

A G E N D A

IDAHO TRANSPORTATION BOARD

March 18, 2020



A G E N D A

Regular Meeting of the Idaho Transportation Board

March 18, 2020

Idaho Transportation Department
Auditorium
3311 West State Street
Boise, Idaho

KEY:

ADM = Administration

CD = Chief Deputy

HR = Human Resources

OP = Operations

	Page	Time*
Action Item 1. CALL MEETING TO ORDER		8:30
Information Item		
2. SAFETY/SECURITY SHARE: Project Manager Campbell		
Action Item 3. BOARD MINUTES – February 19, 2020	3	8:45
Action Item 4. 2020 BOARD MEETING DATES	15	
April 15-16 – District 2		
May 20-21 – District 5		
June 16-17 – District 3		
Action Item 5. CONSENT CALENDAR	16	
HR ___ Revisions to Administrative Policy 5508 Smoking Policy	17	
ADM ___ Revisions to Board and Administrative Policies 4052 and 5052		
Official Travel by Department Personnel	21	
ADM ___ Distribution of FY20 Highway Infrastructure Program funds	28	
OP ___ Adjust Transportation Alternatives Program in the FY20-26 Program	30	
OP ___ Consultant agreement	33	
OP ___ Contract for award	35	
Information Items		
6. INFORMATIONAL CALENDAR		
OP ___ Contract award information and current advertisements	42	
OP ___ Professional services agreements and term agreement work tasks report.....	47	
ADM ___ State FY20 financial statements	54	
ADM ___ Monthly report of federal formula program funding through February	72	
ADM ___ Non-construction professional service contracts.....	74	

*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.



March 18, 2020

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<u>March 18, 2020</u>			Page #	Time*
Idaho Transportation Department Boise, Idaho				
Information Items				
	7. DIRECTOR'S MONTHLY REPORT ON ACTIVITIES			8:50
	8. LEGISLATIVE UPDATE: Governmental Affairs Manager McCarty			9:10
	9. AGENDA ITEMS			
ADM Collins	_____ Status: FY21 appropriation – Joint Finance and Appropriation			
	Committee actions	75		9:25
ADM Pirc	_____ Plan to address District 4 office building deficiencies	79		9:35
	10. BREAK			9:45
	11. EMPLOYEE SERVICE AWARDS: Member Thompson, Board speaker			10:00
	12. BREAK			10:30
	13. AGENDA ITEMS, continued			
Action Items				
CD Rodriguez	_____ Temporary waiver of limitations for emergency movements - process improvement recommendation (<i>Resolution on page 93</i>)	90		10:45
CD Miller	_____ Public transportation 2020-2022 application funding recommendations..... (<i>Resolution on page 109</i>)	94		11:00
OP Awusie/Kanownik	_____ Corridor Plan for SH-44 (North Glenwood Street) (<i>Resolution on page 112</i>)	110		11:15
Information Items				
OP Kanownik	_____ 2020 board outreach workshops - overview.....	113		11:25
	14. EXECUTIVE SESSION (Motor Vehicles' conference room)			11:40
	PERSONNEL ISSUES [SECTION 74-206(a), (b)]			
	LEGAL ISSUES [SECTION 74-206(c), (d), (f)]			
	15. ADJOURNMENT (estimated time)			1:00

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REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

February 19, 2020

The Idaho Transportation Board convened at 8:00 AM on Wednesday, February 19, 2020 at the Idaho Transportation Department in Boise, Idaho. The following principals were present:

Bill Moad, Chairman

Jim Kempton, Vice Chairman – District 4

James R. Thompson, Member – District 1

Janice B. Vassar, Member – District 2

Julie DeLorenzo, Member – District 3

Dwight Horsch, Member – District 5

Bob Hoff, Member – District 6

Brian W. Ness, Director

Larry Allen, Lead Deputy Attorney General

Sue S. Higgins, Executive Assistant and Secretary to the Board

Safety/Security Share. Controller Dave Tolman mentioned a phishing exercise underway at the Department to help raise awareness about e-mail scams. If employees fail the test, they will be required to take additional training. This is an ongoing effort to eliminate risks. He also stressed the importance of safe winter driving and sharing the road with snowplows.

Chairman Moad thanked Controller Tolman for the messages.

Election of Vice Chairman. Member Vassar made a motion to re-elect Jim Kempton as vice chairman. Member Horsch seconded the motion and it passed unanimously.

Board Minutes. Member Thompson made a motion to approve the minutes of the regular Board meeting held on January 22, 2020 as submitted. Member Vassar seconded the motion and it passed unopposed.

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

March 18, 2020 – Boise

April 15-16, 2020 – District 2

May 20-21, 2020 – District 5

Consent Items. Chairman Moad noted the bid on a local project that exceeded the engineer's estimate. Because bid estimates are prepared in advance, he asked if there is an estimate on how many more projects may exceed the engineer's estimate because the engineer's estimate was not updated. Local Highway Technical Assistance Council (LHTAC) Administrator Jeff Miles believes there may be a couple of bids next month that exceed the engineer's estimate because it takes about 60-90 days to advertise projects. The agency is making a concerted effort to track current costs and improve bid estimates.

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

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB20-03 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 delay of the OffSystem, Ruby Creek Bridge project from the Idaho Transportation Investment Program; Anderson Environmental Consulting LLC individual task agreement extension; TO Engineers individual task agreement extension; a consultant agreement; and contracts for award.

1) Delay OffSystem, Ruby Creek #2 Bridge, Boundary County. LHTAC has been receiving bids well over the engineer's estimate on projects. Because the agency anticipates this trend continuing, it is asking sponsors to delay projects so funds can be used to cover the higher than anticipated bids. Boundary County concurred to delay its \$944,000 project, Ruby Creek #2 Bridge, key #19046, from FY20 to FY21. In addition to the delay, staff requests authorization to adjust the Idaho Transportation Investment Program (ITIP) accordingly.

2) Anderson Environmental Consulting LLC Individual Task Agreement Extension. The US-95, Thorncreek to Moscow project, key #9294 is receiving intense environmental scrutiny by the public and regulatory agencies. This has impacted the environmental delivery schedule and lead to additional services and review periods, adding costs to Anderson Environmental's services. The consulting firm was hired in 2012 to write the Environmental Impact Statement and 404 Permit application. Its services have also been used to navigate the environmental process. The US Army Corps of Engineers has requested extensive changes to the project's 404 Permitting application that will require more services. Because Anderson Environmental has extensive institutional knowledge of the project, staff requests exceeding the consultant individual task agreement limit of \$500,000 by an additional \$200,000.

3) TO Engineers Individual Task Agreement Extension. TO Engineers was selected to design the SH-55, Bike/Pedestrian Bridge over the Boise River, Eagle project, key #20841 through Plans, Specifications, and Estimates. The initial costs were estimated at less than \$500,000. Shortly after TO Engineers was selected, it was determined that the original concept and preferred alternative were not feasible. Final negotiations resulted in a phased agreement because the original scope of the project had changed. TO Engineers was contracted to do the preliminary design for \$252,000. It would be more efficient and cost-effective for the consultant to continue the work on this project. The additional design work and the engineer of record tasks are expected to cost \$500,000. Staff requests approval to exceed the consultant individual task agreement limit of \$500,000 for TO Engineers for a total amount up to \$750,000.

4) Request to Approve Consultant Agreement. 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 key #20513 –

Clearwater River Memorial Bridge for completion of design services and engineer of record services in the estimated amount of \$3,000,000.

5) 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 major differences between the engineer's estimate and low bid on key #12019 – Orofino Creek Road Bridge were in the Removal of Bridge, Concrete Class 40-A Schedule No. 1, Concrete Parapet, Provide and Drive Steel H Pile, and Mobilization items. LHTAC believes the detailed Corps of Engineers permitting conditions increased the price for the Removal of Bridge item, and concrete and steel prices continue to escalate. This was the second time the project was advertised. LHTAC and Clearwater County believe the bids are reasonable and do not expect any savings if the bids are rejected and the project is advertised a third time, so recommend awarding the project. Low bidder: LaRiviere Inc. - \$1,528,034.

The Mobilization, Special Bridge Deck Drain Repair – Arch Spans, Partial Removal of Bridge, and several Special Bridge Deck items accounted for most of the difference between the engineer's estimate and low bid on key #21873 – SH-31, FY20 District 6 High Priority Bridge Repair. The Special Bridge items are fairly unique and do not have a recent well-established bid history. The economy is doing well and construction is prevalent across the state, presumably making the specialty equipment rentals difficult to obtain and schedule. The remoteness of the project probably contributed to the higher bids, too. Staff does not believe rejecting the bids and re-advertising the project would result in significant savings, so recommends awarding the contract. Low bidder: Conway Construction Company Inc. – \$2,139,686.

Information Items. 1) Contract Awards and Advertisements. Key #20163 – SH-8, Bovill to Ruby Creek Bridge, District 2. Low bidder: Knife River Corporation – Mountain West - \$1,528,212.

Key #20073 – SH-52, Downtown Emmett Reconstruction, District 3. Low bidder: Sunroc Corporation - \$1,254,119.

The list of projects currently being advertised was provided.

2) Professional Services Agreements and Term Agreement Work Tasks Report. From January 1 through January 31, 18 new professional services agreements and work tasks were processed, totaling \$2,747,204. Two supplemental agreements to existing professional services agreements were processed during this period in the amount of \$129,651.

3) Monthly Reporting of Federal Formula Program Funding through January. Idaho received obligation authority through September 30 via an appropriations act signed on December 20, 2019. Obligation authority is \$286.6 million, which corresponds to \$286.3 million with match after a reduction for prorated indirect costs. This includes \$936,200 of Highway Infrastructure General Funds carried over from last year in the Transportation Management Area. Idaho received apportionments via notices through December 20, 2019 of \$316.3 million, with the carryover of \$936,200 of Highway Infrastructure General Funds. Obligation authority is currently 90.6% of apportionments. Of the \$286.3 million allotted, \$195.4 million remains.

Board Subcommittee Report. The Subcommittee on 129,000 Pound Truck Routes met yesterday, according to Member Horsch. It considered applications to designate portions of SH-75 and US-93 in District 6 as 129,000 pound truck routes. The Subcommittee supported the requests and plans to present them to the Board for consideration next month. Member Horsch noted that the Subcommittee deliberated on the extensive opposition to the route requests; however, it believed the engineer's analyses justified approving the routes for vehicles up to 129,000 pounds.

Member Horsch also provided an update on the other applications that have been submitted. A public hearing was held on the I-84 Business route in Caldwell earlier this month. Two public hearings are scheduled in District 4 next month for applications on SH-79, two segments of SH-46, and a portion of US-93. Staff plans to present those route applications to the Subcommittee in the near future.

Chairman Moad thanked Member Horsch for the report.

Director's Monthly Report on Activities. Director Ness expressed sympathy to the family of Mark Reinke and his co-workers. The District 6 employee was killed in the line of duty last week. Although the Department continuously emphasizes safety, there are incidents that the Department and employees cannot prevent.

