

A G E N D A

IDAHO TRANSPORTATION BOARD

March 21, 2019



A G E N D A

Regular Meeting of the
Idaho Transportation Board

March 21, 2019

Idaho Transportation Department
Auditorium
3311 West State Street
Boise, Idaho

KEY:

ADM = Administration

BRD = Board

CD = Chief Deputy

HR = Human Resources

OP = Operations

Action Item

- 1. CALL MEETING TO ORDER 8:00**

Information Item

- 2. SAFETY/SECURITY SHARE:** Shauna Miller, Public Transportation Office

Action Items

- 3. ELECTION OF VICE CHAIRMAN**
- 4. BOARD MINUTES – February 21, 20194 8:05**
- 5. BOARD MEETING DATES15**

April 17-18, 2019 – District 2	July 17-18 – District 4
May 15-16, 2019 – District 5	August 21-22 – District 1
June 19-20 – District 6	September 11-12 – District 3

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CD	_____ Trucking Advisory Council membership appointment17
HR	_____ Add Idaho highway construction workforce pilot project to the Program19
OP	_____ Add State Density Testing with Ground Penetrating Radar project23
OP	_____ Add two Technology Transfer grant projects.....24
OP	_____ Advance design of Stoddard Path Extension Phase 2, Nampa.....25
OP	_____ Remove Union Pacific Railroad Crossing closures, Kootenai County and combine with East Prairie Avenue to Lancaster project.....27
OP	_____ Consultant agreements28

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



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Information Items

7. INFORMATIONAL CALENDAR

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ADM	—	Monthly report of federal formula program funding through February	66
ADM	—	Status: FY20 appropriation request	68
ADM	—	Non-construction professional service contracts issued.....	71

8. DIRECTOR'S MONTHLY REPORT ON ACTIVITIES 8:10

9. LEGISLATIVE REPORT: Governmental Affairs Manager McCarty 8:30

10. AGENDA ITEMS

CD	—	Update on GARVEE-managed portfolio of projects	72	8:45
Schroeder				

Action Items

ADM	—	GARVEE bond issuance – Series 2019	73	9:15
Tolman (Resolution on page 75)				

BRD	—	Revisions to Board Policy 4008 Open Meeting Requirements and		
Higgins		creation of corresponding Administrative Policy 5008	77	9:25

11. POLICY INTRODUCTION 9:30

Board Policy 4006 Political Activities	88
and Administrative Policy 5006 Political Activities (formerly	
Administrative Policy A-01-08): Civil Rights Manager Rivera.....	90
Administrative Policy A-21-01, Research Information Storage	
and Retrieval: Contracting Services Engineer Crider	95

Information Items

12. BREAK 9:40

13. EMPLOYEE SERVICE AWARDS – Member Vassar, Board speaker 10:00

14. BREAK 10:30

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Action Item

- | | |
|--|--------------|
| 15. EXECUTIVE SESSION (DMV conference room) | 10:45 |
| PERSONNEL ISSUES [SECTION 74-206(a), (b)] | |
| LEGAL ISSUES [SECTION 74-206(c), (d), (f)] | |

Information Item

- | | |
|--|--------------|
| 16. AGENDA ITEMS, continued | |
| OP — US-95 and Clearwater River Casino and Lodge.....72 | 11:15 |
| Kuisti | |

Action Items

- | | |
|--|--------------|
| 17. DELEGATION – Nez Perce Tribe: Executive Committee Chair Wheeler | 11:30 |
| 18. ADJOURNMENT (estimated time) | 11:50 |

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REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

February 21, 2019

The Idaho Transportation Board convened at 8:00 AM on Thursday, February 21, 2019 at the Idaho Transportation Department in Boise, Idaho. The following principals were present:

Jerry Whitehead, Chairman
Jim Coleman, Vice Chairman – District 1
Janice B. Vassar, Member – District 2
Jim Kempton, Member – District 4
Dwight Horsch, Member – District 5
Brian Ness, Director
Larry Allen, Lead Deputy Attorney General
Sue S. Higgins, Executive Assistant and Secretary to the Board

Julie DeLorenzo, Member, District 3, participated via teleconference.

Safety Share. David Nichols, Training and Development, reported on the newly-implemented protective boot program. Last month when a District 1 employee was changing a bit on a truck, it came loose and landed on his foot. The approximate 40-pound piece damaged the boot, but did not injure the employee's foot. About \$330,000 was spent to purchase protective footwear for employees and may have paid for itself with this one incident.

Chairman Whitehead thanked Mr. Nichols for the message and noted the value of this program.

Board Meeting Dates. The following meeting dates and locations were scheduled:

March 21, 2019 – Boise
April 17-18, 2019 – District 2
May 15-16, 2019 – District 5

Consent Items. Member Vassar made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB19-04 explanatory items that can be approved in one motion; and

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

NOW THEREFORE BE IT RESOLVED, that the Board approves the revisions to Administrative Policy 5070 All-Terrain Vehicle, Utility Type Vehicle, Specialty Off-Highway Vehicle, Motorbike and Snowmobile Travel and Crossing on the State Highways; consultant agreements; the Keller Associates term agreement extension, District 6; and contracts for award.

February 21, 2019

1) Administrative Policy 5070 All-Terrain Vehicle, Utility Type Vehicle, Specialty Off-Highway Vehicle, Motorbike and Snowmobile Travel and Crossing on the State Highways. In November, the Board concurred with revisions to Administrative Policy 5070 due to changes to Idaho Code. Before the policy was implemented, staff identified additional revisions.

2) Request to Approve Consultant Agreements. In accordance with Board Policy 4001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts, staff requests approval to exceed the \$1 million agreement limit for the following projects: key #12098 for supplemental design services with CH2M Hill for \$1 million; key #22154 for design and engineer of record services with David Evans & Associates for \$3.5 million; key #19431 for construction engineering and inspection services with HDR Engineering for \$1.7 million; keys #20486, #20581, and #20435 for design and engineer of record services with J-U-B Engineers for \$2 million; key #19052 for construction engineering and inspection services with HMM Engineering for \$1.3 million; key #1004 for supplemental design services with Forsgren for \$1.98 million; and key #20788 for preliminary engineering services with Jacobs Engineers for \$8 million.

3) Keller Associates Term Agreement Extension, District 6. Staff requests approval to exceed the consultant term agreement limit of \$1,500,000 with Keller Associates for the SH-31, North Pine Creek Bridge project, key #18962. The consultant was selected from the pre-qualified term agreement list in June 2018 to perform Construction Engineering and Inspection. Due to the project taking longer than expected, it is estimated that an additional \$80,000 of work is needed from Keller Associates. This additional request would bring the total agreement amount on this project to \$312,600 and the amount of agreements written under the term agreement list to \$1,675,500.

4) Contracts for Award. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification and Board approval. The Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special 3; Cold Milling; Prepared and Placed Polyester Polymer Concrete (PPC) Overlay; PPC Overlay Material; and Mobilization items showed the largest variance between the engineer's estimate and low bid on key #19520 – US-95, FY20 District 1 Bridge Repairs. Staff does not believe it adequately considered the number of locations when preparing the Mobilization estimate. The small quantities also presumably led to the higher bids. Some of the items did not have recent bid history. District 1 does not believe re-bidding the project would result in significantly lower bids, and recommends awarding the project. Low bidder: Razz Construction Inc. - \$4,357,626.

The major differences between the engineer's estimate and low bid on key #19531 – FY19 District 4 I-84 Bridge Repair were in the Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special 5; Special Bridge Epoxy Overlay; and Mobilization items. Staff acknowledged the engineer's estimate was low on the Superpave Hot Mix Asphalt item because the paving work is only for short distances repairing asphalt near the bridges. The estimate for the Epoxy Overlay was not updated to the most current data, and the mobilization estimate did not sufficiently account for the distances between all of the bridges. The District does not believe significant savings could be realized if the project is re-advertised, so recommends awarding the project. Low bidder: The Truesdell Corporation - \$1,444,444.

The 18' Precast Concrete Stiff-Leg Culvert and 22' Precast Concrete Stiff-Leg Culvert combined for the majority of difference between the engineer's estimate and low bid on keys #19261 and #19287 – US-95, Culdesac Canyon Passing Lane Phase 2 and Lapwai Creek Bridge, District 2. The pricing amongst the three low bids was tight, so staff believes the bids were competitive. Based on staff's discussions with precast facilities, the significant depth of the structures below the ground surface and the different skews associated with the structures added costs to the precast items beyond what would be expected in a typical precast structure. The engineer's estimate did not take into account the significant depth of the structures and skew. Staff recommends awarding the project. Low bidder: M. A. DeAtley Construction Inc. - \$27,934,703.

The major variance between the engineer's estimate and low bid on key #19658 – US-93, Notch Butte Climbing Lanes, District 4 were in the Granular Borrow and Granular Subbase items. If staff would have considered that the closest source was over 35 miles away, it would have increased the unit price. It does not believe re-bidding the project would result in lower bids, and recommends awarding the project. Low bidder: Western Construction Inc. - \$5,619,313.

Board Minutes. Vice Chairman Coleman made a motion to approve the minutes of the regular Board meeting held on January 17, 2019 as submitted. Member Vassar seconded the motion and it passed unopposed.

Informational Items. 1) Contract Awards and Advertisements. Key #20274 – SH-50, Redcap to Tipperary Road, District 4. Low bidder: Knife River Corporation – Mountain West - \$1,468,000.

Key #19839 – I-15, Virginia Interchange to Arimo Interchange, District 5. Low bidder: Staker & Parson Companies DBA Idaho Materials and Construction - \$7,701,028.

The list of projects currently being advertised was provided.

2) Professional Services Agreements and Term Agreement Work Tasks Report. From December 28 through January 31, 23 new professional services agreements and work tasks were processed, totaling \$4,562,939. Four supplemental agreements to existing professional services agreements were processed during this period in the amount of \$212,100.

3) I-90, Milepost 49 Temporary Repair. Earlier this month, the pavement on I-90 close to Kellogg began to sink between two and eight inches in two separate areas. The sinking is likely due to water passing under the road from the Environmental Protection Agency (EPA)/Corps Central Impound Area on the south side of I-90. A deep bentonite wall project was completed this summer to contain the water parallel to the road as part of the superfund site to control contaminated mine tailing runoff. The speed limit has been lowered from 75 to 45 miles per hour to allow safe passage through the dips. A temporary repair project for \$350,000 has been created to address the surface asphalt settlement and perform engineering and monitoring. Future traffic control and asphalt courses may be needed until a permanent solution can be engineered. ITD has been communicating with EPA and the Idaho Department of Environmental Quality (DEQ).

4) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section did not execute any professional service agreements during the previous month.

5) Annual Report on Status of State-Owned Dwellings. Information on the ITD-owned dwellings, including the fair rental value, rental status, and monthly rental fee was provided. The Department owns 3 stick-framed houses, 16 manufactured homes, 6 bunkhouses, and 2 apartments at Johnson Creek and Cavanaugh Bay Air Strips, plus 19 trailer pads, of which 11 have employee-owned manufactured housing on them. ITD also owns nine trailer pads and three houses at rest area locations.

Director's Monthly Report on Activities. Director Ness summarized some of the legislative activities. Governor Little issued an executive order to eliminate or simplify rules, which the Department did last year. ITD was commended for consolidating 22 motor vehicle rules into 8. The Department has an active campaign underway to educate motorists about the REAL ID Act and the requirement to have a Star driver's license or other acceptable form of identification for federal purposes, including clearing security at airports, by October 2020. Staff is soliciting projects for the Americans with Disabilities Act ramp program. Earlier this month, a fallen worker memorial was unveiled in the lobby at Headquarters. A wall honoring ITD's veterans and thanking them for their service has been established in the Division of Motor Vehicles. Other highlights include an award for the planning process for the I-15 and I-86 interchange in District 5, the submittal of the 1,000th innovation since the program was implemented, commendations for the Office of Highway Safety, and recognition and appreciation for the snowplow drivers.

Director Ness said the Department has been working with the Controller's Office on a new system. Controller Brandon Woolf elaborated on the project to update the statewide payroll and accounting infrastructure. It will standardize business processes, eliminate redundancies, and increase transparency. He provided certificates of appreciation to the 12 ITD employees that have been involved in this effort.

Chief Deputy Scott Stokes reported that staff is in the process of submitting INFRA grant applications for the Heutter Port of Entry and an overpass on SH-53 in District 1 and for I-84 between Nampa and Caldwell in District 3. The Department purchased a Kodiak airplane and has sold the Cessna 182.

Chief Operations Officer (COO) Travis McGrath elaborated on the sinking pavement on I-90, which was included in the information calendar. Vice Chairman Coleman believes the long-term remedy will be expensive. He asked if there have been conversations with DEQ or the Corps of Engineers on funding the repairs. COO McGrath responded that ITD is collaborating with both agencies; although nothing has been finalized.

COO McGrath also provided additional information on contract awards. Overall, year-to-date, the low bids have come in around 96% of the engineers' estimates. The bid results have varied significantly, with the low bid on 3 of the 44 projects less than 75% of the engineer's estimate and 2 over 151%.

Member Kempton commented on the deviation between the low bid and engineer's estimate. He believes this trend may continue, especially due to inflation. Member Horsch noted the good economy and that contractors are busy. He believes developing the engineer's estimate may be more difficult because contractors may not need the work, so increase their bids. COO McGrath concurred that the tight market is a factor, but he also believes the Department can improve its processes by watching the market and inventories.

There was also some discussion on consultant agreements and if the policy should be reviewed. COO McGrath said staff will get more information on design and construction contracts.

The entire Director's Board Report can be viewed at <http://itd.idaho.gov/Board>.

Chairman Whitehead thanked Director Ness and staff for the report.

Legislative Report. Governmental Affairs Manager (GAM) Mollie McCarty summarized several funding-related legislative proposals, including removing Idaho State Police from the Highway Distribution Account, which would have about an \$18 million a year impact; increasing the Transportation Economic and Congestion Mitigation (TECM) fund by 1% for about \$18 million annually; allowing TECM funds to be bonded; and extending the surplus eliminator. Some of the other legislative proposals staff is monitoring include establishing new processes and fees for locals to designate routes for vehicle combinations up to 129,000 pounds; expanding the move over law to include vehicles displaying emergency hazard lights, such as maintenance vehicles, tow trucks, and passenger vehicles; establishing a pet friendly license plate; and naming US-20 the Idaho Medal of Honor Highway. GAM McCarty added that the distracted driving bill failed.

Chairman Whitehead thanked GAM McCarty for the report.

Local Rural Highway Investment Program (LRHIP) Annual Report. Local Highway Technical Assistance Council (LHTAC) Deputy Administrator Laila Kral said the goal of the LRHIP is to provide funding to rural local highway jurisdictions for construction and planning. Per Board policy, Surface Transportation Program – Rural funds may be exchanged for State Highway Funds in an amount not to exceed \$2.8 million annually. The funds are available to cities with less than 5,000 population, county road and bridge departments, and highway districts that collect local taxes or have alternative funding mechanisms for highways and bridges. Funds cannot be used for wages, equipment, or consultant use on construction projects. In FY18, 17 of the 47 construction applications were funded for \$1.68 million; 2 of the 3 federal-aid match requests were funded for \$200,000; 10 of the 21 transportation plans were funded for \$370,000; and 9 of the 10 sign applications were funded for \$245,000. Seven emergency projects were also funded for \$440,194. She highlighted some of the funded projects and emphasized the continued popularity of the Program.

Chairman Whitehead thanked Deputy Administrator Kral for the report and for the good working relationship between LHTAC and ITD.

2019 Children Pedestrian Safety Projects. Engineering Services Administrator Blake Rindlisbacher summarized the Children Pedestrian Safety Program established during the 2017 legislative session as part of the Strategic Initiatives Program. LHTAC Administrator Jeff Miles said 13 of the 15 projects funded in the first year have been completed and closed out, resulting in \$55,953 of unspent funds. Any returned funds from the 2018 cycle will be added to the available funding for 2019. Due to the success and popularity of the program, 65 projects totaling over \$12.5 million have been requested. Staff presented a recommended list of projects to award. Projects will be funded based on ranking until all of the funds are expended, including partial awards.

Member Vassar made a motion, seconded by Vice Chairman Coleman, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the 2017 HB334 modified the Strategic Initiative Program Idaho
ITB19-05 Code § 40-719, to include funding projects on the local system; and

WHEREAS, 2017 HB334 included a new eligible project category known as Children Pedestrian Safety; and

WHEREAS, the Idaho Transportation Department and Local Highway Technical Assistance Council (LHTAC) staff have developed guidelines for the solicitation and evaluation of 2019 Children Pedestrian Safety projects; and

WHEREAS, the funding split for Children Pedestrian Safety projects will be 60% from the state share and 40% from the local share; and

WHEREAS, in July 2018, the Idaho Transportation Board authorized ITD staff to coordinate with LHTAC staff to continue the Children Pedestrian Safety program for 2019, to jointly solicit and evaluate applications and to present a list ranking projects for funding up to \$2 million in projects to the Board for approval; and

WHEREAS, the legislature and governor have approved the supplemental appropriation for the 2019 Strategic Initiative Program Fund.

NOW THEREFORE BE IT RESOLVED, that the Board approves the 2019 Children Pedestrian Safety project rankings that were provided at the Board meeting, as shown as Exhibit #506, which is made a part hereof with like effect, and funding up to \$2 million in projects.

Draft Long-Range Transportation Plan. Planning Services Manager (PSM) Ken Kanownik summarized the efforts the past two years to update the 2010 “Idaho on the Move” long-range transportation plan, including extensive outreach with the public and stakeholders. The document provides information, guidance, and recommendations that are intended to help navigate transportation issues through 2040. It addresses topics such as funding, growth, inflation, project selection, and performance management. The key recommendations are: inform and train transportation professionals on the impacts of population and economic growth on the state highway system and statewide trends in travel patterns; partner with stakeholders and the

public to best modify, adjust, or expand the state highway system; develop a state highway system plan; adopt the quality-centric model for tasks and services that create or use data and information; and continue public engagement and education on technology advancements and solicit input on community impacts.

PSM Kanownik requested consent to proceed with a public comment period on the draft plan from February 24 to April 10. After the public comment period, staff will review the comments, respond to them, and make any applicable changes to the draft plan. The final step will be Board approval of the 2040 Long-Range Transportation Plan.

Regarding the first recommendation to inform and train professionals on transportation issues, Member Kempton emphasized the importance of educating the public on transportation issues. He believes there is a lack of understanding on funding sources and addressing the ongoing and long-term needs of the surface transportation system. PSM Kanownik concurred and added that a public-friendly version of the long-range plan will be developed. It will not be as technical as the complete plan.

Vice Chairman Coleman also suggested stressing the value of the transportation system, particularly its importance to the economy.

Without objection the Board concurred with proceeding to the public comment period.

129,000 Pound Trucking Requests – Districts 3 and 4. Public Transportation Manager (PTM) Jeff Marker presented three requests to designate routes in Districts 3 and 4 as 129,000 pound truck routes on behalf of acting Chief Engineer Rindlisbacher. The routes are SH-69 from Kuna to I-84 and SH-55 from I-84 to SH-44 in District 3 and District 4's US-93 from Washington Street in Twin Falls to the intersection with SH-25. Staff's analyses determined that all of the routes can support the higher weight limit. During the public comment period, including public hearings, 13 comments were received on the three routes, with some expressing support for the US-93 designation and a few expressing concerns with safety and the potential premature wear and tear on the asphalt. At its meeting last month, the Board Subcommittee on 129,000 Pound Truck Routes reviewed the route requests and analyses and approved motions recommending that the full Board approve the route designations.

Due to some technical difficulties with the teleconference system, Vice Chairman Coleman relayed Member DeLorenzo's support for the routes in District 3.

Member Kempton made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, Senate Bill 1117 was enacted in 2013 allowing the Idaho
ITB19-06 Transportation Board to designate state highways for permitted vehicle
combinations up to 129,000 pounds upon request; and

WHEREAS, the Board established a Subcommittee on 129,000 Pound Truck
Routes to implement provisions of the legislation; and

WHEREAS, the Idaho Transportation Department has received two requests for 129,000 pound trucking routes in District 3 and one in District 4; and

WHEREAS, the Chief Engineer and ITD Staff received the applications and reviewed the proposed routes by conducting an engineering and safety analysis of each route; and

WHEREAS, upon completion of the engineering and safety analyses, 30-day public comment periods were held, including opportunities for verbal testimony, with three total comments on SH-55 and SH-69 and ten comments regarding US-93; and

WHEREAS, the Chief Engineer's representative presented the Chief Engineer's analyses to the Board Subcommittee on 129,000 Pound Truck Routes at its meeting on January 16, 2019 with a recommendation to approve all requested routes; and

WHEREAS, after the Board Subcommittee reviewed the Chief Engineer's analyses and public comments, it passed motions to recommend approval of each of the route requests; and

WHEREAS, the Chief Engineer and the Board Subcommittee presented their analyses and recommendations to the full Board at the regularly scheduled Board meeting of February 21, 2019.

NOW THEREFORE BE IT RESOLVED, that the Board accepts the Chief Engineer's analyses and recommendations on:

- the SH-55 route, milepost (MP) 36.10 to MP 42.88;
- the SH-69 route, MP 1.43 to MP 9.28 and MP 67.86 to MP 68.03;
- the US-93 route, MP 48.26 to MP 58.8
- and the recommendations of approval from the Board Subcommittee; and

BE IT FURTHER RESOLVED, that the Board directs the Chief Engineer to issue Letters of Determination that approve the referenced route requests in Districts 3 and 4.

