



## CITY COUNCIL REGULAR MEETING AGENDA

City Hall - 10769 W State Street, Star, Idaho  
Tuesday, September 19, 2023 at 7:00 PM

**PUBLIC NOTICE: THIS MEETING IS RECORDED AND PLACED IN AN ONLINE FORMAT. PERSONS MAY EITHER VIEW OR LISTEN TO VIDEO / AUDIO OF THIS MEETING UNTIL SUCH TIME THE RECORDING IS DESTROYED UNDER THE CITY'S RETENTION POLICY.**

1. **CALL TO ORDER** – Welcome/Pledge of Allegiance
2. **INVOCATION** – Dylan Austin, Life Spring Church
3. **ROLL CALL**
4. **PRESENTATIONS**
  - A. **Domestic Violence Proclamation** - Women's & Children's Alliance / Faces of Hope
  - B. **Star Police Monthly Report** - Chief Hessing
  - C. **Mid/Star Fire Department Report** - Chief Timinsky
5. **CONSENT AGENDA (ACTION ITEM)** *\*All matters listed within the Consent Agenda have been distributed to each member of the Star City Council for reading and study, they are considered to be routine and will be enacted by one motion of the Consent Agenda or placed on the Regular Agenda by request.*
  - A. **Approval of Claims**
6. **ACTION ITEMS:**
  - A. **Idaho Humane Society Agreement FY23/24** - Approve / Authorize the Signature of the Mayor to enter into an Agreement for Animal Control Services **(ACTION ITEM)**
  - B. **946 S Main Demolition Agreement** - Approval / Authorize the demolishing of 946 S Main Street **(ACTION ITEM)**
  - C. **Pavilion Park Bathroom** - Approve / Authorize the purchase of Pavilion Park Bathroom Facilities utilizing Park Impact Fees **(ACTION ITEM)**
  - D. **Pathway Master Plan Consultant Recommendation for Selection** - Approve / Authorize Staff to enter into Negotiations with Kimley Horn as recommended by the Star Transportation and Pathways Committee **(ACTION ITEM)**
  - E. **Advertisements for Bids: Floating Feather to Star Middle School Pathway** - Approval of the Advertisements for Bids **(ACTION ITEM)**
7. **ADJOURNMENT**

# DOMESTIC VIOLENCE PROCLAMATION

**WHEREAS** Domestic violence is defined as abusive behavior in a personal relationship that gives one member control and power over another through physical, emotional, sexual, economic or psychological actions or threats; and

**WHEREAS** An estimated one in four women and one in seven men will face domestic abuse in their lifetime, and in 2022 there were 5,104 calls for service related to domestic violence and sexual assault in Ada County; and

**WHEREAS** A range of services and programs exist throughout the Treasure Valley providing safety, healing and freedom from domestic abuse and sexual assault including forensic exams and medical care, secure shelters, court advocacy, counseling, childcare, as well as case management; and,

**WHEREAS** The City of Star is an important partner with the Women’s and Children’s Alliance and Faces of Hope to provide a safety net of crisis services and create a community where individuals thrive in safe, healthy relationships.

**NOW, THEREFORE,** I, Trevor A. Chadwick, Mayor of the City of Star, Idaho do hereby join national and local officials in proclaiming October as

**DOMESTIC VIOLENCE AWARENESS MONTH**  
in the City of Star.

IN WITNESS WHEREOF, I have hereunto set my hand on this the 20<sup>th</sup> day of September, in the year of our Lord two thousand and twenty-three.

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TREVOR A. CHADWICK, MAYOR  
CITY OF STAR, IDAHO



# August 2023 Police Report

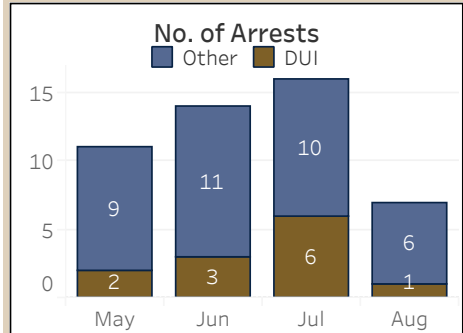
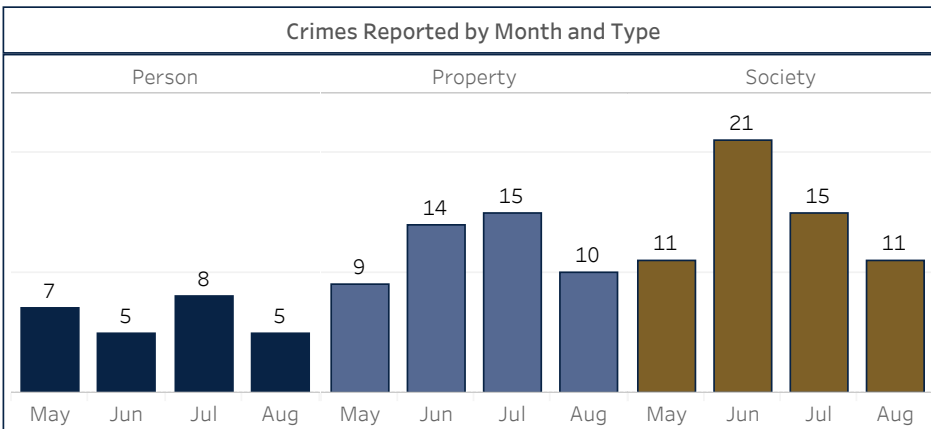
Release Date 2023-09-14

## Offenses Reported<sup>1</sup>

Type	2020	2021	2022	2023 YTD
Person	62	74	110	38
Property	99	59	92	63
Society	50	52	67	72
<b>Total Crimes</b>	<b>211</b>	<b>185</b>	<b>269</b>	<b>173</b>
<b>Crimes/1,000 Pop</b>	<b>19.0</b>	<b>13.8</b>	<b>17.7</b>	

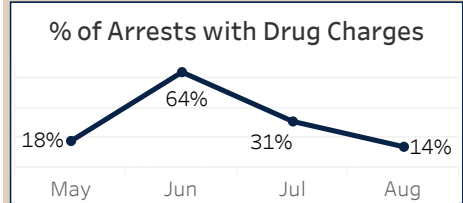
**Case Report Types**

- Person Crimes** = murder, manslaughter, rape/sodomy, assault, intimidation and kidnapping offenses
- Property Crimes** = robbery, burglary, larceny/theft, arson, destruction of property, counterfeiting, fraud, embezzlement, blackmail and stolen property offenses
- Society Crimes** = drugs/narcotics, gambling, pornography, prostitution and weapons law violations



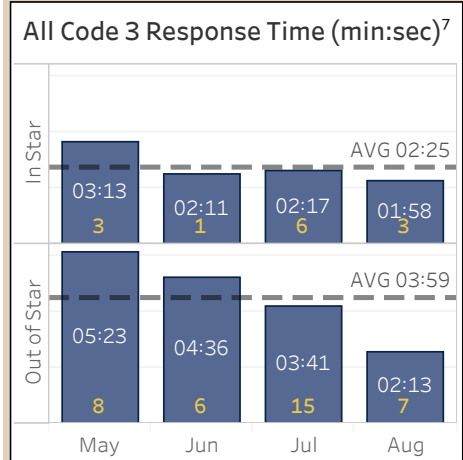
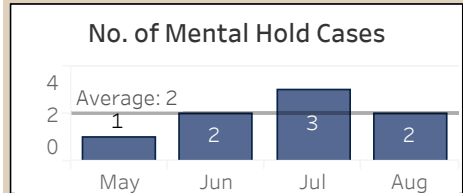
## Police Activity<sup>2</sup>

	2023 Monthly Avg <sup>3</sup>	May	Jun	Jul	Aug	August 2022
Citizen Calls for Service (CFS)	319	347	337	371	352	326
Proactive Policing	1,466	1,882	1,358	1,348	2,005	1,128



## Select Call Types

	2023 Monthly Avg <sup>3</sup>	May	Jun	Jul	Aug	August 2022
Crash Response	25	20	22	28	29	26
Crisis/Mental Health <sup>4</sup>	10	9	9	9	14	8
Domestic Violence	6	6	4	5	7	8
Juvenile Activity	13	18	14	12	20	8
Location Checks <sup>5</sup>	451	568	408	351	518	409
Property Crime Calls <sup>6</sup>	19	19	18	23	21	21
School Checks	62	90	41	54	72	71
Traffic Stops	313	395	278	271	415	172
Welfare Checks	22	24	22	12	24	21



<sup>1</sup>Offense Reports are compiled from NIBRS RMS. <sup>2</sup>Police Activity reflects calls within the City of Star and all calls dispatched with a Star deputy. <sup>3</sup>Monthly averages are based on all prior months of the current year. <sup>4</sup>Calls are for Crisis, Mental Holds, and Suicidal Subjects. <sup>5</sup>Location checks include Construction Site, Property, and Security checks. <sup>6</sup>Property Crime Calls include Theft, Vandalism, Burglary, Fraud. <sup>7</sup>Code 3 Calls represent all incidents that are routed at Priority 3, where Priority 3 calls require an immediate emergency response.

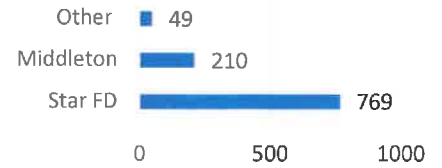


Data Set: Jan 1<sup>st</sup> – Aug 31<sup>st</sup> 2023

Incident Type Group	Incident Type	Grand Total
100 - Fire	Brush or brush-and-grass mixture fire	17
	Building fire	17
	Cooking fire, confined to container	1
	Fire in motor home, camper, recreational vehicle	2
	Grass fire	27
	Outside rubbish, trash or waste fire	9
	Other Fires	27
	<b>Total</b>	<b>100</b>
300 - Rescue & EMS	EMS call, excluding vehicle accident with injury	446
	Motor vehicle accident with injuries	31
	Swift water rescue	2
	Other EMS	26
	<b>Total</b>	<b>505</b>
400 - Hazardous Condition	Gas leak (natural gas or LPG)	16
	Other Haz	18
	<b>Total</b>	<b>34</b>
500 - Service Call	Animal rescue	5
	Lock-out	6
	Public service	79
	Public service assistance, other	19
	Other Public Service	63
<b>Total</b>	<b>172</b>	
600 - Good Intent Call	No incident found on arrival at dispatch address	9
	Dispatched Cancelled Enroute	119
	Other Good Intent	23
	<b>Total</b>	<b>151</b>
700 - False Alarm	Alarm system activation, no fire - unintentional	11
	Alarm system sounded due to malfunction	7
	False alarm or false call, other	22
	Other False Alarm	17
	<b>Total</b>	<b>57</b>
	Other Call Types	9
<b>Grand Total</b>		<b>1,028</b>

Incident	2023	2022	2021
<b>Total Calls</b>	1028	942	783
<b>Fire</b>	100	69	68
<b>EMS</b>	505	513	410
<b>Other</b>	423	360	305

Response District



Unit Turnout Time (seconds)

[Average Unit Turnout Time]

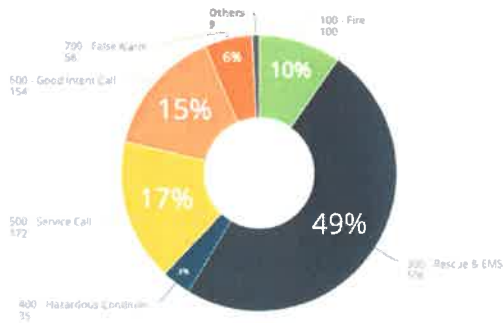


Unit Response Time

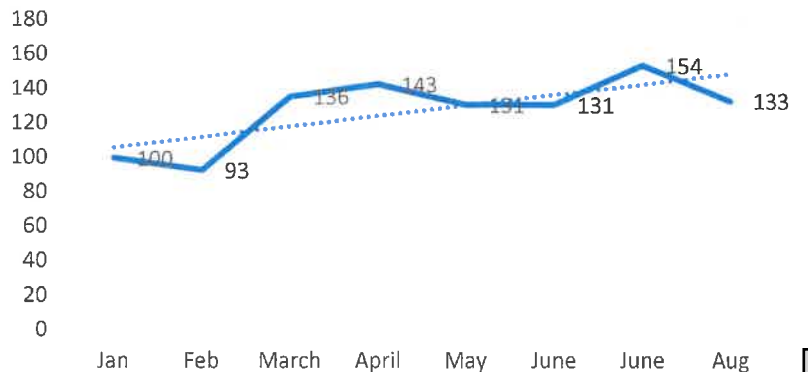
[Average Unit Response Time]



Percentage of Incident Type Group



Incident Count by Month



\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
2450	222385	1278 AAA FENCE RENTAL INC		636.00						
1	7106	09/05/23 Temp Fence Splash Pad		636.00			10 706 41540	738		10110
		<b>Total for Vendor:</b>		<b>636.00</b>						
2446	222345	20 ADA COUNTY HIGHWAY DISTRICT		234,031.00						
1	17879	09/07/23 ACHD Impact Fees Aug 2023		234,031.00			10 41510	731		10110
		<b>Total for Vendor:</b>		<b>234,031.00</b>						
2479	222645	22 ADA COUNTY PROSECUTORS OFFICE		2,500.00						
1	SEP 2023	08/24/23 Prosecutions Contract - Sep		2,500.00			10 42110	322		10110
		<b>Total for Vendor:</b>		<b>2,500.00</b>						
2489	222655	23 ADA COUNTY SHERIFF'S OFFICE		160,006.83						
1	120413	09/04/23 Police Services Sep 2023		160,006.83			10 42110	365		10110
		<b>Total for Vendor:</b>		<b>160,006.83</b>						
2468	222395	27 ADVANCED SIGN LLC		144.00						
1	6100008525	08/30/23 Restricted Area Signs		144.00			10 41540	737		10110
		<b>Total for Vendor:</b>		<b>144.00</b>						
2451	222405	1341 ALPINE FIREPLACES		104.00						
1	09/29/23	Refund Cancelled Permit		104.00			10 41510	698		10110
		<b>Total for Vendor:</b>		<b>104.00</b>						
2467	222415	1172 B'S ACE HARDWARE		114.29						
1	256548	07/25/23 Bldg & Maint Supplies		114.29			10 41540	434		10110
		<b>Total for Vendor:</b>		<b>114.29</b>						
2476	222625	1402 BASALITE CONCRETE PRODUCTS		3,776.30						
1	09/11/23	Flower Beds PAB		3,776.30			10 612 45130	586		10110
		<b>Total for Vendor:</b>		<b>3,776.30</b>						
2457	222425	119 BOISE STATE UNIVERSITY		1,305.00						
1	08/21/23	Scholarship Award Funds for Benjamin Wesley Homer Student ID: 114248556		1,305.00			10 48520	840		10110
		<b>Total for Vendor:</b>		<b>1,305.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
2465	22243S	138 BRIGHAM YOUNG UNIVERSITY Scholarship Award Funds for Paige Bryant, Student ID: pb458036	1,335.00						
1	09/08/23	Scholarship Paige Bryant	1,335.00			10 48520	840		10110
		<b>Total for Vendor:</b>	<b>1,335.00</b>						
2478	22266S	159 CANYON COUNTY CLERK	100.00						
1	Aug 2023	09/05/23 Prosecution Services	100.00			10 42110	322		10110
		<b>Total for Vendor:</b>	<b>100.00</b>						
2492	22267S	160 CANYON HIGHWAY DISTRICT # 4	163.82						
1	05/31/23	Property Tax Collected for 07/01/23 - 07/31/23	151.48			10 41510	732		10110
2	05/31/23	CHD4 Property Tax	3.03			10 41510	732		10110
3	05/31/23	CHD4 Penalty	9.31			10 41510	732		10110
		<b>Total for Vendor:</b>	<b>163.82</b>						
2474	22244S	1312 CAPITAL PAVING COMPANY INC	490,259.57						
1	14082	09/08/23 SH-44 Construction App #7	490,259.57			10 500 45110	760		10110
		<b>Total for Vendor:</b>	<b>490,259.57</b>						
2456	22245S	172 CENTURY LINK	83.42						
1	*228B	08/16/23 Telecommunications	148.77			10 41810	419		10110
2	*130B	08/16/23 Closing bill credit	-65.35			10 41810	419		10110
		<b>Total for Vendor:</b>	<b>83.42</b>						
2461	22246S	190 CLEARFLY	324.08						
1	INV544705	09/08/23 Telephone Services FINAL PA	324.08			10 41810	416		10110
		<b>Total for Vendor:</b>	<b>324.08</b>						
2441	22224S	204 COMMUNITY PLANNING ASSOCIATION	877.00						
1	223099	09/01/23 Participant Share	877.00			10 41810	570		10110
		<b>Total for Vendor:</b>	<b>877.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/ #/Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
2434	22222S	1387 CRAIG L ROBINSON JR LLC		300.00			10	51	46000	324		10110
1		RH CONCERT 08/11/23 ACTIVITIES / EVENTS / CONC		300.00								
		<b>Total for Vendor:</b>		<b>300.00</b>								
2435	22223S	231 DANA PARTBRIDGE		2,438.10			10		41140	351		10110
1		08/31/23 Services Aug 18 - Aug 30, 2023		2,438.10								
		<b>Total for Vendor:</b>		<b>2,438.10</b>								
2438	22225S	271 ECI CONTRACTORS		20,496.20			10		41510	454		10110
1		Aug 2023 09/01/23 Electrical Inspections		20,496.20								
		<b>Total for Vendor:</b>		<b>20,496.20</b>								
2454	22247S	302 FATBEAM LLC		1,654.44			10		41810	419		10110
1		09/01/23 Fiber Optic Internet Service		1,654.44								
		<b>Total for Vendor:</b>		<b>1,654.44</b>								
2471	22248S	331 GEM STATE PAPER & SUPPLY		66.80			10		41540	611		10110
1		08/30/23 Cleaning Supplies		30.56								
2		30776 08/30/23 Cleaning Supplies		36.24								
		<b>Total for Vendor:</b>		<b>66.80</b>								
2483	22268S	1344 HORROCKS		33,772.94			10	500	41510	331		10110
1		08/15/23 SH-44 CE&I Progress Pay App 5		33,772.94								
		<b>Total for Vendor:</b>		<b>33,772.94</b>								
2449	22235S	398 IDAHO POWER COMPANY		4,742.86			10		41540	412		10110
1		08/14/23 1000 S MAIN ST / PUMP		45.28								
2		08/14/23 10769 W STATE ST / CITY HA		1,094.65								
3		08/14/23 10775 W STATE ST / STAR OU		313.99								
4		08/14/23 11225 W BLAKE DR / BLAKE P		36.91								
5		08/14/23 11380 W HIDDEN BROOK		14.91								
6		08/14/23 11665 W STATE ST A		557.88								
7		08/14/23 11665 W STATE ST A1		213.24								
8		08/14/23 11665 W STATE ST C		183.44								
9		08/14/23 1250 N STAR RD / HUNTERS P		685.13								

\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
10	0033022592	08/14/23	1300 N STAR RD / HC ENTRY	181.08			10		41540	412		10110
11	0033022572	08/14/23	1310 N LITTLE CAMAS / SHOP	122.73			10		41540	412		10110
12	0033022587	08/14/23	1500 N STAR RD	439.00			10		41540	412		10110
13	0033246240	08/14/23	946 S MAIN ST	7.85			10		41810	413		10110
14	0033075641	08/14/23	HIGHROOK / HWY 44 STRT LI	34.19			10		41810	413		10110
15	0030204591	08/14/23	HUNTER'S CREEK STRT LIGHTS	15.37			10		41810	413		10110
16	0033022596	08/14/23	BLAKE SPRINKLER ELECT	3.73			10		41540	412		10110
17	0033022580	08/14/23	STATE/PLUMMER STRT LIGHTS	8.63			10		41810	413		10110
18	0033022584	08/14/23	STRT LIGHTS STAR	404.42			10		41810	413		10110
19	0030204606	08/14/23	STRT LIGHTS / BLAKE PARK	17.94			10		41810	413		10110
20	0032863989	08/14/23	960 S MAIN ST	332.65			10		41810	412		10110
21	0032863988	08/14/23	960 S MAIN ST	27.37			10		41810	412		10110
22	08/14/23	Adjustment		2.47			10		41810	413		10110
			<b>Total for Vendor:</b>	<b>4,742.86</b>								
2470	222495	399	IDAHO PRESS TRIBUNE	88.08								
4	37505	08/29/23	Legal/Pub Notice Candidate	32.94			10		41510	530		10110
5	37506	08/29/23	Legal/Pub Notice Auction	55.14			10		41510	530		10110
			<b>Total for Vendor:</b>	<b>88.08</b>								
2439	222265	1073	INSPECT LLC	19,815.37								
1	Aug 2023	09/01/23	Monthly Plumbing Inspections, 60% of Total	19,815.37			10		41510	453		10110
			<b>Total for Vendor:</b>	<b>19,815.37</b>								
2464	222505	421	INTERMOUNTAIN GAS COMPANY	62.70								
1	*3000	1 09/08/23	City Hall	15.45			10		41810	414		10110
2	*3000	2 09/08/23	B&G Shop-1310 N Little Camas	15.45			10		41540	414		10110
3	*1000	1 09/08/23	Outreach Building	15.45			10		41810	414		10110
4	*7251	2 09/08/23	Star Police Station	16.35			10		42010	414		10110
			<b>Total for Vendor:</b>	<b>62.70</b>								
2453	222515	1401	JENNIFER KEYTE	70.00								
1	08/22/23	Refund Soccer		70.00			10		44021	698		10110
			<b>Total for Vendor:</b>	<b>70.00</b>								



\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
2463	22252S	1383 JOHN DEERE FINANCIAL	262.05						
1	85812	07/10/23 Bldg & Maint Parts	88.75			10 41540	437		10110
2	86076	07/23/23 Bldg & Maint Parts	19.95			10 41540	437		10110
3	86223	08/11/23 Bldg & Maint Parts	153.35			10 41540	437		10110
		<b>Total for Vendor:</b>	<b>262.05</b>						
2458	22253S	480 JULEE ELLIOTT	2,900.00						
1	2199	07/26/23 Veterans Banners	2,900.00			10 56 41810	598		10110
		<b>Total for Vendor:</b>	<b>2,900.00</b>						
2444	22232S	605 MERIDIAN TROPHY	271.45						
1	M4491349	09/01/23 Staff Name Badges	271.45			10 41810	583		10110
		<b>Total for Vendor:</b>	<b>271.45</b>						
2491	22269S	642 NAPA AUTO PARTS	7.49						
1	471-94791	08/28/23 Trailer	7.49			10 41540	437		10110
		<b>Total for Vendor:</b>	<b>7.49</b>						
2459	22254S	652 NORTH STAR CHARTER SCHOOL	500.00						
1	09/08/23	HT Parade Winner	500.00			10 50 41810	597		10110
		<b>Total for Vendor:</b>	<b>500.00</b>						
2466	22255S	653 NORTHWEST NAZARENE UNIVERSITY	1,200.00						
1	09/08/23	Scholarship Award Funds for Paige McDearmid Student ID: 703091	1,200.00			10 48520	840		10110
		<b>Total for Vendor:</b>	<b>1,200.00</b>						
2493	22270S	689 PREMIER PLUMBING INC	390.00						
1	08/29/23	Refund - Double Payment	390.00			10 41510	698		10110
		<b>Total for Vendor:</b>	<b>390.00</b>						
2447	22236S	693 PROTECT YOUTH SPORTS	30.90						
2	1093156	08/31/23 City Processing	30.90			10 41810	355		10110
		<b>Total for Vendor:</b>	<b>30.90</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
2494	22271S	707	REPUBLIC SERVICES INC	784.12								
1	001328030	08/31/23	Hunters Creek Park	348.22			10		41540	411		10110
2	001328097	08/31/23	Star River Access 1000 S Ma	85.39			10		41540	411		10110
3	001328108	08/31/23	River Park 1000 S Main St	116.30			10		41540	411		10110
7	001328435	08/31/23	Star City Hall	127.27			10		41540	411		10110
8	001328462	08/31/23	Blake Haven Park	106.94			10		41540	411		10110
			<b>Total for Vendor:</b>	<b>784.12</b>								
2440	22227S	1037	RIMI INC	26,520.88								
			Mechanical Inspections, 60% of total									
1	Aug 2023	09/01/23	Mechanical Inspections	26,520.88			10		41510	455		10110
			<b>Total for Vendor:</b>	<b>26,520.88</b>								
2475	22263S	1299	ROCKERZ AND ROLLERZ LLC	385.00								
1	405 07/20/23		Rec Center Door Logo	385.00			10	850	45110	741		10110
			<b>Total for Vendor:</b>	<b>385.00</b>								
2472	22256S	1238	ROYALTY ELECTRIC LLC	2,377.00								
1	23088 08/01/23		Phone Service	1,407.00			10		41810	416		10110
2	23099 08/01/23		Labor New Phone System	840.00			10		41810	416		10110
3	23102-2 08/31/23		Voice Adapters	130.00			10		41810	416		10110
			<b>Total for Vendor:</b>	<b>2,377.00</b>								
2488	22272S	1238	ROYALTY ELECTRIC LLC	1,090.00								
1	23088-2 09/06/23		Phone Set up	890.00			10		41810	416		10110
2	23088-2 09/06/23		Add Head Set	200.00			10		41810	416		10110
			<b>Total for Vendor:</b>	<b>3,467.00</b>								
2452	22257S	737	RYAN FIELD	221.61								
			Reimbursement for expenditures									
1	07/03/23		Reimburse Winco - Candy	126.98			10	50	41810	597		10110
2	06/15/23		Reimburse Walmart Binders	20.86			10		41510	610		10110
3	06/23/23		Reimburse Costco Dog Fair	34.28			10	616	45130	586		10110
4	05/30/23		Reimburse Albtzn Council Mtg	39.49			10		41810	610		10110
			<b>Total for Vendor:</b>	<b>221.61</b>								

\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org Acct	Object	Proj	Cash Account
2480	22273S	772 SHERWIN WILLIAMS		52.49							
1	0033-7	09/08/23 Paint		52.49			10	41540	434		10110
		<b>Total for Vendor:</b>		<b>52.49</b>							
2481	22274S	780 SIMPLOT TURF & HORTICULTURE		4,000.00							
1	216068058	08/30/23 Insecticide/Sprayer		4,000.00			10	41540	735		10110
		<b>Total for Vendor:</b>		<b>4,000.00</b>							
2486	22275S	796 SPECIALTY CONSTRUCTION SUPPLY		259.68							
1	0233577-IN	08/07/23 Fence Const Pavilion Park		259.68			10	41540	435		10110
		<b>Total for Vendor:</b>		<b>259.68</b>							
2437	22228S	811 STAR FIRE DEPARTMENT		111,341.50							
1	Aug 2023	09/01/23 Star Fire Impact Fees		111,341.50			10	41510	734		10110
		<b>Total for Vendor:</b>		<b>111,341.50</b>							
2460	22258S	812 STAR MERCANTILE INC		374.20							
1	08/31/23	Supplies		374.20			10	41540	611		10110
		<b>Total for Vendor:</b>		<b>374.20</b>							
2443	22229S	818 STAR STORAGE LLC		220.00							
1	09/01/23	Unit C04 September		175.00			10	41810	699		10110
2	09/01/23	Unit C08 September		155.00			10	41810	699		10110
3	09/01/23	Credit		-110.00			10	41810	699		10110
		<b>Total for Vendor:</b>		<b>220.00</b>							
2442	22230S	820 STAR VETERINARY CLINIC		1,400.00							
1	Contract	09/01/23 Animal Control Svcs Aug 2023		1,400.00			10	42150	364		10110
		<b>Total for Vendor:</b>		<b>1,400.00</b>							
2484	22276S	857 TATES RENTS		259.84							
1	1770415-9	08/31/23 Trencher		259.84			10	41540	442		10110
		<b>Total for Vendor:</b>		<b>259.84</b>							

\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
2473	22259S	898 TREASURE VALLEY COFFEE	290.39						
2	09689679	08/29/23 City Hall Water/Coffee	97.97			10 41810	611		10110
4	09689695	08/29/23 Bldg Maint Drinks/Pain Relie	101.40			10 41540	611		10110
5	09581348	08/01/23 City Hall Water/Coffee/Hot C	91.02			10 41810	611		10110
		<b>Total for Vendor:</b>	<b>290.39</b>						
2469	22260S	915 ULINE	855.83						
2	167530794	08/22/23 Building & Ground Supplies	855.83			10 41540	613		10110
		<b>Total for Vendor:</b>	<b>855.83</b>						
2462	22261S	930 VALLEY WIDE COOP	2,749.05						
1	A63696	07/11/23 Gas	1,786.97			10 41540	626		10110
2	C55805	07/27/23 Gas Credit	-48.20			10 41540	626		10110
3	A64479	07/27/23 Gas	1,010.28			10 41540	626		10110
2477	22277S	930 VALLEY WIDE COOP	1,805.86						
1	A65634	07/11/23 Gas	1,886.43			10 41540	626		10110
2	C65694	07/27/23 Gas Credit	-123.38			10 41540	626		10110
3	448945	07/27/23 Finance Charge	42.81			10 41540	626		10110
		<b>Total for Vendor:</b>	<b>4,554.91</b>						
2490	22278S	949 WESTERN RECORDS DESTRUCTION	60.00						
1	0654705	09/01/23 02-64 Gallon City Hall	60.00			10 41810	411		10110
		<b>Total for Vendor:</b>	<b>60.00</b>						
2436	22231S	952 WHITMAN & ASSOC INC	161,385.29						
1	2023-8	09/01/23 Building Inspections - August	161,385.29			10 41510	452		10110
		<b>Total for Vendor:</b>	<b>161,385.29</b>						
2482	22279S	962 XEROX	161.05						
2	019625536	09/01/23 Meter Usage	161.05			10 41810	742		10110
		<b>Total for Vendor:</b>	<b>161.05</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Invoice #	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
2445	22233S	963	YORGASON LAW OFFICES PLLC	3,539.30								
1	Contract	09/01/23	City Attorney Monthly Servic	3,500.00			10		41310	322		10110
2	Aug 2023	09/01/23	City Attorney Additional Svc	39.30			10		41310	322		10110
			<b>Total for Vendor:</b>	<b>3,539.30</b>								
2448	22237S	1308	YOUNG ELEVATOR INC	150.00								
1	211	08/27/23	Service Maintenance	150.00			10		41810	431		10110
			<b>Total for Vendor:</b>	<b>150.00</b>								
			<b># of Claims</b>	<b>58</b>								
			<b># of Vendors</b>	<b>56</b>								
			<b>Total:</b>	<b>1305,112.78</b>								

\*\* This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. \*\*

**ANIMAL WELFARE AND ENFORCEMENT AGREEMENT  
BY AND BETWEEN  
STAR AND THE IDAHO HUMANE SOCIETY**

This Animal Welfare and Enforcement Agreement (this “Agreement”) is entered into by and among the Idaho Humane Society, Incorporated, an Idaho non-profit corporation (“IHS”) and City of Star, a municipal corporation and governmental subdivision, organized and existing pursuant to the laws of the State of Idaho (“Star”). Star may sometimes be referred to herein as a “Public Agency”. IHS or the Public Agency individually may be referred to herein as a “Party” and collectively as the “Parties.”

**WHEREAS** the Public Agency desires the assistance of a third-party provider to aid in the provision of certain animal welfare and enforcement services, more particularly described in Exhibit A attached hereto and made a part hereof (the “Scope of Service”), which the Public Agency is authorized to provide pursuant to Idaho Code Sections 50-302, 50-319, 31-714, and various code provisions of the Public Agency; and

**WHEREAS** IHS is uniquely qualified and able to provide the desired services within the territorial limits of the Public Agency safely and humanely, pursuant to the terms and conditions contained herein.

**WHEREAS**, the Idaho Legislature during its 2023 legislative session passed an act, codified at Idaho Code § 67-2359, requiring public entities of the State of Idaho to include in certain contracts for services (including any renewals of such contracts) a written certification that the Vendor/Contractor is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China.

**WHEREAS**, the Idaho Legislature during its 2021 legislative session passed an act, codified at Idaho Code § 67-2346, requiring public entities of the State of Idaho to include in certain contracts for services (including any renewals of such contracts) a written certification that the Vendor/Contractor is not currently engaged in and will not for the duration of the contract engage in a boycott of goods or services from Israel or territories under its control.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions set forth herein, the Parties agree as follows:

- A. Effective Date; Term.** The term of this Agreement is from October 1, 2023 (the “Effective Date”) through September 30, 2024 (the “Termination Date”) (the “Term”).
- B. Purpose; Grant of Authority.** IHS shall be the Public Agency’s animal welfare and enforcement contractor and shall be responsible for the enforcement of all applicable animal regulatory ordinances of that Public Agency’s codes and applicable provisions of Idaho Code, except as otherwise stated herein or as IHS and the Public Agency may otherwise subsequently agree in writing. Nothing contained herein shall be interpreted to preclude the Public Agency from contracting separately with IHS for the provision of other services.
- C. Contract Price; Payment; Additional Compensation.**

**Contract Price.** The Parties agree that the overall annual contract fee for IHS’ performance of services as contemplated by this Agreement shall be eighty-two thousand, two hundred twenty-five

dollars (\$82,225), paid in twelve (12) equal monthly installments, each installment payable on or before the 15<sup>th</sup> of each month during the Term.