Director Ness mentioned several legislative presentations, including the FY21 budget proposal. Maintenance crews have been responding to a number of weather-related incidents, such as road closures due to excessive snow, rockslides, and trees falling on highways. He commended the crews for their exemplary service. ITD was featured on the local Viewpoint program on February 16, focusing on growth, the state's aging infrastructure, and efficiencies. He also mentioned the promotion of District 3 Engineering Manager Caleb Lakey to fill the District 3 Engineer position vacated by Amy Revis upon her recent retirement, and Business and Support Management Manager Michelle Doan's acceptance of an American Association of State Highway and Transportation Officials' fellowship. She is the first non-engineer to be awarded a fellowship and will spend a year in Washington, DC to work on policy, funding, and legislation.

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

Chairman Moad thanked Director Ness for the report and congratulated staff on its accomplishments.

Legislative Report. Governmental Affairs Manager (GAM) Mollie McCarty said the Joint Finance and Appropriations Committee intends to set ITD's budget on February 28. The rules have been presented to the germane committees and overall, the legislative proposals have been progressing well. Some of the legislative proposals staff is monitoring relate to distracted driving, transportation funding, specialty license plates, and drones. She also mentioned two Senate Concurrent Resolutions. One is to form a committee to study intercity commercial air service and the other recognizes ITD's innovations and efforts to save money.

Chairman Moad thanked GAM McCarty for the update and for her work.

Local Rural Highway Investment Program (LRHIP) Annual Report. LHTAC Deputy Administrator Laila Kral said the LRHIP provides funding to rural local highway jurisdictions. 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. 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 are eligible to participate in the program. Funds cannot be used for wages, equipment, or consultant services except for planning projects. Extensive outreach is conducted on the availability of these funds. She noted the Board concurred to increase the exchange rate from .61 to .80; however, the policy needs to be revised and approved before the change is implemented in FY21.

Deputy Administrator Kral said 16 of the 39 construction applications were funded for \$1.59 million; 4 of the 6 federal-aid match requests were funded for \$365,000; 10 of the 19 transportation plans were funded for \$410,000; and all 7 of the sign projects were funded for \$171,000 in FY19. Additionally, four emergency projects were funded for \$205,000. She highlighted some of the funded projects and emphasized the continued popularity of the Program.

Chairman Moad thanked Deputy Administrator Kral for the report.

Historical Highway Marker Program Update. Architectural Historian (AH) Matt Kriegl said the Historical Highway Marker Program was established by ITD and the Idaho Historical Society. The Program was revitalized in 1986 with the installation of over 100 new signs to mark Idaho's centennial celebration. The Program was again brought to the Department's attention in 2018 when a citizen, Mac Eld, documented the approximately 300 statewide signs and presented his findings to the Board, noting that many signs were damaged or in disrepair.

AH Kriegl said staff developed a plan to update the signs. It updated the schematics of the sign frame; reviewed the design, fabrication, and installation of the new signs; and developed icons for new categorical themes. It also created a centralized site for information on the signs, such as the location and condition of each sign.

Member DeLorenzo asked for a cost estimate to bring all signs up to an acceptable standard. AH Kriegl said he did not have an estimate. In response to Vice Chairman Kempton's questions, AH Kriegl replied that no partners provide funding for the sign program, and anybody can apply for a new sign and ITD and the Idaho Historical Society will consider the request.

Chairman Moad thanked AH Kriegl for the update on this important program.

Add I-84, Snake River Rest Area Repair to the ITIP. District 3 Engineer (DE) Caleb Lakey said the Snake River gateway visitor's center on I-84 by the Oregon border has been closed since September due to sewer conditions. The clay in the area is saturated and began sloughing towards the river.

Facilities Manager (FM) Tony Pirc said six options were initially considered, but staff narrowed the most feasible long-term options to two: connect to the City of Fruitland's sewer system or acquire land for a septic system or lagoon. Both options have future maintenance

costs, will require purchasing land, and involve in-ground infiltration systems. Future maintenance costs will be clearer in the coming weeks and will be a factor when deciding the construction option. He requested \$1,250,000 to pursue a construction project to remedy the auxiliary containment and treatment system. The funding would also be used to open the popular rest area on a temporary basis while the long-term solution is completed. The proposed funding sources are FY20 Board Unallocated Account or FY21 statewide balancing funds.

Member DeLorenzo asked when staff will sweep the unused Board Unallocated Funds. Chief Engineer Blake Rindlisbacher replied April 1.

Vice Chairman Kempton made a motion and seconded by Member Vassar to approve the following resolution:

RES. NO. ITB20-04 WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five year Idaho Transportation Investment Program (ITIP); and

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

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

WHEREAS, ITD staff has worked with the Land Group, Inc. to identify options for the Snake River Rest Area sewer repair; and

WHEREAS, ITD is prepared to incorporate this project into the approved ITIP.

NOW THEREFORE BE IT RESOLVED, that project I 84, Snake River Rest Area Repair be added to the ITIP at a cost of approximately \$1,250,000 using FY20 Board Unallocated Funds; and

BE IT FURTHER RESOLVED, that the Board approves the staff request to adjust the Program and amend the approved FY20-26 Statewide Transportation Improvement Program accordingly.

Member Horsch noted the subdivision on the other side of I-84 and asked if the leakage by the river may be from that source. FM Pirc replied that there is a drain field for the subdivision, so he does not believe there is any leakage from the subdivision.

Member Vassar said the City of Lewiston is phasing out septic systems in subdivisions because of the potential for failure and/or capacity issues. She supports connecting to Fruitland's sewer system.

There was also some discussion on whether the rest area is in the right location, if there is potential to increase truck parking capacity, and if an Oasis facility had been considered. Staff replied that an Oasis partnership was considered; however, due to the urgency to re-open the

Snake River Rest Area, staff recommends proceeding with a long-term solution at this time. Consideration can be given to an Oasis rest area in the future.

Vice Chairman Kempton asked for clarification on the Board's action at this time: only to approve the funding, not to make a decision on which long-term option to pursue. DE Lakey replied in the affirmative and added that staff can continue refining the proposals and request approval to fund a specific option in the future.

The motion passed unanimously.

Chairman Moad thanked staff for the presentation.

Distribution of FY20 Further Consolidated Appropriations Act, Formula Bridge Replacement and Rehabilitation Program Funds. Joel Drake, Financial Officer – Financial Planning and Analysis (FO-FP&A), said a transportation appropriations act was signed by President Trump in December that contains supplemental funding for bridge replacement and rehabilitation. Nationally, \$1.15 billion was apportioned. Allocation of the funds among the states is based on each state's proportion of bridge deck in poor condition. States with less than 5% of bridge deck area classified as "poor condition" receive a minimum of \$6 million.

FO-FP&A Drake said initially he was expecting to receive \$6 million because 4.6% of Idaho's bridge decks are in poor condition; however, he was recently informed that the state was awarded \$8.45 million. He recommended splitting the funds evenly with local highway jurisdictions. As of December 2019, the state system reported 487,002 square feet of bridge area in poor condition and the local system had 438,008 square feet in poor condition.

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

RES. NO. WHEREAS, the FY20 Further Consolidated Appropriations Act apportioned
ITB20-05 \$1.15 billion nationally to the Formula Bridge Replacement and Rehabilitation Program from federal general funds; and

WHEREAS, intent of this funding is to improve the condition of bridges on public highways; and

WHEREAS, Idaho's minimum apportionment of these funds during federal fiscal year 2020 is estimated to be \$6 million, or slightly greater than \$6 million; and

WHEREAS, these funds are eligible for construction of bridge replacements and bridge rehabilitation projects on the State Highway System as well as Local and Off-System (Local) bridges; and

WHEREAS, these funds are to be administered as if apportioned under Chapter 1, Title 23 and require non-federal matching funds; and

WHEREAS, these funds must be obligated prior to September 30, 2023; and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal funding; and

WHEREAS, staff has analyzed requirements of federal fiscal year 2020 Formula Bridge Replacement and Rehabilitation Program funding provided from federal general funds; and

WHEREAS, these funds fall outside operational limits of existing policies for the allocation of federal formula highway apportionments between the Idaho Transportation Department and local public agencies and staff has analyzed the relative proportions of Idaho bridge deck in poor condition on both the State Highway System and Local System and found those proportions to be nearly equal; and

WHEREAS, staff has proposed an equitable split of these bridge replacement and rehabilitation funds between the State Highway System and Local System.

NOW THEREFORE BE IT RESOLVED, that upon notification of Idaho's formal apportionment for federal fiscal year 2020 Formula Bridge Replacement and Rehabilitation Program funds, the funds are to be distributed and made available for obligation as follows:

Fifty percent (50.0%) to the Idaho Transportation Department for State Highway System bridges (\$4,225,250.60) and

Fifty percent (50.0%) to the Local Highway Technical Assistance Council for Local Highway System bridges (\$4,225,250.60).

State FY20 Financial Statements through December. Controller Tolman said revenues to the State Highway Account from all state sources were ahead of projections by 3.8%. Receipts from the Highway Distribution Account were 2.5% or \$2.7 million more than forecast. State revenues to the State Aeronautics Fund were below projections by 4%, or \$71,000. This is primarily due to the timing of receipts for aircraft registrations, although he added that total receipts from aviation fuel taxes are also below the forecast. Expenditures were within planned budgets. Personnel costs had savings of \$6.7 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 \$308.6 million exceeded any from the past three years.

The balance of the long-term investments was \$109.3 million and the cash balance was \$68.6 million at the end of December. Expenditures in the Strategic Initiatives Program Fund were \$17.9 million. No additional funds, other than interest earned on the cash balance, are coming into this fund due to the expiration of the law effective May 31, 2019 that required the transfer. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$9.1 million year-to-date. Expenditures in the GARVEE Capital Projects Fund through December were \$12.8 million.

Controller Tolman reported on two FY19 audit findings: an independent report from providers of information technology services was not provided, and the process to provide employee access to the accounting system needs to be improved. He added that GARVEE bonds were sold in May at an interest rate of 3.26% with \$141.5 million directed to projects and \$8.5 million to refinancing.

The Board commended Controller Tolman for the summary and for his oversight of the Department's finances.

2020 ITD Omnibus Rulemaking Notices. Ramon Hobdey-Sanchez, Governmental Affairs Program Manager (GAPM), said that due to the 2019 Idaho legislature not reauthorizing the Idaho Administrative Procedure Act, the Governor's actions prevented all administrative rules from expiring on June 30, 2019. As a result, the Department worked to protect the legal authority of the Idaho Administrative Procedure Act and made extensive rule revisions. Now, in an effort to be proactive and ensure that this work is protected from expiration, staff requests approval of the Notices for publication if the legislature again does not reauthorize the Idaho Administrative Procedure Act at the end of the 2020 legislative session. This action would ensure the 37 non-fee rules and 7 fee rules will continue to carry the full force and effect of the law. He also mentioned a legislative proposal to allow businesses and individuals to request a waiver to a rule.

In response to Vice Chairman Kempton's question, GAPM Hobdey-Sanchez confirmed that staff worked with the Division of Financial Management on this item and resolution.