Aeronautics Facility Lease Agreement. Facilities Manager (FM) Tony Pirc said ITD leases property from the City of Boise at the Boise Airport for the Division of Aeronautics' facilities. ITD owns the building. Due to growth occurring at the airport faster than expected, the City of Boise is requesting to terminate the current lease sooner than the expiration date of 2025 and enter into a new agreement for the same period. The City of Boise and the Boise Airport have agreed to build a new hangar facility at their cost and relocate ITD to the opposite side of the runway. The current lease rate of \$1 per year would be retained until 2025 and then ITD would pay a negotiated rate from 2025 forward. The current Division of Aeronautics' facility would also be removed by the City of Boise at no cost to ITD. Because ITD requires that the

Division of Aeronautics operate and maintain aircraft for the purposes of state agency transportation services and other missions, FM Pirc recommended approving the agreement.

Chairman Whitehead noted that the Department has another facility for Aeronautics' operations near the current site. He asked about re-locating that facility to the new location. FM Pirc concurred that locating the operations facility by the administrative building and hangar would be preferred.

Member Vassar made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the rapid growth at the Boise Airport requires that airport facilities
ITB19-07 expand into the area currently occupied by the Idaho Transportation Department
 Aeronautics Administrative Building; and

WHEREAS, the Department requires that the Division of Aeronautics operate and maintain aircraft for the purposes of state agency transportation services; and

WHEREAS, the Department currently leases property from the City of Boise and owns the Aeronautics hangar on that site; and

WHEREAS, the Department is subject to the current lease of the Division of Aeronautics property which ends in 2025; and

WHEREAS, the current Division of Aeronautics facility would need to be removed at the end of the lease; and

WHEREAS, the City of Boise and the Boise Airport have agreed to build a new hangar facility and Administrative Building for ITD use at the City and Airport's own cost; and

WHEREAS, the City of Boise has agreed to remove the current ITD Aeronautics Administrative Building at the City's own cost; and

WHEREAS, the City of Boise agrees to honor the current lease conditions and rates in the new city owned building to the year 2025; and

WHEREAS, the City of Boise and ITD have negotiated agreeable lease provisions for ITD's consideration beyond 2025.

NOW THEREFORE BE IT RESOLVED by the members of the Idaho Transportation Board to authorize the Director of the Idaho Transportation Department to enter into the lease agreement between the City of Boise and the Idaho Transportation Department for this new site, building, and hangar.

Chairman Whitehead thanked FM Pirc for the presentation and for his efforts on this important issue.

State FY19 Financial Statements. Controller Dave Tolman said revenues to the State Highway Account from all state sources were ahead of projections by 3.8% mid-way through FY19. Receipts from the Highway Distribution Account were 3.1% or \$3.3 million more than forecast. State revenues to the State Aeronautics Fund were ahead of projections by 18%, or \$276,000. Expenditures were within planned budgets. Personnel costs had savings of \$5.5 million or 10% due to reserves for horizontal career path increases, vacancies, and timing between a position becoming vacant and being filled. Contract construction cash expenditures of \$289.1 million through December exceeded any from the past three years.

The balance of the long term investments was \$136 million at the end of December, according to Controller Tolman. These funds are obligated against construction projects and encumbrances. The long term investments plus the cash balance of \$56 million totals \$192 million. Expenditures in the Strategic Initiatives Program Fund through December were \$10 million. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$8.6 million year-to-date.

Controller Tolman also mentioned that the Department had one audit finding in FY18. The closing package submitted to the State Controller's Office did not include some construction contract payables due to a reporting error. He also said the Department intends to seek Board approval to sell about \$140 million in GARVEE bonds next month, as part of the new \$300 million approval. In response to a question from Chairman Whitehead, Controller Tolman responded that overall, the market conditions to issue bonds are good now, as the interest rates are averaging about 3.8%.

Chairman Whitehead thanked Controller Tolman for the report.

Monthly Reporting of Federal Formula Program Funding through January. Joel Drake, Financial Manager, Financial Planning & Analysis (FM,FP&A), provided the monthly report on federal formula program funding. Idaho received obligation authority of \$116.4 million through February 15 via a continuing resolution. This corresponds to \$116 million with match after a reduction for prorated indirect costs. This includes \$11.7 million of Highway Infrastructure General Funds carried over from last year. Idaho has received apportionments via notices through January 31, 2019 of \$320.4 million, which includes Redistribution of Certain Authorized Funds and Highway Infrastructure General Funds carried over from last year. Obligation authority is 36.3% of apportionments. Of the \$116 million allotted, \$70.4 million remains.

FM,FP&A Drake explained that in accordance with the Fixing America's Surface Transportation Act, when a continuing resolution and appropriation are lacking, the Federal Highway Administration (FHWA) releases full-year obligation authority to the states. The full-year release is then subject to obligation authority limits created by any subsequent continuing resolutions, reducing full-year obligation authority to the limit carried under the active continuing resolution. This action was triggered and FHWA released the full-year obligation authority to Idaho last month. The Department then allocated full-year obligation authority of 90.03% to the locals to help insulate local jurisdictions from erratic obligation authority amounts. Congress then passed a subsequent continuing resolution that reduced available obligation authority to 36.3% of full-year obligation authority. FM,FP&A Drake reported that because the

President has since signed the appropriation bill, which covers the entire fiscal year, ITD now has full obligation authority, so there are no impacts to the earlier action of allocating the full-year obligation authority to local highway jurisdictions.

Chairman Whitehead thanked FM,FP&A Drake for the report.

Emergency Management Program. Emergency Management Planner (EMP) Neal Murphy said his objective is to increase the Department's preparedness. Some of the activities to accomplish that are to provide training and change the mindset. The active shooter training exercise that the Board visited in July was one of the activities conducted. Other initiatives that have been completed or are being developed include collaborating with other agencies in the event of a fuel crisis, identifying better communication tools, and finalizing the continuity of operations plan in case an event happened that required staff to relocate to a different facility.

EMP Murphy emphasized the importance of working with partners, such as the Department of Homeland Security, LHTAC, FHWA, and Idaho State Police on initiatives such as developing plans to address emergencies, traffic incident management, the move over legislation, medical training, and a workshop on unmanned aerial systems.

Chairman Whitehead thanked EMP Murphy for his presentation and his work on this important program.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 11:20 AM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206, (a), (b), and (f). Vice Chairman Coleman seconded the motion and it passed 5-0 by individual roll call vote.

The discussion on personnel items related to the filling of a position and the dismissal of an employee.

The discussions on legal matters related to operations.

The Board came out of executive session at 12:05 PM.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting adjourned at 12:05 PM.

JERRY WHITEHEAD, Chairman
Idaho Transportation Board

Read and Approved
_____, 2019
_____, Idaho

BOARD MEETING DATES

2019

April 17-18 - District 2
May 15-16 - District 5
June 19-20 - District 6
July 17-18 - District 4
August 21-22 - District 1

September 11-12 - District 3
October 16-17* - Boise
November 21 - Boise
December 12 - Boise

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January	February	March	April
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September	October	November	December
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*Assumes there will be a workshop.

"X" = holiday

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

Other dates of interest:

April 16-17: Highway Safety Summit – Lewiston

May 20-23: AASHTO spring meeting – Park City, UT

June 9-12: WASHTO annual meeting – Glendale, AZ

June 19-21: Association of Idaho Cities' Annual Conference – Boise

September 23-25: Idaho Association of Counties' Annual Conference – Boise

October 5-9: AASHTO annual meeting – St. Louis, MO

November 18-22: Idaho Association of Highway Districts' Annual Conference – Boise

Action: Approve the Board meeting schedule.



IDAHO TRANSPORTATION BOARD

RESOLUTION FOR CONSENT ITEMS

Pages 17-36

RES. NO. ITB19-08 WHEREAS, consent calendar items are to be routine, non-controversial, self-explanatory items that can be approved in one motion; and

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

NOW THEREFORE BE IT RESOLVED, that the Board approves the Trucking Advisory Council membership appointment; the addition of Idaho highway construction workforce pilot project to the Program; the addition of State Density Testing with Ground Penetrating Radar project; the addition of two Technology Transfer grant projects; the advance design of Stoddard Path Extension Phase 2, Nampa; the removal of Union Pacific Railroad Crossing closures, Kootenai County and combine with East Prairie Avenue to Lancaster project; and the consultant agreements.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name Alberto Gonzalez	Presenter's Title Motor Vehicles Administrator	Initials	Reviewed By LSS
Preparer's Name Reymundo Rodriguez	Preparer's Title Compliance Program Manager	Initials	

Subject

Trucking Advisory Council (TAC) - Membership Appointment		
Key Number	District	Route Number

Background Information

In July 2011 the Transportation Board approved Board policy 4042 establishing a Trucking Advisory Council (TAC), reporting to the Board. This policy requires the Motor Vehicle Administrator to recommend TAC members to the Board. Currently there is a vacancy in the TAC. The vacancy is in District Three.

ITD Motor Vehicle Administrator, in consultation with the trucking industry, recommends the following person to terms as member of the Trucking Advisory Council.

District Three Member, Tony Black, January 2019 through December 31, 2021.

The TAC is an important council which is entrusted to advise the Board on issues as it relates to the efficient and safe movement of commerce on Idaho highways.

Current Membership is detailed below:

Council Chairman, John Pocock, January 2018 through December 31, 2020.

District One Member Frank Buell, January 2018 through December 31, 2020.

District Two Member, Wally Burchak, January 2017 through December 31, 2019.

District Three Member, Vacant

District Four Member Kevin Iversen, January 2018 through December 31, 2020.

District Five Member, Dave McNabb, January 2017 through December 31, 2019

District Six Member Heath Treasure, January 2018 through December 31, 2020.

Staff will continue to provide the necessary administrative support to the Trucking Advisory Council for the efficient and timely disposition of their duties to the Board.

Recommendations

It is requested that the Board approves the appointment of District Three Member Tony Black to the TAC for the terms of January 2019 to December 31, 2021.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

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



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

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

Subject

Add **Idaho Highway Construction Workforce Pilot** project to FY2019 of the approved FY 2019–2025 ITIP.

Key Number new	District HQ	Route Number State
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Background Information

The purpose of this consent item is to request approval to add the **State, Idaho Highway Construction Workforce Pilot** project to the Program per policy 5011 *Idaho Transportation Investment Program* (ITIP).

ITD's Office of Civil Rights applied for and was awarded a \$75,000 grant to partner with the Idaho AGC, and the Idaho Workforce Development Council to provide Pre-apprenticeship training to workers entering the highway construction trades. This innovative program will not only train, but will place trainees with construction contractors on Idaho projects. The program will also fast-track those trainees that show aptitude for more specialized trades, or employment with the Idaho Transportation Department.

This grant was awarded by the Center for Transportation Workforce Development. The Center provides national leadership, coordination, and assistance that supports initiatives to develop and expand the nation's transportation workforce. The Center completed the review of applications and concurs with the Idaho Division's recommended approval of the proposal for ITD for **\$75,000** at 100% Federal-aid to support the implementation of activities for the Highway Construction Workforce Pilot.

The center's efforts are critical to attracting, retaining, and advancing the transportation workforce in the face of retirement, competition from other industries, and new technologies. The Highway Construction Workforce Pilot's goal is to increase the capacity and capability of the highway construction workforce. By partnering with the AGC and other partners to develop and deploy highway construction training and placement programs, this initiative will increase the number of individuals trained and hired in highway construction trades and crafts.

Staff requests the addition of this project to FY 2019 of the approved FY 2019 – 2025 program.

Recommendations

Approve the addition of **State, Idaho Highway Construction Workforce Pilot** project at a total cost of **\$75,000** to FY2019 of the approved FY2019-2025 ITIP.

Board Action

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



IDAHO TRANSPORTATION INVESTMENT PROGRAM

Purpose

This policy implements Board Policy 4011 authorizing the Chief Operations Officer and Chief Administrative Officer to establish, maintain, and publish a five year Idaho Transportation Investment Program following all applicable Departmental policies and federal regulations.

Legal Authority

- Idaho Code 21-142 – Authority of Board to design, construct and maintain state aeronautical facilities.
- Idaho Code 40-310(4) – Authority of Board to locate, design, construct and maintain state highways.
- Idaho Code 40-310(6) – The Board shall cause to be made and kept surveys, studies, maps, plans, specifications, and estimates for construction and maintenance of state highways.
- Idaho Code 40-312(1) – The Board shall prescribe rules and regulations affecting state highways.
- Idaho Code 40-312(2) – Authority of Board to promulgate rules for the expenditure of all moneys appropriated or allocated by law to the Department or the Board.
- Idaho Code 40-312(3) – The Board shall make reasonable regulations for the installation, construction, maintenance, repair, renewal and relocation of utilities in or along the right-of-way of state highways.
- Idaho Code 40-707 - Appropriation of money in the state highway account.
- Idaho Code 40-708 – Legislative policy regarding expenditure from the state highway account – only for state highway purposes.
- 23 United States Code Sections 134 and 135 – Metropolitan transportation planning.
- 23 Code of Federal Register Part 450 – Federal planning assistance and standards for statewide planning and programming.
- 49 Code of Federal Register Part 613 – Planning assistance and standards.

General

The Idaho Transportation Investment Program (hereafter called the Program) is a five-year commitment of resources for developing, obligating, and contracting transportation improvement projects by year. The Office of Transportation Investments (OTI) and the Division of Engineering Services Administrator shall publish policy guidance, instructions, program descriptions, and procedures for scheduling a project and updating the Program in December. This annual guidance shall be used in lieu of publishing individual policies describing each program.

Project Scheduling Documentation

For all proposed project additions or deletions to the Program, an ITD 1414, *Program Entry or Revision*, shall be submitted to OTI. An approved Evaluation Charter is also required with requests for new highway projects.

New local highway project proposals require submittal of an ITD 2435, *Local Federal-Aid Project Request*, with original signature to document local sponsorship and financial commitment. Submittal of a local area map is required to confirm location and funding eligibility.

Project Delivery

District Engineers are to submit infrastructure Plans, Specification and Estimate (PS&E) packages one year prior to the start of the Program's scheduled Federal Fiscal Year. This delivery schedule allows for projects to be advanced if prior year money is available or if there is an increase in funding as well as to maximize construction pay outs in the year it is available. Local projects, including matching funds, must be submitted by August 1 of the program's scheduled year.

The Division of Engineering Services Administrator shall create and maintain a bid schedule and shall establish statewide projects priorities based on project readiness and available funding. All district infrastructure projects delivered on time shall be awarded by April of the scheduled construction Federal Fiscal Year.

Obligating Funds to Projects

The OTI Manager in cooperation with the Division of Engineering Services Administrator and the Controller shall establish, publish, and oversee obligation processing and monitoring procedures.

All project budgets shall reflect the most recent available cost estimates and obligations and be balanced against available funding. The Division of Engineering Services Administrator or delegate shall commit all unused funding to priority projects throughout the year. The Division of Engineering Services Administrator or delegate shall give final approval to all documents and agreements obligating or otherwise committing public or private funds toward the approved budget for a project.

Prior to a project being advertised, the total current estimated cost of the project, including construction incentives, contingencies, and construction engineering shall be obligated for federal, state and/or local funds as long as the total estimated cost does not exceed the budget listed in the approved Program. The construction obligation amount shall be adjusted at contract award to match the final cost.

Project Cost Increases

The Division of Engineering Services Administrator or delegate shall approve cost changes and shall re-direct all unused project budget amounts for state highway system projects after contract award. Any unused budget amounts will be directed to construction or development cost increases, to obligate the next available current year project and to advance other projects.

Annual federal obligation authority (OA) is lost to Idaho if not used by the end of the federal fiscal year. To ensure full use of OA, all project budgets shall reflect the most recently available cost estimates and be balanced against remaining federal obligation authority during the 4th quarter of the federal fiscal year. The Division of Engineering Services Administrator or delegate shall commit all unused annual OA plus *Redistribution of OA Not Used by Other States* to priority projects by the end of the fiscal year.

Recipients (ITD and local agencies) shall independently manage finances for earmark or non-OA projects. Recipients shall be solely responsible for cost adjustment for these projects.

The Director or his designee is authorized to add/remove or advance/delay projects to the approved Pavement, Bridge, or Strategic Initiatives Programs as warranted by the Department's management systems, provided such changes further the goals of those programs and remain within the annual funding levels targeted for each program. Otherwise, mid-year changes to the Program which involve

a major scope change to an existing project require Board consent. These changes may also require an amendment as applicable in federal regulations.

The Division of Engineering Services Administrator and the Office of Transportation Investments shall present the Board an end-of-year statement for projects on the state highway systems to demonstrate full use of ITD's annual OA. End-of-year project cost adjustments and reallocations shall be financially managed independently by ITD and Local agencies. Cost adjustments are the sole responsibility of the project sponsor.

Funds received as a result of Redistribution of Obligational Authority Not Used by Other States increase the obligation limit and shall be distributed between the ITD and Local Agencies based on the percentages of funding in Board Policy B-4028 up to the amount of the original apportionment. Projects to be considered for advancement on the local system must be ready for advertisement including all agreements and local match by August 1st and presented at the August Board Meeting for prioritization and Board approval.

The use of Department resources and funding on transportation improvement projects that are not included in the Program shall not be allowed.



Brian W. Ness
Director

Date: 1/30/2015



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name Blake Rindlisbacher	Presenter's Title ESDA	Initials	Reviewed By LSS
Preparer's Name John Bilderback	Preparer's Title EM	Initials JB	

Subject

Add **STATE, DENSITY TESTING WITH GROUND PENETRATING RADAR** project to FY2019 of the approved FY 2019–2025 ITIP.

Key Number New	District HQ	Route Number
--------------------------	-----------------------	--------------

Background Information

The purpose of this consent item is to request approval to add the **State, Density Testing with Ground Penetrating Radar** to the Program per policy 5011 *Idaho Transportation Investment Program* (ITIP).

In early February, Idaho received an FY2018 State Transportation Innovation Councils (STIC) incentive grant. The STIC Incentive Program offers technical assistance and funds – up to \$100,000 in Federal-aid funds per year, per state, to support the costs of standardizing innovative practices.

The total project cost is \$125,000; the STIC grant will provide \$100,000 and the state's match is \$25,000. This project will fund the deployment of Continuous-Full-Coverage (CFC) Density Testing with a Ground Penetrating Radar (GPR) system in Idaho.

To date, Idaho has received the following STIC grants:

Fiscal Year	Key Number	Project Name	Federal-Aid Grant	Match	Total Project Cost
2014	18672	LOCAL, BRIDGE DESIGN STANDARD	\$ 100,000	\$ 25,000	\$ 125,000
2015	19764	LOCAL, GRS-IBS WORKSHOPS *	\$ 84,500	\$ 6,694	\$ 91,194
2016	19801	FY16 STIC INCENTIVE GRANT	\$ 97,888	\$ 24,472	\$ 122,360
2017	20353	LOCAL, PEDESTRIAN SAFETY COUNTERMEASURE WORKSHOP	\$ 35,000	\$ 8,750	\$ 43,750
2017	20354	LOCAL, COLLECTION OF TRAFFIC VOLUME DATA	\$ 50,000	\$ 12,500	\$ 62,500
2018	new	STATE, DENSITY TESTING WITH GROUND PENETRATING RADAR	\$ 100,000	\$ 25,000	\$ 125,000
		Grant Total	\$ 467,388	\$ 102,416	\$ 584,235
* Sliding scale used on this project .9266					

Staff requests that this project be added to the program.

Recommendations

Approve the addition of **STATE, DENSITY TESTING WITH GROUND PENETRATING RADAR** at a cost of \$125,000 to FY2019 of the approved FY2019-2025 ITIP.

Board Action

☐ Approved ☐ Deferred _____

☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name Monica Crider	Presenter's Title Contracting Services Engineer	Initials MC	Reviewed By LSS
Preparer's Name Jeff Miles/Toni Tisdale	Preparer's Title LHTAC Admin/COMPASS Planner	Initials JF/TT	

Subject

Add two **Technology Transfer (T2) Grant projects** to FY2019 of the approved FY 2019–2025 ITIP.

Key Number New	District HQ/3	Route Number LOCAL
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Background Information

The purpose of this consent item is to request approval to add the **Bike/Pedestrian Counters for Loan Program, LHTAC** and **Bicycle and Pedestrian Data Bike, COMPASS** projects to the Program per policy 5011 *Idaho Transportation Investment Program* (ITIP).

In early January, Idaho received the Allocation of FY 2019 Director of Field Services (DFS) Technology Transfer (T2) funds for these two projects.

The Local Highway Technical Assistance Council (LHTAC) will manage the **Bike/Pedestrian Counters for Loan Program** project at a total project cost of **\$12,500**. The T2 funds will cover \$10,000 and the local match is \$2,500. Once purchased, the bike/pedestrian counters will be loaned out to cities and counties in the state.

The second project, the **Bicycle and Pedestrian Data Bike** will be managed by the Community Planning association of Southwest Idaho (COMPASS) at a total project cost of **\$7,000**. The T2 funds will cover \$5,600 and the local match is \$1,400. These funds will be used to purchase an electric cargo bicycle, video camera, and phone-based (i.e., accelerometer and gyroscope) measurement tools to collect pavement roughness data and imagery along pathways and bicycle lanes.

Recommendations

Approve the addition of two Technology Transfer projects to the program. The **Bike/Pedestrian Counters for Loan Program, LHTAC** project at a total cost of **\$12,500** and the **Bicycle and Pedestrian Data Bike, COMPASS** project at a total cost of **\$7,000** to FY2019 of the approved FY2019-2025 ITIP.

Board Action

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



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name	Presenter's Title	Initials	Reviewed By
Monica Crider	Contracting Services Engineer	MC	LSS
Preparer's Name	Preparer's Title	Initials	
Ryan McDaniel	Project Manager	RM	

Subject

Advance design of **STODDARD PATH EXT PHASE 2, NAMPA** from FY 2020 to FY 2019

Key Number	District	Route Number
22070/22050	3	LOCAL

Background Information

The purpose of this consent item is to request approval to advance the design funding of the **LOCAL, STODDARD PATH EXT PHASE 2, NAMPA** (KN 22070) to FY 2019 per policy 5011 *Idaho Transportation Investment Program* (ITIP) and policy 5081, to accommodate the Community Planning Association of Southwest Idaho (COMPASS) and the local sponsor, the City of Nampa.