**1. Additional Compensation.** IHS shall sell animal licenses on behalf of the Public Agency and collect such fees. These fees shall be either retained or remitted to the Public Agency as set forth in detail in Schedule 2, attached hereto and incorporated into this Agreement by reference. IHS shall make a good faith effort to collect these animal licensing fees as set forth in Exhibit A. Nothing in this section shall be construed to limit the ability of the Public Agency to sell its own animal licenses or to permit other third-party entities to sell such Public Agency's animal licenses, and to collect the fees from such sales.

**2. Annual Review of Operating Expenses.** IHS's operating expenses shall be reviewed annually by the Parties and contract adjustments made based on the budgeted amount in comparison to the actual amount spent on operating costs.

**D. Independent Contractor.** In all matters between the Parties pertaining to this Agreement, the relationship between the Public Agency and IHS is that of principal and independent contractor. Neither IHS nor any person performing work on behalf of IHS shall be deemed to be an employee of the Public Agency. The selection and supervision of IHS's personnel performing work pursuant to this Agreement shall be in the sole discretion of IHS. Neither IHS nor any person performing work on behalf of IHS shall be deemed to acquire any of the rights, privileges, powers, or advantages of an employee of the Public Agency, or vice versa; however, those persons performing work on behalf of IHS shall act as a limited agent on behalf of the Public Agency, which limited agency granted herein shall be strictly limited to performance under this Agreement expressly set forth herein and shall not extend to any other purpose.

**E. Audits and Inspection.** At any time during normal business hours and as often as the Public Agency may deem necessary, there shall be made available to the Public Agency for examination all IHS's records concerning all matters covered by this Agreement. IHS shall permit the Public Agency to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, and other data relating to all matters covered by this Agreement. At their own expense, the Public Agency may hire an independent auditor to conduct a fiscal year audit of all expenses and revenues and services provided hereunder. Any auditor engaged by the Public Agency must use the generally accepted auditing standards. IHS shall maintain books, records, reports, and accounts adequate to allow the auditor to evaluate fully, assess, and audit IHS's performance of the Scope of Service.

**F. Scope of Work.**

**1. Enforcement.** IHS shall act as a limited agent for the Public Agency to enforce applicable animal provisions of the Public Agency's codes and applicable animal provisions of Idaho Code, and shall be responsible for selecting and training qualified animal enforcement and administration officers and employees to carry out these services. The expected service levels by which IHS shall provide the enforcement of applicable animal codes, train and manage animal enforcement and administration officers, and perform other related tasks are set forth with specificity in Exhibit A.

**2. Animal Welfare Services.** IHS shall provide animal welfare services within the respective territorial limits of the Public Agency, including investigating complaints, responding to calls for service, patrolling (as time and personnel permit), issuing citations to suspected violators and following through by appearing to testify in court as appropriate, apprehending and impounding

stray and other animals, picking up dead or injured animals within the public right-of-way and respective territorial limits of the Public Agency, and other services as appropriate. The expected service levels by which IHS shall provide animal welfare services and perform other related tasks are set forth with specificity in Exhibit A.

**3. Recordkeeping.** IHS shall prepare and maintain complete and accurate records regarding the performance of services under this Agreement, including, but not limited to, detailed annual operating expenses records and the disposition of impounded animals. IHS shall account for services under this Agreement separately from other functions to the extent administratively feasible and shall provide a reasonable basis for allocated costs. IHS shall make all records, accounting information, and related documents concerning matters covered by this Agreement available to the Public Agency upon request for inspection, copying, and audit. The expected service levels by which IHS shall maintain certain records and provide reports and documentation based on these records are set forth with specificity in Exhibit A.

**4. Promote Responsible Animal Ownership.** IHS shall provide services designed to support the goal of responsible animal ownership in the respective territorial limits of the Public Agency, including but not limited to public information and education, making recommendations for needed changes in policies, fees, ordinances, and legislation, and other community animal welfare matters. The expected service levels by which IHS shall promote responsible animal ownership are set forth with specificity in Exhibit A.

**5. Data Management.** IHS shall follow all local, state, and federal laws and regulations with respect to personally identifiable information and credit card information. IHS shall implement best practices standards for administrative, physical, and technical safeguards to protect personally identifiable information from unauthorized use, access, or disclosure. In the event of a breach, IHS must immediately notify the Public Agency in writing of any unauthorized disclosure of personally identifiable information or information that would generally be considered confidential. Upon the expiration or termination of this Agreement, IHS shall promptly provide to the Public Agency all copies of their respective data and information, whether in written, electronic, or other form or media format.

**6. Additional Scope of Work.** Additional services to be provided by IHS, if any, are described in the attached Exhibit A.

**7. Exceptions to Scope of Work.** IHS shall not be required to perform any task or be responsible for any duty, except as expressly stated herein.

**G. Grant of Authority to IHS.** The Public Agency agrees to, and shall, ensure that such Public Agency takes whatever action such Public Agency deems necessary to grant or delegate authority to IHS to perform services under this Agreement for that Public Agency within such Public Agency's territorial limits.

**H. Compliance with Laws.** In the performance of services under this Agreement, IHS shall comply with all applicable federal, state, and the Public Agency's laws, regulations, and ordinances in effect or promulgated during the Term. This obligation includes timely payment of all taxes and license fees. If IHS determines it is unable to comply with any law, regulation, or ordinance in the performance of services under this Agreement, IHS must immediately notify the Public Agency in writing, and the Parties shall meet to attempt to resolve the matter between themselves with due diligence.



**I. Non-Waiver of Agreement Provisions.** Failure by the representatives of any of the Parties to, at any time, enforce or require strict compliance with any terms or conditions of this Agreement shall not constitute a waiver of, or affect, or impair such terms or conditions in any way; nor shall such failure affect the rights of the Parties to avail themselves at any time of such remedies as they may have for any breach of such terms or conditions against another Party.

**J. Indemnification.** These indemnification provisions apply only between IHS and the Public Agency.

1. IHS shall indemnify, save, hold harmless, and defend the Public Agency from, for, and against any and all direct or third-party claims, actions, judgments, damages, injuries to persons or property, losses, liabilities, and expenses caused by, or arising out of an act or omission of IHS or IHS's officers, employees, agents, servants, and volunteers in connection with IHS's performance under this Agreement and not caused by or arising out of the tortious conduct of the Public Agency or its respective officers, officials, employees, agents, servants, and volunteers, or the Public Agency's code that is deemed unconstitutional or in conflict with state or federal law.

2. Notwithstanding anything to the contrary in this Agreement, the liability of the Public Agency is at all times strictly limited and controlled by the provisions of the Idaho Tort Claims Act, Idaho Code Sections 6-901 through 6-929, inclusive, as or hereafter amended. Nothing herein shall be deemed a waiver of any privilege, immunity, protection, or defense afforded to the Public Agency as a political subdivision of the state of Idaho, under the Idaho Constitution, the Idaho Tort Claims Act, or any other applicable law, and shall not be construed to waive any such protections, which are hereby expressly retained.

**K. Certification Regarding Ownership and Operation.** Pursuant to Idaho Code § 67-2359, Provider certifies that it is not currently owned or operated by the government of China and will not, for the duration of this Contract, be owned or operated by the government of China.

**L. Certification Regarding Anti-Boycott of Israel.** Pursuant to Idaho Code § 67-2346, if this contract is one hundred thousand dollars (\$100,000) or more and/or vendor/contractor employs ten (10) or more persons, vendor/contractor certifies that it is not currently engaged in, and will not for the duration of the Project engage in, a boycott of goods or services from Israel or territories under its control.

**M. Insurance.**

1. **Insurer's A.M. Best Rating.** IHS shall, at its own expense, procure and maintain insurance coverage, written by an insurance company or companies with an A.M. Best rating of A VIII or better and authorized to do business in the state of Idaho, throughout the Term.

2. **Standard Insurance Coverages and Limits of Liability Required:**

a. **Worker's Compensation Insurance.** Where required by law, IHS shall have and maintain during the Term of this Agreement, Worker's Compensation Insurance, including Employer's Liability, meeting the statutory requirements of the state of Idaho. Employer's Liability insurance in the following minimum amounts:

Bodily Injury by Accident	\$100,000 each accident
Bodily Injury by Disease	\$500,000 policy limit
Bodily Injury by Disease	\$100,000 each employee

In case any such work is sublet, IHS shall require its sub-contractors to provide Worker’s Compensation and Employer’s Liability Insurance.

**b. Commercial General Liability.** IHS shall have and maintain throughout the Term, Commercial General Liability Insurance, with the following minimum limits of liability:

General Aggregate	\$2,000,000
Product/Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury Liability	\$1,000,000
Per Occurrence	\$1,000,000
Fire Legal Liability	\$ 50,000

**c. Automobile Liability Insurance.** For all owned, non-owned, and hired vehicles, IHS shall maintain throughout the Term, Business Automobile Liability insurance providing bodily injury and property damage liability coverage for a minimum of one million dollars (\$1,000,000) per occurrence limit. Business Automobile Liability insurance shall be written on a standard ISO policy form, or equivalent, providing coverage for liability arising out of owned, hired, or non-owned vehicles in connection with this Agreement. If IHS has no owned motor vehicles, then hired and non-owned motor vehicle liability coverage with a minimum limit of one million dollars (\$1,000,000) per accident for bodily injury and property damage is required. Where applicable, the Public Agency shall be named as additional insureds.

**3. Public Agency as Additional Insureds.** IHS shall include the Public Agency as additional insureds to all of the insurance coverage listed above; which shall also be as primary and non-contributory with any insurance or self-insurance coverage or limits of liability maintained by the respective Public Agency, and in the form of a duly issued additional insured endorsement and attached to the policy or by the appropriate blanket additional insured policy wording, and in any other manner further required by IHS’s insurance coverage to provide the Public Agency additional insured coverage as set forth herein.

**4. No Limitation of Liability.** Insurance coverage and limits of liability as specified herein are minimum coverage and liability requirements only. Nothing in this Agreement’s requirements for minimum insurance coverage shall be interpreted to limit or release the liability of IHS or any of IHS’s insurers.

**5. Require Separation of Insured Provision; Cross-Liability Exclusion; and Other Endorsements Prohibited.** IHS’s insurance policy shall include a “separation of insureds” or “severability” clause that applies coverage separately to each insured and additional insured, except with respect to the limits of the insurer’s liability. IHS’s insurance policy shall not contain any provisions, exclusion, or endorsement that limits, bars, or effectively precludes the Public Agency from coverage or asserting a claim under IHS’s insurance policy on the basis that the coverage or claim is brought by an insured or additional insured against an insured or additional insured under the policy. Failure to comply with any of the requisite insurance provisions shall be a material breach of this Agreement and grounds for termination of the Agreement or, if applicable, and at the discretion of the Public Agency, shall serve as grounds for the Public Agency to procure or renew

insurance coverage with any related costs of premiums to be repaid by IHS or offset against the Contract payment to IHS.

**6. Evidence of Insurance.** IHS shall provide the following as evidence of insurance:

- a.** A certificate of liability insurance evidencing coverages, limits of liability, and other terms and conditions as specified herein. In the "Certificate Holder" field of the certification of insurance, the individual Public Agency's name shall be written in; and
- b.** An attached designated additional insureds endorsement or blanket additional insureds wording to the required insurance policies that names the Public Agency.

At any time upon the Public Agency's request, IHS shall also cause to be timely furnished a copy of declarations pages and schedules of forms and endorsements. If the Public Agency tenders a claim or lawsuit for defense and indemnity invoking additional insured status, and the insurer either denies the tender or issues a reservation of rights letter, IHS shall also cause a complete and certified copy of the requested policy to be timely furnished to the requesting Public Agency.

**7. Notice of Cancellation or Modification, Renewal.** IHS's certificates of insurance shall be signed by an authorized representative of the issuing insurance carrier and shall state that the issuing company shall provide the Parties with a minimum of thirty (30) days' written notice prior to canceling or reducing any of the policies or limits required by this Agreement. Renewal certificates or binders must be provided to the Parties a minimum of five (5) days prior to the effective date of the renewal. If binders are used, they must be replaced by appropriate insurance certificates no later than thirty (30) days after the effective date.

**N. Termination.**

- 1.** Termination of this Agreement shall not relieve the Parties of their obligations or liability to each other incurred prior to the Termination Date.
- 2.** This Agreement shall automatically terminate between the Public Agency and IHS immediately upon the following events:
  - a.** IHS is dissolved; or
  - b.** The Term expires.
- 3.** This Agreement shall terminate between a Public Agency and IHS upon the following events and with thirty (30) business days prior written notice to all the other Parties:
  - a.** The Public Agency or IHS gives the other Party written notice of termination, which termination shall be effective on the first day of the calendar month that is at least thirty (30) calendar days after delivery of such notice of termination. The Public Agency or IHS may terminate, in whole or in part, its interest in the Agreement for any reason or no reason.
  - b.** The Public Agency fails to appropriate adequate funds for this Agreement in its budget for the fiscal year, in which case the Public Agency shall notify IHS of any non-appropriation of funds within thirty (30) business days of such non-appropriation.

c. The Public Agency and IHS agree, in writing, to terminate this Agreement.

4. Termination for any reason under this section shall be effected by delivery to IHS or the Public Agency, as applicable, of a termination notice at least thirty (30) calendar days prior to the termination effective date, specifying the extent to which performance of services is terminated, and the time when such termination becomes effective.

5. **Obligations Upon Expiration or Termination.** Upon expiration or termination of the Agreement for any of the reasons, IHS shall be compensated for all services it rendered prior to the effective date of termination. The terminating Public Agency shall not be liable for services performed after the effective date of termination. Upon termination, IHS shall return all materials, documents, equipment, data and information, or property owned by the Public Agency or items held by IHS on the terminating Public Agency's behalf.

6. **Survival.** This section shall survive the expiration or termination of this Agreement.

**O. Additional Terms and Conditions.** Additional terms and conditions are contained in the attached Exhibit A.

**P. Miscellaneous Terms.**

1. **Integration.** This Agreement constitutes the entire agreement of the Parties with respect to its subject matter, and this Agreement supersedes all prior agreements and understandings, whether written or oral, with respect to its subject matter.

2. **Amendment.** This Agreement may be amended at any time by mutual written agreement signed by the authorized representative of each Party; provided, however, nothing contained herein shall be interpreted to preclude the Public Agency from contracting separately with IHS for the provision of other services.

3. **Interpretation.** This Agreement was reviewed by the Parties' legal counsel. Accordingly, this Agreement shall be interpreted and construed fairly, according to its plain language, and not for or against any Party, regardless of which Party drafted it or caused its drafting.

4. **Notices.** Each Party shall deliver all communications in writing either in person, by certified or registered mail (return receipt requested and postage prepaid), by email, or by a recognized overnight courier service, and addressed to the other Parties as set forth below:

Idaho Humane Society  
ATTN: Chief Executive Officer  
1300 S. Bird Street  
Boise, Idaho 83709  
jrosenthal@idahohumanesociety.org

City of Star  
ATTN: City Clerk  
10769 W. State Street  
P.O. Box 130  
Star, Idaho 83669  
jqalls@staridaho.org

A Party may change its notice address by notifying each other Party as described in this section.

**5. Attorney’s Fees.** In the event of any dispute or litigation arising from this Agreement or its subject matter, the prevailing party in such dispute or litigation may recover its costs and reasonable attorneys’ fees as may be provided by applicable Idaho law.

**6. Assignment.** Neither IHS nor the Public Agency may assign any of their rights or obligations under this Agreement without first obtaining the written consent of all the Parties.

**7. Choice of Law.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the state of Idaho. Venue for any action brought pursuant to this Agreement shall be in the Fourth Judicial District of the State of Idaho, in and for Ada County.

**8. Non-Discrimination in Employment.** In performing the services required herein, IHS or its sub-contractor shall not discriminate against any person on the basis of race, color, religion, sex, sexual orientation, gender identity/expression, national origin or ancestry, age, or disability. It is IHS’s responsibility to ensure that its sub-contractor complies with this section.

**9. Severability.** Any section or provision of this Agreement that is held invalid by a court of competent jurisdiction shall be stricken, and the remainder of this Agreement shall continue in full effect.

**10. Counterparts.** The Parties may execute this Agreement in one or more counterparts, each of which shall be deemed an original, but all of which together shall be deemed on and the same instrument.

**11. Authority.** By such person’s signature below, the person executing this Agreement on behalf of a Party warrants that such person has authority to sign on behalf of that Party.

**12. Approval Required.** This Agreement shall not become effective or binding until approved and executed by the Parties.

**IN WITNESS WHEREOF**, the authorized agent or representatives of the Public Agency and IHS executed this Agreement and made it effective as hereinabove provided.

**End of Agreement**

*[ Signatures appear on the following pages ]*

**Idaho Humane Society, Incorporated:**

By: \_\_\_\_\_  
Dr. Jeff Rosenthal, Chief Executive Officer

Date: \_\_\_\_\_

**City of Star:**

By: \_\_\_\_\_  
Trevor A. Chadwick, Mayor

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Jacob Qualls, City Clerk

## EXHIBIT A

### Scope of Service

The terms and conditions contained in this scope of service are expressly made a part of this Animal Welfare and Enforcement Agreement:

#### I. Statutes and Ordinances; Public Agency Specific Scope of Service.

**A. Statutes and Ordinances.** IHS shall perform its duties under this Agreement in accordance with federal, state, and local laws and regulations.

#### B. Public Agency Specific Scope of Service.

**1. Star Specific Scope of Service.** IHS shall provide animal enforcement services to all areas, both public and private, within Star's municipal boundaries. During the term of this Agreement, IHS shall serve as the Animal Control Agency and shall be responsible for the City of Star's Animal Control Ordinance, except as otherwise expressly stated herein or as City of Star and IHS may otherwise agree in writing.

**II. Animal Code Enforcement.** IHS shall act as the limited agent for the Public Agency in enforcing applicable animal provisions of that Public Agency's codes and shall be responsible for selecting and training qualified animal enforcement and administration officers and employees to carry out these services.

#### A. General Enforcement.

**1. General Hours and Days of Service.** Enforcement services shall operate seven (7) days per week, from 8:00 a.m. to 6:00 p.m.

**2.** In performing duties under Section I of this Scope of Service:

- a. IHS shall timely investigate all calls for animal enforcement service, and as contemporaneously as possible, draft clear and complete reports sufficient to support the prosecution of the offense.
- b. IHS shall collect available evidence at the time of investigation and shall include it with the corresponding reports as may be necessary.
- c. IHS shall timely file all citations and reports with the Court and/or the Public Agency as appropriate.
- d. Upon request by a Public Agency, IHS shall timely provide the Public Agency the citation, reports, or evidence.
- e. IHS shall appear on time for all court hearings and trials and shall be fully prepared to testify, including, without limitation: having reviewed all relevant reports, audio recordings, video recordings, and other records and evidence in regard to which the subpoenaed IHS employee may be asked to testify.

- f. For any cases involving animal cruelty and nuisance violations (i.e., bites, barking, aggressive behavior, etc.) the investigating IHS Animal Control Officer shall search IHS's internal case management database for any prior incidents involving the same suspect animal-owner and/or animal. If prior incidents are discovered, a reference to such priors shall be included in the current investigation report.
- g. IHS officers and/or employees shall obey subpoenas and notify the relevant Public Agency at the earliest opportunity of any scheduling conflicts that may prevent the appearance of a subpoenaed IHS employee at a scheduled court date or meeting.
- h. The Public Agency shall notify IHS at the earliest opportunity of any changes, delays, or cancellations of any court hearings or meetings to which the IHS employee is subpoenaed or scheduled to attend.
- i. IHS shall provide to the Public Agency an accurate telephone contact list containing the names, titles and direct office telephone numbers of IHS CEO, CFO, and Director of Animal Control. IHS shall provide the Public Agency updated contact lists within thirty (30) days of any changes.
- j. All IHS staff, including, without limitation: Animal Control Officers, and animal welfare dispatch staff, shall return all telephone messages and emails within forty-eight (48) hours of receipt of the message or email.
- k. All Public Agency staff shall return all telephone messages and emails from IHS employees within forty-eight (48) hours of receiving the message or email.

## **B. Emergency Services.**

- 1. Hours and Days of Emergency Services.** Emergency services shall operate twenty-four (24) hours per day, seven (7) days per week.
- 2. Staffing.** IHS employee staffing levels shall be sufficient to provide on-going emergency services to the Public Agency. For purposes of this Agreement, "Emergency Services" shall include field calls for the following:
  - a. Injured stray dog or cat;
  - b. Dog bite or cat bite with animal still at-large;
  - c. Dog bite of such severity to require quarantine of the animal;
  - d. Vicious or threatening dog with the dog still at-large, constituting a threat to persons or domesticated animals;
  - e. Animal, caught in a trap that is making a disturbance, or that is injuring itself;
  - f. Dog, cat, or livestock causing traffic safety issue;
  - g. Animal cruelty violations;
  - h. Dangerous animal at-large;



- i. Exotic animals and wildlife;
- j. Multiple calls received on the same non-emergency animal-related problem (IHS officer to be on-call, and police dispatch will evaluate the circumstances to determine whether to respond); and
- k. Request from a law enforcement agency, received after the hours of regular enforcement services, for assistance with an animal.

**C. IHS Employee Training.**

- 1. **New Hires.** All new IHS Animal Control Officers and Dispatchers shall be provided adequate training by IHS. Such professional training shall include, without limitation: citation writing, incident report writing, witness interviewing and investigation skills, evidence collection, case management, preparation for court appearances, and court testimony.
- 2. **On-Going Training.** IHS shall provide on-going training to its IHS Animal Control Officers and Dispatchers for any gaps in skill sets and to address issues raised by the Public Agency regarding the performance of humane services by IHS in their jurisdictions.

**III. Animal Welfare Services.** IHS shall provide animal welfare services within the respective territorial limits of the Public Agency, including investigating complaints, responding to calls for service, patrolling (as time and personnel permit), issuing citations to suspected violators and following through by appearing to testify in court as appropriate, apprehending and impounding stray and other animals, picking up dead or injured animals within the public areas within the respective territorial limits of the Public Agency.

**A. General Animal Welfare Services.** IHS employee staffing levels shall be sufficient to provide the on-going general animal welfare services within the jurisdictions of the Public Agency as follows:

- 1. Impoundment of free-roaming animals to protect the public from animal attacks, bites, and accidents caused by such free-roaming animals.
- 2. Protection of public health through animal disease surveillance in conjunction with the Idaho Department of Health and Welfare.
- 3. Quarantine of disease-suspect and bite case animals.
- 4. Participation in local disaster planning to address animal-related issues.
- 5. Protection of animals by:
  - a. enforcement of cruelty to animals' statutes and codes;
  - b. transport of stray dogs to IHS's shelter; and
  - c. the transport of injured animals to IHS's veterinary hospital or other critical care facilities.

6. Removal and disposition of small dead domesticated or wild animals from public areas of the Public Agency's jurisdictions. Large wild animals will be referred to Fish and Game.
7. Referrals to appropriate governmental agencies, private entities, and volunteer service groups who respond to reports of injured wild animals and provide transportation of such animals to veterinary hospitals or local wild animal rehabilitation facilities. IHS to act as a liaison in these cases to create a great customer service experience and to ensure that animals are safe.
8. The provision of field services include, without limitation, responding to the following complaints and calls for service:
  - a. dog at large;
  - b. trapped dog;
  - c. livestock at large;
  - d. excessive dog barking;
  - e. unlicensed dog;
  - f. dog or cat without rabies vaccination;
  - g. dogs threatening a person or domestic animal;
  - h. dog or cat bite;
  - i. injured or sick stray dog, cat, or other domesticated animals;
  - j. abandoned or mistreated animal;
  - k. negligently confined animal;
  - l. animal cruelty or neglect;
  - m. dead dog, cat, or other animals (including wild animals);
  - n. private kennel inspection;
  - o. prohibited or dangerous mammal or reptile investigation; and
  - p. unsanitary premises (*e.g.*, excessive animal waste inspection).

**B. Shelter Services.**

1. **Hours and Days of Shelter Services.** Shelter Services shall be open to the public seven (7) days per week from 10:00 a.m. to 6:00 p.m.
2. IHS employee staffing levels shall be sufficient to provide the on-going shelter services for the Public Agency. For purposes of this Agreement, "Shelter Services" shall include:

- a. Maintaining a lost and found program for animals.
- b. Holding stray or lost animals in accordance with the applicable Public Agency's ordinance.
- c. Examining stray and lost animals for licenses or identification chips, and if a license or chip is found, to make a reasonable attempt to return such animal to its owner.
- d. Coordinating with IHS's veterinary clinic to ensure that all dogs and cats are spayed or neutered prior to adoption.

**C. Inspection of Breeding Operations.** IHS shall assist in the inspection of breeding operations, pet stores, and vendors of pets for compliance with any Public Agency's applicable ordinances.

#### **IV. Promotion of Responsible Animal Ownership.**

**A. Promotion of Animal Code Compliance.** IHS shall provide services designed to support the goal of responsible animal ownership in the respective territorial limits of the Public Agency, including, without limitation, public information and education, making recommendations for needed changes in policies, fees, ordinances and legislation, and other community animal welfare matters. IHS shall strive to reduce animal-related violations and increase voluntary compliance with animal-related provisions. This goal may be achieved by vigorous and prompt animal code enforcement, public education, and positive reinforcement for responsible pet owners who abide by the law.

**B. Reduction in Surrender, Impoundment, and Euthanization of Animals.** The Parties shall seek to reduce the number of animals surrendered and impounded at the IHS shelter and subsequently euthanized. For purposes of this Scope of Service and the underlying Agreement, an "Impounded Animal" is any animal picked up by IHS, a Public Agency, or a private citizen and then delivered to IHS.

**C. Humane Education Classes.** IHS shall provide court-ordered humane animal education classes to individuals convicted of animal cruelty and neglect regularly (no less frequently than every sixty (60) days). IHS may charge a fee for such humane animal education classes, which is paid by the individuals who attend such classes.

**D. Promote Animal Adoptions; Spay and Neuter.** To maximize the live-release rate of animals, IHS will make reasonable efforts to promote animal adoptions. IHS shall continually educate the public (with special educational outreach provided by IHS to local youth) regarding the benefits of spaying or neutering pets.

**E. Promote Dog License Code Compliance.** IHS shall promote citizen compliance with the Public Agency's dog license ordinance provisions through participation in and cooperation with such Public Agency's licensing programs.

**F. IHS Recommendations to Public Agency.** IHS may provide the Public Agency with written recommendations for amendments to such Public Agency's animal-related ordinances in writing. Whether to accept and adopt such recommendations is in the sole discretion of the Public Agency.

#### **V. Recordkeeping; Reports and Documentation; Operating Procedures.**

- A. Recordkeeping.** IHS shall prepare and maintain complete and accurate records regarding the performance of Scope of Services, including, without limitation, detailed annual operating expenses records and the disposition of Impounded Animals. IHS shall account for services under this Agreement separately from other functions to the extent administratively feasible and shall provide a reasonable basis for allocated costs.
- 1. Operating Expense Records.** IHS shall maintain accurate and complete records of its operating expenses in connection with the Scope of Services. The records shall be maintained in such a manner that IHS can provide information about its animal enforcement operating expenses separately from its other operations for the Public Agency.
  - 2. Fees Reconciliation Records.** IHS shall maintain accurate and complete records of the fees it collects on behalf of the Public Agency. Each year as part of its annual report to the Public Agency, IHS shall accurately reconcile all the fees on behalf of the Public Agency for the purpose of calculating the offset amount of the Public Agency's paid portion of IHS's annual operating expenses.
- B. Annual Report.** IHS shall provide a written annual report, no later than January 31st of each year to the Public Agency. The annual report shall be written in the format provided in Schedule 1, attached hereto and incorporated by reference, and share information regarding IHS's operational expenses, collection and reconciliation of fees, provided service levels, and education efforts provided to the Public Agency for the prior twelve (12) months. IHS shall maintain books, records, reports, and accounts adequate to allow the auditor to fully evaluate, assess and audit IHS's performance of the Scope of Service, as provided further in Section E of the Agreement.
- 1. In-Person Presentation to Public Agency.** The Public Agency may request IHS to present the annual report or a subsequent report to its governing body (i.e., Mayor and City Council or Board of County Commissioners) at a public meeting. The in-person presentation shall occur within thirty (30) days of the request.
  - 2. Target Service Levels Documentation.** Part of the annual report to the Public Agency shall include documentation showing the current service levels in the Public Agency's jurisdiction in comparison to a three-year average baseline and provide projected target service levels for the next twelve (12) months. The documentation shall include statistical information with respect to the following services:
    - a.** number of field calls within the jurisdiction of the Public Agency, sorted by call category;
    - b.** IHS shall make available to the Public Agency the raw data of IHS Animal Control Officer response times to the calls for service upon request. Beginning from January 1, 2020, IHS shall calculate and provide the average response times to calls for service within the jurisdiction of the Public Agency;
    - c.** number of citations issued for animal code violations;
    - d.** number of Impounded Animals;
    - e.** number of days Impounded Animals were boarded;

- f. number of Impounded Animals returned to the owner;
- g. number of animals adopted;
- h. number of dog licenses sold by IHS;
- i. number of spay and neuter procedures performed;
- j. number of volunteer hours logged;
- k. number of animals fostered; and
- l. number of live-release rates for dogs and cats.

**C. Requested Reports and Documentation.** The Public Agency may request that IHS provide reports or documentation in addition to the annual report as may be necessary to assist the Public Agency in its fiscal year-end budgeting process. IHS shall timely respond to all Public Agency requests for additional reports and documents; which requests shall not be made more frequently than once every three (3) months by any Public Agency.

**D. Standard Operating Procedures.** IHS shall develop internal standard operating procedures and policies (“SOPs”) related to the services provided under this Agreement, to be completed no later than December 31, 2020. All applicable IHS employees are to be trained on these SOPs. Upon request, IHS shall produce a current and accurate written copy of these SOPs.

**SCHEDULE 1  
FORM OF ANNUAL REPORT**

**Idaho Humane Society Annual Statistics**

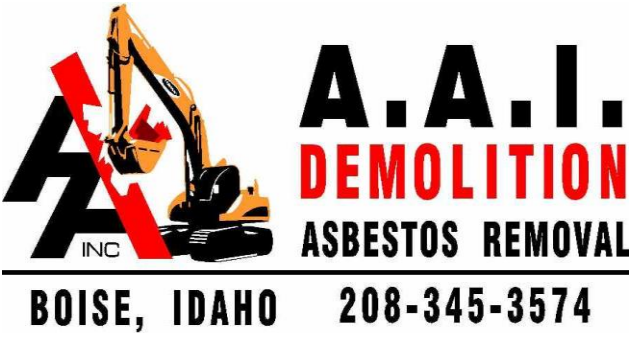
	Ada County	Kuna	Boise	Meridian	Eagle	Combined Total
City/County Field Calls divided by category:						
Aggressive						
Attack						
Barking						
Bite						
Dead/Injured						
Dog at Large						
Large/Small Animal Cruelty/Neglect						
Miscellaneous						
Pickup - Cat						
Pickup - Dog						
Loose Livestock						
Wildlife Related Calls						
Extra Patrol						
Barrister/Sheriff's Office /City Hall, etc						
Total number of calls						
IHS average response times to Priority Calls for Service - Minutes						
Number of city licenses sold by IHS						
Number of citations issued for Animal Code Violations						
Number of Letters issued for Barking Dogs Notices - 2nd year						
Number of Letters issued for Dog at Large Notices - 1st year						
Number of Warnings issued for Animal Code Violations						
Number of times officers educated vs. citing						
Number of animals handled						
Number of animals impounded						
Average number of boarded days per impounded animal						
Number of animals returned to owner						
Live Release rate total						
Cats						
Dogs						
Number of spay/neuter procedures performed						
Number of animals fostered						
Number of animals adopted						
Number of volunteer hours logged						
Humane Education program youth reached						

**SCHEDULE 2**

**DOG LICENSING FEES PER PUBLIC AGENCY**

The animal licensing fees that IHS collects on behalf of the Public Agency shall be collected, applied, or remitted as follows:

**Star:** IHS shall have non-exclusive rights to collect animal licensing and impound fees according to the fee schedule adopted by the StarCity Council. For all the licenses and impound fees IHS collects on behalf of the City of Star, IHS shall remit the accrued amounts to the City of Star on or before the fifteenth (15<sup>th</sup>) day of the of the following calendar month during the Term of this Agreement.



September 13, 2023

Mr. Bob Little  
City of Star  
10769 W State Street  
Star, Idaho 83669

**Re: Demolition Project for the Manufactured House @ 946 S Main St, Star, Idaho.**

Dear Mr. Little,

Asbestos Abatement, Inc. (AAI) will furnish all materials, labor, insurance, license and dump fees to demolish and properly dispose of all the debris from the manufactured house at the above-mentioned site for a sum of Sixteen Thousand Three Hundred Thirty Seven Dollars (\$16,337.00).

Tack/Storage Shed (Add).....\$3,400.00

- Southern Fence Must Be Removed For Site Access

**Bid Excludes:** Fencing, MEP Disconnects, Backfill, Trees, Sheds, Well House, Well Abandonment, Landscape Damage, Hazardous Materials Including, and But Not Limited To Asbestos, LBP's, Underground Oil/Septic Tanks, Freon, Oils, Tires, and Batteries.