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

RES. NO. WHEREAS, the Idaho Transportation Department has 37 non-fee rules and 7
ITB20-06 fee rules; and

WHEREAS, the Department's 44 temporary and proposed rules are currently pending, awaiting approval by the 2nd Regular Session of the 65th Idaho Legislature; and

WHEREAS, final legislative action to adopt the Department's pending rules has not yet occurred; and

WHEREAS, pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of these rules is appropriate to protect the public health, safety and welfare of the citizens of Idaho and confer a benefit to its citizens; and

WHEREAS, these rules implement the duly enacted laws of the State of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws; and

WHEREAS, the expiration of these rules without due consideration and processes would undermine the public health, safety and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules; and

WHEREAS, the Governor has also found that the fees or charges being imposed or increased are justified and necessary to avoid immediate danger to the Department's budget, to the state budget, to necessary state functions and services, and to avoid immediate danger of a potential violation of Idaho's constitutional requirement that it balance its budget.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board is adopting these temporary rules to be effective upon *sine die* of the 2020 session of the Idaho Legislature. This approval is conditional and will only become effective if the rules are not otherwise approved or rejected by the Legislature and/or not extended pursuant to the Idaho Administrative Procedure Act, including sections 67-5291 and 67-5292, Idaho Code.

Chairman Moad thanked GAPM Hobdey-Sanchez for the presentation.

Office of Communication Annual Report. The Office of Communication reported on its 2019 activities. Technology is an important tool, particularly the website where activity can be tracked. Technology is also used for safety efforts and training. Some of the statewide campaigns focused on safety, construction zones, the move over law, winter driving, and the Star card. District staff members engaged with communities, provided assistance with educational outreach, and assisted with public hearings and meetings. Staff also summarized the weekly employee newsletter, which highlights employees, activities, and efficiencies.

The Board thanked staff for the report and for its valuable service.

Division of Motor Vehicles (DMV) Update. Motor Vehicle Administrator (MVA) Alberto Gonzalez summarized the DMV modernization efforts to date, noting the successes to update the systems and move off of the mainframe. In coordination with ITD's partners, the deployment of the vehicle phase is being delayed from April 15 to June 15. This will allow additional time for testing to improve the processes and identify and fix problems.

MVA Gonzalez also reported on the 2019 legislation that requires all motorists to provide proof of insurance effective January 1, 2020. Staff initially estimated there were 200,000 uninsured vehicles. It conducted extensive outreach and education, resulting in the correction of over 10,000 vehicle identification numbers and more than 25 insurance companies adding their data to the system. Now, he believes there are about 100,000 uninsured vehicles. He expressed appreciation to staff for the exemplary efforts on this new program.

Chairman Moad thanked MVA Gonzalez for the update.

SH-16, I-84 to SH-44 Corridor Design Refinements. Transportation Program Manager (TPM) Amy Schroeder said the Department has been working on extending SH-16 from SH-44

to I-84 in District 3 for many years. The first phase, connecting SH-44 to US-20/26 to the south, was completed in 2014. In 2018 \$90.34 million was directed to right-of-way preservation on the SH-16 corridor, even though no construction funds for the remaining phases had been identified.

TPM Schroeder presented two options for the corridor. The first option is to continue acquiring right-of-way. She estimates an additional \$15-35 million will be needed. The other option is to reallocate the right-of-way funding to complete the design and construction of a segment of the corridor. This area of the Treasure Valley is growing rapidly and an early construction package would provide minor interim benefits to regional mobility. If the latter option is chosen, a decision will then need to be made on whether construction continues from the north end, from US-20/26, or if construction should commence on the south end, I-84. Cost estimates for construction, including right-of-way acquisition and design services, are \$89 million for the north segment and \$124 million for the south end.

If the funds are re-allocated to construct another segment, Member Horsch asked if the right-of-way for the future interchanges would be acquired at this time and if the infrastructure is present for the signalized intersections. TPM Schroeder replied that the construction option includes purchasing the right-of-way. She added that the Department already has the right-of-way for interchanges at SH-44 and US-20/26. Regarding traffic signals, she said most of the infrastructure is in place on the local system, but would be needed on the ramps.

Member DeLorenzo expressed concern with the commercial development occurring on the south end of the corridor. Right-of-way costs are escalating, although she noted that construction costs are also increasing. Another concern with pursuing construction is the impact to the local system because both options would result in the state highway terminating on a local road. She supports continuing right-of-way acquisition.

Vice Chairman Kempton concurred with Member DeLorenzo. He added his concern with insufficient funds to address safety and capacity issues. He asked if there are opportunities to partner with the private sector. TPM Schroeder responded that traffic impact studies determine developers' contributions; however, she noted that the development is not occurring on the state highway system at this time, and assessing impact fees through a local public agency is difficult.

In response to Member Hoff's question, TPM Schroeder responded that the majority of the corridor is considered in a rural area, although it is in either the City of Meridian's or the City of Nampa's impact area. To date, the Department has had success working with the appropriate land-use agencies on right-of-way preservation.

Members Vassar and Horsch expressed support to continue purchasing the right-of-way.

Chairman Moad noted the consensus to continue the right-of-way acquisition. He thanked TPM Schroeder for the presentation.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 12:10 PM to discuss personnel issues as authorized in Idaho Code Section

74-206 (b) and legal issues as authorized in Idaho Code Section 74-206 (f). Vice Chairman Kempton seconded the motion and it passed 6-0 by individual roll call vote.

The discussions on legal matters related to operations. The discussions on personnel matters related to the performance of employees and discipline of employees.

The Board came out of executive session at 1:15 PM.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:15 PM.

BILL MOAD, Chairman
Idaho Transportation Board

Read and Approved
_____, 2020
Boise, Idaho

BOARD MEETING DATES

2020

April 15-16 – District 2
 May 20-21 - District 5
 June 16-17 - District 3
 July 15-16 - District 6
 August 19-20 - District 1

September 15-16 - District 4
 October 14-15 - Boise
 November _____ - Boise
 December _____ - Boise

2020

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January	February	March	April
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 <u>22</u> 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 <u>18</u> <u>19</u> 20 21 22 23 24 25 26 27 28 29	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 <u>18</u> 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 <u>15 16</u> 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May	June	July	August
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“X” = holiday

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

Other dates of interest:

April 19-24: AASHTO National Transportation Advanced Leadership Institute, Washington, DC

April 27-29: Highway Safety Summit, Sun Valley

May 20-23: AASHTO spring meeting

June 7-11: National Transportation Leaders Institute

June 19-23: TRB/AASHTO Research Advisory Committee

June 28 – July 1: Western Assoc. State Highway/Trans. Officials annual mtg, Salt Lake City, UT

July 19-21: AASHTO Research Advisory Committee

September 20-23: ARTBA annual meeting

November 4-8: AASHTO annual meeting, Baltimore, MD

Action: Approve the Board meeting schedule.



IDAHO TRANSPORTATION BOARD

RESOLUTION FOR CONSENT ITEMS

Pages 17-41

RES. NO. ITB20-07 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 revisions to Administrative Policy 5508 Smoking Policy; revisions to Board and Administrative Policies 4052 and 5052 Official Travel by Department Personnel; the distribution of FY20 Highway Infrastructure Program funds; adjustments to the Transportation Alternatives Program in the FY20-26 Idaho Transportation Investment Program; a consultant agreement; and a contract for award.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020Consent Item ☒ Information Item ☐ Amount of Presentation Time Needed _____

Presenter's Name Brenda Williams	Presenter's Title CHRO	Initials BW	Reviewed By LSS
Preparer's Name Brenda Williams	Preparer's Title CHRO	Initials BW	

Subject

Revisions to Administrative Policy 5508 - Smoking Policy		
Key Number	District	Route Number

Background Information

The staff is proposing revisions to Administrative Policy 5508. The revisions prohibit the use of smoking, including the use of e-cigarettes, or other devices that emit a vapor or smoke (vaping) in all ITD owned or leased buildings, vehicles and equipment, and within 25 feet of an ITD building.

Recommendations

Staff recommends the approval of the proposed changes to Administrative Policy 5508.

Board Action

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



DEPARTMENT SMOKING POLICY

Purpose

The purpose of this policy is to protect and enhance indoor air quality and contribute to the health and well-being of all employees.~~implement Governor's Executive Order 92-2 and to set standards and expectations for smoking in Department facilities and equipment.~~

Authority

~~Governor's Executive Order No. 92-2~~
~~Idaho Code, 39-5501 through 5509, Clean Indoor Air~~

~~Governor's Executive Order No. 92-2 provides that... "All state-owned or state-leased buildings, facilities or areas occupied by state employees shall henceforth be designated as 'non-smoking' except for custodial care and full-time residential facilities."~~

~~All meetings, sponsored by the Department, that are held either at our facilities or at outside facilities shall be designated "non-smoking" in accordance with the Governor's Executive Order No. 92-2. The following policies shall apply to all Idaho Transportation Department facilities, and vehicles, and equipment:~~

- Smoking, including the use of e-cigarettes or other devices that emit a vapor or smoke (vaping), is prohibited in all ITD owned or leased buildings and state owned or leased vehicles and equipment.
- ~~Smoking shall not be allowed in any Department facility. Entrances shall be posted with appropriate "No Smoking" signs. Internal areas shall be signed as necessary.~~
- ~~All vehicles, unless otherwise designated, shall be "non-smoking."~~
- To prevent smoke from entering buildings and to provide reasonable smoke-free access to visitors and staff, smoking, including the use of e-cigarettes or other devices that emit a vapor or smoke (vaping), is prohibited within twenty-five (25) feet of an ITD owned or leased building. This distance may be extended to more than twenty-five (25) feet by the Director or designee at specified locations, to prevent smoke from entering the buildings.
- Employees who smoke shall be limited to the same amount of break time as nonsmokers.
- ~~All employees shall be made aware of this policy and shall comply with its requirements.~~
- ~~Violation of this policy shall result in disciplinary action consistent with the violation of any Department work rule, as outlined in the Human Resource Manual.~~
- Smoking cessation classes can be arranged by the Districts, Headquarters, or the individual employees who wish to quit. Any employee may also take advantage of idaho.quitnet.com for support with quitting tobacco use. The State Employee Assistance Program also has programs available.

- ~~Smoking policy enforcement is the responsibility of all Department managers and supervisors.~~

Signed _____

Date September 06, 2013

Brian W. Ness

Director



Your Safety • Your Mobility
Your Economic Opportunity

IDAHO TRANSPORTATION DEPARTMENT

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

ADMINISTRATIVE POLICY 5508

Page 1 of 1

SMOKING POLICY

Purpose

The purpose of this policy is to protect and enhance indoor air quality and contribute to the health and well-being of all employees.

Authority

Idaho Code 39-5501 through 5509, Clean Indoor Air

The following shall apply to all Idaho Transportation Department facilities, vehicles, and equipment:

- Smoking, including the use of e-cigarettes or other devices that emit a vapor or smoke (vaping), is prohibited in all ITD owned or leased buildings and state owned or leased vehicles and equipment.
- To prevent smoke from entering buildings and to provide reasonable smoke-free access to visitors and staff, smoking, including the use of e-cigarettes or other devices that emit a vapor or smoke (vaping), is prohibited within twenty-five (25) feet of an ITD owned or leased building. This distance may be extended to more than twenty-five (25) feet by the Director or designee at specified locations, to prevent smoke from entering the buildings.
- Employees who smoke shall be limited to the same amount of break time as nonsmokers.
- Smoking cessation classes can be arranged by the Districts, Headquarters, or the individual employees who wish to quit. Any employee may also take advantage of idaho.quitnet.com for support. The State Employee Assistance Program also has programs available.

