILLS, CORE, LOWER & UPPER BODY STRENGTH, COOPERATION, PROBLEM SOLVING, SOCIAL SKILL DEVELOPMENT, IMAGINATIVE PLAY, STRATEGIC THINKING

ALTERNATE: MUSHROOM STEPPERS

BALANCE, COORDINATION, MOTOR PLANNING, AGILITY, PROBLEM SOLVING, IMAGINATIVE PLAY





ALTERNATE: CLIMBING BOULDER

BALANCE, COORDINATION, MOTOR PLANNING, COOPERATION, AGILITY, ENDURANCE, PROBLEM SOLVING, CORE, LOWER & UPPER BODY STRENGTH, SOCIAL SKILL DEVELOPMENT, IMAGINATIVE PLAY

2 BAY ZIP LINE

CORE, LOWER & UPPER BODY STRENGTH, MOTOR PLANNING, AGILITY, COORDINATION, PROBLEM SOLVING, COOPERATION, SOCIAL SKILL DEVELOPMENT

BOOGIE BOARD

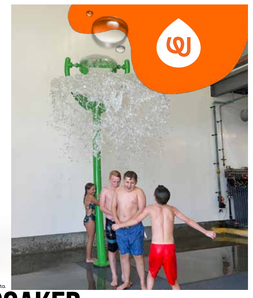
BALANCE, COORDINATION, MOTOR PLANNING, COOPERATION, AGILITY, ENDURANCE, PROBLEM SOLVING

TOT PLAYGROUND

BALANCE, COORDINATION, MOTOR PLANNING, COOPERATION, AGILITY, ENDURANCE, PROBLEM SOLVING, STRATEGIC THINKING, IMAGINATIVE PLAY, SOCIAL SKILL DEVELOPMENT

BASE BID

SLING SOAKER
0011-1119
DRAW CROWDS WITH A
BIG SPLASH!



See Specification Sheet for product data.

SLING SOAKER

COGNITIVE, PHYSICAL, SOCIAL

SPARX
0010-1452

See Specification Sheet for product data.

SPARX DRAGONFLY

COGNITIVE, PHYSICAL, CREATIVE

SPLASH BLASTER
0010-0403

See Specification Sheet for product data.

SPLASH BLASTER (X2)

COGNITIVE, SOCIAL, PHYSICAL

FISH
0010-9269

See Specification Sheet for product data.

FISH

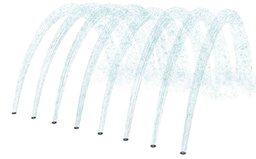
COGNITIVE, SOCIAL, PHYSICAL, CREATIVE

INCLUSIVE PLAY SPLASH PAD

ZERO- DEPTH SPLASH PAD ELIMINATES BARRIERS OF ACCESS AND RISK. INCLUSIVE DESIGN INCLUDES COGNITIVE PLAY, ACTION-REACTION PLAY, SENSORY RICH, SOCIAL PLAY. UNSTRUCTURED PLAY INCLUDES EXPLORATION, EXPERIMENT AND DISCOVERY, NEW SKILLS AND LEARNING, CHALLENGES AND CONFIDENCE DEVELOPMENT

ALTERNATE # 1

SPRAY TUNNEL 8
0010-7497
RUN THROUGH OR
SNEAK UNDER!



See Specification Sheet for product data.

SPRAY TUNNEL 8

COGNITIVE, SOCIAL, PHYSICAL, CREATIVE

FUN-BRELLA
0010-0485

See Specification Sheet for product data.

FUN-BRELLA

COGNITIVE, SOCIAL, PHYSICAL, CREATIVE

HOPPER 2
0011-0840

See Specification Sheet for product data.

HOPPER 2

COGNITIVE, SOCIAL, PHYSICAL, CREATIVE

WATER WEAVER 1
0010-5834

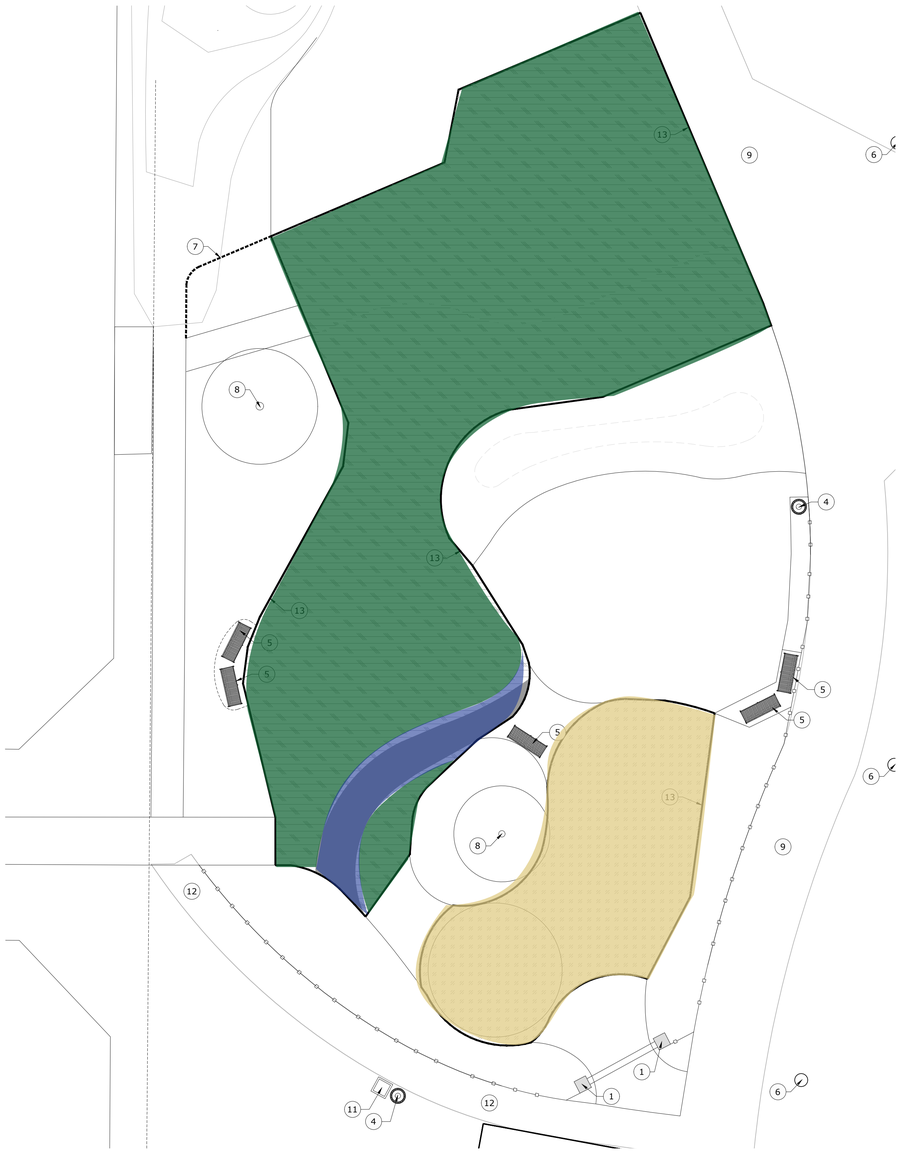
See Specification Sheet for product data.

WATER WEAVER 1

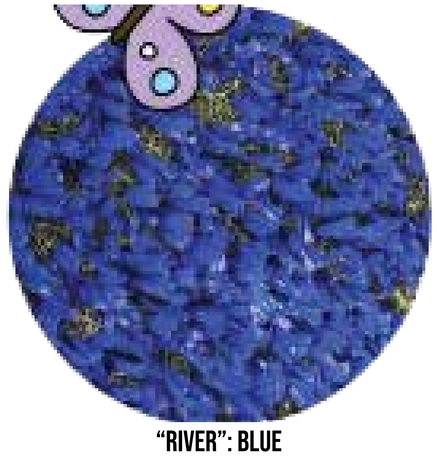
COGNITIVE, SOCIAL, PHYSICAL, CREATIVE

ARTIFICAL TURF SAFETY SURFACING

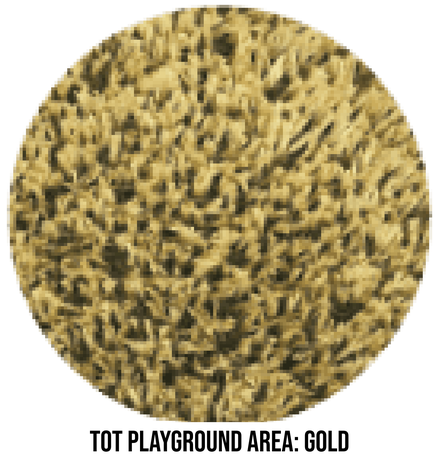
PLAYGROUND GRASS ULTRA USES LIGHTLY-TEXTURED POLYETHYLENE BLADES WITH A TEXTURED NYLON THATCH ZONE TO CREATE A FULL, DENSE, AND SAFE PRODUCT. THE FULLNESS COMES FROM THE CONSTRUCTION, AND THE ADDITIONAL SAFETY IS A RESULT OF THE ANTIMICROBIAL AND ANTISTATIC TECHNOLOGY THAT IS MANUFACTURED INTO THE BLADES.



5-12 PLAYGROUND AREA: GREEN



“RIVER”: BLUE



TOT PLAYGROUND AREA: GOLD

TRAVERS PARK PLAYGROUND AND SPLASH PAD- SANDPOINT, ID

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E60	SCHEDULES & DETAILS - ELECTRICAL	SHEET 19 OF 19

CONSULTANT TEAM

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(509) 922-7449
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(509) 836-9020
Contact: Kameron Pettet

OWNER: CITY OF SANDPOIT, ID
Contact: Maeve Nevins-Lavtar,
Parks Planning and Development Manager
1123 Lake Street
Sandpoint, ID
(208) 946-2711

BASE BID AND ALTERNATE DESCRIPTIONS

- BASE BID - SPLASH PAD AND ELEMENTS, TOT PLAY EQUIPMENT, 5-12 PLAY EQUIPMENT, ARTIFICIAL TURF SAFETY SURFACING, TURF, IRRIGATION, PLANTS, SLEDDING HILL AND MOWCURBS.
- ALTERNATE #1 - ADDITIONAL SPLASH PAD ELEMENTS
- ALTERNATE #2 - SPLASH PAD IRRIGATION BOOSTER PUMP
- ALTERNATE #3 - NORTH HILL - ASPHALT PATH, PLAZA, FREENOTES HARMONY PARK BUTTERFLY ELEMENTS
- ALTERNATE #4 - NORTH HILL EMBANKMENT BOULDER CONSTRUCTION, SLIDE (OWNER FURNISHED/CONTRACTOR INSTALLED), INSTALLATION, CURB, AND PLAYGROUND PROTECTIVE SURFACING.
- ALTERNATE #5 - ID SCULPTURE PLAY EQUIPMENT
- ALTERNATE #6 - POURED IN PLACE PAYGROUND SAFETY SURFACING
- ALTERNATE #7 - SODDED TURF GRASS
- ALTERNATE #8 - CONCRETE PAVING
- ALTERNATE #9 - LIGHTS AND BASES

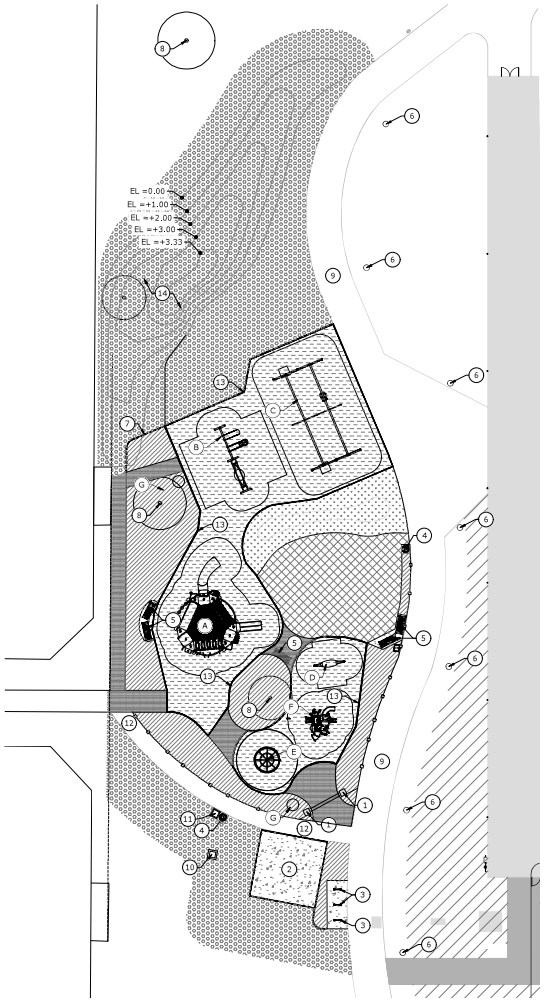
SEE SPECIFICATIONS FOR ADDITIONAL DESCRIPTIONS.

VICINITY MAP NTS

UNDERGROUND SERVICE ALERT
ONE-CALL NUMBER
811
CALL TWO BUSINESS DAYS BEFORE YOU DIG

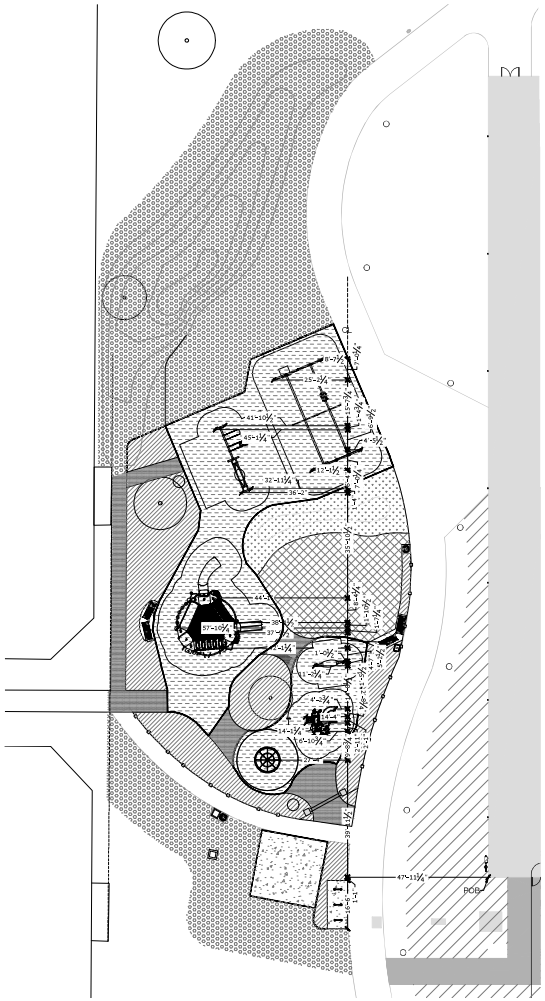
PLAYGROUND CALLOUTS

- (A) 5-12 PLAYGROUND EQUIPMENT TYPE A OR APPROVED EQUAL. SEE SPECIFICATIONS.
- (B) TYPE B 2 BAY SWING, OR APPROVED EQUAL. SEE SPECIFICATIONS.
- (C) TYPE C 2 BAY ZIP LINE OR APPROVED EQUAL. SEE SPECIFICATIONS.
- (D) TYPE D TOT SWING, SEE SPECIFICATIONS.
- (E) TYPE E MERRY-GO-ROUND. SEE SPECIFICATIONS.
- (F) TYPE F. TOT STRUCTURE. SEE SPECIFICATIONS.
- (G) BEAR STATUE. SEE SHEET LD-1, DETAIL H.
- (H) COUGAR STATUE. SEE SHEET LD-1, DETAIL H.



A PLAYGROUND CONSTRUCTION PLAN BASE BID

GRAPHIC SCALE
20 0 10 20 40
(IN FEET)
1 inch = 20 ft.



B PLAYGROUND LAYOUT PLAN BASE BID

GRAPHIC SCALE
20 0 10 20 40
(IN FEET)
1 inch = 20 ft.

CALLOUTS

1. GATEWAY ELEMENT. OWNER PROVIDED, OWNER INSTALLED.
2. SHELTER AND CONCRETE PAD TO BE RELOCATED AS PART OF SPORT BUILDING CONSTRUCTION. BY OTHERS.
3. BIKE RACKS ON CONCRETE PAD. BIKE RACK: SPORTWORKS TOFINO NO SCRATCH BIKE RACK, SEE SPECIFICATIONS. OWNER PROVIDED, OWNER INSTALLED.
4. TRASH RECEPTACLE ON CONCRETE PAD, DUMOR #107, 22 GALLON STEEL RECEPTACLE. OWNER PROVIDED, OWNER INSTALLED.
5. 6' BENCH ON CONCRETE PAD. DUMOR BENCH #165, DOUGLAS FIR OR THERMALLY MODIFIED RED OAK SEAT. CENTER AND END ARMREST OR APPROVED EQUAL. OWNER PROVIDED, OWNER INSTALLED.
6. EXISTING LIGHT AS PART OF BUILDING CONSTRUCTION TO REMAIN. PRESERVE AND PROTECT.
7. 6" CONCRETE MOWCURB. SEE SHEET LD-2, DETAIL F.
8. EXISTING TREE TO REMAIN. PRESERVE AND PROTECT. SEE SHEET LD-2 DETAIL I.
9. FIRE LANE AS PART OF SPORT BUILDING CONSTRUCTION. BY OTHERS.
10. 320 SQ IN STEEL PARK GRILL ON SINGLE POST WITH EMBEDDED MOUNTING. OWNER PROVIDED, OWNER INSTALLED.
11. CONCRETE HOT COAL DISPOSAL BIN. OWNER PROVIDED, OWNER INSTALLED.
12. SIDEWALK AS PART OF SPORT BUILDING CONSTRUCTION. BY OTHERS.
13. PLAY AREA CURB, TYP. SEE SEE SHEET LD-1, DETAIL A.
14. SLEDDING HILL. SEE SHEET L-3 FOR ALTERNATES.

LEGEND

- ARTIFICIAL TURF SAFETY SURFACING. **BASE BID.** SEE SHEET LD-1, DETAIL C.
- SODDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. **BASE BID.**
- REPAIR AREA. SEEDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. **BASE BID.** ALTERNATE #7: INSTALL SODDED TURF GRASS. SEE SPECIFICATIONS.
- PLANTER AREA WITH MINERAL MULCH TYPE 'A' OVER WEED BARRIER FABRIC. SEE PLANTING NOTES FOR TYPE.
- SPLASH PAD. SEE SHEET L-4.
- ASPHALT PATH. **BASE BID.** ALTERNATE #8: 4" CONCRETE WITH MEDIUM BROOM FINISH. SEE SPECIFICATIONS.
- 4' TALL CHAINLINK FENCE. BLACK. SEE SPECIFICATIONS.

CONSTRUCTION NOTES

1. CONTRACTOR SHALL CALL 811 TO LOCATE ALL EXISTING ABOVE OR BELOW GRADE ON-SITE UTILITIES PRIOR TO COMMENCEMENT OF WORK, INCLUDING PLANTING. THE LOCATIONS OF UTILITIES, STRUCTURES AND SERVICES SHOWN IN THE CONTRACT DOCUMENTS SHALL BE DEEMED TO BE APPROXIMATIONS ONLY. ALL DISCREPANCIES BETWEEN WHAT IS SHOWN AND THE ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE OWNER'S REPRESENTATIVE. PRESERVE AND PROTECT EXISTING UTILITIES TO REMAIN FROM DAMAGE OR DISRUPTION, TYPICAL. MAINTAIN LOCATES DURING CONSTRUCTION FOR REFERENCE. CONTRACTOR SHALL RECORD ALL UTILITY MARKINGS ON A SEPARATE SET OF DRAWINGS. THIS SET SHALL BE KEPT ON-SITE FOR REFERENCE FOR DURATION OF CONTRACT.
2. CONTRACTOR TO COORDINATE WITH OWNER'S MAINTENANCE PERSONNEL TO IDENTIFY AND PROTECT ANY EXISTING OWNER MAINTAINED UTILITIES, WATER LINES, IRRIGATION LINES, IRRIGATION CONTROL WIRES OR OTHER IMPROVEMENTS PRIOR TO CONSTRUCTION.
3. CONTRACTOR TO COORDINATE UTILITY WORK, SLEEVE AND IRRIGATION INSTALLATION TO AVOID CONFLICTS BETWEEN UTILITIES, IRRIGATION EQUIPMENT AND THE PLACEMENT OF TREES, SHRUBS AND LANDSCAPE EDGING/MOWCURBS.
4. THE INFORMATION ON THIS SHEET IS INCOMPLETE UNLESS ACCOMPANIED BY THE CORRESPONDING SPECIFICATION SECTIONS AND DETAILS DEVELOPED FOR THIS PROJECT. REFER TO THOSE SPECIFICATIONS AND DETAILS FOR ADDITIONAL INFORMATION.
5. CONTRACTOR IS RESPONSIBLE FOR VERIFYING CONDITIONS IN THE FIELD PRIOR TO CONSTRUCTION AND NOTIFYING THE OWNER AND OWNER'S REPRESENTATIVES OF ANY DISCREPANCIES.
6. CONTRACTOR TO COORDINATE THESE PLANS WITH CIVIL, ELECTRICAL AND ARCHITECTURAL PLANS. IMMEDIATELY NOTIFY OWNER'S REPRESENTATIVE IF CONFLICTS BETWEEN PLANS ARE IDENTIFIED OR IF ADDITIONAL INFORMATION OR CLARIFICATION IS REQUIRED FOR COORDINATION.
7. PRESERVE AND PROTECT EXISTING IMPROVEMENTS TO REMAIN. REPAIR OR REPLACE ALL CURBS AND WALKS DAMAGED DURING CONSTRUCTION.
8. LAYOUT AND EXTENT OF EXCAVATION TO BE STAKED AND REVIEWED IN THE FIELD BY LANDSCAPE ARCHITECT AND/OR OWNER.
9. LIABLE FOR ENCROACHMENT: THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING AND UNDERSTANDING THE LIMITS OF WORK. CONTRACTOR IS RESPONSIBLE FOR ANY COORDINATION OF ENCROACHMENT ONTO ADJACENT PROPERTY, RIGHTS-OF-WAY, EASEMENTS, SET-BACKS, OR ANY OTHER LEGAL PROPERTY RESTRICTIONS EITHER MARKED OR UNMARKED.

LAYOUT NOTES

1. THE CONTRACTOR SHALL COORDINATE ALL CONSTRUCTION ELEMENTS INCLUDING UTILITY LOCATIONS AND REQUIRED SLEEVING PRIOR TO INSTALLATION. VERIFY CRITICAL DIMENSIONS, REFERENCE POINT LOCATIONS AND CONSTRUCTION CONDITIONS PRIOR TO INITIATING CONSTRUCTION. TEMPORARY BENCHMARKS OR REFERENCE POINTS SHALL BE SET BY THE CONTRACTOR AS NECESSARY. NOTIFY THE OWNER'S REPRESENTATIVE IMMEDIATELY SHOULD A DISCREPANCY ARISE AND REDIRECT WORK TO AVOID DELAYS.
2. ALL DIMENSIONS SHALL BE VERIFIED IN FIELD AND CHALKED, STRING LINED OR FLAGGED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ANY MINOR ADJUSTMENTS MADE TO ACHIEVE OVERALL DESIGN LAYOUT SHALL BE ACCEPTED BY THE OWNER PRIOR TO CONSTRUCTION.
3. LAYOUT IS BASED ON THE POINT(S) OF BEGINNING (P.O.B.) AND BASELINE(S) OR GRID SYSTEM AS SHOWN, SEE ARCHITECTURAL AND CIVIL DRAWINGS FOR ADDITIONAL INFORMATION.
4. ALL LAYOUT AND GRADES SHALL BE COMPLETED BY A LICENSED SURVEYOR.
5. LAYOUT AND FINAL GRADES TO BE APPROVED BY OWNER'S REPRESENTATIVE. SEE SPECIFICATIONS FOR FINISH GRADE REQUIREMENTS FOR FIELDS.

MATERIAL NOTES

1. ALL REINFORCING AND FORMS SHALL BE SECURED IN PLACE AND ACCEPTED BY OWNER'S REPRESENTATIVE PRIOR TO PLACING ANY CONCRETE.
2. CONCRETE FINISHES SHALL BE AS NOTED. CONTRACTOR SHALL PROVIDE 4'X4' SAMPLES OF ALL SPECIFIED FINISHES OF CONCRETE USING THE SAME MATERIALS THAT WILL BE USED IN THE ACTUAL CONSTRUCTION FOR EACH TYPE SPECIFIED. SAMPLES SHALL BE PREPARED WELL ENOUGH IN ADVANCE OF SCHEDULED CONCRETE POUR TO ALLOW FOR REVIEW AND POSSIBLE RE-POURING OF UNACCEPTABLE SAMPLES. UNACCEPTABLE SAMPLES SHALL BE RE-PREPARED UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE. ACCEPTED SAMPLES SHALL BE PROTECTED AND REMAIN ON SITE FOR REFERENCE UNTIL FINAL ACCEPTANCE.
3. ALL FENCES AND GATES SHOWN ON PLAN ARE GRAPHIC REPRESENTATIONS; REFER TO DETAILS AND SPECIFICATIONS FOR PRECISE LOCATION AND GATE OPERATION.
4. ASPHALT SHALL NOT BE INSTALLED UNTIL ALL EDGES AND SITE FURNISHING PADS ARE INSTALLED.
5. DO NOT PLACE ANY ATHLETIC FIELD MATERIAL UNTIL SUBMITTALS ARE FULLY APPROVED. MATERIAL SUBMITTALS WILL BE COMPARED TO DELIVERED MATERIAL.

UNDERGROUND SERVICE ALERT
ONE-CALL NUMBER
811
CALL TWO BUSINESS DAYS BEFORE YOU DIG

Michael Terrell
Landscape Architecture, PLLC
14211 N. Meadowwood Lane
Suite 150
Liberty Lake, WA
(509) 822-1443

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Michael Terrell - Landscape Architecture, PLLC
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LANDSCAPE ARCHITECT'S SEAL
REGISTERED LANDSCAPE ARCHITECT NO. 234
MICHAEL D. TERRELL
STATE OF IDAHO

TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

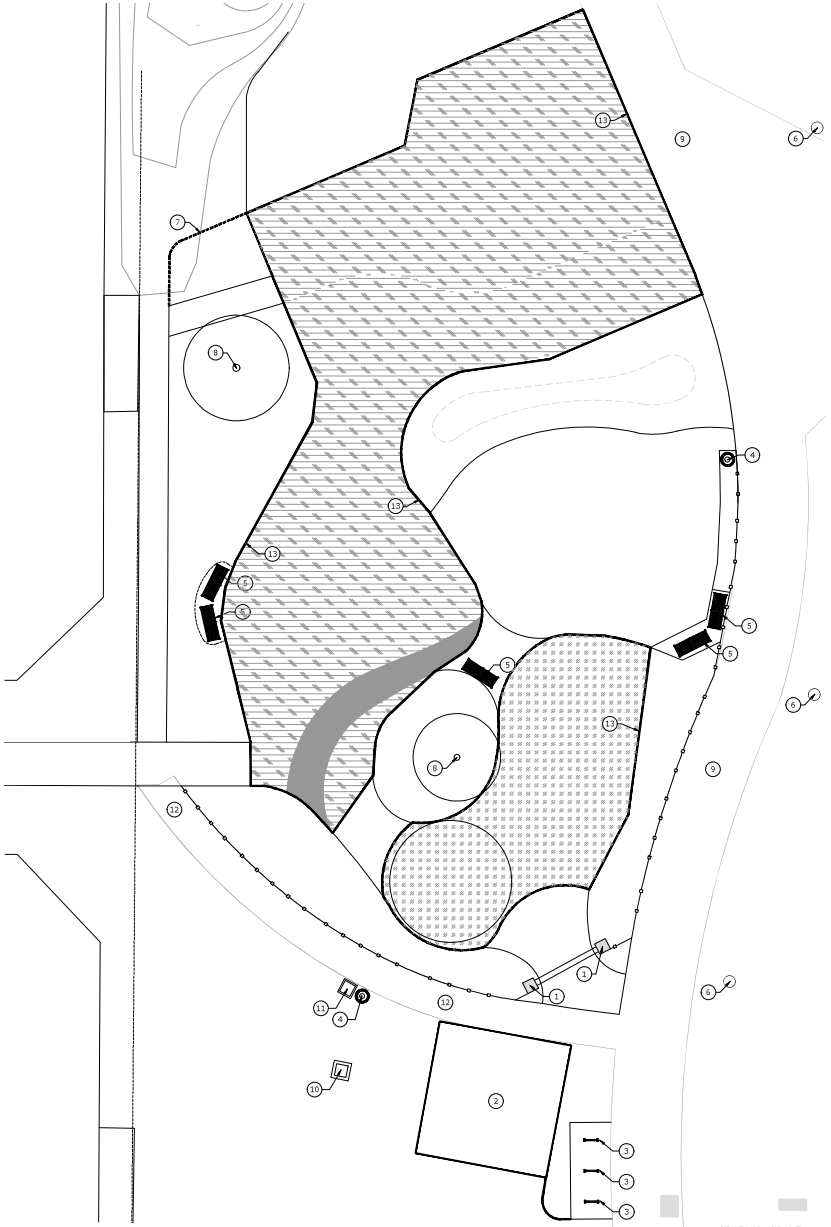
PLAYGROUND - BASE BID

REVISION	DATE
1	
2	
3	
4	

PROJECT NUMBER	22-100A
DATE	5/1/24
DRAWN BY	SLH
CHECKED BY	MDT

DRAWING 2 OF 11

L-1



B SAFETY SURFACING & MATERIALS LAYOUT PLAN

GRAPHIC SCALE
10 0 5 10 20
(IN FEET)
1 inch = 10 ft.