On February 15, 2019, the city of Nampa requested the design funding of the Stoddard Path Ext Phase 2, Nampa project be advanced to the FY 2019 project, **Stoddard Path Ext Phase 1, Nampa** (KN 22050), to increase efficiency in the design contract. Total design funding in FY19 will be increased by **\$66,460** from \$65,686 to \$132,146.

The ITD program manager will implement Administrative Policy 5081 by prioritizing unused available funding on 1) project advancements, 2) reimbursement of overruns and/or 3) program transfer in the future. The increase is available through currently unprogrammed FY 2019 funds in the Transportation Alternative Program (TAP).

The COMPASS Transportation Improvement Program was modified February 20, 2019.

Staff request the revision of these two projects be made to the program as detailed above.

Recommendations

Approve the design advance of **STODDARD PATH EXT PHASE 2, NAMPA** (KN 22070) from FY 2020 to FY 2019. Increase cost of **STODDARD PATH EXT PHASE 1, NAMPA** (KN 22050) FY 2019 from \$65,686 to \$132,146 (difference **\$66,460**) and remove design costs of \$66,460 in KN 22070 Phase 2. There is no change to total project cost of the two-phased project.

Board Action

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

From: Clemente Salinas <salinasc@cityofnampa.us>

Sent: Friday, February 15, 2019 8:30 AM

To: Amanda LaMott <ALaMott@lhtac.org>

Cc: Jennifer Vanderpool <vanderpoolj@cityofnampa.us>; Cody Swander <swanderc@cityofnampa.us>; Jacob Allen <allenj@cityofnampa.us>

Subject: Stoddard Pathway, Amity Ave to Sherman Ave KN22070

Good morning Amanda,

I wanted to let you know that the City would like to proceed with the advancement of design services for the Stoddard Pathway, Amity Avenue to Sherman Avenue KN22070. We have reviewed our budgets and funds available to proceed if the project is advanced. Thank you for your assistance. Take care and have a great weekend!



Clemente Salinas

Project Manager, Engineering

O: 208.468.4462, F: 208.465.2261

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Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name Damon Allen	Presenter's Title District Engineer 1	Initials DA	Reviewed By LSS
Preparer's Name Barbara Waite	Preparer's Title Program Manager	Initials BW	

Subject

Remove **UPRR RRX Closures, Kootenai Co** and combine with **E Prairie Ave to Lancaster, Kootenai Co** project in FY19 of the approved FY 2019–2025 ITIP.

Key Number 12977, 20098	District 1	Route Number SH 41
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Background Information

The purpose of this consent item is to request removal of **UPRR RRX Closures, Kootenai Co** (KN 12977) to combine work and budget with **SH 41, E Prairie Ave to Lancaster Rd, Kootenai Co** (KN 20098) per policy 5011 *Idaho Transportation Investment Program* (ITIP).

The district found that the two projects included closely related locations and made a request to Headquarters to remove the key number of the railroad crossing closures project and combine the work and budget planned with the larger scale project. Funding remains in the same year and at the same budgeted amount, so there is no change to the total project cost of the newly combined project versus the two individual projects.

The total project cost of the railroad crossing closures project is **\$232,000**.

The Kootenai Metropolitan Planning Organization Transportation Improvement Program has been modified to reflect these changes.

Staff requests the revision of these two projects be made in the program as detailed above.

Recommendations

Approve the removal of **UPRR RRX Closures, Kootenai Co** (KN 12977) project to combine work and budget with **SH 41, E Prairie Ave to Lancaster Rd, Kootenai Co** (KN 20098) FY2019 of the approved FY2019-2025 ITIP.

Board Action

☐ Approved ☐ Deferred _____

☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name Monica Crider, P.E.	Presenter's Title Contracting Services Engineer	Initials MC	Reviewed By LSS
Preparer's Name Mike Cram	Preparer's Title Project Manager	Initials MWC	

Subject

REQUEST TO APPROVE CONSULTANT AGREEMENTS

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

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

The size of the agreements listed was anticipated because of the complexity and magnitude of the associated construction projects. In many instances, the original intent is to solicit the consultant services in phases allowing for greater flexibility of the Department, limited liability, and better design after additional information is obtained. In other cases, such as for Construction Engineering and Inspection services one single agreement over \$1 M may be issued allowing for continuity of the inspector. In all cases, any agreement over \$500,000 is awarded through the Request for Proposal (RFP) process which is open to all interested firms.

Recommendations

Approve: (see attached sheets for additional detail)

- KN 20798 / 20799 for construction engineering and inspection (CE&I) services with Horrocks for a total of \$10.000 M
- KN 20309 / 20278 for supplemental design build support services with J-U-B Engineers for \$1.000 M bringing the total to \$2.920 M
- KN 20794 / 20795 for construction engineering and inspection (CE&I) services with firm or firms yet to be selected for a total of \$3.500 M
- KN 20794 / 20795 for engineer of record services with David Evans and Associates for \$0.600 M bringing the total to \$5.932 M
- KN 20350 for supplemental design services with HDR Engineering for approximately \$1.000M and engineer of record services for \$0.500 M bringing the total to \$3.7 M



Board Agenda Item

ITD 2210 (Rev. 10-13)

- KN 09070 for supplemental design services with Keller Associates for approximately \$0.650 M bringing the total \$2.75 M
- KN 07827 for supplemental design services with AECOM for approximately \$0.750 M bringing the total to \$1.7 M

Board Action

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



DATE: February 11, 2019

Program Number(s)A020(798) & A020(799)

TO: Monica Crider, PE
Contracting Services Engineer

Key Number(s)20798 & 20799

FROM: Amy Schroeder, PE
Transportation Program Manager

Program ID, County, Etc.Karcher IC to Northside
Blvd, & Northside Blvd to Franklin Blvd, Canyon
Co

RE: Request to exceed professional services agreement amount of \$1,000,000

The purpose of this project is to fully reconstruct I-84 to widen Interstate 84 to three travel lanes in each direction and add an auxiliary lane in each direction between the Karcher, Northside Blvd, and Franklin Blvd interchange ramps. I-84 mainline will be fully reconstructed as a Portland Cement Concrete Pavement (PCCP) section.

The project includes reconstruction of the Northside Blvd interchange to a Single Point Urban Interchange (SPUI) with wider abutments to accommodate a future fourth lane in each direction on I-84, replacement of the Union Pacific Railroad Bridge (UPRR) and 13.3 Lateral bridge, and reconstructing the Mason Creek culvert. These projects have not yet been advertised for construction bids, and are scheduled to begin construction in the summer of 2019.

A Request for Proposals (RFP) was issued January 10, 2019 for professional services for Construction Engineering, Inspection, Materials Sampling and Testing, and Project Close-out services. Since these projects are adjacent to each other and share many similarities the decision was made to award them to one team for ease of administration and coordination. Two teams with multiple firms on each team submitted proposals for these projects. ITD selected Horrocks and is currently working on negotiations.

The purpose of this board item is to request approval to exceed the \$1 million professional services agreement amount on this project. One agreement will be written for each key number, with the total not to exceed the total on this request. The current estimate for the construction and inspection services of the Karcher interchange to Northside Blvd interchange (KN 20798) and Northside Blvd interchange to Franklin Blvd interchange (KN 20799) projects is approximately \$10 million. This is approximately 8% of the total estimated project cost.

The agreements will be funded with the federal INFRA grant funds and several State sources including Surplus Eliminator, TECM, and Cigarette Tax, and also local matching funds.



DATE: February 25, 2019

Program Number(s) A020(309),
A020(278)

TO: Monica Crider, PE
Contracting Services Engineer

Key Number(s) 20309, 20278

FROM: Jason Minzghor, PE
District 6 Engineer

Program ID, County, Etc. Design Build (4) Bridge
Replacement D5-D6 (STSI) & Design Build (13)
Bridge Replacement D4-5-6 (ST), Various
Counties

RE: Request to increase professional services agreement amount to over \$1,900,000 - J-U-B
Engineers

The purpose of this project, is to improve safety, mobility, and economic opportunity at 17 bridge replacements throughout districts 4-5-6. Work includes replacing 4 bridges across the Gooding Canal on US-26(D4), 9 bridges across the Lemhi River on SH-28(D6), 1 bridge across Warm River on US-93(D6), 1 bridge across the Danskin Canal on US-26(D5), and 2 Bridges across Ovid Creek on US-89(D5). All 17 bridges are over 50 years old and do not meet current design standards.

The agreement for design-build engineering services was originally awarded to JUB Engineers through a request for Proposal in August 2016. The agreement including supplementals was written for \$813,000 to assist ITD in preparing the proposal in the process of hiring a design build firm.

In September 2017, Board approval was performed to extend the contract to \$1.9M. Additional supplemental agreements totaling \$893,700 were agreed after receiving Board approval to allow JUB to assist ITD thru the design/construction phase of the project. The total agreement with JUB is \$1,920,208 to date.

ITD is requesting a supplemental of approximately \$1M for additional construction support. This supplemental includes assisting in additional construction documentation & project closeout, processing change orders, additional surveying, help coordinate the design & construction of wildlife mitigation on SH-28, and coordinate the design & construction of a log jam repair on SH-28 along the Lemhi River.

The additional scope of work has caused the need for a supplemental agreement.

Currently, there are funds remaining in this project to cover most of the anticipated supplemental agreement. Any shortfall would come from Statewide Balancing.



DATE: February 26, 2019

Program Number(s) A020794 / A20795

TO: Monica Crider, PE
Contracting Services Engineer

Key Number(s) 20794 /20795

FROM: Amy Schroeder, PE
Transportation Program Manager

Program ID, County, Etc. Jct SH-53 IC, Garwood
Rd, UPRR Br, & Frontage Rds, Kootenai Co

RE: Request to exceed \$1 million for professional services agreement - CEI

This project will replace the UPRR bridge on SH-53, re-align of SH-53, construct a new interchange at the SH-53 intersection with US-95, construct a new Garwood Road bridge over US-95 and railroad, and new east side frontage road to connect them.

The design of the project is being performed under Key No 20352. This project has been split into two construction projects. These two projects are Key No. 20794 (Jct SH-53 IC, UPRR BR) and Key No. 20795 (Garwood Rd Grade Separation & Frontage Rds). Construction of Key No. 20794 is scheduled to start in the summer 2019 and finish in the fall of 2020. Construction of Key No. 20795 is scheduled to start in the spring of 2020 and finish in the summer of 2021.

A Request for Proposals (RFP) was issued February 8, 2019 for District 1 on Various Construction Projects for professional services for construction engineering, inspection, materials sampling and testing, and project close-out services. A decision has not yet been made whether the CEI services for these two projects will be performed by one or two consultant firms. This decision will be made after the review of the proposals. It is estimated that the CEI services for Key No. 20794 will be approximately \$2 million and Key No. 20795 will be approximately \$1.5 million. This is approximately 8% of the total estimated project cost.

The \$3.5 million additional funds for CEI services will be offset from programmed CC & CN funds on these projects.



DATE: February 26, 2019

Program Number(s)A020(794) / A020(795)

TO: Monica Crider, PE
Contracting Services Engineer

Key Number(s)20794 / 20795

FROM: Amy Schroeder, PE
Transportation Program Manager

Program ID, County, Etc.Jct SH-53 IC, Garwood
Rd, UPRR Br, & Frontage Rds, Kootenai Co

RE: Request to exceed \$1 million for professional services agreement - David Evans & Associates

This project will replace the UPRR bridge on SH-53, re-align of SH-53, construct a new interchange at the SH-53 intersection with US-95, construct a new Garwood Road bridge over US-95 and railroad, and new east side frontage road to connect them.

At the September 2017 meeting, the Transportation Board approved a request to exceed \$1 million to hire an engineering firm through a competitive qualified based selection process to develop the project through PS&E and to provide engineer of record services during construction. In December 2017, ITD entered into a Professional Service Agreement with David Evans and Associates, Inc. to develop the project through PS&E. The agreement was negotiated for \$5,332,425.00

The design of the project is being performed under Key No 20352. This project has been split into two construction projects. These two projects are Key No. 20794 (Jct SH-53 IC, UPRR BR) and Key No. 20795 (Garwood Rd Grade Separation & Frontage Rds). Construction of Key No. 20794 is scheduled to start in the summer 2019 and finish in the fall of 2020. Construction of Key No. 20795 is scheduled to start in the spring of 2020 and finish in the summer of 2021.

The Department intends to enter into negotiations with David Evans and Associates Inc. for Engineer of Record services during construction for the two construction packages. The agreement is estimated to be \$600,000 total, \$300,000 for each project.

The \$600,000 additional funds for Engineer of Record services will be offset from programmed CC & CN funds on the same project.



DATE: February 27, 2019

Program Number(s)A020(350)

TO: Monica Crider, PE
Contracting Services Engineer

Key Number(s)20350

FROM: Amy Schroeder, PE
Transportation Program Manager

Program ID, County, Etc.Granite North &
Frontage Roads, Bonner Co

RE: Request to exceed \$1 million for professional services agreement - HDR Engineering

This project will construct a four lane divided highway and frontage roads on US-95 from MP 452.5 to MP 454.1 to improve safety. The project will extend the four lanes from the southern terminus of the previously constructed "Granite South" project to the northern terminus at Trails End Road.

At the September 2017 meeting, the Transportation Board approved a request for up to \$2 million. Through a competitive qualifications based selection process, HDR was selected to perform the professional services to design and deliver this project through PS&E. The agreement for phases 1 and 2 totaled \$1,135,100 for preliminary design services.

At the April 2018 meeting, the Transportation Board approved up to an additional \$1.5 million for Phase 3 work for additional survey, mapping, final design services through PS&E, final right-of-way plans, and bidding support services. The agreement for phase 3 was \$1,057,200.

At the October 2018 meeting, the Transportation Board approved an additional \$13.1 million for construction costs that resulted from updating quantities and unit prices based on the refined design. At the direction of ITD, HDR Engineering explored several additional alignments to optimize the cut and fill while minimizing impact to environmentally sensitive areas and reducing right-of-way needs. ITD is currently negotiating a supplemental agreement to complete the design of the optimized alignment and will be up to \$1 million.

HDR will likely be retained for Engineer of Record services during construction, and those services are estimated to be \$500,000. This request includes these services as well in order to expedite the execution of a future agreement.

Sufficient funds to cover both of these agreements are currently obligated on the project.



DATE: March 1, 2019

Program Number(s) BROS-3500(114)

TO: Monica Crider, PE
Contracting Services Engineer

Key Number(s) 9070

FROM: Jeff Miles, PE
LHTAC Administrator

Program ID, County, Etc. Cherrylane Bridge, Nez
Perce Co

RE: Request to Exceed Professional Services Agreement Amount of \$1,000,000 with Keller Associates

The purpose of this project, administered by LHTAC, is to improve safety and mobility across the Clearwater River by replacing the one lane Cherrylane Bridge to a current standard two-lane bridge in Nez Perce County. This project was just awarded the BUILD Grant to fund the construction of the bridge.

Keller was selected by RFP in 2003 to complete the design of this bridge. Construction funding was to be funded using the Off-System Bridge and the Bureau of Indian Affairs (BIA) funds. Over the course of the design, the BIA funds were not available to help fund the \$15 million project. Recently, FHWA awarded the BUILD Grant Nez Perce County to help fund the construction the Cherrylane Bridge project.

Since the construction funds are now available, the design contract needs to be supplemented to complete the final design of the bridge and connecting roadways. The current agreement totals \$2,103,500 dating back to 2004. In order to update and complete the final design plans for construction it is anticipated to need an additional \$650,000 as included in the BUILD grant application. LHTAC and Keller are in negotiations along with FHWA review to finalize the supplemental agreement.

The purpose of this board item is to request approval to extend the existing services agreement amount on this project to an estimated \$2.75M to cover complete design services including this supplemental agreement.

Funding for the supplemental design work will come from the BUILD grant.



DATE: 01 March 2019

Program Number(s) STP-3320(101)

TO: Moncia Crider, PE
Contracting Services Engineer

Key Number(s) 07827

FROM: Amy Revis, PE
District 3 Engineer

Program ID, County, Etc. SH-44 Corridor Study,
JCT I 84 to Eagle

RE: Request to increase professional services agreement amount to over \$1,000,000 -
AECOM

The purpose of this project is to complete the environmental clearance process for the SH-44 Corridor from I-84 to W. State St.

ITD executed its first contract with AECOM in the amount of \$572,000 on November 7, 2011. There have been three (3) supplements to the work totaling \$378,800 which brings the total agreement amount to \$950,800.

An additional supplemental of approximately \$750,000 is required to address work that has become necessary because of the amount of time this project has been under contract. To ensure the potential impacts to identified resources consider the most current information, the draft document must be re-engineered and re-written. The updated information includes items like current traffic numbers and projections through the year 2045, historic properties that may have come on the register, reevaluation of noise impacts from high traffic volumes, etc.

Additional funds needed to cover this supplemental agreement not already obligated will come from a project offset (Key No. 20594).

Board approval requested to increase the professional services agreement amount on this project to an estimated \$1,700,000.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name Blake Rindlisbacher, PE	Presenter's Title Engineering Services Administrator	Initials BR	Reviewed By LSS
Preparer's Name Monica Crider, P.E.	Preparer's Title Contracting Services Engineer	Initials MC	

Subject

Contract Awards and Advertisements		
Key Number	District	Route Number

Background Information

INFORMATION

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

Year to Date Summary (10/1/18 to 3/4/19)					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
41	7	9	2	3	1

RECENT ACTIONS

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

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

Contracts Awarded with no action from the Board 2/4/19 to 3/4/19	
ITD	Local
5	0

FUTURE ACTIONS

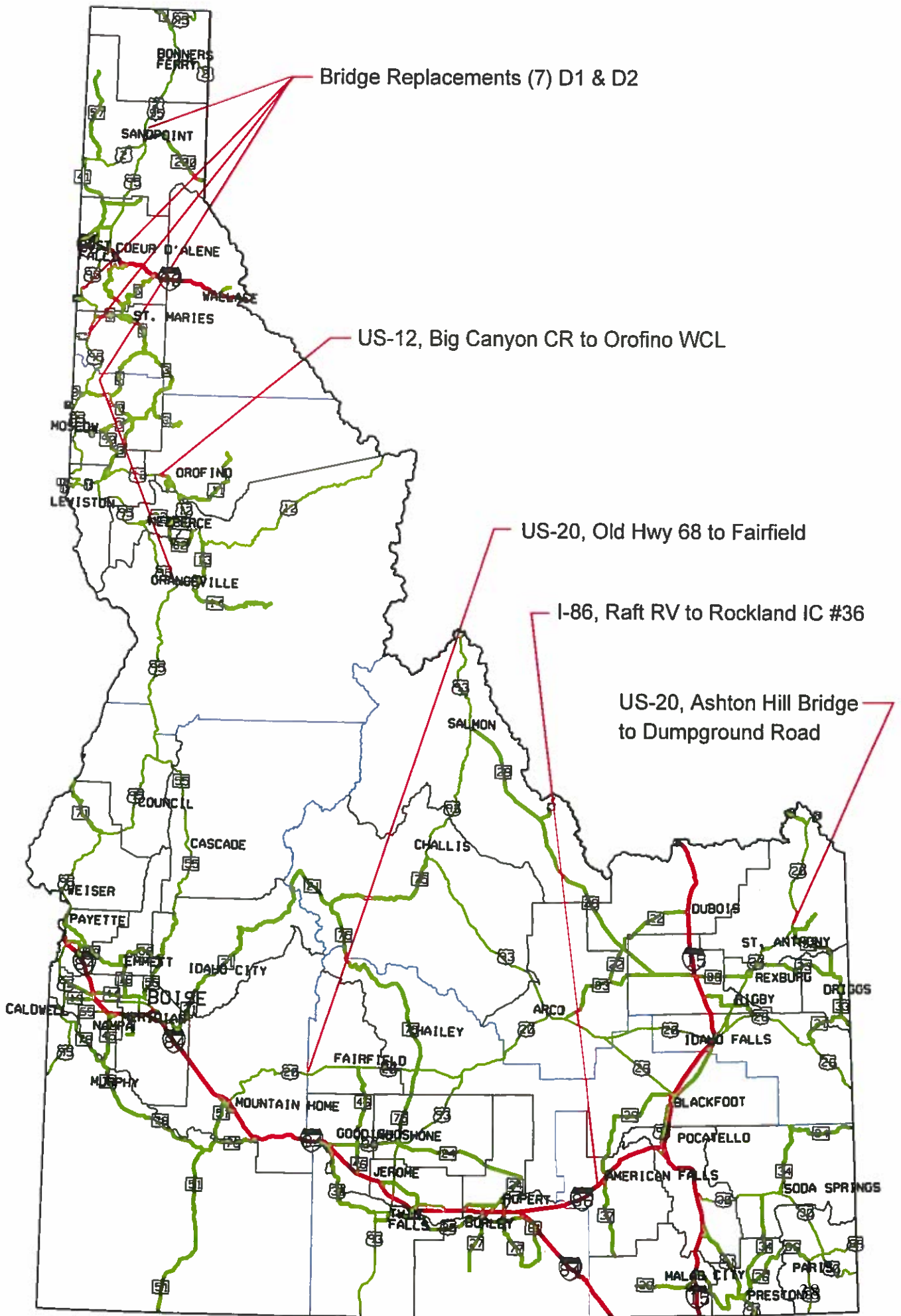
The Current Advertisement Report is attached.