Brian W. Ness
Director

Date _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

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

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

Subject

Board Policy 4052 and Administrative Policy 5052 – Official Travel by Department Personnel

Background Information

The ITD travel policies as outlined in Board Policy 4052 and Administrative Policy 5052 required some changes to clarify who shall set the annual Department spending plan, who shall monitor and manage the spending plan, and includes the need to consider the most efficient and cost effective travel be chosen. These changes are consistent with, and meet the State Board of Examiners State Travel Policy.

Recommendations

Approve changes to the attached Board Policy 4052 and concur with revisions to 5052.

Board Action

☐ Approved ☐ Deferred _____
☐ Other



BOARD POLICY 4052
Page 1 of 1

OFFICIAL TRAVEL BY DEPARTMENT PERSONNEL

Purpose

The Board authorizes the Director to monitor travel by Department personnel to ensure it is necessary and in the best interests of the Department.

Legal Authority

Idaho Code 67-2004 – Regulation of per diem travelling expense

Idaho Code 67-2005 – Voucher forms duty of State Controller

Idaho Code 67-2006 – Travel expense vouchers

Idaho Code 67-2007 – Standard travel pay and allowances

Idaho Code 67-2008 – Determination of per diem allowance by Board of Examiners

The Director or a delegate shall monitor travel by Department personnel to ensure that the trips are necessary and in the best interest of Department operations.

In-state travel shall be defined as all business travel to final destinations within Idaho.

Out-of-state travel shall be defined as all business travel to final destinations outside of Idaho regardless of the duration of the trip. Additionally, out-of-state trips which have costs being reimbursed by a third party shall also be classified as out-of-state travel.

Each year, the ~~Divisions shall submit a set budgeted~~ Director shall develop an amount for both proposed out-of-state and in-state travel in their budget the Department spending plans. ~~This amount~~ These spending plans shall be subject to Board review and approval monitored and managed by the respective division administrators and district engineers.

The Director or a delegate shall report to the Board any changes in expense allowances as determined by the State Board of Examiners.

Approved by the Board on:

Date January 17, 2019

Jerry Whitehead
Board Chairman



BOARD POLICY 4052

Page 1 of 1

OFFICIAL TRAVEL BY DEPARTMENT PERSONNEL

Purpose

The Board authorizes the Director to monitor travel by Department personnel to ensure it is necessary and in the best interests of the Department.

Legal Authority

Idaho Code 67-2004 – Regulation of per diem travelling expense

Idaho Code 67-2005 – Voucher forms duty of State Controller

Idaho Code 67-2006 – Travel expense vouchers

Idaho Code 67-2007 – Standard travel pay and allowances

Idaho Code 67-2008 – Determination of per diem allowance by Board of Examiners

The Director or a delegate shall monitor travel by Department personnel to ensure that the trips are necessary and in the best interest of Department operations.

In-state travel shall be defined as all business travel to final destinations within Idaho.

Out-of-state travel shall be defined as all business travel to final destinations outside of Idaho regardless of the duration of the trip. Additionally, out-of-state trips which have costs being reimbursed by a third party shall also be classified as out-of-state travel.

Each year, the Director shall develop an amount for both proposed out-of-state and in-state travel in the Department spending plans. These spending plans shall be monitored and managed by the respective division administrators and district engineers.

The Director or a delegate shall report to the Board any changes in expense allowances as determined by the State Board of Examiners.

Approved by the Board on:

Date

Bill Moad
Board Chairman



OFFICIAL TRAVEL BY DEPARTMENT PERSONNEL

Purpose

The purpose of this policy is to implement Board policy 4052 concerning the Director monitoring travel by Department personnel to ensure the travel is necessary and in the best interests of the Department.

Legal Authority

Idaho Code 67-2004 – Regulation of per diem travelling expense

Idaho Code 67-2005 – Voucher forms duty of State Controller

Idaho Code 67-2006 – Travel expense vouchers

Idaho Code 67-2007 – Standard travel pay and allowances

Idaho Code 67-2008 – Determination of per diem allowance by Board of Examiners

Travel by Department employees may be authorized when the trip is in the best interest of the Department operations and, considering the purpose and destination, is accomplished by considering the most efficient and economical means available. The Chief Administration Officer shall monitor the preparation of, and the compliance with, Department procedures governing employee travel.

General Travel Considerations:

- District Engineers, Section Managers, or higher authorities shall review and approve or disapprove all travel vouchers (Form ITD 0103) and reimbursement requests for official travel.
- Attendance at all meetings, conferences, and seminars shall be held to the minimum number of employees that can accomplish Department objectives.
- When considering the most efficient and economical options for a trip, ~~total cost of transportation~~, the employee's time away from the office in travel status shall be included.
- The mode of transportation that best serves Department needs considering both efficiency and cost ~~and is the most economical~~ should be chosen. Whenever possible, comparisons of travel estimates should use the most economical prices, advance purchase discounts, etc.
- Employees may request to use personal transportation for Department business by comparing personal transportation costs to other modes of transportation on an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison*.
- The Division of Aeronautics provides air service for state employees conducting official business both in-state and out-of-state. Several Division aircraft are available to provide service on demand and usually to the exact city where business is being conducted. Comparison of state aircraft travel costs with commercial rates and other options shall be made on an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison*.

- ~~Super saver airfares may result in a longer stay over to meet the conditions of the airline. (Saturday night stay over or minimum number of days before the return trip.) When considering the advantage of a “super saver” air fare, all other costs (including meals, lodging, compensated time, rental cars, etc.) for an extended stay over should be compared on an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison*.~~

The District Engineers, Section Managers, or higher authorities shall review the request and authorize reimbursement for the mode of travel that best meets Department needs and ~~is economically prudent~~ considers efficiency and cost. The employee may choose any appropriate mode of transportation (personal or other), but reimbursement shall be limited to the authorized mode of travel. (See the Financial Services manual for further explanations.) Reimbursement of personal transportation costs shall be made at the rate prescribed by the State Board of Examiners.

In-State Travel

In-state travel shall be defined as all business travel to final destinations within Idaho. All in-state per diem and other travel expenses shall be reimbursed using Board of Examiners’ in-state travel policies and defined rates.

Out-of-State Travel

Out-of-state travel shall be defined as all business travel to final destinations outside of Idaho regardless of the duration of the trip. Additionally, out-of-state trips which have costs being reimbursed by a third party shall also be classified as out-of-state travel. All out-of-state per diem and other travel expenses shall be reimbursed using Board of Examiners’ out-of-state travel policies and defined rates.

Each year, the Divisions shall submit a set ~~budgeted amount~~ pending plan for both proposed out-of-state and in-state travel in their budget plans. ~~This~~ These spending plans amount shall be monitored and managed by the respective division administrators and district engineers. ~~subject to Board review and approval~~

For each out-of-state trip, an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison* shall be signed by the director, appropriate division administrator, or district engineer and submitted with the employee’s ITD 0103, *Individual Expense Account – Travel Voucher*. **Travel arrangements shall not be made until an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison* is approved.**

Rental Car Insurance Requirements

The Department self-insures against rental car liability and accidents for usage essential to state business. Insurance premiums that may be added for personal use of a rental car are not reimbursable.

Date 5/17/2019

Brian W. Ness
Director



OFFICIAL TRAVEL BY DEPARTMENT PERSONNEL

Purpose

The purpose of this policy is to implement Board policy 4052 concerning the Director monitoring travel by Department personnel to ensure the travel is necessary and in the best interests of the Department.

Legal Authority

Idaho Code 67-2004 – Regulation of per diem travelling expense

Idaho Code 67-2005 – Voucher forms duty of State Controller

Idaho Code 67-2006 – Travel expense vouchers

Idaho Code 67-2007 – Standard travel pay and allowances

Idaho Code 67-2008 – Determination of per diem allowance by Board of Examiners

Travel by Department employees may be authorized when the trip is in the best interest of the Department and, considering the purpose and destination, is accomplished considering the most efficient and economical means available. The Chief Administration Officer shall monitor the preparation of, and the compliance with, Department procedures governing employee travel.

General Travel Considerations:

- District Engineers, Section Managers, or higher authorities shall review and approve or disapprove all travel vouchers (Form ITD 0103) and reimbursement requests for official travel.
- Attendance at all meetings, conferences, and seminars shall be held to the minimum number of employees that can accomplish Department objectives.
- When considering the most efficient and economical options for a trip, the employee's time away from the office in travel status shall be included.
- The mode of transportation that best serves Department needs considering both efficiency and cost should be chosen. Whenever possible, comparisons of travel estimates should use the most economical prices, advance purchase discounts, etc.
- Employees may request to use personal transportation for Department business by comparing personal transportation costs to other modes of transportation on an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison*.
- The Division of Aeronautics provides air service for state employees conducting official business both in-state and out-of-state. Several Division aircraft are available to provide service on demand and usually to the exact city where business is being conducted. Comparison of state aircraft travel costs with commercial rates and other options shall be made on an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison*.

The District Engineers, Section Managers, or higher authorities shall review the request and authorize reimbursement for the mode of travel that best meets Department needs and considers efficiency and cost. The employee may choose any appropriate mode of transportation (personal or other), but reimbursement shall be limited to the authorized mode of travel. (See the Financial Services manual for further explanations.) Reimbursement of personal transportation costs shall be made at the rate prescribed by the State Board of Examiners.

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In-state travel shall be defined as all business travel to final destinations within Idaho. All in-state per diem and other travel expenses shall be reimbursed using Board of Examiners' in-state travel policies and defined rates.

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Each year, the Divisions shall submit a set spending plan for both proposed out-of-state and in-state travel. These spending plans shall be monitored and managed by the respective division administrators and district engineers.

For each out-of-state trip, an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison* shall be signed by the director, appropriate division administrator, or district engineer and submitted with the employee's ITD 0103, *Individual Expense Account – Travel Voucher*. **Travel arrangements shall not be made until an ITD 0633, *Out-Of-State Travel Request and/or Travel Cost Comparison* is approved.**

Rental Car Insurance Requirements

The Department self-insures against rental car liability and accidents for usage essential to state business. Insurance premiums that may be added for personal use of a rental car are not reimbursable.

Brian W. Ness
Director

Date _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

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

Presenter's Name Justin Collins	Presenter's Title Financial Manager - FP&A	Initials	Reviewed By LSS
Preparer's Name Justin Collins	Preparer's Title Financial Manager - FP&A	Initials	

Subject

Distribution of FY2020 Highway Infrastructure Program funds

Background Information

The purpose of this board item is to establish through Board Resolution the distribution of funds appropriated to Idaho under the FY2020 federal Omnibus appropriation act within the Highway Infrastructure Program.

Background

On February 13, 2020 the Federal Highway Administration (FHWA) notified states of their apportionments in the Highway Infrastructure Program. \$14.1M was apportioned to Idaho, \$8.5M for the Bridge Replacement and Rehabilitation (February Board item), and \$5.7M for the State Transportation Block Grant.