Any or All Salvage Becomes Property of the Demolition Contractor.

If you have any questions, please feel free to call.

Respectfully,  
AAI

*John Niendorf*

John Niendorf  
Vice President

\_\_\_\_\_  
Signature Date

Authorization to Proceed





# FLUSH RESTROOMS

## SIMPLE TO INSTALL

CXT® buildings require minimal site preparation and can typically be in use on the day of installation.

## READY TO USE

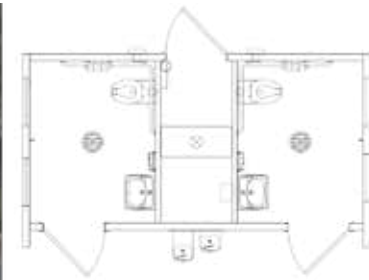
Our buildings are prefabricated and delivered complete and ready to use, including plumbing and electrical where applicable.

## EASY TO MAINTAIN

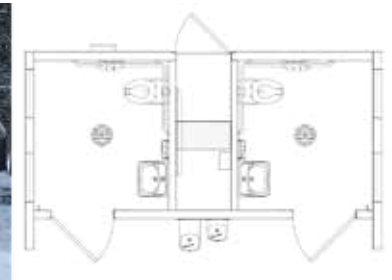
Our interiors are designed to resist abusive wear and can be cleaned quickly with warm soapy water and a brush.



### SINGLE USER



CORTEZ



DENALI



OZARK II



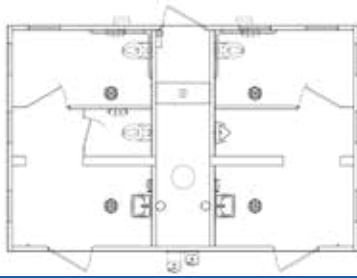
OZARK I

Floor plans for reference only.

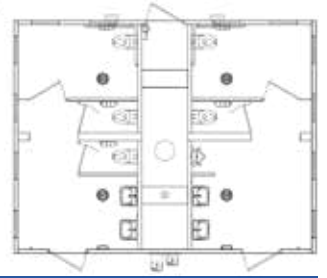


Engineered to withstand snow, wind, flood, and zone-4 seismic loads.

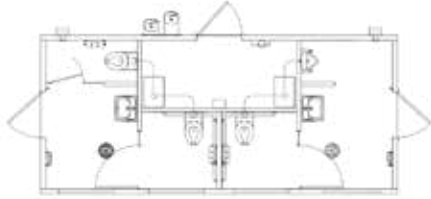
**MULTI USER**



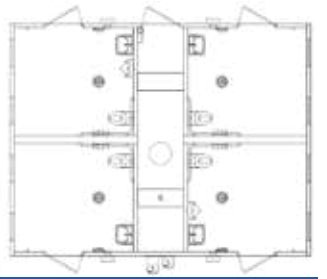
**MONTROSE**



**TAOS**



**KODIAK**



**ARAPAHOE**

*Floor plans for reference only.*

**UTILITIES**

- Pre-wired, pre-plumbed, and tested before shipping to meet local code requirements.
- Concealed within the chase/storage area for easy hook up and maintenance, and to reduce vandalism.

**HOOK UP AND INSTALLATION**

- Minimal site work is required.
- Water, sewage and electrical utility lines are stubbed up through the prepared base material to match up with the utility blockout within the floor of the chase area.
- Hookup of the three utility lines can be completed in a matter of hours.



- Vandal resistant building and toilet components
- 4" thick steel reinforced concrete walls
- 5" thick steel reinforced concrete roof and floors
- Will not rot, rust or burn
- Available in 28 different colors
- Custom textures and colors also available



www.cxtinc.com ▪ 800.696.5766

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### EXTERIOR COLOR OPTIONS



Granite Rock   Hunter Green   Evergreen   Charcoal Gray

Choose roof and wall color or have both the roof and walls be the same color

### EXTERIOR SURFACE



Split Face Block

### ROOF



Cedar Shake

DISCLAIMER: The color samples shown are approximations only. Job site-applied colors will vary from this color chart due to printing variances as well as the texture and porosity of the substrate. CXT® recommends applying a color sample to an inconspicuous area on the actual substrate to verify color choice.

Customers can also request specific colors by providing the paint code, paint supplier, and a description of the desired color.



CXT® Precast Concrete Products manufactures restroom, shower and concession buildings in multiple designs, textures and colors. The roof and walls are fabricated with high strength precast concrete to meet all local building codes and textured to match local architectural details. All CXT buildings are designed to meet A.D.A. and to withstand heavy snow, high wind and category E seismic loads. All concrete construction also makes the buildings easy to maintain and withstand the rigors of vandalism. The buildings are prefabricated and delivered complete and ready-to-use, including plumbing and electrical where applicable. With thousands of satisfied customers nationwide, CXT is the leader in prefabricated concrete restrooms.

1. ORDERING ADDRESS(ES): CXT Precast Concrete Products, 606 N. Pines Road, Suite 202, Spokane Valley, WA 99206

2. ORDERING PROCEDURES: Fax 509-928-8270

3. PAYMENT ADDRESS(ES):

**Remitting by check:**

CXT, Inc., PO Box 676208, Dallas, TX 75267-6208

**Remitting by ACH or wire transfer:**

Beneficiary: CXT, Inc.

Beneficiary Bank: PNC Bank, Pittsburgh, PA

Account: 1077766885 ABA/Routing: 043000096

Email remittance details to AR@lbfoster.com

4. WARRANTY PROVISIONS: CXT provides a one (1) year warranty. The warranty is valid only when concrete is used within the specified loadings. Furthermore, said warranty includes only the related material necessary for the construction and fabrication of said concrete components. All other non-concrete components will carry a one (1) year warranty. CXT warrants that all goods sold pursuant hereto will, when delivered, conform to specifications set forth above. Goods shall be deemed accepted and meeting specifications unless notice identifying the nature of any non-conformity is provided to CXT in writing within the specified warranty. CXT, at its option, will repair or replace the goods or issue credit for the customer provided CXT is first given the opportunity to inspect such goods. It is specifically understood that CXT's obligation hereunder is for credit, repair or replacement only, F.O.B. CXT's manufacturing plants, and does not include shipping, handling, installation or other incidental or consequential costs unless otherwise agreed to in writing by CXT.

This warranty shall not apply to:

1. Any goods which have been repaired or altered without CXT's express written consent, in such a way as in the reasonable judgment of CXT, to adversely affect the stability or reliability thereof;

2. To any goods which have been subject to misuse, negligence, acts of God or accidents; or

3. To any goods which have not been installed to manufacturer's specifications and guidelines, improperly maintained, or used outside of the specifications for which such goods were designed.

5. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): All prices subject to the "Conditions of Sale" listed on the CXT quotation form.

Customers are responsible for marking exact location building is to be set; providing clear and level site, free of overhead and/or underground obstructions; and providing site accessible to normal highway trucks and sufficient area for the crane to install and other equipment to perform the contract requirements. Customer shall provide notice in writing of low bridges, roadway width or grade, unimproved roads or any other possible obstacles to access. CXT reserves the right to charge the customer for additional costs incurred for special equipment required to perform delivery and installation. Customers will negotiate installation on a project-

by-project basis, which shall be priced as separate line items. For more information regarding installation and truck turning radius guidelines please see our website at <http://www.cxtinc.com>.

In the event delivery of the building/s ordered is/are not completed within 30 days of the agreed to schedule through no fault of CXT, an invoice for the full contract value (excluding shipping and installation costs) will be submitted for payment. Delivery and installation charges will be invoiced at the time of delivery and installation.

Should the delivery and installation costs increase due to changes in the delivery period, this increase will be added to the price originally quoted, and will be subject to the contract payment terms.

In the event that the delivery is delayed more than 90 days after the agreed to schedule and through no fault of CXT, then in addition to the remedies above, a storage fee of 1-1/2% of contract price per month or any part of any month will be charged.

\*\*Customer is responsible for all local permits and fees.

6. DELIVERY CHARGE: All prices F.O.B. origin prepaid and added to invoice. CXT operates three (3) manufacturing plants in the United States and will deliver from the closest location on our carriers.

7. PAYMENT TERMS: All orders are cash in advance. At CXT's discretion, credit may be given after approval of credit application. Payment to CXT by the purchaser of any approved credit amount is net 30 days after submission of invoice to purchaser. Interest at a rate equal to the lower of (i) the highest rate permitted by law; or (ii) 1.5% per month will be charged monthly on all unpaid invoices beginning with the 35th day (includes five (5) day grace period) from the date of the invoice. Under no circumstance can retention be taken. If CXT initiates legal proceeding to collect any unpaid amount, purchaser shall be liable for all of CXT's costs, expenses and attorneys' fees and costs of any appeal.

8. LIMITATION OF REMEDIES: In the event of any breach of any obligations hereunder; breach of any warranty regarding the goods, or any negligent act or omission of any party, the parties agree to submit all claims to binding arbitration. Any settlement reached shall include all reasonable costs including attorney fees. In no event shall CXT be subject to or liable for any incidental or consequential damages. Without limitation on the foregoing, in no event shall CXT be liable for damages in excess of the purchase price of the goods herein offered.

9. DELIVERY INFORMATION: All prices F.O.B. origin prepaid and added to invoice. CXT operates three (3) manufacturing plants in the United States and will deliver from the closest location on our carriers. Use the information below to determine the origin:

- F.O.B. 6701 E. Flamingo Avenue, Building 300, Nampa, ID 83687 applies to: AK, CA, HI, ID, MT, ND, NV, OR, SD, UT, WA, WY.

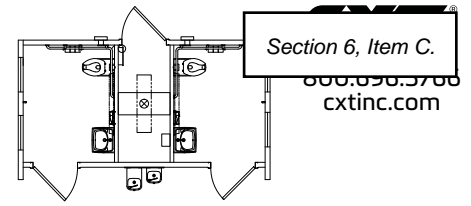
- F.O.B. 901 North Highway 77, Hillsboro, TX 76645 applies to AR, AZ, CO, IA, KS, LA, MN, MO, MS, NE, NM, OK, TX.

- F.O.B. 362 Waverly Road, Williamstown, WV 26183 applies to AL, CT, DE, FL, GA, IL, IN, KY, MA, MD, ME, MI, NC, NH, NJ, NY, OH, PA, PR, RI, SC, TN, VA, VT, WI, WV.

- Prices exclude all federal/state/local taxes. Tax will be charged where applicable if customer is unable to provide proof of exemption.

# CORTEZ – 10' 3" X 17'

Cortez with chase has two single user fully accessible flush restrooms. Standard features include simulated barnwood textured walls, simulated cedar shake textured roof, vitreous china fixtures, interior and exterior lights, off loaded, and set up at site.



Section 6, Item C.

800.696.5700  
cxtinc.com

\*Base Price \$ 73020.00

## Optional Sections

Restroom*73020.0 Qty: =0	Shower*88310.0 Qty: =0
Family Assist Shower/Restroom Combo*85200.0 Qty: =0	Storage 67600.0 Qty: =0
Concession*84660.0 Qty: =0	
<b>Total for Optional Sections \$ 0</b>	

\*Includes 4-gallon water heater.

## Added Cost Options

	Price per unit	Click to select	
Final Connection to Utilities (per section)	\$ 5000.00	<input checked="" type="checkbox"/>	5000
Optional Wall Texture (per section)- choose one <input checked="" type="radio"/> Split Face Block (\$5,500) <input type="radio"/> Stone (\$7,000)	Reset Wall Texture		5500
Optional Roof Texture (per section) <input type="checkbox"/> Ribbed Metal	\$ 5500.00		0
Insulation and Heaters (per section)	\$ 19500.00	<input checked="" type="checkbox"/>	19500
Stainless Steel Water Closet (each)	Qty: \$ 1750.00	<input type="checkbox"/>	0
Stainless Steel Lavatory (each)	Qty: \$ 1500.00	<input type="checkbox"/>	0
→ Electric Hand Dryer (each)	Qty: 2 \$ 700.00	<input checked="" type="checkbox"/>	1400
→ Electronic Flush Valve (each)	Qty: 2 \$ 1500	<input checked="" type="checkbox"/>	3000
→ Electronic Lavatory Faucet (each)	Qty: 2 \$ 1500.00	<input checked="" type="checkbox"/>	3000
Paper Towel Dispenser (each)	Qty: \$ 350.00	<input type="checkbox"/>	0
Toilet Seat Cover Dispenser (each)	Qty: \$ 350	<input type="checkbox"/>	0
Sanitary Napkin Disposal Receptacle (each)	Qty: \$ 100.00	<input type="checkbox"/>	0
Baby Changing Table (each)	Qty: \$ 750.00	<input type="checkbox"/>	0
Skylight in Restroom (each)	Qty: \$ 1600.00	<input type="checkbox"/>	0
Marine Grade Skylight in Restroom (each)	Qty: \$ 2450.00	<input type="checkbox"/>	0
Marine Package (excluding fiberglass doors and frames) (per section)	\$ 2350.00	<input type="checkbox"/>	0
Exterior Mounted ADA Drinking Fountain w/Cane Skirt (each)	Qty: 1 \$ 5600.00	<input checked="" type="checkbox"/>	5600
2K Anti-Graffiti Coating (per section)	\$ 4000.00	<input type="checkbox"/>	0
→ Optional Door Closure (each)	Qty: \$ 700	<input type="checkbox"/>	0
Fiberglass Entry and Chase Doors and Frames (each)	Qty: \$ 3300.00	<input type="checkbox"/>	0
Timed Electric Lock System (2 doors- does not include chase door) (each)	Qty: \$ 1350.00	<input type="checkbox"/>	0
Exterior Frostproof Hose Bib with Box (each)	Qty: \$ 1200	<input type="checkbox"/>	0

Total for Added Cost Options: \$ 43000

Custom Options: Extra Crane 8 HR Min \$5,000 \$ 5000

Engineering and State Fees: \$ 6200

Estimated One-Way Transportation Costs to Site (quote): \$ 3900

Estimated Tax: \$

**Total Cost per Unit Placed at Job Site: \$ 131120**

Estimated monthly payment on 5 year lease **2635.512**

**Disclaimer: Please call to confirm selected sections are compatible.**

This price quote is good for 60 days from date below, and is accurate and complete.

Digitally signed by Todd Weger  
**Todd Weger**  
 Date: 2023.07.24 09:58:09 -07'00'  
 CXT Sales Representative Date

I accept this quote. Please process this order.

Company Name

\_\_\_\_\_  
 Company Representative 37

**Exterior Color(s)** (For single color mark an X. For two-tone combinations use W = Walls and R = Roof.)

- |  |                                       |   |   |
|--|---------------------------------------|---|---|
| <input type="checkbox"/> Amber Rose    | <input type="checkbox"/> Berry Mauve  | <input type="checkbox"/> Buckskin       | <input type="checkbox"/> Cappuccino Cream |
| <input type="checkbox"/> Charcoal Grey | <input type="checkbox"/> Coca Milk    | <input type="checkbox"/> Evergreen      | <input type="checkbox"/> Georgia Brick    |
| <input type="checkbox"/> Golden Beige  | <input type="checkbox"/> Granite Rock | <input type="checkbox"/> Hunter Green   | <input type="checkbox"/> Java Brown       |
| <input type="checkbox"/> Liberty Tan   | <input type="checkbox"/> Malibu Taupe | <input type="checkbox"/> Mocha Caramel  | <input type="checkbox"/> Natural Honey    |
| <input type="checkbox"/> Nuss Brown    | <input type="checkbox"/> Oatmeal Buff | <input type="checkbox"/> Pueblo Gold    | <input type="checkbox"/> Raven Black      |
| <input type="checkbox"/> Rich Earth    | <input type="checkbox"/> Rosewood     | <input type="checkbox"/> Sage Green     | <input type="checkbox"/> Salsa Red        |
| <input type="checkbox"/> Sand Beige    | <input type="checkbox"/> Sun Bronze   | <input type="checkbox"/> Toasted Almond | <input type="checkbox"/> Western Wheat    |

Special roof color # \_\_\_\_\_

Special wall color # \_\_\_\_\_

Special trim color # \_\_\_\_\_

**Rock Color**

- |                                 |   |                                       |                                 |
|---------------------------------|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Basalt | <input type="checkbox"/> Mountain Blend | <input type="checkbox"/> Natural Grey | <input type="checkbox"/> Romana |
|---------------------------------|---|---------------------------------------|---------------------------------|

**Roof Texture**

- |   |                                       |
|---|---------------------------------------|
| <input checked="" type="checkbox"/> Cedar Shake | <input type="checkbox"/> Ribbed Metal |
|---|---------------------------------------|

**Wall Texture(s)** (For single color mark an X. For top and bottom textures use T = Top and B = Bottom.)

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Barnwood                    | <input type="checkbox"/> Horizontal Lap | <b>Can only be used as bottom texture</b> |   |
| <input checked="" type="checkbox"/> Split Face Block | <input type="checkbox"/> Board & Batt   |   | <input type="checkbox"/> Napa Valley Rock <input type="checkbox"/> River Rock |
| <input type="checkbox"/> Stucco/Skip Trowel          | <input type="checkbox"/> Brick          |   | <input type="checkbox"/> Flagstone  |

(Textures not included in CXT's quote are additional cost.)

**Door Opener**

- Non-locking ADA Handle     Privacy ADA Latch     Pull Handle/Push Plate

Deadbolt

**Accessible Signage**

- Men     Women     Unisex

**Toilet Paper Holder**

- 2-Roll Stainless Steel     3-Roll Stainless Steel

**Notes:**

September 13, 2023

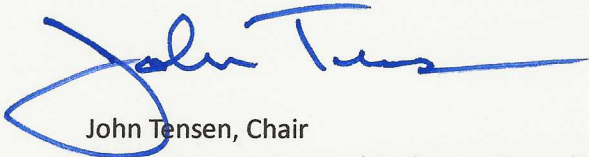
Mayor and City Council  
City of Star  
10769 W. State St.

Re: Recommendation for selection of Kimley Horn for the Star Pathway Plan

Dear Mayor and Council,


The Star Transportation and Pathways Committee met September 13, 2023 to review the recommendation of the subcommittee assigned to review the Statement of Qualifications (SOQ) submitted to prepare the City of Star Pathways Master Plan. Three SOQ's were submitted. The subcommittee recommended selection of Kimley Horn to begin contract negotiations. The Star Transportation Committee voted unanimously that the City Council approve staff to negotiate a contract for development of a Pathways Master Plan and to bring a completed contract back to the City Council for approval.

Respectfully,



John Tensen, Chair  
Star Transportation and Pathways Committee

CC Ryan Morgan P.E., City Engineer



**CITY OF STAR**

**ENGINEER DEPARTMENT**

**MEMO**

**TO:** Mr. Mayor & Council Members  
**FROM:** Ryan V. Morgan, P.E., City Engineer  
**MEETING DATE:** **September 19, 2023**  
**RE:** **Acceptance of Request For Qualifications for Pathway RFQ**

**ACTION**

Members of the City Transportation Committee along with City Staff and Council Person Jennifer Salmonson have reviewed the Three (3) submitted Statement of Qualifications (SOQ) for the Star Pathway Master Plan and is hereby providing a recommendation to Council for the acceptance of the Kimley-Horn Team as the consultant team to be selected. We would like to have this accepted by Council at the September 17, 2023, Council hearing so that we can start working with Kimley-Horn on preparing a scope of work and contract for the project. We anticipate providing that Scope of Work and contract during one of the October council meetings.

The three proposals received were from:

- Kimley-Horn
- Breckon Land Design
- The Land Group

The items taken into consideration by the review team and their waited values for this recommendation are listed below.

- Firm Experience and Qualifications (200 points)
- The Team (500 points)
- Project Approach (200 points)
- Project Schedule (100 points)

The five team members separately ranked each team prior to meeting at a group. The individual orders of the team members are listed below.





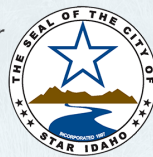
Reviewer 1	1-Kimbley Horn	2- Breckon	3- Land Group
Reviewer 2	1-Kimbley Horn	2- Breckon	2- Land Group (tie)
Reviewer 3	1-Kimbley Horn	2- Breckon	3- Land Group
Reviewer 4	1- Breckon	2- Kimbley Horn	3- Land Group
Reviewer 1	1-Kimbley Horn	2- Land Group	3- Breckon

Staff has included each of the Statement of Qualifications for Council, should you be interested in reviewing and commenting at the hearing.

Thank you for your time.

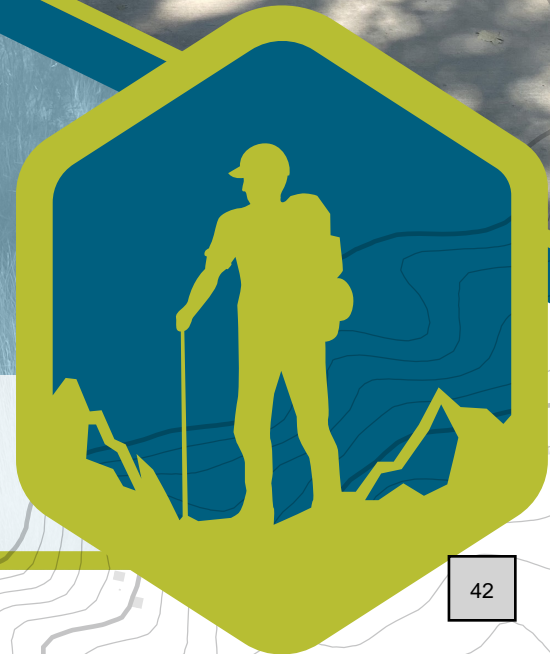
Statement of Qualifications for  
**PROFESSIONAL  
SERVICES FOR THE  
STAR PATHWAY MASTER PLAN**

Prepared for



Prepared by  
**Kimley»»Horn**

Expect More. Experience Better.



August 31, 2023



# 1. INTRODUCTION (TRANSMITTAL LETTER)

August 31, 2023

Shawn Nickel, Planning Director/Zoning Administrator  
City Hall, 10769 W. State Street, Star, ID 83669

**Company Name:** Kimley-Horn  
**Address:** 1100 W. Idaho Street, Suite 210  
Boise, ID 83702  
**Telephone Number:** 208.297.2885  
**Federal Tax ID:** 560885615

## RE: STATEMENT OF QUALIFICATIONS FOR PROFESSIONAL SERVICES FOR THE STAR PATHWAY MASTER PLAN

Dear Mr. Nickel and Members of the Selection Committee:

The City of Star (City) is seeking a qualified consultant team to prepare the Star Pathway Master Plan. The Kimley-Horn with Logan Simpson team is organized and ready to work with the City to develop a integrated pathway master plan into a broader framework that supports the City’s conservation, public health, and economic development goals. Our team specializes in parks and recreation projects, offering particular expertise in pathway/amenity design and maintenance. We offer the City a combination of proven, extensive local and national expertise combined with a collaborative approach that will lead to the realization of your goals. A few distinguishable qualities of our team include:

**Recent and Directly Relevant National Experience.** Kimley-Horn is a national expert in pathway planning and has recently completed many large-scale municipal plans and plan updates. Logan Simpson is also a regional expert with the proven ability to develop trails and outdoor recreation plans that proactively balance the duality of landscape stewardship with recreational access. **We are highly experienced at creating and updating plans that have been successfully implemented for communities.**

**Excellent Local Experience and Knowledge.** In addition to our team’s extensive, high-caliber national parks and recreation experience, we also offer significant local experience in the Treasure Valley area. With an office in Boise and proposed team members who live in the Valley and use the area pathway/trails regularly, we bring an in-depth understanding of the community. We also bring expertise regarding pathways built within the Valley through private development. This includes firsthand experience working with several local irrigation/drainage ditch companies, highway districts, Idaho Transportation Department (ITD), and municipalities to design, permit, and construct pathways within canal easements, on private property, along state highways, and the greenbelt. This also includes experience with local jurisdictions’ adopted trail specifications to date. This project will build on Logan Simpson’s recent work on the South of the River Subarea Plan which included river access and recreation opportunity such as greenbelt pathways. **We have the local knowledge and familiarity, coupled with excellent working relationships, to make this project successful.**

**Multidisciplinary Expertise.** With such a wide variety of disciplines offered in-house at Kimley-Horn and Logan Simpson, we can look at this project from a variety of perspectives. In addition to pathway planning, we also specialize in design, infrastructure, traffic and safety, parking, hydrology and hydraulics, and environmental planning. We are skilled in effective community outreach and bring the ability to tailor the information in a digestible fashion for input. **We understand what it takes to construct facilities and bring the unique ability to see how different aspects of the plan relate and impact other key areas of the community.**

**Unmatched Team.** Kimley-Horn has teamed with Logan Simpson, a strategic planning firm who brings intimate knowledge of the City through their work leading the South of the River Subarea Plan. Kimley-Horn and Logan Simpson are national teaming partners on the City of Caldwell (ID) Comprehensive Master Plan, Town of Wellton (AZ) General Plan Update, City of Mesa (AZ) General Plan, and the City of Winter Park (FL) Transportation Master Plan. **Kimley-Horn has secured teaming commitments with Logan Simpson and can commit the subconsultant resources listed in this response.**

We are confident that our team is best qualified to complete this project. **Kimley-Horn meets appropriate state licensing requirements to practice engineering in the state of Idaho. If awarded this contract, Kimley-Horn acknowledges our responsibility for the contract, including payment of any and all charges resulting from the contract.** Please do not hesitate to contact Project Manager Tim Nicholson, P.E. We look forward to partnering with you on this important project. As of the date of this submittal, no addenda were issued for this solicitation.

Sincerely,  
**KIMLEY-HORN**

Timothy P. Nicholson, P.E.  
Project Manager/Authorized Signer

**Contact Person:** Tim Nicholson, P.E.  
**Title:** Project Manager/Authorized Signer  
**Address:** 1100 W. Idaho Street, Suite 210  
Boise, ID 83702  
**Telephone Number:** 208.410.6147  
**Fax Number:** N/A  
**Email Address:** tim.nicholson@kimley-horn.com



## 2. FIRM EXPERIENCE AND QUALIFICATIONS

### 2A. FIRM INFORMATION

<b>Legal Name</b>	Kimley-Horn and Associates, Inc.
<b>Date of Establishment</b>	1967
<b>Type of Entity</b>	Corporation
<b>Business Expertise</b>	Planning and engineering consulting firm
<b>Short History</b>	Kimley-Horn was founded in 1967 in North Carolina as a traffic and transportation engineering firm. We now have 120+ offices throughout the U.S. and over 7,000 employees. Kimley-Horn offers multidiscipline consulting services in multimodal transportation planning/engineering, landscape architecture, mobility, land development, land use planning, urban design, community master planning, civil infrastructure, water resources, utilities, safety, intelligent transportation systems (ITS), parking, geographic information systems (GIS), environmental services, public engagement, and graphic design/project visualization.
<b>Ownership Structure</b>	Privately owned
<b>Changes in Ownership</b>	No significant changes in ownership are anticipated

<b>Legal Name</b>	Logan Simpson
<b>Date of Establishment</b>	1990
<b>Type of Entity</b>	Corporation
<b>Business Expertise</b>	Community planning, environmental consulting, cultural resources, and landscape architecture design services
<b>Short History</b>	Logan Simpson was founded in 1990 and supports a team of over 170 professionals. In June 2023, they celebrated the adoption of the McCall, Idaho Parks, Recreation, and Open Space (PROS) Plan. In addition, their team had the privilege of working with the City of Star in 2020 to develop the South of the River Subarea Plan.
<b>Ownership Structure</b>	Privately owned
<b>Changes in Ownership</b>	Logan Simpson's leadership transitioned from founding principal Diane Simpson-Colebank to Bruce Meighen, AICP, on April 1, 2021. Bruce will lead the company on as the new president and CEO.

### 2B. RELEVANT PROJECT EXPERIENCE

#### Ada County Parks and Waterways Master Plan

– Ada County, ID

Kimley-Horn (as a subconsultant) is working with Ada County to provide a clear vision and action plan going forward that will guide its provision, management, and maintenance of these recreation spaces, programs, and services to ensure it adequately and efficiently serves the community now and into the future. The master plan includes a robust community engagement plan with in-person and virtual options for public participation. In addition to supporting community outreach efforts, Kimley-Horn's scope includes reviewing previously completed planning documents and conducting a thorough inventory and analysis of the existing conditions to gain insight into the overall picture of the county's parks, trails, regional trail, and waterways systems to identify potential improvements that coincide with the unique opportunities and challenges presented at each site. These assessments, combined with local demographics, recreation trends, future county goals, and national benchmarking tools, allow the team to help the county establish their vision and identify achievable goals for the short-term, mid-term, and long-term. The team will also update the existing Capital Improvement Plan (CIP) including the development of short-term, mid-term, and long-term prioritized capital projects.

**Reference:** Scott Koberg, Ada County Parks & Waterways, 208.577.4578, skoberg@adacounty.id.gov





**Star South of the River Subarea Plan** – Star, ID (Logan Simpson)

Star’s South of the River Subarea Plan is an effort to plan for the City’s growth area south of Downtown and adjacent to the Boise River. Due to recent utility improvements and expected development submittals, the area was undergoing quick change. It was crucial to inform affected stakeholders and residents on the importance of proactive planning, resulting in benefits such as regional floodplain mitigation solutions, increased amenities (specifically river access and recreation), and civic catalysts to expanded economic development. The plan includes conceptual identification of bicycle/pedestrian and trail corridors and will provide a natural foundation for pathways planning in this area of the city.

**Reference:** Ryan Field, City of Star Assistant City Planner, 208.908.5460, rfield@staridaho.org

**Chandler Parks Strategic Master Plan** – Chandler, AZ

Kimley-Horn developed a parks and recreation master plan for the City of Chandler. The strategic master plan enhanced the vision of the community while plotting the course for the future through concise, outcome-based recommendations which reflected the unique profile of both today’s and tomorrow’s residents. As part of the master plan, it was imperative to set quality standards for service levels, associated costs for operations and maintenance, and assign updated maintenance standards for the parks and facilities to move Chandler toward its goals of becoming the premier destination community in the region.

**Reference:** Mickey Ohland, City of Chandler Park Development and Operations Manager, 480.782.3000, mickey.ohland@chandleraz.gov



**Coconino County Parks and Recreation Master Plan** – Coconino County, UT

Kimley-Horn was part of a team that prepared the Parks and Recreation Master Plan for the Coconino County Department of Parks and Recreation. The County’s Park System includes, but is not limited to, six diverse parks, miles of multi-use trails, and two large natural areas. The Master Plan included preparing an Action/Implementation Plan that addresses recommendations for capital cost estimates for proposed programs and projects, cost analysis for operations and maintenance for expanded facilities, a prioritization schedule, and a list of potential funding sources.

**Reference:** Cynthia Nemeth, Coconino County Parks and Recreation Director, 928.679.8004, cnemeth@coconino.az.gov

**Williams Communities Cranefield Development** – Star, ID

Kimley-Horn provided professional civil engineering services for the 50-acre Cranefield Development located between South Selwood Way and Can Ada Road, south of State Street in Star, Idaho. The team prepared a rezone application, preliminary plat application, traffic impact study, biological evaluation, and Conditional Letter of Map Revision (CLOMR). Kimley-Horn also submitted the full civil construction drawings including roadway, lot layout, two irrigation lateral crossings, water, sewer, pressure irrigation, and site grading.

**Reference:** Ryan Morgan, City Engineer, City of Star, 208.440.1534, rmorgan@staridaho.org

**McCall Parks, Recreation, and Open Space Plan** – McCall, ID (Logan Simpson)

Logan Simpson completed a master plan update to guide the City of McCall’s Parks and Recreation Department in allocating financial resources and providing programs and services for the next 10 years and beyond. The plan builds off the many accomplishments since the last plan in 2005 and other community plans, such as the Pathways Master Plan, and McCall in Motion (comprehensive plan) and McCall Downtown Plan (which were both developed by Logan Simpson). The planning process evaluated existing resources, participation trends, program needs, park access, opportunities for improving access, and potential associated with existing developed and undeveloped properties.

**Reference:** Kurt Wolf, City of McCall, Parks and Recreation Director, 208.634.8967, kwolf@mccall.id.us



### Wheat Ridge Open Space/Clear Creek Corridor Management Plan – Wheat Ridge, CO (Logan Simpson)

Logan Simpson led a multi-disciplinary team to develop a management plan for the City of Wheat Ridge open space and major regional trail—the seven-mile long Clear Creek National Recreation Trail located within the Wheat Ridge Greenbelt. The plan balances recreational use of the greenbelt with conservation efforts. The process included analysis of opportunities and challenges, a robust community engagement program, and specific recommendations, cost estimates, and priorities for projects that will be implemented over the next 10 years.

**Reference:** Karen O'Donnell, Parks & Recreation Director, City of Wheat Ridge Parks & Recreation, 303.231.1308, KODonnell@ci.wheatridge.co.us

## 2C. UNIQUE CHARACTERISTICS AND QUALIFICATIONS

Founded in 1967, Kimley-Horn is a multidisciplinary planning and engineering firm that provides innovative, high-quality consulting services throughout the West and across the nation. We employ over 7,000 planning, engineering, and design professionals in 120+ offices nationwide, including an office in Boise. Our multidisciplinary experience covers a wide range of services, including land use planning, mobility, urban design, multimodal transportation planning, infrastructure development, drainage analysis and design, regulatory compliance, and community engagement. Our diverse experience in transportation and land-use planning ranges from performing corridor studies for small towns to designing large-scale strategic mobility plans for metropolitan hubs.