Recommendations

For Information Only.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Monthly Status Report to the Board

CONTRACT(S) ACCEPTED BY STAFF SINCE LAST BOARD MEETING

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
4	20253/19216	US-20	2/5/2019	3	\$7,861,148.00	\$6,094,000.00	(\$1,767,148.00) 78%
US-20, Old Hwy 68 to Fairfield Contractor: Knife River Corporation-Mountain West							
5	19824	I-86	2/5/2019	5	\$5,199,288.60	\$2,478,840.30	(\$2,720,448.30) 48%
I-86, Raft RV to Rockland IC #36 Contractor: Cannon Builders Inc.							
6	19711	US-20	2/5/2019	3	\$7,400,580.84	\$6,150,888.88	(\$1,249,691.96) 83%
US-20, Ashton Hill Bridge to Dumpground Road Contractor: Depatco Inc.							
2	20283/20280	Various	2/26/2019	4	\$10,593,864.01	\$8,890,758.75	(\$1,703,105.26) 84%
Bridge Replacements (7) D1 & D2 Contractor: T LaRiviere Equipment & Excavation							
2	20725	US-12	2/26/2019	3	\$2,092,719.33	\$2,151,045.00	\$58,325.67 103%
US-12, Big Canyon CR to Orofino WCL Contractor: Knife River Corporation-Mountain West							

Monthly Contract Advertisement As of 3-4-19

District	Key No.	Route	Bid Opening Date
LHTAC(2)	13440	OFF SYS	3/5/2019
Int. 17th St. & 16 Ave., Lewiston \$500,000 to \$1,000,000			Federal

District	Key No.	Route	Bid Opening Date
3	20714	SH-55	3/5/2019
SH-55, MP 91 to Smith's Ferry \$2,500,000 to \$5,000,000			Federal

District	Key No.	Route	Bid Opening Date
1	20687	SH-41	3/12/2019
SH-41, Roberts Cutoff Rd to Old Priest River Rd \$1,000,000 to \$2,500,000			State

District	Key No.	Route	Bid Opening Date
5	19324	OFF SYS	3/19/2019
FY19 South Bannock Co Pavement Preservation \$5,000,000 to \$10,000,000			Federal

LHTAC(5)	12445	SH-39/US-26	3/19/2019
Groveland Road; SH-39 to US-26/Pioneer Rd \$1,000,000 to \$2,500,000			Federal

LHTAC(2)	20150	OFF SYS	3/26/2019
Lapwai Rd Safety Improvements \$100,000 to \$250,000			Federal

LHTAC(1)	13874	OFF SYS	3/26/2019
W. Riverview Drive, Post Falls Highway District \$500,000 to \$1,000,000			Federal

LHTAC(6)	20067	OFF SYS	3/26/2019
Signal Head Visibility Improvement, Idaho Falls \$500,000 to \$1,000,000			Federal

6	19862	US-93	3/26/2019
US-93, Gibbonsville to Montana Line \$2,500,000 to \$5,000,000			State

LHTAC(3)	20162	OFF SYS	4/2/2019
STC-3739, Strike Road Dam Improvements, \$500,000 to \$1,000,000			Federal

LHTAC(2)	20109	OFF SYS	4/2/2019
6th Street Pedestrian Improvements, Moscow \$100,000 to \$250,000			Federal

LHTAC(2)	12019	OFF SYS	4/2/2019
Orofino Creek Road Bridge \$1,000,000 to \$2,500,000			Federal

LHTAC(4)	20752	OFF SYS	4/2/2019
Int. Washington Street 7 Caswell Avenue, Twin Falls \$100,000 to \$250,000			Federal

LHTAC(1)	20211	OFF SYS	4/2/2019
Kootenai Cutoff Road Pedestrian Improvements \$100,000 to \$250,000			Federal



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name Monica Crider, P.E.	Presenter's Title Contracting Services Engineer	Initials MC	Reviewed By LSS
Preparer's Name Mike Cram	Preparer's Title Project Manager	Initials MWC	

Subject

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

Background Information

For all of ITD:

Consultant Services processed twenty-eight (28) new professional services agreements and work tasks totaling **\$6,830,556** and five (5) supplemental agreements to existing professional services agreements totaling **\$357,500** from February 1, 2019 through February 28, 2019.

New Professional Services Agreements and Work Tasks

<i>Reason Consultant Needed</i>	<i>District</i>								<i>Total</i>
	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>HQ</i>		
Resources not Available									
Design	1		1	1					3
Environmental				2		1			3
Planning									
Geotechnical				1	1				2
Traffic									
Surveying	2								2
Construction	1		2	3					6
Bridge							3		3
Local Public Agency Projects	0	2	5	0	1	1	0		9
Total	4	2	8	7	2	2	3		28



Board Agenda Item

ITD 2210 (Rev. 10-13)

For ITD District Projects:

Nineteen (19) new professional services agreements and work tasks were processed during this period totaling **\$5,350,106**. Two (2) supplemental agreements were processed totaling **\$184,465**.

District 1

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I-90, Interchange 68 to East of Mullan, Shoshone Co	Resources not available: Construction	Construction Engineering & Inspection Services, Year 2	Individual Project Solicitation	HMH	Prev: \$ 500,000 This: \$ 720,500 Total: \$1,220,500 Board approved \$1.3M during February 2019 meeting
I-90, Milepost 49 Temporary Pavement Repair	Resources not available: Surveying	Surveying Services	Direct from Term Agreement	Glahe & Associates	\$24,500
US-95, Anderson Ln to Kootenai River / Railroad Bridge, Bonners Ferry	Resources not available: Surveying	Surveying Services	Direct from Term Agreement	Meckel Engineering & Surveying	\$96,300
SH-41, Lancaster Rd to Boekel Rd, Rathdrum	Resources not available: Design	Additional Intersection Design Services	Direct from Term Agreement	Precision Engineering	Prev: \$77,500 This: \$22,359 Total: \$99,859

District 2

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
None this month					



Board Agenda Item

ITD 2210 (Rev. 10-13)

District 3

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I-84, Ustick Rd & Middleton Rd Overpasses, Canyon Co	Resources not available: Design	Bridge & Roadway Design through PS&E	Individual Project Solicitation	David Evans & Associates	\$2,458,000 Board approved \$3.5M during December 2018 meeting
US-95, Weiser River Railroad Bridge, Adams Co	Resources not available: Construction	Inspection, Sampling & Testing Services	RFI from Term Agreement	HMH	\$320,000
SH-55, Junction US-95 to Snake River Bridge, Marsing SH-55, Snake River Bridge, Marsing	Resources not available: Construction	Sampling and Testing Services during Construction	RFI from Term Agreement	GeoTek	\$447,000

District 4

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH-75, Four Mile Bridge over Big Wood River, Blaine Co	Resources not available: Environmental	Create Historic Context and Brochure	Direct from Term Agreement	Gorman Preservation Associates	\$15,070
US-93, 200 South Rd, Jerome Co	Resources not available: Design	Revisions to Right-of-Way Plans, Construction Documents, Add'l Environmental Re-Evaluation Tasks	RFI from Term Agreement	Keller Associates	Prev: \$527,020 This: \$ 33,900 Total: \$560,920 Board approved Term Agreement > \$500K during June 2018 meeting
US-93, 100 South Rd, Jerome Co	Resources not available: Environmental	Additional Cultural Resource Services	Direct from Term Agreement	Bionomics Environmental	Prev: \$18,500 This: \$29,800 Total: \$48,300
SH-50, Redcap to Tipperary Rd, Twin Falls Co	Resources not available: Construction	Material Testing Services	Direct from Term Agreement	Strata	\$24,500



Board Agenda Item

ITD 2210 (Rev. 10-13)

US-20, Old Hwy 68 to Fairfield, Elmore/Camas Co	Resources not available: Construction	Construction Engineering & Inspection Services	Direct from Term Agreement	Horrocks Engineers	\$79,800
I-84, Union Pacific Railroad Bridge Milepost 170.9, Gooding Co	Resources not available: Construction	Engineer of Record Services during Construction	RFI from Term Agreement	HDR Engineering	Prev: \$412,500 This: \$ 60,000 Total: \$472,500
State, FY 16 D4 Materials Reconnaissance	Resources not available: Geotechnical	Phase IV Reports	Direct from Term Agreement	Strata	\$38,010

District 5

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
State, FY17 D5 Pre-Project Planning	Resources not available: Geotechnical	Landslide Site Reconnaissance & Exploration Plan	Direct from Term Agreement	Landslide Technology	\$9,800

District 6

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
US-20, Junction SH-87 to Montana State Line (Targhee Pass) Ph 1	Resources not available: Environmental	Additional Environmental Services	RFI from Term Agreement	Bio-West	Prev: \$350,200 This: \$ 49,200 Total: \$399,400

Headquarters

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
Offsys, FY19 Local/Offsys Bridge Inspection	Resources not available: Bridge Inspection Services	Bridge Inspection Services	Individual Project Solicitation	Hughes Engineering	\$216,661
Offsys, FY19 Local/Offsys Bridge Inspection	Resources not available: Bridge Inspection Services	Bridge Inspection Services	Individual Project Solicitation	Collins Engineers	\$382,440



Board Agenda Item

ITD 2210 (Rev. 10-13)

Offsys, FY19 Local/Offsys Bridge Inspection	Resources not available: Bridge Inspection Services	Bridge Inspection Services	Individual Project Solicitation	Extreme Access	\$322,266
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Supplemental Agreements to Existing ITD Professional Service Agreements

<i>District</i>	<i>Project</i>	<i>Consultant</i>	<i>Original Agreement Date/Description</i>	<i>Supplemental Agreement Description</i>	<i>Total Agreement Amount</i>
4	I-84, South Jerome Interchange, Jerome Co	J-U-B Engineers	10/17 Preliminary Design through Design Approval and Intermediate Design	Predictive crash analysis, geometric adjustment to interchange entry angles, and traffic modeling to support preliminary design	Prev: \$ 1,595,750 This: \$ 162,900 Total: \$ 1,758,650 Board approved > \$1M during October 2017 meeting
6	US-20, Sheep Falls to Pinehaven Passing Lanes, Fremont Co US-20, Pinehaven to Buffalo River Bridge, Fremont Co US-20, Buffalo River Bridge to Island Park Lodge, Fremont Co	J-U-B Engineers	8/18 Initial Start-Up Prior to Alternate Development, Pre- liminary Engineering, and Final Design	Services Related to a 1 Day Workshop Discussing Project Delivery Methods	Prev: \$ 262,000 This: \$ 21,565 Total: \$ 283,565



Board Agenda Item

ITD 2210 (Rev. 10-13)

For Local Public Agency Projects:

Nine (9) new professional services agreements totaling **\$1,480,450** were processed during this period. Three (3) supplemental agreements totaling **\$173,035** were processed.

<i>Project</i>	<i>Sponsor</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
Offsys, Main St Sidewalk and ADA Ramps	City of Lapwai	Design of Sidewalk and ADA Curb Ramps	Local Project Direct from Term Agreement	Keller Associates	\$36,216
SH-6 Potlatch Sidewalk Enhancement, Ph 2	City of Potlatch	Construction Engineering & Inspection Services	Local Project Direct from Term Agreement	T-O Engineers	\$31,560
Local, Fairview Ave Greenbelt Ramp	City of Boise	Greenbelt Ramp Design	Local Project Direct from Term Agreement	Precision Engineering	\$42,200
NHS-7773, 10 th Ave Bridge	City of Caldwell	Construction Engineering and Inspection Services	Individual Project Selection	Stanley Consultants	\$346,335
NHS-7773, 10 th Ave Bridge	City of Caldwell	Engineer of Record Services	Local Project RFI from Term Agreement	CH2M Hill	Prev: \$424,400 This: \$ 28,825 Total: \$453,225
STC-3856, Old Hwy 30; Goodson to Oasis	Canyon Highway District	Roadway Design through PS&E	Local Project RFI from Term Agreement	T-O Engineers	\$273,500
SH-55, 14 th to SH-78 Sidewalk	City of Marsing	Sidewalk Design	Local Project Direct from Term Agreement	Precision Engineering	\$34,014
STC-1809, Dingle E Shore; Beach to Cemetery	Bear Lake County	Roadway Design through PS&E	Local Project RFI from Term Agreement	Keller Associates	\$320,900
STC-6707, 97 S; Canal Bridge	Bonneville County	Bridge Design through PS&E	Local Project RFI from Term Agreement	Keller Associates	\$366,900



Board Agenda Item

ITD 2210 (Rev. 10-13)

Supplemental Agreements to Existing Local Professional Services Agreements

<i>District</i>	<i>Project</i>	<i>Consultant</i>	<i>Original Agreement Date/Description</i>	<i>Supplemental Agreement Description</i>	<i>Total Agreement Amount</i>
1	STC-5743, Kidd Island Rd, Kootenai Co	J-U-B Engineers	12/11 Roadway Design through PS&E	Updated Plans & Spec and Updated Public Hearing	Prev: \$519,490 This: \$147,524 Total: \$667,014
3	STC-7807, S Cemetery Rd; SH-44 to Willow Creek, Middleton	Horrocks Engineers	7/12 Roadway Design through PS&E	Revision to Bridge Plans	Prev: \$482,460 This: \$ 19,511 Total: \$501,971
5	STP-7341, Center St Railroad Bridge Underpass, Pocatello	CH2MHill	9/17 Bridge Design, Phase III: Final Design through PS&E	Additional Pavement Analysis	Prev: \$ 995,900 This: \$ 6,000 Total: \$1,001,900 Board approved \$1.002M during February 2019 meeting

Recommendations

For Information Only

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

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

Subject

State Fiscal Year 2019 Financial Statements		
Key Number	District	Route Number

Background Information

July 01, 2018 thru January 31, 2019, Fiscal Year 2019 Financial Statements

The financial operations of the Department as of January 31, 2019 continues this fiscal year with revenue coming in ahead of forecast year-to-date and the expenditures are following projected budgets.

- Revenues to the State Highway Account from all state sources are ahead of forecast by 5.4%. Of that total, receipts from the Highway Distribution Account are ahead of forecast by 4.7% or \$5.9M. Revenue in the ethanol exemption and registrations/fuel taxes direct to the State Highway Account are ahead of forecast by 3%. State revenues to the State Aeronautics Fund are ahead of forecast by 26% or \$471,000. Staff continues to monitor revenue and provide updates as needed.
- Expenditures are within planned budgets YTD. The differences are timing differences between planned and actual expenditures plus encumbrances estimated YTD. Personnel costs have savings of \$7.4 M or 10% that is due to reserves for horizontal career path increases, vacancies and timing between a position becoming vacant and filled.
- Contract construction cash expenditures for July to January of this fiscal year has exceeded any from the past three years: FY19 = \$309.9M; FY18 = \$287.8M; FY17 = \$172.9M. Seven months into this fiscal year continues the effort of last fiscal year and is helping ITD achieve its objective to reduce the outstanding obligated but un-spent balances in this category.

The balance of the long term investments as of the end of January is \$136.5 Million after redeeming \$30M in October to meet cash flow requirements. These funds are obligated against both construction projects and encumbrances. The long term investments plus the cash balance of \$60.5M totals \$197M.

Expenditures in the Strategic Initiatives Program Fund (GF Surplus), for the seven months, were \$11M. Projects obligated from these funds are expected to have higher payouts over the next few months.

Deposits into the new Transportation Expansion and Congestion Mitigation Fund of \$10.2M is 5% ahead of forecast. The receipts into this fund for FY19 is committed to providing match on the INFRA grant.

Recommendations

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Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

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

User ID: kbentley
 Report ID: AD-FN-GL-010
 Run Date: 7 Feb 2019
 % of Time
 Remainin 41.67

Idaho Transportation Department

SUMMARY OF RECEIPTS AND DISBURSEMENTS
STATE HIGHWAY ACCOUNT AND STATE AERONAUTICS FUND
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDING 1/31/2019
 (all amounts in '000)

Fiscal Year: 2019

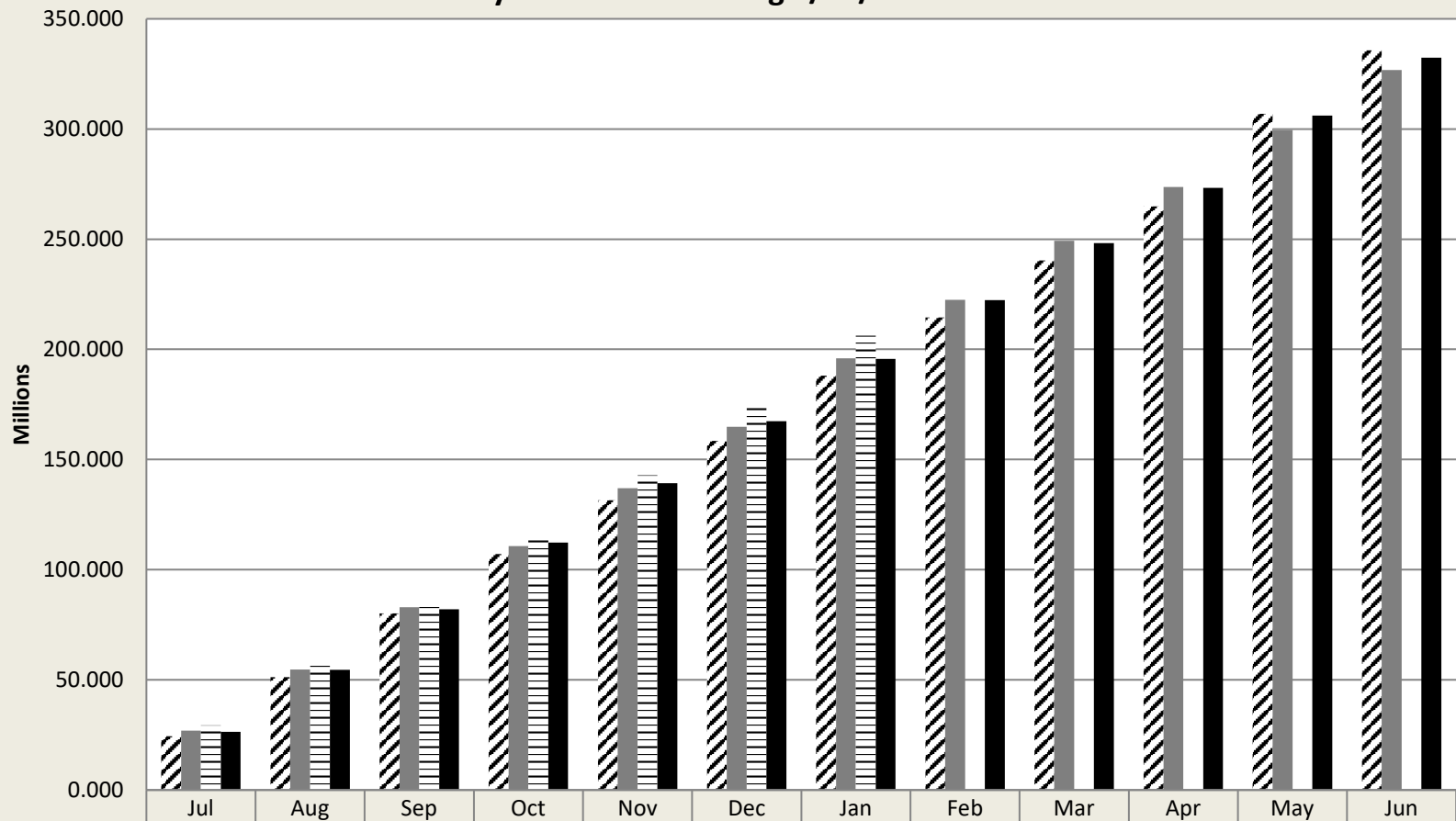
Funds Received					
	FY18 Actual YTD	FY19 Actual YTD	FY19 Forecast YTD	FY19 to FY18 Actual	FY 19 to Forecast
<u>State Highway Account</u>					
Federal Reimbursements	205,297	194,801	242,233	-5.1%	-19.6%
State (Inc. H.D.A.)	195,901	206,239	195,636	5.3%	5.4%
Local	2,925	6,727	9,087	130.0%	-26.0%
Total State Highway Account:	404,123	407,767	446,955	0.9%	-8.8%
<u>State Aeronautics Fund</u>					
Federal Reimbursements	175	202	444	15.7%	-54.4%
State	1,913	2,242	1,771	17.2%	26.6%
Total State Aeronautics Fund:	2,088	2,444	2,215	17.0%	10.3%
Total Fund Received:	406,211	410,211	449,170	1.0%	-8.7%
Disbursements (includes Encumbrances)					
	FY18 Actual YTD	FY19 Actual YTD	FY19 Budget YTD	FY19 to FY18 Actual	FY 19 to Budget
Construction Payouts	288,584	314,036	356,079	8.8%	-11.8%
<u>Operations Expenses</u>					
Highways	107,461	102,755	117,695	-4.4%	-12.7%
DMV	24,949	22,708	23,440	-9.0%	-3.1%
Administration	15,670	15,823	17,041	1.0%	-7.1%
Facilities	526	2,647	1,830	403.5%	44.7%
Aeronautics	1,685	3,599	3,635	113.6%	-1.0%
Total Operations Expenses:	150,291	147,533	163,641	-1.8%	-9.8%
<u>Transfers</u>					
Operating	25	25	25	0.0%	0.0%
Debt Service	10,491	10,903	10,880	3.9%	0.2%
Total Transfers:	10,516	10,928	10,905	3.9%	0.2%
Total Disbursements:	449,391	472,496	530,624	5.1%	-11.0%
	FY18 Actual YTD	FY19 Actual YTD	FY19 Budget YTD	FY19 to FY18 Actual	FY 19 to Budget
<u>Expenditures by Type</u>					
Personnel	64,699	66,461	73,901	2.7%	-10.1%
Operating	59,603	57,408	57,394	-3.7%	0.0%
Capital Outlay	17,165	14,197	24,521	-17.3%	-42.1%
Sub-Grantee	8,825	9,466	7,825	7.3%	21.0%
Totals Operations Expenses:	150,291	147,533	163,641	-1.8%	-9.8%
Contract Construction	288,584	314,036	356,079	8.8%	-11.8%
Totals (excluding Transfers):	438,875	461,568	519,719	5.2%	-11.2%