FY 2020 funds are unique, and are:

- One-time, sourced from General Funds appropriated in federal FY 2020.
- Not subject to obligation limitation - 100% of funds appropriated are available for obligation
- To be administered as if apportioned under Chapter 1 Title 23. Therefore, a non-Federal match is required for funds allocated to SHS and Local projects.
- Subject to the sliding scale federal participation rates for projects; 92.27% Interstate / 92.66% Other than Interstate.
- Must be obligated by September 30, 2023.
- Limited as to project eligibilities:
 - to the construction of highways, bridges, tunnels, and elimination of hazards/protective devices of Rail Crossings
 - must be on a federal-aid highway system above minor collector, local road or rural minor collector classification
- Sub-allocated for project obligations by population-based areas within each state, similar to the Surface Transportation Block Grant Program (STBG) Any Area, >200K, 5K to 200K, <5K

Apportionment by Areas within Idaho

APPORTIONMENT OF HIGHWAY INFRASTRUCTURE PROGRAM FUNDS FOR ACTIVITIES ELIGIBLE UNDER SECTION 133(B)(1)(A) OF TITLE 23, UNITED STATES CODE, PURSUANT TO THE DEPARTMENT OF TRANSPORTATION APPROPRIATIONS ACT, 2019, TITLE 1 OF DIVISION G, PUBLIC LAW 116-6					
State	Any Area (Flex)	Urbanized Areas With a Population Over 200,000 (TMA-Boise)	Areas With a Population Over 5,000 to 200,000 (Urban)	Areas With a Population 5,000 and Under (Rural)	Total
Idaho	\$ 4,262,521.00	\$ 696,074.00	\$ 357,427.00	\$ 357,427.00	\$ 5,673,449.00



Board Agenda Item

ITD 2210 (Rev. 10-13)

Proposed Distribution of FY2020 Omnibus Appropriation, Highway Infrastructure Program funding
FY2020 funding to the Highway Infrastructure Program requires that specified amounts be obligated on projects within specific areas of the state. This funding is one-time, and falls outside the operational limits of existing policy 4028 of federal formula highway apportionments to local public agencies.

Staff has analyzed requirements for this federal program, available flexibility, and existing allocation policy in developing this proposal. A direct application of policy 4028 to these unique funds would result in a negative impact to the non-TMA Urban entities. Therefore, we have made adjustments beyond policy 4028 to remedy the negative impact that non-TMA Urban entities would have incurred. This proposal ensures all entities receive a relevant share of these one-time funds. Under this proposal distribution of FY2020 Highway Infrastructure Program funds among entities is:

\$ 696,074	(12.3%)	Urban - Transportation Management Area (TMA), COMPASS, population >200K
\$ 357,427	(6.3%)	Urban - Urban Balancing Committee, members being; the five MPOs with 50K - 200K population, and LHTAC for populations between 5K and 50K
\$ 357,427	(6.3%)	Rural - LHTAC, administrator for Rural areas with populations <5K
\$ 4,262,521	(75.4%)	Any Area - Idaho Transportation Department
<u>\$ 5,673,450</u>	<u>(100.0%)</u>	<u>Total Distribution of FY2020 Highway Infrastructure Program funding</u>

*This proposal follows the same convention approved by the IT Board last two years for distribution of FY18/FY19 Highway Infrastructure Program Funds.

Obligations will identify which population-based area is being funded, to ensure that total funding obligated to each population-based area equals the program apportionment amounts reflected in the table on the bottom of page 1, titled Apportionment by Areas within Idaho.

Recommendations

Approve the distribution of the FY2020 Omnibus Appropriation Highway Infrastructure Program funds as detailed in the above proposal.

Board Action

☐ Approved ☐ Deferred _____
☐ Other



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

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

Presenter's Name Blake Rindlisbacher	Presenter's Title Chief Engineer	Initials	Reviewed By LSS
Preparer's Name Jeff Miles	Preparer's Title LHTAC Administrator	Initials	

Subject

Adjust **Transportation Alternatives Program** in the approved FY 2020 – 2026 ITIP

Key Number 22072/22070	District 3	Route Number SH 55/LOCAL
---------------------------	---------------	-----------------------------

Background Information

The purpose of this consent item is to request approval to remove **SH 55, BOSMA TO LABOR CAMP SIDEWALK, MARSING** (KN 22072) and to advance **LOCAL, STODDARD PATH EXT PHASE 2, NAMPA** (KN 22070) to FY 2020 per policy 5011 *Idaho Transportation Investment Program* (ITIP) and to accommodate the local sponsors, the Cities of Marsing and Nampa and the Community Planning Association of Southwest Idaho (COMPASS).

The city of Marsing has already installed the Bosma to Labor Camp Sidewalk, so they requested the project be removed from the program. This project was scheduled for a total cost of \$148,000. The funds are split between two years: FY 2020 \$21,000 and FY 2021 \$126,000.

The city of Nampa and LHTAC agree to advance the Stoddard Path Ext. Phase 2, Nampa to FY 2020. The required increase to FY 2020 is \$473,000 and is available through currently unprogrammed FY 2020 funds.

The COMPASS Transportation Improvement Program (TIP) will be modified to reflect the Nampa project advance in their TIP update on March 13, 2020.

Staff request the two project changes be made to the program as detailed above.

Recommendations

Approve the removal of **SH 55, BOSMA TO LABOR CAMP SIDEWALK, MARSING** (KN 22072) at a cost of **\$148,000** and the advance of **LOCAL, STODDARD PATH EXT PHASE 2, NAMPA** (KN 22070) to FY 2020 at a cost of **\$473,000** in the Transportation Alternative Program (TAP). .

Board Action

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

From: Clemente Salinas <salinasc@cityofnampa.us>
Sent: Friday, February 21, 2020 8:30 AM
To: Amanda LaMott <ALaMott@lhtac.org>; Toni Tisdale <TTisdale@compassidaho.org>
Cc: Dan Shirilla <DShirilla@lhtac.org>
Subject: RE: [External] RE: 22070 - email to advance to FY20

Amanda,

Thank you for your patience regarding my response. The City of Nampa would like to request the advancement of Stoddard Path Extension Phase 2, KN22070 into FY20. Please let me know if you have any questions or comments, I hope that this email will suffice. Take care and have a good weekend!

Clemente Salinas

Project Manager, Engineering

O: 208.468.4462, F: 208.465.2261

[City of Nampa](#), [Like us on Facebook](#)



James Ferdinand ~ Mayor Jolyn E. Green ~ City Clerk-Treasurer

December 16, 2019

Local Highway Technical Assistance Council
3330 W Grace Street
Boise, ID 83703

RE: 22072 SH78, BOSMA TO LABOR CAMP SIDEWALKS

To Whom It May Concern,

The City of Marsing will not be pursuing the SH78, Bosma to Labor Camp Sidewalks TAP project. The City has already installed the sidewalk infrastructure associated with this scope of work.

Sincerely,

A handwritten signature in dark ink, appearing to be "J. Ferdinand", written over a faint, large watermark of the City of Marsing seal. The seal features a horse-drawn carriage and the words "CITY OF MARSING" and "EST. 1896".

Mayor James Ferdinand



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

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 MC
Preparer's Name Holly McClure	Preparer's Title Grants/Contracts Program Specialist	Initials HM	LSS

Subject

REQUEST TO APPROVE CONSULTANT AGREEMENTS

Key Number 20662	District 1	Route Number US95, McArthur Lake
---------------------	---------------	-------------------------------------

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 service 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 \$1M 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 sheet for additional detail)

- KN 20662, US 95, McArthur Lake, Boundary County – for completion of design and engineer of record services of approximately \$1,500,000

Board Action

☐ Approved ☐ Deferred _____

☐ Other _____



DATE: February 24, 2020

Program Number(s)A020(662)

TO: Monica Crider, PE
Contracting Services Engineer

Key Number(s)20662

FROM: Damon Allen
District Engineer

Program ID, County, Etc. US 95 McArthur Lake,
Boundary County

RE: Request to exceed professional services agreement amount of \$1,000,000 - Design and Engineer of Record Services

The McArthur Lake project will improve the safety and mobility of US95 for a ¾ mile stretch adjacent to McArthur Lake in Boundary County. Two separate fatalities recently have highlighted this project as a safety priority. Safety improvements include adjusting the substandard sharp curve and elevating the highway at its location on US95.

In September of 2018, District 1 hired Lochner through the RFP process to provide engineering design services from preliminary design through PS&E. The initial agreement for these services was for \$694,200. Early design assumptions included a 160' bridge due to the poor soils and wetlands within the area. After preliminary soils investigations, it was determined that the soils were worse than initially anticipated. The end result was that a 300' bridge was needed to span the poor soils. Based on this information, the required additional geotechnical services resulted in a supplemental agreement for \$228,608 in May 2019. This supplemental work brought the total consultant agreement amount to \$922,808.

Due to numerous comments from public outreach efforts during the design process, ITD has been coordinating with Idaho Fish & Game and the Kootenai Tribe to address environmental and cultural impacts by including wildlife fencing, native plantings on side slopes, modifications to informative signs, and temporary shoring plans. These additional design services will bring the total agreement amount to approximately \$1,200,000.

Lochner will also be needed for a post award consultant agreement for Engineer of Record tasks. The estimated cost of the agreement is \$300,000, resulting in total consultant services estimated amount of \$1,500,000.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18 2020

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

Presenter's Name Dave Kuisti, P.E.	Presenter's Title Highways Construction & Operations	Initials DK	Reviewed By LSS
Preparer's Name Dana Dietz, P.E.	Preparer's Title Contracts Engineer	Initials DD	

Subject

Board Approval of Contracts for Award		
Key Number	District	Route Number

Background Information

INFORMATION

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

Year to Date Bid Summary (10/1/19 to 3/3/20)					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
24	7	2	4	1	0

ACTION

In accordance with board policy 4001, the construction contract on the attached report exceeded the engineer's estimate by more than ten percent (10%) but are recommended for award with board approval.

The following table summarizes the contract requiring Board approval to award since the last Board Agenda Report.