Kimley-Horn's planners, landscape architects, and engineers have a history of partnering with communities to develop progressive and context-sensitive transportation plans and studies. Our mobility practice experts understand transportation systems provide more than just a variety of ways to get from Point A to Point B. We know transportation investments play a critical role, both positive and negative, in determining the health and character of a community, the interaction of people and land uses, and the economic performance of place. **Our comprehensive approach to planning considers land use, various transportation modes, the safety of all users, and the natural environment to plan for a vibrant, livable, and safe community.**

## 2D. LIABILITY INSURANCE

Kimley-Horn carries professional liability insurance (errors and omissions) that meets the industry standard. Our professional liability insurance is \$2,000,000 per claim with an aggregate of \$2,000,000. A sample Certificate of Liability Insurance can be provided upon request.

## 2E. SPECIALIZED PLANNING KNOWLEDGE KIMLEY-HORN

Kimley-Horn has a history of partnering with communities to develop progressive and context-sensitive plans. In each community we serve, we strive to understand their needs and transform them into a vision that guides the planning process. Understanding the importance of diverse experiences, we intentionally partner with professionals of various backgrounds to create the opportunity for visionary thinking with a focus on implementation. Our deep bench of diverse subject matter experts across the entire country is equipped to provide insight and solutions for the unique opportunities and challenges present in every community. **Kimley-Horn prides itself on its seamless communication and sharing resources across offices and regions to ensure our partner municipalities have the right people working on the project.**

### MOBILITY PLANNING AND DESIGN

Kimley-Horn understands the importance of planning and designing for all modes of transportation, with a focus on moving and connecting people—not just vehicles. People want choices in how they travel—providing different options is key to a robust transportation network that serves all users. We have developed bicycle, pedestrian, and trail plans that emphasize interconnected networks to serve multiple users, each facility serving as a vital link between communities, resources, and destinations. Our mobility planning and design experience includes:

- ▲ Trail master planning and design
- ▲ Pedestrian and bicycle facility master plans
- ▲ Transportation planning and traffic operations
- ▲ Neighborhood traffic studies and local street plans
- ▲ Parking master plans
- ▲ Transit and micromobility plans
- ▲ Environmental services
- ▲ Civil engineering and roadway design/drainage design
- ▲ Landscape architecture
- ▲ Green infrastructure integration
- ▲ First/last mile implementation

### COMMUNITY-ENGAGED PLANNING

Our team believes that great plans start with meaningful collaboration. Bringing together different ideas from a diversity of backgrounds leads to authentic, community-driven plans and designs. Our intent is to empower the community to be a true partner in the planning process and our purpose is driven by the need for informed decision-making. **The intentional blending of technical data with engagement offers community leadership the ability to make decisions that align not only with documented needs but also the community's aspirations and values.**



Our team is committed to meaningful and inclusive community engagement that helps develop a broadly supported vision, while educating and empowering community members along the way. We work closely with stakeholders and the community to develop policies and objectives that will guide the investments made to implement their shared vision. Through the engagement process, we build purposeful relationships with the community and empower them to play a role in creating and implementing the plan and create champions for the planning process.

### GRAPHICS AND VISUALIZATION

As technology advances, the need for high-quality graphic images and animations to communicate with the public is becoming more and more valued. Our graphic design and visualization experience includes expertise in:

- ▲ Visualization software programs
- ▲ Photo simulation
- ▲ Interactive media
- ▲ 3D modeling, animation, and rendering, including large-scale 3D animation with highways and transit systems
- ▲ Transportation-focused design
- ▲ Enhanced Vissim
- ▲ 3D overlays with drone footage
- ▲ Video/digital films
- ▲ Virtual/augmented reality
- ▲ Drone photography and video capture capabilities



*Kimley-Horn Rendering of Akers Mill East Trail, Cobb County, GA*

### LOGAN SIMPSON

#### A FOCUS ON GROWING COMMUNITIES

Logan Simpson is leading the way in shaping fast-growing communities across Western states, including Idaho, Utah, Colorado, and Arizona. Their plans are tailored to each municipality’s unique environmental, social, and economic landscapes. Idaho, a state experiencing significant growth, stands out in their work. They have been instrumental in redesigning the comprehensive plans for burgeoning communities like

Driggs, Victor, Star, and Meridian. In June 2023, they celebrated the adoption of the McCall, Idaho Parks, Recreation, and Open Space (PROS) Plan—a multi-year effort that defines an attainable community vision for the next 10 years of recreation in McCall. In addition, their team had the privilege of working with the City of Star in 2020 to develop the South of the River Subarea Plan.

#### EXPERTISE IN COMPREHENSIVE TRAIL AND RECREATION PLANNING

As previously mentioned, their strength lies in their ability to develop trails and outdoor recreation plans that proactively balance the duality of landscape stewardship with recreational access. This is evident within their recent projects like the McCall PROS plan, Wheat Ridge Open Space and Trail Management Plan, and Connect Clarkdale Trails and Connectivity Plan. Their services regularly include developing cost estimates for trail projects as part of the planning process to conduct a funding gap analysis that compares current and projected revenue streams with the anticipated funding need to realize full system build out, in order quantify funding need and identify new sources of funding for pathways.

#### A FOCUS ON IMPLEMENTATION FOR IDAHO COMMUNITIES

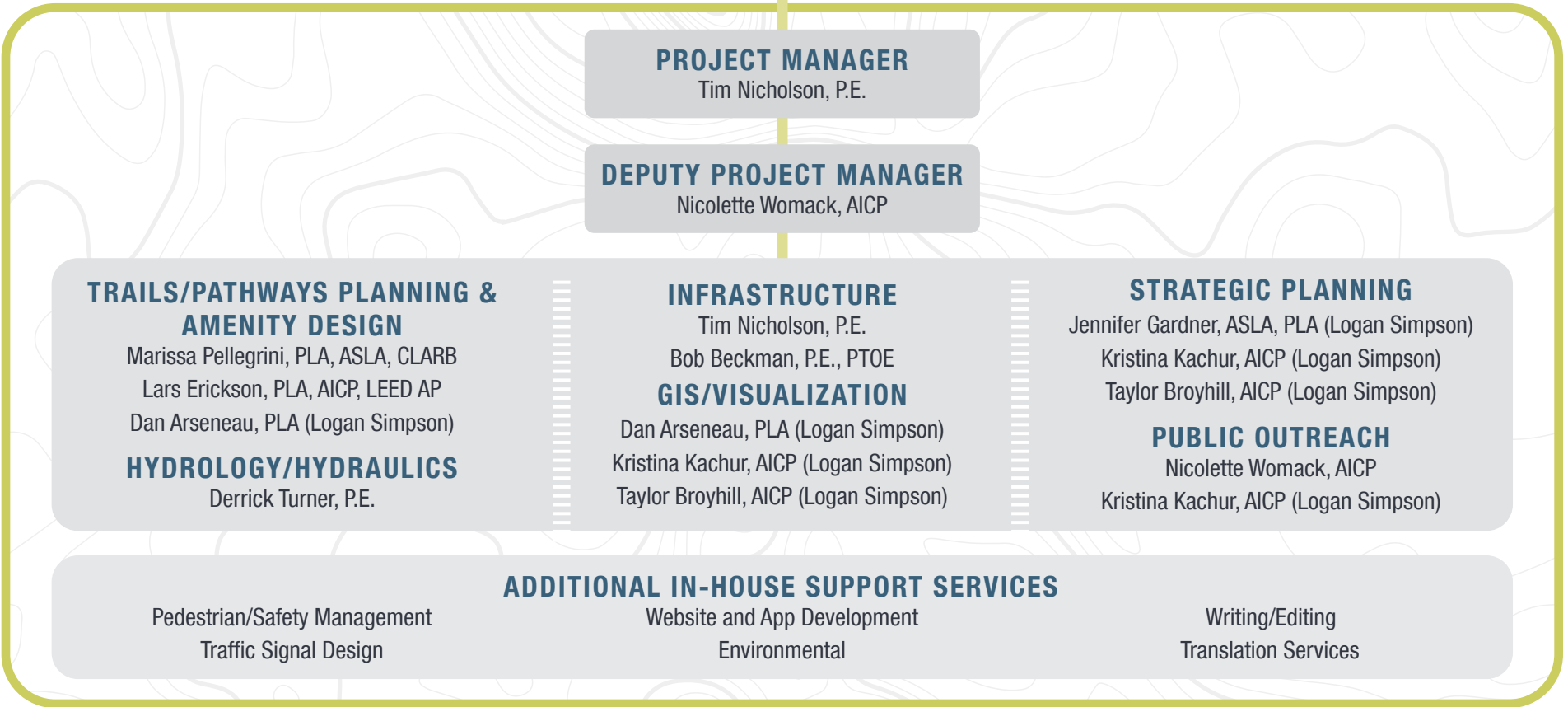
Logan Simpson recognizes that a comprehensive plan truly comes to life through effective implementation. Plans must be actionable, as their primary purpose is to stimulate positive change within the community. Their hands-on experience in Idaho reflects this focus on execution, from their new historic preservation ordinance in Ketchum to the airport code and overlay developed as part of their Sandpoint Comprehensive Plan. Other notable examples include the creation of complete streets in McCall as part the Downtown Plan and Comprehensive Plan which provided a firm foundation for development of the PROS plan, and finally, their visionary planning for Idaho National Laboratories, where they are addressing the latest technology industries on a global scale.



*Logan Simpson Sketch for the Star South of the River Subarea Plan*



### 3. THE “TEAM”



### 3A. TEAM MEMBERS AND ROLES

Kimley-Horn has assembled a highly qualified team to complete the City’s Pathway Master Plan. Led by **Project Manager Tim Nicholson, P.E.**, who is located and licensed in Idaho, our team offers expertise in all the areas needed for this project, including trails/pathways planning, infrastructure development, regulatory compliance, and community engagement. **Deputy Project Manager Nicolette Womack, AICP** is assigned to act on behalf of Kimley-Horn and Project Manager Tim Nicholson providing the services needed for this contract.

### 3B. ORGANIZATIONAL CHART

Our team’s Organizational Chart above shows each staff member assigned to act for Kimley-Horn in key management and field positions providing the services described in the scope of services.

### 3C. TEAM MEMBER RESUMES

Resumes for each member shown on the organizational chart with name, position, contact information, education, years of experience, relevant experience, and references are provided in the appendix.





## 4. PROJECT APPROACH

### 4A. UNIQUE APPROACH, METHODOLOGIES, KNOWLEDGE, AND CAPABILITY

This project requires a multidiscipline team with extensive planning, design, and construction experience to guide the City as pathways are implemented in the future. This team will also need to successfully identify the community's needs and build consensus among the stakeholders to achieve a comprehensive, implementable master plan with a tested financial and funding plan. The Kimley-Horn team is poised to provide our planning expertise to assist the City in the creation of the Star Pathway Plan.

**Our team and personnel were selected based on the required expertise and local familiarity needed to complete this master plan. Our approach is to tap and engage our team resources when needed on a specific task-by-task basis.**

The City has proactively completed a pathway map showing approximately 66 miles of pathways throughout Star including approximately 31 miles of community pathways within developments and neighborhoods typically along ditch easements, 13 miles of greenbelt pathways along the Boise River and 22 miles of Highway pathways along US Highway 20/26, State Highway 44, and State Highway 16. Each pathway typology will include different opportunities and challenges related to the unique features and stakeholders for these corridors. This initial information, along with GIS mapping, can be utilized to create base mapping that can be utilized internally and externally to move the City's identified goals forward.

*The following tasks have been identified from the City's developed scope of work and sequenced to allow the team to identify concurrent tasks within the data collection, analysis, and engagement processes.*

#### TASK 1.0: PROJECT MANAGEMENT

This will include identification of the project and core team including Star Mayor, City Council, City Staff, and volunteer City Transportation & Pathway Committee members. It will also include identifying key stakeholders such as highway district, canal/irrigation district, and state transportation department staff. Monthly project reports will be prepared which include a schedule update and identify any critical items to be addressed to maintain on schedule.

#### TASK 2.0: PATHWAY MASTER PLAN

This task includes the creation of several key mapping and design deliverables which will be compiled and condensed into the final Star Pathway Master Plan document.

##### TASK 2.1: MAPPING

This task includes the creation of CAD/GIS mapping files which will become the basis of the Pathway Types Map, Pathway Jurisdictional Map, and Pathway Materials Map. The existing CAD pathway map will serve as a starting point; however, coordination with City GIS staff will be completed to ensure the final electronic files seamlessly transition to the existing City GIS system. All deliverables will undergo a draft review process by City staff (30-day review), followed by submission of the final deliverable with the requested updates completed.

##### TASK 2.2: PATHWAY TYPICAL SECTIONS

This task includes the development of four types of pathways: Community, Greenbelt, Highway, and Natural. The typical sections shall identify corridor width, trail width, depth of materials, and material types. This task will include City staff input and align with the monthly City Transportation & Pathway Committee meeting. Several pathway types will transition to future or existing pathways built/managed by other jurisdictions in the region. As such it will be critical to review the associated pathway standards for those jurisdictions to confirm consistent and safe transitions into and out of the City of Star. All deliverables will undergo a draft review process by City staff (30-day review), followed by submission of the final deliverable with the requested updates completed.

##### TASK 2.3: AMENITIES

This task includes providing recommendations on the types and frequency of amenities to utilize on the various trail types. Consideration shall be given to cost, ease of installation, durability, operations, and maintenance needs. Types of amenities include (but are not limited to) trash receptacles, pet waste facilities, bicycle repair, benches, wayfinding, and restrooms. Wayfinding information shall be limited to sign and post types and a general discussion regarding regional signs, local signs, and other considerations in a wayfinding program. Trail heads, their location, and associated amenities shall be addressed in a cursory manner. Recommendations will be condensed within a memorandum with graphics of proposed amenities. All deliverables will undergo a draft review process by City staff (30-day review), followed by submission of the final deliverable with the requested updates completed.



### **TASK 2.4: PUBLIC OUTREACH**

This task includes two three-hour public open houses at an available meeting center within the community, likely City Hall and/or River House to gather input on the proposed trail locations, types, and amenities. Draft trail maps, typical sections, and amenities will be printed on several display boards at a scale viewable for the public. Computer monitors will also be available to zoom into the area of interest for the community members to discuss in more detail. A description of the public outreach efforts and the feedback gathered shall be incorporated into the Master Plan document.



*Example of Public Open House*

### **TASK 2.5: MAINTENANCE**

This task includes the development of a memorandum on the anticipated pathway maintenance the City will need to implement consistent with the trail maintenance programs used by other municipalities in the Treasure Valley. The memorandum will address daily maintenance (trash, landscape), routine maintenance (sweeping, leaf blowing, snow removal, general maintenance, tree trimming, etc.), periodic maintenance (removal of ditch debris, resurfacing, regrading, tree removal, striping, etc.), and long-term maintenance (pavement replacement, bridge inspection, painting, etc.). Although not mentioned in the request for qualifications (RFQ) it is recommended the document be reviewed by City staff including the maintenance team for feedback specific to Star City's existing responsibilities and processes. All deliverables will undergo a draft review process by City staff (30-day review), followed by submission of the final deliverable with the requested updates completed.

### **TASK 2.6: MASTER PLAN DOCUMENT**

This task includes the creation of a Master Plan Document Outline that includes the compilation of the deliverables from Tasks 2.1 – 2.5. Once the final drafts of the prior tasks have been deemed acceptable the information will be added into the Master Plan Document with concise summaries of key findings included. Preference will be given to formatting the document in a highly visual, organized, and concise manner to ensure ease of use during pathway implementation after adoption. All deliverables will undergo a draft review process by City staff (30-day review), followed by submission of the final deliverable with the requested updates completed.

### **TASK 3.0: CAPITAL IMPROVEMENT PLAN**

This task includes the preparation of a CIP detailing the implementation and maintenance of the trail system identified in the prepared trail maps. The CIP will include the length of each trail type in the proposed system, a unit price for each trail type per mile, a total cost for each trail type, and a total cost of the overall program. Unit costs shall only include construction costs and will not include right-of-way costs or design costs. A maintenance cost per mile estimate for the various trail types and maintenance categories (daily, routing, periodic, and long term) will also be prepared. A comprehensive breakdown and write-up of each unit price will be included. The final deliverable will include Microsoft Word and Microsoft Excel files. All deliverables will undergo a draft review process by City staff (30-day review), followed by submission of the final deliverable with the requested updates completed.

### **TASK 4.0: COMPREHENSIVE PLAN UPDATE**

This task includes a review the City's existing Comprehensive Plan and the creation of an updated section at it relates to pathways. All deliverables will undergo a draft review process by City staff (30-day review), followed by submission of the final deliverable with the requested updates completed.

### **TASK 5.0: CITY TRANSPORTATION & PATHWAY COMMITTEE MEETINGS**

This task includes project team representation at the monthly City Transportation Committee meeting held at the Star City Hall, typically the first Wednesday of each month lasting approximately two hours. The project team representative will be prepared to provide a brief update of the Master Plan effort for limited discussion time. A compiled list of questions in advance of the meeting will be provided with the understanding the meeting will address several topics and not only the Master Plan underway.



## 4B. INNOVATIVE CONCEPTS, APPROACHES, AND METHODOLOGIES

Generally agreed upon project vision and plan goals will be based on initial feedback with the City leadership team, key stakeholder groups, and confirmed again during the public outreach. Project start up will begin with the data collection and analysis process including the review of existing documents, maps, and neighboring jurisdiction pathway requirements, with comparison to national best practices.

**Pathways Inventory and Assessment.** The inventory and assessment of the existing and proposed areas for pathways will consider the capacity of each amenity found within the system as well as functionality, accessibility, condition, comfort, and convenience. The team will provide initial demographic and trend information as well as begin the community needs assessment. The Kimley-Horn team will develop tables which generally identify and evaluate quality of facilities based on field visits.

We will identify any major deferred maintenance items and provide a general assessment of the accessibility of the facilities as well as address the adequacy for stated purposes and use and the potential for expansion based on previously prepared plans. This assessment will consider the sustainability and maintainability of each amenity found within the system as well as environmental stewardship as part of the evaluation criteria. Evaluation criteria will be based on expressed values of the community, and special consideration will be given to any significant land use changes.

**Strategic Action Plan.** Upon consensus of all technical work, the remaining implementation plan will be completed with supporting strategies, actions, responsibilities, priorities/timelines, and cost estimates. This plan will include strategies for open space protection, land acquisition, and pathway operations and maintenance, programs and services, financial and budgetary capacity development, and policies and practices.

The key to developing and implementing the recommendations of this master plan in the next 10 years is to have measurable and executable goals and to identify fully vetted projects that are CIP ready based on plan and City Council input. The Kimley-Horn team will work with the City to provide a comprehensive master planning process with community outreach, and plan implementation for the City-identified recommendations.

A strength of the Kimley Horn team is through our in-house multidiscipline team that is at the ready to provide the necessary expertise for development, conservation, and stormwater best practices, including an understanding of infrastructure needs and improvements which often get overlooked when developing master plans of this nature. This team also understands the project sequencing and scheduling required for the

City of Star planning and development process to accurately develop potential project schedules and timelines to seamlessly integrate into the City's future CIP documents.

We recommend the development of a three-tier CIP that will assist the City in the inevitable and continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources.

- » **The Critical Alternative** has plans for prioritized spending within existing budget targets and focuses on deferred maintenance and lifecycle replacement of assets and amenities within the existing trails system. The intention of this alternative is to refocus and make the most of existing resources with the primary goal being the City maintaining its high-quality services.
- » **The Sustainable Alternative** describes the extra services or capital improvement that should be undertaken when additional funding is available. This includes strategically enhancing and renovating existing pathways to better meet the needs of Star residents that would require additional operational or capital funding. The City would evaluate and analyze potential sources of additional revenue, including but not limited to capital bond funding, partnerships, grants, and existing or new taxes.
- » **The Visionary Alternative** represents the complete set of services and facilities desired by the community. It is fiscally unconstrained but can help provide policy guidance by illustrating the ultimate goals of the pathway system and by providing a long-range look to address future needs and deficiencies. In the Master Plan, the Visionary Alternative addresses complete renovations of aging trails and the development of new amenities and trails. Funding for visionary projects would be derived from partnerships, private investments, and potentially new tax dollars.

**Community and Leadership Engagement Advocacy Strategy.** The stakeholder and community engagement process will work hand in hand with the development of an advocacy strategy for the Master Plan. Each series builds with the progression of the Master Plan development providing sequential steps, including plan input, analysis, and updates among staff, the community, and leadership, resulting in consistent participation throughout.

## 4C. EXPECTED CHALLENGES/PROPOSED SOLUTIONS

Key pieces to make sure the trail/pathway is successful are educational opportunities and wildlife habitats. When done well, all of these combined can lead to an amenity for the community that does not require a large amount of funds to build or maintain.



**Educational Opportunities.** All of our natural spaces give us a real opportunity for education. It can be as simple as signage strategically placed along the pathways discussing the history of the natural features, but can go as detailed as education into the irrigation systems, natural resources underground, prairie lands before development, etc. It will be important to not lose the opportunity to think through the best pieces for education.

**Wildlife Habitats.** Trails/pathways are critical habitats for wildlife in the area. While much of their original habitat has been developed, these small open spaces allow for different types of wildlife to have a place that is more natural to their native surroundings. Thinking through potential habitats and how to either maintain their habitat or encourage them will be critical to the success of this open space. This can be combined with the education pieces to allow the residents to better understand the native species of the area.

**Staying Within Budget and Schedule.** We understand the City’s timing and budgetary constraints and our team will work to maintain schedule, as well as maintain or even reduce costs whenever possible. Tim will monitor the overall project schedule and budget. Kimley-Horn tracks labor hours and expenses for each project twice monthly. We generate a report that depicts actual effort expended and project expenses by task. We will use this report to make timely adjustments to stay within budget and keep costs under control. Our project managers also review project schedules and milestones weekly, utilizing a monthly and six-month work plan on a

firmwide basis. Projection of staffing needs are reviewed within the office and staff “shifts” are employed regionally and firmwide to meet project schedule and workload demands.

## 5. PROJECT SCHEDULE

Kimley-Horn’s proposed schedule using the review time assumptions shown in the scope is demonstrated below. This schedule assumes the Notice to Proceed is within one month of notification of selection. The assumptions made in the development of this schedule are based on the written scope in this RFQ and do not include any potential added scope or project amendments that may become necessary to include as project details are further illuminated.

	WEEKS	1	2	3	4	5	6	7
<b>Task 1: Project Management</b>	7 PRs	PR	PR	PR	PR	PR	PR	PR
<b>Task 2: Pathway Master Plan</b>	28							
<b>Task 2.1: Mapping</b>	12		D	Review				
<b>Task 2.2: Pathway Typical Sections</b>	10			D	Review			
<b>Task 2.3: Amenities</b>	10			D	Review			
<b>Task 2.4: Public Outreach</b>						M/M		
<b>Task 2.5: Maintenance</b>	14		★			D	Review	
<b>Task 2.6: Master Plan Document</b>					Outline		D	Review
<b>Task 3.0: Capital Improvement Plan</b>	12						D	Review
<b>Task 4.0: Comprehensive Plan Update</b>	12						D	Review
<b>Task 5.0: City Transportation and Pathway Committee Meetings</b>	7 Meetings	M	M	M	M	M	M	M

Progress Reports

★ Coordination

Meetings - 1st Wednesdays

D Draft

Project Schedule



## TIM NICHOLSON, P.E.

### CONTACT INFORMATION

P: 208.410.6147

E: Tim.Nicholson@kimley-horn.com

### PROFESSIONAL CREDENTIALS

- » Bachelor of Science, Civil Engineering, Virginia Polytechnic Institute and State University
- » P.E. in ID (#13314)
- » American Council of Engineering Companies

### REFERENCES

- » Ryan Morgan, City Engineer, City of Star, 208.440.1534, rmorgan@staridaho.org
- » Kristy Inselman, Planning Supervisor, ACHD, 208.387.6252, kinselman@achdidaho.org

## PROJECT MANAGER/INFRASTRUCTURE

### 25 YEARS OF EXPERIENCE • 4 YEARS WITH KIMLEY-HORN

Tim brings over 25 years of experience and leadership serving the civil engineering and construction industry. He regularly evaluates civil engineering plans and reports, coordinates with multiple agencies simultaneously, and resolves client concerns and questions on his projects. Tim brings extensive knowledge of City staff, procedures, and standards, as well as local conditions, contractors, and materials. He understands the engineering, construction, and maintenance aspects of asphalt and concrete pathways. **As Project Manager, Tim will be responsible for the quality and timeliness of team deliverables and will ensure adequate personnel and any needed resources are available for this project.**

### PROJECT EXPERIENCE

- » Williams Communities, Cranefield Development, Star, ID — Project Manager
- » Ada County Highway District (ACHD), Stoddard and Victory Pedestrian Crossing, Meridian, ID — Project Manager
- » Idaho Department of Public Works (DPW), Idaho State University (ISU) Pedestrian Bridge, Idaho Falls, ID — Project Manager
- » ACHD, Vista and Overland Concept Study, Boise, ID — Project Manager
- » Ada County, Parks and Waterways Master Plan, Ada County, ID — Project Engineer
- » City of Eagle, Downtown Parking Study, Eagle, ID — Project Engineer
- » City of Lewiston, 21st Street Rehabilitation, Lewiston, ID — Project Manager
- » City of Nampa, Water Wise Code Re-write, Nampa, ID — Project Engineer
- » ACHD, Fairview Avenue and Orchard Street Pedestrian Improvements, Boise, ID — Project Manager
- » ACHD, Hollandale Targee Neighborhood Plan, Boise/Meridian, ID — Project Manager
- » Avimor Development, Highway 55 Northern Underpass, Boise County, ID — Project Manager
- » ACHD, Locust Grove and Palermo Pedestrian Crossing, Meridian, ID — Project Manager
- » ACHD, Columbia Village Bikeway Concept, Boise, ID — Project Manager
- » ACHD, Leading Pedestrian Intervals (LPI) Consultant Services Phase 1, Ada County, ID — Project Manager



# NICOLETTE WOMACK, AICP

## DEPUTY PROJECT MANAGER & PUBLIC OUTREACH

### 7 YEARS OF EXPERIENCE • 2 YEARS WITH KIMLEY-HORN

Nicolette is a multi-faceted city planner and design professional who uses her skills to help communities navigate rapid periods of change. She is a team player who works to improve existing systems through collaborating with diverse practices and implementing new ideas. Her ability to explain big ideas and complex problems visually provides a natural transition between big-picture ideas and on-the-ground details. Nicolette’s track record of excellence includes previous work at multiple agencies reviewing hundreds of permits for compliance with the Development Code and Comprehensive Plan. She has also implemented several procedural improvements, website and software updates to increase efficiency and public comprehension. Nicolette has regularly presented before a variety of boards, commissions, committees, neighborhoods, and diverse stakeholders. She has successfully applied this experience in the private sector helping clients successfully navigate the entitlement process while achieving agency goals. Nicolette seeks comprehensive planning solutions while addressing code conflicts. She is an excellent communicator and works for consensus between public needs and private interests.

### CONTACT INFORMATION

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E: [nicolette.womack@kimley-horn.com](mailto:nicolette.womack@kimley-horn.com)

### PROFESSIONAL CREDENTIALS

- » Bachelor of Arts, Landscape Architecture and Environmental Planning, Utah State University
- » American Institute of Certified Planners (#33396)

### REFERENCES

- » Leon Letson, Community Planning Manager, Ada County, 208.287.7950, [lletson@adacounty.id.gov](mailto:lletson@adacounty.id.gov)
- » Andrea Tuning, Urban and Regional Planner, City of Boise, 208.608.7078, [atuning@cityofboise.org](mailto:atuning@cityofboise.org)

### PROJECT EXPERIENCE

- » City of Nampa, Water Wise Code Re-write, Nampa, ID — Project Planner
- » Star River Development, LLC, East Star River Ranch, Star, ID — Planning Consultant
- » Toll Brothers, Black Powder Subdivision & West Highlands Ranch, Middleton, ID — Planning Consultant
- » Criterion Management, LLC, StarPointe and Inspirado Subdivisions, Star, ID — Planning Consultant
- » DeBartolo Development, Canyon Village Apartments & Lofts, Caldwell, ID — Planning Consultant
- » Valley Regional Transit (VRT), State Street Landscaping, Boise, ID — Planning Consultant
- » City of Boise, Downtown Boise 2016: A Public Spaces and Public Life Study, Boise, ID — Urban Planning Intern\*
- » City of Boise, Downtown Parks and Public Spaces Plan, Boise, ID — Urban Planning Intern\*
- » City of Boise, Northwest Neighborhood Plan, Boise, ID — Associate Planner\*

*\*Prior to Kimley-Horn*



# MARISSA PELLEGRINI, PLA, ASLA, CLARB

## CONTACT INFORMATION

P: 602.906.1153

E: marissa.pellegrini@kimley-horn.com

## PROFESSIONAL CREDENTIALS

- » Bachelor of Science, Landscape Architecture, Purdue University
- » PLA in AZ (#63390), NV, UT, WA
- » American Society of Landscape Architects (ASLA)
- » Council of Landscape Architectural Registration Boards (CLARB)

## REFERENCES

- » Nathan Torres, Parks and Recreation Director, City of Goodyear, 623.882.3121, nathan.torres@goodyearaz.gov
- » Robert Carmona, Director Parks and Recreation, Town of Gilbert, 480.503.6284, Robert.Carmona@gilbertaz.gov

## TRAILS/PATHWAYS PLANNING AND AMMENITY DESIGN

### 14 YEARS OF EXPERIENCE • 4 YEARS WITH KIMLEY-HORN

Marissa is a landscape architect and urban designer with 14 years of professional experience in landscape architecture and planning. She possesses a deep portfolio of parks and recreation experience, specializes in parks and recreation projects, and is an active member of the Arizona Parks and Recreation Association. Marissa has developed strong relationships with each project discipline lead to provide the City with an experienced parks and recreation team that has worked together and can seamlessly deliver a successful project. She has managed, served as lead landscape architect, and led community outreach on a wide range of multidiscipline projects including sports complexes, tournament facilities, park revitalization, and neighborhood, community, and regional parks and recreation facilities. As a project manager and lead landscape architect, Marissa will use her strong professional knowledge and insight on multidiscipline project sequencing during design and through construction to ensure this project stays on schedule and within budget.

### PROJECT EXPERIENCE

- » Ada County, Parks and Waterways Master Plan, Ada County, ID — Project Manager
- » Regional Transportation Commission (RTC) of Washoe County, Veterans Parkway Extension to Geiger Grade Road Roundabout Project, Reno, NV — Landscape Analyst
- » City of Scottsdale, Parks and Recreation Master Plan, Scottsdale, AZ — Project Manager
- » City of Glendale, Parks Conditions Assessment, Glendale, AZ — Project Manager
- » City of Chandler, Parks Strategic Master Plan, Chandler, AZ — Landscape Architect
- » City of Goodyear, Parks, Trails, Recreation, and Open Space Master Plan, Goodyear, AZ — Deputy Project Manager
- » Town of Oro Valley, Parks and Recreation Needs Assessment and Master Plan, Oro Valley, AZ — Landscape Architect
- » City of Casa Grande, Carr McNatt Park Master Plan and Design, Casa Grande, AZ — Landscape Architect
- » City of Snoqualmie, Parks, Recreation, Open Space, and Trails Master Plan, Snoqualmie, WA — Deputy Project Manager
- » City of Palmdale, Parks and Recreation Master Plan, Palmdale, CA — Landscape Architect
- » City of Buckeye, North Zone Community Parks Feasibility Study, Buckeye, AZ — Project Manager



# LARS ERICKSON, PLA, AICP, LEED AP

## CONTACT INFORMATION

P: 385.715.4516  
E: lars.erickson@kimley-horn.com

## PROFESSIONAL CREDENTIALS

- » Bachelor of Landscape Architecture, Utah State University
- » PLA in UT (#7684142-5301) and TX
- » American Institute of Certified Planners (#026205)
- » Leadership in Energy and Environmental Design (LEED) Accredited Professional (AP)

## REFERENCES

- » Joseph Guenther, Capital Projects Manager, VRT, 208.258.2705, jguenther@ridevrt.org
- » Tyler Murdock, Project Manager, Salt Lake City, 801.972.7810, tyler.murdoch@slcgov.com

## TRAILS/PATHWAYS PLANNING & AMMENITY DESIGN

### 19 YEARS OF EXPERIENCE • 2 YEARS WITH KIMLEY-HORN

Lars seeks to enhance the human experience through place creation. He partners to find meaningful solutions that provide greater access to recreation and healthy lifestyles. He is known for his attention to detail and pursuing sustainable design through green infrastructure. As an urban designer, he has successfully managed redevelopment plans and corridor projects with trail infrastructure throughout the inter-mountain west. His multidisciplinary background has shaped his collaborative design philosophy—that we are better when we are working together. Lars’ project experience illustrates his ability to “connect the dots” between land use, public space and right-of-way. He is technically proficient in all phases of project delivery, quickly identifying client goals, guiding vision creation. With this understanding he is able to put the right staff in place to push conceptual design that responds to project needs and supports implementation.