State Highway Fund 0260

Fiscal Year 2019

State Revenue Source Forecast vs Actual

January - For Period Ending 1/31/2019



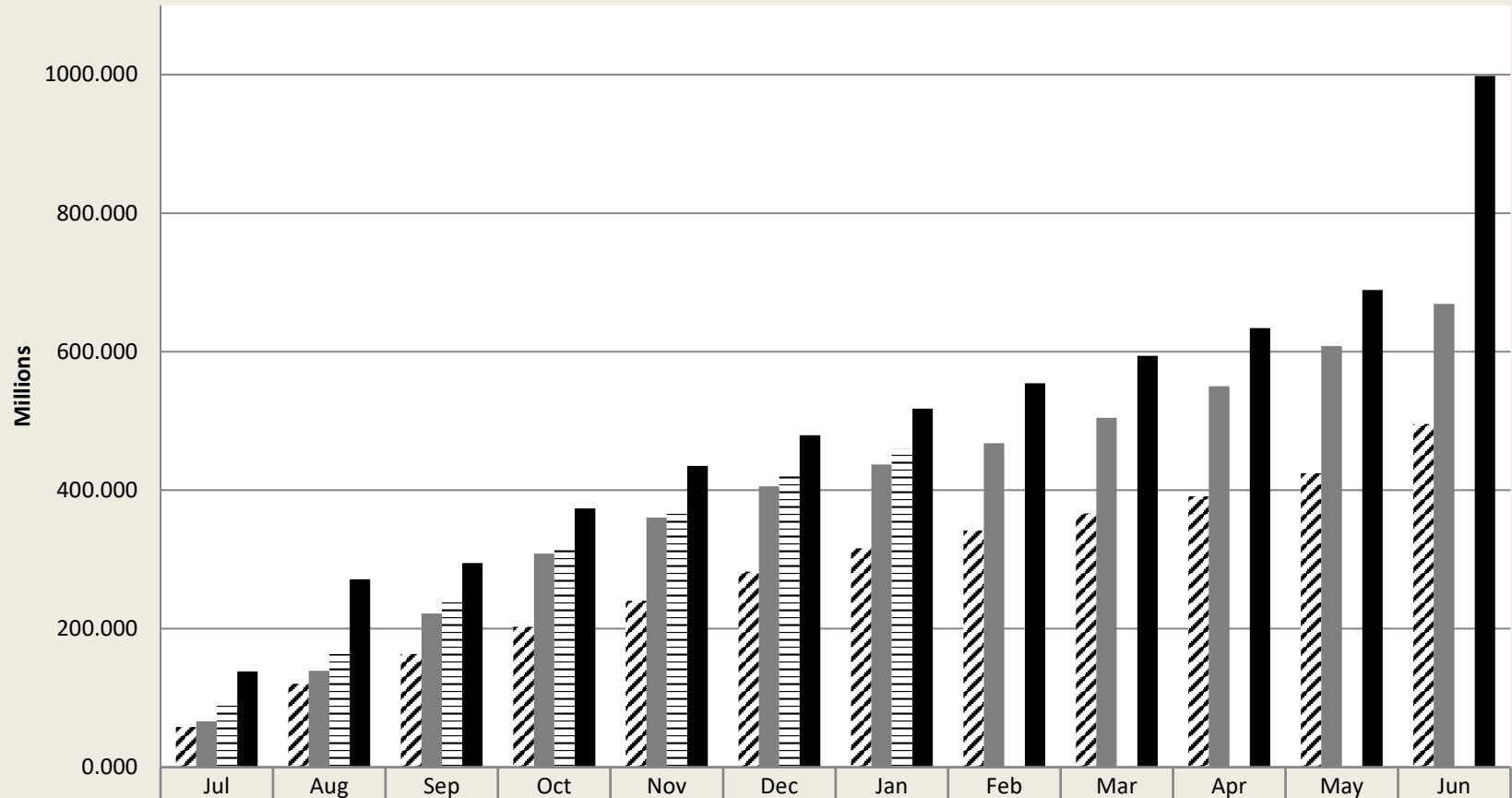
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY17 Actual Revenue	24.386	51.275	80.145	107.095	131.576	158.480	188.080	214.414	240.295	264.866	306.932	335.742
FY18 Actual Revenue	27.003	54.686	82.976	110.644	136.997	164.897	195.901	222.483	249.311	273.673	299.623	326.714
FY19 Current	29.298	57.454	84.752	114.108	142.878	173.775	206.239					
FY19 Forecast	26.438	54.510	82.043	112.368	139.268	167.339	195.636	222.301	248.186	273.252	306.138	332.324

State Highway Fund 0260

Fiscal Year 2019

Expenditures

January - For Period Ending 1/31/2019



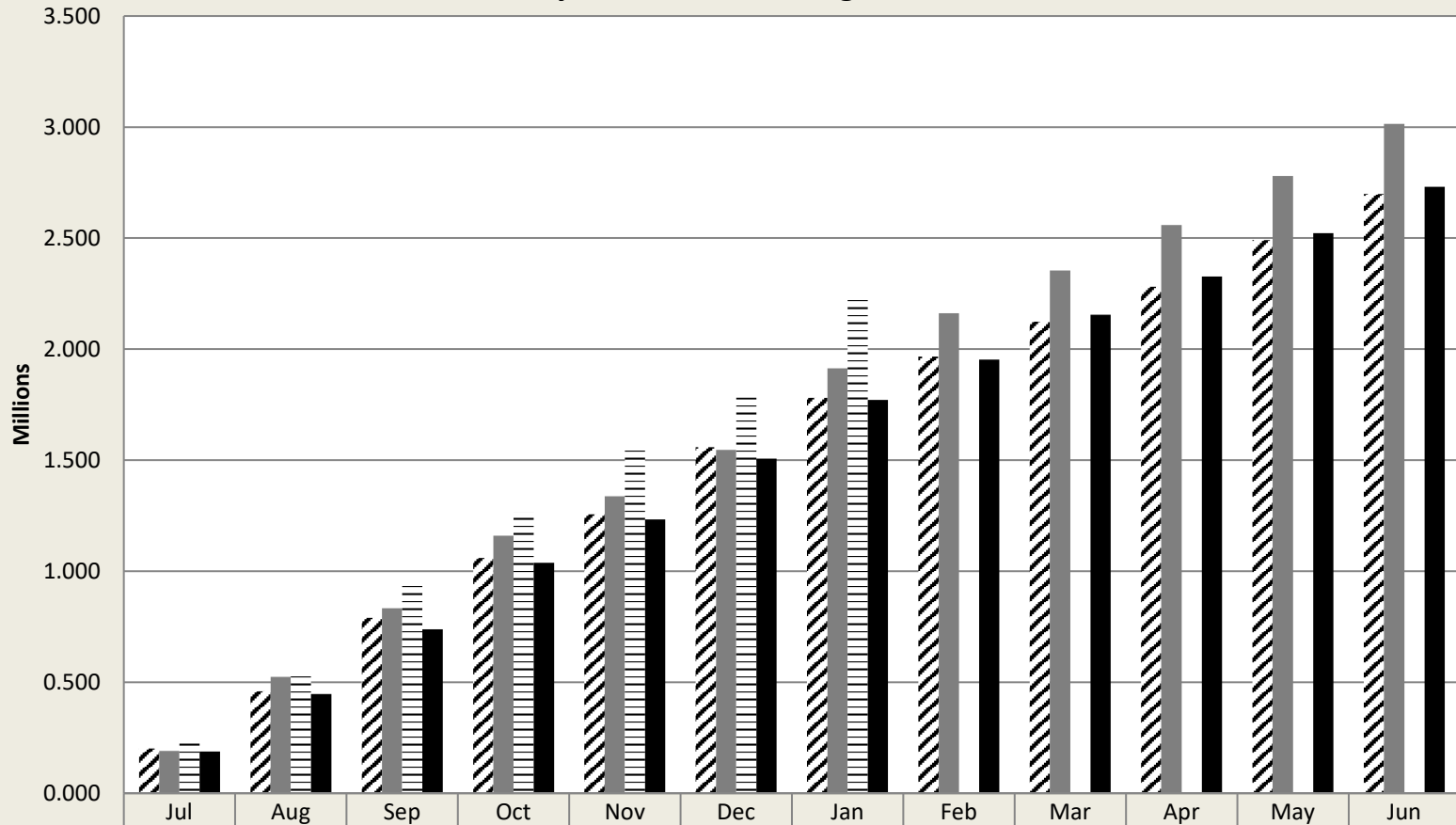
▨ FY17 Actual Expenditures	58.348	120.371	163.661	202.889	240.383	282.297	316.027	341.550	366.385	390.985	424.174	495.603
■ FY18 Actual Expenditures	66.330	139.287	221.745	308.357	360.460	405.710	437.190	468.029	504.461	550.126	607.868	669.206
= FY19 Current	95.849	163.446	238.100	316.163	372.747	422.734	459.444					
■ FY19 Forecast	138.383	271.540	294.850	373.527	435.102	479.374	517.705	554.196	593.900	633.986	688.889	998.006

Aeronautics Fund 0221

Fiscal Year 2019

State and Interagency Revenue Sources Forecast vs Actual

January - For Period Ending 1/31/2019



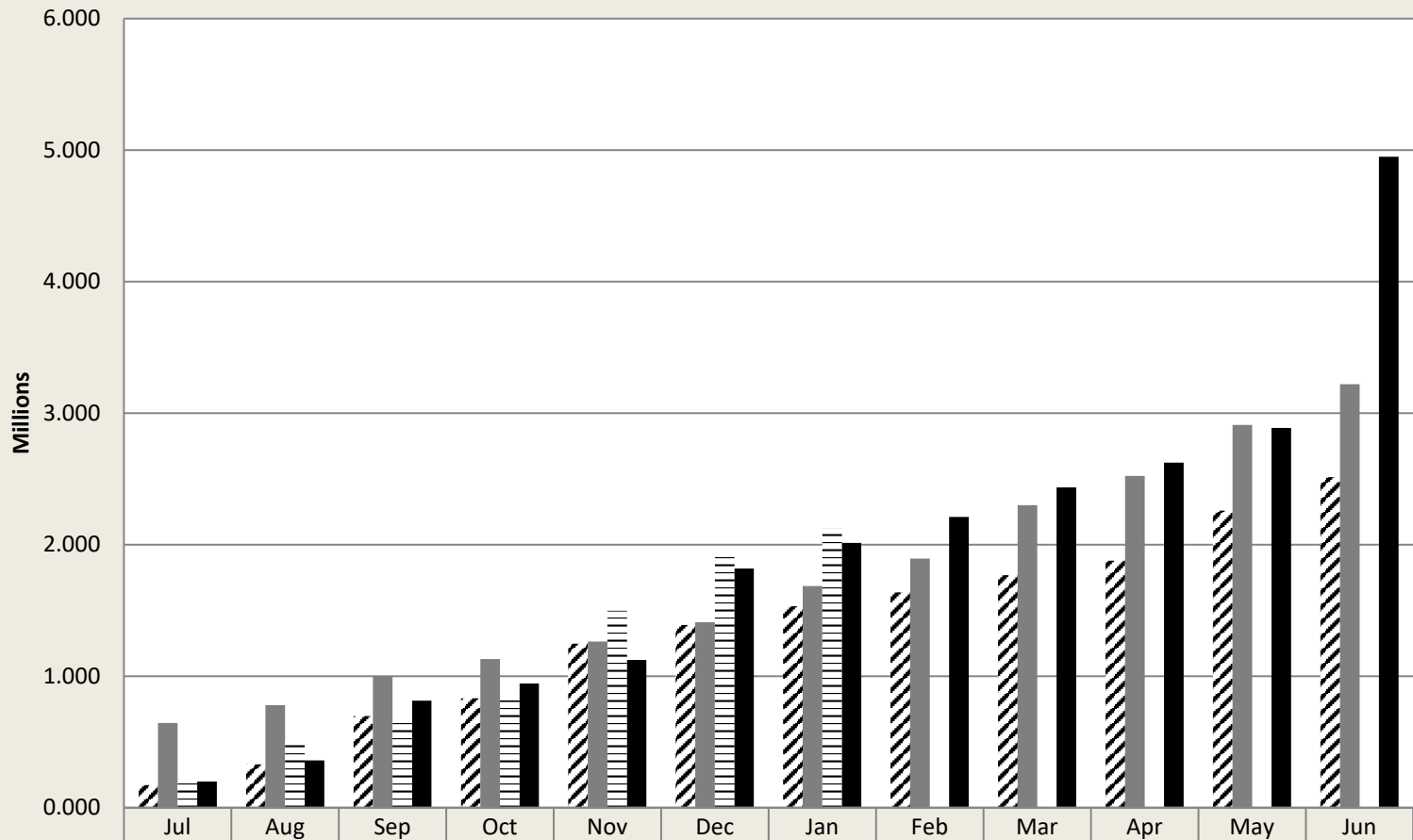
▨ FY17 Actual Revenue	0.201	0.459	0.789	1.059	1.256	1.559	1.780	1.967	2.123	2.280	2.491	2.699
■ FY18 Actual Revenue	0.191	0.524	0.834	1.159	1.338	1.546	1.913	2.162	2.354	2.558	2.780	3.015
▬ FY19 Current	0.234	0.538	0.943	1.265	1.563	1.782	2.242					
■ FY19 Forecast	0.188	0.447	0.739	1.037	1.233	1.506	1.771	1.953	2.155	2.327	2.522	2.731

Aeronautics Fund 0221

Fiscal Year 2019

Expenditures

January - For Period Ending 1/31/2019



▨ FY17 Actual Expenditures	0.170	0.330	0.697	0.832	1.246	1.390	1.532	1.637	1.767	1.878	2.258	2.514
■ FY18 Actual Expenditures	0.645	0.778	0.999	1.131	1.262	1.411	1.685	1.894	2.299	2.522	2.909	3.220
▤ FY19 Current	0.193	0.512	0.652	0.816	1.498	1.943	2.124					
■ FY19 Forecast	0.199	0.359	0.814	0.945	1.123	1.818	2.014	2.211	2.436	2.622	2.887	4.949

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Idaho Transportation Department

OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 1/31/2019

	State Aeronautics Fund 0221		State Highway Fund 0260		Transportation Expansion and Congestion Mitigation Fund 0269	
	Dec-19	Jan-19	Dec-19	Jan-19	Dec-19	Jan-19
ASSETS						
Cash on Hand (Change Fund)	0	0	5,845	5,845	0	0
Cash in Bank (Daily Operations)	1,734,558	2,111,705	56,260,356	60,507,123	31,025,714	32,588,805
Investments (Long Term: STO - Diversified Bond Fund)	834,972	836,395	136,262,874	136,497,988	0	0
Total Cash & Investments	2,569,530	2,948,100	192,529,075	197,010,956	31,025,714	32,588,805
Receivables - Other	0	0	1,090,562	1,044,512	0	0
- Due From Locals (Project Overruns)	92,020	0	1,843,219	2,918,889	0	0
- Inter Agency	11,457	2,549	0	1,319	0	0
Total Receivables	103,477	2,549	2,933,780	3,964,720	0	0
Inventory on Hand	(150)	(150)	22,725,125	21,479,605	0	0
Total Assets:	2,672,857	2,950,500	218,187,981	222,455,281	31,025,714	32,588,805
LIABILITIES						
Vouchers Payable	0	0	23,918	0	0	0
Sales Tax Payable	0	0	4,399	5,454	0	0
Deferred Revenue (Local Projects Match)	0	0	28,421,155	27,751,317	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	95,903	125,736	0	0
Total Liabilities:	0	0	28,545,375	27,882,507	0	0
FUND BALANCE						
Reserve for Encumbrance	205,438	204,988	45,820,666	43,205,945	0	0
Fund Balance	2,467,419	2,745,512	143,821,940	151,366,829	31,025,714	32,588,805
Total Fund Balance:	2,672,857	2,950,500	189,642,606	194,572,774	31,025,714	32,588,805
Total Liabilities and Fund Balance	2,672,857	2,950,500	218,187,981	222,455,281	31,025,714	32,588,805

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Idaho Transportation Department

OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 1/31/2019

	Strategic Initiatives Fund (State Share) 0270.02		Strategic Initiatives Fund (Local Share) 0270.05		Total Strategic Initiatives Fund 0270	
	Dec-19	Jan-19	Dec-19	Jan-19	Dec-19	Jan-19
ASSETS						
Cash on Hand (Change Fund)	0	0	0	0	0	0
Cash in Bank (Daily Operations)	51,761,407	50,841,880	24,338,231	24,386,007	76,099,637	75,227,887
Investments (Long Term: STO - Diversified Bond Fund)	0	0	0	0	0	0
Total Cash & Investments	51,761,407	50,841,880	24,338,231	24,386,007	76,099,637	75,227,887
Receivables - Other	0	0	0	0	0	0
- Due From Locals (Project Overruns)	0	0	0	0	0	0
- Inter Agency	0	0	0	0	0	0
Total Receivables	0	0	0	0	0	0
Inventory on Hand	0	0	0	0	0	0
Total Assets:	51,761,407	50,841,880	24,338,231	24,386,007	76,099,637	75,227,887
LIABILITIES						
Vouchers Payable	0	0	0	0	0	0
Sales Tax Payable	0	0	0	0	0	0
Deferred Revenue (Local Projects Match)	0	0	0	0	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	24,285	24,285	0	0	24,285	24,285
Total Liabilities:	24,285	24,285	0	0	24,285	24,285
FUND BALANCE						
Reserve for Encumbrance	0	0	0	0	0	0
Fund Balance	51,737,122	50,817,595	24,338,231	24,386,007	76,075,352	75,203,602
Total Fund Balance:	51,737,122	50,817,595	24,338,231	24,386,007	76,075,352	75,203,602
Total Liabilities and Fund Balance	51,761,407	50,841,880	24,338,231	24,386,007	76,099,637	75,227,887

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 % of Time
 Remaining: 41.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

Fund: 0260 State Highway Fund

Fiscal Year: 2019

Budget Fiscal Year: 2019

REVENUES

Federal Sources

FHWA - Highway	212,787,780	171,547,067	9,585,386	0	(41,240,713)	-19.38%	419,082,719	247,535,652	59.07 %
FHWA - Indirect Cost Allocation	18,623,900	12,922,337	777,746	0	(5,701,563)	-30.61%	25,000,000	12,077,663	48.31 %
Federal Transit Authority	7,400,000	6,217,114	1,161,008	0	(1,182,886)	-15.98%	12,771,200	6,554,086	51.32 %
NHTSA - Highway Safety	3,150,000	3,599,502	448,325	0	449,502	14.27 %	4,546,900	947,398	20.84 %
Other Federal Aid	271,000	515,417	15,232	0	244,417	90.19 %	4,130,000	3,614,583	87.52 %
Total Federal Sources:	242,232,680	194,801,437	11,987,697	0	(47,431,243)	-19.58%	465,530,819	270,729,382	58.15 %

State Sources

Equipment Buy Back	0	1,829,000	0	0	1,829,000	0.00 %	7,043,000	5,214,000	74.03 %
Miscellaneous Revenues	17,386,197	18,535,511	2,556,924	0	1,149,314	6.61 %	29,631,734	11,096,223	37.45 %
Total State Sources:	17,386,197	20,364,511	2,556,924	0	2,978,314	17.13 %	36,674,734	16,310,223	44.47 %

Local Sources

Match For Local Projects	9,086,680	6,110,476	937,866	0	(2,976,204)	-32.75%	28,850,432	22,739,956	78.82 %
Other Local Sources	0	616,233	0	0	616,233	0.00 %	0	(616,233)	0.00 %
Total Local Sources:	9,086,680	6,726,709	937,866	0	(2,359,971)	-25.97%	28,850,432	22,123,723	76.68 %

TOTAL REVENUES:	268,705,557	221,892,657	15,482,486	0	(46,812,900)	-17.42%	531,055,985	309,163,328	58.22 %
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TRANSFERS-IN

Highway Distribution Account	126,835,600	132,756,440	22,032,649	0	5,920,840	4.67 %	211,444,100	78,687,660	37.21 %
Fuel/Registration Direct	40,240,731	41,542,508	6,185,349	0	1,301,777	3.23 %	65,905,200	24,362,692	36.97 %
Ethanol Fuels Tax	11,173,600	11,575,213	1,688,711	0	401,613	3.59 %	18,300,000	6,724,787	36.75 %

TOTAL TRANSFERS-IN:	178,249,931	185,874,162	29,906,709	0	7,624,230	4.28 %	295,649,300	109,775,139	37.13 %
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TOTAL REV AND TRANSFERS-IN:	446,955,488	407,766,818	45,389,195	0	(39,188,670)	-8.77%	826,705,285	418,938,467	50.68 %
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Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