CALLOUTS

1. GATEWAY ELEMENT. OWNER PROVIDED, OWNER INSTALLED.
2. SHELTER AND CONCRETE PAD TO BE RELOCATED AS PART OF SPORT BUILDING CONSTRUCTION. BY OTHERS.
3. BIKE RACKS ON CONCRETE PAD. BIKE RACK: SPORTWORKS TOFINO NO SCRATCH BIKE RACK, SEE SPECIFICATIONS. OWNER PROVIDED, OWNER INSTALLED.
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6. EXISTING LIGHT AS PART OF BUILDING CONSTRUCTION TO REMAIN. PRESERVE AND PROTECT.
7. 6" CONCRETE MOWCURB. SEE SHEET LD-2, DETAIL F.
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9. FIRE LANE AS PART OF SPORT BUILDING CONSTRUCTION. BY OTHERS.
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11. CONCRETE HOT COAL DISPOSAL BIN. OWNER PROVIDED, OWNER INSTALLED.
12. SIDEWALK AS PART OF SPORT BUILDING CONSTRUCTION. BY OTHERS.
13. PLAY AREA CURB, TYP. SEE SEE SHEET LD-1, DETAIL A.

BASE BID: PLAY TURF

- FOREVER LAWN PLAYGROUND GRASS. COLOR: BLUE OR APPROVED EQUAL. SEE SPECIFICATIONS.
- FOREVER LAWN PLAYGROUND GRASS. COLOR: GREEN OR APPROVED EQUAL. SEE SPECIFICATIONS.
- FOREVER LAWN PLAYGROUND GRASS. COLOR: GOLD OR APPROVED EQUAL. SEE SPECIFICATIONS.

ALTERNATE 6: PIP IN LIEU OF ARTIFICIAL TURF

- FLEX GROUND 50/50 MIX OR APPROVED EQUAL. STANDARD BLUE AND BLACK.
- FLEX GROUND 50/50 MIX OR APPROVED EQUAL. STANDARD GREEN AND BLACK.
- FLEX GROUND 50/50 MIX OR APPROVED EQUAL. STANDARD BEIGE AND BLACK.

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9. LIABLE FOR ENCROACHMENT: THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING AND UNDERSTANDING THE LIMITS OR WORK. CONTRACTOR IS RESPONSIBLE FOR ANY COORDINATION OF ENCROACHMENT ONTO ADJACENT PROPERTY, RIGHTS-OF-WAY, EASEMENTS, SET-BACKS, OR ANY OTHER LEGAL PROPERTY RESTRICTIONS EITHER MARKED OR UNMARKED.

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4. ALL LAYOUT AND GRADES SHALL BE COMPLETED BY A LICENSED SURVEYOR.
5. LAYOUT AND FINAL GRADES TO BE APPROVED BY OWNER'S REPRESENTATIVE. SEE SPECIFICATIONS FOR FINISH GRADE REQUIREMENTS FOR FIELDS.

MATERIAL NOTES

1. ALL REINFORCING AND FORMS SHALL BE SECURED IN PLACE AND ACCEPTED BY OWNER'S REPRESENTATIVE PRIOR TO PLACING ANY CONCRETE.
2. CONCRETE FINISHES SHALL BE AS NOTED. CONTRACTOR SHALL PROVIDE 4'X4' SAMPLES OF ALL SPECIFIED FINISHES OF CONCRETE USING THE SAME MATERIALS THAT WILL BE USED IN THE ACTUAL CONSTRUCTION FOR EACH TYPE SPECIFIED. SAMPLES SHALL BE PREPARED WELL ENOUGH IN ADVANCE OF SCHEDULED CONCRETE POUR TO ALLOW FOR REVIEW AND POSSIBLE RE-POURING OF UNACCEPTABLE SAMPLES. UNACCEPTABLE SAMPLES SHALL BE RE-PREPARED UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE. ACCEPTED SAMPLES SHALL BE PROTECTED AND REMAIN ON SITE FOR REFERENCE UNTIL FINAL ACCEPTANCE.
3. ALL FENCES AND GATES SHOWN ON PLAN ARE GRAPHIC REPRESENTATIONS; REFER TO DETAILS AND SPECIFICATIONS FOR PRECISE LOCATION AND GATE OPERATION.
4. ASPHALT SHALL NOT BE INSTALLED UNTIL ALL EDGES AND SITE FURNISHING PADS ARE INSTALLED.
5. DO NOT PLACE ANY ATHLETIC FIELD MATERIAL UNTIL SUBMITTALS ARE FULLY APPROVED. MATERIAL SUBMITTALS WILL BE COMPARED TO DELIVERED MATERIAL.

UNDERGROUND SERVICE ALERT
ONE-CALL NUMBER
811
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LANDSCAPE ARCHITECT'S SEAL
REGISTERED LANDSCAPE ARCHITECT NO. 234
MICHAEL D. TERRELL
STATE OF IDAHO

TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

SAFETY SURFACING LAYOUT PLAN

REVISION	DATE
1	
2	
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4	

JOB NUMBER	22-100A
DATE	5/1/24
DRAWN BY	SLH
CHECKED BY	MDT

DRAWING 3 OF 11

L-2

BASE BID CALLOUTS

1. SLEDDING HILL. SEE SHEET L-1.
2. 12' EWF PLAYGROUND CURB AS PARK OF BASE BID. SEE SHEET L-1.

ALTERNATE #4 CALLOUTS

A. TYPE H ROLLER SLIDE WITH ADA TRANSFER SEAT AT BOTTOM OR APPROVED EQUAL. SEE SPECIFICATIONS.

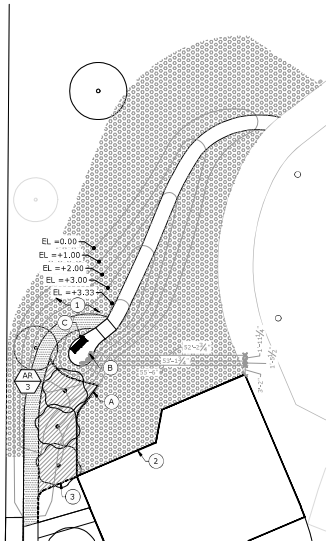
B. 12" EWF PLAYGROUND CURB, SEE SHEET LD-1. DETAIL D.

LEGEND

- REPAIR AREA. SEEDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. ADJUST IRRIGATION AS NECESSARY TO ACHIEVE HEAD TO HEAD COVERAGE.
- PLANTER AREA WITH MINERAL MULCH TYPE 'A' OVER WEED BARRIER FABRIC. SEE PLANTING NOTES FOR TYPE.
- ASPHALT PATH. ALTERNATE #8: 4" CONCRETE WITH MEDIUM BROOM FINISH.
- ENGINEERED WOOD FIBER SAFETY SURFACING. SEE SHEET LD-1. DETAIL D.
- BOULDER EMBANKMENT WALL AS PART OF ALTERNATE #4. SEE SHEET LD-1. DETAIL E.

B ALTERNATE #4 - EMBANKMENT BOULDERS, ROLLER SLIDE, SAFETY SURFACING CURB

SCALE: 1" = 20' - 0"



PLANT LEGEND

CODE	BOTANICAL NAME	COM. NAME	SIZE	H	X	W	QTY
TREES							
AR	Acer rubrum `Bowhall`	Bowhall Maple	2" Cal.	40`		15`	3

PLANT QUANTITY NOTE: CONTRACTOR SHALL VERIFY QUANTITIES IN PLANT LEGEND WITH PLANT SYMBOLS ON PLANS.

PLANT CALLOUTS

- XX — PLANT ABBREVIATION
- #/# — NUMBER OF PLANTS
- EX — EXISTING

BASE BID CALLOUTS

1. SLEDDING HILL. SEE SHEET L-1.
2. 12' EWF PLAYGROUND CURB AS PART OF BASE BID. SEE SHEET L-1. DETAIL D.
3. 6" CONCRETE MOWCURB

ALTERNATE #3 CALLOUTS

A. 6" CONCRETE MOWCURB. SEE SHEET LD-2. DETAIL F.

B. TYPE G FREE NOTES HARMONY PARK - BUTTERFLY ENSEMBLE. SURFACE MOUNTED. TURQUOISE, YELLOW, AND ORANGE BUTTERFLIES OR APPROVED EQUAL. SEE SPECIFICATIONS.

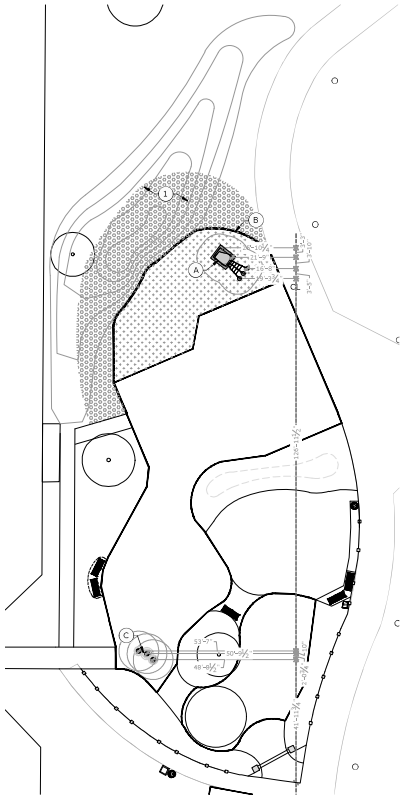
C. 6' BENCH ON CONCRETE PAD. DUMOR BENCH #165, DOUGLAS FIR OR THERMALLY MODIFIED RED OAK SEAT, CENTER AND END ARMREST OR APPROVED EQUAL. OWNER PROVIDED, OWNER INSTALLED.

LEGEND

- REPAIR AREA. SEEDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. ADJUST IRRIGATION AS NECESSARY TO ACHIEVE HEAD TO HEAD COVERAGE.
- PLANTER AREA WITH MINERAL MULCH TYPE 'A' OVER WEED BARRIER FABRIC. SEE PLANTING NOTES FOR TYPE.
- ASPHALT PATH. ALTERNATE #8: 4" CONCRETE WITH MEDIUM BROOM FINISH.

A ALTERNATE #3 - ASPHALT PATH, PLAZA, BUTTERFLY MUSIC ENSEMBLE

SCALE: 1" = 20' - 0"



BASE BID CALLOUTS

1. SLEDDING HILL. SEE SHEET L-1.
2. 12' EWF PLAYGROUND CURB AS PARK OF BASE BID. SEE SHEET L-1.

ALTERNATE #5 CALLOUTS

A. TYPE I ID SCULPTURE BOULDER 1 WITH RAMP NET OR APPROVED EQUAL. SEE SPECIFICATIONS.

B. 12" EWF PLAYGROUND CURB. SEE SHEET LD-1. DETAIL D.

C. TYPE J ID SCULPTURE MUSHROOM STEPPERS OR APPROVED EQUAL. SEE SPECIFICATIONS.

LEGEND

- REPAIR AREA. SEEDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. ADJUST IRRIGATION AS NECESSARY TO ACHIEVE HEAD TO HEAD COVERAGE.
- ENGINEERED WOOD FIBER SAFETY SURFACING. SEE SHEET LD-1. DETAIL D.

C ALTERNATE #5 - ID SCULPTURE PLAY EQUIPMENT

SCALE: 1" = 20' - 0"

CONSTRUCTION NOTES

1. CONTRACTOR SHALL CALL 811 TO LOCATE ALL EXISTING ABOVE OR BELOW GRADE ON-SITE UTILITIES PRIOR TO COMMENCEMENT OF WORK, INCLUDING PLANTING. THE LOCATIONS OF UTILITIES, STRUCTURES AND SERVICES SHOWN IN THE CONTRACT DOCUMENTS SHALL BE DEEMED TO BE APPROXIMATIONS ONLY. ALL DISCREPANCIES BETWEEN WHAT IS SHOWN AND THE ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE OWNER'S REPRESENTATIVE. PRESERVE AND PROTECT EXISTING UTILITIES TO REMAIN FROM DAMAGE OR DISRUPTION, TYPICAL. MAINTAIN LOCATES DURING CONSTRUCTION FOR REFERENCE. CONTRACTOR SHALL RECORD ALL UTILITY MARKINGS ON A SEPARATE SET OF DRAWINGS. THIS SET SHALL BE KEPT ON-SITE FOR REFERENCE FOR DURATION OF CONTRACT.
2. CONTRACTOR TO COORDINATE WITH OWNER'S MAINTENANCE PERSONNEL TO IDENTIFY AND PROTECT ANY EXISTING OWNER MAINTAINED UTILITIES, WATER LINES, IRRIGATION LINES, IRRIGATION CONTROL WIRES OR OTHER IMPROVEMENTS PRIOR TO CONSTRUCTION.
3. CONTRACTOR TO COORDINATE UTILITY WORK, SLEEVE AND IRRIGATION INSTALLATION TO AVOID CONFLICTS BETWEEN UTILITIES, IRRIGATION EQUIPMENT AND THE PLACEMENT OF TREES, SHRUBS AND LANDSCAPE EDGING/MOWCURBS.
4. THE INFORMATION ON THIS SHEET IS INCOMPLETE UNLESS ACCOMPANIED BY THE CORRESPONDING SPECIFICATION SECTIONS AND DETAILS DEVELOPED FOR THIS PROJECT. REFER TO THOSE SPECIFICATIONS AND DETAILS FOR ADDITIONAL INFORMATION.
5. CONTRACTOR IS RESPONSIBLE FOR VERIFYING CONDITIONS IN THE FIELD PRIOR TO CONSTRUCTION AND NOTIFYING THE OWNER AND OWNER'S REPRESENTATIVES OF ANY DISCREPANCIES.
6. CONTRACTOR TO COORDINATE THESE PLANS WITH CIVIL, ELECTRICAL AND ARCHITECTURAL PLANS. IMMEDIATELY NOTIFY OWNER'S REPRESENTATIVE IF CONFLICTS BETWEEN PLANS ARE IDENTIFIED OR IF ADDITIONAL INFORMATION OR CLARIFICATION IS REQUIRED FOR COORDINATION.
7. PRESERVE AND PROTECT EXISTING IMPROVEMENTS TO REMAIN. REPAIR OR REPLACE ALL CURBS AND WALKS DAMAGED DURING CONSTRUCTION.
8. LAYOUT AND EXTENT OF EXCAVATION TO BE STAKED AND REVIEWED IN THE FIELD BY LANDSCAPE ARCHITECT AND/OR OWNER.
9. LIABLE FOR ENCROACHMENT: THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING AND UNDERSTANDING THE LIMITS OR WORK. CONTRACTOR IS RESPONSIBLE FOR ANY COORDINATION OF ENCROACHMENT ONTO ADJACENT PROPERTY, RIGHTS-OF-WAY, EASEMENTS, SET-BACKS, OR ANY OTHER LEGAL PROPERTY RESTRICTIONS EITHER MARKED OR UNMARKED.

LAYOUT NOTES

1. THE CONTRACTOR SHALL COORDINATE ALL CONSTRUCTION ELEMENTS INCLUDING UTILITY LOCATIONS AND REQUIRED SLEEVING PRIOR TO INSTALLATION. VERIFY CRITICAL DIMENSIONS, REFERENCE POINT LOCATIONS AND CONSTRUCTION CONDITIONS PRIOR TO INITIATING CONSTRUCTION. TEMPORARY BENCHMARKS OR REFERENCE POINTS SHALL BE SET BY THE CONTRACTOR AS NECESSARY. NOTIFY THE OWNER'S REPRESENTATIVE IMMEDIATELY SHOULD A DISCREPANCY ARISE AND REDIRECT WORK TO AVOID DELAYS.
2. ALL DIMENSIONS SHALL BE VERIFIED IN FIELD AND CHALKED, STRING LINED OR FLAGGED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ANY MINOR ADJUSTMENTS MADE TO ACHIEVE OVERALL DESIGN LAYOUT SHALL BE ACCEPTED BY THE OWNER PRIOR TO CONSTRUCTION.
3. LAYOUT IS BASED ON THE POINT(S) OF BEGINNING (P.O.B.) AND BASELINE(S) OR GRID SYSTEM AS SHOWN, SEE ARCHITECTURAL AND CIVIL DRAWINGS FOR ADDITIONAL INFORMATION.
4. ALL LAYOUT AND GRADES SHALL BE COMPLETED BY A LICENSED SURVEYOR.
5. LAYOUT AND FINAL GRADES TO BE APPROVED BY OWNER'S REPRESENTATIVE. SEE SPECIFICATIONS FOR FINISH GRADE REQUIREMENTS FOR FIELDS.

MATERIAL NOTES

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4. ASPHALT SHALL NOT BE INSTALLED UNTIL ALL EDGES AND SITE FURNISHING PADS ARE INSTALLED.
5. DO NOT PLACE ANY ATHLETIC FIELD MATERIAL UNTIL SUBMITTALS ARE FULLY APPROVED. MATERIAL SUBMITTALS WILL BE COMPARED TO DELIVERED MATERIAL.

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LANDSCAPE ARCHITECT'S SEAL

REGISTERED LANDSCAPE ARCHITECT NO. 234
MICHAEL D. TERRELL
STATE OF IDAHO

TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

NORTH HILL ALTERNATES

REVISION	DATE
1	
2	
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4	

PROJECT NUMBER: 22-100A
DATE: 5/1/24
DRAWN BY: SLH
CHECKED BY: MDT

DRAWING 4 OF 11

L-3

UNDERGROUND SERVICE ALERT
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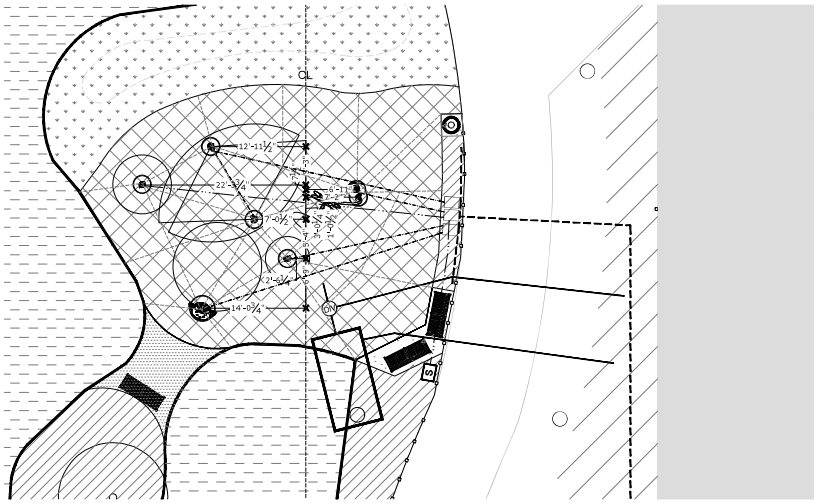
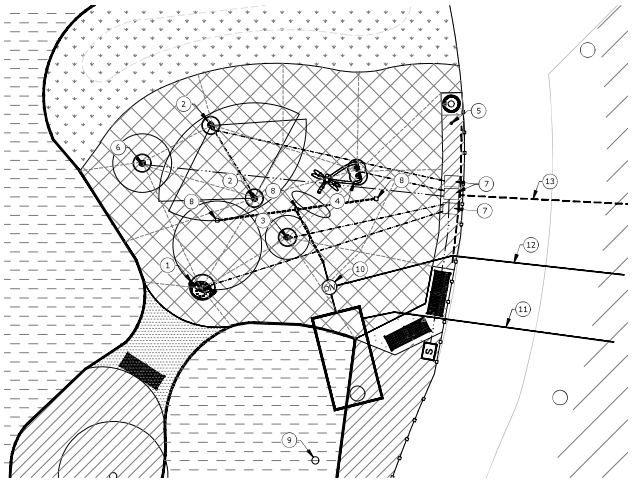


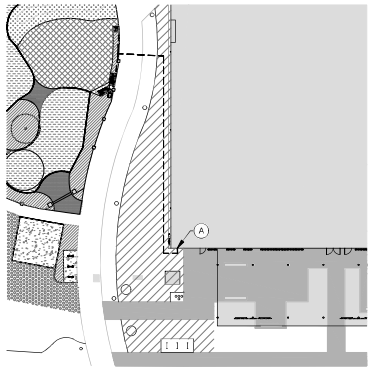
B SPLASH PAD LAYOUT PLAN - BASE BID

SCALE: 1/8" = 1'-0"



C SPLASH PAD CONSTRUCTION PLAN

SCALE: 1/8" = 1'-0"



SPLASH PAD CONNECTION CALLOUTS

(A) WATER CONNECTION. SEE CIVIL.

A SPLASH PAD CONNECTION

GRAPHIC SCALE

30 0 15 30 60

(IN FEET)

1 inch = 30 ft.

SPLASH PAD EQUIPMENT CALLOUTS - BASE BID

1. WATERPLAY SLING SOAKER OR APPROVED EQUAL. INSTALL PER MANUFACTURERS SPECIFICATIONS.
2. WATERPLAY SPLASH BLASTER OR APPROVED EQUAL. INSTALL PER MANUFACTURERS SPECIFICATIONS.
3. WATERPLAY FISH OR APPROVED EQUAL. INSTALL PER MANUFACTURERS SPECIFICATIONS.
4. WATERPLAY SPARX DRAGON FLY OR APPROVED EQUAL. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
5. HOURS/RULES SIGN. SEE SHEET LD-3, DETAIL A.
6. ACTIVATION BOLLARD OR APPROVED EQUAL. INSTALL AS PER MANUFACTURERS SPECIFICATIONS.
7. VALVE BOXES. SEE SHEET LD-3, DETAIL C.
8. NDS HEAVY DUTY DRAIN OR APPROVED EQUAL. SEE THIS SHEET, DETAIL B.
9. CLEAN OUT. SEE CIVIL.
10. DIVERTER STRAINER. SEE SHEET LD-3, DETAIL D.
11. TANK OVERFLOW TO STORM SEWER. SEE SHEET LD-3, DETAIL F.
12. 4" DIVERTER VALVE CONNECTION TO STORM DRAIN FOR WINTER OPERATION. SEE SHEET LD-3, DETAIL G.
13. 2" SCH 40 PVC POTABLE WATER SUPPLY. SEE DETAIL A, THIS SHEET.

SPLASH PAD LEGEND

- SPLASH PAD. MEDIUM BROOM FINISH CONCRETE PAD, SEE SPECIFICATIONS.
- S — SPLASH PAD CONTROLLER. SEE SPECIFICATIONS.
- SAW JOINTS. SAW CUT JOINTS TO BE LAID OUT FOR APPROVAL BY OWNER PRIOR TO CUTTING, TYPICAL.
- CONCRETE EXPANSION JOINT. FOR EXPANSION JOINTS ADJACENT TO SPLASH PAD, EXPANSION JOINTS SHALL HAVE WATERPROOF JOINT SEALER APPLIED.
- 1 ½" CLASS 200 PIPE FROM SPLASH PAD NOZZLE TO VALVE BOX, IN 6" SCH 40 PVC SLEEVE.
- SPLASH PAD CONTROL WIRE IN CONDUIT FROM ACTIVATOR AND VALVES TO SPLASH PAD CONTROLLER.
- 2" SCH 40 PVC POTABLE WATER SUPPLY.
- DRAINAGE: 6" CLASS 200 PVC. BASE BID.

CONSTRUCTION NOTES

1. SCOPE OF WORK: THE CONTRACTOR SHALL PROVIDE ALL LABOR, MATERIALS, TRANSPORTATION AND SERVICES NECESSARY TO COMPLETE THE WORK SHOWN ON THE PLAN.
2. SITE VERIFICATION: PRIOR TO COMMENCEMENT OF WORK THE CONTRACTOR SHALL VERIFY, AT THE SITE, ALL CONDITIONS AND DIMENSIONS SHOWN ON THE PLAN AFFECTING THE INTENDED LIMITS OF THE DEMOLITION WORK. ANY DISCREPANCIES SHALL BE REPORTED TO THE LANDSCAPE ARCHITECT IMMEDIATELY.
3. NOTIFICATION OF DISCREPANCIES: THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS, EXISTING DRAINAGE STRUCTURES, FINISH CURB & WALK ELEVATIONS WITH THE LANDSCAPE ARCHITECT IN THE FIELD. ANY DISCREPANCIES BETWEEN THE FIELD CONDITIONS AND THE CONTRACT DOCUMENTS AND/OR DESIGN INTENT AFFECTING THE SUCCESSFUL COMPLETION AND COST OF THE PROJECT SHALL BE REPORTED TO THE OWNER AND LANDSCAPE ARCHITECT IMMEDIATELY.
4. ALL FORMS AND ALIGNMENT OF HARDSCAPE ITEMS SHALL BE REVIEWED AND APPROVED BY LANDSCAPE ARCHITECT PRIOR TO POURING CONCRETE. CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT A MINIMUM 48 HOURS PRIOR TO THE DESIRED TIME OF A SITE VISIT.
5. ONLY SURFACE FEATURES ARE SHOWN ON THIS PLAN. UNDERGROUND UTILITIES ARE NOT DEPICTED. PRESERVE AND PROTECT EXISTING UTILITIES FROM DAMAGE OR DISRUPTION, TYPICAL. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE ALL UTILITIES PRIOR TO CONSTRUCTION.
6. THE LOCATION OF FEATURES TO BE CONSTRUCTED, NOT SPECIFICALLY DIMENSIONED MAY BE DETERMINED BY SCALE. VERIFY ALL SUCH CONDITIONS WITH THE LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.
7. ALL CURVE-TO-CURVE AND CURVE-TO-TANGENT LINES SHALL BE NEAT, TRIM, SMOOTH AND UNIFORM.
8. ENSURE THAT SPLASH PAD GRADING AND DRAIN INSTALLATION PROHIBITS THE ACCUMULATION OF STANDING WATER.
9. ALL SPLASH PAD ELEMENTS TO USE LOW FLOW NOZZLE OPTIONS.
10. CONTROLLER TO BE PLACED WITHIN RESTROOM AS DIRECTED. CONDUIT TO CONNECT CONTROLLER ACTIVATION BOLLARD AND VALVES.
11. SLEEVE ALL PIPE WITH SCHEDULE 80 PVC, SIZE 4" MIN.

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MICHAEL D. TERRELL
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TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

SPLASH PAD - BASE BID

REVISION	DATE
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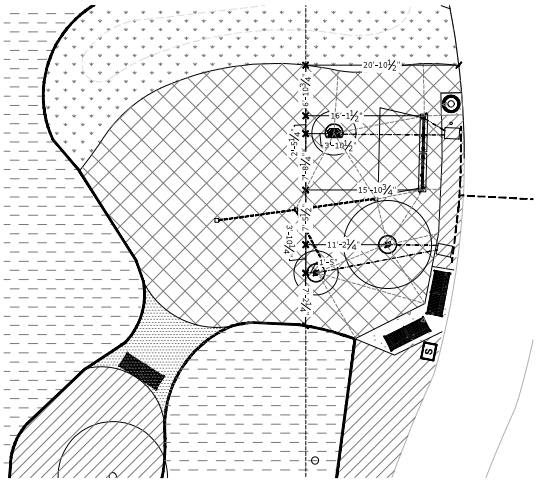
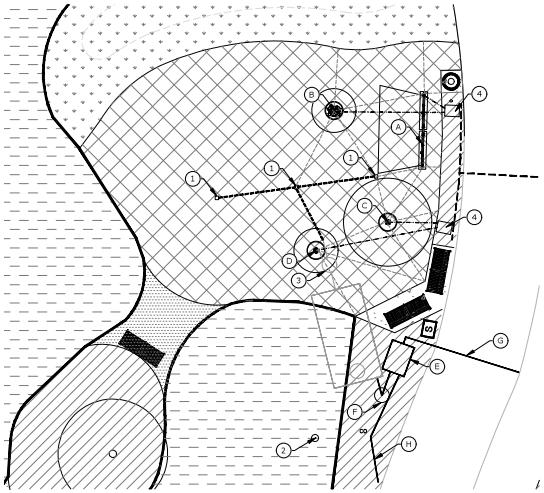
PROJECT NO. 22-100A
DATE 5/1/24
DRAWN BY SLH
CHECKED BY MDT

DRAWING 5 OF 11

L-4



B SPLASH PAD ALTERNATE #1
LAYOUT PLAN
SCALE: ⅛" = 1'-0"



A SPLASH PAD ALTERNATE #1 & #2
CONSTRUCTION PLAN
SCALE: ⅛" = 1'-0"

ALTERNATE #1: SPLASH PAD EQUIPMENT

(A) WATERPLAY SPRAY TUNNEL 8 OR APPROVED EQUAL. INSTALL PER MANUFACTURERS SPECIFICATIONS.

(B) WATERPLAY HOPPER2 OR APPROVED EQUAL. INSTALL PER MANUFACTURERS SPECIFICATIONS.

(C) WATERPLAY WATER WEAVER 1 OR APPROVED EQUAL. INSTALL PER MANUFACTURERS SPECIFICATIONS.

(D) WATERPLAY FUN BRELLA OR APPROVED EQUAL. INSTALL PER MANUFACTURERS SPECIFICATIONS.

ALTERNATE #2: SPLASH PAD IRRIGATION BOOSTER PUMP

(E) PUMP STATION. SEE SHEET LD-3, DETAIL G.

(F) WET WELL AND PUMP. SEE SHEET LD-3, DETAIL G.

(G) TO IRRIGATION SERVICE. SEE SHEET LD-3, DETAIL G.

(H) TO SANITARY SEWER. SEE SHEET LD-3, DETAIL G.