### PROJECT EXPERIENCE

- » ACHD, Columbia Village Bikeway Concept, Boise, ID — Landscape Architect
- » City of Nampa, Water Wise Code Re-write, Nampa, ID — Project Manager
- » VRT, 23rd and State Bicycle Improvement Landscape Master Plan, Boise, ID — Project Manager
- » University of Utah, 1500 E. Bike Connector Study, Salt Lake City, UT — Landscape Architect
- » ACHD, Columbia Village Bikeway Concept, Boise, ID — Urban Designer
- » Salt Lake City/Utah Department of Transportation (UDOT), Foothill Drive Pedestrian Improvements Plan, Salt Lake City, UT — Landscape Architect
- » PEG Development, 465 Main Streetscape Plan, Salt Lake City, UT — Project Manager/Landscape Architect
- » Salt Lake City, 9 Line Trail Improvements, Salt Lake City, UT\* — Project Manager/Landscape Architect
- » Salt Lake City, Central Ninth Streetscape, Salt Lake City, UT\* — Project Manager/Landscape Architect
- » Salt Lake City, Sugarhouse Urban Trails, Salt Lake City, UT\* — Project Manager/Urban Designer
- » Wasatch Front Regional Council (WFRC), East Jordan Canal Trail Feasibility Study, Cottonwood Height, UT — Project Manager

*\*Prior to Kimley-Horn*





# **BOB BECKMAN, P.E., PTOE**

## **CONTACT INFORMATION**

P: 208.510.6265  
E: robert.beckman@kimley-horn.com

## **PROFESSIONAL CREDENTIALS**

- » Bachelor of Science, Civil Engineering, University of Arizona
- » Professional Traffic Operations Engineer (#1142)
- » P.E. in ID (#11972), AZ, and OR

## **REFERENCES**

- » Trey Mink, Project Manager, ITD D4, 208.886.7848, trey.mink@itd.idaho.gov
- » Kevin Sonico, Project Manager, ITD D5, 208.239.3371, kevin.sonico@itd.idaho.gov

## **INFRASTRUCTURE**

### **32 YEARS OF EXPERIENCE • 2 YEARS WITH KIMLEY-HORN**

Bob has approximately 32 years of experience in various projects throughout the United States. His project experience includes traffic engineering studies; concept through final design of highway, interchange, intersection, and arterial improvements; traffic operations analyses; route location and corridor studies; traffic signal and lighting design; traffic impact studies, parking analysis; comprehensive transportation plans; reviewing and developing site circulation and access measures; and traffic safety improvements. Benefits to the City: Robert has several years of experience working with local agencies and municipalities. He is local to Treasure Valley and understands the plans, interests, and visions of the city and region.

### **PROJECT EXPERIENCE**

- » ITD, US-91 Roadway Widening, Park Lawn to Siphon Road, Chubbuck, ID — Project Manager
- » ITD, SH-8, Moscow to Troy Planning and Environmental Linkages (PEL) Study, Moscow, ID — Project Manager
- » ITD, SH-39 over Wasteway Canal Bridge, American Falls, ID — Project Engineer
- » ACHD, Fairview Avenue and Orchard Street Pedestrian Improvements, Boise, ID — Project Engineer
- » Steadfast Development Holding, Land Planning, Due Diligence, and Traffic Planning Services, Gannett Road Mixed-Use Development, Bellevue, ID — Project Engineer
- » ACHD, Locust Grove and Palermo Pedestrian Crossing, ID — Project Engineer
- » ACHD, Leading Pedestrian Intervals (LPI) Consultant Services Phase 1, Ada County, ID — Quality Assurance/Quality Control (QA/QC) Reviewer
- » ITD, US-30, Buhl to Filer Traffic Operations and Safety Review, Twin Falls County, ID — Project Manager
- » Idaho Materials and Construction, Middleton Gravel Pit, Middleton, ID — Project Manager\*
- » ITD, US20/26, I-84 to Middleton, Caldwell, ID — Project Manager\*
- » ITD, District 3/Centercal Properties, SH-55 (Eagle Road), Franklin Road to River Valley Street, Meridian, ID — Project Manager\*
- » ITD, FY15 D4 Safety Study, Shoshone, ID — Project Manager\*
- » ACHD, Emerald Street/Americana Boulevard, Orchard Street to Ann Morrison Park, Boise, ID — Project Manager\*

*\*Prior to Kimley-Horn*



# DERRICK TURNER, P.E.

## CONTACT INFORMATION

P: 385.237.5884  
E: derrick.turner@kimley-horn.com

## PROFESSIONAL CREDENTIALS

- » Master of Science, Civil Engineering, Brigham Young University
- » Bachelor of Science, Civil Engineering, Brigham Young University
- » P.E. in ID (#19226), AZ, MT, NC, UT, and WY

## REFERENCES

- » Herb McDowell, Bridge Designer, ITD, 208.334.8540, Herbert.McDowell@itd.idaho.gov
- » Dave Murphy, Engineering Manager, City of West Jordan, 801.569.5074, david.murphy@westjordan.utah.gov

## HYDROLOGY/HYDRAULICS

### 9 YEARS OF EXPERIENCE • 9 YEARS WITH KIMLEY-HORN

Derrick is experienced in hydrologic and hydraulic modeling and design for drainage studies on roadway, land development, and environmental projects. For these projects, Derrick has developed hydrologic and hydraulic models for alternative analysis for municipal and state agencies. His recent projects include U-5747 for North Carolina Department of Transportation (NCDOT) where he designed the on-site roadway drainage for a continuous flow intersection to meet NCDOT hydraulic standards; City of Prescott Drainage projects, where he evaluated and designed low-cost improvements for multiple flooding locations; Zuni Drive Final Design, in which he converted a wash into dual arch pipes to eliminate residential flooding; and Indian Bend and Center Street Access, where he updated a hydrologic model and prepared culvert alternatives to mitigate flooding and provide safe access for residents.

### PROJECT EXPERIENCE

- » Williams Communities, Cranefield Development, Star, ID — Project Engineer
- » Town of Apex, Beaver Creek Greenway Kelly Park to Apex Nature Park, Apex, NC — Project Engineer
- » City of West Jordan, Skatepark and Bike Park, West Jordan, UT — Project Manager
- » Lake Havasu City, SARA Park Trailhead Expansion, Lake Havasu City, AZ — Project Analyst
- » City of Peoria, Paloma Community Park, Peoria, AZ — Project Engineer
- » Avimor Development, Highway 55 Northern Underpass (aka McLeod Road Design), Boise County, ID — Project Engineer
- » ACHD, Overland Road and Vista Avenue Intersection Maintenance and Safety Improvement Concept Plan, Ada County, ID — Project Engineer
- » ACHD, Locust Grove Bridge 1207, ID — Project Engineer
- » ITD, SH-39 over Wasteway Canal Bridge, American Falls, ID — Project Engineer
- » ACHD, Fairview Avenue and Orchard Street Pedestrian Improvements, Boise, ID — Project Engineer
- » ACHD, Stoddard Road Widening - Victory Road to Overland Road, Meridian, ID — Project Engineer
- » ACHD, Locust Grove Bridge 1207, Meridian, ID — Project Engineer
- » UDOT, 8600 South; 5600 West to 6000 West, West Jordan, UT — Project Engineer



# DAN ARSENEAU, PLA (LOGAN SIMPSON)

## CONTACT INFORMATION

P: 480.214.7986  
E: darseneau@logansimpson.com

## PROFESSIONAL CREDENTIALS

- » Bachelor of Landscape Architecture, State University of New York College of Environmental Science and Forestry
- » PLA in CO (#0001620)

## REFERENCES

- » Ryan Dennison, Director of Parks and Recreation, Parks and Recreation Department, City of Craig, 970.826.2004, rdennison@ci.craig.co.us
- » Alden Vanderbrink, Manager, Rio Blanco Water Conservancy District Rangely, 970.675.5055, al@rioblancowcd.org

## GIS/VISUALIZATION

### 6 YEARS OF EXPERIENCE • 6 YEARS WITH LOGAN SIMPSON

Dan is a landscape architect with six years of experience in park and trail design, institutional and government facility site design, and recreation facility studies. As a member of the design team in Logan Simpson's Fort Collins, Colorado office, Dan effectively applies principles of community engagement and sustainable design to his projects while maintaining adherence to technical standards. Dan utilizes combination of AutoCAD and hand drawings to demonstrate his mastery of grading and layout. He is skilled at report writing and excels at graphics development using the Adobe Creative Suite, Autodesk 3ds Max, and SketchUp to create concept designs, simulations, and presentation materials.

## PROJECT EXPERIENCE

- » City of Craig, Breeze Park Design, Craig, CO — Landscape Designer/Visualization
- » Rio Blanco Water Conservancy District, Wolf Creek Reservoir Recreational Facilities Planning and Conceptual Design, Rangely, CO — Project Planner/Visualization
- » Colorado Parks and Wildlife (CPW), North Park Campground Master Plan, State Forest State Park, Walden, CO — Landscape Designer/Visualization
- » City of Boulder, Wonderland Lake Site Planning and Design, Boulder, CO — Visualization
- » Denver Parks and Recreation, Genesee Park Experiential Outdoor Center Base Camp, Denver, CO — Technical Design
- » Bureau of Land Management (BLM), Wyoming National Historic Trails Interpretative Area Assessments, Various, WY — Visualization
- » Bureau of Reclamation/Army Corps of Engineers/Wyoming Water Development Commission/Wyoming State Parks, Glendo Reservoir Full Utilization Study, Glendo, WY — Inventory/Visualization
- » City of Loveland, Viestenz-Smith Mountain Park, Loveland, CO — Landscape Designer
- » Colorado State University, Football Practice Fields and Heritage Gardens, Fort Collins, CO — Landscape Designer
- » BLM, Sloan Canyon Visitor Contact Station, Henderson, NV — Design Team Member



# JENNIFER GARDNER, PLA (LOGAN SIMPSON)

## CONTACT INFORMATION

P: 970.631.2822

E: jgardner@logansimpson.com

## PROFESSIONAL CREDENTIALS

- » Bachelor of Science, Landscape Architecture, Colorado State University
- » PLA in CO (#714), OR, and WY

## REFERENCES

- » Ryan Field, Assistant City Planner, City of Star, 208.908.5460, rfield@staridaho.org
- » Mark Perfect, Planning and Zoning Administrator I, Ada County Development Services, 208.287.7923, dsperfma@adacounty.id.gov

## STRATEGIC PLANNING

### 22 YEARS OF EXPERIENCE • 8 YEARS WITH LOGAN SIMPSON

Over the past 22 years, Jennifer has been dedicated to the planning and design of spaces small and large. Her tireless passion for connecting the natural and built environments has led to an extensive resume of projects spanning both public and private sector. Jennifer is experienced with planning and entitlement, project coordination, land use codes and comprehensive plans, landscape design, irrigation design, site design, park and open space design, streetscape design, and construction administration. Through years of entitlement work, she has gained much insight into the opportunities and challenges that communities face throughout the Rocky Mountain region and is dedicated to building the framework to help each community achieve their ultimate development goals.

## PROJECT EXPERIENCE

- » City of Star, South of the River Subarea Plan, Star, ID — Strategic Planner
- » Ada County, Zoning Ordinance Amendment, Ada County, ID — Strategic Planner
- » Town of Englewood, Zoning Code Assessment, Englewood, CO — Strategic Planner
- » City of Page, Comprehensive Housing Study, Page, AZ — Strategic Planner
- » Hurricane City, General Plan Update, Hurricane, UT — Strategic Planner
- » Town of Woodland Park, Comprehensive Plan and Land Use Code Update, Woodland Park, CO — Strategic Planner
- » Gem County, Zoning and Subdivision Regulations Update, Gem County, ID — Strategic Planner
- » City of Santaquin, General Plan Update, Santaquin, UT — Strategic Planner
- » City of Ketchum, Historic Preservation Ordinance and Community Core Design Guidelines, Ketchum, ID — Strategic Planner
- » City of Twin Falls, Historic Preservation Master Plan, Twin Falls, ID — Strategic Planner
- » City of Greeley, Historic Resource Survey Plan, Greeley, CO — Strategic Planner
- » City of Manitou Springs, Land Use and Development Code Update, Manitou Springs, CO — Project Manager
- » Town of Wellington, Landscape and Irrigation Standards, Wellington, CO — Project Manager
- » Town of Johnstown, Comprehensive Plan Update, Johnstown, CO — Strategic Planner



# KRISTINA KACHUR, AICP (LOGAN SIMPSON)

## CONTACT INFORMATION

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## PROFESSIONAL CREDENTIALS

- » Master of Arts, Urban and Regional Planning— Environmental & Land Use (MURP), University of Colorado
- » Bachelor of Arts, Geography- Environmental Planning, Bloomsburg University of Pennsylvania
- » American Institute of Certified Planners (#271445)

## REFERENCES

- » Jon Henderson, Strategic Services Director, City of Bozeman, 406.582.2250, [jon.henderson@bozeman.net](mailto:jon.henderson@bozeman.net)
- » Katherine King, Director of Open Space and Trails, Summit County, 970.668.4067, [Katherine.King@summitcountyco.gov](mailto:Katherine.King@summitcountyco.gov)

## STRATEGIC PLANNING

### 13 YEARS OF EXPERIENCE • 10 YEARS WITH LOGAN SIMPSON

Kristina is a strategic planner specializing in environmental land use, outdoor recreation planning, public involvement, and GIS. She leads a variety of park and recreation, open space, natural resource, and comprehensive planning projects at various scales, working with local, county, and federal clients. Kristina helps facilitate an efficient and defensible planning process through scholarly research, applying GIS at the project level, applying alternative methods to engagement with the public and elected officials, facilitating advisory groups, and creating implementable strategies and best management practices. She holds a master's degree in urban and regional planning and is a certified planner. Kristina has led public involvement programs, notification, online questionnaires, and administrative records.

## PROJECT EXPERIENCE

- » City of Bozeman, Gallatin Valley Sensitive Lands Protection Plan, Bozeman/Gallatin County, MT — Project Manager
- » Summit County, Open Space and Trails Master Plan, Summit County, CO — Strategic Planner
- » Douglas County, Open Space Plan, Douglas County, KS — Strategic Planner
- » City of Greeley, Get Outdoors Greeley Strategic Plan, Greeley, CO — Project Manager
- » City of Greeley, Greeley Trails Master Plan, Greeley, CO — Strategic Planner
- » City of Windsor, Open Space and Trails Strategic Plan, Windsor, CO — Strategic Planner
- » City of Henderson, Open Space and Trails Plan, Henderson, NV — Strategic Planner
- » City of Buckeye, Wildlife Corridors Best Practices Guide, Buckeye, AZ — Strategic Planner
- » Town of McCall, Parks, Recreation, Open Space, and Trails Master Plan, McCall, ID — Project Manager
- » Town of Frisco, Frisco Bay Marina Master Plan, Frisco, CO — Strategic Planner
- » Valley County/City of McCall, Valley County Waterways Management Plan, Valley County/McCall, ID — Project Manager
- » Town of Woodland Park, Parks, Recreation, Open Space, and Trails Master Plan, Woodland Park, CO — Strategic Planner
- » City of Wheat Ridge, Open Space Management Plan, Wheat Ridge, CO — Strategic Planner



# TAYLOR BROYHILL, AICP (LOGAN SIMPSON)

## CONTACT INFORMATION

P: 970.638.3165  
E: tbroyhill@logansimpson.com

## PROFESSIONAL CREDENTIALS

- » Master of Public Administration; Appalachian State University
- » Bachelor of Arts in Sociology, Magna Cum Laude; Berry College
- » American Institute of Certified Planners (#328767)

## REFERENCES

- » Karen O'Donnell, Parks & Recreation Director, City of Wheat Ridge, 303.231.1308, KODonnell@ci.wheatridge.co.us
- » Joni Westcott, Parks & Recreation Director, Town of Clarkdale, 928.639.2441, Joni.westcott@clarkdale.az.gov

## STRATEGIC PLANNING

### 12 YEARS OF EXPERIENCE • 2 YEARS WITH LOGAN SIMPSON

Taylor is a parks, recreation, open space and trails planner with a decade of experience to advance parks, recreation, and trails projects throughout Colorado and the Southeast through creative and inclusive community outreach and multidisciplinary collaboration. Whether facilitating a place-branding initiative, planning for trails and recreation, or enabling a long-range visioning session, Taylor aims to help communities achieve transformative and enduring results. Prior to her transition to the private sector, Taylor worked as a local government planner and GIS specialist. Her experience as both a client and consultant provides her with a unique perspective and understanding of her local government clients' needs and their responsibilities to residents and constituents.

## PROJECT EXPERIENCE

- » Town of Clarkdale, Connect Clarkdale Trails & Connectivity Master Plan, Clarkdale, AZ — Project Manager
- » City of Wheat Ridge, Open Space Management Plan, Wheat Ridge, CO — Project Manager
- » City of Lakewood, Imagine Tomorrow! Arts, Parks, and Recreation System Plan, Lakewood, CO — Project Manager
- » Estes Park/Larimer County, Estes Forward Comprehensive Plan, Estes Park, CO — Deputy Project Manager
- » Town of Woodland Park, Parks, Recreation, Open Space, and Trails Master Plan, Woodland Park, CO — Project Manager
- » Town of Mt. Gilead, Moving Ahead: Our Town 2040; Comprehensive Plan, Mount Gilead, NC — Project Manager\*
- » City of Belmont, Community Place-Branding, Belmont, NC — Project Manager\*
- » Town of Pilot Mountain, Progress Pilot Mountain: 2040 Comprehensive Plan (2022), Pilot Mountain, NC — Project Manager\*
- » Watauga and Ashe Counties, Northern Peaks Trail Master Plan, Watauga/Ashe County, NC — Lead Planner\*
- » Town of Danbury, Connect Danbury: Walk/Bike Master Plan, Danbury, NC — Project Manager\*
- » Currituck County, Imagine Currituck: 2040 Vision Plan, Currituck County, NC — Lead Planner\*
- » Town of Maggie Valley, Hidden Falls Park Plan, Maggie Valley, NC — Strategic Planner\*
- » Watauga County Schools, Brand Identity, Watauga County, NC — Project Manager\*
- » Burke/McDowell Counties, Fonta Flora State Trail Section 3 Master Plan; Burke & McDowell Counties, NC — Strategic Planner\*

\*Prior to Logan Simpson



**Certificate of Secretary**

To Whom It May Concern:

I am the duly qualified and acting Secretary of Kimley-Horn and Associates, Inc., a North Carolina Corporation.

The following is a true copy of a resolution duly adopted by the Board of Directors of the corporation at the Board meeting held on December 15, 2022 and entered in the minutes of such meeting in the minute book of the corporation.

“The Board unanimously approved the contract signing authority of employees as presented.”  
(Copies of the employee lists as presented are enclosed.)

The resolution is in conformity with the articles of incorporation and bylaws of the corporation, has never been modified or repealed, and is now in full force and effect.

Dated:

A handwritten signature in blue ink that reads "Richard N. Cook".

Richard N. Cook, Secretary

(corporate seal)



**Kimley-Horn and Associates, Inc.**  
**FULL CONTRACT SIGNING AUTHORITY**  
**December 15, 2022**

The following individuals have authority to sign both standard and non-standard agreements directly related to serving clients ("Project Agreements"). Project Agreements include client contracts, subcontracts, project-specific vendor agreements, IPO's, contract amendments, non-disclosure agreements, teaming agreements, project-specific equipment and facility rental agreements for specific projects, and certifications related to proposals. This document does not grant authorization to sign other types of contracts or legal documents not directly related to client service such as office leases, software purchase or license agreements, tax returns, purchase agreements for supplies, or agreements to procure accounting, legal, recruiting, or similar services.

**ATLANTIC**BALTIMORE CITY

Falk, Katherine W.  
Kraft, Jonathan H.

BALTIMORE COUNTY

Leffner, Nicholas J.  
Hutton, Heather

BOSTON

Keegan, Katherine A.

HARRISBURG

Bankert, Larry I.  
McKinley, Steve M.

NEWPORT NEWS

Collins, Carroll E.

NORTHERN VIRGINIA

Byrd, Michael N.  
Carter, Erica V.  
Elman, Paul D.  
Giffin, Geoffrey D.  
Kauppila, John L.  
Koopman, Jennifer R.  
Lefton, Steven E.  
Martin, Robert J.  
Murphy, Erin M.  
Musson, David B.  
Prunty, Robert W.  
Sauro, Thomas J.  
Schrader, Carly N.  
Stevens, Ross S.  
Teague, M. Zach  
Whyte, Richard D.

PHILADELPHIACENTER CITY

Harmon, Amanda R.  
Hughes, Paul W.

PITTSBURGH

Beaves, Adele M.

PRINCETON

Diggan, Tony W.  
Gibson, Adam T.

RICHMOND

Chance, Maxwell P.  
Heustess, Aaron M.  
Hill, Corey  
Lickliter, Ashley C.

McCray, Danielle R.  
McPeters, Brian A.  
Perkins, Ryan R.  
White, Timothy E.

VIRGINIA BEACH

Chambers, Jon S.  
Crum, Katie E.  
Davidson, Scott O.  
Farthing, Andrew P.  
France, William D.  
Holland, Kimberly R.  
Holland, Stephen R.  
Jucksch, Rebecca R.  
Mackey, William F.  
Marscheider, Edward A.  
Mertig, Karl E.  
Miller Edward W.  
Moser, Emily A.  
Niss, Robyn M.  
Royal, Jack R.  
Votava Charles F.  
Williams, Kyle D.

WHITE PLAINS

Canning, Thomas J.  
Van Hise, Kevin

**CALIFORNIA**LOS ANGELES

Blume, Robert D.  
Chakravarthy, Srikanth  
Fares, Jean B.  
Kyle, Gregory S  
Phaneuf, Alyssa S.  
Ranta, Shahrzad

OAKLAND

Akwabi, Kwasi  
Colety, Mike D.  
Dankberg, Adam J.

ORANGE

Adrian, Darren J.  
Glaze, Jacob S.  
Kerry, Nicole M.  
Matson, Jason B.  
Marechal, Jason A.  
Melchor, Jason J.  
Melvin, M. Pearse  
Phillips, Chad E.

PLEASANTON

Durrenberger, Randal R.

Johnson, Miles R.  
Mehta, Parag G.  
Mowery, Michael C.  
Sowers, Brian E.

RIVERSIDE

Cowan, Eugene D.  
Pollock, John A.

SACRAMENTO

Melvin, Enda  
Pittalwala, Fareed S.  
Tait, Zachary T.  
Weir, Matthew D.

SAN DIEGO

Barlow, Matthew T.  
Becker, Justin S.  
Harry, Jennifer L.  
Kaltsas, Joseph D.  
Landaal, Dennis J.  
Madsen, Michael P.  
McCormick, Matthew B.  
McWhorter, Samuel L.  
Podegracz, Anthony J.  
Ullery, Megan R.

SAN JOSE

Hedayat, Leyla  
Meyerhofer, Peter N.  
Venter Frederik J.

**CAROLINAS**CHARLESTON

Guy, Jonathan R.

CHARLOTTE

Blakley, Jr., Stephen W.  
Edwards, Matthew A.  
Lewis, Ryan T.  
Pattison, Paul G.  
Taylor, Benjamin S.

COLUMBIA

Iser, Christopher M.

DURHAM DOWNTOWN

Lewellyn, Earl R.

FORT MILL

Holcomb, John E.

RALEIGH

Adams, Richard C.

Barber, Barry L.  
Beck, Chadwick W.  
Brewer, Brian J.  
Cochran, Adam P.  
Cook, Richard N.  
Deans, Neil T.  
Denney, Seth A.  
Keil, Ashley R.  
Flanagan, Tammy L.  
Kuzenski, John  
Meador, Emily H.  
Thompson, Erin K.

**FLORIDA**BOCA-DELRAY

Spruce, Michael D.  
Webber, Jason A.

FORT LAUDERDALE

Alam, Mudassar M.  
Capelli, Jill A.  
Falce, Christopher T.  
McWilliams, John J.  
Ratay, Gary R.  
Robertson, Stewart E.  
Viola, Stefano F.

FORT MYERS

Bryant, M. Lewis  
Clark, Kellie R.  
Wicks, Amy N.

GAINESVILLE

Towne, Christopher

JACKSONVILLE

Brenny, Martin T.  
Mecca, Joseph P.  
Mullis, Raiford M.  
Roland, George E.  
Shelton, Mark W.

LAKELAND

Lewis, Jason A.  
Wilson, Mark E.  
White, Wayne E.

MELBOURNE

Husainy, Kinan F.

MIAMI

Almonte, Leonte I.  
Baldo, Burt L.  
Buchler, Aaron E.

Collier, Julio A.  
Fernandez, Jorge L.  
Fye, Barton J.

OCALA

Busche, Richard V.  
Gartner, Amber L.  
Losito, Gene B.

ORLANDO

Chau, Hao T.  
Lenzen, Brent A.  
Littrell, Lance R.  
Martin, Jonathan A.  
Mingonet, Milton S.  
Stickler, Brooks A.  
Thigpen, Jonathan D.  
Wetherell, Ryan S.

SARASOTA

Klepper, B. Kelley  
Nadeau, Gary J.  
Pankonin, James R.  
Schmid, Seth E.

ST. PETERSBURG

Dodge, Dawn M.  
Walker, Jordan W.

TALLAHASSEE

Barr, Richard R.  
DeVeau, Zachariah A.

TAMPA

Bulloch, Kelly B.  
Gilner, Scott W.  
Lee, Nathan Q.

VERO BEACH

Good, Brian A.  
Lawson, Jacob B.  
Roberson, Kevin M.  
Thomas, Melibe S.  
Van Rens, Peter J.  
Heggen, Christopher W.  
Lee, Jason R.  
Mufleh, Marwan H.  
Rapp, Bryan T.  
Schanen, Kevin M.  
Schwartz, Michael F.  
Sumislaski, James M.



**Kimley-Horn and Associates, Inc.**  
**FULL CONTRACT SIGNING AUTHORITY**  
**December 15, 2022**

Tercilla, Lindsey A.  
Walthall, David W.

**MID-WEST**

CHICAGO DOWNTOWN

Dvorak, Jr., William E.  
Lemmon, Peter C.  
Marnell, Colleen L.  
Morton, Jr., Arthur J.

CHICAGO NORTH SUBURBS

Cooper, Jason C.  
Tracy, Eric J.  
West, Craig L

CHICAGO WEST SUBURBS

Fancler-Splitt, Rory K.  
Heinen, Andrew N.  
Kaufman, Phil R.  
Walker, Michaela E.  
Walker, William A.

COLUMBUS

Muller, Justin M.  
Schall, Andrew J.

INDIANAPOLIS

Butz, Jr., William A.  
Sheward, Bryan A.

KANSAS CITY

Kist, Matthew D.

NORTHEAST OHIO

Clements, Kevin J.

TWIN CITIES

Bishop, Mark C.  
Coyle, Daniel J.  
Elegert, Brandon R.  
Hume, Robert M.  
Leverett, Christopher C.  
Matzek, William D.  
Schmitz, William J.  
Bourdon, Brandon J.  
Fosmo, Eric J.  
Jensen, Matthew D.  
Wall, Lisa M.  
Zimmerman, David

TWIN CITIES- WEST

Kuhnau, JoNette L.  
Wurdeman, Brian M.

**MOUNTAIN**

ASPEN

Christensen, Bryce E.

BOISE

McDougald, Brandon D.  
Nicholson, Tim P

COLORADO SPRINGS

Gunderson, Eric J.  
Heiberger, John R.

DENVER

Andryscik, Kory J.  
Colvin, Scott W.  
Krell, Gabriel M.  
Phelps, Randall J.  
Rowe, Curtis D.  
Salvagio, Robin  
Skeehan, Daniel L.  
Sobieski, Dennis  
McGee, Meaghan M.  
Valentine, Brian W.  
Wilhelm, William R.

EVERETT

Reeverts, Canaan H.

LAS VEGAS

Ackeret, Kenneth W.  
Ahartz, Shannon R.  
Colety, Michael D.  
Jones, Christopher R.  
Moles, Richard A.  
Wolf, Treasea

MESA

Burm, Jason M.  
Grandy, Michael L.  
Margetts, Sterling T.  
Mutti, Brent H.  
Walnum, Nathan C.

PHOENIX

Connelly, Alissa J.  
Ehrick, Taylor R.  
Henderson, Benjamin J.  
Hermann, Michael J.  
Jupp, Andrew M.  
Kimm, Kevin J.  
Kissingner, John C.  
Leistiko, David J.  
Marella, Damon J.  
Perillo, Adam C.  
Sjogren, Timothy P.  
Smalkoski, Brian R.

PORTLAND

Belsick, Jody W.

RENO

Hildebrandt, Timothy H.  
Nasset, Brent J.

SALT LAKE CITY

Crowther, Brent C.  
Gresham, Teresa R.  
Johnson, Zachary A.  
O'Brien, Molly M.

SEATTLE

Danielson, Paul B.  
Williams, David S.

TUCSON

Payne, Kevin W.  
Rhine, Timothy J.

**SOUTH**

ALPHARETTA

Fanney, Angela L.  
Fanney, Lawson H.  
Hamilton, James R.  
James, Alvin B.  
Shearouse, Sarah  
Stricklin, David L.  
Walker, John D.

ATLANTA

Ergle, Kevin B.  
Fink, Kenneth L.  
Rushing, Michael L.

ATLANTA MIDTOWN

Bosman, Eric S.  
Coleman, Sean H.  
Johnston, Sean P.  
Ross, Robert A.  
Triplett, Katherine R.

BIRMINGHAM

Bailey, Clark B.

MEMPHIS

Danley, Drake E.  
Minor, Henry W.  
Peregoy, Samuel J.  
Peregoy, Jennifer M.

MOBILE

Starling, Charles H.

NASHVILLE

Creasman, Brett R.  
Dufour, Zachary J.  
Espelet, Leonardo E.  
McMaster, Ryan L.  
Rhodes, Christopher D.

SAVANNAH

Gwaltney, Jamie N.

**TEXAS**

AUSTIN NORTH

Boecker, Brian C.  
Van Leeuwen, Andrew

AUSTIN SOUTH

Hudson, Harrison M.  
Mason, Sean R.

BRYAN/COLLEGE STATION

Lucas, Michael D.

DALLAS

Galloway, Steven D.  
Gary, Glenn A.  
Hall, James R.  
Harris, Mark E.  
Hoppers, Kevin P.  
Nathan, Aaron W.  
Sulkowski, Nicholas E.  
Williamson, Sarah T.

FORT WORTH

Arnold, Douglas M.  
Arnold, Scott R.  
Atkins, John R.  
Hill, Bradley J.  
James, Jeffery  
Webb, Floyd C.

FRISCO

Brignon, Brit A.  
Coppin, Thomas G.  
McCracken, Paul D.  
Dickey, Kyle A.

HOUSTON

Frysiner, Chris V.  
Guillory, Michael B.  
Rader, Aaron K.  
Schmidt, Scott C.

LAS COLINAS

Ante, Louis N.

MCKINNEY

Morales, Hugo

SAN ANTONIO

Farnsworth, Jeffrey A.  
Holscher, Nicholas F.

THE WOODLANDS

Freeman, Jr., Steven C.



# Request For Qualifications Professional Services for Star Pathway Master Plan

Attention: Shawn Nicke  
snickel@staridaho.org  
cc: rmorgan@staridaho.org  
10769 W. State St., Star, ID 83669

Section 6, Item D.

## Statement of Qualifications for:

### The Land Group, Inc.

Address: 462 E Shore Drive, Suite 100 Eagle, Idaho 83616

Phone: (208) 939-4041

Authorized Responder Contact: Douglas Russell, PLA

Email: doug@thelandgroupinc.com

Title: Principal | Landscape Architect

Fax Number: None

## 1. INTRODUCTION

Dear Star City Staff,

The Land Group has been a valued partner in the Treasure Valley on city projects as well as many other private, public, and non-profit developments since 1988. Our firm is proud to have helped shape Idaho's landscape through smart and thoughtful designs, meeting client goals and providing solution-based positive interaction with city staff and the community.

The TLG team is a comprehensively staffed multi-disciplinary design firm, able to provide critical design support to the City of Star and it's partners as the community grows. Through this RFQ, TLG seeks to be an integral part of the City of Star's future by collaborating with staff, sharing ideas, fostering communication, and providing precise deliverables with high-levels of graphic quality to develop a pathways master plan. Our teams work with efficiency through projects drawing on years of experience creating wonderful spaces to live, work and recreate, that are constructible, functional and enjoyed by the public.

***Let's partner to achieve Star's vision!***

## RFQ Acknowledgments:

b. The Land Group Inc. is licensed to work in the state of Idaho under EIN: 350029.

c. TLG acknowledges its complete responsibility for the entire contract, including payment of any and all charges resulting from the contract.

d. If sub-consultants are required for this project the following are anticipated:

Atlas | Geotechnical Engineering; Ecosystem Sciences | Environmental Engineering

e. n/a

f. See below for Responder signature.