Fund: 0260 State Highway Fund

Fiscal Year: 2019

Budget Fiscal Year: 2019

EXPENDITURES

Operations Expense

	Year to Date Allotment (A)	Year to Date Actual (B)	Current Month Activity (C)	Year to Date Encumbrance (D)	Variance Favorable / Unfavorable (E = A - B - D)	Percent Variance (F = E / A)	Annual Appropriation (G)	Appropriation Balance (H = G - B - D)	Percent Remaining (I = H / G)
Permanent Staff Salaries	50,655,215	45,677,253	6,155,255	0	4,977,962	9.83 %	87,984,833	42,307,580	48.09 %
Board, Hourly, OT, Shift Diff	654,770	611,022	173,571	0	43,748	6.68 %	1,404,690	793,668	56.50 %
Fringe Benefits	21,920,344	19,529,923	3,232,981	0	2,390,421	10.91 %	40,595,377	21,065,454	51.89 %
In State Travel Expense	849,018	860,210	76,288	0	(11,192)	-1.32%	1,497,389	637,179	42.55 %
Out of State Travel Expense	243,306	233,221	9,730	0	10,085	4.14 %	350,480	117,259	33.46 %
Technology Operating Expense	21,161,668	9,343,808	1,514,707	7,599,434	4,218,426	19.93 %	28,583,546	11,640,304	40.72 %
Operating Expense	34,697,453	32,436,885	4,915,659	6,466,234	(4,205,666)	-12.12%	59,680,919	20,777,800	34.81 %
Technology Equipment Expense	2,105,493	590,688	101,802	503,386	1,011,419	48.04 %	2,305,293	1,211,219	52.54 %
Capital Equipment Expense	19,995,407	6,988,463	88,296	2,915,700	10,091,243	50.47 %	20,776,707	10,872,543	52.33 %
Capital Facilities Expense	1,829,500	1,889,405	105,618	746,486	(806,391)	-44.08%	3,594,500	958,609	26.67 %
Capital Projects	0	33,842	24,675	0	(33,842)	0.00 %	0	(33,842)	0.00 %
Trustee & Benefit Payments	7,514,250	8,982,468	1,010,363	0	(1,468,218)	-19.54%	17,657,000	8,674,532	49.13 %
Total Operations Expense:	161,626,424	127,177,188	17,408,945	18,231,240	16,217,995	10.03 %	264,430,734	119,022,305	45.01 %

Contract Construction

Technology Operating Expense	0	1,364,004	287,608	660,049	(2,024,053)	0.00 %	0	(2,024,053)	0.00 %
Operating Expense	5,123,100	1,311,718	221,822	55,925	3,755,457	73.30 %	11,900,795	10,533,152	88.51 %
Capital Projects	349,247,148	306,723,754	20,294,775	3,363,811	39,159,583	11.21 %	716,740,916	406,653,352	56.74 %
Trustee & Benefit Payments	1,708,400	556,565	84,262	0	1,151,835	67.42 %	4,933,796	4,377,230	88.72 %
Total Contract Construction:	356,078,648	309,956,041	20,888,468	4,079,785	42,042,822	11.81 %	733,575,507	419,539,681	57.19 %

TOTAL EXPENDITURES:

517,705,072	437,133,229	38,297,413	22,311,025	58,260,817	11.25 %	998,006,242	538,561,986	53.96 %
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TRANSFERS OUT

Statutory	25,000	25,000	0	0	0	0.00 %	25,000	0	0.00 %
Operating	10,879,519	10,902,512	0	0	(22,993)	-0.21%	53,200,467	42,297,955	79.51 %

TOTAL TRANSFERS OUT:

10,904,519	10,927,512	0	0	(22,993)	-0.21%	53,225,467	42,297,955	79.47 %
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TOTAL EXPD AND

TRANSFERS OUT:

528,609,591	448,060,741	38,297,413	22,311,025	58,237,824	11.02 %	1,051,231,709	580,859,941	55.26 %
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Net for Fiscal Year 2019:

(81,654,103) (40,293,923) 7,091,782 19,049,154 (224,526,423) (161,921,474) 59

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Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

Fund: 0260 State Highway Fund

		Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
		(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2019										
Budget Fiscal Year: 2019										
Contract Construction										
Operating Expenditures										
Operating Expenditures	Dedicated	445,900	204,919	36,895	49,057	191,924	43.04 %	2,880,951	2,626,976	91.18 %
Operating Expenditures	Federal	4,632,400	2,459,881	472,536	666,917	1,505,602	32.50 %	8,634,510	5,507,712	63.79 %
Operating Expenditures	Local	44,800	10,923	0	0	33,877	75.62 %	385,334	374,411	97.17 %
Total Operating Expenditures		5,123,100	2,675,723	509,431	715,974	1,731,403	33.80 %	11,900,795	8,509,099	71.50 %
Capital Outlay										
Capital Outlay	Dedicated	130,510,094	125,354,804	7,752,188	1,135,241	4,020,050	3.08 %	268,453,059	141,963,015	52.88 %
Capital Outlay	Federal	184,399,880	153,039,845	10,710,922	2,228,571	29,131,465	15.80 %	377,498,319	222,229,904	58.87 %
Capital Outlay	FICR	20,975,310	21,852,636	985,150	0	(877,326)	-4.18%	43,242,712	21,390,076	49.47 %
Capital Outlay	Local	13,361,864	6,476,469	846,515	0	6,885,395	51.53 %	27,546,826	21,070,357	76.49 %
Total Capital Outlay		349,247,148	306,723,754	20,294,775	3,363,811	39,159,583	11.21 %	716,740,916	406,653,352	56.74 %
Trustee & Benefit Payments										
Trustee & Benefit Payments	Dedicated	219,900	19,561	21,256	0	200,339	91.10 %	882,835	863,274	97.78 %
Trustee & Benefit Payments	Federal	1,462,400	537,004	63,006	0	925,396	63.28 %	3,439,790	2,902,786	84.39 %
Trustee & Benefit Payments	Local	26,100	0	0	0	26,100	100.00 %	611,171	611,171	100.00 %
Total Trustee & Benefit Payments		1,708,400	556,565	84,262	0	1,151,835	67.42 %	4,933,796	4,377,230	88.72 %
Total Contract Construction:		356,078,648	309,956,041	20,888,468	4,079,785	42,042,822	11.81 %	733,575,507	419,539,681	57.19 %

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Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

Fund: 0269 Transportation Expansion and Congestion Mitigation Fund

Fiscal Year:	2019	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year:	2019	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES										
Miscellaneous Revenues		41,300	319,249	58,351	0	277,949	673.00 %	71,000	(248,249)	-349.65%
TOTAL REVENUES:		41,300	319,249	58,351	0	277,949	673.00 %	71,000	(248,249)	-349.65%
TRANSFERS-IN										
Cigarette Tax		0	0	0	0	0	0.00 %	2,824,000	2,824,000	100.00 %
Sales Tax		9,674,200	10,200,683	1,575,417	0	526,483	5.44 %	16,477,000	6,276,317	38.09 %
TOTAL TRANSFERS-IN:		9,674,200	10,200,683	1,575,417	0	526,483	5.44 %	19,301,000	9,100,317	47.15 %
TOTAL REV AND TRANSFERS-IN:		9,715,500	10,519,932	1,633,768	0	804,432	8.28 %	19,372,000	8,852,068	45.70 %
EXPENDITURES										
Contract Construction - Capital Projects		15,708,600	620,791	70,677	0	15,087,809	96.05 %	37,967,477	37,346,686	98.36 %
TOTAL EXPENDITURES:		15,708,600	620,791	70,677	0	15,087,809	96.05 %	37,967,477	37,346,686	98.36 %
TOTAL EXPD AND TRANSFERS OUT:		15,708,600	620,791	70,677	0	15,087,809	96.05 %	37,967,477	37,346,686	98.36 %
Net for Fiscal Year 2019:		(5,993,100)	9,899,141	1,563,091		15,892,241		(18,595,477)	(28,494,618)	

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 % of Time
 Remaining: 41.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

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

Fiscal Year:	2019	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year:	2019	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES										
State Sources - Miscellaneous Revenues		444,200	647,282	105,009	0	203,082	45.72 %	741,200	93,918	12.67 %
TOTAL REVENUES:		444,200	647,282	105,009	0	203,082	45.72 %	741,200	93,918	12.67 %
TRANSFERS-IN										
Statutory		36,177,825	60,296,374	0	0	24,118,549	66.67 %	36,177,825	(24,118,549)	-66.67%
TOTAL TRANSFERS-IN:		36,177,825	60,296,374	0	0	24,118,549	66.67 %	36,177,825	(24,118,549)	-66.67%
TOTAL REV AND TRANSFERS-IN:		36,622,025	60,943,656	105,009	0	24,321,631	66.41 %	36,919,025	(24,024,631)	-65.07%
EXPENDITURES										
Contract Construction - Capital Projects		24,762,222	11,022,473	1,024,536	0	13,739,749	55.49 %	24,762,222	13,739,749	55.49 %
TOTAL EXPENDITURES:		24,762,222	11,022,473	1,024,536	0	13,739,749	55.49 %	24,762,222	13,739,749	55.49 %
TRANSFERS OUT										
Operating		0	24,118,550	0	0	(24,118,550)	0.00 %	0	(24,118,550)	0.00 %
TOTAL TRANSFERS OUT:		0	24,118,550	0	0	(24,118,550)	0.00 %	0	(24,118,550)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:		24,762,222	35,141,023	1,024,536	0	(10,378,801)	-41.91%	24,762,222	(10,378,801)	-41.91%
Net for Fiscal Year 2019:		11,859,803	25,802,633	(919,527)		13,942,830		12,156,803	(13,645,830)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Feb 2019
 % of Time
 Remaining: 41.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

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

Fiscal Year:	2019	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year:	2019	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES										
State Sources - Miscellaneous Revenues		296,200	249,406	47,776	0	(46,794)	-15.80%	325,900	76,494	23.47 %
TOTAL REVENUES:		296,200	249,406	47,776	0	(46,794)	-15.80%	325,900	76,494	23.47 %
TRANSFERS-IN										
Statutory		24,118,550	24,118,550	0	0	0	0.00 %	24,118,550	0	0.00 %
TOTAL TRANSFERS-IN:		24,118,550	24,118,550	0	0	0	0.00 %	24,118,550	0	0.00 %
TOTAL REV AND TRANSFERS-IN:		24,414,750	24,367,956	47,776	0	(46,794)	-0.19%	24,444,450	76,494	0.31 %
<hr/>										
Net for Fiscal Year 2019:		24,414,750	24,367,956	47,776		(46,794)		24,444,450	76,494	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Feb 2019
 % of Time
 Remaining: 41.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

Fund: 0375 GARVEE Debt Service Fund

Fiscal Year:	2019	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year:	2019	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES										
State Sources - Miscellaneous Revenues		0	66,484	13,747	0	66,484	0.00 %	0	(66,484)	0.00 %
TOTAL REVENUES:		0	66,484	13,747	0	66,484	0.00 %	0	(66,484)	0.00 %
TRANSFERS-IN										
Operating		0	15,602,512	0	0	15,602,512	0.00 %	0	(15,602,512)	0.00 %
TOTAL TRANSFERS-IN:		0	15,602,512	0	0	15,602,512	0.00 %	0	(15,602,512)	0.00 %
TOTAL REV AND TRANSFERS-IN:		0	15,668,996	13,747	0	15,668,996	0.00 %	0	(15,668,996)	0.00 %
EXPENDITURES										
Bond Principal / Interest		0	54,896,612	11,280,378	0	(54,896,612)	0.00 %	0	(54,896,612)	0.00 %
TOTAL EXPENDITURES:		0	54,896,612	11,280,378	0	(54,896,612)	0.00 %	0	(54,896,612)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:		0	54,896,612	11,280,378	0	(54,896,612)	0.00 %	0	(54,896,612)	0.00 %
Net for Fiscal Year 2019:		0	(39,227,617)	(11,266,632)		(39,227,616)		0	39,227,616	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Feb 2019
 % of Time
 Remaining: 41.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2019

Fund: 0221 State Aeronautics Fund

Fiscal Year: 2019	Year to Date Allotment (A)	Year to Date Actual (B)	Current Month Activity (C)	Year to Date Encumbrance (D)	Variance Favorable / Unfavorable (E = A - B - D)	Percent Variance (F = E / A)	Annual Appropriation (G)	Appropriation Balance (H = G - B - D)	Percent Remaining (I = H / G)
Budget Fiscal Year: 2019									
REVENUES									
Federal Sources - FAA	443,900	202,264	(0)	0	(241,636)	-54.43%	666,000	463,736	69.63 %
State Sources - Miscellaneous Revenues	243,861	292,394	219,738	0	48,533	19.90 %	330,500	38,106	11.53 %
Interagency Sources - Miscellaneous Revenues	131,700	160,645	33,156	0	28,945	21.98 %	250,000	89,355	35.74 %
TOTAL REVENUES:	819,461	655,303	252,894	0	(164,158)	-20.03%	1,246,500	591,197	47.43 %
TRANSFERS-IN									
Operating	1,395,367	1,788,561	206,640	0	393,194	28.18 %	2,150,000	361,439	16.81 %
TOTAL TRANSFERS-IN:	1,395,367	1,788,561	206,640	0	393,194	28.18 %	2,150,000	361,439	16.81 %
TOTAL REV AND TRANSFERS-IN:	2,214,828	2,443,864	459,534	0	229,036	10.34 %	3,396,500	952,636	28.05 %
EXPENDITURES									
Permanent Staff Salaries	446,043	404,982	54,496	0	41,061	9.21 %	773,094	368,112	47.62 %
Board, Hourly, OT, Shift Diff	37,400	63,525	8,853	0	(26,125)	-69.85%	56,500	(7,025)	-12.43%
Fringe Benefits	187,224	174,179	27,720	0	13,045	6.97 %	344,706	170,527	49.47 %
In State Travel Expense	38,526	42,839	6,849	0	(4,313)	-11.20%	67,904	25,065	36.91 %
Out of State Travel Expense	10,392	10,826	1,457	0	(434)	-4.18%	17,800	6,974	39.18 %
Technology Operating Expense	24,038	20,722	7,948	272	3,044	12.66 %	40,780	19,786	48.52 %
Operating Expense	369,436	230,225	49,126	163,603	(24,392)	-6.60%	1,137,216	743,388	65.37 %
Technology Equipment Expense	4,599	5,994	0	0	(1,395)	-30.33%	5,200	(794)	-15.27%
Capital Equipment Expense	585,500	523,000	0	0	62,500	10.67 %	587,500	64,500	10.98 %
Capital Facilities Expense	478	478	0	0	0	0.00 %	260,000	259,522	99.82 %
Trustee & Benefit Payments	310,500	483,518	25,444	0	(173,018)	-55.72%	1,658,549	1,175,032	70.85 %
TOTAL EXPENDITURES:	2,014,136	1,960,289	181,892	163,875	(110,027)	-5.46%	4,949,249	2,825,087	57.08 %
TOTAL EXPD AND TRANSFERS OUT:	2,014,136	1,960,289	181,892	163,875	(110,027)	-5.46%	4,949,249	2,825,087	57.08 %

Net for Fiscal Year 2019:

200,692

483,575

277,643

119,009

(1,552,749)

(1,872,451)



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

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

Subject

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

Background Information

Idaho received obligation authority through September 30th via an Appropriation Act signed on February 15, 2019. Official notice from the FHWA was received on March 11th. Obligation authority through the end of the year (365/365^{ths}) is \$289.5 million which corresponds to \$286.9 million with match after a reduction for prorated indirect costs. This includes \$11.7 million of *Highway Infrastructure General Funds* carried over from last year. No Highway Infrastructure General Funds for FY 2019 were received through FHWA's latest notice.

Idaho has received apportionments via notices through March 11, 2019 of \$321.3 million which includes *Redistribution of Certain Authorized Funds* and *Highway Infrastructure General Funds* carried over from last year. Currently, obligation authority is 90.1% of apportionments.

The exhibits on the following page summarize these amounts and show allotments and remaining funds by program through September 30, 2019.

Recommendations

For Information

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Exhibit One Actual Formula Funding for FY2019

Per FAST Tables – Total Year	
Federal Aid Only	\$320,716
Including Match	\$344,374
Per Apportionments – Total Year	
Federal Aid Only	\$321,367
Including Match	\$345,073
Obligation Limits through 9/30/2019	
Federal Aid Only	\$289,508
Less prorated \$25M indirect costs w/Match	\$286,890

- Notes:
1. All dollars in Thousands
 2. 'Approved Program' amounts from the FY 2019 Board Approved Program (Sky Blue Book).
 3. Apportionment and Obligation Authority amounts reflect available funds via federal notices received through March 11, 2019.

Exhibit Two Allotments of Available Formula Funding through September 30, 2019

Program	Allotted Total Program Funding	Total Program Funding Remaining
All Other SHS Programs	\$218,676	\$184,565
GARVEE Formula Debt Service*	\$10,000	(\$1,791)
State Planning and Research*	\$6,907	\$5,624
Metropolitan Planning*	\$1,852	\$1,152
Railroad Crossings	\$1,950	\$1,900
Transportation Alternatives (Urban/Rural)	\$3,530	\$2,148
Recreational Trails	\$1,532	\$1,529
STBG - Local Urban	\$7,805	\$6,250
STBG - Transportation Mgt. Area	\$9,403	\$8,291
Transportation Alternatives (TMA)	\$430	\$77
STBG – Local Rural	\$12,822	\$8,469
Local Bridge	\$4,877	(\$4,146)
Off System Bridge	\$3,657	\$577
Local HSIP	\$3,448	\$1,675
Total (excluding indirect costs)	\$286,890	\$216,321

- Notes:
1. All dollars in Thousands.
 2. Allotments based on the FY 2019 Board Approved Program (Sky Blue Book).
 3. Funding amounts include match and reflect total formula funding available (excluding indirect costs).
 4. Data reflects both obligation and de-obligation activity (excluding indirect costs) as of February 28th.
 5. Advanced construction conversions of \$103.7 million are outstanding for FY 2019.
- * These programs are provided 100% Obligation Authority. Other programs are reduced accordingly. Includes \$207k payback from TAP to state and \$2,500k payback from Local Bridge to state



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name Joel Drake	Presenter's Title Financial Manager - FP&A	Initials jd	Reviewed By LSS
Preparer's Name Joel Drake	Preparer's Title Financial Manager - FP&A	Initials jd	

Subject

Status: FY20 Appropriation Request		
Key Number	District	Route Number

Background Information

JFAC set ITD's FY20 Appropriation on Wednesday, March 6, 2019		
JFAC modified the Governor's FY20 Recommendation for these items:		
FTP's	Spending Authority	
1,648.0	\$726,899,700	FY20 Governor's Recommendation (1/7/2019)
		Personnel Costs:
	1,037,700	\$+1,036,900 increase for employer Health Insurance costs
		\$11,650 per employee vs. \$11,020 carried in the Governor's Recommendation
		\$+800 increase in CEC (change in employee compensation) - rounding adjustments
		Operating Expenditures:
	(300,200)	\$-300,200 reduction in Line Item: Integrated Service Layer for Software Applications
		\$1,200,000 JFAC versus \$1,500,200 Governor's Recommendation
0.0	\$737,500	Net Change
1,648.0	\$727,637,200	FY20 JFAC (3/6/2019)
<u>Summary Values: FY2020 Appropriation, JFAC</u>		
\$ 651,664,200	FY20 Base	
4,348,700	Base Adjustments	
\$ 656,012,900	Adjusted FY20 Base	
71,624,300	Line Items	
\$ 727,637,200	Total FY20 Spending Authority	
66,875,000	Debt Service	
\$ 794,512,200	FY20 Total Program Funding	
<u>Exhibit</u>		
- Summary: FY20 Appropriation Request, JFAC (3/6/2019)		

Recommendations

Status update for the Board - no action or resolution is requested.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

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

IDAHO TRANSPORTATION DEPARTMENT

FY20 Appropriation Request - JFAC (3/6/19)

		<u>Funding</u>	<u>FTE's</u>
1	FY20 BASE	\$651,664,200	1,648.0
2			
3	Adjustments		
4	Change In Benefit Costs	\$284,400	
5	Change in Employee Compensation (3.0%)	\$3,192,400	
6	Statewide Cost Allocation	\$1,178,400	
7	Replacement Equipment	\$23,401,200	
8	Personnel Appropriation: Highway Operations - add back FY19 one-time reduction	\$0	
9	Contract Construction: Base Reduction, Ongoing Spending Authority	(\$23,707,700)	
10		\$4,348,700	
11			
12	FY20 ADJUSTED BASE	\$656,012,900	1,648.0
13			
14	Line Items (19 line items, by Division)		
15	Construction: Pre-FY20 funds - Emergency Relief, Federal, Local	\$50,242,400	
16	Construction: TECM fund excess Receipts and Forecast increase	\$8,737,400	
17	Highway Operations: Road, Shop, & Safety Equipment - additional units	\$2,343,200	
18	Highway Operations: Geographic Info Systems (GIS) Integration	\$1,255,000	
19	Highway Operations: FAST Act increase - Hwy Operations programs	\$582,900	
20	Highway Operations: AASHTO Data Analytics Software	\$750,000	
21	Highway Operations: Federal Funding - FTA Discretionary grant awards	\$1,416,000	
22	Motor Vehicles: DMV Equipment for County Offices	\$8,800	
23	Motor Vehicles: Issue ID Cards at Department of Corrections Facilities	\$45,600	
24	Capital Facilities: Statewide Capital Facilities needs	\$2,100,000	
25	Capital Facilities: District 3 Materials Lab Testing and Training Facility	\$350,000	
26	Capital Facilities: District 4 Headquarters Building	\$0	
27	Administration: Video Conferencing Equipment Replacement / Upgrade	\$458,000	
28	Administration: Additional Data Storage Equipment	\$206,000	
29	Administration: Information Technology Service Mgmt system replacement	\$985,000	
30	Administration: Network Access Control & Security - Wired Connections	\$200,000	
31	Administration: Software License Compliance (timesheets and payroll)	\$146,400	
32	Administration: Integration Service Layer for Software Applications	\$1,200,000	
33	Administration: Gov Rec - State Network Core Equip replacement	\$147,600	
34	Aeronautics: Increase to Idaho Airport Aid Program (IAAP)	\$450,000	
35		\$71,624,300	
36			
37	FY20 TOTAL APPROPRIATION (Spending Authority)	\$727,637,200	1,648.0
38			
39	GARVEE Bond Debt Service	\$66,875,000	
40			
41	FY20 TOTAL PROGRAM FUNDING	\$794,512,200	1,648.0



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

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

Presenter's Name	Presenter's Title	Initials	Reviewed By
Michelle Doane	Business & Support Mgr	MD	LSS
Preparer's Name	Preparer's Title	Initials	
Michelle Doane	Business & Support Mgr	MD	

Subject

Non-Construction Professional Service Contracts issued by Business & Support Management		
Key Number	District	Route Number
N/A	N/A	N/A

Background Information

The purpose of this Board item is to comply with the reporting requirements established in Board Policy 4001 - 'Each month the Chief Administrative Officer shall report to the Board all non-construction professional service agreements entered into by the Department during the previous month.' Business and Support Management section did not execute any professional service agreements in the previous month.