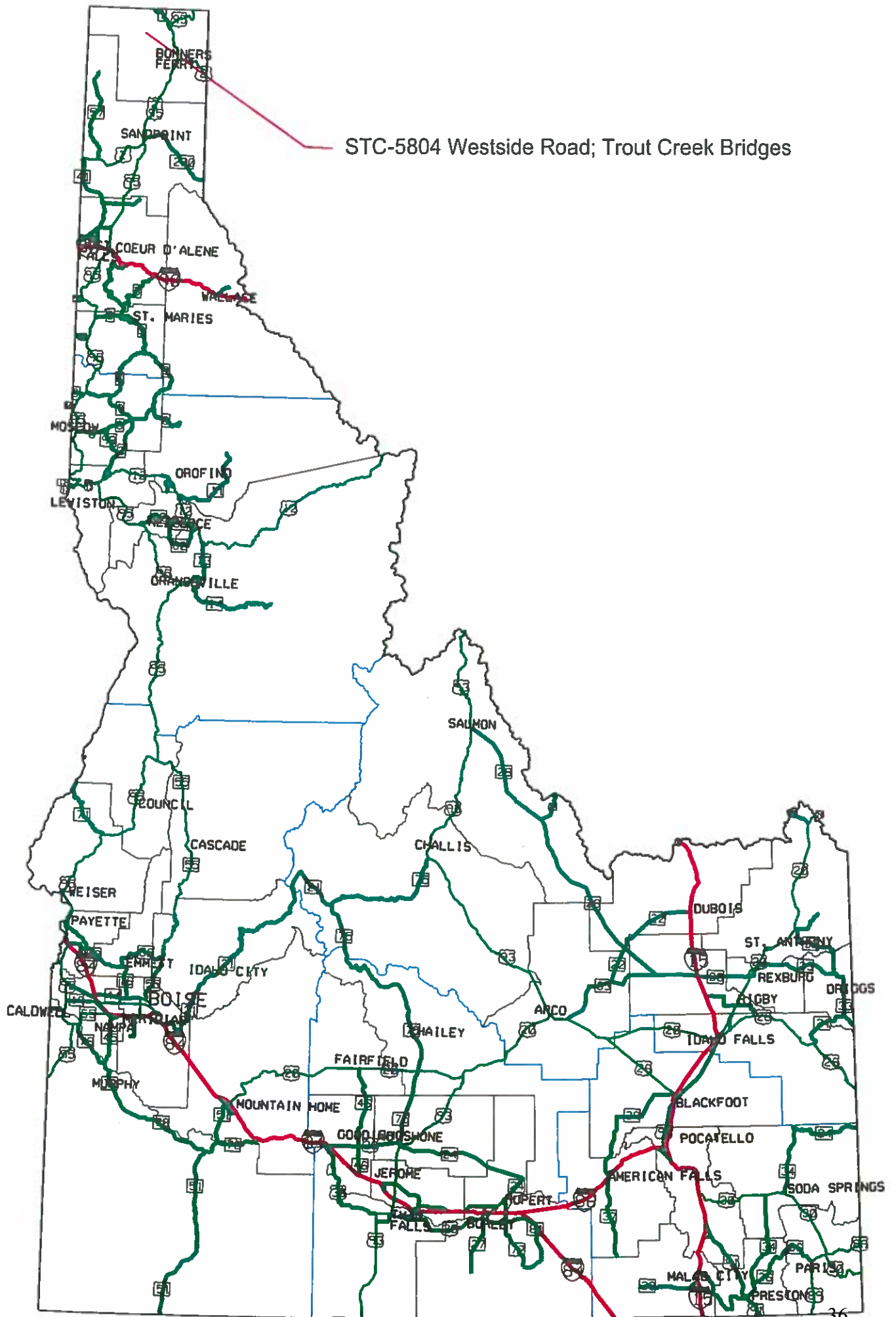
Contracts requiring Board Approval to Award -Justification received 2/4/20 to 3/3/20	
ITD	Local
0	1

Recommendations

In accordance with board policy 4001, the construction contract on the attached report is recommended for award with board approval.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Monthly Status Report to the Board

CONTRACT(S) FOR BOARD APPROVAL

District	Key No.	Route	Opening Date		No. of Bids	Eng. Est.	Low Bid	Net +/-
LHTAC (1)	13419	OFF SYS	1/14/2020		6	\$676,629.49	\$943,663.00	\$267,033.51
STC-5804, Westside Road, Trout Creek Bridges						Federal		139%
Contractor: C.E. Kramer Crane and Contracting Inc								

DATE OF BID OPENING - JANUARY 14, 2020 - IDAHO FEDERAL AID FINANCED
PROJECT

IDAHO FEDERAL AID Project No. A013(419)
STC-5804, Westside Road, Trout Creek Bridges
Boundary County, Key No. 13419

DESCRIPTION: The work on this project consists of replacing the existing bridge over Trout Creek with a new bridge

BIDDERS:

C.E. KRAMER CRANE AND CONTRACTING, INC. NAPLES, ID	\$943,663.00
RAZZ CONSTRUCTION INC BELLINGHAM, WA	\$1,097,099.80
LARIVIERE, INC RATHDRUM, ID	\$1,159,796.70
CLEARWATER CONSTRUCTION, INC. dba CLEARWATER WESTERN BOISE, ID	\$1,219,000.00
S & L UNDERGROUND, INC. BONNERS FERRY, ID	\$1,289,933.50

5 BIDS ACCEPTED (1 irregular – DBE)

ENGINEER'S ESTIMATE - \$676,629.49

LOW BID - 139% Percent of the Engineer's Estimate

(AWARD)

(REJECT)

(REQUIRES BOARD APPROVAL)

Approval to award or reject this project is based on Bid Review and Evaluation.

Attached is the justification for Award or Rejection of the Bid. Contracting Services concurs with the recommendation.


DANA DIETZ P.E.
Contracts Engineer

2-28-2020
Date

**Local Highway Technical
Assistance Council**

3330 Grace Street
Boise, Idaho 83703

Phone 208.344.0565
Fax 208.344.0789
Toll Free 1.800.259.6841

www.lhtac.org



Gilbert Hofmeister
Chairman

Todd Smith
Vice Chairman

Robert (BJ) Berlin
Secretary/Treasurer

Jeff R. Miles, P.E.
Administrator

Date: February 26, 2020

Project No.: A013(419)

To: Monica Crider, P.E.
Contracting Services Engineer

Key No.: 13419

From: Jeff R. Miles, PE
Administrator

Project Identification, County
Westside Road; Trout Cr Bridge, Boundary Co

RE: Justification of Bid for Award

Bid was opened on January 14, 2020 for the Trout Creek Bridge project in Boundary County, LHTAC and the design consultant have reviewed the bid results. The Engineer's Estimate (EE) was \$676,629.49. C.E. Kramer Crane and Construction, Inc. submitted the low bid at \$943,663.00 which was \$267,033.51 (39.5%) over the Engineer's Estimate. A total of five bids were received and within an average of approximately 6% of each other.

The EE had been reviewed at the submittal date a year prior to advertisement, but due to the length of time for advertisement it did not receive any review prior to bid advertisement. This project had been submitted for advertisement prior to instituting our new process to review the EE prior to advertisement. During the advertisement, the estimate was reviewed and the EE was updated, however, it was not adjusted enough to cover the higher prices. LHTAC's new PS&E review process should catch these issues in the future.

The major differences in the bid can be attributed to six items. These items accounted for \$383,418. or 90% of the overage. The common characteristic of all these items is that they were not updated prior to advertisement or adjusted enough during advertisement. Rebidding the project is not anticipated to reduce the low bid.

Item No.	Description	Engineer's Estimate	C.E. Kramer Crane	Difference
405-325A	SUPERPAVE HMA PAV INCL ASPH	\$8,500	\$37,400	\$28,900
502-140A	CONC CL 40-A SCH NO. 1	\$70,320	\$109,875	\$39,555
502-425A	PRESTR STRINGER	\$146,700	\$188,428	\$41,728
505-110A	PROV&DRIV 16" DIA STEEL SHELL PILE	\$84,000	\$138,600	\$54,600
S501-51A	SP BRIDGE – SPRAY-APPLIED WATERPR MEMB	\$24,230	\$37,860	\$13,629
Z629-05A	MOBILIZATION	\$68,000	\$85,000	\$17,000

Council Members

Association of Idaho Cities
Mayor Mac Pooler
City of Kellogg

Mayor Robert (BJ) Berlin
City of Roberts

Mayor Diana Thomas
City of Weiser

Idaho Association of Highway Districts
Commissioner Neal Gier
Buhl Highway District

Commissioner Terry Werner
Post Falls Highway District

Commissioner Gilbert Hofmeister
Power County Highway District

Idaho Association of Counties
Commissioner Phil Lampert
Benewah County

Commissioner Mark Rekow
Gem County

Commissioner Todd Smith
Madison County

Ex-Officio Members
Executive Director
Association of Idaho Cities

Nick Veldhouse, Executive Director
Idaho Association of Highway Districts

Seth Grigg, Executive Director
Idaho Association of Counties



	TOTAL	\$401,750	\$597,163	\$195,412
--	-------	-----------	-----------	-----------

In our review of the apparent low bid, there are no discrepancies showing this bid is irregular.

Recommend for Award

It is the opinion of LHTAC, Boundary County, and the Design Engineer that the bids are reasonable considering the current bidding climate and location of the project. It is not expected that there will be any benefit or project savings by a second advertisement and rebid this project at a later date. It is the desire of the Sponsor and LHTAC to award the construction project to the apparent low bidder. Additional funding to cover the contract award are made available through the Contract Increase Set-Aside. Boundary County is prepared to provide the additional estimated match of \$33,856.20.

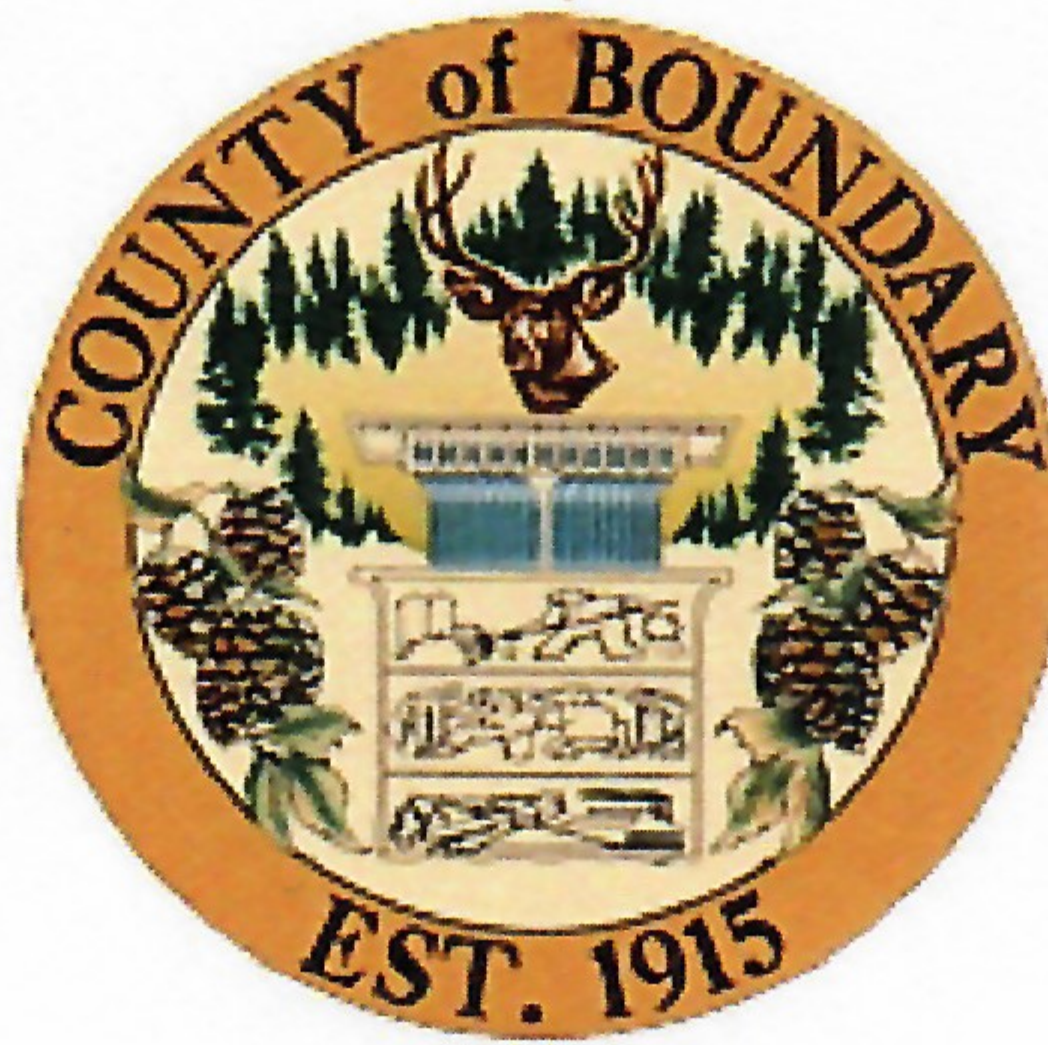
Sincerely,

Jeff R. Miles, P.E.
Administrator

Cc: Renee Nelson – Boundary County Road and Bridge
Jeff Jensen, P.E. – James A. Sewell & Associates