SPLASH PAD EQUIPMENT CALLOUTS

(1) **BASE BID** DRAINS AND DRAINAGE, SEE SHEET L-4.

(2) **BASE BID** CLEAN OUT. SEE CIVIL.

(3) **BASE BID** DIVERTER STRAINER. SEE SHEET LD-3, DETAIL D.

(4) VALVE BOXES. SEE SHEET LD-3, DETAIL C.

SPLASH PAD LEGEND

SPLASH PAD. MEDIUM BROOM FINISH CONCRETE PAD, SEE SPECIFICATIONS.

S SPLASH PAD CONTROLLER. SEE SPECIFICATIONS.

SAW JOINTS. SAW CUT JOINTS TO BE LAID OUT FOR APPROVAL BY OWNER PRIOR TO CUTTING, TYPICAL.

CONCRETE EXPANSION JOINT. FOR EXPANSION JOINTS ADJACENT TO SPLASH PAD, EXPANSION JOINTS SHALL HAVE WATERPROOF JOINT SEALER APPLIED.

1 ½" CLASS 200 PIPE FROM SPLASH PAD NOZZLE TO VALVE BOX, IN 6" SCH 40 PVC SLEEVE.

SPLASH PAD CONTROL WIRE IN CONDUIT FROM ACTIVATOR AND VALVES TO SPLASH PAD CONTROLLER IN NEW RESTROOM. BASE BID.

2" SCH 40 PVC POTABLE WATER SUPPLY. BASE BID.

DRAINAGE: 6" CLASS 200 PVC. BASE BID.

CONSTRUCTION NOTES

1. SCOPE OF WORK: THE CONTRACTOR SHALL PROVIDE ALL LABOR, MATERIALS, TRANSPORTATION AND SERVICES NECESSARY TO COMPLETE THE WORK SHOWN ON THE PLAN.
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7. ALL CURVE-TO-CURVE AND CURVE-TO-TANGENT LINES SHALL BE NEAT, TRIM, SMOOTH AND UNIFORM.
8. ENSURE THAT SPLASH PAD GRADING AND DRAIN INSTALLATION PROHIBITS THE ACCUMULATION OF STANDING WATER.
9. ALL SPLASH PAD ELEMENTS TO USE LOW FLOW NOZZLE OPTIONS.
10. CONTROLLER TO BE PLACED WITHIN RESTROOM AS DIRECTED. CONDUIT TO CONNECT CONTROLLER ACTIVATION BOLLARD AND VALVES.
11. SLEEVE ALL PIPE WITH SCHEDULE 80 PVC, SIZE 4" MIN.

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SPLASH PAD - ALTERNATES

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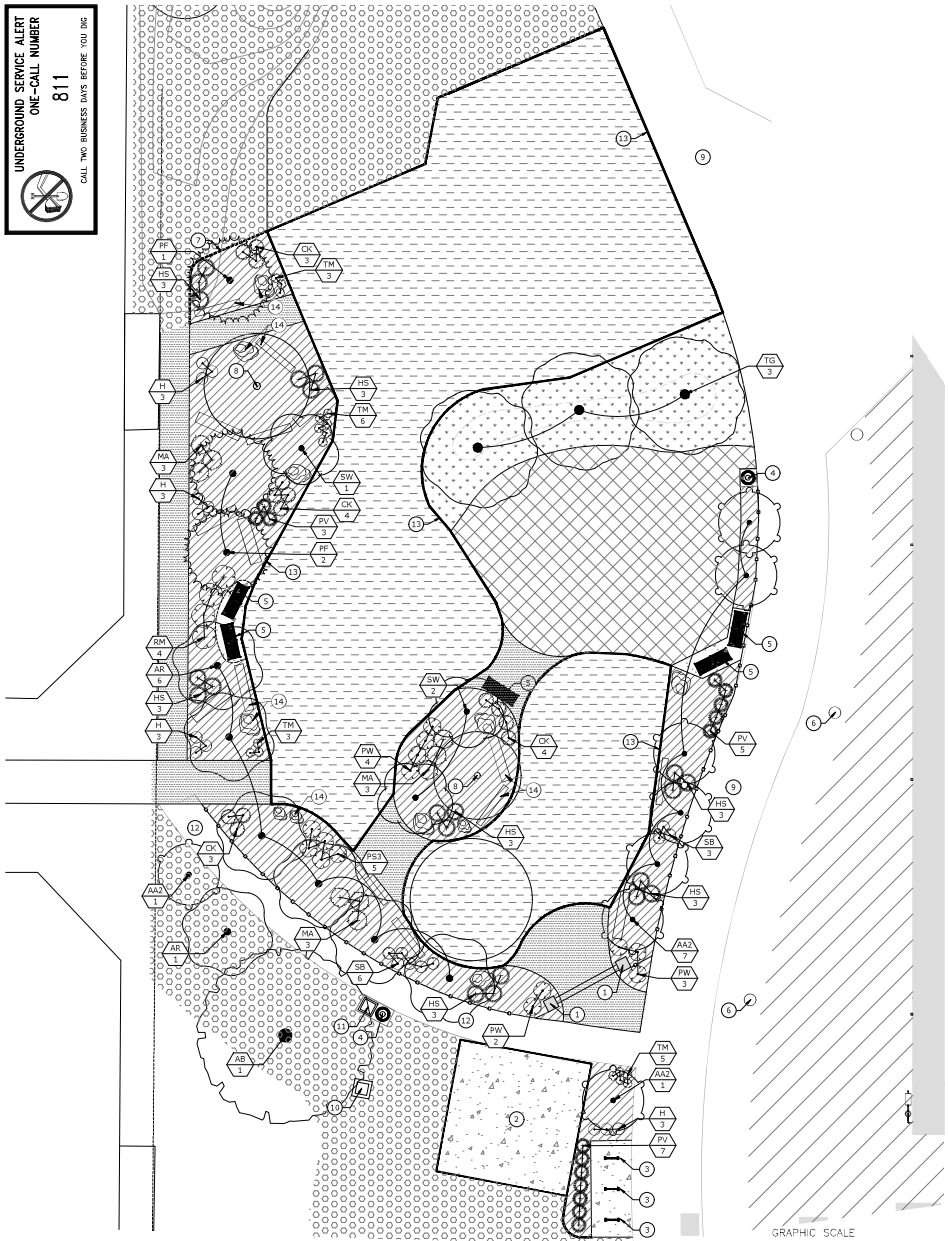
CHECKED BY	MDT

DRAWING 6 OF 11

L-5

UNDERGROUND SERVICE ALERT
ONE-CALL NUMBER
811
CALL TWO BUSINESS DAYS BEFORE YOU DIG



A PLANTING PLAN

CALLOUTS

1. GATEWAY ELEMENT. OWNER PROVIDED. OWNER INSTALLED.
2. SHELTER AND CONCRETE PAD TO BE RELOCATED AS PART OF SPORT BUILDING CONSTRUCTION. BY OTHERS.
3. BIKE RACKS ON CONCRETE PAD. BIKE RACK: SPORTWORKS TOFINO NO SCRATCH BIKE RACK, SEE SPECIFICATIONS. OWNER PROVIDED. OWNER INSTALLED.
4. TRASH RECEPTACLE ON CONCRETE PAD. DUMOR #107, 22 GALLON STEEL RECEPTACLE, OWNER PROVIDED. OWNER INSTALLED.
5. 6' BENCH ON CONCRETE PAD. DUMOR BENCH #165, DOUGLAS FIR OR THERMALLY MODIFIED RED OAK SEAT. CENTER AND END ARMREST OR APPROVED EQUAL. OWNER PROVIDED. OWNER INSTALLED.
6. 9" EWF PLAYGROUND CURB. SEE SHEET LD-1. DETAIL D.
7. 6" CONCRETE MOWCURB. SEE SHEET LD-2. DETAIL F.
8. EXISTING TREE TO REMAIN. PRESERVE AND PROTECT. SEE SHEET LD-2 DETAIL I.
9. PLAY TURF PLAYGROUND CURB. SEE SHEET LD-1. DETAIL B AND C.
10. 320 SQ IN STEEL PARK GRILL ON SINGLE POST WITH EMBEDDED MOUNTING. OWNER PROVIDED. OWNER INSTALLED.
11. CONCRETE HOT COAL DISPOSAL BIN. OWNER PROVIDED. OWNER INSTALLED.
12. PLAY AREA CURB AND WALK. SEE SHEET LD-1. DETAIL A.
13. PLAY AREA CURB ADJACENT TO FIRE LANE. SEE SHEET LD-1. DETAIL E.
14. EXISTING LOGS AND BOULDERS PROVIDED BY OWNER, TYP. LOGS ARE 12-24" DIAMETER AND APPROXIMATELY 8' LONG. SEE SHEET LD-1. DETAIL I.

LEGEND

- ARTIFICIAL TURF SAFETY SURFACING. **BASE BID.** SEE SHEET LD-1. DETAIL C.
- SODDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. **BASE BID.**
- REPAIR AREA. SEEDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. **BASE BID.** ALTERNATE #7: INSTALL SODDED TURF GRASS. SEE SPECIFICATIONS.
- PLANTER AREA WITH MINERAL MULCH TYPE 'A' OVER WEED BARRIER FABRIC. SEE PLANTING NOTES FOR TYPE.
- SPLASH PAD. SEE SHEET L-4.
- ASPHALT PATH. **BASE BID.** ALTERNATE #6: 4" CONCRETE WITH MEDIUM BROOM FINISH. SEE SPECIFICATIONS.

PLANT LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE	HEIGHT	WIDTH	QTY
TREES						
AR	Acer rubrum `Bowhall`	Bowhall Maple	2" Cal.	40`	15`	7
AA2	Acer rubrum 'UFS-RW78' TM	Armstrong Gold Red Maple	2" Cal.	40`	12`	8
AB	Acer saccharum `Bailtia`	Fall Fiesta® Sugar Maple	2" Cal.	60`	30`	1
PF	Pinus flexilis `Vanderwolf` s Pyramid`	Vanderwolf` s Pyramid Pine	7-8` Tall	25`	15`	3
SW	Syringa reticulata pekinensis 'WFHZ'	Great Wall™ Peking Lilac	2" Cal.	20`	12`	3
TG	Tilia cordata `Greenspire`	Greenspire Littleleaf Linden	2" Cal.	45`	20`	3
SHRUBS						
CK	Cornus sericea `Kelseyi`	Kelseyi Dogwood	2 gal			14
HS	Helictotrichon sempervirens	Blue Oat Grass	1 gal			18
H	Hemerocallis x `Stella de Oro`	Stella de Oro Daylily	1 gal			12
MA	Mahonia aquifolium `Compacta`	Oregon Grape	2 gal			9
PV	Panicum virgatum `Shenandoah`	Switch Grass	1 gal.			16
PS3	Phlox subulata `Emerald Blue`	Emerald Blue Moss Phlox	3 gal			5
PW	Phlox subulata 'Red Wings'	Red Wings Creeping Phlox	1 gal.			9
RM	Rosa x `Meibodlux` P.P.A.F.	Oso Easy Cherry Pie Rose	2 gal			4
SB	Stachys byzantina	Lamb's Ear	1 gal.			9
TM	Thymus serpyllum 'Magic Carpet'	Magic Carpet Creeping Thyme	1 gal.			17

PLANT QUANTITY NOTE: CONTRACTOR SHALL VERIFY QUANTITIES IN PLANT LEGEND WITH PLANT SYMBOLS ON PLANS.

PLANT CALLOUTS

- XX — PLANT ABBREVIATION
- ## — NUMBER OF PLANTS
- EX — EXISTING

PLANTING NOTES

1. CONTRACTOR SHALL CALL 811 TO LOCATE ALL EXISTING ABOVE OR BELOW GRADE ON-SITE UTILITIES PRIOR TO COMMENCEMENT OF WORK, INCLUDING PLANTING. THE LOCATIONS OF UTILITIES, STRUCTURES AND SERVICES SHOWN IN THE CONTRACT DOCUMENTS SHALL BE DEEMED TO BE APPROXIMATIONS ONLY. ALL DISCREPANCIES BETWEEN WHAT IS SHOWN AND THE ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE OWNER'S REPRESENTATIVE. PRESERVE AND PROTECT EXISTING UTILITIES TO REMAIN FROM DAMAGE OR DISRUPTION, TYPICAL. MAINTAIN LOCATES DURING CONSTRUCTION FOR REFERENCE. CONTRACTOR SHALL RECORD ALL UTILITY MARKINGS ON A SEPARATE SET OF DRAWINGS. THIS SET SHALL BE KEPT ON-SITE FOR REFERENCE FOR DURATION OF CONTRACT.
2. CONTRACTOR TO COORDINATE WITH OWNER'S MAINTENANCE PERSONNEL TO IDENTIFY AND PROTECT ANY EXISTING OWNER MAINTAINED UTILITIES, WATER LINES, IRRIGATION LINES, IRRIGATION CONTROL WIRES OR OTHER IMPROVEMENTS PRIOR TO CONSTRUCTION.
3. THE INFORMATION ON THIS SHEET IS INCOMPLETE UNLESS ACCOMPANIED BY THE CORRESPONDING SPECIFICATION SECTION(S) AND DETAILS DEVELOPED FOR THIS PROJECT. REFER TO THOSE SPECIFICATIONS AND DETAILS FOR ADDITIONAL INFORMATION.
4. CONTRACTOR IS RESPONSIBLE FOR VERIFYING CONDITIONS IN THE FIELD PRIOR TO CONSTRUCTION AND NOTIFYING THE OWNER AND OWNERS REPRESENTATIVES OF DISCREPANCIES. VERIFY THAT SUB GRADE PREPARATION HAS BEEN COMPLETED TO ACCEPTABLE TOLERANCES PRIOR TO COMMENCEMENT OF WORK. CONTRACTOR ACCEPTS SUB GRADES UPON COMMENCEMENT OF WORK AND IS RESPONSIBLE FOR ANY CORRECTIONS REQUIRED AFTER WORK BEGINS.
5. REMOVE ALL CONSTRUCTION DEBRIS, CONCRETE, MORTAR, ROCKS, ETC FROM LANDSCAPE AREAS PRIOR TO SUB GRADE PREPARATION AND INSTALLATION OF PLANTING SOIL.
6. TREES AND SHRUBS TO MEET REQUIREMENTS OF AMERICAN STANDARD FOR NURSERY STOCK FOR SIZE AND MATERIAL CONDITION.
7. PLANT COUNTS IN LEGEND ARE FOR REFERENCE ONLY. PLANT SYMBOLS DICTATE THE REQUIRED PLANTS.
8. PLANTING SOIL SCHEDULE (SEE SPECIFICATIONS):
   a. PLANTING AREAS: 6" OF APPROVED PLANTING SOIL TYPE 'B' - WITTKOPF TURF BUILDER SOIL. SUBMIT FOR APPROVAL.
   b. TURF AND HYDROSEEDED AREAS: 4" OF APPROVED PLANTING SOIL TYPE 'B' - WITTKOPF TURF BUILDER SOIL. SUBMIT FOR APPROVAL.
9. MINERAL MULCH SCHEDULE (SEE SPECIFICATIONS):
   a. PLANTING AREAS: 2" OF MINERAL MULCH TYPE 'A'. 1" CRUSHED GRANITE, CLEAN TO BE SELECTED BY OWNER OVER NON-WOVEN WEED BARRIER FABRIC. SUBMIT FOR APPROVAL.
10. ORGANIC MULCH SCHEDULE (SEE SPECIFICATIONS):
    a. PLANTING AREAS: 2" OF ORGANIC MULCH TYPE 'B'. APPROVED COMPOST. SUBMIT FOR APPROVAL. SEE SPECIFICATIONS.
11. ALL LANDSCAPE AREAS TO BE IRRIGATED BY AN AUTOMATIC IRRIGATION SYSTEM. SEE IRRIGATION PLANS AND SPECIFICATIONS.
12. TREE LOCATIONS MAY VARY DEPENDING ON WALK, DRIVEWAY, AND UTILITY LOCATIONS. STAKE FOR APPROVAL PRIOR TO PLANTING.
13. LAYOUT OF MOWCURBS AND EDGING TO BE MARKED FOR APPROVAL PRIOR TO INSTALLATION.
14. DO NOT COMPACT BOTTOMS OF SWALES, PROTECT SWALES FROM CONSTRUCTION TRAFFIC AND DEBRIS. SEE CIVIL PLANS FOR SOILS IN SWALES.
15. ALL TREES TO BE SINGLE TRUNKED, UNLESS OTHERWISE NOTED. MULTI-TRUNKED TREES TO INCLUDE MAIN LEADER EQUAL OR GREATER TO SIZE SPECIFIED.
16. TREES OF THE SAME SPECIES SHALL BE MATCHED FROM SAME LOT AND GROWER.
17. FINISH GRADE TO BE:
    a. PLANTING AREAS: 2 1/2" BELOW ADJACENT WALKS OR HARDSCAPE ELEMENTS BEFORE INSTALLATION OF MINERAL/ORGANIC MULCH.

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LANDSCAPE ARCHITECT'S SEAL
REGISTERED LANDSCAPE ARCHITECT NO. 234
MICHAEL D. TERRELL
STATE OF IDAHO

TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

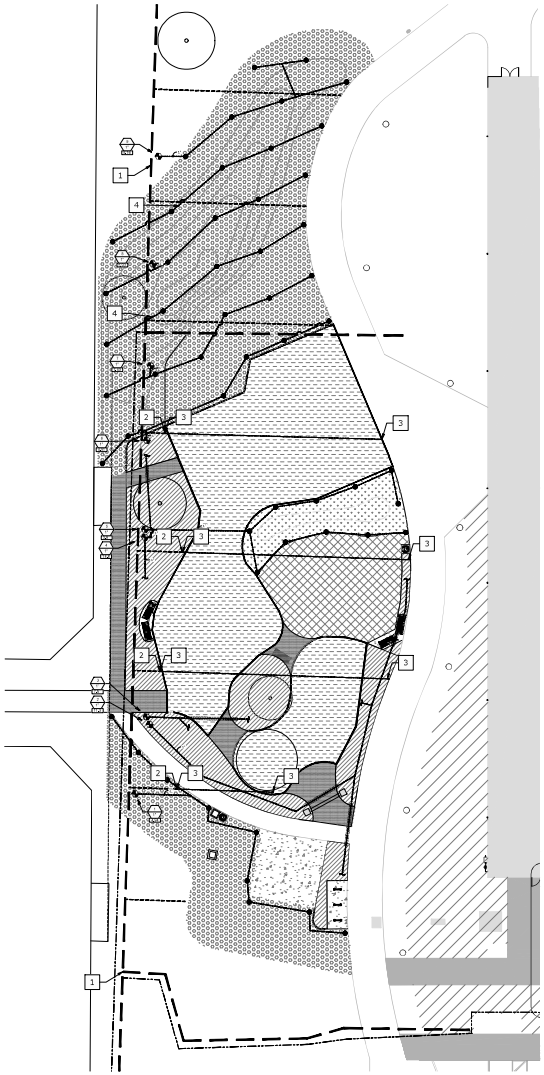
LANDSCAPE PLAN

REVISION	DATE
1	
2	
3	
4	

JOB NUMBER	22-100A
DATE	5/1/24
DRAWN BY	SLH
CHECKED BY	MDT

DRAWING 7 OF 11

L-6



A IRRIGATION PLAN
PLAN BASE BID

GRAPHIC SCALE
20 0 10 20 40
(IN FEET)
1 inch = 20 ft.

CALLOUTS

(1) CALLOUT

IRRIGATION CALLOUTS

1. EXISTING IRRIGATION MAINLINE. PRESERVE AND PROTECT. LOCATION APPROXIMATE. VERIFY IN FIELD.
2. CAP EXISTING LATERAL LINE. LOCATION APPROXIMATE. VERIFY IN FIELD. ADD ONE HALF OR ADJUSTABLE SPRAY HEAD. ADJUST HEADS TO PROVIDE HEAD TO HEAD COVERAGE.
3. EXISTING LATERAL LINE TO BE REMOVED. LOCATION APPROXIMATE. VERIFY IN FIELD.
4. CONNECT NEW IRRIGATION HEADS AND LATERAL LINE TO EXISTING IRRIGATION VALVE. LOCATION APPROXIMATE. VERIFY IN FIELD.

LEGEND

- ARTIFICIAL TURF SAFETY SURFACING. **BASE BID.** SEE SHEET LD-1, DETAIL C.
- SODDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. **BASE BID.**
- REPAIR AREA. SEEDED TURF WITH AUTOMATIC OVERHEAD IRRIGATION. **BASE BID.** ALTERNATE #7: INSTALL SODDED TURF GRASS. SEE SPECIFICATIONS.
- PLANTER AREA WITH MINERAL MULCH TYPE 'A' OVER WEED BARRIER FABRIC. SEE PLANTING NOTES FOR TYPE.
- SPLASH PAD. SEE SHEET L-6.
- ASPHALT PATH. **BASE BID.** ALTERNATE #8: 4" CONCRETE WITH MEDIUM BROOM FINISH. SEE SPECIFICATIONS.

IRRIGATION LEGEND

- PLANTER AREA WITH BUBBLER IRRIGATION. ONE (1) BUBBLER PER SHRUB. TWO (2) BUBBLERS PER TREE.
- EXISTING IRRIGATION MAINLINE. PRESERVE AND PROTECT. LOCATION APPROXIMATE. VERIFY IN FIELD.
- EXISTING LATERAL LINE. LOCATION APPROXIMATE. VERIFY IN FIELD.
- EXISTING LATERAL LINE TO BE REMOVED. LOCATION APPROXIMATE. VERIFY IN FIELD.
- NEW LATERAL LINE - SCHEDULE 40 PVC - 1" UNLESS OTHERWISE NOTED.
- NEW PIPE SLEEVE - SCHEDULE 40 PVC. SEE SPECIFICATIONS.
- CONTROL WIRE IN CONDUIT.
- NEW IRRIGATION VALVE TO MATCH EXISTING. CONNECT TO EXISTING MAINLINE.
- HUNTER MP1000 PROS-04-PRS40-CV TURF ROTATOR. 4IN. POP-UP WITH FACTORY INSTALLED CHECK VALVE. PRESSURE REGULATED TO 40 PSI. MP ROTATOR NOZZLE ON PRS40 BODY.
- HUNTER MP2000 PROS-04-PRS40-CV TURF ROTATOR. 4IN. POP-UP WITH FACTORY INSTALLED CHECK VALVE. PRESSURE REGULATED TO 40 PSI. MP ROTATOR NOZZLE ON PRS40 BODY.

IRRIGATION NOTES

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EXISTING SITE NOTES

1. MAINTAIN IRRIGATION TO EXISTING AND ADJACENT AREAS DURING CONSTRUCTION. NOTIFY OWNER OF ANY DISRUPTIONS LONGER THAN ONE WEEK. PROVIDE TEMPORARY IRRIGATION TO AREAS WHERE DISRUPTION OCCURS.

UNDERGROUND SERVICE ALERT
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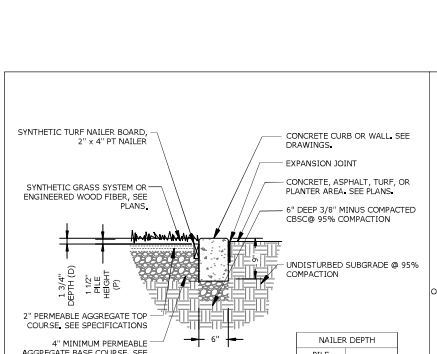
IRRIGATION PLAN

REVISION	DATE
1	
2	
3	
4	

FILE NUMBER	22-100A
DATE	5/1/24
DRAWN BY	SLH
CHECKED BY	MDT

DRAWING 8 OF 11

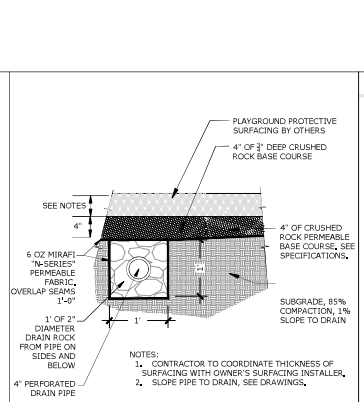
L-7



NAILER DEPTH	
PILE HEIGHT (P)	DEPTH (D)
1 1/2"	1 3/4"

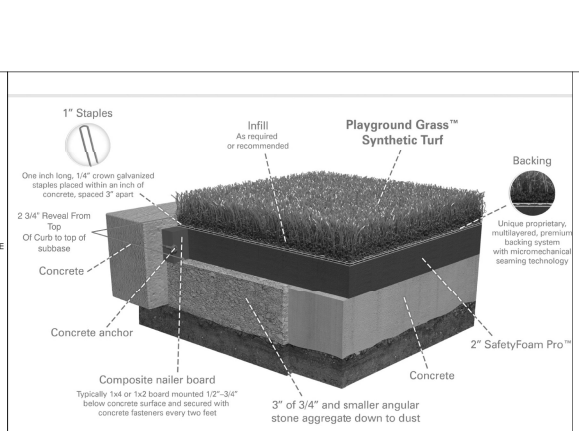
NOTES:
1. SEE MANUFACTURERS SPECIFICATIONS FOR INSTALLATION.
2. SEE SPECIFICATIONS.

A SYN TURF NAILER CURB SCALE = NTS

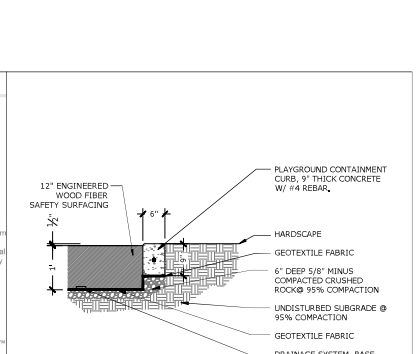


NOTES:
1. CONTRACTOR TO COORDINATE THICKNESS OF SURFACING WITH OWNER'S SURFACING INSTALLER.
2. SLOPE PIPE TO DRAIN, SEE DRAWINGS.

B PERFORATED PIPE SCALE: NTS



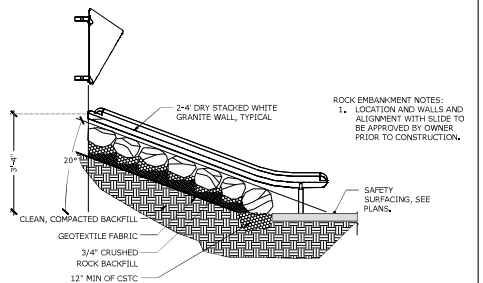
C ARTIFICIAL TURF SAFETY SURFACING SCALE: NTS



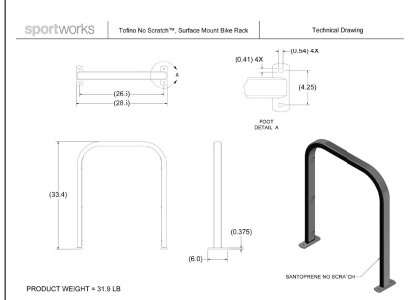
NOTES:
1. SEE MANUFACTURERS SPECIFICATIONS FOR INSTALLATION.

SCALE: NTS

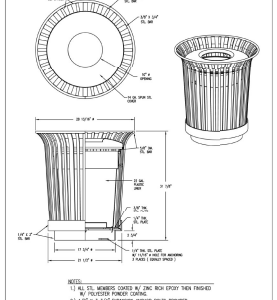
D ALTERNATE #4: EWF SAFETY SURFACING



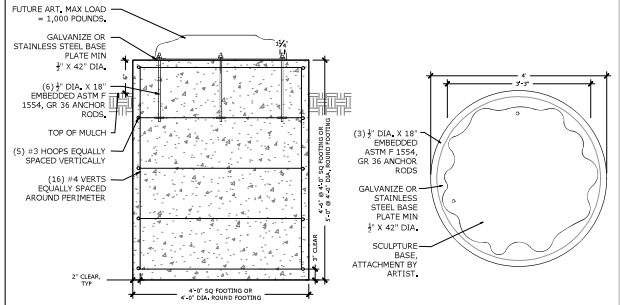
E ROCK EMBANKMENT WALL - ALT #4 SCALE: NTS



F BIKE RACKS SCALE: NTS



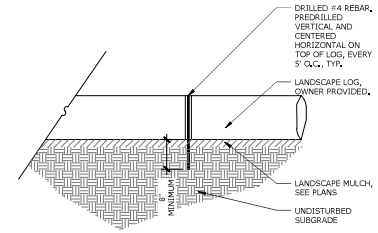
G TRASH RECEPTACLE SCALE: NTS



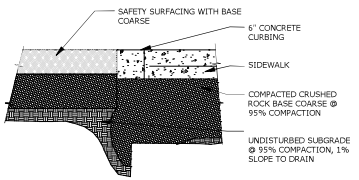
NOTES.
1. CONCRETE STRENGTH: FC=3,000 PSI
2. REBAR GRADE: FY = 60,000 PSI
3. ASSUMED ALLOWABLE LATERAL BEARING PRESSURE = 150 PCF
4. FOR REFERENCE ONLY. FINAL DESIGN DEPENDANT ON ART.