Recommendations

Information only

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed 30 minutes

Presenter's Name Amy Schroeder	Presenter's Title Transportation Program Manager	Initials AS	Reviewed By LSS
Preparer's Name Amy Schroeder	Preparer's Title Transportation Program Manager	Initials AS	

Subject

Update on GARVEE-Managed Portfolio of Projects		
Key Number various	District 1 & 3	Route Number US-95, I-84, ID-16

Background Information

Provide the Transportation Board with information on projects that are being managed by the GARVEE Transportation Expansion Program Office, which include projects in the following corridors:

U.S.95, Garwood to Sagle Corridor

- ID 53 Interchange
- Garwood Road Grade Separation and Frontage Roads

Interstate 84, Caldwell to Meridian Corridor

- Karcher to Franklin Blvd, Nampa
- Franklin Road to Karcher
- Centennial to Franklin Road, Caldwell

Idaho 16, Jct I-84 to ID 44

- Preliminary Engineering
- Right-of-way Acquisition

Recommendations

Informational presentation.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

GARVEE-Managed Portfolio Informational Presentation

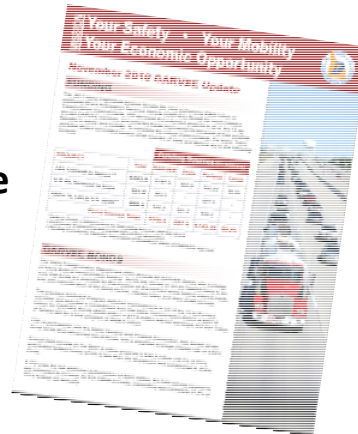
March 2019



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

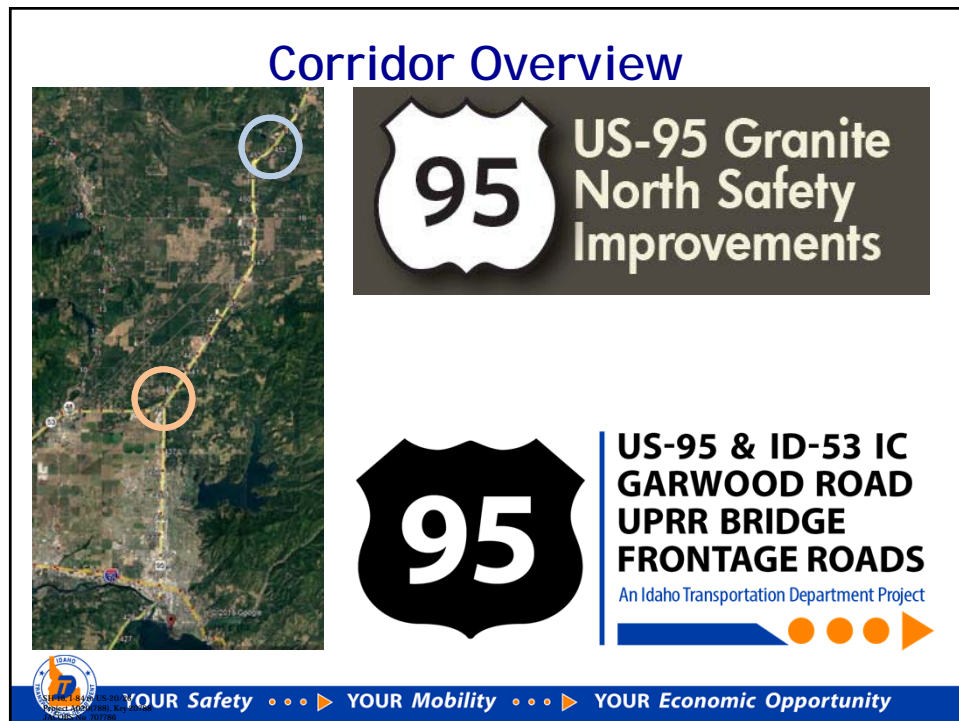
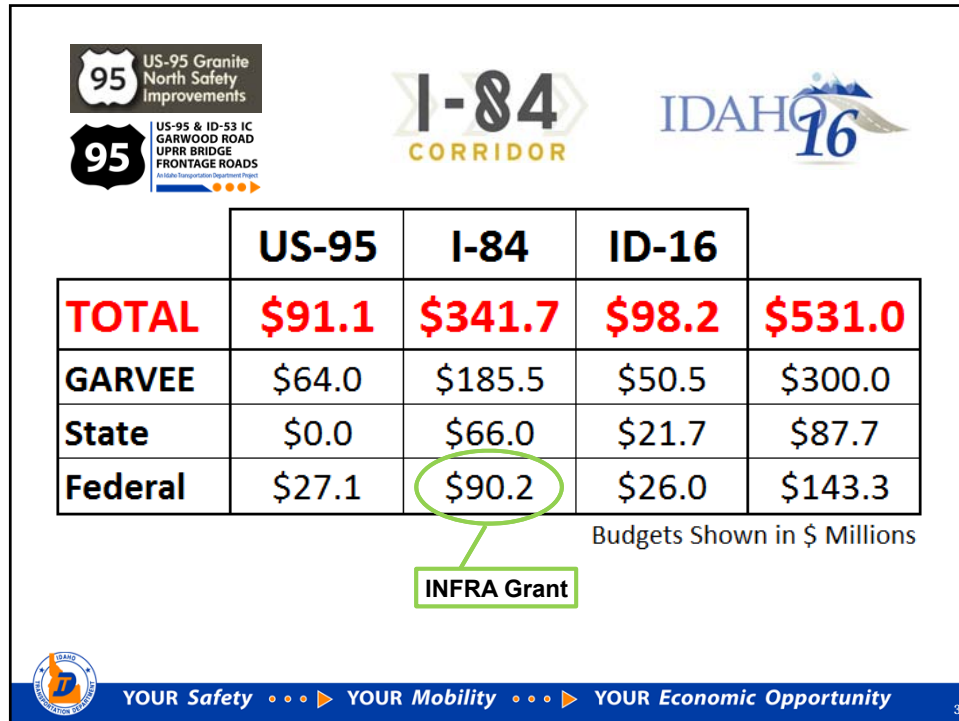



- Overview
- Corridor Progress Update
- Milestones & Timelines



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2





US-95 Granite North Safety Improvements

Design:

- Roadway Profile Alternatives ✓
- Balance Cut/Fill ✓

Public Meetings:

- Open House #1 ✓
- Open House #2 later this year


Environmental Re-Evaluation ←

Right-of-Way:


- ~20 Parcels, Summer 2019

Construction:


- Beginning Spring 2020



LEGEND
— Proposed US-95 Realignment
— Proposed Mineral Ridge Road
— Proposed Vintage 95 Road
— Proposed Connections



YOUR Safety ●●●▶ YOUR Mobility ●●●▶ YOUR Economic Opportunity



95

US-95 & ID-53 IC GARWOOD ROAD UPRR BRIDGE FRONTAGE ROADS

An Idaho Transportation Department Project

Design (2 Packages)

- RR Bridge & New Interchange ✓
- Garwood GS & Frontage Rds ←

Public Meetings:

- Open House #1 ✓


Environmental Re-Evaluation ←


Right-of-Way: ←

- 16/15 Parcels, Started Acq.

Construction:


- Beginning Summer 2019
- Beginning Spring 2020





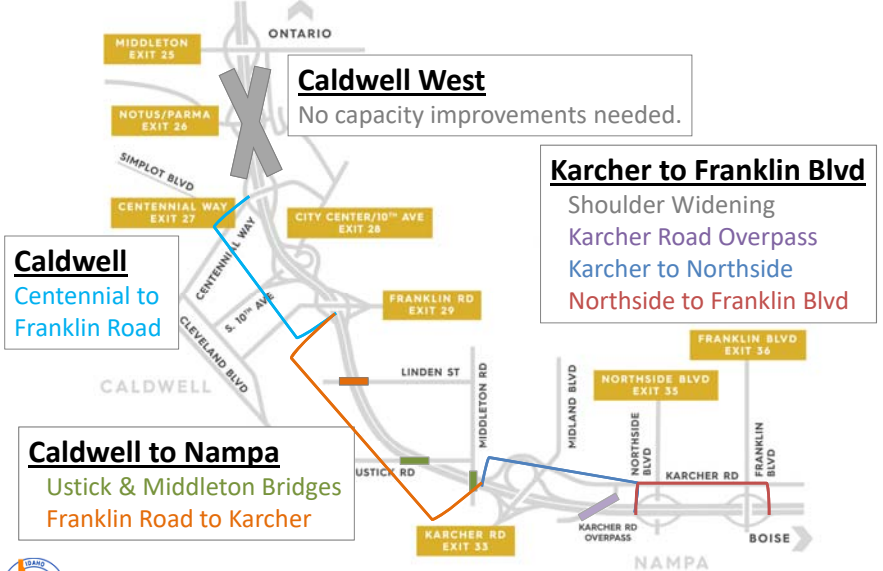
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I-84 CORRIDOR


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

7

Corridor Overview




Caldwell West
No capacity improvements needed.

Caldwell
Centennial to Franklin Road

Caldwell to Nampa
Ustick & Middleton Bridges
Franklin Road to Karcher

Karcher to Franklin Blvd
Shoulder Widening
Karcher Road Overpass
Karcher to Northside
Northside to Franklin Blvd


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

Scope of Work

Traffic Modeling & Logical Termini ✓

Environmental Evaluation:

- Justification to Split Corridor ✓
- Discipline Reports & draft Categorical Exclusion (F2K) ✓

Conceptual Design:

- Performed Risk Assessment & Value Engineering ✓
- Developing Phasing & Cost Estimates ←

Public Meetings:

- Open House #1 & #2 ✓
- Additional open houses later this year ←

Right-of-Way:

- 15/3 Parcels, Started Acquisition ←

Design & Construction:



Design firm for bridges & mainline ←

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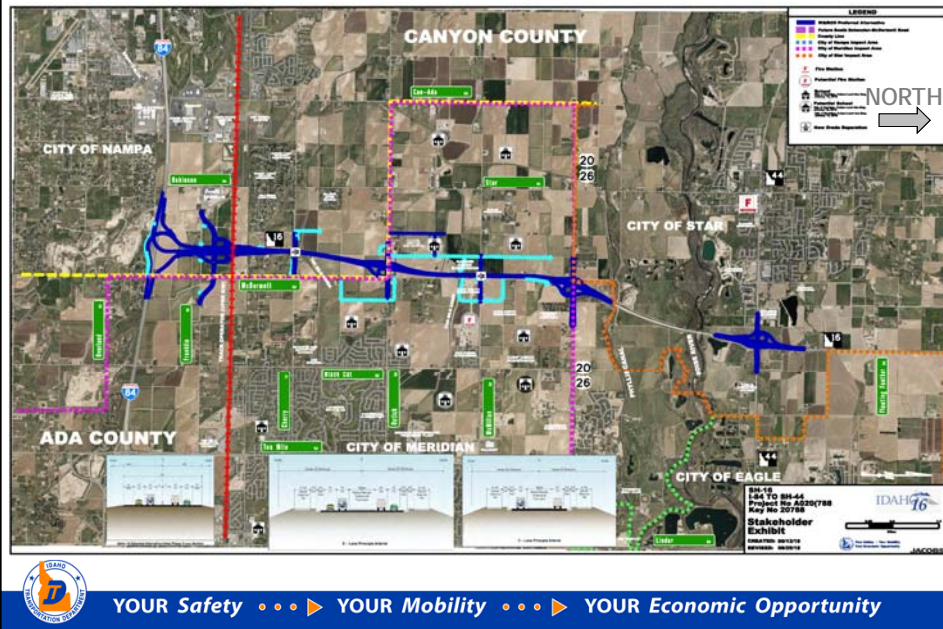
9



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10

Corridor Overview



Guiding Principles

Uphold consistency with the EIS/ROD

- Maintain the route location
- Ensure a limited access highway
- Logical termini is I-84 & SH-44

Provide a reasonable phased implementation of improvements

Plan for an achievable and affordable highway

Prepare for regional growth of the Treasure Valley



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Scope of Work

Supporting Data:

- Updated traffic projections & reviewed recent developments/property ✓
- Performed Risk Assessment & Value Engineering ✓

Strategic Corridor Plan:

- Updating right-of-way and construction cost estimates ←
- Developing right-of-way & construction phasing options ←

Updating elements of the 2011 environmental study ←

Preliminary Design & Right-of-Way Plans ←

Stakeholder Outreach & Public Meeting – Summer 2019 ←

Right-of-Way Acquisition:

- 110-120 parcels (70 residential & 50 commercial)
- 400-500 acres (35% [175 acres] residential, 65% [300 acres] commercial)
- 25-30 relocations



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Program Overview

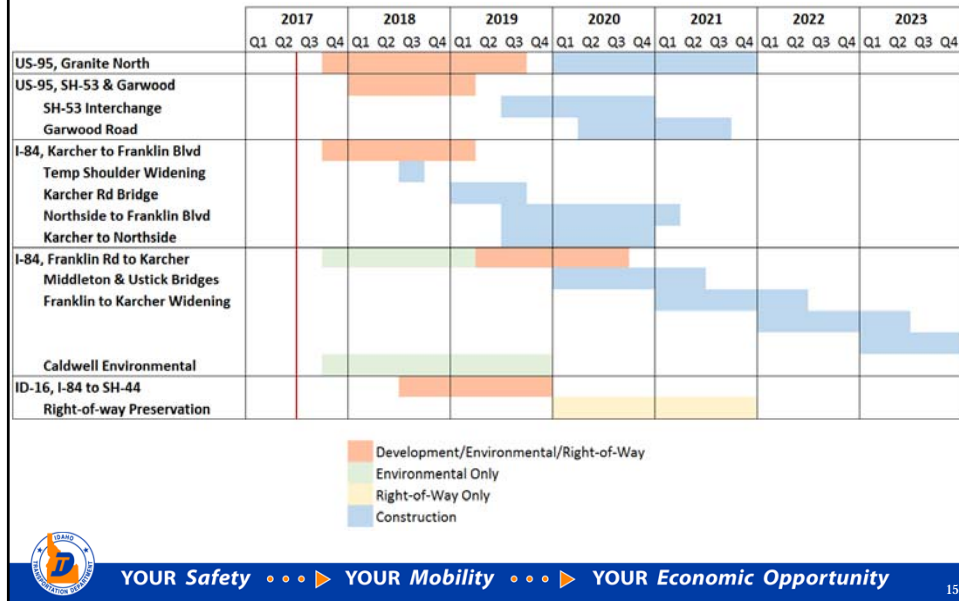
- **Delivery Timeline**
- **First Bond Sale**
- **Leveraging Other Transportation Goals**







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Delivery Timeline



2019 Series A Bonds

	 US-95 Granite North Safety Improvements	 US-95 & ID-53 IC GARWOOD ROAD UPPER BRIDGE FRONTAGE ROADS	 I-84 CORRIDOR	 IDAHO 16
	US-95	I-84	ID-16	
TOTAL	\$91.1	\$341.7	\$98.2	\$531.0
GARVEE	\$64.0	\$185.5	\$50.5	\$300.0
State	\$0.0	\$66.0	\$21.7	\$87.7
Federal	\$27.1	\$90.2	\$26.0	\$143.3
\$64.0 Million				
- Design				
- Right-of-Way				
- Construction				
\$27.1 Million				
- Environmental				
- Design				
- Right-of-Way				
- Construction				
\$50.5 Million				
- Right-of-Way				

Budgets Shown in \$ Millions

Leveraging Other Transportation Goals

- Idaho State Police Enhanced Patrols (I-84)
- Incident Response Patrols (I-84)
- Traffic Incident Management (TIMs) Training (I-84)
- Shift Videos (I-84 & US-95)
- Podcasts (I-84)
- ACHD Commuteride & Valley Regional Transit (VRT)
- Invitation to Bid (ITB) with Contracting Services
- Idaho-16 Right-of-Way Task Force
- Program Management being done by ITD



YOUR Safety •••▶ YOUR Mobility •••▶ YOUR Economic Opportunity

17

Questions



YOUR Safety •••▶ YOUR Mobility •••▶ YOUR Economic Opportunity

18



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 Minutes

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

Subject

GARVEE Bond Issuance - Series 2019		
Key Number	District	Route Number

Background Information

The Idaho Transportation Department (ITD) with its financing partners, Idaho Housing and Finance Association (IHFA) and Citigroup are preparing to issue the initial bonds provided by the Idaho Legislature in 2017. Senate Bill 2016 authorized the issuance of up to \$300M in additional bonds. The Series 2019 bonds will be in an amount not to exceed \$150.1M, which includes construction on the projects listed below for \$142M; and a refinancing of \$8.1M for the July 2020 principal payment from the Series 2009 bonds. The following outlines the projects to be financed and series to be refinanced.

New GARVEE bonds to be issued:

- Garwood to Sagle corridor: \$64 M
- I-84 Meridian to Caldwell corridor: \$27.1 M
- SH-16, I-84 to Emmett corridor: \$50.5 M

Refinancing GARVEE:

- Series 2009 July 2020 principle payment: \$8.1 M

ITD, IHFA and Citigroup are working on the following schedule to complete this bond series.

- March 19 – Rating agency presentations
- Week of April 1 – Receive ratings
- April 15 – Mail preliminary official statement
- Week of April 29 – Pricing (sale of bonds)
- May 15 – Closing (bond proceeds available to use)

Recommendations

Board Approve Attached Resolution, page 75.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

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

RESOLUTION

WHEREAS, the Idaho Transportation Department (ITD) strives to make available to the citizens of Idaho the finest transportation system via new construction projects and management of statewide assets and has authorized the use of a Grant Anticipation Revenue Vehicle GARVEE bonded program; and

WHEREAS, the use of future federal funds today will save the state money in the future; and

WHEREAS, Title 40, Chapter 3 and Title 67, Chapter 62 of the Idaho Code, as amended, authorizes the Idaho Housing and Finance Association (IHFA), to issue bonds for the purpose of funding a highway capital improvement program (the “GARVEE Program”) for financing all aspects of the construction of highway projects eligible for federal reimbursement as recommended and approved by the Idaho Transportation Board (ITB or Board); and

WHEREAS, the ITD, the ITB, and the IHFA have entered into a Master Financing Agreement, as supplemented, with respect to the bonds; and

WHEREAS, refunding such bonds promotes the purposes of the GARVEE Program, is in the public interest, serves a public purpose for the benefit of the people of the State of Idaho, provides a reduction of debt service and constitutes a proper exercise of the authority particularly set forth in I.C. 40-315; and

WHEREAS, Idaho Code Sections 40-315 and 67-6210 provides the ITB and the IHFA the authorization to approve a total bond amount, and authority to issue bonds for transportation projects, on amounts authorized by the Idaho Legislature in; Legislative Session 2006 House Bill 854, Legislative Session 2007 House Bill 336, Legislative Session 2008 House Bill 657, Legislative Session 2009 Senate Bill 1186, Legislative Session 2010 Senate Bill 1427, Legislative Session 2011 House Bill 285 and Legislative Session 2017 Senate Bill 1206; and

WHEREAS, there will be prepared a Preliminary Official Statement relating to each series of the bonds and the distribution thereof to potential bond purchasers and the distribution to all actual purchasers of the bonds of a final Official Statement relating to the bonds to be authorized; and

WHEREAS, other bonding documents will also be needed to be executed setting forth the applicable series of bonds.

NOW THEREFORE BE IT RESOLVED, by the Board as follows:

1. Pursuant to the Act, the ITB approves the Projects listed and defined below and recommends to IHFA the financing thereof through the issuance of the bonds in an aggregate principal amount not to exceed \$149,720,000 comprising of: \$8,130,000 to refund the callable portion of the Series 2009A bonds if IHFA determines such refunding is feasible with saving; and \$141,590,000 for the construction projects approved by the ITB for work:

US-95 Garwood to Sagle in the amount of \$64,000,000, I-84 Meridian to Caldwell in the amount of \$27,087,000 and SH-16 Emmett to I-84 in the amount of \$50,503,000, provided that if savings are determined on one or more projects, such savings may be allocated to one of the other projects without further approval; and provided that: (a) the ITD and the ITB have entered into the Master Financial Agreement and a supplement thereto relating to the bonds; and (b) the ITD has provided to the IHFA all of the certificates, documents and information required under Idaho Code Section 67-6210(k). All of said Projects are within the scope specified in Legislative Session 2017 Senate Bill 1206 and Section 40-315, Idaho Code, as amended. Further, the said funds are necessary to meet program obligation requirements and are to be used and disbursed in accordance with US Treasury regulations for tax-exempt bonds. The bonds are to be issued at prevailing market rates of interest.

2. The Chairman and/or Director is hereby authorized and directed, for and in the name and on behalf of the ITB to execute the following bonding documents and any other documents required for the closing of the bonds setting forth the terms of the applicable series of bonds together with such additions or changes in the form thereof as may deem necessary or advisable, such approval to be conclusively evidenced by the execution of said bonding documents as so added to or changed.