Boundary County Commissioners

Dan R. Dinning, Chairman
Wally Cossairt, Commissioner
Walt Kirby, Commissioner



Telephone (208) 267-7723
Fax: (208) 267-7814
commissioners@boundarycountyid.org

BOUNDARY COUNTY
P. O. Box 419
Bonnors Ferry, ID 83805

March 2, 2020

Local Highway Technical Assistance Council (LHTAC)
Jeff Miles, LHTAC Administrator
3330 W Grace Street
Boise, ID 83703

RE: 13419 Westside Road; Trout Cr Bridge, Boundary County

Dear Mr. Miles,

In regards to the above reference project, Boundary County wishes to proceed with awarding the bid to the lowest acceptable bidder. We are committed to provide the additional match of 7.34%.

The Boundary County Commissioner's official meeting minutes on February 10, 2020, authorize the additional match amount for the award of the project.

Sincerely,

Boundary County
Board of Commissioners

Absent
Dan R. Dinning, Chairman

Wally Cossairt
Wally Cossairt, Commissioner

Walt Kirby
Walt Kirby, Commissioner





Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed _____

Presenter's Name Dave Kuisti, P.E.	Presenter's Title Highways Construction & Operations	Initials DK	Reviewed By LSS
Preparer's Name Dana Dietz, P.E.	Preparer's Title Contracts Engineer	Initials DD	

Subject

Contract Awards and Advertisements		
Key Number	District	Route Number

Background Information

INFORMATION

The following table summarizes the contracts bid since the start of the fiscal year by jurisdiction, along with those requiring Board approval to award and Board approval to reject. The attached chart only shows the ITD State Infrastructure Projects listed by Summary of Cost and Summary of Contract Count.

NOTE:

The table below shows year to date summaries for both ITD and Local contracts bid. These ITD Contracts and the ITD project numbers do not match as there are times that multiple projects are companioned and bid and awarded as one contract.

Year to Date Bid Summary 10/01/19 to 3/3/20					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
24	7	2	4	1	0

RECENT ACTIONS

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

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

Contracts Requiring no action from the Board 2/4/20 to 3/3/20	
ITD	Local
1	0

FUTURE ACTIONS

The Current Advertisement Report is attached.

Recommendations

For Information Only.

Board Action

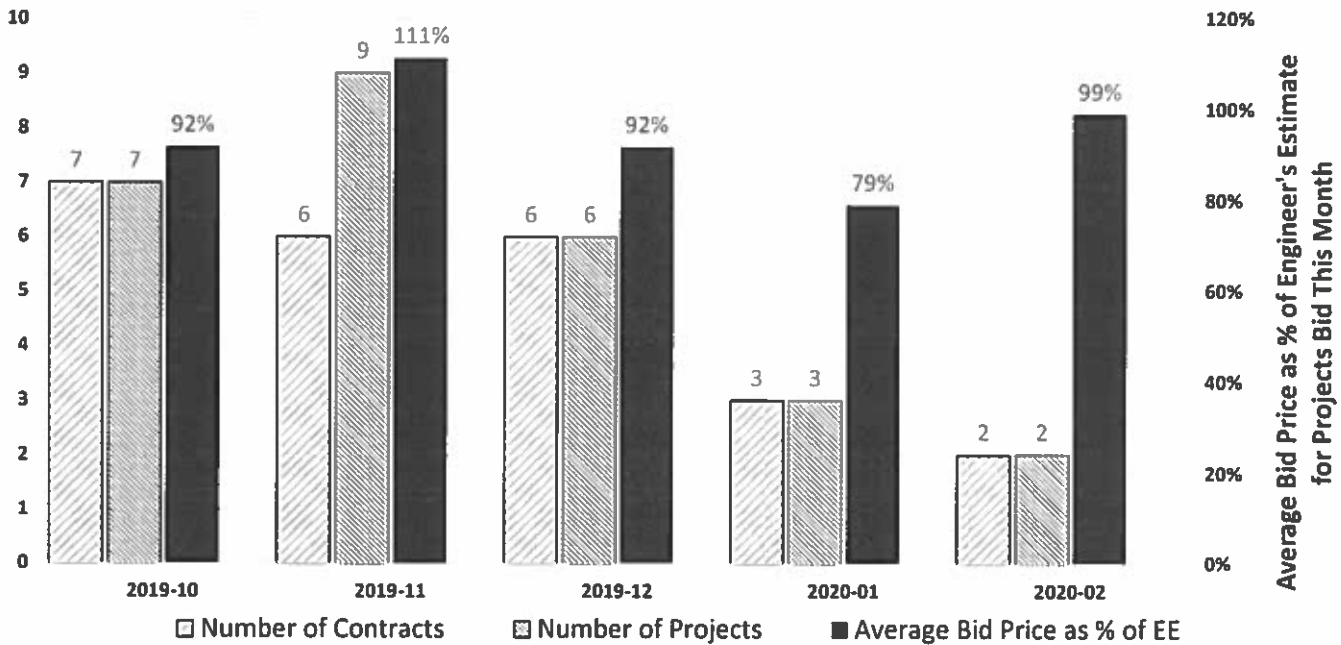
☐ Approved ☐ Deferred _____
☐ Other _____

FFY20 State Infrastructure Project Bid Results: YTD Summary By Cost

27 Projects YTD through March 3, 2020

YTD Total for all 27 projects:

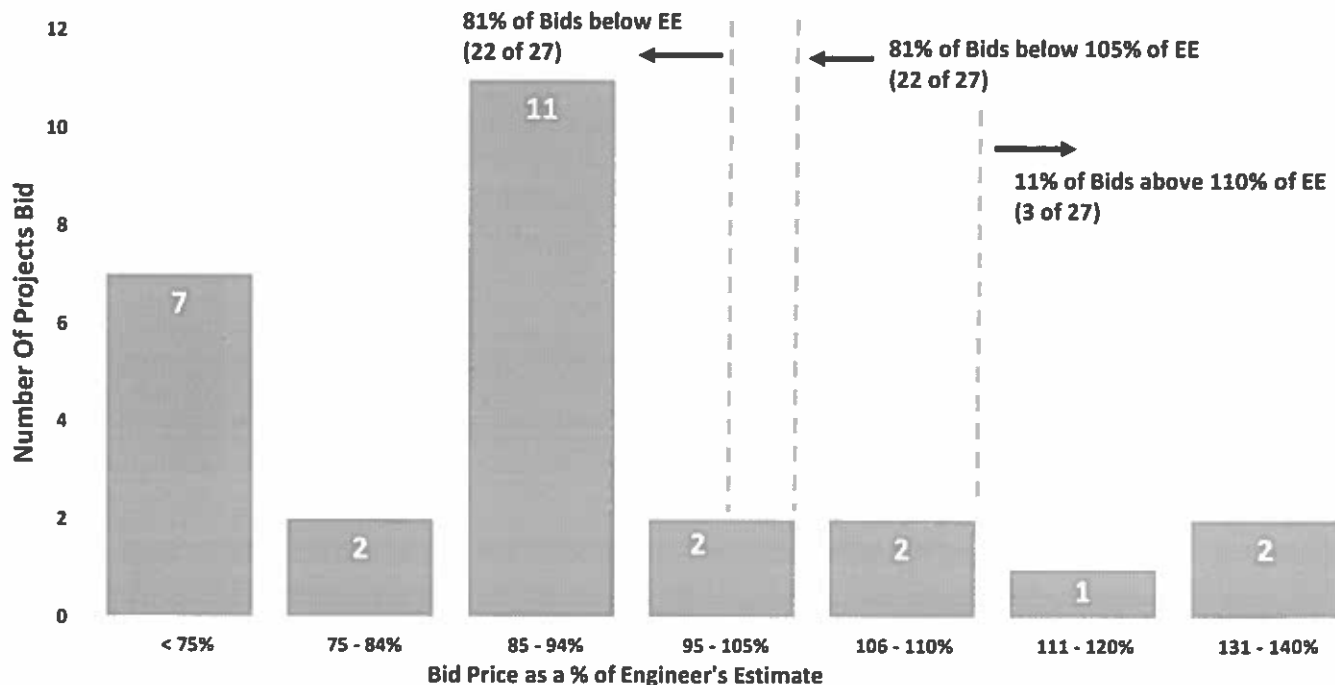
Ratio of Bid Costs / Engineer's Estimates = \$111.0 / \$111.3M = 99.7%



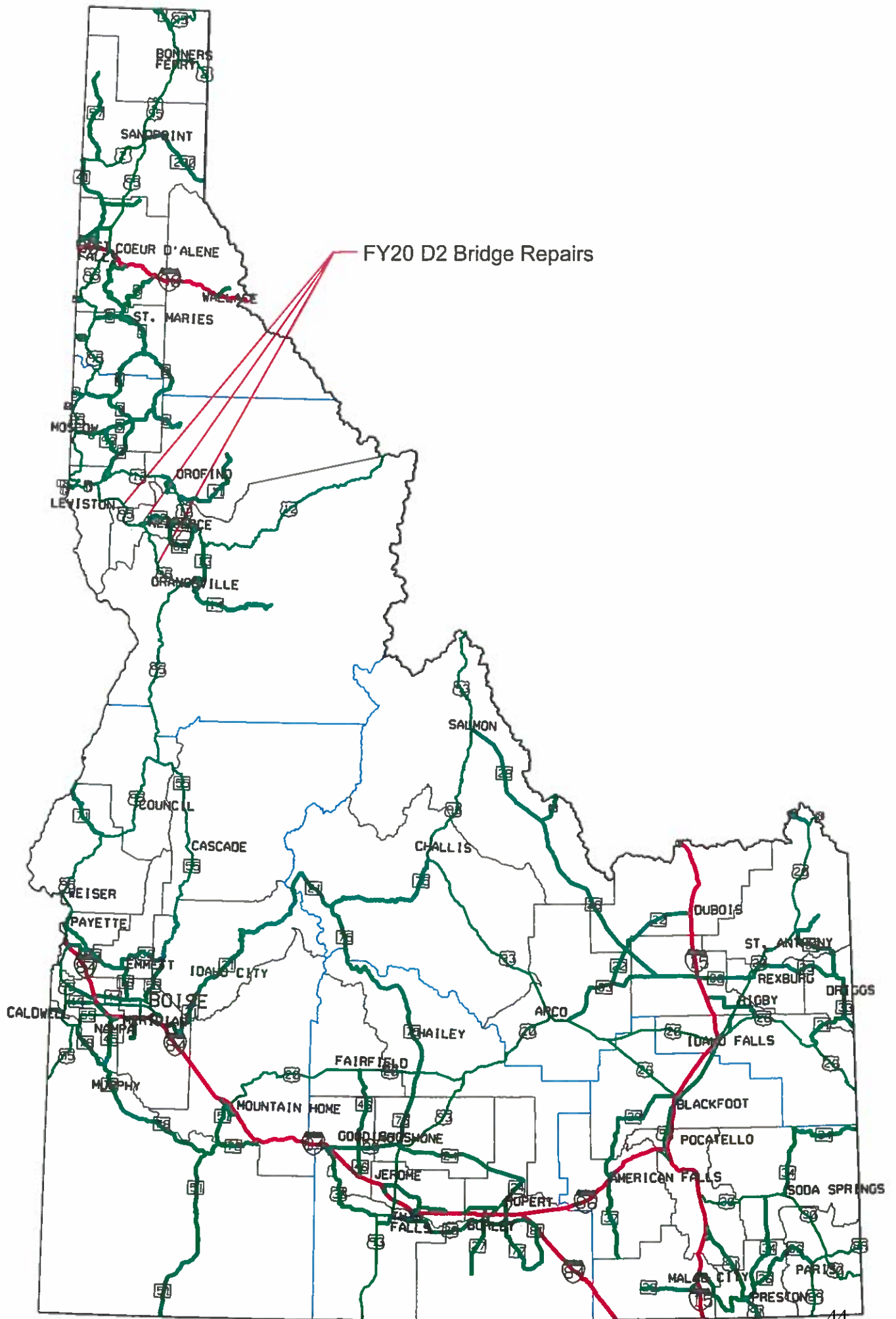
Notes: 1) Local Project are not included 2) Contracts may have multiple Projects