NOTES
1. BASE PLATE AND TEMPLATE TO BE PROVIDED BY SCULPTOR.
2. VERIFY DIMENSIONS OF ART BASE AND BOLT LOCATIONS

H SCULPTURE BASE SCALE = NTS



I LANDSCAPE LOGS SCALE: NTS



J PLAY AREA PIP - ALT #6 SCALE = NTS

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REGISTERED LANDSCAPE ARCHITECT NO. 234
MICHAEL D. TERRELL
STATE OF IDAHO

TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

DETAILS

REVISION	DATE
1	
2	
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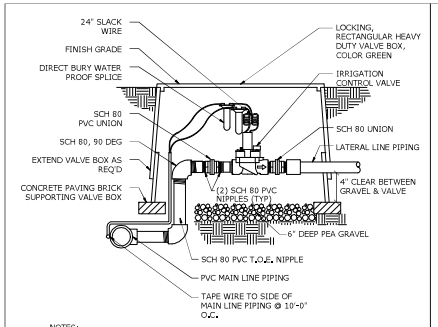
4	

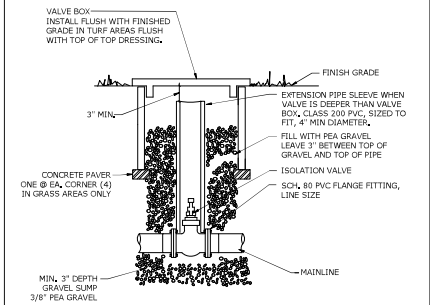
PROJECT NO. 22-100A
DATE 5/1/24
DRAWN BY SLH
CHECKED BY MDT

DRAWING 9 OF 11
LD-1

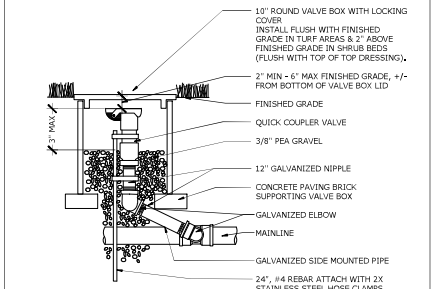


NOTES:
1. ONLY ONE AUTOMATIC VALVE PER VALVE BOX.
2. VALVE BOX TO REST ON CONCRETE PAVER BRICKS, NO PRESSURE TO BE PLACED ON MAINLINE OR LATERAL LINE.
3. PROVIDE 24" OF COILED WIRE SLACK IN VALVE BOX.
4. INSTALL LINE SURGE PROTECTION PER MANUFACTURERS SPECIFICATION.

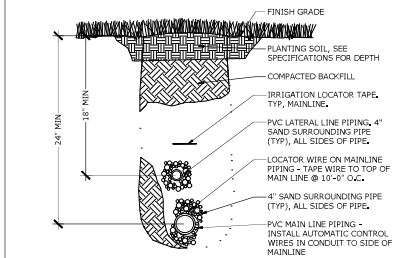
A CONTROL VALVE INSTALLATION SCALE = NTS



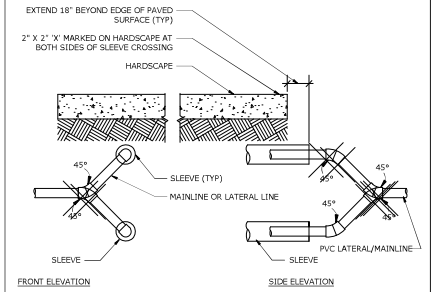
B ISOLATION VALVE - FLANGED SCALE = NTS



C QUICK COUPLER VALVE IN BOX SCALE = NTS

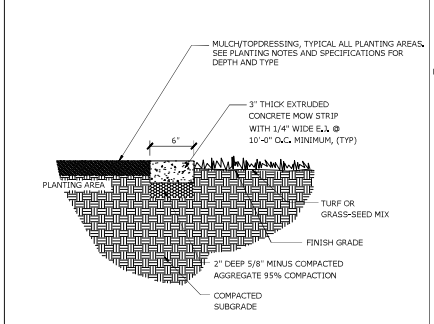


D IRRIGATION TRENCHING SCALE = NTS

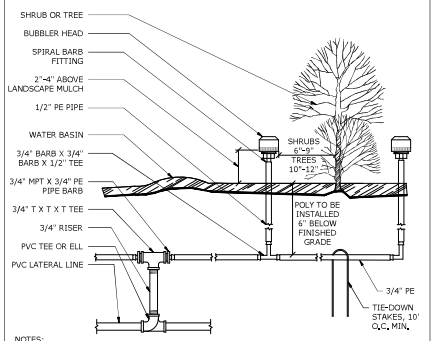


NOTES:
1. THERE SHALL NOT BE 90° JOINTS DIRECTING LATERALS AND MAINLINES INTO SLEEVES. MAXIMUM ANGLE SHALL BE 45°.

E SLEEVING UNDER HARDSCAPE SCALE = NTS

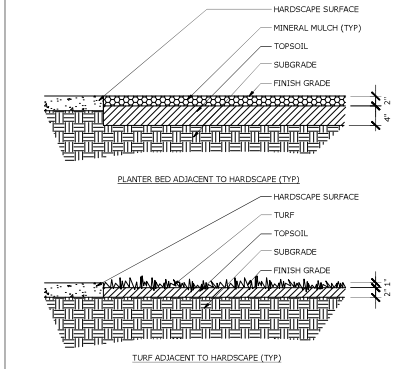


F 6" CONCRETE MOW CURB SCALE = NTS

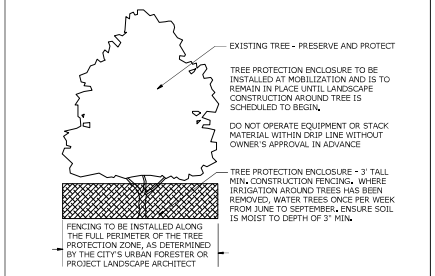


NOTES:
1. CONTRACTOR TO ADJUST SO THAT NO MORE THAN 20 BUBBLERS ARE LOCATED ON EACH SIDE OF EACH RISER.
2. SEE PLANS FOR BUBBLER NUMBER/SIZES.

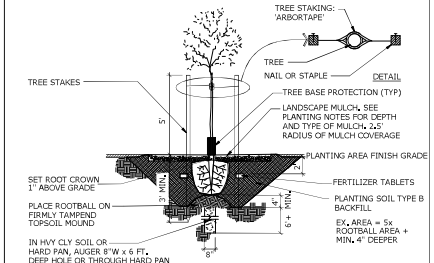
G BUBBLER ON RISER SCALE = NTS



H HARDSCAPE TRANSITIONS SCALE = NTS

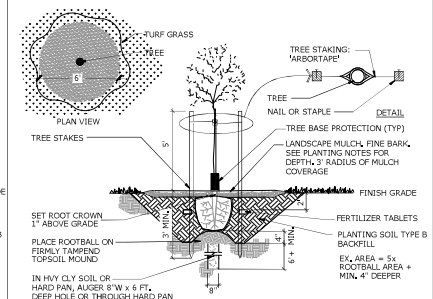


I TREE PROTECTION SCALE = NTS



NOTES:
1. CUT AND REMOVE WIRE BASKET AFTER TREE IS IN PLANTING HOLE. REMOVE BURLAP AND TWINE FROM TOP AND SIDES OF ROOTBALL.
2. SEE SPECIFICATIONS FOR PLANTING AND FERTILIZER REQUIREMENTS.

J PLANTING AREA TREE PLANTING SCALE = NTS



NOTES:
1. CUT AND REMOVE WIRE BASKET AFTER TREE IS IN PLANTING HOLE. REMOVE BURLAP AND TWINE FROM TOP AND SIDES OF ROOTBALL.
2. SEE SPECIFICATIONS FOR PLANTING AND FERTILIZER REQUIREMENTS.

K TREE PLANTING IN TURF GRASS SCALE = NTS

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Michael Terrell Landscape Architecture, PLLC
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LANDSCAPE ARCHITECT'S SEAL
REGISTERED LANDSCAPE ARCHITECT NO. 234
MICHAEL D. TERRELL
STATE OF IDAHO

TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

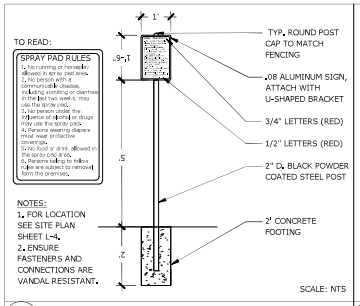
DETAILS

REVISION	DATE
1	
2	
3	
4	

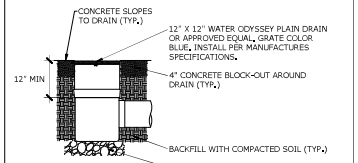
JOB NUMBER	22-100A
DATE	5/1/24
DRAWN BY	SLH
CHECKED BY	MDT

DRAWING 10 OF 11

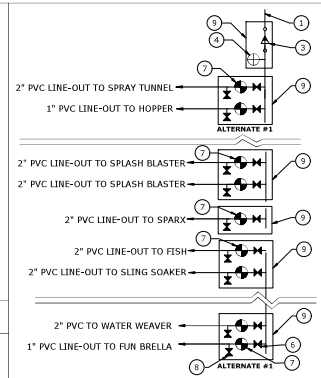
LD-2



A SPLASH PAD RULES SIGN, BASE BID



B DRAIN INLET, BASE BID SCALE: NTS

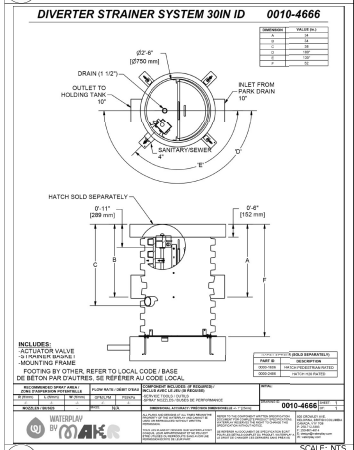


VALVE BOX CALLOUTS

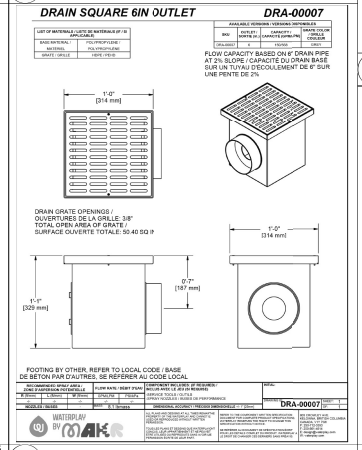
1. 2" SUPPLY LINE-IN FROM POTABLE WATER SOURCE, SEE SHEET L-3.
2. 1" FEBCO 850 DOUBLE CHECK ASSEMBLY.
3. 1" PRESSURE REGULATING VALVE. INSTALL UNION FITTINGS BEFORE AND AFTER (TYP.). 10 TO 35 PSI ADJUSTABLE.
4. 1" RAINBIRD QUICK COUPLER MODEL 44RC.
5. 1.5" SCH 40 PVC.
6. 1" BALL VALVE (TYP.).
7. RAINBIRD 1" 100-EFB-CP-PRS-D VALVE, INSTALL UNION FITTINGS BEFORE AND AFTER (TYP.). SEE THIS SHEET, DETAIL D.
8. DRAIN VALVE 3/4" BALL VALVE (TYP).
9. HEAVY DUTY VALVE BOX WITH LOCKING LID (TYP). SIZE AS NEEDED, SUBMIT FOR APPROVAL.

NOTES:
1. ALL PIPE BETWEEN VALVES AND SPLASH PAD ELEMENTS TO BE CLASS 200 WITH SCHEDULE 40 FITTINGS

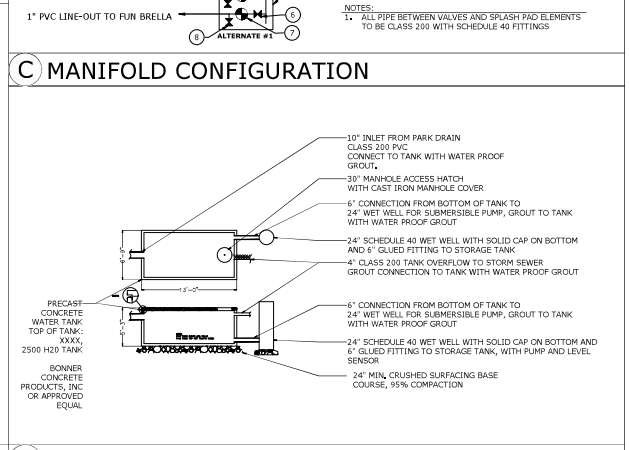
C MANIFOLD CONFIGURATION



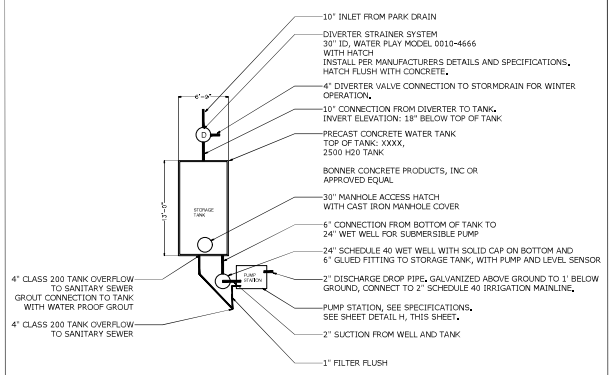
D DIVERTER STRAINER SYSTEM, BASE BID



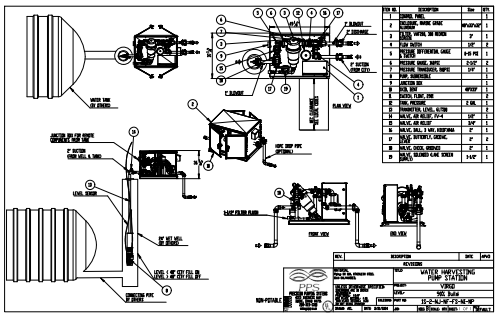
E DRAIN OUTLET, BASE BID SCALE: NTS



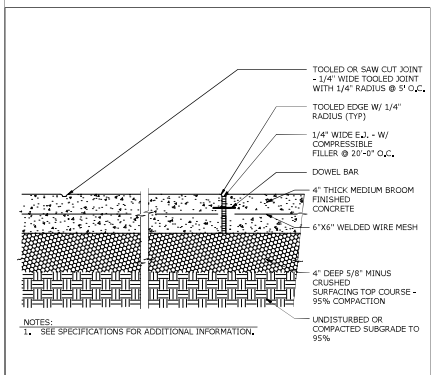
F TANK DETAIL - ALT #2 SCALE: NTS



G TANK AND PUMP STATION PUMP PLAN VIEW - ALT #2



H WATER HARVESTING PUMP STATION - ALT #2



I CAST-IN-PLACE CONCRETE SCALE = NTS

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LANDSCAPE ARCHITECT'S SEAL
REGISTERED LANDSCAPE ARCHITECT NO. 234
MICHAEL D. TERRELL
STATE OF IDAHO

TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION
2016 PINE ST | SANDPOINT, ID
CITY OF SANDPOINT

SPLASH PAD DETAILS

REVISION	DATE
1	
2	
3	
4	

PROJECT NUMBER: 22-100A
DATE: 5/1/24
DRAWN BY: SLH
CHECKED BY: MDT

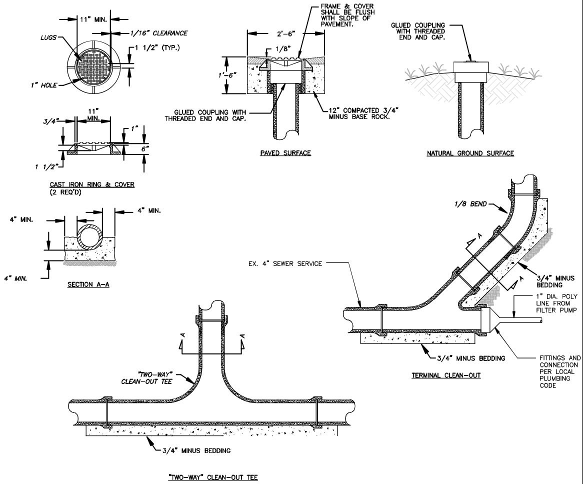
DRAWING 11 OF 11
LD-3

SANITARY SEWER NOTES:

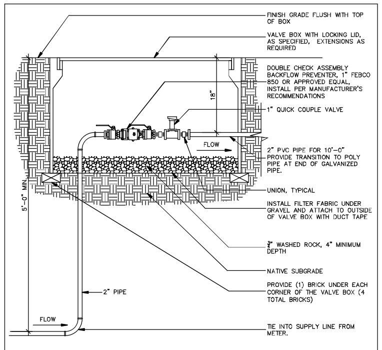
1. GRAVITY SANITARY SEWER SERVICES SHALL BE PVC, ASTM D3034, SDR35 WITH FLEXIBLE GASKETED JOINTS.
2. NON-POTABLE MAINS ARE PROHIBITED FROM BEING LOCATED IN THE SAME TRENCH AS POTABLE MAINS.
3. ALL SURFACE FEATURES OF THE WATER, SEWER AND STORM SYSTEMS (VALVE LIDS, MANHOLE LIDS, VAULTS, ETC.) TO BE CLEARLY MARKED "WATER", "SEWER" OR "STORM".
4. ALL VALVES, VAULTS, MANHOLES, METER BOXES, ETC. WHICH ARE LOCATED WITHIN PAVED AREAS SHALL BE CAPABLE OF HS-20 VEHICLE LOADING.
5. ALL SEWER MAINS SHALL BE FIELD STAKED FOR GRADES AND ALIGNMENT BY A LICENSED ENGINEERING OR SURVEYING FIRM QUALIFIED TO PERFORM SUCH WORK.
6. THE CONTRACTOR MUST SECURE APPROVAL FROM THE UTILITY PURVEYOR'S ENGINEERING INSPECTOR PRIOR TO BACKFILL OVER SEWER TEES AND LATERALS.
7. ALL SEWER MAINS AND SEWER LATERALS SHALL BE PLACED, INSPECTED, TESTED AND APPROVED BY THE UTILITY PURVEYOR PRIOR TO PAVING.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CLEANUP OF ANY DEBRIS WITHIN NEWLY CONSTRUCTED PIPES, OR THEIR CONNECTIONS TO EXISTING SYSTEMS. ALL LINES AND MANHOLES SHALL BE CLEANED AND INSPECTED PRIOR TO PAVING. HYDRANT FLUSHING OF SEWERS IS NOT AN ACCEPTABLE MEANS OF CLEANING.
9. GRAVITY SEWER SERVICE LATERALS SHALL HAVE 2.0% MINIMUM SLOPE AND 3.5' MINIMUM COVER AT THE LATERAL END.
10. ALL SEWER MAINS AND SERVICE LINES SHALL BE LOCATED TO MEET STATE SEPARATION REQUIREMENTS.

WATER SYSTEM NOTES:

1. ALL WORK MUST MEET THE STANDARDS OF THE CURRENT EDITION OF THE ISPWC.
2. ALL FITTINGS 2" AND SMALLER WILL BE BRASS. THE USE OF GALVANIZED FITTINGS IS STRICTLY PROHIBITED.
3. NO CONNECTIONS FOR THE PURPOSE OF OBTAINING WATER SUPPLY DURING CONSTRUCTION SHALL BE MADE WITHOUT FIRST OBTAINING APPROVAL FROM THE PUBLIC WORKS DEPARTMENT.
4. ALL FITTINGS OR APPURTENANCES REMOVED FROM THE PUBLIC WORKS DEPARTMENT WATER LINES SHALL BE RETURNED BY THE CONTRACTOR TO THE PUBLIC WORKS DEPARTMENT UNLESS OTHERWISE SPECIFIED BY THE CONTRACT DOCUMENTS.
5. ALL WATER MAINS AND SERVICES SHALL BE INSTALLED WITH CONTINUOUS TRACER WIRE AND PLASTIC MARKER TAPE. TRACER WIRE SHALL BE TESTED PRIOR TO SUB-GRADE APPROVAL.
6. NON-POTABLE MAINS ARE PROHIBITED FROM BEING LOCATED IN THE SAME TRENCH AS POTABLE MAINS.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WATER MAIN PRESSURE TESTING, FLUSHING AND DISINFECTING IN ACCORDANCE WITH THE PROVISIONS OF THE ISPWC AND UTILITY PURVEYOR.
8. ALL WATER MAIN VALVES AND VALVE BOXES, FIRE HYDRANTS, SERVICES, AND APPURTENANCES SHALL BE INSTALLED, TESTED AND APPROVED PRIOR TO PAVING.
9. ALL SURFACE FEATURES OF THE WATER AND SEWER SYSTEMS (VALVE LIDS, MANHOLE LIDS, VAULTS, ETC.) TO BE CLEARLY MARKED "WATER", "SEWER" OR "STORM".
10. ALL VALVES, VAULTS, MANHOLES, METER BOXES, ETC. WHICH ARE LOCATED WITHIN PAVED AREAS SHALL BE CAPABLE OF HS-20 VEHICLE LOADING.
11. LAY PIPE AT UNIFORM GRADE TO AVOID HIGH/LOW POINTS.
10. ALL SEWER MAINS AND SERVICE LINES SHALL BE LOCATED TO MEET STATE SEPARATION REQUIREMENTS.
11. WATER LINES CROSSING SEWER LINES SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF 18 INCHES BETWEEN THE OUTSIDE OF THE SEWER AND THE BOTTOM OF THE SEWER WITH THE SEWER LINE BELOW THE WATER LINE. IF THIS CANNOT BE ACHIEVED, THE SEWER LINE MUST BE ENCASED 10 FEET ON EITHER SIDE OF CROSSING WITH A CONTINUOUS 20 FOOT LENGTH OF C900 PVC PIPE.



GRAVITY SEWER CLEAN-OUT
N.T.S.



NOTES:

1. INSTALL PER LOCAL MUNICIPALITY REQUIREMENTS. PROVIDE INITIAL TESTING.
2. INSTALL DOUBLE CHECK ASSEMBLY/BACKFLOW PREVENTOR USING UNION FITTINGS.
3. INSTALL PER MANUFACTURER'S RECOMMENDATIONS.
4. PROVIDE SUPPORT PER MANUFACTURERS RECOMMENDATIONS.
5. BACKFLOW PREVENTOR TO BE TESTED & APPROVED PRIOR TO SYSTEM ACCEPTANCE.

DOUBLE CHECK VALVE ASSEMBLY
BACKFLOW DETAIL
N.T.S.

GENERAL NOTES:

1. ALL WORK SHALL CONFORM TO THE MOST CURRENT EDITION OF THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPWC) AND AS AMENDED, SUPPLEMENTED OR MODIFIED THEREIN.
2. NO GUARANTEE IS MADE OR IMPLIED THAT ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION AND LOCATION OF ALL UTILITIES AND UNDERGROUND PIPING. THE CONTRACTOR SHALL CALL THE UTILITY ONE CALL (811) AT LEAST 48 HOURS PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES.
3. THE CONTRACTOR SHALL NOTIFY THE APPROPRIATE UTILITY COMPANIES PRIOR TO STARTING WORK NEAR ANY FACILITIES AND SHALL COORDINATE THEIR WORK WITH COMPANY REPRESENTATIVES.
4. IN THE EVENT THAT ANY UNFORESEEN CONDITIONS NOT COVERED BY THESE CONSTRUCTION DOCUMENTS ARE ENCOUNTERED DURING CONSTRUCTION, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE CITY.
5. THE CONTRACTOR SHALL HAVE AN APPROVED SET OF CONSTRUCTION PLANS ON SITE AT ALL TIMES DURING CONSTRUCTION. NO REVISIONS SHALL BE MADE TO THE PLANS WITHOUT THE APPROVAL OF THE CITY. AS-BUILTS SHALL BE SUBMITTED TO THE CITY AT THE COMPLETION OF THE PROJECT.
6. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COMPLY WITH OSHA SAFETY STANDARDS AND REQUIREMENTS.
7. EXISTING PROPERTY CORNERS OR SURVEY MONUMENTS SHALL BE PROTECTED DURING THE COURSE OF CONSTRUCTION. ANY DAMAGED OR OBLITERATED CORNERS OR MONUMENTS SHALL BE RE-ESTABLISHED AT THE CONTRACTORS EXPENSE BY A PROFESSIONAL LAND SURVEYOR, LICENSED IN THE STATE OF IDAHO, PRIOR TO FINAL ACCEPTANCE.
8. THE CONTRACTOR SHALL MAINTAIN THE STREETS, SIDEWALKS, AND ALL OTHER PUBLIC AND PRIVATE PROPERTY IN A CLEAN, SAFE AND USABLE CONDITION. ALL SOIL, ROCK, OR CONSTRUCTION DEBRIS SHALL BE PROMPTLY REMOVED DURING CONSTRUCTION AND UPON COMPLETION OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RETURNING ALL DISTURBED AREAS TO PRE-CONSTRUCTION CONDITIONS OR BETTER.
9. ALL UNDERGROUND UTILITIES AND CONDUITS SHALL BE INSTALLED BEFORE CONSTRUCTION OF CURBS, SIDEWALKS OR SURFACING OF STREETS.
10. LANDSCAPE SLEEVING: EARTHWORK CONTRACTOR SHALL PROVIDE SLEEVING AS REQUIRED UNDER SIDEWALKS, PATHS, CURBING, PAVING, AND OTHER HARD SURFACES AS NEEDED FOR IRRIGATION ACCESS. ALL SLEEVING SHALL BE 4" PVC WITH AT LEAST 12" OF COVER BELOW FINISHED GRADE. THE CONTRACTOR SHALL INSTALL SLEEVING BEFORE SIDEWALKS ARE INSTALLED.
11. CONTRACTOR SHALL RETAIN AND PROTECT ALL EXISTING IRRIGATION SYSTEMS TO THE GREATEST EXTENT POSSIBLE AND REPLACE DAMAGED PORTIONS AT IRRIGATION SYSTEMS WHETHER DAMAGE OCCURS DURING CONSTRUCTION OR NOT.
12. DRY UTILITY CONDUIT: CIVIL CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL ELECTRICAL AND DRY UTILITY CONDUIT NEEDS WITH THE CITY OF SANDPOINT.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL, IN ACCORDANCE WITH THE M.U.T.C.D. CURRENT EDITION. TRAFFIC CONTROL PLANS SHALL BE PREPARED BY THE CONTRACTOR AND SUBMITTED TO THE CITY OF SANDPOINT FOR APPROVAL. NO WORK SHALL TAKE PLACE UNTIL ALL APPROVED TRAFFIC CONTROL IS IN PLACE.
14. TOPOGRAPHICAL DATA PROVIDED BY OTHERS. CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFICATION PRIOR TO BID. VAN HOUTEN CONSULTING & DESIGN TAKES NO RESPONSIBILITY FOR TOPOGRAPHICAL MISHAPS OR UNFORESEEN SUBSURFACE CONDITIONS.
15. THE PLANS ARE SCHEMATIC AND ARE NOT INTENDED TO DEPICT ALL DETAILS OF THE WORK REQUIRED. THE CONTRACTOR SHALL BE RESPONSIBLE TO FAMILIARIZE THEMSELVES WITH ACTUAL SITE CONDITIONS, REQUIREMENTS, AND FACTORS AFFECTING THE WORK. WHERE LACK OF DETAIL OR CONFLICT EXISTS BETWEEN THESE AND OTHER PLANS, THE CONTRACTOR SHALL NOTIFY THE OWNER TO RESOLVE THE ISSUE PRIOR TO PROCEEDING. IF THE CONTRACTOR DISCOVERS ANY DISCREPANCIES BETWEEN THE PLANS AND EXISTING CONDITIONS ENCOUNTERED, THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER AND THE CITY OF SANDPOINT PUBLIC WORKS DEPARTMENT.
16. THE CONTRACTOR SHALL PROVIDE THE DESIGN ENGINEERS WITH AS-BUILT DRAWINGS PRIOR TO FINAL APPROVAL. ALL DEVIATIONS FROM THE ORIGINAL PLANS MADE DURING THE COURSE OF CONSTRUCTION, INCLUDING LOCATION, INVERTS, AND DEPTHS OF UTILITIES, SHALL BE CLEARLY MARKED ON THE AS-BUILT DRAWINGS. THE ENGINEER SHALL PROVIDE THE CITY ENGINEER WITH "RECORD DRAWINGS" AS REQUIRED.