## BY THE NUMBERS

**11** Idaho Licensed Professional Landscape Architects

**9** Idaho Professional Civil Engineers

**2** Idaho Professional Land Surveyors

8/31/2023

DOUGLAS RUSSELL | PRINCIPAL & LANDSCAPE ARCHITECT

DATE



## 2. Firm Experience and Qualifications

The Land Group, Inc. was founded in 1988 and from the start, the firm's reputation has been based on providing technically-sound and cost-effective services tailored to meet the individual needs of each project. The Land Group has grown into a multi-disciplinary firm where a critical focus remains on working among varied disciplines as a cohesive team.

From our home office at 462 E Shore Drive in Eagle, Idaho, our mix of Civil Engineers, Landscape Architects, Surveyors, and Land Planners brings a breadth of varietal design experience to every project. Working together, we strive to exceed each client's expectations while continually developing a reputation for working within the opportunities and limitations of our regional climate, environment and cultural landscape. This focus on context-sensitive design assures that each project is uniquely tailored to be the most-appropriate solution available.

The Land Group does not have "Disadvantaged Business Enterprise" status, but we are an equal opportunity employer. Whether the project involves a small-scale planting plan or an extensive roadway project, our focus is on achieving clients' goals while paying close attention to detail and applying the highest standards of design.

### PROJECT MANAGEMENT & EXPERIENCE

The TLG team is a partnership of 48 multi-disciplinary design professionals working collaboratively in a cohesive and transparent process. Our team for this project has worked together on multiple master planning and pathways projects, refining an efficient project delivery process optimized to comprehensively tackle a project of this size, budget, schedule, and complexity.

The TLG team has led multiple pathway master plan and multi-modal projects, most notably including the following:

- City of Meridian Bicycle Master Plan Implementation | Meridian, ID
- Boise State University Pathways Master Plan | Boise, ID
- CCDC Fulton Street Improvements | Boise, ID
- CCDC Capital Boulevard Improvements | Boise, ID
- St. Luke's Health System Bike Infrastructure, Micropaths & Multi-modal Improvements | Boise, ID
- City of Eagle - Highway 44 Pedestrian Crossing Assessment | Eagle, ID
- City of Eagle - Linder Street Sportsman's Access | Eagle, ID
- City of Boise Greenbelt Infrastructure Improvements | Boise, ID
- Garden City Greenbelt Extension: 44th to 52nd Street | Garden City, ID



### 3. TEAM

The Land Group Team



**Principal in Charge:** Doug Russell, PLA  
**Land Planning &**

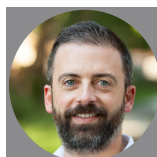
**Project Management:** Tamara Thompson  
**Landscape Architecture:** Chad Lorentzen

**Entitlement/Application Management:** Macy Liu

**Civil Engineering Support:** Chad Rietze

**Graphic Illustration:** Dylan Hull

**Lead Survey:** Michael Femenia



#### OUR FIRM

The Land Group team is made up of 48 in-house professionals, who work collaboratively, supported by proven subconsultants (when needed) with the agility to quickly respond to project needs. Our team includes 10 Principals that are active in the day-to-day operations of the company and the projects.

We are a multi-disciplinary firm that provides a full range of professional services in landscape architecture, civil engineering, land surveying, and land planning.

With decades of experience working in the Treasure Valley, this team has the requisite expertise to execute the project scope. Furthermore, our team has the necessary relationships within the local engineering and construction market to effectively resource general contractors, architects, engineers, and product representatives & suppliers to answer critical design questions along the way.

#### SERVICE CATEGORIES & PROFESSIONAL LICENSING

The Land Group, Inc. currently holds professional licenses in the following states:

- Landscape Architecture: Idaho | Washington | Oregon | California | Nevada | Utah | Arizona | Wyoming
- Civil Engineering: Idaho | Washington | Oregon | Nevada | Utah | Arizona | Montana | Wyoming | Alaska
- Land Surveying: Idaho
- 11 Professional Landscape Architects
- 9 Professional Civil Engineers
- 2 Professional Land Surveyors

## 4. Project Approach

The Land Group has assembled a proven project team with the experience to work with City Staff, public agencies, and private stakeholders to competently manage and complete the tasks described in the RFQ. Through a strategic approach to the project, TLG's team will assist the City of Star in achieving the objectives and scope outlined in the RFQ. To attain consensus on a preferred outcome, our team will develop a tailored approach to stakeholder outreach that emphasizes anticipating and coordinating the needs of the citizens of Star in tandem with public agency expectations.

### PROJECT UNDERSTANDING

Design starts with listening. TLG's team will conduct a thorough site assessment with city and stakeholder interviews to identify constraints and opportunities along pathway corridors. The physical analysis will be grounded in a detailed site survey including a drone flight to ascertain existing topography, existing right-of-way, utilities, storm water/drainage facilities and existing adjacent structures. While we work on the analysis of the site's physical conditions, we will meet with City of Star Staff, property owners, essential citizen groups, public agencies, and other stakeholders to identify critical social conditions; listening to needs and expectations. This exploration will include a thorough review of relevant planning and development documents and standards.

- City of Star
  - Pathways Master Plan 2/11/22
  - Comprehensive Plan Future Land Use Map 6/7/22
  - Natural Features Map 04/23/19
  - Natural Features Map 04/23/19 Printable
  - Recreation & Alternate Transportation Plan 03/20/19
  - Recreation & Alternate Transportation Plan 03/20/19 Printable Version
  - Survey Report 03/21/19
  - Traffic Analysis 04/30/19
  - Traffic Analysis Maps 04/24/19
  - Traffic Analysis Maps 04/24/19 Printable Version
  - Downtown Revitalization Plan 2011
- ACHD Roadway to Bikeway Master Plan
- ACHD Policy Manual
- ITD Guidance Documents (if there are applicable crossings)
- AASHTO Standards
- ISPWC Standards

# 5. Project Schedule

Agency, stakeholder and neighbor participation, review, engagement and approval are among the most challenging aspects of the process. To mitigate for the negative impacts of these challenges, we will take an inclusive approach to project management. We will assimilate the TLG project team early in the process to understand and proactively communicate with stakeholders to understand their expectations for the project. TLG will clearly identify a strategy for project review and approvals across all agencies having jurisdiction that will ensure the project is completed on schedule. It will be essential that TLG remain engaged with City of Star staff on a weekly basis via phone and email, to transparently steer the project to approval and completion.

Task Name	Duration	Start	Finish	Half 2, 2023		Half 1, 2024					
				A	S	O	N	D	J	F	M
<b>City of Star Pathways Master Plan</b>	<b>131 days</b>	<b>Tue 10/3/23</b>	<b>Tue 4/2/24</b>								
Notice To Proceed (Tenative pending Oct. Council Meeting)	1 day	Tue 10/3/23	Tue 10/3/23								
City of Star Kickoff Meeting	5 days	Mon 10/9/23	Fri 10/13/23								
Neighborhood Meetings	5 days	Mon 10/23/23	Fri 10/27/23								
Stakeholder/Property Owner Meetings	5 days	Mon 10/30/23	Fri 11/3/23								
Topographic Survey & Boundary	8 days	Mon 10/23/23	Wed 11/1/23								
Drone Flight Survey & Photography	5 days	Mon 10/23/23	Fri 10/27/23								
TLG Team Production Time	1.5 mons	Mon 11/6/23	Fri 12/15/23								
Schematic Plan 1 Deadline	1 day	Mon 12/18/23	Mon 12/18/23								
City of Star Milestone Meeting 1	5 days	Tue 12/19/23	Mon 12/25/23								
Stakeholder Milestone Meeting 1	5 days	Tue 12/19/23	Mon 12/25/23								
TLG Team Production Time	1.5 mons	Tue 12/26/23	Mon 2/5/24								
Revised Schematic Plan 2 Deadline	5 days	Tue 2/6/24	Mon 2/12/24								
City of Star Milestone Meeting 2	5 days	Tue 2/13/24	Mon 2/19/24								
Stakeholder Milestone Meeting 2	5 days	Tue 2/13/24	Mon 2/19/24								
TLG Team Production Time	1.5 days	Tue 2/20/24	Wed 2/21/24								
Revised Schematic Plan 3 Deadline	5 days	Tue 2/20/24	Mon 2/26/24								
City of Star Milestone Meeting 3 & Capital Improvement Review	5 days	Tue 2/20/24	Mon 2/26/24								
Detail Refinement, Design Standards and Material Selections Meeting 4	4 wks	Tue 2/27/24	Mon 3/25/24								
Final Master Plan Approval Milestone Meeting 5	5 days	Tue 3/26/24	Mon 4/1/24								
Public Hearing Presentation & Approvals	1 day	Tue 4/2/24	Tue 4/2/24								



# Relevant Experience

The following reference projects reflect a limited portfolio of the extensive experience our project team has working on similar projects within Southern Idaho. From this experience, we have developed the skills and relationships to execute the tasks outlined in the City of Star Pathways Master Plan RFQ.



## CCDC FULTON STREET IMPROVEMENTS | BOISE, ID

### Summary:

As one of the last unimproved right-of-ways in Downtown Boise, TLG has worked with CCDC on a two block section of Fulton Street to develop a streetscape plan that prioritizes the pedestrian experience by creating more space for sidewalk cafe's, generous sidewalks to move people and increased street tree canopy cover for shade and visual interest.

**Date:** 2021-Present

**Reference:** Zach Piepmeyer/Kassi Brown, Project Manager, CCDC  
208.384.4264

### Relevance:

- Site Specific Understanding of Existing Conditions
- Downtown Boise Streetscape Standards
- CCDC Project
- Existing Conditions Evaluation & Integration
- Property Owner Engagement
- AHJ Coordination & Permitting
- Utility Coordination
- Green Stormwater Infrastructure



### ST LUKE'S DOWNTOWN CAMPUS | BOISE, ID

**Summary:**

The Land Group has partnered with St. Luke's Health System on multiple mobility improvement project on their Downtown Boise campus over the past several years. In all of these projects, and emphasis has been placed on improving pedestrian and cyclist mobility while maintaining vehicular access and essential campus operations.

**Multiple Projects:**

- Bannock Corridor Multi-Modal Improvements
- Fort Street Roundabouts & Multi-use Pathway
- Micro-Pathways
- Phase 1 Campus Development

**Date:** 2000 - Present

**Reference:** Steve Sell, Director of Planning, Design, Construction.  
208.381.7861

**Relevance:**

- Bicycle Facility Design
- Shared Transportation Infrastructure Design
- Adjacent Property Owner Relationship
- Adjacent Property Design Knowledge
- Utility Coordination
- City of Boise Coordination and Permitting
- ACHD Coordination and Permitting



### CCDC 6TH STREET IMPROVEMENTS | BOISE, ID

**Summary:**

To create more pedestrian-friendly street with a distinctive identity, TLG worked with CCDC to implement the Downtown Boise Streetscape Standards on 6th Street from Main St to Front Street. Integration of a table top intersection at Grove Street and 6th Street provided the opportunity to improve street function while seamlessly integrating the improvements into the Boise Block and future improvements to the east on Grove Street.

**Date:** 2018-2020

**Reference:** Karl Woods, Senior Project Manager, CCDC  
208.384.4264

**Relevance:**

- Downtown Boise Streetscape Standards
- Shared-use Public ROW
- Property Owner Engagement
- AHJ Coordination & Permitting
- Utility Coordination
- Green Stormwater Infrastructure
- Table Top Intersection



### PIONEER PATHWAY MASTER PLAN

#### Summary:

The Land Group has partnered with many private contractors and completed a plethora of projects in the downtown Boise area. These projects create pedestrian-friendly streets by implementing the Downtown Boise Streetscape Standards. The Pioneer Pathway is a primary connectivity corridor between the Boise Greenbelt and Boise Downtown.

Date: 2015 -2018

#### Relevance:

- Downtown Boise Streetscape Standards
- Bicycle Facilities Design
- AHJ Coordination and Permitting
- ACHD Coordination and Permitting
- Utility Coordination
- Green Stormwater Infrastructure



### CCDC BOISE CITY CANAL MULTI-USE PATHWAY PROJECT | BOISE, ID

#### Summary:

To improve mobility in East Boise, TLG has partnered with CCDC to develop plans for a multi-use pathway along the Boise City Canal from 3<sup>rd</sup> Street to Broadway Avenue. With the historically significant Boise City Canal sharing this corridor, our team aims to leverage this asset as a unique placemaking opportunity for project, while maintaining the utilitarian function of the multi-use path as a shared transportation facility.

Date: 2022 - Current

#### Relevance:

- Bicycle Facilities Design
- Stakeholder Engagement
- Integration into Existing Site Improvements





# Douglas Russell

## Principal | Landscape Architect, PLA

### PROFILE

Doug joined The Land Group in 1994 and currently serves as principal landscape architect and project manager on many projects. Doug's experience embraces a wide range of work including large scale land plans, new communities, commercial and industrial developments, urban districts, institutional facilities, park planning and residential design. Doug's primary role with the firm is design based, working closely with clients and related professionals to formulate conceptual ideas and refine them as required, creating a framework for construction documents and ultimately implementation. His approach is to guide the conceptual design process with focus on sustainability as an integral component of design.

Educated at the University of Georgia, Doug strongly believes in collaboration amongst various design disciplines involving planners, landscape architects, and design engineers. This integrated approach drives project design towards solutions with functional, cost effective, and aesthetically pleasing results.

B.S. Landscape Architecture,  
School of Environmental Design,  
University of Georgia  
Professional Landscape Architect  
Idaho-No. LA-251  
Washington-No. LA-1013

Idaho-Montana ASLA President –  
2020-2021

American Society of Landscape  
Architects Member

Olmsted Group, Chairman, 2000-  
2002

Boise City Planning & Zoning  
Commissioner, 2003-2012

### RELEVANT PROJECTS

- Interfaith Sanctuary | Boise, ID
- Idaho Outdoor Fieldhouse | Boise, ID
- Ronald McDonald House | Boise, ID
- Boise State University | Multiple Projects | Boise, ID
  - Center for the Visual Arts
  - College of Business & Economics
  - Alumni and Friends Center
  - School of Nursing & Health Services
  - Aquatics Center
  - West Belmont Street Improvements
  - SE Campus Irrigation Master Plan
- Boise School District | Multiple Projects | Boise, ID
  - Boise High School Track & Event Facility
  - Capital High School Master Plan & Remodel
  - Pierce Park Elementary
  - Mountain View Elementary School

- Kathryn Albertsons Park Renovation Design | Boise, ID
- Caine Center Master Plan | Canyon County, ID
- Idaho State Veterans Home | Boise, ID
- Idaho Veterans Services SW | Boise, ID
- Pioneer Pathway | CCDC | Boise, ID
- Lewiston High School | Lewiston, ID
- NNU Soccer Field Renovations | Northwest Nazarene University | Nampa, ID
- Reed Cycle Bogus Basin Road | Boise, ID
- Poison Creek Marina | Cascade, ID
- JKAF Idaho Adaptive Field House | Boise, ID
- The Mill at Logger Creek | Boise, ID





# Tamara Thompson

## Principal | Director of Client Services | Senior Land Planner

### PROFILE

For over 25 years, Tamara has drawn from her background in construction management to aid clients in navigating the often complex and lengthy real estate development process. She has completed projects in Idaho, Washington, Oregon, Nevada, Oklahoma, California, and Florida.

As Director of Client Services at The Land Group, Tamara is involved in all aspects of real estate development including assisting clients with due diligence investigation, project definition and vision, regulatory agency approvals, zoning, platting, neighborhood and community outreach, public hearing representation and presentation, and general project management.

Tamara understands the uniqueness of each site and builds a development strategy to enhance the intricacies of each project. She builds strong ties with the communities and works closely with municipalities and residents to gain support for our projects.

B.S. Construction Management  
Boise State University

Minor Business Administration  
Boise State University

Boise State University:  
Distinguished Alumni Service  
Award (2021)

Idaho Business Review Women of  
the Year Award (2015)

Commercial Real Estate Women  
(CREW-Idaho) Board of Directors  
(2015 – 2022); President (2021)

Boise State University Alumni  
Association Board of Directors  
(2013- Current); President (2023)

International Council of Shopping  
Centers (ICSC): Member

### RELEVANT PROJECTS

- Norterra Subdivision | Star, ID
- St. Luke's Regional Medical Center | Multiple Projects  
Nampa, Boise, Meridian, Eagle
- Boise State University | Multiple Projects | Boise, ID
- Idaho Youth Ranch Master Plan | Canyon County, ID
- Albertsons Stores | Multiple Locations | Idaho  
Highway 44, Star, ID
- Broadway Marketplace, Boise, ID
- Barber Valley, Boise, ID
- Fairview Marketplace, Meridian, ID
- Firenze Plaza, Meridian, ID
- Cherry Lane, Nampa, ID

- 13th and River - Storage and Mixed Use | Boise, ID
- Millstone Farm | Eagle, ID
- Soterra Subdivision | Caldwell, ID
- Stellar Senior Living | Meridian, ID
- Revel Independent Living | Eagle, ID
- Williamson River Ranch | Eagle, ID
- CDG Young Professional Housing | Boise, ID



# Michael Femenia

## Professional Land Surveyor

### PROFILE

Michael has 25 years of land survey experience. Michael is dedicated to providing clients with accurate and efficient boundary surveys, lot line adjustments, ALTA surveys and associated legal descriptions. His experience in the construction area of surveying involves detailed inspection of civil and architectural drawings, coordination with clients, contractors, and property owners. Having spent the majority of his career in the field, but also exceptionally technologically capable, Mike has developed a forward-thinking approach to fulfilling client's requirements for completing large scale projects while managing survey field crews.

A.S. Degree, Land Surveying  
Sierra College | Rocklin, CA

Professional Surveyor  
Idaho-No. 13550

### RELEVANT PROJECTS

- Albertsons | Multiple Projects | Idaho
- Catholic Diocese of Boise Chancery | Boise, ID
- Holy Apostles Catholic Church | Meridian, ID
- City of McCall Survey & Boundary | Various Locations
- St. Luke's Master Plan | McCall, ID
- St. Luke's Boise Downtown Master Plan | Boise, ID
- St. Luke's Fort Street Roadway | Boise, ID
- St. Luke's Children's Pavilion | Boise, ID
- Alzar School Master Plan | Cascade, ID

- McCall-Donnelly School District | Various Locations
- Owyhee High School | Meridian, ID
- Micron ALTA Survey | Multiple Projects | Boise, ID
- Boise School District | Multiple Projects | Boise, ID
- West Ada School District | Multiple Projects | Boise, ID
- Meridian Fire District | Multiple Projects | Boise, ID
- Bogus Basin | Boise, ID
- Boise Gateway | Multiple Projects | Boise, ID



Statement of Qualifications  
City of Star Pathway Master Plan  
August, 2023



*On the covers:*

*Barber Park Pathways | Boise, Idaho*

# 1 | INTRODUCTION

August 30, 2023

City of Star  
C/O Shawn Nickel, City Planner  
PO Box 130  
10769 W. State Street  
Star, Idaho 83669

Re: Professional Services for the Star Pathway Master Plan

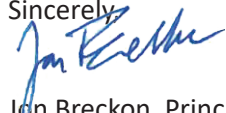
Mr. Nickel and Selection Committee Members:

**BRECKON landdesign [BLDi]** is pleased to submit our Statement of Qualifications for the Star Pathway Master Plan. From the information presented in the RFQ, we understand that the scope of work for this project will include assessment of the City's existing pathway system (to include field investigation, review of existing drawings and specifications, and meeting with City administrators, staff and Committee members); digital mapping of all existing and planned pathway locations; and collaboration with City administrators, staff and Committee members to develop a final Master Plan document that will include analysis of all pathway components - types, locations, usage, signage, maintenance strategies, and more. We are ready to start working on your project immediately up on selection and our team can offer the City experience and service that can't be matched by other firms or teams.

- **Longevity:** Breckon Land Design has been completing successful public agency projects in Idaho since our inception in 2007, including projects in the City of Star and throughout Idaho. As Principal, I am involved in every project from conception to completion and our staff is dedicated to meeting and exceeding the expectations of our public agency clients.
- **Design Efficiency:** Breckon Land Design believes that successful planning and design starts with understanding realistic budget parameters and project scheduling. Our design professionals will recommend only cost-effective, viable solutions to provide the best possible value without compromising project quality. BLDi provides a unique blend of civil engineering and landscape architecture for a complete site design.
- **Specific Experience:** Breckon Land Design has recent, relevant experience working on pathway planning and design for public agency projects, including parks, schools and neighborhoods. The design team that we have assembled for the project includes master planning experts (BerryDunn) and transportation planners (Kittelsohn & Associates), and all hold active licenses in the State of Idaho. We understand the nature of public works projects and how to accomplish them efficiently.

Thank you for taking the time to review our qualifications. If awarded, BLD understands that we are the design professional of record and will work with the City to resolve conflicts as they arise, including cost change issues. We would be happy to answer any questions you may have or provide additional information about any of our past projects or services immediately upon request. We look forward to hearing from you.

Sincerely,



Jon Breckon, Principal

6661 N. Glenwood

Garden City, Idaho 83714

208.376.5153 x 101 | jbreckon@bldi.co | Tax ID #20-8085360 | Fax: 208.376.6528

Breckon Land Design, Inc.



## 2 | FIRM EXPERIENCE AND QUALIFICATIONS

**BRECKON landdesign, Inc. [BLDi]** is an Idaho S-Corporation that offers civil engineering, landscape architecture, land planning, and design services to public agency clients in Idaho and the western United States. Founded in January of 2007, the firm has since built a reputation for high-quality work that serves a diverse clientele. Our office is located in Garden City, Idaho. We are a veteran-owned small business and have completed successful projects with public agencies in Canyon County and throughout Idaho. Jon Breckon, ASLA, is the Principal and sole owner of the firm.

**Doing things right adds value.** Our practice is founded on strong communication, integrity, unrelenting quality control, and a commitment to creative innovation when it comes to achieving client goals. We understand that successful completion of public works projects requires open and honest communication with clients and public agencies, as well as the ability to develop cost-effective design solutions.

Our civil engineers and landscape architects maintain professional registrations in multiple states, including Idaho. Our staff of eleven consists of two licensed civil engineers, one civil engineer in training, three licensed landscape architects, three landscape architects in training, and two administrative support personnel. Landscape architects are active members of the American Society of Landscape Architects (ASLA) and the Council of Landscape Architectural Registration Boards (CLARB). Civil Engineers are active members of the American Society of Civil Engineers (ASCE) and the National Council of Examiners for Engineering and Surveying (NCEES).

### PROFESSIONAL SERVICES:

#### Civil Engineering

- Preliminary & final plats
- Roadway/Pathway plans & profiles
- Domestic water systems
- Pressurized & gravity irrigation systems
- Pressurized irrigation pump stations
- Sanitary sewer septic systems & lift stations
- Permeable pavements
- Green stormwater infrastructure
- Stormwater Pollution Prevention Plans (SWPPP)

#### Landscape Architecture

- Schematic, preliminary, and final design drawings
- Pathways and wayfinding
- Planting, irrigation, and lighting plans with specifications
- Grading, drainage, and stormwater plans
- Erosion and sediment control plans
- Federal and state permitting
- Site design for ADA requirements

#### Integrated Site Design

- Design program development and verification
- Site analysis
- Design theming for planting, lighting, amenities, and signage

#### Community Facilitation

- Scheduling and facilitation of community meetings
- Press releases and written communications to address political and public policy issues

#### Design Implementation

- Construction bid documents
- Bid administration and negotiation
- Maintenance specifications
- Construction observation and administration

#### Land Planning and Master Planning

- Development feasibility studies
- Conceptual master plans
- Site planning and design
- Project management
- Critical areas identification
- Entitlement work
- Design guidelines

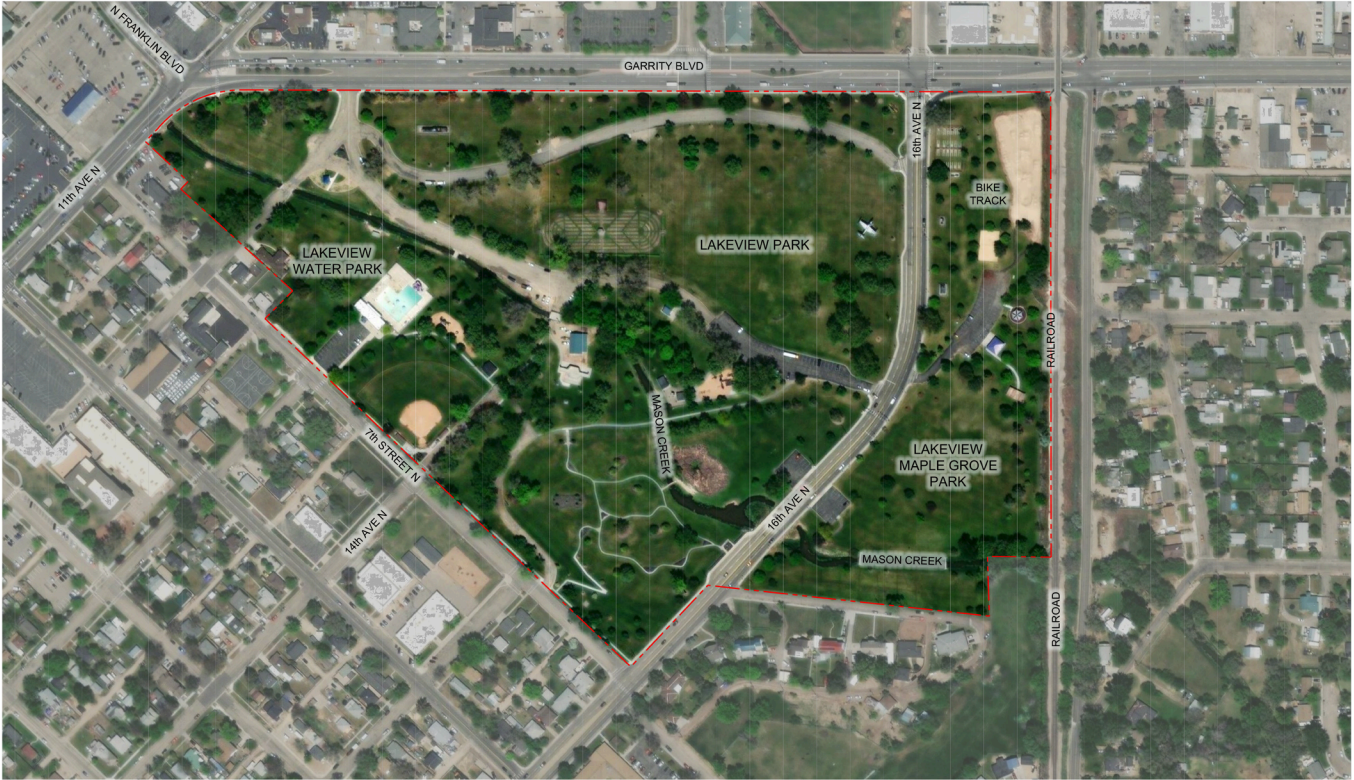
#### Waterscapes and Specialty Design

- Water features
- Swimming pools, splash pads, and water features
- Playgrounds
- Animal exhibit spaces
- Commemorative and fundraising plazas

## 2 | FIRM EXPERIENCE AND QUALIFICATIONS

**BRECKON landdesign [BLDi]** has worked with many different public agencies on projects ranging from small studies and planning exercises to large, institutional campus designs. We understand how to work effectively with multiple user groups to solicit input and translate ideas into concepts that are attainable. The projects included on the following pages represent just a small portion of our vast and varied planning experience for the public sector.

### Nampa Parks Master Plan



BRECKON landdesign is working with BerryDunn, City of Nampa, Nampa Parks and Recreation and the Nampa Golf Commission to develop a new Parks Master Plan for the City of Nampa. The scope of work includes review of existing bike and pedestrian pathways, evaluation of existing parks and golf course properties, mapping of existing parks properties, meeting with community members and park/golf course users, and development of conceptual designs for Lakeview Park, Centennial Golf Course and Ridgecrest Golf Course.

- Owner:** City of Nampa
- Project Lead:** BerryDunn
- Reference:** Darrin Johnson, Parks Director  
208.468.5858  
johnsond@cityofnampa.us





# 2 | FIRM EXPERIENCE AND QUALIFICATIONS

## Meridian Parks Master Plan and Master Plan Update

**NOTES**

- THIS IS A PRELIMINARY CONCEPT, INTENDED TO SHOW POSSIBILITIES FOR DEVELOPMENT OF THE MARGARET ALDAPE PARK SITE.
- NO SURVEY DATA WAS AVAILABLE AT THE TIME THIS CONCEPT WAS PREPARED. BASE INFORMATION WAS COMPILED FROM EXISTING BOUNDARY DATA AND AERIAL PHOTOGRAPHY.
- THIS PRELIMINARY CONCEPT HAS NOT YET BEEN PRESENTED IN A PUBLIC FORUM, AND DID NOT UNDERGO AN INDIVIDUAL PUBLIC INPUT PROCESS.
- ROADS AND PARKING AREAS MAY BE PAVED OR SURFACED WITH PERMEABLE PAVERS OR COMPACTED GRAVEL, TO BE DETERMINED.

**PUBLIC ART**

- ART WILL BE FOCUSED PRIMARILY ON ALDAPE FAMILY HISTORY, BASQUE CULTURAL HERITAGE, LOCAL WILDLIFE AND RELATED THEMES
- ART ELEMENTS WILL BE INTEGRATED WITH PARK ARCHITECTURAL FEATURES
- ART WILL BE PLACED SO AS TO CREATE A SENSE OF DISCOVERY FOR PARK VISITORS



**Design Concept**  
Margaret Aldape Park  
Meridian Parks & Recreation  
Meridian, Idaho 83642



In association with GreenPlay, LLC (now BerryDunn) BLDi completed this year-long master planning effort for the City of Meridian Parks and Recreation Department. This process included an assessment of the City's existing parks and pathways, community meetings and surveys, development of an urban forestry management plan and master pathways plan, and conceptual designs for three proposed regional parks; West Meridian Regional Park, a 77-acre park in South Meridian, and Margaret Aldape Park.

**Owner:** Meridian Parks and Recreation

**Project Lead:** BerryDunn

**Reference:** Steve Siddoway, Parks & Recreation Dir.  
208.888.3579  
recreation@meridiantcity.org

## 2 | FIRM EXPERIENCE AND QUALIFICATIONS

### Thousand Springs State Park & Billingsley Creek Campground



BRECKON landdesign worked closely with the Idaho Department of Parks and Recreation, the National Park Service and multiple other public agencies to develop a comprehensive master plan for this new 200-acre state park and campground facility. The scope of work for the master planning portion of the project included conceptual site planning, public meeting and stake holder presentations, cost estimating and project phase strategies. Following master planning, our team completed design, construction documents and construction administration for civil engineering and landscape architecture. Upon final completion, the full-service, 50-unit campground will feature full hookups, emergency vehicle access, a water access point with fishing dock, a 20-acre arboretum, multi-use amphitheater, day-use area, RV, group and tent camping sites, **and approximately 12,000 feet of multi-use pathway that is integrated with Hagerman's existing pathway network.** The project is being completed in phases, with phase one of the asphalt pathway system completed in 2019, the visitor's center and adjacent site completed in 2021, and the campground to be completed in the Fall of 2023.

**Owner:** Idaho Department of Parks and Recreation

**Project Lead:** Breckon Land Design

**Reference:** Melanie Schuster, Dev. Bureau Chief  
208.514.2456  
[melanie.schuster@idpr.idaho.gov](mailto:melanie.schuster@idpr.idaho.gov)



## 2 | FIRM EXPERIENCE AND QUALIFICATIONS

### Barber Park Planning and Improvements



BRECKON landdesign was contracted by Ada County Operations to work with them on planning and design for a multi-phased project for improvements to Barber Park in Boise. The scope of work includes planning, phasing strategy, design, bidding and construction administration for parking lot, plaza and multi-use pathway improvements, enhancements to the existing boat/raft launching area, two new bridges for vehicle and pedestrian use, and a new fishing pier on the Boise River. Several multi-use pathways in the park were improved with new Stalok® Paving Material, which resists weathering and provides increased traffic resistance over asphalt or concrete paving. This project involved extensive coordination with multiple public agencies due to the sensitive location along the Boise River and within the existing flood plain. The improvements were designed to be completed in phases to maximize the available budget and keep park facilities available for use during the busy season. This project was partially funded through the American Rescue Plan Act (ARPA) and complies with all ISPWC requirements.

**Owner:** Ada County Operations

**Project Lead:** Breckon Land Design

**Reference:** Scott Koberg, Parks & Waterways Director  
208.860.9913  
skoberg@adacounty.id.gov

## 2 | FIRM EXPERIENCE AND QUALIFICATIONS

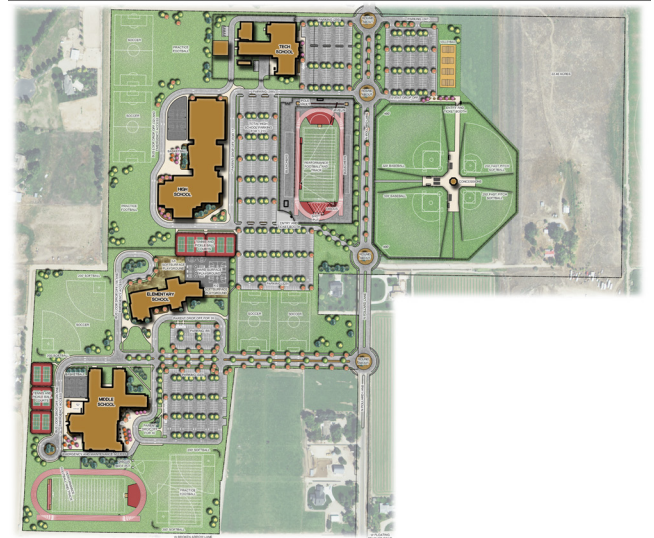
### Star Schools Master Planning

**BRECKON landdesign** teamed with Lombard/Conrad Architects to complete a comprehensive master plan for Star Schools in the West Ada School District that included site planning and development for a new middle school along with future plans for an elementary, high school, and technical training facility.