Final Official Statement

Supplemental to Master Financial Agreement

Master Trust Indenture

Series Trust Indenture

3. Further, the Board and ITD will keep books and records of all expenditures and will make a reimbursement allocation, which is a written allocation that evidences the use of proceeds of the bonds for Project expenditures no later than 18 months after the later of the date on which the expenditure is paid or the related Project is placed in service or abandoned, but in no event more than three years after the date on which the expenditure is paid. Finally, that this resolution evidences the Board's intent and reasonable expectation under Treas. Reg. Section 1.150-2 (d)(1) to use the proceeds of the bonds to pay certain costs of the Projects and to reimburse the Board and ITD for expenditures for the costs of the Projects paid prior to the issuance of the bonds to the extent permitted by federal tax regulations.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019Consent Item ☐ Information Item ☐ Amount of Presentation Time Needed 5 minutes

Presenter's Name	Presenter's Title	Initials	Reviewed By
Sue S. Higgins	Executive Assistant to the Board	SSH	LSS
Preparer's Name	Preparer's Title	Initials	
Sue S. Higgins	Executive Assistant to the Board	SSH	

Subject

Revisions to Board Policy 4008 Open Meeting Requirements and a new corresponding admin policy		
Key Number	District	Route Number

Background Information

Due to changes related to the open meeting requirements in Idaho Code last year, Board Policy 4008 Open Meeting Requirements has been revised. The main changes to the Board Policy are the update of the list of boards and committees that are subject to the open meeting requirements and the removal of extensive language that details agenda and meeting notice requirements. A new administrative policy, 5008 Open Meeting Requirements, is being proposed. The language that was removed from the Board Policy is being updated and moved into the administrative policy.

Recommendations

30-day review period for the proposed changes to Board Policy 4008 Open Meeting Requirements and the establishment of a new corresponding administrative policy.

Board Action

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



March 1, 2019
BOARD POLICY 4008

Page 1 of 2

OPEN MEETING REQUIREMENTS

Purpose

The purpose of this policy is to advise the Department and advisory bodies of the open meeting requirements contained in state law. The Board fully endorses the policy of open government and requires the Department and advisory bodies to follow strictly the open meeting requirements.

Legal Authority

Idaho Code 74-201. The formation of public policy is public business and shall not be conducted in secret.

Idaho Code 74-202. Definitions for open public meetings.

Idaho Code 74-203. Open Meeting Requirements. The public must be allowed to attend meetings except when otherwise specifically provided by law. Meetings may be conducted by means of telecommunications. A meeting may not be held at any place that discriminates on the basis of race, creed, color, sex, age or national origin.

Idaho Code 74-204. Public notice required for meetings

Idaho Code 74-206. When executive (closed) session is authorized

Idaho's Open Meeting Law, Idaho Code 74-201 *et. sec.*, is guided by the principle that the formation of public policy is public business. All meetings, sessions, or gatherings of the Idaho Transportation Department's governing bodies, where any determination, action, vote or final disposition requires approval by the governing body, shall be open to the public. Idaho Code also prohibits the governing bodies from meeting where any forms of discrimination are practiced. The policy for all meetings of the Department that are governed by the Open Meeting Law is that openness is the rule and justification to do otherwise is strictly limited by law.

The following Department boards and committees shall be subject to the Open Meeting requirements:

- Idaho Transportation Board
- Idaho Transportation Board Subcommittee on 129,000 Pound Truck Routes
- Idaho Transportation Board Subcommittee on State Highway System Adjustments
- Idaho Transportation Board Audit Subcommittee
- Idaho Aeronautics Advisory Board
- Idaho Automobile Dealers Advisory Board
- Idaho Traffic Safety Commission
- Public Transportation Interagency Working Group
- Public Transportation Advisory Council
- Freight Advisory Committee
- Transportation Alternatives Program Recommendation Committee
- Trucking Advisory Council

- T2 Center Advisory Committee
- ~~Congestion Mitigation and Air Quality Technical Review Committee~~
- ~~Idaho Byways Advisory Committee~~
- Idaho Autonomous and Connected Vehicle Testing and Deployment Committee

For regular meetings, a notice to the public must be posted and published online provided at least five calendar days prior to the meeting. The time, date, location and that the meeting is open to the public must be included in the notice. When the meetings are regularly scheduled, such as once per month, and are scheduled in advance over the course of the year, the meeting notice requirement can be satisfied by providing notice of the yearly schedule at least once a year.

An agenda notice must be posted 48 hours prior to the meeting. Additional agenda items may be added at any time prior to the meeting, provided that a good faith effort is made to include all known agenda items on the original agenda notice. The meeting and agenda notices shall be posted in a prominent place at Headquarters and at the location where the meeting is to be held.

Special meeting notices and related agenda notices shall be posted at least 24 hours prior to the meeting unless an emergency situation exists, as defined in Idaho Code, Section 74-204(2). A list of all news media that have requested notification of meetings shall be maintained by the Office of Communications, and a good faith effort shall be made to notify the media of the special meeting.

Executive sessions shall be governed by the provisions of Idaho Code, Section 74-206. The specific provision of the law that authorizes the executive session should be identified prior to convening an executive session. In the event that only an executive session is to be held, notice shall be provided in the same manner as for special meetings, but shall also include the specific provision of the law that authorizes the executive session.

Special meetings to address emergencies, as defined in Idaho Code, Section 74-206(2), are exempt from the meeting and agenda notice requirements when the situation involves injury or damage to people or property, or immediate financial loss or the likelihood of such injury, damage or loss, where the notice requirement would be impractical or would likely increase the harm from the emergency. The reason for the emergency session must be stated prior to the beginning of the session.

Written minutes shall be maintained for the above mentioned board and committee meetings. The minutes must include, at a minimum, a listing of all members of the governing body that are present; all motions, resolutions, orders or ordinances proposed and their disposition; and the results of all votes, and upon the request of a member, the vote of each member by name. If the meeting is an executive session, the minutes may be limited to material containing sufficient detail to convey the general tenor of the meeting.

Approved by the Board on:

Date: 5/19/16

Jerry Whitehead
Board Chairman



BOARD POLICY 4008

Page 1 of 2

OPEN MEETING REQUIREMENTS

Purpose

The purpose of this policy is to advise the Department and advisory bodies of the open meeting requirements contained in state law. The Board fully endorses the policy of open government and requires the Department and advisory bodies to follow strictly the open meeting requirements.

Legal Authority

Idaho Code 74-201. The formation of public policy is public business and shall not be conducted in secret.

Idaho Code 74-202. Definitions for open public meetings.

Idaho Code 74-203. Open Meeting Requirements. The public must be allowed to attend meetings except when otherwise specifically provided by law. Meetings may be conducted by means of telecommunications. A meeting may not be held at any place that discriminates on the basis of race, creed, color, sex, age or national origin.

Idaho Code 74-204. Public notice required for meetings

Idaho Code 74-206. When executive (closed) session is authorized

Idaho's Open Meeting Law, Idaho Code 74-201 *et. sec.*, is guided by the principle that the formation of public policy is public business. All meetings, sessions, or gatherings of the Idaho Transportation Department's governing bodies, where any determination, action, vote or final disposition requires approval by the governing body, shall be open to the public. Idaho Code also prohibits the governing bodies from meeting where any forms of discrimination are practiced. The policy for all meetings of the Department that are governed by the Open Meeting Law is that openness is the rule and justification to do otherwise is strictly limited by law.

The following Department boards and committees shall be subject to the Open Meeting requirements:

- Idaho Transportation Board
- Idaho Transportation Board Subcommittee on 129,000 Pound Truck Routes
- Idaho Transportation Board Subcommittee on State Highway System Adjustments
- Idaho Transportation Board Audit Subcommittee
- Idaho Aeronautics Advisory Board
- Idaho Automobile Dealers Advisory Board
- Idaho Traffic Safety Commission
- Public Transportation Interagency Working Group
- Public Transportation Advisory Council
- Freight Advisory Committee
- Transportation Alternatives Program Recommendation Committee
- Trucking Advisory Council

- T2 Center Advisory Committee
- Idaho Autonomous and Connected Vehicle Testing and Deployment Committee

Approved by the Board on:

Jerry Whitehead
Board Chairman

Date: _____



**Your Safety • Your Mobility
Your Economic Opportunity**

IDAHO TRANSPORTATION DEPARTMENT
P.O. Box 7129 • Boise, ID 83707-1129
(208) 334-8000 • itd.idaho.gov

March 1, 2019
ADMINISTRATIVE POLICY 5008
Page 1 of 3

OPEN MEETING REQUIREMENTS

Purpose

The purpose of this policy is to provide directions to the Department and its advisory bodies of the open meeting requirements contained in the Idaho Code. The Department, through the Idaho Transportation Board, fully endorses the policy of open government. To that end, this policy provides guidance on ensuring transparency through compliance with the open meetings requirements.

Legal Authority

Idaho Code 74-201. The formation of public policy is public business and shall not be conducted in secret.

Idaho Code 74-202. Definitions for open public meetings.

Idaho Code 74-203. Open Meeting Requirements. The public must be allowed to attend meetings except when otherwise specifically provided by law. Meetings may be conducted by means of telecommunications. A meeting may not be held at any place that discriminates on the basis of race, creed, color, sex, age or national origin.

Idaho Code 74-204. Public notice and agenda required for meetings.

Idaho Code 74-206. When executive (closed) session is authorized.

Policy

Idaho's Open Meeting Law, Idaho Code 74-201 *et. sec.*, is guided by the principle that the formation of public policy is public business. All meetings, sessions, or gatherings of the Idaho Transportation Department's governing bodies, where any determinations, action, vote or final disposition requires approval by the governing body, shall be open to the public. Idaho Code also prohibits the governing bodies from meeting where any forms of discrimination are practiced. The policy for all meetings of the Department that are governed by the Open Meeting Law, is that openness is the rule and justification to do otherwise is strictly limited by law.

Although not necessarily closed to the public, meetings held by ITD staff are not subject to the requirements of the open meeting law. Public involvement in meetings of ITD staff members should be handled on a case-by-case basis. Legal guidance on questions relating to the applicability and requirements of the Open Meeting Law may be directed to the ITD Legal Section or by referring to the Idaho Public Meetings Law Manual published by the Idaho Attorney General's Office. <https://www.ag.idaho.gov/content/uploads/2018/04/OpenMeeting.pdf>

The following Department boards and committees shall be subject to the Open Meeting requirements:

- Idaho Transportation Board
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- Public Transportation Interagency Working Group
- Public Transportation Advisory Council
- Freight Advisory Committee
- Transportation Alternatives Program Recommendation Committee
- Trucking Advisory Council
- T2 Center Advisory Committee
- Idaho Autonomous and Connected Vehicle Testing and Deployment Committee

NOTICE OF MEETINGS:

To inform the public of an upcoming meeting, a Notice of the meeting must be posted and published on ITD's webpage at least 5 days in advance of the meeting. The time, date, location and that the meeting is open to the public must be included in the notice. When the meetings are regularly scheduled, such as monthly Idaho Transportation Board meetings, and are scheduled in advance over the course of the year, the meeting notice requirement can be satisfied by providing notice of the yearly schedule at least once a year.

AGENDA FOR MEETINGS:

In order to allow the public to determine interest in attending the meeting, an agenda for the meeting must be posted and published on ITD's webpage no less than 48 hours prior to the meeting. The agenda may be amended prior to the meeting, but requires a good faith effort to include all items known to be discussed at the meeting in the original agenda.

Any agenda item which requires a vote must be identified in the agenda as an "action item." Having an item identified as an "action item" does not mean a vote must take place, but a vote should not take place if not identified in the agenda.

An agenda may be amended after the start of a meeting upon a motion that states the reason for the amendment and states the good faith reason the agenda item was not included in the original agenda posting. Final action may not be taken on an agenda item added after the start of a meeting unless an emergency is declared necessitating action at that meeting. The declaration and justification shall be reflected in the minutes.

POSTING THE AGENDA AND NOTICE:

The meeting and agenda notices shall be posted in a prominent place at Headquarters and at the location where the meeting is to be held, as well as being posted on ITD's webpage.

NOTICE TO MEDIA:

A list of all news media which have requested notification of meetings shall be maintained by the Office of Communications, and a good faith effort shall be made to notify the media of all

regularly scheduled and special meetings. Such notice may be accomplished by providing the notice and agenda directly to the media, or by directing the media to ITD's webpage at least 24 hours prior to any special meetings and 48 hours prior to any regularly scheduled meeting.

EXECUTIVE SESSIONS:

Executive sessions shall be governed by the provisions of Idaho Code, Section 74-206. The specific provision of the law that authorizes the executive session should be identified prior to convening an executive session. In the event that only an executive session is to be held, providing notice and an agenda shall be provided in the same manner as for special meetings, but shall also include the specific provision of the law that authorizes the executive session.

SPECIAL MEETINGS:

Special meetings require posting of the agenda and notice at least 24 hours prior to the meeting, unless it is a meeting to discuss an emergency such as when the situation involves injury or damage to people or property, or immediate financial loss or the likelihood of such injury, damage or loss, where the notice requirement would be impractical or would likely increase the harm from the emergency. The reason for the emergency session must be stated prior to the beginning of the session.

MINUTES:

Written minutes shall be maintained for all public meetings held pursuant to the Open Meeting Law. The minutes must include, at a minimum, a listing of all members of the governing body that are present; all motions, resolutions, orders or ordinances proposed and their disposition; and the results of all votes, and upon the request of a member, the vote of each member by name. If the meeting is an executive session, the minutes may be limited to material containing sufficient detail to convey the purpose and topic of the executive session.

Date

Brian W. Ness

Director



OPEN MEETING REQUIREMENTS

Purpose

The purpose of this policy is to provide directions to the Department and its advisory bodies of the open meeting requirements contained in the Idaho Code. The Department, through the Idaho Transportation Board, fully endorses the policy of open government. To that end, this policy provides guidance on ensuring transparency through compliance with the open meetings requirements.

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Idaho Code 74-204. Public notice and agenda required for meetings.

Idaho Code 74-206. When executive (closed) session is authorized.

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Brian W. Ness
Director

Date _____



POLITICAL ACTIVITIES

Purpose

The purpose of this policy is to summarize the Idaho Statute of the limitations on the types of political activities in which board members and employees may engage.

Legal Authority

Idaho Code 18-1351 thru 1358 - Statutes governing bribery and corruption; threats and improper influence in official or political matters; compensation for past official actions; threats against public officials; gifts to public servants; selling political endorsement or influence.

Idaho Code 40-318 - Limitation on political activities conducted by the Board or Department employees.

Idaho Code 40-503 - Statute stating that the Director and the Chief Engineer may not hold a position in any political organization.

Idaho Code 67-5311 - Limitation on political activities for all classified employees.

Idaho Code 74-401 through 74-406 - Ethics in Government Act of 2015.

United States Code 5-1502 - Specifies a state or local officer or employee's political activities.

General Provisions

Idaho Law expressly prohibits state officials and employees from using their government positions to influence or interfere with elections, or to coerce other employees to contribute to political organizations or candidates. However, officials and employees retain most of the privileges available to all other citizens participating in the political process.

The Director shall issue guidelines for Department employees specifying the kinds of political activities that are legal and those that are illegal.

Approved by the Board on:

Signed _____

Date February 20, 2013

Jerry Whitehead

Board Chairman



POLITICAL ACTIVITIES

Purpose

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Legal Authority

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The Director shall issue guidelines for Department employees specifying the kinds of political activities that are legal and those that are illegal.

Approved by the Board on:

Date _____

Jerry Whitehead
Board Chairman



ADMINISTRATIVE POLICY A-01-08 5006

Page 1 of 2

POLITICAL ACTIVITIES

Purpose

The purpose of this policy is to implement Board policy 4006 summarizing the types of political activities in which board members and employees may or may not engage pursuant to Idaho statutes.

Legal Authority

Idaho Code 18-1351 thru 1358 - Statutes governing bribery and corruption; threats and improper influence in official or political matters; compensation for past official actions; threats against public officials; gifts to public servants; selling political endorsement or influence.

Idaho Code 40-318 - Limitation on political activities conducted by the Board or Department employees.

Idaho Code 40-503 - Statute stating that the Director and the Chief Engineer may not hold a position in any political organization.

Idaho Code 67-5311 - Limitation on political activities for all classified employees.

Idaho Code 74-401 through 74-406 - Ethics in Government Act of 2015.

General Provisions

Department employees are encouraged to participate in the political process to the limits established by law as long as their activities do not jeopardize the department and its operations.

All officers and employees of the Idaho Transportation Department or Board have the right to:

- Register and vote in any election.
- Express opinions, both publicly and privately as an individual on political candidates and subjects.
- Display political pictures, stickers, badges, or buttons.
- Participate in the non-partisan activities of a civic, community, social, or professional organization.
- Be a member of a political party or other political organization and participate in its activities.

ADMINISTRATIVE POLICY ~~A-01-08~~ 5006

42

- 56 Under penalty of dismissal, classified employees **MAY NOT:**

- 65

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68	<u>signed</u>	<u>Date</u>	<u>11/20/01</u>
----	---------------	-------------	-----------------

69 Brian W. Ness

70 ~~DWIGHT M. BOWER~~

71 Director

72

73 ~~This policy based on:~~

74 ~~Sections 18 1351 through 1358, 40 318 and 67 5311, Idaho Code~~

75 ~~• 5 USCS 1502~~

76 ~~• B-01-08, POLITICAL ACTIVITIES~~



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- 77 ~~Department-wide supervision and coordination assigned to:~~
78 ~~• Administrative Services Division Administrator~~
79 ~~Direction for activity and results delegated to:~~
80 ~~• Division Administrators, District Engineers, Section Managers, and the~~
81 ~~Human Resource Services Manager~~
82 ~~Department procedures contained in:~~
83 ~~• This policy~~
84 ~~• Human Resource Services manual, section 5.8~~
85 ~~Former dates of A-01-08:~~
86 ~~12/3/71, 6/11/76, 1/17/85, and 6/4/90~~
87 ~~Cross-reference to related Administrative Policies:~~
88 ~~• A-18-02, PERSONNEL ACTIONS~~
89 ~~• A-18-03, PART TIME OUTSIDE EMPLOYMENT~~
90 ~~• A-18-04, GRATUITIES AND CONFLICT OF INTEREST~~



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POLITICAL ACTIVITIES

Purpose

The purpose of this policy is to implement Board policy 4006 summarizing the types of political activities in which board members and employees may or may not engage pursuant to Idaho statutes.

Legal Authority

Idaho Code 18-1351 thru 1358 - Statutes governing bribery and corruption; threats and improper influence in official or political matters; compensation for past official actions; threats against public officials; gifts to public servants; selling political endorsement or influence.

Idaho Code 40-318 - Limitation on political activities conducted by the Board or Department employees.

Idaho Code 40-503 - Statute stating that the Director and the Chief Engineer may not hold a position in any political organization.

Idaho Code 67-5311 - Limitation on political activities for all classified employees.

Idaho Code 74-401 through 74-406 - Ethics in Government Act of 2015.

General Provisions

Department employees are encouraged to participate in the political process to the limits established by law as long as their activities do not jeopardize the department and its operations.

All officers and employees of the Idaho Transportation Department or Board have the right to:

- Register and vote in any election.
- Express opinions, both publicly and privately as an individual on political candidates and subjects.
- Display political pictures, stickers, badges, or buttons.
- Participate in the non-partisan activities of a civic, community, social, or professional organization.
- Be a member of a political party or other political organization and participate in its activities.
- Attend political conventions, rallies, fund raisers, or other gatherings.



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- Sign a political petition as an individual.
- Contribute financially to a political party or organization.
- Actively support a candidate for election.
- Be politically active on constitutional amendments, referenda, local ordinances, and issues not specifically identified with a political party.
- Perform non-partisan work in connection with an election, such as serving as an election judge or clerk, assisting in voter registration drive, etc.
- Be a candidate and hold elective office in non-partisan bodies, such as zoning boards, school boards, or city councils.
- Take an active part in political organization management.
- Otherwise participate fully in public affairs, except as prohibited by law, in a manner which does not materially compromise the neutrality, efficiency, or integrity of the officer's or employee's administration of state functions.

Under penalty of dismissal, classified employees **MAY NOT:**

- Use their department positions to interfere with nominations, elections, or the results of elections.
- Directly or indirectly coerce other employees to contribute money, time, or anything of value to organizations or person for political purposes.
- Run for or hold elected, partisan public office while employed by the Idaho Transportation Department.
- Use department supplies, equipment or normal work hours for partisan or non-partisan political activities.

Brian W. Ness
Director

Date _____



~~RESEARCH INFORMATION STORAGE AND RETRIEVAL~~

~~Research information and research publications developed within the Department are available to all Department staff and the public. Information requested by the public shall be available for inspection during normal business hours, and specified fees may be collected by the Department.~~

~~The Division, Section, or District developing the research reports or research publications shall provide two printed copies and one digital copy to the Research Program Section for distribution to the State Library, inclusion in section files, and posting to the Department's website as appropriate.~~

~~All specially funded reports shall be considered research information and copies sent to the Research Program Section for inclusion in the Research Database.~~

~~_____ Signed _____ Date June 04, 2009 _____~~
~~Pamela K. Lowe, P.E.~~
~~Director~~

~~This policy is based on:~~

- ~~• Section 33-2505, 9-334, and 9-348, Idaho Code~~
- ~~• IDAPA Administrative Rule 39.B.41 and 39.02.41~~
- ~~• Decision by Department Director~~

~~Department wide supervision and coordination assigned to:~~

- ~~• Transportation Planning Administrator~~

~~Direction for activity and results assigned to:~~

- ~~• Research Program Manager~~

~~Department procedures contained in:~~

- ~~• This policy~~
- ~~• Administration Manual, 06-250~~
- ~~• Idaho Public Records Law Manual~~

~~Former date of A-21-01:~~

~~12/4/79 and 3/05/93~~

~~Cross reference to related Administrative policies:~~

- ~~• A-01-15, RELEASE AND RETENTION OF DEPARTMENT RECORDS~~



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 21, 2019Consent Item ☐ Information Item ☐ Amount of Presentation Time Needed 15 minutes

Presenter's Name Dave Kuisti, P.E.	Presenter's Title DEPP Administrator	Initials	Reviewed By
Preparer's Name Mike Cram	Preparer's Title Project Manager	Initials MWC	

Subject

US-95 and Clearwater River Casino and Lodge		
Key Number	District	Route Number

Background Information

Background information on US-95 near the Clearwater River Casino and Lodge will be provided.

Recommendations

For information only.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____