STORMWATER & EROSION CONTROL NOTES:

1. ALL STORMWATER BMPS SHALL CONFORM TO IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY (IDEQ) STORM WATER BEST MANAGEMENT PRACTICES CATALOG.
2. IN AREAS OUTSIDE THE LIMITS OF DISTURBANCE, RETAIN THE DUFF LAYER, NATIVE TOPSOIL, AND EXISTING VEGETATION IN AN UNDISTURBED STATE TO THE MAXIMUM EXTENT PRACTICAL.
3. INSPECT ALL ROADWAYS, AT THE END OF EACH DAY, ADJACENT TO THE CONSTRUCTION ACCESS ROUTE. IF IT IS EVIDENT THAT SEDIMENT HAS BEEN TRACKED OFF SITE AND/OR BEYOND THE ROADWAY APPROACH, CLEANING IS REQUIRED.
4. INSPECT SEDIMENT CONTROL BMPS WEEKLY AT A MINIMUM, DAILY DURING A STORM EVENT, AND AFTER ANY DISCHARGE FROM THE SITE (STORMWATER OR NON-STORMWATER). THE INSPECTION FREQUENCY MAY BE REDUCED TO ONCE A MONTH IF THE SITE IS STABILIZED AND INACTIVE.
5. CONTROL FUGITIVE DUST FROM CONSTRUCTION ACTIVITY IN ACCORDANCE WITH STATE AND/OR LOCAL AIR QUALITY CONTROL AUTHORITIES WITH JURISDICTION OVER THE PROJECT AREA.
6. PROTECT INLETS, DRYWELLS, CATCH BASINS, CULVERTS AND OTHER STORMWATER MANAGEMENT FACILITIES FROM SEDIMENT, WHETHER OR NOT FACILITIES ARE OPERABLE.
7. COORDINATE ANY STOCKPILING OF MATERIALS WITH THE CITY OF SANDPOINT PRIOR TO CONSTRUCTION.
8. NO AREAS DISTURBED BY CONSTRUCTION SHALL BE LEFT BARE. ALL PERVIOUS DISTURBED AREAS NOT OTHERWISE COVERED WITH ROCK, MULCH OR LANDSCAPING SHALL BE SEEDED.
9. AREAS RECEIVING SEED SHALL HAVE SOIL SUITABLE FOR VEGETATION GROWTH. IF THE FINISHED SURFACE CANNOT SUPPORT PLANT LIFE, TOPSOIL SHALL BE IMPORTED AND PLACED TO A SUFFICIENT DEPTH FOR PERMANENT REVEGETATION. SHOULD HYDROSEED FAIL TO TAKE ROOT DUE TO INSUFFICIENT SOIL PROFILE, CONTRACTOR SHALL RECTIFY THE PROBLEM BY PERMANENTLY ESTABLISHING VEGETATION AT THEIR OWN EXPENSE.
10. CONSTRUCTION SHALL BE CONSIDERED COMPLETE WHEN PERMANENT ESC CONTROLS, WHEN APPLICABLE, HAVE BEEN COMPLETELY INSTALLED; ALL LAND-DISTURBING ACTIVITIES THAT HAVE THE POTENTIAL TO CAUSE EROSION OR SEDIMENTATION PROBLEMS HAVE CEASED; AND, VEGETATION HAS BEEN ESTABLISHED IN THE AREAS NOTED AS REQUIRING VEGETATION ON THE ACCEPTED PLAN ON FILE WITH THE LOCAL JURISDICTION.
11. REMOVE TEMPORARY ESC BMPS WITHIN THIRTY DAYS AFTER THE TEMPORARY BMPS ARE NO LONGER NEEDED. PERMANENTLY STABILIZE AREAS THAT ARE DISTURBED DURING THE REMOVAL PROCESS.

GEOTECHNICAL NOTES:

1. CONTRACTOR SHALL FOLLOW THE RECOMMENDATIONS MADE IN THE GEOTECHNICAL REPORT PREPARED BY ALLWEST ON SEPTEMBER 8TH, 2022. THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT SHALL TAKE PRECEDENCE SHOULD ANY DISCREPANCIES EXIST BETWEEN IT AND THESE PLANS.
2. UNCONTROLLED FILL CONSISTING OF WOOD DEBRIS WAS ENCOUNTERED FROM 5 TO 10 FEET BELOW GROUND SURFACE DURING EXPLORATIONS.
3. GROUNDWATER WAS ENCOUNTERED 7 TO 8 FEET BELOW GROUND SURFACE DURING EXPLORATIONS. CONDITIONS MAY DIFFER DURING CONSTRUCTION. THE CONTRACTOR SHALL CONSULT WITH THE CITY AND LICENSED GEOTECHNICAL ENGINEER IF GROUNDWATER IS ENCOUNTERED.
4. CONTRACTOR SHALL OVER EXCAVATE ALL UNDOCUMENTED AND UNCONTROLLED FILL PRIOR TO COMPACTING SUBGRADE.
5. OVER EXCAVATION AND FINAL SUBGRADE PREPARATION SHALL BE EVALUATED BY A LICENSED PROFESSIONAL GEOTECHNICAL ENGINEER. THE GEOTECHNICAL ENGINEER MUST BE PRESENT DURING EXCAVATION TO DETERMINE SUITABILITY OF UNCONTROLLED FILL AND LIMITS OF REMOVAL AND REPROCESSING.
6. THE SUBGRADE SHOULD BE MOISTURE CONDITIONED TO WITHIN TWO PERCENTAGE POINTS OF THE OPTIMUM MOISTURE CONTENT FOR COMPACTION. THE SUBGRADE SHOULD THEN BE COMPACTED TO A FIRM AND UNYIELDING CONDITION.
7. ON-SITE SOILS ARE UNSUITABLE FOR USE AS STRUCTURAL FILL. SELECT STRUCTURAL FILL WILL NEED TO BE IMPORTED TO THE SITE. IMPORT MATERIALS SHALL BE APPROVED BY A LICENSED GEOTECHNICAL ENGINEER, PRIOR TO DELIVERY TO THE SITE. SEE ALLWEST REPORT, TABLE 1, FOR STRUCTURAL FILL CRITERIA.

GRADING & PAVING NOTES:

1. ASPHALT PAVEMENT SURFACE COURSE SHALL CONFORM TO ISPWC REQUIREMENTS OR BETTER.
2. CONCRETE PAVEMENT SHALL COMPLY WITH ISPWC AND ACI 301 REQUIREMENTS FOR MEASURING, MIXING, TRANSPORTING AND PLACING CEMENT CONCRETE PAVEMENT.
3. SUBMIT PAVEMENT MIX DESIGN, SUBBASE AND AGGREGATE BASE COURSE INFORMATION FOR ENGINEER APPROVAL PRIOR TO ORDERING THESE MATERIALS.
4. CONTRACTOR SHALL CHECK EXPOSED SUBGRADES AND BASE SURFACES FOR COMPLIANCE WITH REQUIREMENTS FOR DIMENSIONAL, GRADING, AND ELEVATION TOLERANCES; PREVENT SURFACE WATER AND GROUNDWATER FROM ENTERING EXCAVATIONS, FROM PONDING ON PREPARED SUBGRADES AND BASE SURFACES AND FROM FLOODING PROJECT SITE OR SURROUNDING AREA; AND SHALL PROTECT SUBGRADES AND BASE SURFACES FROM SOFTENING, UNDERMINING, WASHOUT, DAMAGE BY RAIN OR WATER ACCUMULATION AND AGAINST FREEZING TEMPERATURES AND FROST.
5. STRUCTURAL FILL SHOULD BE PLACED IN SIX-INCH-THICK LOOSE LIFTS AT NEAR OPTIMUM MOISTURE CONTENT AND COMPACTED TO AT LEAST 95% OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D-1557 (MODIFIED PROCTOR). STRUCTURAL FILL SHALL BE FREE OF ORGANIC MATTER, FROZEN SOIL AND DELETERIOUS DEBRIS.
6. BALLAST AND BASE COURSE MATERIAL SHALL MEET THE CRITERIA SET FORTH IN THE REQUIREMENTS OF ISPWC.
7. THE UPPER 12" OF SUBGRADE, BALLAST AND BASE COURSE SHALL BE COMPACTED TO AT LEAST 95% OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D-1557 (MODIFIED PROCTOR). ASPHALT PAVEMENT SHALL BE COMPACTED TO A MINIMUM OF 92% OF RICE'S THEORETICAL DENSITY.
8. PAVING SHALL NOT OCCUR UNTIL ALL UNDERLYING UTILITIES HAVE BEEN TESTED AND APPROVED.
9. A REPRESENTATIVE OF THE ENGINEER-OF-RECORD SHALL CONDUCT COMPACTION TESTING AFTER CONSTRUCTION OF EACH COURSE OF MATERIAL IS COMPLETED.
10. THE CONTRACTOR SHALL GIVE THE ENGINEER WRITTEN 48 HOUR NOTIFICATION PRIOR TO ALL REQUIRED CONSTRUCTION STAKING, OBSERVATION AND TESTING.
11. STRIP ALL TOPSOIL AND UNDOCUMENTED/UNCONTROLLED FILL PRIOR TO COMPACTING SUBGRADE. SUBGRADE SHALL BE FREE OF ORGANIC MATTER, FROZEN SOIL AND DELETERIOUS DEBRIS.
12. ALL FINISHED GRADING ELEVATIONS SHALL MATCH EXISTING ELEVATIONS AT THE SITES BOUNDARY, EXCEPT AS SHOWN OTHERWISE ON THE GRADING PLAN. WHERE CONFLICTS EXIST, THE CONTRACTOR SHALL NOTIFY THE OWNER TO RESOLVE THE ISSUE PRIOR TO PROCEEDING.
13. THE CONTRACTOR SHALL REMOVE ALL WASTE MATERIAL.
14. FORM AND SUBGRADE INSPECTION BY THE INSPECTOR IS REQUIRED BEFORE POURING CONCRETE. FORTY-EIGHT HOURS NOTICE IS REQUIRED FOR FORM INSPECTION.
15. RIM ELEVATIONS OF UTILITY AND DRAINAGE STRUCTURES SHALL BE INSTALLED SO THAT RIMS MAY BE ADJUSTED ±0.5' TO MATCH FINISHED GRADE.
16. LAYOUT CURB AND SIDEWALK BEFORE SETTING VALVE BOXES AND UTILITY APPURTENANCES TO ENSURE THERE IS NO CONFLICT BETWEEN STRUCTURES AND HARD SURFACES.

811 Know what's below. Call before you dig.

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WWW.VANHOUTENCD.COM
VAN HOUTEN CONSULTING & DESIGN, LLC

PROFESSIONAL ENGINEER REGISTERED STATE OF IDAHO MERLE J. VAN HOUTEN
PRELIMINARY

TRAVERS PARK
PLAYGROUND & SPLASH PAD CONSTRUCTION
GENERAL NOTES AND DETAILS
SANDPOINT, IDAHO

REVISIONS		
NO.	DATE	DESCRIPTION	BY

DATE: 5/1/2024
PROJECT #23-043ID
PARCEL #RPS0000214302A
DRAWN IAH
CHECKED MVH
PATH: _PROJECTS\2023\23-043ID - Travers Park Playground\DESIGN\CIVIL\DWG\PRODUCTION DRAWINGS

C0.1
SHEET 1 OF 3

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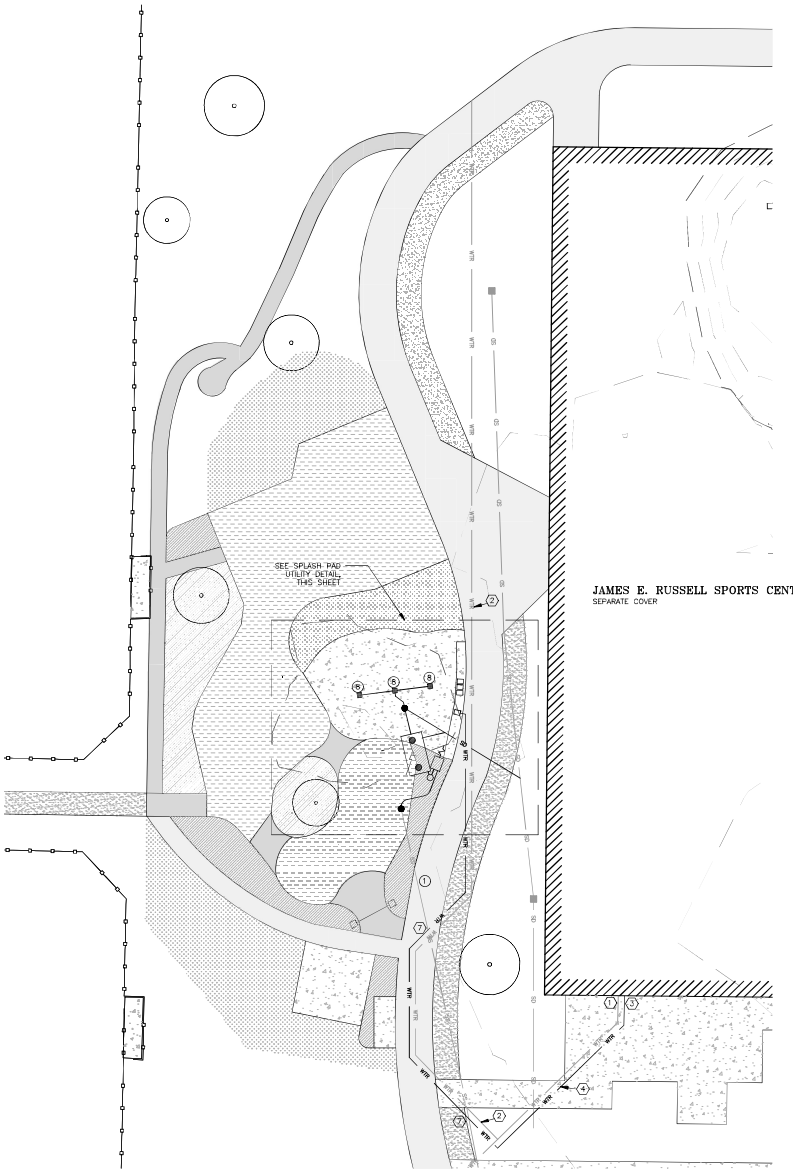


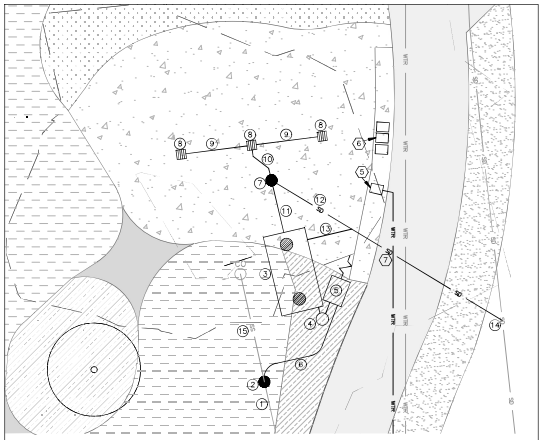
WATER REFERENCE NOTES

1. WATER SUPPLY TO TENNIS FACILITY. SEE TRAVERS PARK RECREATION CENTER STORMWATER AND UTILITY PLANS, SEPARATE COVER, BY OTHERS.
2. 8" C900 FIRE SERVICE. SEE TRAVERS PARK RECREATION CENTER STORMWATER AND UTILITY PLANS, SEPARATE COVER, BY OTHERS.
3. WATER SERVICE CONNECTION FROM TENNIS FACILITY TO SPLASH PAD. SEE TRAVERS PARK RECREATION CENTER PLUMBING PLANS, SEPARATE COVER, BY OTHERS. CONTRACTOR SHALL COORDINATE WITH CITY TO UPSIZE CONNECTION PIPING TO 2" DIA.
4. SPLASH PAD WATER SERVICE LINE. 240 LF OF CLASS 200 PSI 2" POLYETHELYNE DOMESTIC WATER SERVICE PER CITY OF SANDPOINT WATER DEPARTMENT AND ISPWC STANDARDS. INSTALL IN SHARED TRENCH WITH OTHER WATER PIPES. COORDINATE INSTALLATION WITH TENNIS FACILITY CONSTRUCTION. MAINTAIN 5.0' MIN. BURY DEPTH.
5. 2" SUPPLY TO 1" DOUBLE CHECK VALVE ASSEMBLY. SEE DCVA DETAIL, SHEET C0.1.
6. SPLASH PAD MANIFOLD CONFIGURATION. SEE SHEET LD-3, DETAIL C
7. WATER PIPE CROSSES NON-POTABLE PIPE MAINTAIN MINIMUM SEPARATION.

DRAINAGE REFERENCE NOTES

1. EXISTING SEWER SERVICE LINE. 4" TYPE 3034 SDR @ 3.0%± TOP OF PIPE IS ELEVATION 2103.64 AT 15' SOUTH OF EXISTING BATHROOMS. CONTRACTOR SHALL FIELD VERIFY SIZE, DEPTH, AND INTEGRITY PRIOR TO CONSTRUCTION.
2. INSTALL 4" CLEAN-OUT ON EXISTING SEWER SERVICE AT NEW CONNECTION POINT. INV. ELEV: 2102.70 SEE DETAIL, SHEET C0.1
3. IRRIGATION SYSTEM STORAGE TANK 2,500 GALLON BONNER CONCRETE PRODUCTS MODEL #BCP402 OR APPROVED EQUAL. RIM ELEV: 2104.50 TOP OF TANK ELEV: 2102.75 INV. IN (10"): 2101.00 INV. OUT (4" OVERFLOW): 2100.67 INV. OUT (6" WET WELL): 2097.95 BOTTOM OUTSIDE TANK ELEV: 2097.45 SEE DETAILS "F" AND "G," SHEET LD-3.
4. IRRIGATION SYSTEM WET WELL 6" SDR-35 INV IN = 2097.95 SEE DETAILS "F" AND "G," SHEET LD-3
5. IRRIGATION PUMP STATION SET IN UTILITY ENCLOSURE SEE DETAIL "H," SHEET LD-3 FOR DETAIL AND CONTINUATION FILTER FLUSH CONNECTS TO EXISTING SEWER SERVICE.
6. FILTER FLUSH CONNECTION TO EXISTING SEWER SERVICE 20LF± OF 1" CLASS 200 POLYETHELYENE.
7. DIVERTER STRAINER SYSTEM WATER PLAY 30" I.D. MODEL 0010-4666, OR APPROVED EQUAL RIM ELEV: 2104.35 INV. IN (10"): 2101.52 INV. OUT (10"): 2101.52 INV. OUT (4"): 2101.19 SEE DETAIL "D," SHEET LD-3
8. 12" X 12" DRAINAGE CATCH BASIN RIM ELEV: 2104.25 INV. ELEV: XXXX.XX SEE DETAIL E, SHEET LD-3
9. 10 LF OF X" SDR-35 DRAIN PIPE @ 0.0% INV. ELEV: XXXX.XX
10. CATCH BASIN CONNECTION TO DIVERTER STRAINER 5LF OF X" DIA. SDR-35 (2) 45° ELBOWS
11. DIVERTER STRAINER CONNECTION TO STORAGE TANK 8LF OF 10" SDR-35 @ 2.0%
12. DIVERTER STRAINER CONNECTION TO STORMWATER SYSTEM 42LF OF 4" SDR-35 @ 7.9% (1) 8" WYE WITH 4" BRANCH SEE TRAVERS PARK RECREATION CENTER STORMWATER AND UTILITY PLAN FOR CONTINUATION, SEPARATE COVER, BY OTHERS
13. STORAGE TANK OVERFLOW CONNECTION TO STORMWATER SYSTEM 7LF OF 4" SDR-35 (1) 4" WYE
14. CONNECT 4" SDR 35 DRAINAGE PIPE TO 8" SDR 35 DRAINAGE PIPE, INV. ELEV: 2097.81±. SEE TRAVERS PARK RECREATION CENTER STORMWATER AND UTILITY PLAN FOR CONTINUATION, SEPARATE COVER, BY OTHERS.
15. REMOVE EXISTING SEWER CLEAN-OUT AND 20LF± OF EXISTING SEWER SERVICE.

STORAGE TANK NOTE:
GROUNDWATER IS KNOWN TO BE PERIODICALLY PRESENT AT THIS DEPTH OF EXCAVATION IN THIS LOCATION. CONTRACTOR SHALL CONSULT WITH A GEOTECHNICAL ENGINEER AND THE TANK MANUFACTURER TO ENSURE NO DAMAGES DUE TO SETTLING OR BUOYANCY OCCUR.



SPLASH PAD UTILITY DETAIL

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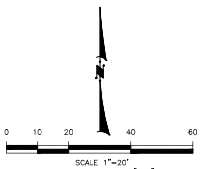

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NOT FOR CONSTRUCTION
REGISTERED PROFESSIONAL ENGINEER
STATE OF IDAHO
MERLE E. VAN HOUTEN

TRAVERS PARK
PLAYGROUND & SPLASH PAD CONSTRUCTION
PLAYGROUND UTILITY PLAN
SANDPOINT, IDAHO

REVISIONS

NO.	DATE	DESCRIPTION	BY

DATE: 5/7/2024
PROJECT #: 23-0430
PANEL #: 0000000-0000
DRAWN BY: MH
PATH: ...PROJECTS\2023\23-0430 - Travers Park Playground\DESIGN\VH\DWG\PRODUCTION DRAWINGS

C1.0
SHEET 2 OF 3

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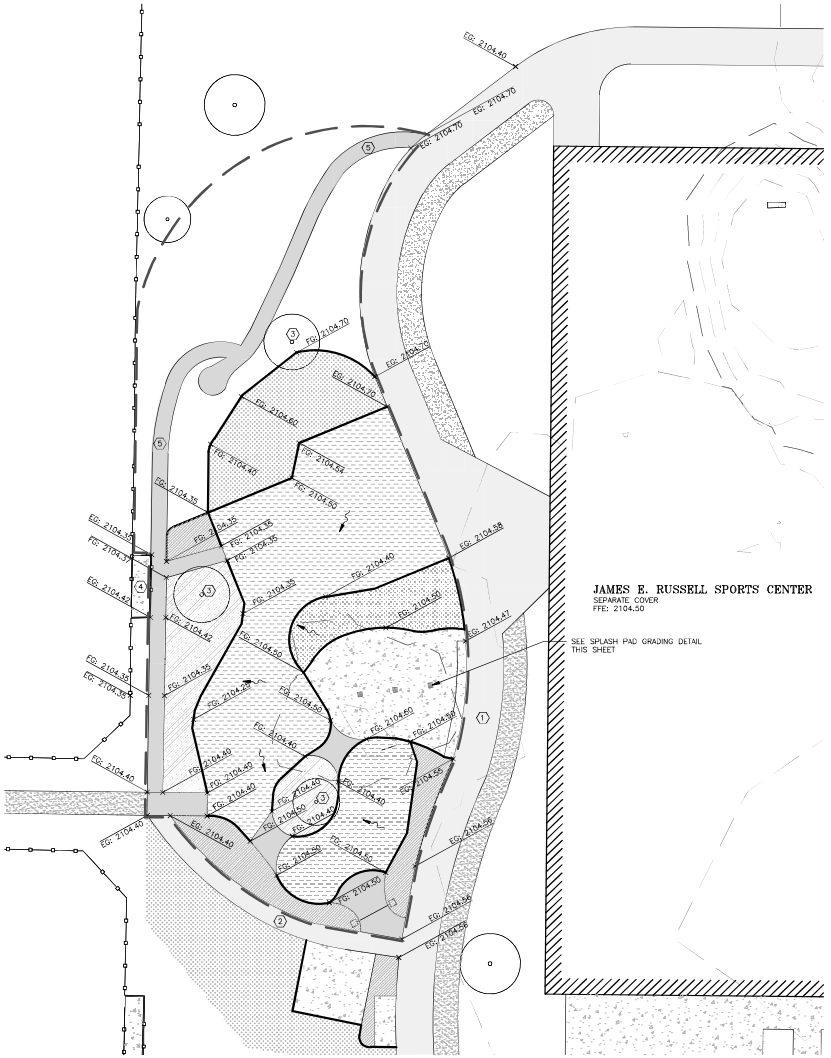


LEGEND

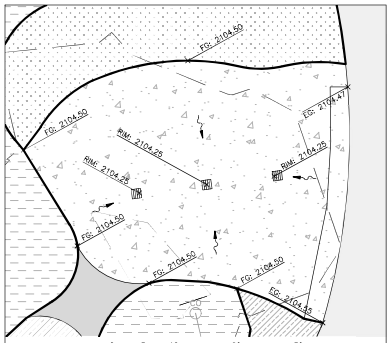
- EX. ASPHALT PAVEMENT
- ASPHALT PATH
- CONCRETE PAVEMENT
- IRRIGATED GRASS AREA
- LANDSCAPING MULCH
- TURF AREA
- GRAVEL PAVEMENT
- LIMITS OF DISTURBANCE TIE TO EX. GRADES
- CONCRETE CURB (SEE PLANS, BY MTLA, FOR DETAILS)
- EX. TREE (RETAIN AND PROTECT)

REFERENCE NOTES

1	MATCH ASPHALT SIDEWALK ELEVATIONS PER TRAVERS PARK RECREATION CENTER PLANS, BY OTHERS
2	MATCH CONCRETE SIDEWALK ELEVATION PER TRAVERS PARK RECREATION CENTER PLANS, BY OTHERS.
3	EX. TREE. MATCH EX. ELEVATION. RETAIN AND PROTECT
4	EX. DUGOUT. MATCH EX. ELEVATION. RETAIN AND PROTECT
5	SEE SHEET L-1 FOR GRADING OF PATHWAY AND SURROUNDING AREA

ABBREVIATIONS

EG	EXISTING GRADE
FFE	FINISHED FLOOR ELEVATION
FG	FINISHED GRADE



SPLASH PAD GRADING DETAIL

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N

0 10 20 40 60

SCALE 1"=20'
WHEN PRINTED AT 22"X34"

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PROFESSIONAL ENGINEER REGISTERED
STATE OF IDAHO
MERLE E. VAN HOUTEN

TRAVERS PARK
PLAYGROUND & SPLASH PAD
CONSTRUCTION
PLAYGROUND GRADING PLAN
SANDPOINT, IDAHO

REVISIONS

NO.	DATE	DESCRIPTION	BY

DATE: 5/7/2024
PROJECT #23-040
PANEL #
DRAWN BY: MH
CHECKED BY: MH
PATH: ...PROJECTS\2023\23-040 - Travers Park Playground\DESIGN\CAD\LDWG\PRODUCTION DRAWINGS

C2.0
SHEET
3 OF 3

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SYMBOLS & ABBREVIATIONS

FIRE ALARM SYMBOLS

- DOOR HOLD OPEN
- DUCT SMOKE DETECTOR
- FACP — FIRE ALARM CONTROL PANEL
- FAA — FIRE ALARM ANNUNCIATOR PANEL
- FASP — FIRE ALARM SLAVE PANEL
- FIRE BELL
- FLOW SWITCH
- HEAT DETECTOR (CEILING MOUNTED)
- HEAT DETECTOR (WALL MOUNTED)
- HORN (WALL MOUNTED)
- HORN (CEILING MOUNTED)
- MANUAL PULL STATION
- MICROPHONE
- MM — MONITOR MODULE
- OR — OUTPUT RELAY
- SMOKE DETECTOR (CEILING MOUNTED)
- W — SMOKE DETECTOR (WALL MOUNTED)
- SPEAKER (WALL MOUNTED)
- C — SPEAKER (CEILING MOUNTED)
- SPEAKER STROBE (WALL MOUNTED)
- C — SPEAKER STROBE (CEILING MOUNTED)
- STROBE (WALL MOUNTED)
- C — STROBE (CEILING MOUNTED)
- TAMPER DETECTOR (WITH VALVE)
- TAMPER DETECTOR (WITHOUT VALVE)

SCHEMATIC SYMBOLS

- AMP METER
- AUTOMATIC TRANSFER SWITCH
- AUTOMATIC TRANSFER SWITCH (4-POLE BYPASS ISOLATION)
- CIRCUIT BREAKER
- SHT — CIRCUIT BREAKER (GFI)
- 3P- 1600 AF / 1200 AT — INDICATES A BREAKER WITH A 1600 AMP FRAME AND A 1200 AMP TRIP SETTING
- CONTACT (N.C.)
- CONTACT (N.O.)
- CONTACT (REMOTE, N.C.)
- CONTACT (REMOTE, N.O.)
- DISCONNECT SWITCH
- E — ELECTRONIC INTERLOCK
- ENCLOSED CIRCUIT BREAKER
- FEEDER IDENTIFICATION
- FUSE
- FUSIBLE SWITCH
- G — GENERATOR
- GROUND
- GROUNDED WYE
- INDUCTOR
- LINE TAP
- M — METER
- MOTOR
- PNL — PANELBOARD (# INDICATES NAME)
- PNL — PANEL OR CABINET
- SEPARABLE CONNECTIONS
- SPACE IN PANELBOARD
- SWITCH
- SPD — SURGE PROTECTION DEVICE
- TRANSFORMER
- V — VOLT METER
- C — CUSTOMER METER

GENERAL SYMBOLS

- # — KEY NOTE
- E0# — EQUIPMENT IDENTIFIER
- DETAIL NUMBER / DETAIL REFERENCE / SHEET NUMBER
- DETAIL NUMBER / DETAIL REFERENCE / MATCHED SHEET NUMBER / CURRENT SHEET NUMBER
- MATCH LINE REFERENCE / Sht # — MATCHED SHEET NUMBER
- ROOM — NAME — NUMBER — ROOM NAME AND NUMBER
- CONNECTION TO EXISTING (# INDICATES EXISTING SIZE)
- REVISION NUMBER
- SECTION NUMBER / SIM — SECTION REFERENCE / A101 — SHEET NUMBER
- NORTH ARROW
- CENTER LINE

NOTE:
SYMBOLS AND ABBREVIATIONS ON THE DRAWINGS SHALL BE INTERPRETED IN ACCORDANCE WITH THE LEGENDS WHEREVER APPLICABLE. NOT ALL SYMBOLS AND ABBREVIATIONS IN THE LEGENDS ARE NECESSARILY USED FOR THE PROJECT. ALL SIZES ARE IN INCHES. UNLESS OTHERWISE NOTED.