In addition to building locations and overall site design for pedestrian and vehicular circulation, the master plan incorporated a wide range of athletic facilities to serve students of all ages. These included competition venues and practice fields for softball, baseball, football, and soccer; multiple track and field facilities, including a stadium area; and courts for tennis, pickleball, basketball, and volleyball. Age-specific playgrounds were also designed to serve the elementary school.

Site circulation and parking elements were carefully planned to meet the daily requirements of the schools and also handle capacity events at all recreation facilities.

**Owner:** West Ada School District  
**Project Lead:** Lombard/Conrad Architects  
**Reference:** Mark Heazle, LCA  
 208.345.6677  
 markh@lcarch.com



### College of Idaho Master Plan

**BRECKON landdesign** worked with Hummel Architects and College of Idaho administrators and staff to develop a comprehensive Campus Master Plan. The scope of work included production of a complete site inventory of all irrigation system components, parking and vehicular access, pedestrian pathways and circulation routes, a campus-wide tree inventory and mapping, a needs assessment and recommendations for current and future site improvements to accommodate projected growth, and development of recommendations for campus standards and future tree planting and management. The Marty Holly Athletic Center was the first project implemented as part of the completed master plan.

**Owner:** College of Idaho  
**Project Lead:** Hummel Architects  
**Reference:** Jack Cafferty, College of Idaho  
 208.459.5168 x 49  
 jcafferty@collegeofidaho.edu



## 2 | FIRM EXPERIENCE AND QUALIFICATIONS

### Specific Relevant Experience

BRECKON landdesign has worked with many different public agencies and private clients on development of Master Plans, ranging from small planning studies and cost estimates to years-long, extensive planning and phasing strategies for capital improvements for school districts, municipal agencies and more.

Meridian Parks Master Plan Update (2021)	Star Schools Master Plan (2015)
Margaret Aldape 78-Acre Park Master Plan (2015)	Frontier Town Water Park Master Plan (2017)
South Meridian 77-Acre Park Master Plan (2015)	Wilder Schools Master Plan (2010 and 2015)
West Meridian 48-Acre Park Master Plan (2015)	St. Paul’s Catholic School Master Campus Plan (2023)
College of Idaho Campus Master Plan (2014)	World Center for Birds of Prey Master Plan (2010 & 2018)

### Project Criteria

**Documentation of Existing Conditions:** Our team has completed many projects requiring careful and extensive documentation of existing facilities and conditions on project sites. Our recent work at Barber Park is an excellent example of designing for compatibility with existing conditions.

**Multiple Agency Coordination:** Many of our projects require coordination with multiple public agencies. Our current work at Thousand Springs State Park has involved coordination with the National Park Service, Department of Environmental Quality, Idaho State Parks and Recreation, Idaho Fish & Game, Idaho Division of Building Safety, Idaho Transportation Department and others.

**Community Engagement:** Each member of our team has recent, relevant experience working with community groups to solicit ideas and opinions during meetings and open houses. This involves production of conceptual graphics and display boards, presentations to various user groups, community surveys, and more.

**System Inventory and Mapping:** We have an ArcGIS mapping specialist on the team that we have worked with on the Meridian and Nampa Parks Master Plans, and all of our design professionals have extensive experience with inventory of existing site components.

**Maintenance Plans:** Long-term success of our projects is very important to us and we work together with clients to ensure that they have the information and equipment needed to maintain their site components and keep them in use.



### Insurance Coverage

- Carrier:** Great American Insurance
- Agent:** Aubrey Archuleta, The Hartwell Corporation | [aubrey@thehartwellcorp.com](mailto:aubrey@thehartwellcorp.com)
- Coverage:** \$2,000,000 each claim and aggregate limit




# 3 | DESIGN TEAM

**BRECKON landdesign [BLDi]** has The team that we have assembled for the Star Pathway Master Plan project has recent experience working together on public agency projects and all have active licenses in the State of Idaho.

TEAM MEMBER	DESIGN DISCIPLINE	ROLES AND RESPONSIBILITIES
Jon Breckon, ASLA Project Manager	Master Planning and Landscape Architecture	Overall project oversight, contract negotiations, planning and design, community outreach
Mary Wall, PE, ASCE Claire Smarda, PE, ASCE	Master Planning and Civil Engineering	Planning and design, community outreach, engineering
Celeste Penny, ASLA Landscape Architect	Master Planning and Landscape Architecture	Planning and design, existing condition assessment, pathway mapping
Art Thatcher, BerryDunn Dave Peterson, BerryDunn	Master Planning and Cost Analysis	Capital Improvement Plan development, cost estimating, community outreach
John Ringert, Kittelson & Assoc. Jamie Markosian, Kittelson & Assoc.	Transit Planning	Greenbelt and roadway coordination



- Mayor
- City Council and Staff
- Transportation & Pathway Committee
- Community Members



Jon Breckon, PLA | Project Lead  
 Mary Wall, PE | Civil Engineering  
 Celeste Penny, PLA | Landscape Architecture  
 Claire Smarda, PE | Civil Engineering

Art Thatcher, Planning Specialist  
 Dave Peterson, Planning Specialist  
 BerryDunn

John Ringert, Transit Specialist  
 Jamie Markosian, Transit Specialist  
 Kittelson & Associates

## 3 | DESIGN TEAM



### Jon Breckon, ASLA, CLARB Owner, Firm Principal | [jbreckon@bldi.co](mailto:jbreckon@bldi.co)

Jon Breckon has over 25 years of experience in the planning, design, and construction of public and private facilities. As principal, he oversees all operations and quality control for the firm at large. Jon’s professional experience spans a wide range of project types with an emphasis on large-scale projects that have involved master planning for complex design considerations. Jon works closely with agency planning and public works departments during all phases of a project to guide clients through programming and design, address review comments, and gain project approvals.

**key skills  
+ qualifications**

**education**

Bachelor of Science in Landscape Architecture, University of Idaho

**licensure  
+ memberships**

ID, OR, WA, CA, NV, MT, WY, UT, AZ, CO, NM, TX, OK, ND, MN, WI, OH, NY, MD, MI, SC, IA, VA

- » Council of Landscape Architect Registration Boards (CLARB) Certified
- » American Society of Landscape Architects (ASLA)
- » Pool and Hot Tub Alliance Advanced Pool Builder Professional
- » Idaho State Board of Landscape Architects, 2012-Present

**relevant projects**

- 2021 Meridian Parks Master Plan Update (with BerryDunn) *Meridian, Idaho*
- 2014 Meridian Parks Citywide Master Plan (with BerryDunn) *Meridian, Idaho*
- Margaret Aldape 78-acre Regional Park 2015 Master Plan *Meridian, Idaho*
- South Meridian 77-acre Regional Park 2015 Master Plan *Meridian, Idaho*
- West Meridian 48-acre Regional Park 2015 Master Plan *Meridian, Idaho*
- Thousand Springs State Park / Billingsley Creek Master Plan *Hagerman, Idaho*
- Star Schools Master Plan *Star, Idaho*
- Wilder Schools Master Plan *Wilder, Idaho*
- Barber Park Plaza and Pathway Improvements *Boise, Idaho*
- Barber Park Pathway and Pier Upgrades *Boise, Idaho*
- Willowbridge Event Center *Ada County, Idaho*
- Peregrine Fund/World Center for Birds of Prey Master Plan *Boise, Idaho*
- College of Idaho Campus Master Plan *Caldwell, Idaho*
- Hugh Nichols Public Safety Campus *Nampa, Idaho*
- Idaho Department of Fish & Game Region 3 Office *Nampa, Idaho*
- City of Boise On-Call Projects *Boise, Idaho*
- City of Twin Falls On-Call Projects *Twin Falls, Idaho*
- Ada County Highway District On-Call Projects *Ada County, Idaho*
- West Ada School District On-Call Projects *Meridian, Idaho*
- Frontier Park Irrigation Improvements *Twin Falls, Idaho*
- Gooding Fire Station *Gooding, Idaho*
- OCTC Fire Station Addition *Kuna, Idaho*
- Boise Fire Station No. 4 and No. 8 *Boise, Idaho*
- Meridian Fire Station No. 5 *Meridian, Idaho*
- Eagle Fire Station No. 3 *Eagle, Idaho*
- Ada County Jail Expansion *Boise, Idaho*
- City of Moscow Police Station *Moscow, Idaho*
- White Pine County Justice Center Complex *Ely, Nevada*

## 3 | DESIGN TEAM



### key skills + qualifications

### education

### licensure + memberships

### relevant projects

## Mary Wall, PE, ASCE

Senior Civil Engineer | [mwall@breckonld.com](mailto:mwall@breckonld.com)

Mary Wall has over 39 years of civil engineering experience that ranges from on-site sewage disposal design and project management for land development projects, to full site development packages involving grading, drainage, and site utility design. Most of Mary's projects involve several facets of civil engineering, including roadways, sewer systems, water systems, drainage, right-of-way design, as well as pressurized irrigation, gravity irrigation, and pump system design. She has served as project manager on a wide variety of subdivision projects and several on-site sewage disposal systems.

Bachelor of Science in Civil Engineering, University of Arizona

Oregon, Idaho, California, Nevada

- » American Society of Civil Engineers (ASCE)
- » National Council of Examiners for Engineering and Surveying (NCEES)

Barber Park Pathway and Parking Improvements, *Ada County, Idaho*  
 Thousand Springs State Park / Billingsley Creek Master Plan *Hagerman, Idaho*  
 Thousand Springs State Park / Billingsley Creek CG *Hagerman, Idaho*  
 Gooding Fire Station *Gooding, Idaho*  
 Mary McPherson Elementary Improvements *Meridian, Idaho*  
 Shoshone Falls Subdivision *Nampa, Idaho*  
 River Pointe Subdivision *Middleton, Idaho*  
 Headquarters Subdivision *Eagle, Idaho*  
 Bellemeade Subdivision *Eagle, Idaho*  
 Harvest Creek Subdivision *New Plymouth, Idaho*  
 Sweetwater Carwash *Meridian, Idaho*  
 Ralstin Flexspace *Meridian, Idaho*  
 Spurwing Townhomes Subdivision *Meridian, Idaho*  
 Gowen Field Building 665 Parking *Boise, Idaho*  
 Lavender Heights Subdivision *Meridian, Idaho*  
 Happy Valley Subdivision *Canyon County, Idaho*  
 Allure Subdivision *Meridian, Nevada*  
 Grover Street Townhome PUD *Boise, Idaho*  
 Visser's Landing 40 acre Subdivision *Canyon County, Idaho*  
 Solar Feasibility Study *Duck Valley Indian Reservation, Idaho*  
 Municipal Sewage System Rehabilitation *Seneca, Oregon*  
 Municipal Sewage System Rehabilitation *Mt. Vernon, Oregon*  
 Rue Anne Acres 52-acre Subdivision *Canyon County, Idaho*  
 Scotty's Castle HVAC Effluent Disposal System *Death Valley, California*  
 Van Hook Subdivision *Mountrail County, North Dakota*  
 Heather Glen 200-acre Estates *Placer County, California*  
 Outlook at Indian Hill Subdivision *Auburn, California*  
 Pinon Water and Sewer System *Pinon, Arizona*



3 | DESIGN TEAM



**Celeste Penny, ASLA**  
Landscape Architect | [cpenny@breckonld.com](mailto:cpenny@breckonld.com)

Celeste has been with the firm for over five years and has worked with private and public agency clients throughout Idaho. An experienced and versatile designer with a broad skill base, Celeste’s projects include swimming pools and water feature design, commercial and residential projects, grading and drainage, and a detailed knowledge of native plants and irrigation design. Celeste is also experienced with public agency and public works projects and understands how to guide projects through permitting and entitlements to achieve a successful outcome. She has played an integral role in the planning and design of numerous public safety projects, including law enforcement and corrections facilities.

**key skills  
+ qualifications**

**education**

Master of Science in Landscape Architecture, University of Idaho  
Bachelor of Science in Landscape Architecture, University of Idaho  
Idaho

**licensure  
+ memberships**

- » American Society of Landscape Architects (ASLA)
- » Montana Certified SWPPP Preparer
- » Pool and Hot Tub Alliance Advanced Pool Builder Professional

**relevant projects**

- Nampa Parks Master Plan *Boise, Idaho*
- Meridian Parks Master Plan *Meridian, Idaho*
- Thousand Springs State Park *Hagerman, Idaho*
- Barber Park Improvements *Boise, Idaho*
- Ada County Jail Expansion *Boise, Idaho*
- Ada County Sheriff’s Office Security Improvements *Boise, Idaho*
- City of Moscow Public Safety Building *Moscow, Idaho*
- Idaho State Police Building *Driggs, Idaho*
- Taft Elementary School *Boise, Idaho*
- Swan Falls High School *Kuna, Idaho*
- Expo Idaho Horse Stables Removal *Boise, Idaho*
- State of Idaho Fountain Design *Boise, Idaho*
- Bingham County Judicial Center Jail Addition *Blackfoot, Idaho*
- Bonneville County Judicial Center Addition *Idaho Falls, Idaho*
- Whitney Baptist Church Site Improvements *Boise, Idaho*
- Homedale High School Improvements *Homedale, Idaho*
- Jerome Elementary *Jerome, Idaho*
- Washington County Courthouse Improvements *Wilder, Idaho*
- Wassmuth Center Improvements *Boise, Idaho*
- Horizon Elementary Site Improvements *Boise, Idaho*
- Mary McPherson Elementary Addition *Meridian, Idaho*
- White Pine County Justice Center *Ely, Nevada*
- Idaho Central Credit Union *Multiple Locations, Idaho*
- O’Reilly Auto Parts Stores *Multiple Locations, USA*
- Teton Mesa Apartments *Idaho Falls, Idaho*

## 3 | DESIGN TEAM



### key skills + qualifications

### education

### licensure + memberships

### relevant projects

## Art Thatcher, MPA, CPRP | BerryDunn Planning Specialist | [Art.Thatcher@berrydunn.com](mailto:Art.Thatcher@berrydunn.com)

Art has 30 years of experience in public parks and recreation operations, programming and administration, volunteer board leadership, facility design and operations, and community engagement. Art has concentrated on strategic and master planning, civic engagement and comprehensive planning, operations and facility management planning, outdoor adventure recreation development and programming, and community engagement facilitation. He is an expert in working with adventure-based communities, including those that manage beaches and waterfronts as part of their parks and recreation systems, and communities that rely on outdoor and adventure recreation as economic drivers.

Masters of Public Administration, Old Dominion University  
Bachelor of Science, Christopher Newport University

» Certified Parks and Recreation Professional, National Recreation & Parks Association (MRPA)

Nampa Parks Master Plan *Nampa, Idaho*  
Meridian Parks Master Plan *Meridian, Idaho*  
Parks and Recreation Master Plan Update *Post Falls, Idaho*  
Parks and Recreation Master Plan *Chelan, Washington*  
Recreation and Parks Master Plan Update *Amherst, New York*  
Sports Fields Use Study *Arlington County, Virginia*  
Parks and Recreation Master Plan *Dublin, California*



### key skills + qualifications

### education

### licensure + memberships

### relevant projects

## Dave Peterson, PLA | BerryDunn ArcGIS Specialist | [Dave.Peterson@berrydunn.com](mailto:Dave.Peterson@berrydunn.com)

Dave is a Senior Consultant in BerryDunn's Park, Recreation and Libraries Practice, and believes that access to quality parks and recreation is an integral part of a healthy community. He is a certified and licensed landscape architect with deep experience in master planning and GIS mapping. He enjoys developing lasting relationships with clients and helping them create impactful and implementable solutions. Throughout his career, Dave has completed over 120 parks and recreation master plan projects, has published a number of articles in industry publications, and regularly speaks at professional conferences on his work.

Masters of Science in Exercise and Sports Science, University of Arizona  
Bachelor of Science in Landscape Architecture, Colorado State University  
Bachelor of Science in Education, University of Nebraska

» Colorado Parks and Recreation Association (CPRA)  
» National Recreation and Parks Association (NRPA)

Nampa Parks Master Plan *Nampa, Idaho*  
Meridian Parks Master Plan *Meridian, Idaho*  
Parks and Recreation Master Plan Update *Post Falls, Idaho*

## 3 | DESIGN TEAM



### **John Ringert | Kittelson & Associates** **Transportation Specialist | jringert@kittelson.com**

**key skills  
+ qualifications**

John brings 33 years of experience in transportation planning, traffic operations, pedestrian and bicycle planning and design, traffic design, and traffic/safety studies for corridors and intersections. Planning projects have ranged from regional transportation plans to corridor plans, access management plans, and parking plans. John has also prepared the traffic signal design plans for over 100 traffic signals, roadway and intersection widening plans, and prepared signal timing and transit signal priority settings for traffic signals. He capably combines planning concepts with engineering principles and incorporates multimodal best practices into constructible designs that are cost effective to build.

**education**

Masters of Science in Traffic/Transportation, Texas A&M University  
 Bachelor of Science in Civil Engineering, University of Idaho

**licensure  
+ memberships**

Idaho, Alaska, California, Oregon, Washington  
 » Member, Institute of Transportation Engineers  
 » ACEC of Idaho

**relevant projects**

US 20/26 Star Road to Middleton Road *Star, Idaho*  
 8th Street Southbound Conversion & Bicycle Improvements *Boise, Idaho*  
 Downtown Boise Multi-Modal Transportation Plan *Boise, Idaho*



### **Jamie Markosian, PE | Kittelson & Associates** **Transportation Specialist | jmarkosian@kittelson.com**

**key skills  
+ qualifications**

Jamie brings over seven years of experience as a project manager, design lead/project engineer, project analyst, task/discipline lead for roadway and intersection design, transportation planning, pedestrian/bicycle planning, transportation safety analyses and traffic related designs and studies. Jamie is proficient in traffic analysis and transportation planning projects ranging in scope from the development of long range Capital Improvement plans, to corridor studies, to intersection concept reports, to micro-simulation modeling of networks, and more. Jamie has served as project manager for several pathway and bikeway planning projects in Southwest Idaho.

**education**

Masters of Science in Civil Engineering, University of Wisconsin-Madison  
 Bachelor of Science in Civil Engineering, Utah State University

**licensure  
+ memberships**

Idaho  
 » Member, Institute of Transportation Engineers  
 » American Society of Civil Engineers (ASCE)

**relevant projects**

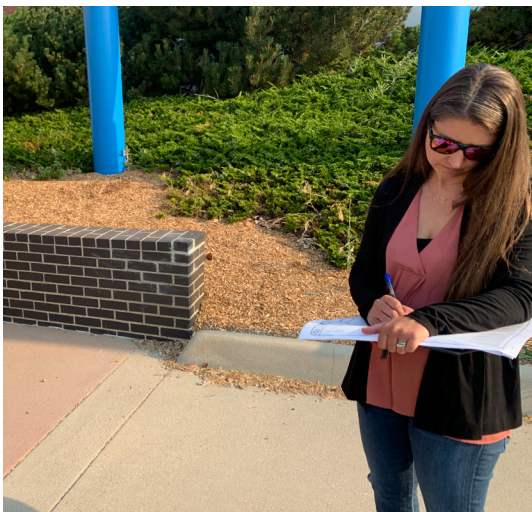
City of Star Greenbelt Planning *Star, Idaho*  
 Cassia Street Bikeway Design *Boise, Idaho*  
 Shoshone Street Bikeway Design *Boise, Idaho*

## 4 | PROJECT APPROACH

### Management Techniques and Methods

Our Project Management strategy is based on:

- Commitment - to our clients, to excellence in service, and to quality of the final product.
- Technical Competence - through experienced gained on diverse projects, ongoing development of individual team members, and an innovative approach to design.
- Clear Communications - that are consistent and professional, and that represent client needs and goals while addressing technical, regulatory, and budget considerations.



**Initial Kick-Off Meeting:** We would like to begin the process by facilitating an initial meeting with the City's Team that includes as many participants as possible - the Mayor, City Council, selected City Staff and the Transportation and Pathway Committee. The purpose of this meeting is to gain an understanding of the planning work that has taken place to date, establish the City's short and long-term goals for the pathway planning process, and discuss potential challenges and opportunities for existing and potential pathway sites.

**Existing Site Assessments:** During this process we will physically review site constraints and potential opportunities for each existing and proposed pathway site, research existing conditions relating to the natural environment, existence of utilities and services, transportation and access, agency regulations, easement and right-of-way conditions, storm water management & erosion control requirements, and other

issues which will affect site planning. We will analyze facility maps, previous studies, and other information that may be available for each site. These efforts will help us assess the natural drainage pattern of each site; determine condition, location, and capacity of available infrastructure and utility corridors; and identify characteristics unique to each site that might present challenges for design and development.

**AHJ Coordination:** After an analysis of existing documents and on-site assessment of current and potential future pathway sites, we will contact the public agencies that may be impacted by current or future pathways to determine their requirements for development at those sites. This will include, but may not be limited to, Ada and Canyon Highway Districts, irrigation companies, Idaho Transportation Department, West Ada School District and others. Each agency's specific requirements will be included in the final Master Plan.

**Determine/Refine Project Objectives:** After an analysis of site features, constraints, and regulatory requirements, we work with the City and Pathways Committee to establish project design parameters. Project objectives will consider budget and schedule as well as short and long-term usage objectives for each project site. .

**Mapping:** Utilizing the City's existing CAD map as a starting point, our design professionals will update the existing map based on results of on-site assessments and develop the three separate maps identified in the RFQ: Pathway Types, Pathway Jurisdictions and Pathway Materials. These will be produced in digital and large-format prints.

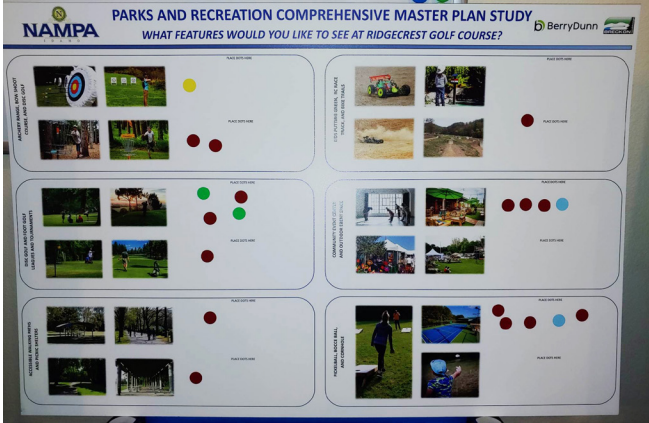
**Pathway Sections and Amenities:** Our design professionals will develop designs for typical sections of the four pathway types - Community, Greenbelt, Highway and Natural, and work with City staff and Committee Members to determine the desired features and materials used for each specific pathway type. Concurrent with pathway section design, we will work with you to discuss the types of amenities needed at each pathway location and develop a conceptual amenities plan for submission to the City and Pathway Committee.

# 4 | PROJECT APPROACH

**Public Outreach:** Following City and Committee review and approval of proposed pathway sections and amenities, our design professionals will facilitate at least two community open houses for the purpose of soliciting input from community members and potential users on proposed locations, pathway types and amenities. Digital and printed conceptual graphics of proposed amenities, maps and pathway systems will be produced to give attendees a clear understanding of the planning process to date and what will be incorporated into the final Master Plan. Another possible strategy is to present information and solicit input utilizing the City’s website - this may appeal to participants that can’t attend open houses or are reluctant to share their opinions publicly. After the open houses and website input, our team will develop a detailed summary of each meeting with a list of attendees, summary of discussion topics and ideas/issues solicited from the community.



**Maintenance Plan:** When the locations, specific types of pathways and materials used for each are clearly defined, we will proceed with development of specific maintenance plans for each pathway type. The maintenance plans shall include instructions for daily maintenance, routine maintenance, periodic maintenance and long-term maintenance requirements. The maintenance plans will include specific tasks for each pathway type that will help keep the pathways safely in use for the long-term.



**Capital Improvement Plan:** When all aspects of the proposed Pathway plan are identified, our planning and design team will utilize their expertise to develop a detailed Capital Improvement Plan that will breakdown estimated costs for construction and maintenance of each pathway type, to include unit cost per mile, total cost for each type and total overall costs.

**Comprehensive Plan Update:** We will work with the City and Pathway Committee to review the City’s existing Comprehensive Plan and update the Pathways section to correlate with the new Pathway Master Plan.

**Deliverable Submissions, Progress Reports and Monthly Meetings:** Following the completion of each phase outlined above, the design team will submit the required deliverables for review and attend the Pathway Committee meetings on the first Wednesday of every month. We will present progress reports and provide opportunities for discussion of previously submitted draft items and desired changes/issues with the draft documents.



# 4 | PROJECT APPROACH

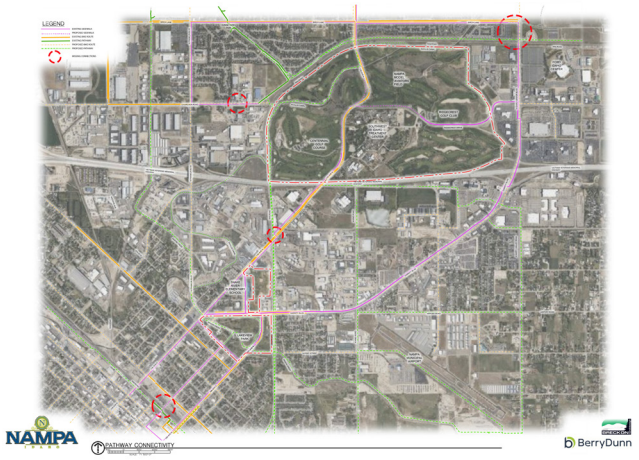
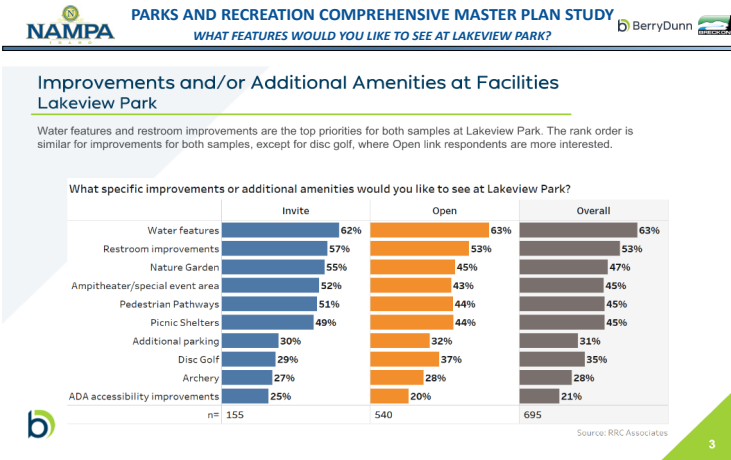
**Final Master Plan:** When all of the draft documents have been submitted and reviewed by the City and Pathways Committee and public outreach tasks completed, we will move forward with development of the final Pathway Master Plan draft. This will include all of the requested documents outlined in the RFQ.

## Planning Innovation

Our planning partner, BerryDunn, has a proven record of expertise in parks, recreation, trails and open space planning for small and large communities throughout the United States, including Idaho. The Breckon Land Design/BerryDunn team has worked together on several successful projects in the Treasure Valley, including the Meridian Parks Master Plan completed in 2016 and updated in 2021, and the Nampa Parks Master Plan currently underway. Our team combines the strengths of a nationally known strategic planning firm with a long-standing local, experienced land planning and design firm, bringing best practices from successful national, regional and local projects to the City of Star.

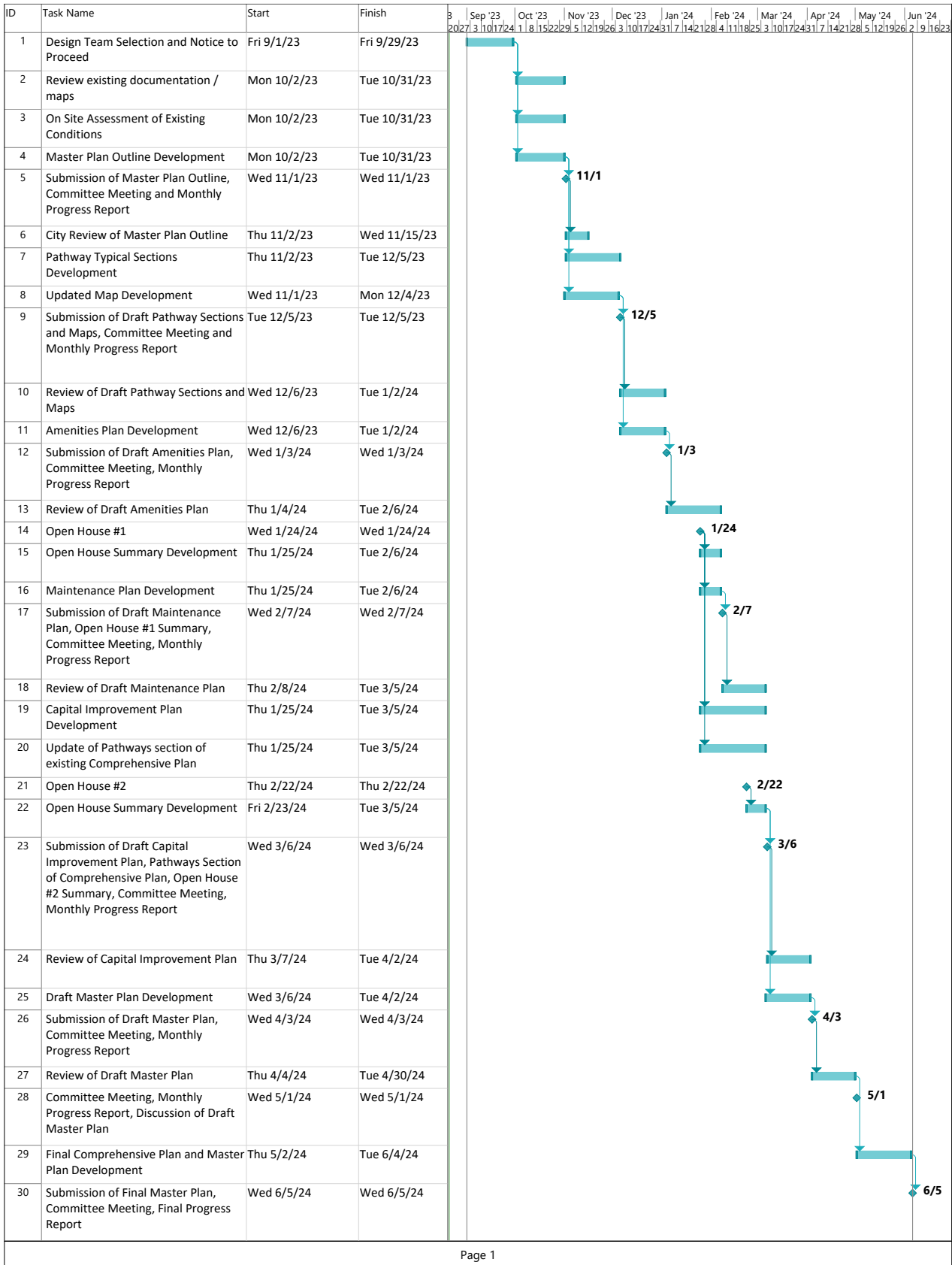
## Challenges and Opportunities

Every planning and design project comes with challenges, but with every challenge lies an opportunity for knowledge and growth. Challenges provide opportunities for additional discussions and sharing of ideas that may not take place otherwise. With this project, we anticipate the primary challenge will be to incorporate the input from user groups, City administrators and staff, Committee members and regulatory agencies into a useful document that is easily understood and accurately reflects the needs of the growing community. Communication is the key to overcoming this challenge - open and honest discussion, free exchange of ideas, and recognizing the contributions of all participants will ensure a successful process.





# 5 | PROJECT SCHEDULE





Through innovative design, dynamic problem-solving, and holistic creativity, we create legacy environments that inspire the future.





## ADVERTISEMENT FOR BIDS

### **OWNER: City of Star**

### **PROJECT TITLE: Floating Feather to Star Middle School Pathway**

Separate sealed Bids for the Floating Feather to Star Middle School Pathway will be received by the City of Star, Idaho *10769 West State Street, Star, ID 83669*, until **4:00 pm local time on *October 11, 2023***, and then publicly opened and read aloud shortly thereafter in the Council Chambers at City Hall, *10769 West State Street, Star, ID 83669*.

The project consists of the construction of a 7-ft wide concrete sidewalk along Floating Feather Rd and a 10-ft wide concrete sidewalk from Floating Feather north to the Star Middle School.