LINEWEIGHT LEGEND

- NEW WORK
- EXISTING TO REMAIN OR NOT IN CONTRACT
- DEMOLITION
- FUTURE WORK

SECURITY SYMBOLS

- CARD READER
- DOOR INTERLOCK
- DOOR POSITION INDICATION SWITCH (INTERRUPTIBLE)
- DOOR POSITION INDICATION SWITCH (UNINTERRUPTIBLE)
- DURESS ALARM (WITH LIGHT)
- DURESS ALARM (WITHOUT LIGHT)
- ELECTRIC LOCK
- ELECTRIC LOCK (DEADBOLT)
- K — KEYED SWITCH
- M — MOTION DETECTOR
- R — PUSH BUTTON REX
- SECURITY CAMERA (STANDARD)
- SEC — SECURITY CONTROL PANEL
- R — SENSOR REX
- KEYPAD
- M — VSS MONITOR
- W — WINDOW BREAKAGE DETECTOR

POWER SYMBOLS

- CONDUIT DROP
- CONDUIT RISE
- DISCONNECT SWITCH
- DISTRIBUTION PANEL
- ELECTRICAL PANEL
- J — JUNCTION BOX
- M — METER
- MOTOR
- MOTOR STARTER
- M — MOTOR STARTER (MANUAL)
- PUSH TYPE SWITCH
- RECEPTACLE, 20 AMP DUPLEX
- RECEPTACLE, CEILING MOUNTED
- RECEPTACLE, CEILING 20 AMP DUPLEX
- RECEPTACLE, CEILING DUPLEX STANDBY POWER
- U — RECEPTACLE, CEILING DUPLEX UPS BACKED
- CH-1A — EQUIPMENT TAG. REFER TO EQUIPMENT SHEDULE SHEET FOR DETAILS.
- RECEPTACLE, DUPLEX
- RECEPTACLE, DUPLEX FLOOR MOUNTED
- G — RECEPTACLE, DUPLEX GFI
- RECEPTACLE, DUPLEX ISOLATED GROUND
- RECEPTACLE, DUPLEX SWITCHED
- RECEPTACLE, DUPLEX STANDBY POWER
- U — RECEPTACLE, DUPLEX UPS BACKED
- RECEPTACLE, DUPLEX WITH USB
- RECEPTACLE, QUAD
- RECEPTACLE, QUAD FLOOR MOUNTED
- x, y — RECEPTACLE, FLOORBOX. 'X' INDICATES THE QUANTITY OF DUPLEX OUTLETS TO BE INSTALLED, 'Y' INDICATES THE FLOORBOX TYPE. REFER TO SHEET EXXX FOR DETAILS ON EACH TYPE.
- RECEPTACLE, SINGLE
- RECEPTACLE, SPECIAL
- RECEPTACLE, SPECIAL FLOOR MOUNTED
- T — TRANSFORMER
- CONCEALED CONDUIT: UNLESS OTHERWISE INDICATED, DENOTES 3/4"C-2#12+1#12G
- SURFACE MOUNTED RACEWAY

LIGHTING SYMBOLS

- 1'x4' LIGHT
- 2'x2' LIGHT
- 2'x4' LIGHT
- DOWNLIGHT
- EXIT LIGHT
- PENDANT LIGHT
- POLE MOUNTED LIGHT
- STRIP LIGHT
- TRACK LIGHT
- WALL MOUNTED EMERGENCY LIGHT
- WALL SCONCE
- WALL WASHER
- a — LIGHT FIXTURE WITH LOWER CASE LETTER INDICATING ZONING FOR LIGHTING CONTROLS
- CRITICAL POWER LIGHT
- EMERGENCY POWER LIGHT
- D — DAYLIGHT SENSOR
- V — VACANCY SENSOR
- O — OCCUPANCY SENSOR
- P — PHOTOCELL SENSOR
- PDZ — PRIMARY DAYLIGHT ZONE
- SDZ — SECONDARY DAYLIGHT ZONE
- $ — LIGHTING SWITCH (STANDARD)
- $3 — LIGHTING SWITCH (3-WAY)
- $4 — LIGHTING SWITCH (4-WAY)
- $L — LOW VOLTAGE LIGHTING SWITCH DETAILS - SHOWN ON LOW VOLTAGE LIGHTING DETAIL SHEET
- LCP — LIGHTING CONTROL PANEL

ABBREVIATIONS

Ø	DIAMETER	LSI	INDICATES A BREAKER WITH FULLY ADJUSTABLE LONG TIME, SHORT TIME AND INSTANTANEOUS TRIP CHARACTERISTICS
ABV	ABOVE		
AC	ABOVE COUNTER		
AFF	ABOVE FINISH FLOOR	LSIA	INDICATES A BREAKER WITH FULLY ADJUSTABLE LONG TIME, SHORT TIME, INSTANTANEOUS AND GROUND FAULT ALARM TRIP CHARACTERISTICS
AFG	ABOVE FINISH GRADE		
AL	ALUMINUM		
AR	AS REQUIRED	LSIG	INDICATES A BREAKER WITH FULLY ADJUSTABLE LONG TIME, SHORT TIME, INSTANTANEOUS AND GROUND FAULT TRIP CHARACTERISTICS
ATS	AUTOMATIC TRANSFER SWITCH		
BLDG	BUILDING		
C	CONDUIT	MAX	MAXIMUM
CCT	CIRCUIT	MFR	MANUFACTURER
CKT	CIRCUIT	MIN	MINIMUM
CLG	CEILING	MMS	MANUAL MOTOR STARTER
CO	CONDUIT ONLY WITH 1/4" POLYPROPYLENE PULL ROPE	MNT	MOUNT(ED)
CP	CHROME PLATED	(N)	NEW
CT	CURRENT TRANSFORMER	N	NEUTRAL
CU	COPPER	NL	NIGHT LIGHT
(D)	DEMOLISH	N.C.	NORMALLY CLOSED
DIA	DIAMETER	NIC	NOT IN CONTRACT
DISC	DISCONNECT	N.O.	NORMALLY OPEN
DIST	DISTRIBUTION	NORM	NORMAL
DIV	DIVISION	UNO	UNLESS NOTED OTHERWISE
DWG	DRAWING	PNL	PANEL
DX	DUPLEX	QIG	QUAD ISOLATED GROUND
DZ	DAYLIGHT ZONE	REQ'D	REQUIRED
(E)	EXISTING TO REMAIN	RM	ROOM
EA	EACH	SIM	SIMILAR
EM	EMERGENCY	SPST	SINGLE POLE/SINGLE THROW SWITCH
FLR	FLOOR, OR FLOOR MOUNTED	SS	STAINLESS STEEL
FT	FEET	SW	SWITCH
G	GROUND	T	TAMPER PROOF RECEPTACLE
GA	GAUGE	TYP	TYPICAL
GFI	GROUND FAULT INTERRUPT	W	WIDE
GND	GROUND	W/	WITH
H	HIGH	W/IN	WITHIN
HT	HEIGHT	W/O	WITHOUT
IG	ISOLATED GROUND	WP	WEATHERPROOF. RECEPTACLES TO BE GFCI
IN	INCHES	X	EXISTING DEVICE TO BE REPLACED WITH NEW DEVICE AT SAME LOCATION
L	LONG		
LI	INDICATES A BREAKER WITH FULLY ADJUSTABLE LONG TIME AND INSTANTANEOUS TRIP CHARACTERISTICS	XFMR	TRANSFORMER

ANNOTATION

+XX" MOUNTING HEIGHT (AFF OR AFG)

(n)x"C-a#b+c#d

n = QUANTITY OF CONDUIT
x = SIZE OF CONDUIT
a = QUANTITY OF CONDUCTORS
b = CONDUCTOR WIRE SIZE
c = QUANTITY OF GROUND
d = GROUND WIRE SIZE

PROFESSIONAL ENGINEER LICENSED STATE OF FLORIDA JOSEPH CUNNINGHAM

MW Engineers

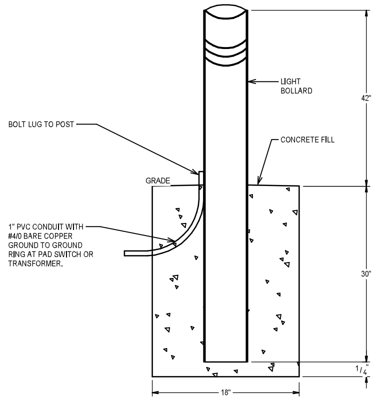
TRAVERS PARK
PLAYGROUND & SPLASH
PAD CONSTRUCTION

#	REVISIONS	DATE

LEGENDS & ABBREVIATIONS - ELECTRICAL

DWN BY: NBH
CHK BY: DJC
SCALE: 12" = 1'-0"
DATE: 05/01/24

E01



1 **TYPICAL LIGHT BOLLARD**
N.T.S.

ELECTRICAL SPECIFICATIONS

GENERAL

1. ELECTRICAL WORK SHALL INCLUDE FURNISHING LABOR, MATERIALS, EQUIPMENT, AND SERVICES TO CONSTRUCT AND INSTALL THE ELECTRICAL SYSTEMS AS SHOWN ON THESE DRAWINGS AND DESCRIBED IN THESE SPECIFICATIONS.
2. PRODUCT DURABILITY: AT MINIMUM, MANUFACTURED ITEMS SHALL HAVE BEEN INSTALLED AND USED, WITHOUT MODIFICATION, RENOVATION OR REPAIR, ON OTHER PROJECTS FOR NOT LESS THAN THREE YEARS PRIOR TO THE DATE OF BIDDING THE PROJECT.
3. INSTALL CONDUIT, ELECTRICAL EQUIPMENT AND ACCESSORIES TO FACILITATE MAINTENANCE AND REPAIR OR REPLACEMENT. FOR LARGE CENTRAL EQUIPMENT PROVIDE MINIMUM 30" CLEAR AND INDICATE SUCH ON PLANS.
4. WORK SHALL BE AS FOLLOWS:
   A. MANUFACTURED ITEMS FURNISHED SHALL BE THE CURRENT, CATALOGED PRODUCT OF THE MANUFACTURER.
   B. EQUIPMENT AND ITEMS OF ANY ONE CLASSIFICATION WHICH ARE USED IN QUANTITY SHALL BE PRODUCTS OF ONE MANUFACTURER AND SHALL BE USED ONLY FOR SERVICES RECOMMENDED BY THE MANUFACTURER.
   C. ASBESTOS CONTAINING MATERIALS ARE NOT PERMITTED.

CODES, PERMITS AND FEES

1. THE INSTALLATION OF THIS WORK SHALL COMPLY WITH THE REQUIREMENTS OF APPLICABLE LAWS, ORDINANCES, AND RULES OF THE CITY OF SPOKANE, THE STATE OF WASHINGTON, WISHA, THE NATIONAL BOARD OF FIRE UNDERWRITERS, AND THE NATIONAL ELECTRICAL CODE. IF A CONFLICT OCCURS BETWEEN THESE RULES AND THIS SPECIFICATION, THE RULES SHALL GOVERN. NOTHING IN THESE DRAWINGS AND SPECIFICATIONS SHALL BE CONSTRUED TO PERMIT WORK NOT CONFORMING WITH GOVERNING CODES. THIS SHALL NOT BE CONSTRUED AS RELIEVING THE CONTRACTOR FROM COMPLYING WITH REQUIREMENTS OF THE PLANS OR SPECIFICATIONS WHICH MAY BE IN EXCESS OF REQUIREMENTS OF HEREIN BEFORE MENTIONED RULES AND NOT CONTRARY TO SAME.
2. OBTAIN AND PAY FOR REQUIRED STATE AND LOCAL INSTALLATION INSPECTIONS. DELIVER ORIGINALS OF THESE CERTIFICATES IN THE OPERATING AND MAINTENANCE INSTRUCTIONS.
3. MATERIALS SHALL BE UL LISTED AND LABELED.
4. PROVIDE ALL COMMISSIONING AS REQUIRED BY WSEC 2018 AND ASSOCIATED DOCUMENTATION.

GUARANTEE

1. GUARANTEE WORK FOR A PERIOD OF ONE YEAR FROM FINAL ACCEPTANCE. ANY DEFECTIVE WORK OR MATERIAL DISCOVERED DURING THIS PERIOD SHALL BE REPAIRED OR REPLACED AT NO ADDITIONAL CHARGE.

SLEEVES & FIRESTOPING

1. WHERE CABLES OR CORRUGATED PLASTIC DUCTS PASS THROUGH WALLS, CEILINGS OR FLOORS, PROVIDE SLEEVES OF SUFFICIENT SIZE TO FACILITATE INSTALLATION OF THE SAME.

2. PROTECT PENETRATIONS THROUGH, AND OPENINGS IN, FIRE-RATED WALL, CEILING AND FLOOR ASSEMBLIES, WHERE SUCH OPENINGS CONTAIN ELECTRICAL WORK WITHIN THE PROJECT AREA, REGARDLESS OF WHETHER SUCH WORK WAS INSTALLED ON THIS PROJECT, AND WHERE THE OPENINGS WERE MADE OUTSIDE THE PROJECT AREA TO ADMIT ELECTRICAL WORK INSTALLED UNDER THE PROJECT. OPENINGS ACCOMMODATING SUCH ITEMS AS RACEWAY, CABLE TRAY, OUTLET BOXES, AND EQUIPMENT BACKBOXES, SHALL BE PROTECTED. OPENINGS LEFT BY REMOVAL OF ELECTRICAL WORK UNDER THIS PROJECT SHALL ALSO BE PROTECTED.

3. PENETRATIONS AND OPENINGS SHALL BE PROTECTED TO RETAIN THE INTEGRITY OF THE TIME-RATED CONSTRUCTION BY MAINTAINING AN EFFECTIVE BARRIER AGAINST THE SPREAD OF FLAME, SMOKE AND GASES. WHERE THE PENETRATING ELEMENTS ARE CABLES CORRUGATED PLASTIC DUCTS OR OTHER COMBUSTIBLE ITEMS, FIRESTOPPING MATERIALS SHALL BE ITUMESCENT TYPE. FIRESTOPPING SHALL CONSIST OF UL LISTED FIRE-RATED ASSEMBLIES AND SHALL BE INSTALLED IN ACCORDANCE WITH UL APPROVED INSTALLATION DETAILS.

DEMOLITION

1. MAINTAIN CONTINUITY OF ELECTRICAL SERVICES. WHERE INTERRUPTION OF SERVICE IS NECESSARY, MEASURES SHALL BE TAKEN TO MINIMIZE THE INTERRUPTION AND THE WORK SHALL BE SCHEDULED WITH THE OWNER'S REPRESENTATIVE SUCH THAT THE INTERRUPTIONS DO NOT LIMIT THE OWNER'S USE OF EXISTING OCCUPIED FACILITIES.

2. REMOVE FIXTURES, DEVICES, CONDUIT, WIRING AND MISCELLANEOUS EQUIPMENT AS INDICATED ON DRAWINGS OR AS REQUIRED BY JOB CONDITIONS.

3. INACTIVE AND ABANDONED WIRE AND CABLE, INCLUDING DISCONNECTED CIRCUITS FROM WHICH ALL TERMINAL DEVICES HAVE BEEN ELIMINATED, SHALL BE REMOVED BACK TO THE SOURCE OF SUPPLY.

4. ABANDONED RACEWAY SHALL BE REMOVED.

5. MAINTAIN ACCESS TO EXISTING ELECTRICAL DEVICES, OUTLETS AND JUNCTION BOXES THAT REMAIN. MODIFY THE INSTALLATION OR PROVIDE ACCESS PANELS AS APPROPRIATE.

6. OUTLET BOXES AND OTHER ELECTRICAL OPENINGS THAT REMAIN IN EXISTING WALLS SHALL HAVE NEW PLATES OR SPECIAL COVERS INSTALLED. NEW DEVICE RINGS OR EXTENSION RINGS SHALL BE INSTALLED ON EXISTING OUTLET BOXES LOCATED IN WALLS THAT RECEIVE NEW FINISHED SURFACES AS REQUIRED TO MATCH THE THICKNESS OF THE NEW WALL SURFACES.

7. COORDINATE DEMOLITION WITH THE WORK OF OTHER TRADES.

8. MATERIALS REMOVED DURING THE DEMOLITION PHASE OF THE WORK SHALL BE STORED OR PROPERLY DISPOSED OF AS DIRECTED BY THE OWNER.

9. PERFORM CUTTING, DRILLING AND PATCHING REQUIRED TO PERFORM THE WORK SPECIFIED IN DIVISION 26, 27, & 28. PATCHING MATERIALS SHALL MATCH THE EXISTING MATERIALS.

10. CONSTRUCTION OF A STRUCTURAL NATURE SHALL NOT BE DISTURBED WITHOUT THE APPROVAL OF THE ARCHITECT. IN GENERAL, CUTTING THROUGH FLOORS, WALLS AND PARTITIONS SHALL BE AVOIDED. ONLY WHERE ABSOLUTELY NECESSARY AND APPROVED BY ARCHITECT AND ENGINEER WILL SUCH CUTTING BE PERMITTED.

VIBRATION ISOLATION AND SEISMIC RESTRAINT FOR CONDUIT AND EQUIPMENT

1. SEISMIC RESTRAINT OF EQUIPMENT, DUCTWORK AND PIPING SHALL BE IN ACCORDANCE WITH LATEST ENACTED VERSION OF APPLICABLE ASHRAE STANDARD, ASCE STANDARD, AND IBC.
2. SERVICES OF ENGINEER REGISTERED AND LICENSED IN WASHINGTON STATE SHALL DESIGN SEISMIC RESTRAINT SYSTEMS AND METHODS OF ANCHORAGE TO BUILDING STRUCTURE, AND PROVIDE STAMPED AND SIGNED DOCUMENTS OF DESIGN. SIGNED STANDARD DETAILS ARE ACCEPTABLE. IF PROFESSIONAL ENGINEER DETERMINES THAT ASCE, IBC, OR CURRENT ADOPTED CODE DO NOT REQUIRE SOME OF THE EQUIPMENT OR PIPING TO BE SEISMICALLY RESTRAINED, THEN A LETTER STAMPED AND SIGNED FROM THE PROFESSIONAL ENGINEER TO THAT EFFECT IS REQUIRED.
3. NON-STRUCTURAL SEISMIC CRITERIA SHALL BE COORDINATED WITH STRUCTURAL SEISMIC CRITERIA. SEISMIC BRACING OF NON-STRUCTURAL COMPONENTS WILL APPLY ONLY TO NEWLY INSTALLED SYSTEMS, EQUIPMENT, AND MATERIAL, APPROPRIATE TO STRUCTURAL SEISMIC QUALITY OF BUILDING IN WHICH CONSTRUCTION OCCURS, UNLESS DIRECTED OTHERWISE BY OWNER.

GROUNDING

1. PROVIDE COPPER GROUNDING CONDUCTORS.
2. CONDUITS WILL BE PROPERLY BONDED WITH INSULATED GROUND WIRE RUN WITH CONDUCTORS.
3. CONDUITS PASSING THRU METAL ENCLOSURES SHALL CONTAIN INSULATED THROAT BUSHINGS. THE BUSHING SHALL BE CONNECTED TO THE GROUND BUS AND METAL FRAME OF THE EQUIPMENT WITH A BONDING JUMPER.

RACEWAYS AND FITTINGS

1. RIGID METAL CONDUIT (RMC) AND INTERMEDIATE METALLIC CONDUIT (IMC) HEAVY WALL, GALVANIZED STEEL, SCHEDULE 40, THREADED. FITTINGS SHALL BE THREADED GALVANIZED OR CADMIUM PLATED STEEL FITTINGS.
2. ELECTRIC METALLIC TUBING (EMT) SHALL BE GALVANIZED TUBING. FITTINGS: STEEL, RAIN TIGHT SET SCREW TYPE WITH NYLON INSULATED THROATS ON CONNECTORS.
3. FLEXIBLE METAL CONDUIT SHALL BE FLEXIBLE, INTERLOCKED, ALUMINUM CONSTRUCTION, SPIRAL STRIP. FITTINGS AND CONDUIT BODIES: ANSI/NEMA FB 1. ALL STEEL, GALVANIZED, SET SCREW TYPE. SPECIFICALLY DESIGNED FOR THE PURPOSE.
4. LIQUID TIGHT FLEXIBLE CONDUIT SHALL BE FLEXIBLE, INTERLOCKED, GALVANIZED STEEL, SPIRAL STRIP WITH AN OUTER LIQUIDTIGHT, NON-METALLIC, SUNLIGHT-RESISTANT JACKET. FITTINGS.
5. PLASTIC CONDUIT SHALL BE SCHEDULE 40 PVC MINIMUM, LISTED, SUNLIGHT RESISTANT, RATED FOR 90 DEGREES C CONDUCTORS.
6. CONDUCTORS FROM ONE SYSTEM SHALL NOT BE INTERMIXED IN THE SAME RACEWAY AS ANOTHER SYSTEM. EXAMPLES INCLUDE 480Y/277 WITH 208Y/120 VOLT CIRCUITS, EMERGENCY POWER, LINE VOLTAGE CIRCUITS WITH LOW VOLTAGE WIRING WITH NORMAL POWER, ETC.
7. ROUTE RACEWAYS IN COMMON SPACES AND CORRIDORS WITHOUT BLOCKING ACCESS TO JUNCTION BOXES, VALVES, MECHANICAL EQUIPMENT OR CEILING PANEL REMOVAL.
8. INSTALL RACEWAYS LEVEL AND SQUARE, PARALLEL OR PERPENDICULAR TO BUILDING LAYOUT.
9. CONDUIT SCHEDULE:
   A. INDOOR, EXPOSED - ELECTRIC METALLIC TUBING
   B. INDOOR, EXPOSED, SUBJECT TO DAMAGE - RIGID STEEL
   C. INDOOR, CONCEALED - ELECTRIC METALLIC TUBING, RIGID STEEL, OR INTERMEDIATE
   D. INDOOR, CONNECTED TO VIBRATING EQUIPMENT - FLEXIBLE METAL CONDUIT OR LIQUIDTIGHT FLEXIBLE METAL CONDUIT
   E. INDOOR, DAMP - RIGID STEEL CONDUIT OR ELECTRIC METALLIC TUBING (WITH COMPRESSION FITTINGS)
   F. OUTDOOR, DAMP - PVC, RIGID STEEL CONDUIT, OR ELECTRIC METALLIC TUBING (WITH COMPRESSION FITTINGS)

ELECTRICAL BOXES

1. SHEET METAL OUTLET BOXES: GALVANIZED STEEL. PLASTIC BOXES ARE ALLOWED FOR WOOD FRAMED WALLS AND CEILINGS.
2. EQUIPMENT SUPPORTING BOXES: RATED FOR WEIGHT FOR EQUIPMENT SUPPORTED.

PULL AND JUNCTION BOXES

1. OUTLET, PULL BOXES AND JUNCTION BOXES SHALL BE GALVANIZED STEEL MINIMUM 4 INCH SQUARE BY 2 1/8" INCHES DEEP FOR USE WITH 1 INCH CONDUIT AND SMALLER.
2. ON CONDUIT SYSTEMS USING 1 1/4" OR LARGER, PULL AND JUNCTION BOXES SHALL BE SIZED PER NEC BUT NOT LESS THAN 4 11/16" SQUARE.
3. WHERE BOXES ARE INSTALLED IN MASONRY WALLS, PROVIDE MASONRY BOXES 3 1/2" DEEP.
4. PROVIDE DEVICE RINGS. SIZE AS REQUIRED.
5. LOW VOLTAGE CABLE INSTALLATIONS, THE BOXES SHALL BE A 4 11/16" SQUARE BOX WITH SINGLE GANG MUDRING AND BLANK COVERPLATE.

WIRE AND CABLE

1. SINGLE CONDUCTOR, TYPE THW, THHN/THWN OR XHHW INSULATION, RATED 600 VOLTS.
2. UTILIZE LIQUID-TITE OR COMPRESSION FITTINGS FOR WET AREAS.
3. PROVIDE STRANDED CONDUCTORS FOR #14 AWG AND LARGER.
4. SPLIT BOLT CONNECTORS ARE NOT ACCEPTABLE.
5. CONDUCTORS #1/0 AWG AND SMALLER SHALL BE COPPER.
6. MECHANICAL EQUIPMENT FEEDERS AND CONNECTIONS SHALL BE COPPER.
7. PROVIDE PLENUM RATED CABLE FOR RETURN AIR PLENUM LOCATIONS IF ACCEPTABLE TO LOCAL AHJ.
8. NEW CONDUCTORS SHALL NOT BE INSTALLED IN EXISTING CONDUIT WITH EXISTING CONDUCTORS. CONFIRM USE OF SPARE CIRCUITS IN PANEL OR JUNCTION BOXES.

WIRING DEVICES

1. PROVIDE TAMPER RESISTANT DEVICES FOR ALL PUBLIC ACCESSIBLE LOCATIONS.

SUPPORTING STRUCTURES

1. STEEL CHANNEL SUPPORTS: GALVANIZED OR PAINTED STEEL.
2. DESIGN SUPPORTS TO CARRY WEIGHT OF EQUIPMENT AND CONDUIT, INCLUDE WIRING.

IDENTIFICATION

1. IDENTIFICATION OF EQUIPMENT, CONDUCTORS AND ELECTRICAL DEVICES SHALL MEET FACILITY STANDARD (INCLUDING BAR CODE FOR FACILITIES WHICH HAVE ESTABLISHED BAR CODING PROCEDURES). COORDINATE WITH OWNER.
2. EQUIPMENT NAMEPLATES: SHALL BE PROVIDED FOR NEW EQUIPMENT OR OTHER DEVICE INCLUDING SPECIAL INSTRUCTION FOR USE; EQUIPMENT NAMEPLATES SHALL HAVE UNIQUE EQUIPMENT IDENTIFICATION NUMBER AND BE COORDINATED WITH EXISTING EQUIPMENT NUMERICALLY.
3. JUNCTION, PULL, AND CONNECTION BOXES: IDENTIFY JUNCTION, PULL, AND CONNECTION BOXES EXPOSED IN NON-FINISHED AREAS BY NEATLY SPRAY PAINTING THE COVER PLATE. CONFORM TO FACILITY STANDARD COLORS FOR SYSTEM TYPE. BOX SHALL HAVE PANEL AND CIRCUIT(S) NOTED ON COVER PLATE.
4. CONDUCTOR AND CABLES: A) EXTEND FACILITY STANDARD COLORS FOR IDENTIFICATION. B) PROVIDE FIELD-APPLIED COLOR CODED CONDUCTOR TAPE FOR A MINIMUM DISTANCE OF 6" FROM TERMINAL POINTS AND IN BOXES.
5. DEVICE COVER PLATES:
   A. PROVIDE ENGRAVED PANEL AND CIRCUIT NUMBER OR SELF-ADHESIVE TYPE LABELS FOR SWITCHES UTILIZING BLACK TEXT AND CLEAR TAPE. FOR RENOVATION PROJECTS, IT IS ACCEPTABLE TO MATCH EXISTING.
   B. LABEL COVER PLATES FOR SWITCHES, ETC. AS FOLLOWS (IN ADDITION TO PANEL-CIRCUIT NUMBER LABELS):
      I. SPECIAL PURPOSE SWITCHES OR CONTROLS, I.E. - FAN, ETC. WHERE IT IS NOT OBVIOUS WHAT IT CONTROLS.
      II. IDENTIFICATION SHALL INDICATE DEVICES CONTROLLED (I.E. "SUPPLY FAN SF-8-1", "SUPPLY FAN SF-8-2", ETC.)

OVERCURRENT PROTECTION DEVICES

1. CIRCUIT BREAKERS SHALL BE ELECTROMECHANICAL (THERMAL MAGNETIC) TRIP TYPE.
2. FUSES SHALL BE PERMITTED FOR THE FOLLOWING CIRCUIT TYPES:
   D. MOTOR CIRCUITS
      I. IN SEPARATELY MOUNTED COMBINATION MOTOR STARTERS.
      II. IN SWITCHES USED AS LOCATION DISCONNECTS FOR MOTORS OR HERMETIC COMPRESSORS.
   B. CONTROL CIRCUITS OR FOR PROTECTION OF CONTROL POWER TRANSFORMERS.
   C. CLASS J FUSES SHALL NOT BE SPECIFIED FOR MOTOR PROTECTION.
3. FUSE SCHEDULE:
   A. MOTOR CIRCUITS - CLASS RK-5, TIME DELAY
   B. CONTROL CIRCUITS - CLASS CC, FAST ACTING
   C. GENERAL FEEDER PROTECTION - CLASS RK-1, TIME DELAY

LIGHTING FIXTURES

1. FURNISH AND INSTALL NEW LIGHTING FIXTURES AS INDICATED ON DRAWINGS. ALL NEW LIGHTING FIXTURES SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS AND THE N.E.C.

2. RECESSED LIGHT FIXTURES INSTALLED IN ACCESSIBLE CEILINGS SHALL BE CONNECTED BY MEANS OF A FLEXIBLE CONDUIT WHICH IS ATTACHED TO A 4" SQUARE JUNCTION BOX. BOX MAY SERVE MORE THAN ONE FIXTURE.

3. PROVIDE LIGHTING FIXTURE SUPPORTS AS RECOMMENDED BY THE CEILING AND LIGHTING FIXTURE MANUFACTURERS. LIGHTING FIXTURES DESIGNED FOR LAY-IN PANEL CEILINGS SHALL BE ATTACHED TO CEILING GRIDS WITH STANDARD CEILING GRID ACCESSORIES. SUPPORT WIRES FOR LIGHTING FIXTURES SHALL COMPLY WITH THE UBC.

LOW VOLTAGE LIGHTING CONTROL SYSTEM

1. ALL LIGHTING CONTROL DEVICES SHALL BE WHITE.

2. EQUIPMENT AND WIRING SHALL BE AS REQUIRED BY THE MANUFACTURER, NLIGHT.

3. AFTER THE SYSTEM HAS BEEN COMPLETED, TESTED AND IS OPERATING PROPERLY, THE MANUFACTURER'S REPRESENTATIVE SHALL DEMONSTRATE BY ACTUAL USAGE, THE PROPER OPERATION OF EACH SYSTEM DEVICE AND FUNCTION IN THE PRESENCE OF THE OWNER'S REPRESENTATIVE.

PROFESSIONAL ENGINEER LICENSED STATE OF IDAHO DYLAN JOSEPH CUNNINGHAM

MW Engineers
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Spokane, WA 99201, USA
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TRAVERS PARK PLAYGROUND & SPLASH PAD CONSTRUCTION

#	REVISIONS	DATE

SPECIFICATIONS - ELECTRICAL

DWN BY: NBH
CHK BY: DJC
SCALE: 12" = 1'-0"
DATE: 05/01/24

E02

GENERAL NOTES:

1. LOCATIONS AND DIMENSIONS SHOWN ARE APPROXIMATE. FIELD VERIFICATION AND MEASUREMENTS ARE REQUIRED PRIOR TO WORK.
2. ALTERNATE #2: SPLASH PAD IRRIGATION BOOSTER PUMP

   BASE BID: FURNISH AND INSTALL BASE BID SPLASH PAD ELEMENTS, CONTROLLER, CONCRETE, STORAGE TANK AND ASSOCIATED PIPING. CONNECT STORAGE TANK TO STORM DRAINAGE SYSTEM, SEE DRAWINGS, DETAILS, AND SPECIFICATIONS.

   ALTERNATE: FURNISH AND INSTALL SPLASH PAD IRRIGATION PUMP STATION, WET WELL, PIPING, CONNECTION TO TANK AND ELECTRICAL SERVICE. CONNECT IRRIGATION PUMP SUPPLY TO IRRIGATION SYSTEM. SEE DRAWINGS, DETAILS, AND SPECIFICATIONS.
3. ALTERNATE #6: LIGHTS AND BASES

   BASE BID: INSTALL ELECTRICAL CONDUIT TO LIGHT LOCATIONS. SEE DRAWINGS, DETAILS, AND SPECIFICATIONS.

   ALTERNATE: FURNISH AND INSTALL LIGHTS, WIRING AND ALL REQUIRED ELECTRICAL CONNECTIONS FOR LIGHTS INDICATED ON PLANS. SEE DRAWINGS, DETAILS, AND SPECIFICATIONS.

(#) KEYNOTES:

1. PROVIDE TIE-IN TO EXISTING LIGHTING CIRCUIT. NEW LIGHTING TO BE CONTROLLED WITH THE EXISTING SITE LIGHTING. ROUTE UNDERGROUND LIGHTING CONDUIT VIA ROUTE SHOWN. THIS IS A COORDINATED ROUTE. VERIFY EXACT LIGHTING LOCATIONS PRIOR TO INSTALLATION. REFER TO LANDSCAPE ARCHITECTURAL PLANS AND SPECIFICATIONS FOR FURTHER DETAILS.
2. PROVIDE (1) CAT-6 CABLE FOR NETWORK CONNECTION TO EXISTING DATA NETWORK FOR REPORTING.
3. PROVIDE ALL NEC 680 GROUNDING AND BONDING TERMINATIONS AT EQUIPMENT IN THE SPLASH PAD AREAS. PROVIDE #6AWG(CU) FROM GROUNDED AND BONDED EQUIPMENT BACK TO EXISTING BUILDING GROUNDING BUSBAR. EXISTING GROUNDING BUSBAR LOCATION IS IDENTIFIED ON THIS SHEET.

SITE PLAN - PLAYGROUND / SPLASH PAD - ELECTRICAL

1" = 10'-0"

PROFESSIONAL ENGINEER LICENSED STATE OF UTAH JOSEPH CUNNINGHAM

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TRAVERS PARK
PLAYGROUND & SPLASH
PAD CONSTRUCTION

#	REVISIONS	DATE

SITE PLAN - ELECTRICAL

DWN BY:	NBH
CHK BY:	DJC
SCALE:	1" = 10'-0"
DATE:	05/01/24

E10

COPPER FEEDER SCHEDULE

AMPACITY (AMPS)	FEEDER WITH NEUTRAL					FEEDER WITH 200% NEUTRAL AND ISOLATED GROUND					FEEDER WITHOUT NEUTRAL				
	FEEDER NUMBER	NUMBER OF SETS	CONDUIT (INCHES)	CONDUCTOR	GROUND	FEEDER NUMBER	NUMBER OF SETS	CONDUIT (INCHES)	CONDUCTOR	GROUND	FEEDER NUMBER	NUMBER OF SETS	CONDUIT (INCHES)	CONDUCTOR	GROUND
20	20N	1	3/4	4#12	#12	20K	1	3/4	3#12+#6	2#12	20	1	3/4	3#12	#12
30	30N	1	3/4	4#10	#10	30K	1	1	3#8+#4	2#10	30	1	3/4	3#10	#10
40	40N	1	1	4#8	#10	40K	1	1	3#8+#3	2#10	40	1	1	3#8	#10
50	50N	1	1	4#6	#8	50K	1	1 1/4	3#6+#1	2#8	50	1	1	3#6	#8
60	60N	1	1 1/4	4#4	#8	60K	1	1 1/4	3#4+#1	2#8	60	1	1 1/4	3#4	#8
70	70N	1	1 1/4	4#4	#8	70K	1	1 1/2	3#3+#1/0	2#8	70	1	1 1/4	3#4	#8
80	80N	1	1 1/2	4#3	#8	80K	1	1 1/2	3#3+#2/0	2#8	80	1	1 1/4	3#3	#8
90	90N	1	1 1/2	4#2	#8	90K	1	1 1/2	3#2+#3/0	2#8	90	1	1 1/4	3#2	#8
100	100N	1	2	4#1	#6	100K	1	2	3#1+#3/0	2#6	100	1	1 1/2	3#1	#6
125	125N	1	2	4#1	#6	125K	1	2 1/2	3#2/0	2#4	125	1	1 1/2	3#1	#6
150	150N	1	2	4#1/0	#6	150K	1	2 1/2	3#3/0	2#4	150	1	2	3#1/0	#6
175	175N	1	2	4#2/0	#4	175K	1	2 1/2	3#4/0	2#2	175	1	2	3#2/0	#4
200	200N	1	2 1/2	4#3/0	#4	200K	1	3	3#250	2#2	200	1	2	3#3/0	#4
225	225N	1	2 1/2	4#4/0	#2	225K	1	3	3#300	2#2	225	1	2 1/2	3#4/0	#2
250	250N	1	3	4#250	#2	250K	1	4	3#400	2#1/0	250	1	3	3#250	#2
300	300N	1	4	4#350	#2	300K	1	4	3#500	2#1/0	300	1	3	3#350	#2
350	350N	1	4	4#500	#1/0	350K	2	2 1/2	6#4/0	2#2/0	350	1	4	3#500	#1/0
400	400N	1	4	4#600	#1/0	400K	2	3	6#250	2#2/0	400	1	4	3#600	#1/0
450	450N	2	2 1/2	4#4/0	#2/0	450K	2	3	6#300	2#3/0	450	2	2 1/2	3#4/0	#2/0
500	500N	2	3	4#250	#2/0	500K	2	4	6#400	2#3/0	500	2	3	3#250	#2/0
600	600N	2	4	4#350	#2/0	600K	2	4	6#500	2#3/0	600	2	3	3#350	#2/0
700	700N	2	4	4#500	#3/0	700K	4	2 1/2	6#4/0	2#3/0	700	2	4	3#500	#3/0
800	800N	2	4	4#600	#3/0	800K	4	3	6#250	2#3/0	800	2	4	3#600	#3/0
1000	1000N	3	4	4#400	#3/0	1000K	4	4	6#400	2#3/0	1000	3	3	3#400	#3/0
1200	1200N	4	4	4#350	#3/0	1200K	4	4	6#500	2#3/0	1200	4	3	3#350	#3/0
1600	1600N	4	4	4#600	#4/0	1600K	8	3	6#250	2#4/0	1600	4	4	3#600	#4/0
2000	2000N	5	4	4#600	#250	2000K	8	4	6#400	2#250	2000	5	4	3#600	#250
2500	2500N	6	4	4#600	#350	2500K	10	4	6#400	2#350	2500	6	4	3#600	#350
3000	3000N	8	4	4#500	#400	3000K	10	4	5#500	2#400	3000	8	4	3#500	#400
4000	4000N	10	4	4#600	#500	4000K	18	4	5#400	2#500	4000	10	4	3#600	#500

NOTES:
1. CONDUIT SIZES ARE BASED ON THWN INSULATION FOR ALL CONDUCTORS AND RGS CONDUIT.

ALUMINUM FEEDER SCHEDULE

AMPACITY (AMPS)	FEEDER WITH NEUTRAL					FEEDER WITH 200% NEURTRAL AND ISOLATED GROUND					FEEDER WITHOUT NEUTRAL				
	FEEDER NUMBER	NUMBER OF SETS	CONDUIT (INCHES)	CONDUCTOR	GROUND COPPER	FEEDER NUMBER	NUMBER OF SETS	CONDUIT (INCHES)	CONDUCTOR	CU GROUND	FEEDER NUMBER	NUMBER OF SETS	CONDUIT (INCHES)	CONDUCTOR	CU GROUND
20															
30															
40															
50															
60															
70															
80															
90															
100	100N	1	2	4#2/0	#6						100	1	2	3#2/0	#6
125	125N	1	2	4#2/0	#6						125	1	2	3#2/0	#6
150	150N	1	2	4#3/0	#6						150	1	2	3#3/0	#6
175	175N	1	3-1/2	4#4/0	#4						175	1	2-1/2	3#4/0	#4
200	200N	1	3-1/2	4#250	#4						200	1	3-1/2	3#250	#4
225	225N	1	3	4#300	#2						225	1	3	3#300	#2
250	250N	1	3	4#400	#2						250	1	3	3#400	#2
300	300N	1	3-1/2	4#500	#2						300	1	3-1/2	3#500	#2
350	350N	2	3-1/2	4#4/0	#2						350	2	3-1/2	3#4/0	#1/0
400	400N	2	3-1/2	4#250	#2						400	2	3-1/2	3#250	#1/0
450	450N	2	3	4#300	#1/0						450	2	3	3#300	#1/0
500	500N	2	3	4#400	#1/0						500	2	3	3#400	#1/0
600	600N	2	3-1/2	4#500	#1/0						600	2	3-1/2	3#500	#2/0
700	700N	3	3-1/2	4#350	#2/0						700	3	3-1/2	3#350	#2/0
800	800N	3	3	4#400	#2/0						800	3	3	3#400	#2/0
1000	1000N	3	4	4#600	#3/0						1000	3	4	3#600	#3/0
1200	1200N	4	4	4#500	#3/0						1200	4	4	3#500	#3/0
1600	1600N	5	4	4#600	#4/0						1600	5	4	3#600	#4/0
2000	2000N	7	4	4#500	#250						2000	7	4	3#500	#250
2500	2500N	8	4	4#600	#350						2500	8	4	3#600	#350
3000	3000N	9	4	4#600	#400						3000	9	4	3#600	#400
4000	4000N	12	4	4#600	#500						4000	12	4	3#600	#500

NOTES:
1. CONDUIT SIZES ARE BASED ON THWN INSULATION FOR ALL CONDUCTORS AND RGS CONDUIT.
2. FEEDERS ARE "EQUIVALENT" BASED UPON ALUMINUM CONDUCTORS. NOT PERMITTED FOR CONNECTIONS TO VIBRATING OR MECHANICAL EQUIPMENT.
3. ALL GROUNDS SHALL BE COPPER UNLESS SPECIFICALLY NOTED OTHERWISE, SEE SPECS FOR DETAILS.
4. FAULT CURRENT CALCULATIONS TO BE BASED ON ACTUAL INSTALLED CONDUCTOR.
5. ALL CONDUITS ARE COPPER FOR FEEDERS LESS THAN 100A, UNLESS SPECIFICALLY NOTED OTHERWISE.
6. FOR FEEDERS EQUAL TO OR GREATER THAN 100A, ALUMINUM CONDUCTORS MAY BE UTILIZED AT THE CONTRACTORS DISCRETION.
7. WHERE CONDUIT SIZES/QUANTITIES ARE SHOWN, THEY ARE BASED ON COPPER CONDUCTORS. THE CONTRACTOR SHALL ADJUST AS NECESSARY WHERE ALUMINUM CONDUCTORS ARE USED.

GENERAL NOTES:
1. WHERE SHOWN, SHORT CIRCUIT CALCULATIONS ARE PRESENTED FOR THE REVIEW AUTHORITY AND SHALL NOT BE INTERPRETED TO MODIFY PANEL RATINGS. ALL PANEL RATINGS SHALL BE AT MINIMUM THE VALUES INDICATED IN THE PROJECT DOCUMENTS.
2. THIS PROJECT REQUIRES A POWER SYSTEM STUDY, SEE 26 05 73. ALL ELECTRICAL EQUIPMENT SUBMITTALS WHICH INCLUDE OVERCURRENT DEVICES WILL BE REJECTED UNTIL THE PRELIMINARY POWER SYSTEMS STUDY HAS BEEN RECEIVED.
3. ALL EQUIPMENT IS TO BE FULLY RATED. SERIES RATINGS ARE NOT ALLOWED.

(#) KEY NOTES:
1. REFER TO E101 - LEVEL 1 FLOOR PLAN FOR ROUTING AND STUB-OUT LOCATION AND SIZES.
2. PROVIDE MAIN BREAKER SET TO 600A, BUT ADJUSTABLE OR REPLACABLE TO 800A.

Branch Panel: MSB (E)

Location: STOR-1 A108-1
Supply From: UTILITY
Mounting: SURFACE
Enclosure: NEMA 1

Volts: 480/277 Wye
Phases: 3
Wires: 4

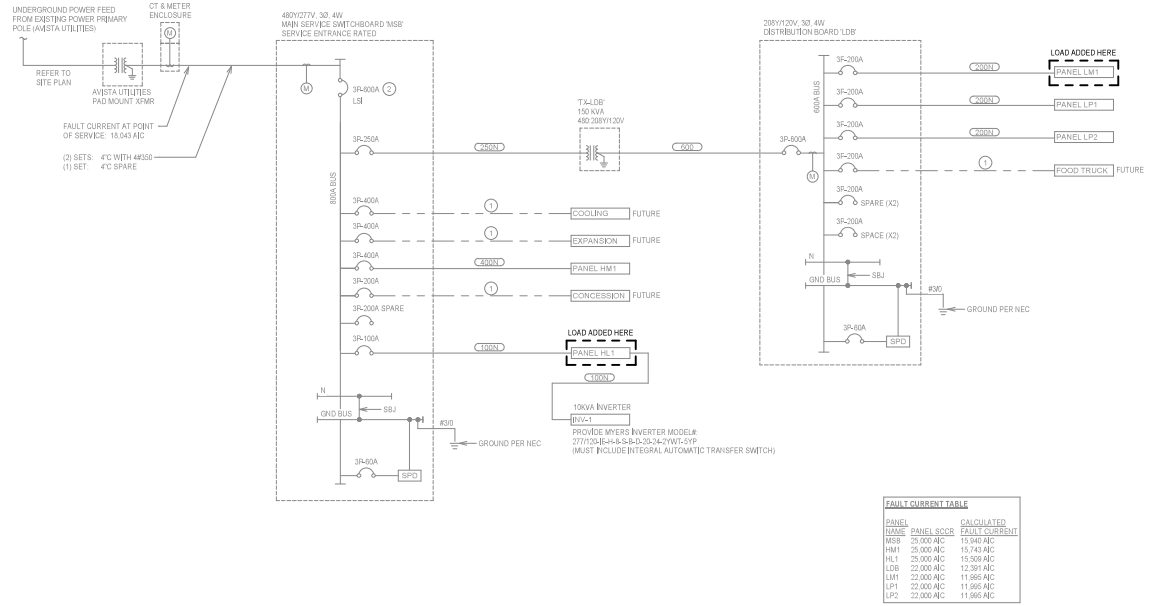
A.I.C. Rating: SEE FAULT TABLE
Bus Rating: 800 A
Mains: 3R-600A

CKT	Amp	ø	Cat	Notes	Load Name	A	B	C	A	B	C	Load Name	Notes	Cat	ø	Amp	CKT
1	250	3	HV...		TX-LDB	25845			78150			HVAC CU-1 (FUTURE)		HV...	3	400	2
3	–	–	–	–	–		25005			78150		–	–	–	–	–	4
5	–	–	–	–	–			21329			78150	–	–	–	–	–	6
7	400	3	HV...		HM1	35884			0			FUTURE EXPANSION	–	–	3	400	8
9	–	–	–	–	–		35884			0		–	–	–	–	–	10
11	–	–	–	–	–			31896			0	–	–	–	–	–	12
13	100	3	Lig...		HL1	14440			0			FUTURE CONCESSIONS BLDG	–	–	3	400	14
15	–	–	–	–	–		15038			0		–	–	–	–	–	16
17	–	–	–	–	–			13279			0	–	–	–	–	–	18
19	60	3	–	–	SPD	0			0			Spare	–	–	3	200	20
21	–	–	–	–	–		0			0		–	–	–	–	–	22
23	–	–	–	–	–			0			0	–	–	–	–	–	24
25																	26
27																	28
29																	30
31																	32
33																	34
35																	36
37																	38
39																	40
41																	42
						153820 VA			153397 VA			144257 VA					
						560 A			559 A			521 A					

Load Classification	Connected Load	Demand Factor	Estimated Demand	Panel Totals	
Equipment	500 VA	100.00%	500 VA		
HVAC	366894 VA	100.00%	366894 VA	Total Conn. Load:	451501 VA
Lighting	42739 VA	125.00%	53423 VA	Total Est. Demand:	461324 VA
Miscellaneous	14768 VA	100.00%	14768 VA	Total Conn. Current:	543 A
Motor	13552 VA	113.00%	15320 VA	Total Est. Demand Current:	555 A
Receptacle	14580 VA	84.29%	12290 VA		

General Notes:
1. PROVIDE MAIN BREAKER SET TO 600-AMPS, BUT ADJUSTABLE OR REPLACABLE TO 800-AMPS.

Circuit Notes:



FAULT CURRENT TABLE

PANEL NAME	PANEL SCCR	CALCULATED FAULT CURRENT
MSB	25,000 AIC	15,940 AIC
HM1	25,000 AIC	15,743 AIC
HL1	25,000 AIC	15,509 AIC
LDB	22,000 AIC	12,391 AIC
LM1	22,000 AIC	11,995 AIC
LP1	22,000 AIC	11,995 AIC
LP2	22,000 AIC	11,995 AIC

1 POWER ONE-LINE - SPLASH PAD
N.T.S.

MW Engineers
509 W. Sprague Ave. Suite 1000
Spokane, WA 99201
(509) 838-8500
mwengineers.com

TRAVERS PARK
PLAYGROUND & SPLASH
PAD CONSTRUCTION

#	REVISIONS	DATE

ONELINE DIAGRAMS - ELECTRICAL

DWN BY: NBH
CHK BY: DJC
SCALE: 12" = 1'-0"
DATE: 05/01/24

E50

Branch Panel: HL1 (E)

Location: STOR-1 A108-1 | Volts: 480/277 Wye | A.I.C. Rating: SEE FAULT TABLE
Supply From: MSB | Phases: 3 | Bus Rating: 250 A
Mounting: Surface | Wires: 4 | Mains: MLO
Enclosure: Type 1

CKT	Amp	ø	Cat	Notes	Load Name	A	B	C	A	B	C	Load Name	Notes	Cat	ø	Amp	CKT
1	100	3	Po...		INV-1	0			0			Spare	–	–	1	20	2
3	–	–	–	–	–		0			0		Spare	–	–	1	20	4
5	–	–	–	–	–			0			0	Spare	–	–	1	20	6
7	20	1	–	–	Spare	0			1860			Lighting Courts (Grids 4-5)		Lig...	1	20	8
9	20	1	–	–	Spare		0			2476		Lighting Courts (Grids 5-6)		Lig...	1	20	10
11	20	1	–	–	Spare			0			3714	Lighting Courts (Grids 6-8)		Lig...	1	20	12
13	20	1	Lig...		EM Lighting Room A112, A105, A104, A113,...	537			3714			Lighting Courts (Grids 8-10)		Lig...	1	20	14
15	20	1	Lig...		EM Lighting South, West, and North Walkways		537			3714		Lighting Courts (Grids 10-12)		Lig...	1	20	16
17	20	1	Lig...		EM Lighting South, West, and North Walkways			500			3714	Lighting Courts (Grids 12-14)		Lig...	1	20	18
19	20	1	Lig...		EM Lighting South, West, and North Walkways			500	3714			Lighting Courts (Grids 14-16)		Lig...	1	20	20
21	20	1	Lig...		EM Lighting Courts (Grids 3-5)		3098			1860		Lighting Courts (Grids 16-17)		Lig...	1	20	22
23	20	1	Lig...		EM Lighting Courts (Grids 5-9)			2476			2992	Lighting SKATE PARK		Lig...	1	20	24
25	20	1	Lig...		EM Lighting Courts (Grids10-13)	2476			1870			Lighting SKATE PARK		Lig...	1	20	26
27	20	1	Lig...		EM Lighting Courts (Grids 14-17)		3098			0		Spare	–	–	1	20	28
29	20	1	–	–	Spare			0			0	Spare	–	–	1	20	30
31	20	1	–	–	Spare	0			0			Spare	–	–	1	20	32
33	20	1	–	–	Spare		0			0		Spare	–	–	1	20	34
35	20	1	–	–	Spare			0			0	Spare	–	–	1	20	36
37	20	1	–	–	Spare	0			0			Spare	–	–	1	20	38
39	20	1	–	–	Spare		0			0		Spare	–	–	1	20	40
41	20	1	–	–	Spare			0			0	Spare	–	–	1	20	42
						14440 VA		15038 VA			13279 VA						
						53 A		55 A			48 A						

ADDED LOAD

Load Classification	Connected Load	Demand Factor	Estimated Demand	Panel Totals	
Lighting	42739 VA	125.00%	53423 VA		
				Total Conn. Load:	42739 VA
				Total Est. Demand:	53423 VA
				Total Conn. Current:	51 A
				Total Est. Demand Current:	64 A

General Notes:

Circuit Notes:

Branch Panel: LM1 (E)

Location: STOR-1 A108-1 | Volts: 120/208 Wye | A.I.C. Rating: SEE FAULT TABLE
Supply From: LDB | Phases: 3 | Bus Rating: 225 A
Mounting: Surface | Wires: 4 | Mains: MLO
Enclosure: Type 1

CKT	Amp	ø	Cat	Notes	Load Name	A	B	C	A	B	C	Load Name	Notes	Cat	ø	Amp	CKT
1	20	2	HV...		HVAC CF-1	915			3026			HVAC HP-1		HV...	2	60	2
3	–	–	–	–	–		915			3026		–	–	–	–	–	4
5	20	2	HV...		HVAC CF-2			915			1264	HVAC ERV-1		HV...	2	20	6
7	–	–	–	–	–	915			1264			–	–	–	–	–	8
9	20	2	HV...		HVAC CF-3		915			1170		HVAC AHU-2		HV...	2	20	10
11	–	–	–	–	–			915			1170	–	–	–	–	–	12
13	20	2	HV...		HVAC CF-4	915			0			Spare	–	–	2	20	14
15	–	–	–	–	–		915			0		–	–	–	–	–	16
17	20	2	HV...		HVAC CF-5			915			478	HVAC RISER A110 HWRF-1		HV...	2	20	18
19	–	–	–	–	–	915			478			–	–	–	–	–	20
21	20	2	HV...		HVAC CF-6		915			456		HVAC COURTS A103 DF-1		HV...	1	20	22
23	60	2	Motor	1	Motor PPS-P	3536			1801			HVAC RISER A110 AC-1		HV...	3	20	24
25	60	2	Motor	1	Motor PPS-P		3536			1801		–	–	–	–	–	26
27	–	–	–	–	–			3536			1801	–	–	–	–	–	28
29	20	2	Mis...	1	Miscellaneous SPC-1		520			0		Spare	–	–	1	20	30
31	–	–	–	–	–	520			0			Spare	–	–	1	20	32
33	20	1	Mis...	1	Miscellaneous PS-1		240			0		Spare	–	–	1	20	34
35	20	1	–	–	Spare	0			0			Spare	–	–	1	20	36
37	20	1	–	–	Spare		0			0		Spare	–	–	1	20	38
39	20	1	–	–	Spare			0			0	Spare	–	–	1	20	40
41	20	1	–	–	Spare			0			0	Spare	–	–	1	20	42
						14287 VA		13891 VA			8894 VA						
						125 A		122 A			74 A						

ADDED LOAD

Load Classification	Connected Load	Demand Factor	Estimated Demand	Panel Totals	
HVAC	28719 VA	100.00%	28719 VA		
Miscellaneous	1280 VA	100.00%	1280 VA	Total Conn. Load:	37071 VA
Motor	7072 VA	125.00%	8840 VA	Total Est. Demand:	38839 VA
				Total Conn. Current:	103 A
				Total Est. Demand Current:	108 A

General Notes:

Circuit Notes:

1. PROVIDE GFCI BREAKER FOR SPLASH PAD CIRCUIT.

NOTES:
1. Contractor shall verify ceiling type prior to ordering. Supply appropriate mounting hardware.
2. Fixture may require chain and/or unistrut for mounting.
3. Bottom of fixture shall hang down 4'-3" from structure. Mounting points shall land on purlins.
4. Center fixture horizontally over mirror. See architectural elevations for mounting height.
5. Wall mount fixture at 9'-0" AFF on center.
6. Bottom of fixture shall hang at 20'-0" AFF.
7. Provide flush mount concrete pole base.
8. Locate remote driver in discreet but accesible location.
9. Locate fixture just below building signage and aim fixture up and back towards lettering.
10. Lights shall be upgraded to LED and located on existing poles.
11. All conduit shall be concealed on top of roof sheathing.

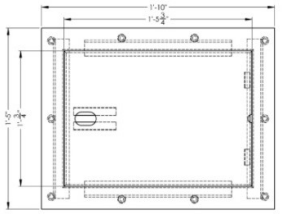
LIGHTING FIXTURE SCHEDULE - SPLASH PAD - ALTERNATE #9

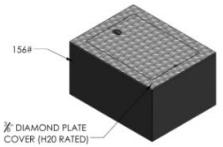
Type	Description	Lamp	VA	Ballast Voltage	Manufacturer	Model #	Notes
X2	Illuminated Bollard	LED	10 VA	277 V	Bega	77753-K4-FINISH BY ARCHITECT	7

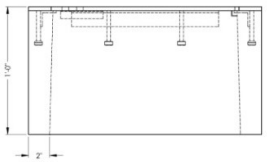
GENERAL EQUIPMENT SCHEDULE - ELECTRICAL - SPLASH PAD

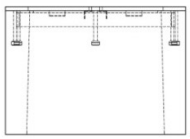
EQUIPMENT SPECIFIC NOTES:
1. INDICATED HEIGHTS ARE FOR REFERENCE ONLY. REFER TO AV AND ARCHITECTURAL DRAWINGS FOR FINAL EQUIPMENT HEIGHTS AND LOCATIONS.
2. DIVISION 26 SHALL PROVIDE AND INSTALL ELECTRICAL PROVISIONS AS SCHEDULED.

Equipment Name	Description	Voltage	Phase	HP	Amps	kVA	Starter	Disconnect	Fuse Size	# of Sets	Conduit Size	Wire Size/Qty (AWG)	Panel	Circuit Number	Notes
FS-1	FLOAT SWITCH	120 V	1	--	2 A	0.240 kVA	--	--	--	1	1"	2#12+1#12G	LM1	33	
PPS-P	PPS ATLAS PUMP (SUBMERSED)	208 V	1	5 HP	34 A	7.072 kVA	--	2P-60A	50A	1	2"	3#4+1#8G	LM1	25,27	
SPC-1	SPLASH PAD CONTROLLER	208 V	1	--	5 A	1.040 kVA	--	2P-30A	15A	1	1"	3#10+1#10G	LM1	29,31	









REINFORCEMENT:
1. 7 GA WELDED WIRE MESH
2. 3/8 NELSON STUDS
3. PENTA BOLT LOCKING

1 HAND-HOLE
N.T.S.

MW Engineers
SUITE 210 | 1000 SOUTH AUSTIN AVENUE | GEORGETOWN, TEXAS 78626 | 512.868.2244 | FIRM REGISTRATION #F-3409

TRAVERS PARK
PLAYGROUND & SPLASH
PAD CONSTRUCTION

#	REVISIONS	DATE

SCHEDULES & DETAILS - ELECTRICAL

DWN BY: NBH
CHK BY: DJC
SCALE: 12" = 1'-0"
DATE: 05/01/24

E60

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 12 / 29 / 23

Date of meeting 01 / 03 / 24

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Elected Official, City Employee, Organization, or Citizen making request:

Maeve Nevins-Lavtar, Park Planning and Development Mgr

Address: 1123 Lake Street, Sandpoint, ID 83864

Phone number and email address: **208-946-2711 / mnevinslavtar@sandpointidaho.gov**

Authorized by: **Jennifer Stapleton** _____

name of City official *City official's signature*

Subject: **Travers Park Phase 2 Inclusive Playground & Splash Pad -Final Design (Action Item)**

Summary of what is being requested: **Mike Terrell Landscape Architects will present on results from Inclusive Play & Splash Pad survey, project update will include final concept, and explanation of process to date and going forward, including a request to move forward into Construction Design development.**

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☑ **Yes** or ☐ **No** Budgeted? ☑ **Yes** or ☐ **No**
   If yes, in what way? Project budget est. is $1,122,336, of which 50% ($561,168) is funded through a Land Water Conservation Fund grant. Remaining funding budgeted in parks capital/impact fees.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

	Have they been contacted? **Yes or No**
City-wide impacts	yes - public meetings, survey,
Physical and Occupational Pediatric Therapists	focused user group meetings.
Schools in proximity of park	Workshops

3. Is there a need for a general public information or public involvement plan? **Yes or No**
   If yes, please specify and suggest a method to accomplish the plan: Yes, project is actively engaged in an outreach process which has utilized advertising via media outlets, social media and City website.