### **Obtaining The Bidding Documents**

The Request For Proposals (RFP) Documents for the Project can be found online at the following designated website:

<https://www.staridaho.org/rfps>

Documents may be downloaded from the designated website. Prospective applicants are urged to submit their intent to submit bids even if Documents are obtained from a plan room or source other than the designated website in either electronic or paper format. Intent to Bid may be submitted by emailing [bids@staridaho.org](mailto:bids@staridaho.org). The designated website will be updated periodically with addenda, reports, and other information relevant to the bidding documents. All official notifications, addenda, and other Bidding Documents will be offered only through the designated website. Owner will not be responsible for addenda, if any, obtained from sources other than the designated website.

Documents may be examined at the following locations during business hours:

- 1) Star City Hall, *10769 West State Street, Star, ID 83669*

A pre-bid conference will be held at **1:30 p.m.** local time on **October 3, 2023**, on site. We will meet in the parking lot of the Church of Jesus Christ of Latter-Day Saints meeting house at 9400 W Floating Feather Rd, Star, ID 83669. We will gather at the southwestern corner of the parking lot. Attendance at the pre-bid conference is strongly encouraged but is not mandatory.

In determining the lowest responsive bid, the Owner will consider all acceptable bids on a basis consistent with the bid package. The Owner will also consider whether the bidder is a responsible bidder.

All bids must be signed and accompanied by evidence of authority to sign.

Bids must be accompanied by Bid Security in the form of a bid bond, certified check, cashiers check or cash in the amount of **5%** of the amount of the bid proposal. Said bid security shall be forfeited to Owner as liquidated damages should the successful bidder fail to enter into contract in accordance with their proposal as specified in the Instructions to Bidders.

Owner reserves the right to reject any or all proposals, waive any nonmaterial irregularities in the bids received, and to accept the proposal deemed most advantageous to the best interest of the Owner.

Dates Advertised: September 27, 2023 & October 4, 2023

City of

# STAR, IDAHO

## FLOATING FEATHER TO STAR MIDDLE SCHOOL PATHWAY

SEPTEMBER 2023



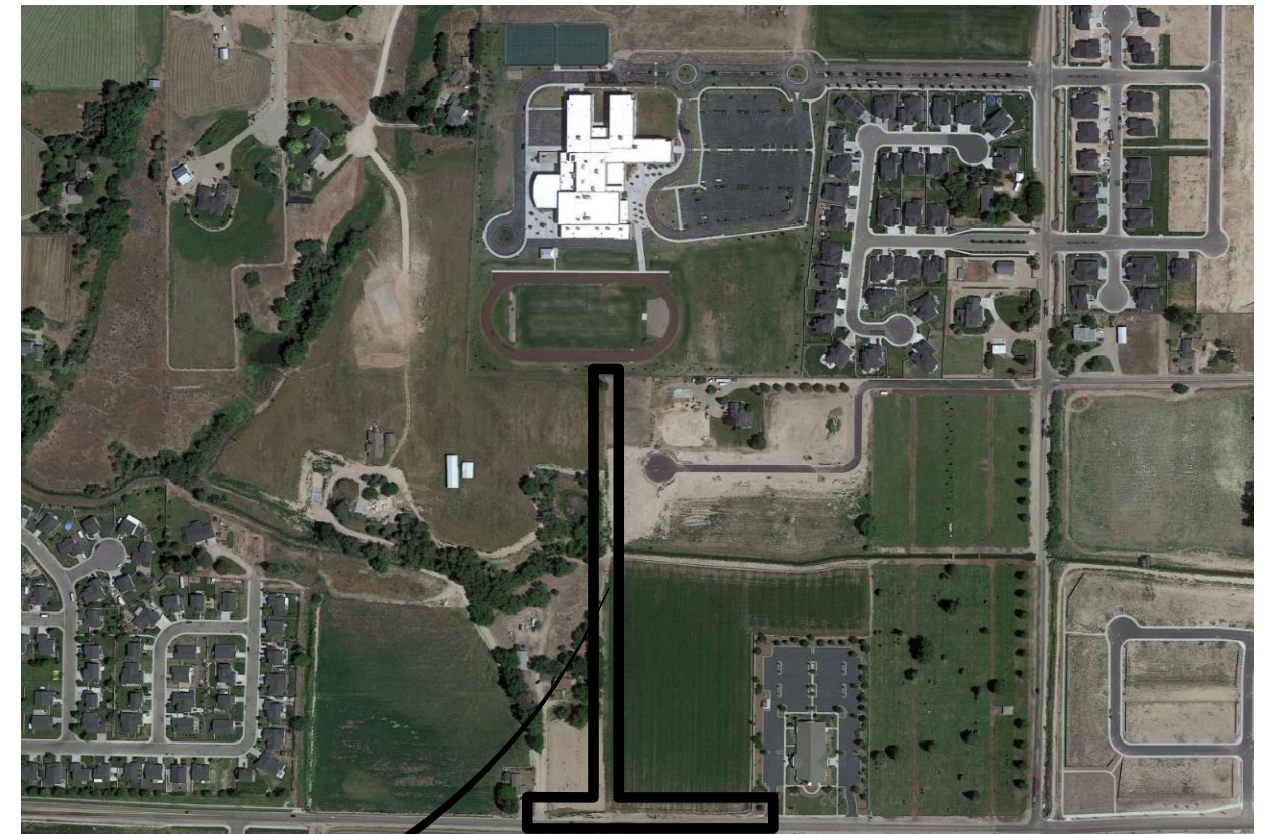
Know what's below.  
Call before you dig.  
800.342.1585



### PROJECT LOCATION

**OWNER**  
CITY OF STAR  
10769 WEST STATE STREET  
STAR, ID 83669  
CONTACT: MAYOR TREVOR CHADWICK  
PHONE: 208.286.7247  
EMAIL: tchadwick@staridaho.org

**ENGINEER**  
CITY OF STAR  
10769 WEST STATE STREET  
STAR, ID 83669  
CONTACT: TIM CLARK, PE  
PHONE: 208.286.7247  
EMAIL: tclark@staridaho.org

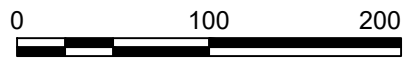
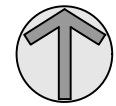


### PROJECT SITE

FLOATING FEATHER TO STAR  
MIDDLE SCHOOL PATHWAY  
COVER SHEET  
SHEET 1 OF 6

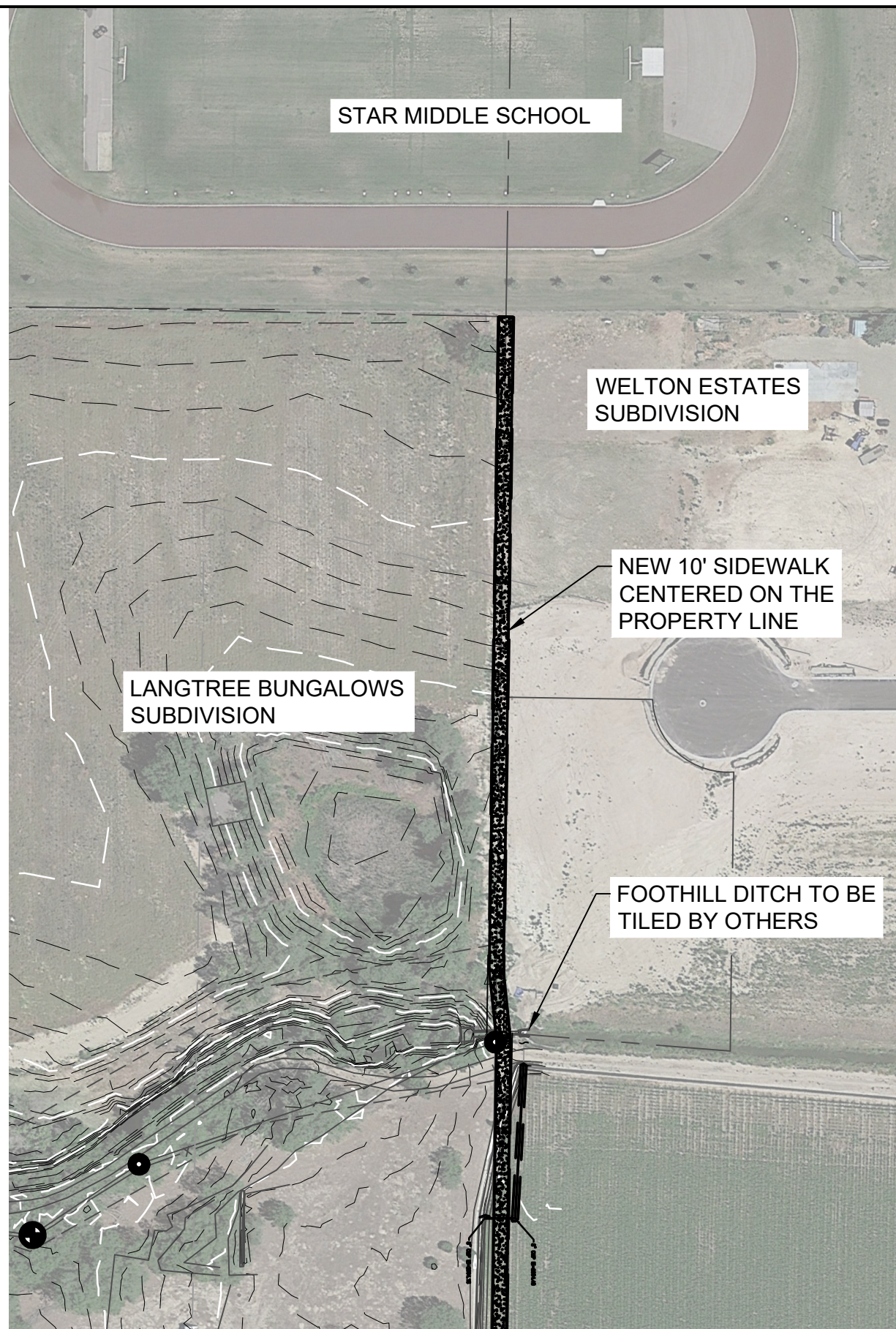


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DATE:	09/12/23	
DESIGNED BY:	TRC	

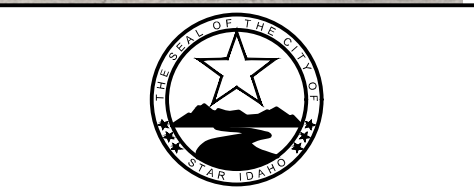


**GENERAL SHEET NOTES**

1. EXISTING BASE MAP MAY CONTAIN ERRORS. PRIOR TO CONSTRUCTION CONTRACTOR SHALL FIELD VERIFY EXISTING CONDITIONS.
2. THE CONTRACTOR IS RESPONSIBLE FOR ALL WORK, MATERIAL, AND LABOR TO SATISFY A COMPLETE AND WORKING SYSTEM WHETHER SPECIFIED OR IMPLIED.
2. WORK BY OTHERS AROUND THE SITE MAY CURRENTLY BE UNDER CONSTRUCTION OR RECENTLY COMPLETED DURING CONSTRUCTION OF PAVILION PARK. CONTRACTOR SHALL COORDINATE WITH THOSE WORKING AROUND HIM DURING CONSTRUCTION.
3. THE CONTRACTOR SHALL SECURE ALL PERMITS OR APPLICATIONS AND PAY ANY AND ALL FEES AS REQUIRED.



**FLOATING FEATHER TO STAR MIDDLE SCHOOL PATHWAY**  
**OVERALL SITE PLAN**  
 SHEET 2 OF 6



SCALE:	100'
DATE:	09/12/23
DESIGNED BY:	TRC

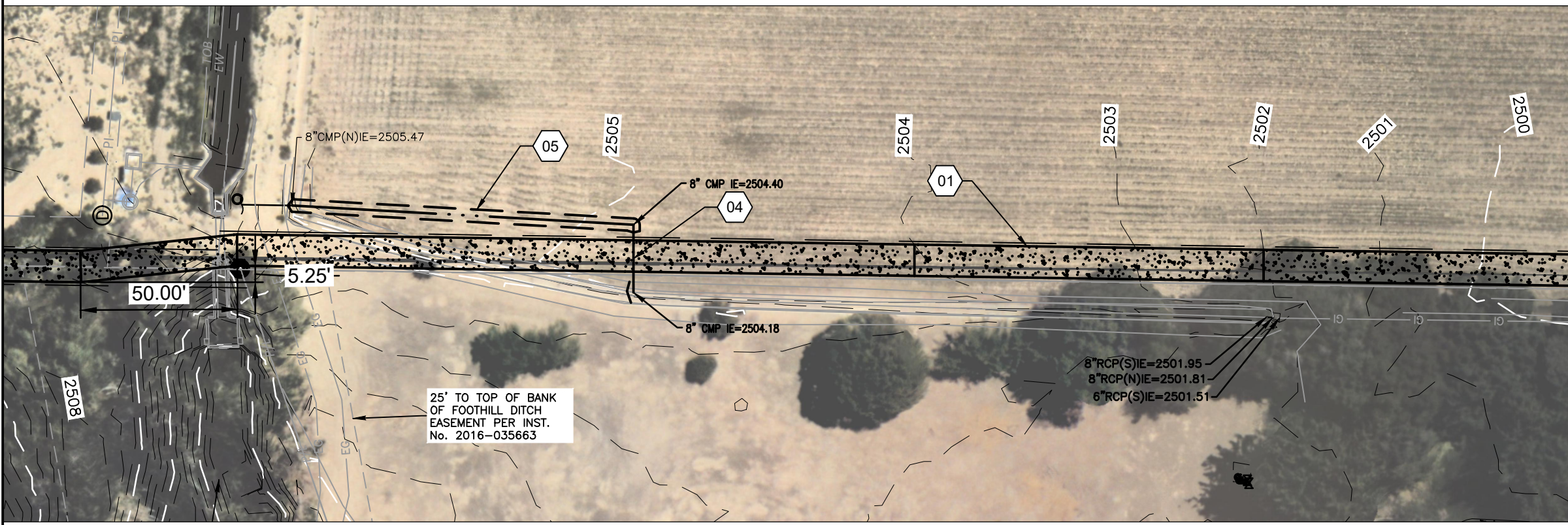
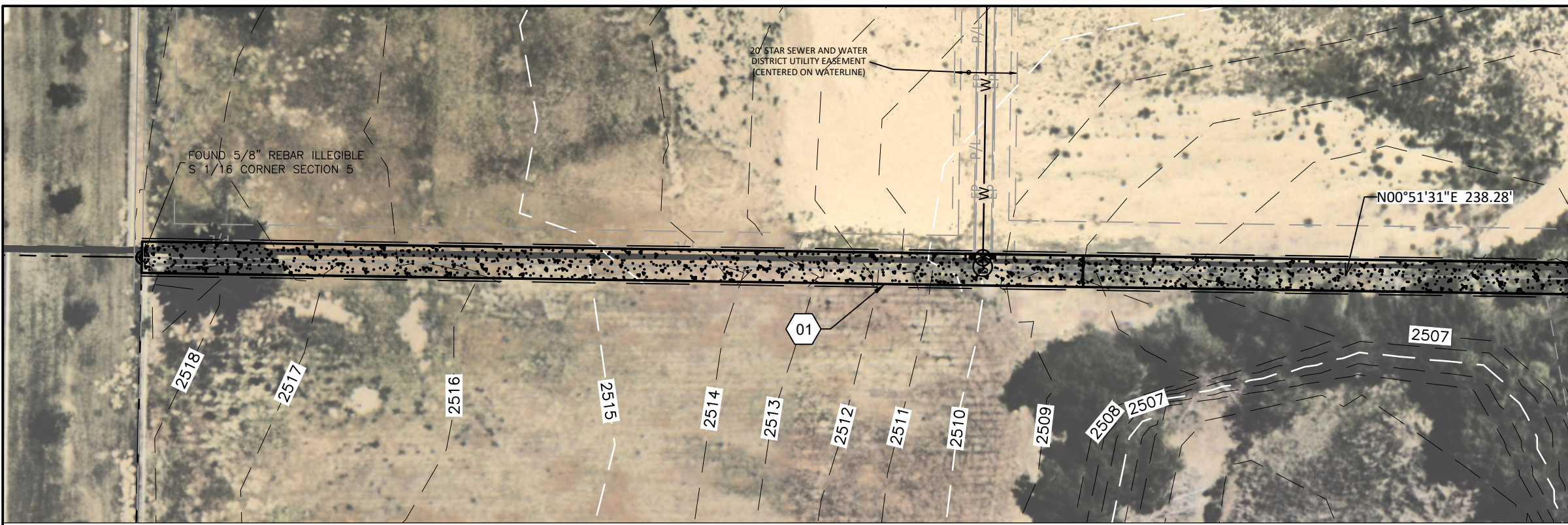
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**GENERAL SHEET NOTES** Section 6, Item E.

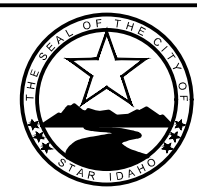
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4. THE CONTRACTOR SHALL SECURE ALL PERMITS OR APPLICATIONS AND PAY ANY AND ALL FEES AS REQUIRED.
5. CABLE RUNS ARE DIAGRAMMATICALLY SHOWN ON THE DRAWING. FINAL ROUTING SHALL BE DETERMINED BY THE ELECTRICAL CONTRACTOR AND APPROVED BY THE OWNER.

**SHEET KEYNOTES**

- 01 CONSTRUCT 10' CONCRETE SIDEWALK PER DETAIL 2, SHEET 6
- 02 CONSTRUCT 7' CONCRETE SIDEWALK AND DITCH PER DETAIL 1, SHEET 6
- 03 CONCRETE PEDESTRIAN RAMP, RE: ISPWC SD-712E
- 04 INSTALL APPROX 22' OF 8" CMP AT 1% SLOPE
- 05 CONSTRUCT A NEW IRRIGATION DITCH, MATCH EXISTING DITCH CONSTRUCTION



**FLOATING FEATHER TO STAR  
MIDDLE SCHOOL PATHWAY  
SIDEWALK PLAN**  
SHEET 3 OF 6



SCALE: 1" = 40'  
DATE: 09/12/23  
DESIGNED BY: TRC

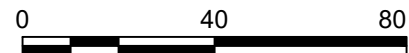
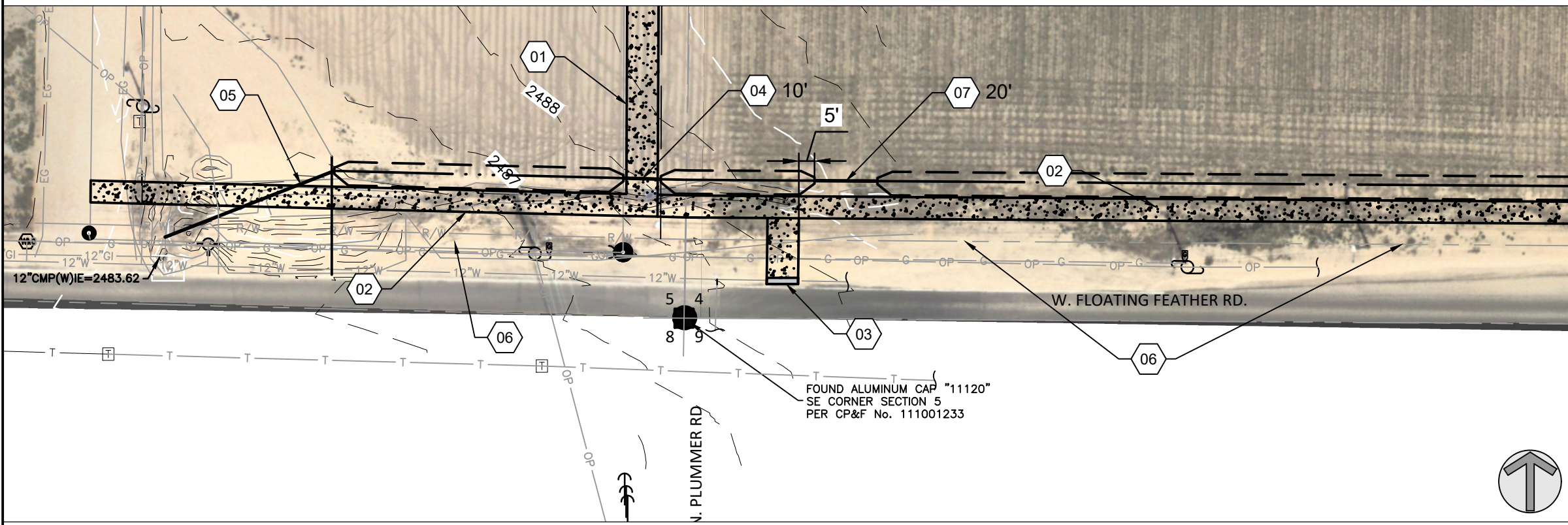
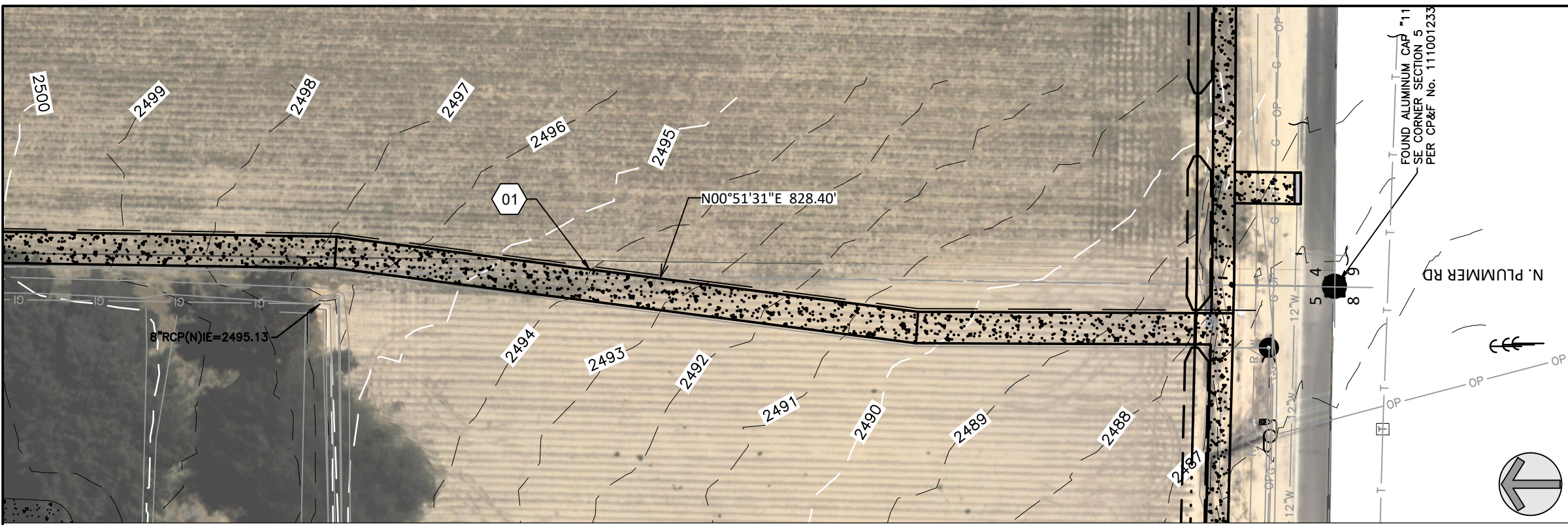
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5. CABLE RUNS ARE DIAGRAMMATICALLY SHOWN ON THE DRAWING. FINAL ROUTING SHALL BE DETERMINED BY THE ELECTRICAL CONTRACTOR AND APPROVED BY THE OWNER.

### SHEET KEYNOTES

- 01 CONSTRUCT 10' WIDE CONCRETE SIDEWALK PER DETAIL 2, SHEET 6.
- 02 CONSTRUCT 7' WIDE CONCRETE SIDEWALK AND DITCH PER DETAIL 1, SHEET 6.
- 03 DETECTABLE WARNING FOR PEDESTRIAN ACCESS PER ISPWC SD-712
- 04 INSTALL 12" PVC SDR 35 CULVERT UNDER THE SIDEWALK. THE CULVERT SHALL EXTEND 1' BEYOND EACH SIDE OF THE SIDEWALK.
- 05 INSTALL 12" PVC SDR 35 CULVERT UNDER THE EXISTING DRIVEWAY. COORDINATE WORK WITH PROPERTY OWNER/RESIDENT TO MAINTAIN ACCESS.
- 06 EXISTING BERM TO BE REMOVED AND DISPOSED OF
- 07 INSTALL 12" CULVERT



**FLOATING FEATHER TO STAR  
MIDDLE SCHOOL PATHWAY  
SIDEWALK PLAN**  
SHEET 4 OF 6



SCALE:	1" = 40'
DATE:	09/12/23
DESIGNED BY:	TRC

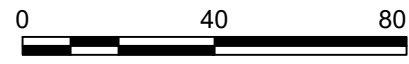
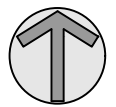
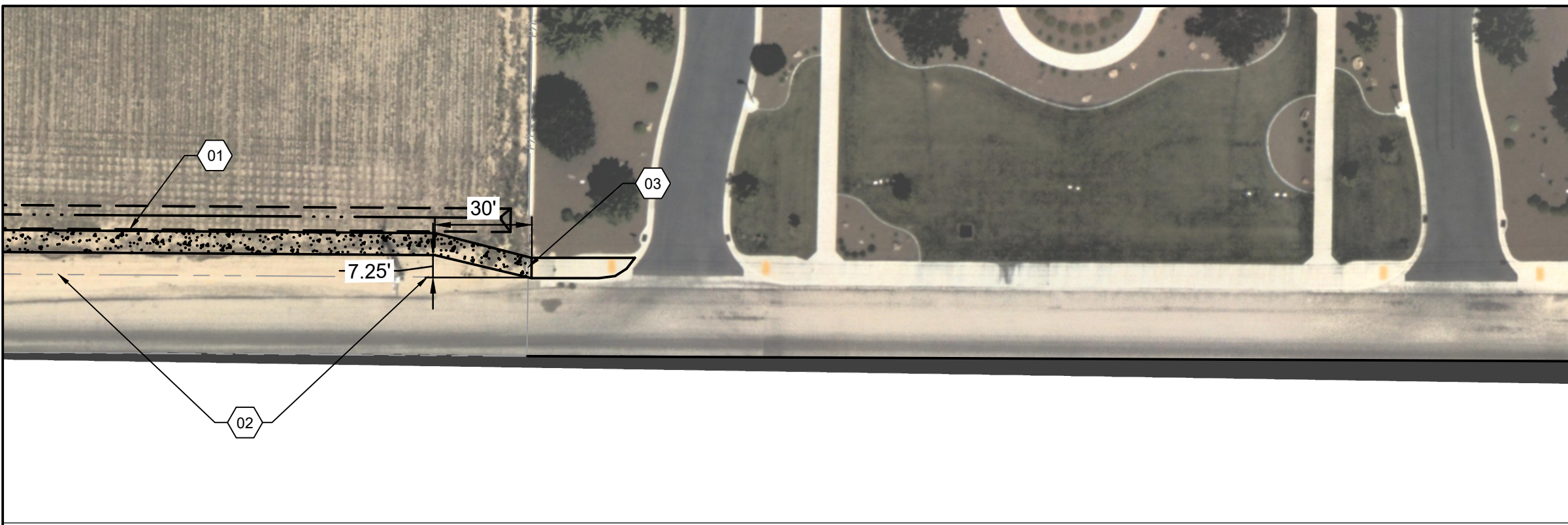
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**GENERAL SHEET NOTES**

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**SHEET KEYNOTES**

- 01 CONSTRUCT 7' CONCRETE SIDEWALK AND DITCH PER DETAIL 1, SHEET 6
- 02 EXISTING BERM TO BE REMOVED AND DISPOSED OF
- 03 REMOVED EXISTING BARRICADE

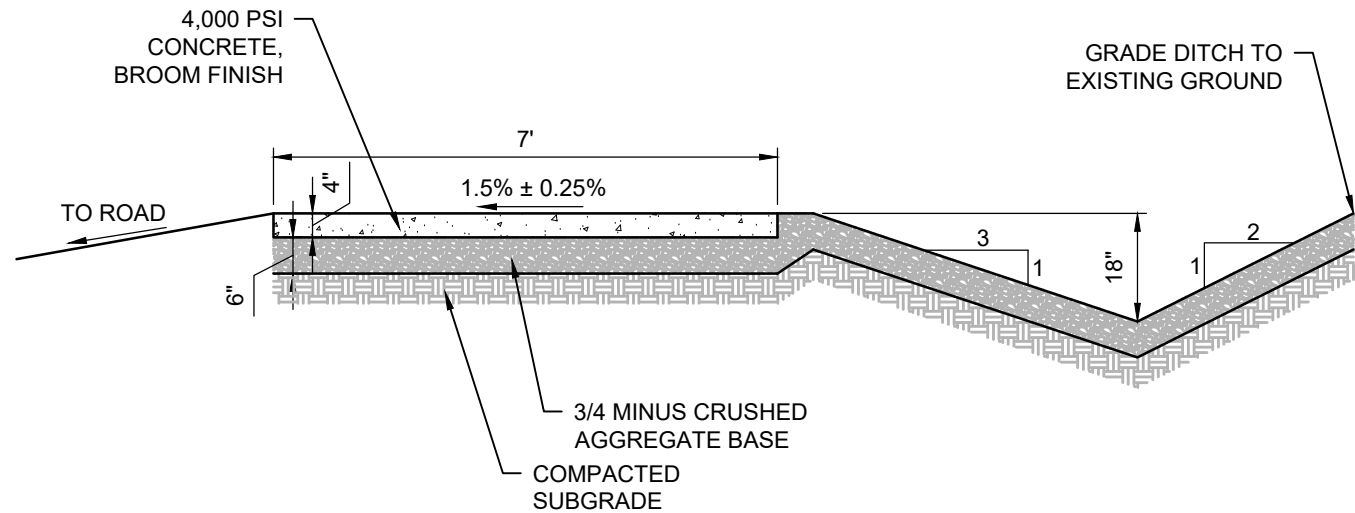


**FLOATING FEATHER TO STAR  
MIDDLE SCHOOL PATHWAY  
SIDEWALK PLAN**  
SHEET 5 OF 6



SCALE:	1" = 40'
DATE:	09/12/23
DESIGNED BY:	TRC

REVISED



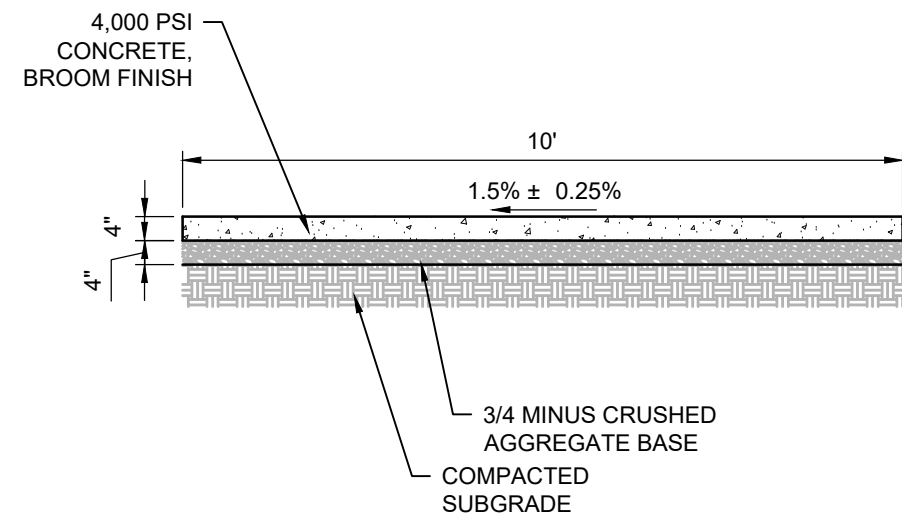
**NOTES:**

1. PLACE EXPANSION JOINT MATERIAL ADJACENT TO STRUCTURES AND 60 FEET MAXIMUM SPACING.
2. CONTINUOUS PLACEMENT PREFERRED, CONTROL JOINT INTERVALS AT 8 FEET MAXIMUM SPACING.
3. PREPARE SUBGRADE IN ACCORDANCE WITH ISPWC.
4. STRAIGHT GRADE THE GROUND SURFACE FROM THE SIDEWALK TO THE ROAD.

1

**7' WIDE CONCRETE SIDEWALK**

3/8" = 1'



**NOTES:**

1. PLACE EXPANSION JOINT MATERIAL ADJACENT TO STRUCTURES AND 60 FEET MAXIMUM SPACING.
2. CONTINUOUS PLACEMENT PREFERRED, CONTROL JOINT INTERVALS AT 8 FEET MAXIMUM SPACING.
3. PREPARE SUBGRADE IN ACCORDANCE WITH ISPWC.
4. STRAIGHT GRADE THE GROUND SURFACE FROM THE SIDEWALK TO THE ROAD.

2

**10' WIDE CONCRETE SIDEWALK**

3/8" = 1'

FLOATING FEATHER TO STAR  
MIDDLE SCHOOL PATHWAY

DETAILS  
SHEET 6 OF 6



SCALE:	
DATE:	09/12/23
DESIGNED BY:	TRC

REVISED	