4. Is an enforcement plan needed? ☐ **Yes** or ☑ **No** Additional funds needed? ☐ **Yes** or ☑ **No**

5. Have all the affected divisions been informed about this agenda item? ☑ **Yes** or ☐ **No**

This form must be submitted no later than 5:00pm Tuesday the week prior to the meeting. All pertinent documentation for the Council packet must be included.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

SANDPOINT
CITY HALL

AGENDA REPORT

DATE: Dec. 29, 2023

TO: City Council

FROM: Maeve Nevins-Lavtar, Parks Planning & Development Mgr.

SUBJECT: Travers Park: Inclusive Playground & Splash Pad – Final Design (Action Item)

DESCRIPTION/BACKGROUND:

City staff and design team of landscape architects from Mike Terrell Landscape Architecture (MTLA) will present the schematic final design for the ***Travers Park Inclusive Playground and Splash Pad***. The team will present the results from the recent public survey (launched December 20th until Jan. 2nd) and discuss how that feedback combined with previous public outreach has informed the final design. An overview of the next steps towards project implementation will also be provided.

This project's scope encompasses the planning, design, and construction of an all-inclusive, barrier-free playground and splash pad compliant with ADA standards, located within Travers Park. Additionally, the existing Travers Park playground equipment will be repurposed and reconfigured as the initial phase of park renovations, expected to conclude by late 2024, funded under the Travers Court Facility development project.

The new playground and splash pad project underwent preliminary conceptual design and cost estimation in January 2023 and served as the basis for applying for a corresponding Land and Water Conservation Fund grant (LWCF). The State of Idaho Parks and Recreation Division, responsible for grant administration, has verified the approval of this project. The project will now advance to the design development of construction documentation, with construction anticipated in the summer of 2024.

This scope of work is reinforced by the 2020 Parks and Rec. Master Plan (Page 92):
"***Objective 1.6: Upgrade existing playgrounds:*** *Rationale – Based on feedback from consultant's observations and public input including the statistically valid survey. As identified by focus groups and survey respondents, making upgrades to, and improving existing playgrounds should be a considered. The Division should explore opportunities to enhance the playground structures and the surfacing surrounding playgrounds."*

The existing Travers Park Playground was constructed in 2010 and has received very little maintenance since it's installation, which notably predates the ADA compliance requirements that were set forth on or after March 15, 2012, requiring that new or existing playgrounds must comply with the 2010 ADA Standards for Accessible Design.

According to ADA, an accessible playground is one that offers a range of play experiences to children of varying abilities. There must be:

SANDPOINT
CITY HALL

- An accessible path from the building or parking lot to the edge of the play area.
- An accessible path from the edge of the play area to the play equipment.
- Surfacing that complies with ASTM 1951 (Determination of Accessibility of Surface Systems Under and Around Playground Equipment).
- Once a child is in the play area, they must be able to access the play equipment by either moving out of their mobility device onto the playground structure (such as a transfer station) or by direct play structure access in their mobility device (such as a ramp).

For more information on ADA and accessible play areas, visit the ADA website.

Inclusive playgrounds go above and beyond ADA requirements. Inclusive design is a theory of design that strives to make environments more usable, safer and healthier for all abilities, all ages, and all community users.

To learn more about "inclusive playgrounds" please visit and watch the video about inclusive play: https://www.inclusiveplaygrounds.net/.

OUTREACH SUMMARY:

- 2018 to 2020: Parks & Recreation Master Plan process included 17 public meetings, multiple interviews with focus grounds, and conducted a survey.
- 2021: Walking Park Projects Tours and Workshops, Public Meetings & Survey to confirm priorities of Park Planning & Development
- Jan. 5, 2023: Open House – City Hall
- Feb. 28, 2023: Land Water Conservation Fund Evaluation Committee Presentation
- May 16, 2023: Inclusive Play Education by Jill Moore, Paralympian and Inclusive Play Expert and Field Visit Workshop
- Nov. 28, 2023: "My Dream Playground Workshops: - Waldorf School, Washington Elementary School, Farmin-Stidwell Elementary School, Sandpoint Junior Academy
- Nov. 28, 2023: Community Open House – City Hall
- Nov. 29, 2023: Pediatric Therapist & Specialists Stakeholder Meeting
- Dec. 20, 2023: City Council Presentation
- Dec. 20, 2023: Jan. 2, 2024: Playground Survey

For more information please visit the *Travers Park Sports Facilities Improvements Webpage* (inclusive of all upcoming projects):
https://cleargov.com/idaho/bonner/city/sandpoint/projects/8245/travers-park-sports-facilities-improvements

STAFF RECOMMENDATION: Request for approval of resolution to support the final schematic design as presented for the Travers Park Inclusive Playground and Splash Pad, including development of Construction Documents, and the procurement of equipment and associated amenities.

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ACTION: Approval of resolution to support the final schematic design as presented for the Travers Park Inclusive Playground and Splash Pad, including development of Construction Documents, and the procurement of equipment and associated amenities.

WILL THERE BE ANY FINANCIAL IMPACT? Yes **HAS THIS ITEM BEEN BUDGETED?** Yes (FY2024) Budget page link: https://city-sandpoint-id-budget-book.cleargov.com/9034/capital-request/75138/view

ATTACHMENTS:
Survey Link (Open until Jan. 2nd , 2024):
https://www.surveyhero.com/c/TraversParkInclusivePlayground

From: Maeve Nevins-Lavtar
To: Jennifer Stapleton; Melissa Ward
Subject: FW: playground
Date: Wednesday, January 3, 2024 11:55:47 AM
Attachments: image001.png

Hi Melissa and Jennifer,

This letter just came in, not sure if it was sent directly to council or not but wanted you to see it. Additionally, is there any way that the following new article could be sent to the new and existing council and Mayor? It is in regards to surfacing and ADA.
https://www.wenatcheeworld.com/news/local/wenatchee-mother-lincoln-park-inaccessible-for-disabled-kids-city-its-ada-compliant/article_32d0592a-11e7-11ee-9c34-eb55aaea156d.html

Thanks,
Maeve

Maeve Nevins-Lavtar, ASLA
Parks Planning and Development Manager
City of Sandpoint | 1123 Lake Street, Sandpoint, ID 83864
O: (208)-946-2711 | C: (208)-450-3767 mnevinslavtar@sandpointidaho.gov

SANDPOINT

From: Traci Schmidt <traci@kidsinmotionphysicaltherapy.com>
Sent: Wednesday, January 3, 2024 10:47 AM
To: Maeve Nevins-Lavtar <mnevinslavtar@sandpointidaho.gov>
Subject: playground

[Caution] This email originated from outside the City of Sandpoint organization. **Do not** click on links or open attachments unless you recognize the sender and know it's safe. When in doubt contact the IT Department

Just wanted to say thank you for all of your hard work on this playground. It saddens me that people are so narrow minded. I wrote the following letter to all the council members and the mayor. I hope it helps. Traci

Thank you for your service on the city council. I know the last year has been challenging.

I am writing once again in support of the inclusive playground. I have owned a pediatric therapy company in Sandpoint/Ponderay for 22 years. The families that we serve are not loud and vocal in the public sector because they simply don't have time and energy. They are all consumed by the challenges of loving, supporting, and finding necessary services for their children with special needs. They won't complain if something is not built or is slow to be built because they are used to waiting, being left out, or not being considered. They are extremely grateful and excited when they are included. I can't wait to see the eyes of these children and families when they have a playground that truly includes them.

This playground will make a place for parents who feel isolated to join parents of typically developing kids in the same space. It will be a place to relax and watch their kids have fun with all of the other kids instead of being separated.

There is a lot of discussion about the location of the playground; people are afraid it is too close to the parking lot. I have been to many playgrounds near parking lots and this can be mitigated with barriers: fences, bushes, boulders. For kids with disabilities, the shorter the distance they have to walk or roll to the playground, the more energy they will have to actually play. Energy expenditure is not something that most of us have to think about, but even an extra 50 yards can make the difference of having energy to play on the playground or not...to some, that distance feels like climbing Mt. Everest. And if you have ever seen the parent of a child with disabilities haul all of the things they need to the playground in order to function, you understand that being closer to the car is actually a good thing.

Please help this playground happen. It will be an asset to not only the children with special needs, but all kids in the community and their families. I am not supporting this playground for me...my kids are teenagers...I am advocating for kids who otherwise cannot advocate for themselves.

Thank you.
Traci Schmidt
Board Certified Pediatric Physical Therapist

No: 24-001
Date: January 03, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: TRAVERS PARK INCLUSIVE PLAYGROUND AND SPLASH PAD FINAL SCHEMATIC DESIGN AND APPROVAL TO PROCEED TO CONSTRUCTION DOCUMENTATION AND PROCUREMENT OF EQUIPMENT AND ASSOCIATED AMENITIES

WHEREAS: On September 27, 2023, the City of Sandpoint agreed to accept approval for the Land Water Conservation Fund Grant to support the design and construction of the Travers Park Inclusive Playground and Splash Pad;

WHEREAS: The Grant Agreement was approved by City Council under Resolution 23-083 on October 18, 2023;

WHEREAS: Following approval of the grant agreements, the City contracted MTLA Landscape Architects to design the new inclusive playground and splash pad;

WHEREAS: The City and MTLA Landscape Architects conducted public outreach that began during the 2018-2020 Parks and Recreation Master Planning;

WHEREAS: The adopted 2020 Parks and Recreation Master Plan identifies under Objective 1.6 that making upgrades to, and improving, existing playgrounds was a community priority; and

WHEREAS: Upon the approval of the final schematic design, construction documents will be developed, and City Staff will move forward with procurement of all associated playground equipment and associated amenities, as well as procurement of a contractor to construct the playground and splash pad with an anticipated start in Summer 2024.

NOW, THEREFORE, BE IT RESOLVED THAT: The Travers Park Playground and Splash Pad schematic design is approved to move forward with construction document development, with City Staff authorized to move forward with procurement of all associated playground equipment and associated amenities, utilizing the City of Sandpoint's standard procurement process.

Jeremy Grimm, Mayor

ATTEST:

Melissa Ward, City Clerk

SANDPOINT CITY COUNCIL AGENDA REQUEST FORM

Today's date: 04 / 23 /2024

Date of meeting 05 / 01 /2024

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
Heather Upton, Arts and Historic Preservation Officer

Address: 1123 Lake Street Sandpoint, ID 83864

Phone number and email address: 208-946-2705, hupton@sandpointidaho.gov

Authorized by: Jason Welker, CPD Director _____
name of City official *City official's signature*
(Department Heads, City Council members, and the Mayor are City officials.)

*Subject: City Code Updates for Pedestrian and Bicycle Advisory Committee

Summary of what is being requested: The City of Sandpoint is re-activating the Pedestrian and Bicycle Advisory Committee. City staff is bringing forth recommended changes to the Committee's current code, Title 2, Chapter 6.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☐ **Yes** ☑ **No**
   If yes, in what way? _____

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: — Have they been contacted? **Yes or No**
   - City Council, City Staff and future members of the Pedestrian and Bicycle Advisory Committee

3. Is there a need for a general public information or public involvement plan? **Yes** ☐ **No** ☑
   If yes, please specify and suggest a method to accomplish the plan: _____

4. Is an enforcement plan needed? **Yes** ☐ **No** ☑ Additional funds needed? **Yes** ☐ **No** ☑

5. Have all the affected departments been informed about this agenda item? **Yes** ☑ **No** ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

***City Staff, please check one box:** Consent ☐ Old Business ☐ New Business ☐ Other/Unknown ☑

CITY OF SANDPOINT
AGENDA REPORT

DATE: 4/23/2024

TO: MAYOR AND CITY COUNCIL

FROM: Heather Upton

SUBJECT: City Code Updates for the Pedestrian and Bicycle Advisory Committee

DESCRIPTION/BACKGROUND:
On January 30th, 2024, it was announced at Council that Mayor Grimm was opening the Pedestrian and Bicycle Advisory Committee and was inviting citizens to apply. The current Pedestrian and Bicycle Committee Code, Title 2, Chapter 6, was established in 2010 and updated in 2011. It is in need of updating to help support the goals and objectives from the Multi-Modal Transportation Plan and other planning initiatives.

STAFF RECOMMENDATION:
Consider adopting the suggested draft Code Changes for Title 2, Chapter 6, provided by staff.

ACTION:
Staff asks City Council to approve the proposed changes to City Code Title 2, Chapter 6.

WILL THERE BE ANY FINANCIAL IMPACT? No **HAS THIS ITEM BEEN BUDGETED?** N/A

ATTACHMENTS:

1. Proposed Ordinance and Summary

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 2, CHAPTER 6, PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS: Following a suspension several years ago in the convening of many of the City's citizen advisory boards, Mayor Grimm has reactivated these committees and commissions, including the Pedestrian and Bicycle Advisory Committee;

WHEREAS: This committee was established at the end of 2010, combining the former separate Pedestrian and Bicycle Advisory Committees, and began meeting in 2011; and

WHEREAS: With the reactivation of this committee, it is an opportune time for review and some updates to the City Code section encompassing the committee's purpose, organization and duties.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Sandpoint that:

ORDINANCE SECTION 1 – AMENDMENT TO CITY CODE TITLE 2, CHAPTER 6:

Sandpoint City Code Title 2, Chapter 6, PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE:

2-6-1: ESTABLISHMENT AND TITLE:
There is hereby established and created a committee to be known as the Sandpoint pedestrian and bicycle advisory committee (hereinafter "committee").

2-6-2: STATEMENT OF PURPOSE:
It is the purpose of the committee to advise the mayor, city council, and planning and zoning commission on pedestrian and bicycle issues throughout and in the vicinity of the city of Sandpoint; to make recommendations regarding pedestrian and bicycle transportation (and ways to encourage such transportation); to provide suggestions and information on location of and methods to establish walkways and bikeways; to provide suggestions that will increase the safety of all transportation modalities; and to assist with community education regarding pedestrian and bicycle issues.

2-6-3: ORGANIZATION:
A. Members: The committee shall consist of no fewer than five (5) and no more than nine (9) voting members of the committee, up to one of whom may be a non-resident of Sandpoint, to be appointed by the mayor and confirmed by the city council. The committee shall strive to include at least one member who is disabled or who cannot otherwise operate a motorized vehicle for transportation. Members must be supporters of a strong walking and bicycling transportation system within and outside the city. Ex officio members may include a council member and the chairpersons of any similar committees established by Bonner County or neighboring municipalities, as well as a Sandpoint city staff member designated by the mayor to serve as a staff

liaison, providing expertise and/or knowledge regarding relevant city projects and challenges related to walking and bicycling in Sandpoint, and an additional city staff member designated to serve as committee clerk. Ex officio members shall hold office corresponding with their respective tenures in elected office or regular committee or city administrative positions and may be removed and replaced by the mayor.

B. Committee Terms and Vacancies: Each member of the committee shall serve a term of three (3) years or until his or her successor is appointed and confirmed. Initial appointments to the committee shall be made as follows: one or two (2) 1-year terms; one or two (2) 2-year terms; and one or two (2) 3-year terms. All additional appointments shall be made at the discretion of the mayor (evenly staggered if there are fewer members). Committee members may be reappointed to serve an additional term, with a limit of two (2) full 3-year terms. Vacancies arising in any member's position shall be filled for the remaining term of the member originally appointed. The mayor shall fill any vacancies with new members to be confirmed by the city council.

C. Quorum: A majority of the appointed members of the committee shall constitute a quorum and conduct any business at any committee meeting.

D. Removal Of Members: Any member of the committee may be removed with or without cause by the mayor with the consent of the city council.

E. Nonpolitical/No Compensation: The members of the committee shall be selected without regard to political affiliations and shall serve without compensation.

F. Organization: At the first meeting of each fiscal year or as soon thereafter as practicable, the members of the committee shall meet and organize to elect a chairperson, vice chairperson, and fill such other offices as determined necessary. The chairperson shall preside at meetings of the committee. The vice chairperson shall, when the chairperson is absent, perform the duties of the chairperson. ~~The committee shall also elect a secretary from within its membership, who shall be responsible for meeting minutes.~~

~~G. Committee Terms: Each member of the committee shall serve a term of three (3) years or until his or her successor is appointed and confirmed. Vacancies arising in any member's position shall be filled for the remaining term of the member originally appointed.~~

~~1. Initial appointments to the committee shall be made as follows: one or two (2) one-year terms; two (2) 2-year terms; and two (2) or three (3) 3-year terms. All additional appointments shall be made at the discretion of the mayor (evenly staggered if there are fewer members). Committee members may be reappointed to serve additional terms.~~

~~2. The ex officio members of the committee shall hold office corresponding with their respective tenures regular committee or city administrative positions and may be removed and replaced by the mayor.~~

2-6-4: DUTIES:

The committee shall:

ORDINANCE NO. ____

A. Hold meetings at least four (4) times per year, governed by the Idaho Open Meetings Law and the city's adopted parliamentary procedure and Rules of Civility and Decorum at Public Meetings.

B. ~~Help update the master plan for bike trails within and in the vicinity of the city~~Assist and consult in the creation of and/or updates to the city's master plans, including but not limited to the Multimodal Transportation Master Plan.

C. Discuss and provide advice regarding~~in regard to~~ bicycle and pedestrian infrastructure city-wide, including on development applications.

D. Study pedestrian walkway, multiuse path, and bike lane locations and conditions and advise regarding necessary improvements.

E. Study effectiveness of bike and pedestrian friendly treatments used in other communities and suggest how they may be applied in Sandpoint.

F. ~~Advise~~Work and coordinate with other city committees, as requested and appropriate, including the ADA Advisory Committee, regarding~~on~~ Americans with ~~d~~Disabilities ~~a~~Act requirements for public access and components of the transportation system and its extensions or addition.

G. Advise on programs to improve public awareness of and participation in nonmotorized transportation.

H. Advise in establishing city pedestrian and bicycle policies.

I. Establish, promote or support at least one event each year within the city which promotes bicycle use, pedestrian activity, sidewalks, pathways, or safety for nonmotorized transportation.

J. ~~When committee projects are applicable, work in conjunction with other city committees, including the planning and zoning commission and parks and recreation commission.~~Facilitate community outreach through engagement efforts to raise awareness about efforts to improve pedestrian and bicycle infrastructure and gather input from residents on potential solutions as directed by the Mayor or City Council.

K. Make requests for funding for pedestrian and bicycle-focused studies or analysis to inform City policy and actions.

ORDINANCE SECTION 2 - REPEAL AND SEVERABILITY:

A. Any provision of the *Sandpoint City Code* found to be inconsistent with this Ordinance is hereby repealed.

ORDINANCE NO. ____

B. Should any provision of this Ordinance be deemed unlawful or unconstitutional, such finding shall not affect the remaining provisions of this Ordinance.

ORDINANCE SECTION 3 – PUBLICATION AND EFFECTIVE DATE:

This Ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

PASSED AND ADOPTED AS AN ORDINANCE OF THE CITY OF SANDPOINT, IDAHO, AT A REGULAR SESSION OF THE SANDPOINT CITY COUNCIL ON _____.

_____
Jeremy Grimm, Mayor

Attest: _____
Melissa Ward, City Clerk

SUMMARY OF CITY OF SANDPOINT
ORDINANCE NO. ____
Pedestrian and Bicycle Advisory Committee

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 2, CHAPTER 6, PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Following is a summary of the provisions of Ordinance No. ____.

Ordinance Section 1 amends Sandpoint City Code Title 2, Chapter 6, to update the provisions related to the organization of the committee, including residency requirements for members and provisions for the appointment of city staff to serve in a support role to the committee; consolidate under one subsection the requirements for the terms of those serving on the committee and the filling of vacancies, and add a provision for term limits; and provide updates to the stated duties of the committee.

Ordinance Sections 2 and 3 provide for repeal and severability, publication and an effective date.

This publication is a summary of the full Ordinance and is being published pursuant to Idaho Code Section 50-901A. This ordinance was passed and approved upon a proper roll call vote and duly enacted at a properly-noticed session of the Sandpoint City Council, held _____, 2024. The full text of the Ordinance is on file with the Sandpoint City Clerk and will be promptly provided during regular hours to any citizen on personal request.

Published once in the Legals section of the Bonner County Daily Bee on _____, 2024.

STATEMENT OF LEGAL ADVISOR

I, Zachary Jones, legal advisor for the City of Sandpoint, Idaho, have examined the summary of the ordinance to be presented to the Sandpoint City Council on May 1, 2024, proposing to amend Sandpoint City Code Title 2, Chapter 6, and find it to be a true and complete summary of said ordinance, providing adequate notice to the public of the contents thereof.

Zachary Jones
City of Sandpoint Legal Advisor

SANDPOINT CITY COUNCIL AGENDA REQUEST FORM

Today's date: 04 / 23 /2024

Date of meeting 05 / 01 /2024

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:
Heather Upton, Arts and Historic Preservation Officer

Address: 1123 Lake Street Sandpoint, ID 83864

Phone number and email address: 208-946-2705, hupton@sandpointidaho.gov

Authorized by: Jason Welker, CPD Director _____
name of City official *City official's signature*
(Department Heads, City Council members, and the Mayor are City officials.)

*Subject: City Code Updates for Sustainability Committee

Summary of what is being requested: The City of Sandpoint is re-activating the Sustainability Committee. City staff is bringing forth recommended changes to the Committee's current code, Title 2, Chapter 7.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☐ **Yes or No** ☑
   If yes, in what way? _____

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: — Have they been contacted? **Yes or No**
   City Council, City Staff and future members of the Sustainability Committee

3. Is there a need for a general public information or public involvement plan? **Yes or No** ☐ ☑
   If yes, please specify and suggest a method to accomplish the plan: _____

4. Is an enforcement plan needed? **Yes or No** ☐ ☑ Additional funds needed? **Yes or No** ☐ ☑

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☑ ☐

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

***City Staff, please check one box:** Consent ☐ Old Business ☐ New Business ☐ Other/Unknown ☑

CITY OF SANDPOINT
AGENDA REPORT

DATE: 4/23/2024

TO: MAYOR AND CITY COUNCIL

FROM: Heather Upton

SUBJECT: City Code Updates for the Sustainability Advisory Committee

DESCRIPTION/BACKGROUND:
On January 30th, 2024, it was announced at Council that Mayor Grimm was opening up the Sustainability Advisory Committee and was inviting citizens to apply. The current Sustainability Committee Code, Title 2, Chapter 7, was established in 2010 and updated in 2011. It is in need of updates to help support the goals and planning efforts of the City.

STAFF RECOMMENDATION:
Consider adopting the suggested draft Code Changes for Title 2, Chapter 7, provided by staff.

ACTION:
Staff asks City Council to approve the proposed changes to City Code Title 2, Chapter 7.

WILL THERE BE ANY FINANCIAL IMPACT? No **HAS THIS ITEM BEEN BUDGETED?** N/A

ATTACHMENTS:
1. Proposed Ordinance and Summary

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 2, CHAPTER 7, SUSTAINABILITY COMMITTEE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS: Following a suspension several years ago in the convening of many of the City's citizen advisory boards, Mayor Grimm has reactivated these committees and commissions, including the Sustainability Committee;

WHEREAS: This committee was established in 2013; and

WHEREAS: With the reactivation of this committee, it is an opportune time for review and some updates to the City Code section encompassing the committee's purpose, organization and duties.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Sandpoint that:

ORDINANCE SECTION 1 – AMENDMENT TO CITY CODE TITLE 2, CHAPTER 7:

Sandpoint City Code Title 2, Chapter 7, SUSTAINABILITY COMMITTEE:

2-7-1: ESTABLISHMENT AND TITLE:

There is hereby established and created a committee to be known as the Sandpoint sustainability committee (hereinafter "committee").

2-7-2: STATEMENT OF PURPOSE:

It is the purpose of the committee to act in an advisory capacity to the mayor and city council to aid in the process of effective, responsible, and efficient government, with the goal of enhancing connectivity, promoting good stewardship, ensuring resilience and fostering socioeconomic health. The goal of the committee is to make recommendations that allow the city to meet the needs of the present, without compromising the ability to meet the needs of future generations.

2-7-3: ORGANIZATION:

A. Appointment: The committee shall consist of no fewer than five (5) and no more than nine (9) voting members, to be appointed by the mayor and confirmed by the city council. A majority of the members shall live within Sandpoint city limits.

B. Members: The committee shall include the following:

1. A city council liaison, appointed by the mayor, with the consent of the city council person being appointed. The city council liaison shall hold office corresponding with their respective tenure in elected office and may be removed and replaced by the mayor. The city council liaison is a nonvoting member of the committee.

2. Members of the public, the majority of whom shall have experience and/or expertise related to sustainability.

ORDINANCE NO. ____

3. Ex officio members may include a Sandpoint city staff member designated by the mayor to serve as a staff liaison, providing expertise and/or knowledge regarding relevant city projects and challenges related to issues surrounding sustainability in Sandpoint, as well as an additional city staff member designated to serve as committee clerk. Ex officio members shall hold office corresponding with their respective tenures in their regular city administrative positions and may be removed and replaced by the mayor.

C. Committee Terms and Vacancies: Each member of the committee shall serve a term of three (3) years or until his or her successor is appointed and confirmed. Initial appointments to the committee shall be made as follows: one or two (2) 1-year terms; one or two (2) 2-year terms; and one or two (2) 3-year terms. All additional appointments shall be made at the discretion of the mayor (evenly staggered if there are fewer members). Committee members may be reappointed to serve an additional term, with a limit of two (2) full 3-year terms. Vacancies arising in any member's position shall be filled for the remaining term of the member originally appointed. The mayor shall fill any vacancies, with new members to be confirmed by the city council.

D. Quorum: A majority of the members of the committee shall constitute a quorum and conduct any business at any committee meeting.

E. Removal Of Members: Any member of the committee may be removed, with or without cause, by the mayor, with the consent of the city council.

F. Nonpolitical/No Compensation: The members of the committee shall be selected without regard to political affiliations and shall serve without compensation.

G. Organization: At the first meeting of each fiscal year or as soon thereafter as practicable, the members of the committee shall meet and organize to elect a chairperson, vice chairperson, and fill such other offices as determined necessary. The chairperson shall preside at meetings of the committee. The vice chairperson shall, when the chairperson is absent, perform the duties of the chairperson. ~~The committee shall also elect a secretary from within its membership, who shall be responsible for meeting minutes.~~

~~H. Committee Terms: Each member of the committee shall serve a term of three (3) years or until his or her successor is appointed and confirmed. Vacancies arising in any member's position shall be filled for the remaining term of the member originally appointed. Initial appointments to the committee shall be made as follows: one or two (2) 1 year terms; one or two (2) 2 year terms; and one or two (2) 3 year terms. All additional appointments shall be made at the discretion of the mayor (evenly staggered if there are fewer members). Committee members may be reappointed to serve additional terms.~~

2-7-4: DUTIES:

The committee shall:

A. Hold meetings at least four (4) times per year, governed by the Idaho Open Meetings Law and the city's adopted parliamentary procedure and Rules of Civility and Decorum at Public Meetings;

B. Review existing policies related to sustainability and propose new policies that align with best practices and emerging trends in sustainability~~Consider long term impact of city policies and activities on local natural resources, human resources, and economic viability~~;

C. Facilitate community outreach through engagement efforts to raise awareness about sustainability issues and gather input from residents on potential solutions as directed by the mayor or city council~~Provide a forum for dialog and public input~~;

ORDINANCE NO. ____

D. Collect and analyze data related to energy use, waste generation, transportation patterns, and other relevant metrics to assess the city's sustainability performance and identify areas for improvement~~Provide mechanisms appropriate to ascertain facts and discern views; and~~

E. Advocate for sustainable practices and educate residents, businesses, and other stakeholders about the importance of sustainability and ways they can contribute;~~Broaden citizen participation in self-government.~~

F. Evaluate proposed parks, public works, infrastructure, and development projects and initiatives for their potential environmental impact and sustainability benefits, providing recommendations for improvements or alternatives; and

G. Make requests for funding for sustainability-focused studies or analysis to inform city policy and actions.

ORDINANCE SECTION 2 - REPEAL AND SEVERABILITY:

A. Any provision of the *Sandpoint City Code* found to be inconsistent with this Ordinance is hereby repealed.

B. Should any provision of this Ordinance be deemed unlawful or unconstitutional, such finding shall not affect the remaining provisions of this Ordinance.

ORDINANCE SECTION 3 – PUBLICATION AND EFFECTIVE DATE:

This Ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

PASSED AND ADOPTED AS AN ORDINANCE OF THE CITY OF SANDPOINT, IDAHO, AT A REGULAR SESSION OF THE SANDPOINT CITY COUNCIL ON _____.

_____
Jeremy Grimm, Mayor

Attest: _____
Melissa Ward, City Clerk

SUMMARY OF CITY OF SANDPOINT
ORDINANCE NO. ____
Sustainability Committee

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 2, CHAPTER 7, SUSTAINABILITY COMMITTEE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Following is a summary of the provisions of Ordinance No. ____.

Ordinance Section 1 amends Sandpoint City Code Title 2, Chapter 7, to update the provisions related to the organization of the committee, including residency requirements for members and provisions for the appointment of city staff to serve in a support role to the committee; consolidate under one subsection the requirements for the terms of those serving on the committee and the filling of vacancies, and add a provision for term limits; and provide updates to the stated duties of the committee.

Ordinance Sections 2 and 3 provide for repeal and severability, publication and an effective date.

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Published once in the Legals section of the Bonner County Daily Bee on _____, 2024.

STATEMENT OF LEGAL ADVISOR

I, Zachary Jones, legal advisor for the City of Sandpoint, Idaho, have examined the summary of the ordinance to be presented to the Sandpoint City Council on May 1, 2024, proposing to amend Sandpoint City Code Title 2, Chapter 7, and find it to be a true and complete summary of said ordinance, providing adequate notice to the public of the contents thereof.

Zachary Jones
City of Sandpoint Legal Advisor