FFY20 State Infrastructure Project Bid Results: YTD Summary By Project Count

27 Projects YTD through March 3, 2020



Note: Local Projects are not included



Monthly Status Report to the Board

CONTRACT(S) ACCEPTED BY STAFF SINCE LAST BOARD MEETING

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/-
							% of EE
2	19595	US-95	2/11/2020	5	\$1,706,171.75	\$1,544,544.00	(\$161,627.27)
FY20 D2 Bridge Repair US-95					Federal		91%
Contractor: Truesdell Corporation							

Monthly Contract Advertisement As of 3-3-2020

District	Key No.	Route	Bid Opening Date
4	22513	SH-77	3/3/2020
Cassia Co Seal Coats \$500,000 to \$1,000,000			State

District	Key No.	Route	Bid Opening Date
1	20035	US-95/SH-41	3/3/2020
US-95, SH-41 FY21 D1 Seal Coats \$1,000,000 to \$2,500,000			State

District	Key No.	Route	Bid Opening Date
4	20559/20596	I-84	3/10/2020
I-84, Jerome IC to Twin Falls IC WBL \$15,000,000 to \$25,000,000			Federal

District	Key No.	Route	Bid Opening Date
1	20098	SH-41	3/10/2020
SH-41, E Prairie Avenue to Boekel Road \$25,000,000 or greater			Federal

District	Key No.	Route	Bid Opening Date
5	19867	Various	3/10/2020
FY20 N Bannock County Pavement Preservation \$5,000,000 to \$10,000,000			Federal

District	Key No.	Route	Bid Opening Date
LHTAC(1)	20038	OFF SYS	3/10/2020
Ramsey Road; Chilco to Scarsello, Lakes Highway District \$5,000,000 to \$10,000,000			Federal
District	Key No.	Route	Bid Opening Date
5	20051	US-30	3/17/2020
US-30, Caribou County Line to Georgetown Summit \$5,000,000 to \$10,000,000			Federal

District	Key No.	Route	Bid Opening Date
5	20590	US-26	3/17/2020
US-26, Puzzle to MP 283 \$5,000,000 to \$10,000,000			State



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

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 Holly McClure	Preparer's Title Grant/Contract Program Specialist	Initials HM	

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 thirty-three (33) new professional services agreements and work tasks totaling **\$4,099,263** and six (6) supplemental agreements to existing professional services agreements totaling **\$323,604** from February 1, 2020 through February 26, 2020.

New Professional Services Agreements and Work Tasks

<i>Reason Consultant Needed</i>	<i>District</i>								<i>Total</i>
	1	2	3	4	5	6	HQ		
Resources not Available									
Design					1				1
Environmental			1		1				2
Surveying	14								14
Construction	2		1	2					5
Bridge Design						1			1
Bridge Inspection							5		5
Traffic			1						1
Planning			1						1
Local Public Agency Projects	1		2						3
Total	17		6	2	2	1	5		33



Board Agenda Item

ITD 2210 (Rev. 10-13)

For ITD District Projects:

Thirty (30) new professional services agreements and work tasks were processed during this period totaling **\$3,961,477**. Four (4) supplemental agreement totaling **\$206,579** were processed.

District 1

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
US 95, Garwood Road Grade Separation & Frontage Roads, Kootenai County	Resources not available: Construction	Engineering of Record Services during Construction	Individual Project Solicitation	David Evans and Associates	\$317,651
US 95, Windfall Pass Curve, Benewah County	Resources not available: Survey	Record of Survey	Direct from Term Agreement	Welch Comer	\$10,654
SH 5, FY21 D1 Deep Base Repair, Benewah County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	T-O Engineering	\$44,249
SH 5, FY22 D1 Deep Base Repair, Benewah County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	T-O Engineering	\$44,249
SH 5, FY21 D1 Mill and Inlay, St. Maries	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	T-O Engineering	\$44,249
SH 5, Parkside Road to Pedee Hill, Benewah County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	T-O Engineering	\$44,249
SH 1, Spring Hill Road to Canada Border, Boundary County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	T-O Engineering	\$44,455
SH 1, US 95 Junction Spring Hill Road Sealcoat, Boundary County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	T-O Engineering	\$44,398
SH 3, Meadowhurst Road to Hells Gulch Road, Benewah County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	Meckel Engineering	\$49,430



Board Agenda Item

ITD 2210 (Rev. 10-13)

US 95, Cocolalla Loop Road to Westmond Road, Bonner County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	Meckel Engineering	\$25,323
SH 54, FY20 D1 Mill and Inlay, Kootenai County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	Meckel Engineering	\$75,745
US 95, Brown Creek Passing Lane to Comanche Street, Boundary County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	Meckel Engineering	\$89,317
FY22 D1 ADA Improvements	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	Meckel Engineering	\$15,826
SH 200, Pack River to Trestle Creek, Bonner County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	Meckel Engineering	\$31,938
US 95, FY22 D1 Mill and Inlay, Bonner County	Resources not available: Survey	Monument Preservation Surveys	Direct from Term Agreement	Meckel Engineering	\$26,176
Various District One Construction Projects	Resources not available: Construction	Materials Sampling and Testing Services	RFI from Term Agreement	HMH, LLC	\$459,300

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					

District 3

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH 21, Mores Creek Bridge Asset Management Plan	Resources not available: Planning	Long Range Asset Management Plan	Individual Project Solicitation	HDR Engineering	\$250,000



Board Agenda Item

ITD 2210 (Rev. 10-13)

I 84, Northside Boulevard to Franklin Boulevard, Nampa	Resources not available: Construction	Steel Girder Inspections	Direct from Term Agreement	Materials Testing & Inspection	Prev: \$68,089 This: \$31,637 Total: \$99,726
SH 44, Star Road to SH 16 and Intersection SH 16 to Linder Road	Resources not available: Environmental	Install Groundwater Monitoring Piezometers	Direct from Term Agreement	GeoEngineers	\$48,182
FY19 D3 Pre-Project Planning	Resources not available: Traffic	Complete Traffic Analysis	Direct from Term Agreement	Precision Engineering	\$38,536

District 4

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH 81, Declo to Burley, Cassia County	Resources not available: Construction	Materials Testing and Inspection Services	Individual Project Solicitation	Horrocks Engineers	\$251,597
US 93, Silver Creek Bridge to Carey North City Limits, and Jones Road to Silver Creek Bridge, Blaine County	Resources not available: Construction	Materials Testing Services	RFI from Term Agreement	Horrocks Engineers	\$177,452

District 5

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I-86/I-15 System IC, Pocatello	Resources not available: Design	Value Engineering Services	Individual Project Solicitation	Stanley Consultants	\$340,000
FY22 D5 Wetland Maintenance	Resources not available: Environmental	Develop Wetland Restoration Master Plan	Direct from Term Agreement	Biota Research & Consulting	\$31,120



Board Agenda Item

ITD 2210 (Rev. 10-13)

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, Fall River Bridge, Fremont County	Resources not available: Bridge	Bridge Concept Study Report	Direct from Term Agreement	WSP USA, Inc.	\$99,128

Headquarters

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
FY20 Local/ Offsystem Bridge Inspection	Resources not available: Bridge Inspection	Bridge Inspections	RFI from Term Agreement	Collins Engineers	\$297,314
FY20 Local/ Offsystem Bridge Inspection	Resources not available: Bridge Inspection	Bridge Inspections	RFI from Term Agreement	Hughes Engineering	\$188,355
FY20 Local/ Offsystem Bridge Inspection	Resources not available: Bridge Inspection	Bridge Inspections	RFI from Term Agreement	Extreme Access	\$300,474
FY20 Local/ Offsystem Bridge Inspection	Resources not available: Bridge Inspection	Bridge Inspections	RFI from Term Agreement	David Evans & Associates	\$479,034
FY20 Local/ Offsystem Bridge Inspection	Resources not available: Bridge Inspection	Bridge Inspections	RFI from Term Agreement	Eixenberger Group	\$61,439



Board Agenda Item

ITD 2210 (Rev. 10-13)

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>
2	US 12, 18 th Street to Clearwater River Bridge, Lewiston	Parametrix	10/2018, Engineer of Record Services	Complete Record of Survey	Prev: \$642,015 This: \$12,492 Total: \$654,507
2	SH 6, Gold Creek Bridge and Old Potlatch Mill Road to Princeton Flats	HDR Engineering	5/2019, Construction Engineering, Inspection and Testing Services	Additional Inspection Services	Prev: \$667,217 This: \$71,254 Total: \$738,471
4	I 84, UPRR Bridge MP 170.9, Gooding County	Horrocks Engineers	3/2019, Materials Testing, Inspection and Ticket Taking Services	Additional Materials Testing Services	Prev: \$380,700 This: \$121,843 Total: \$502,543
4	US 30, Salmon Falls Creek Bridge, Twin Falls County	Bureau Veritas North America	6/2019, Steel Bridge Girder Inspections	Additional Steel Bridge Girder Inspections	Prev: \$35,000 This: \$990 Total: \$35,990

For Local Public Agency Projects:

Three (3) new professional services agreement totaling **\$137,786** were processed during this period. Two (2) supplemental agreement totaling **\$117,025** were processed.

<i>Project</i>	<i>Sponsor</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
Wallace Western Gateway Pedestrian Improvements	City of Wallace	Engineer of Record and Construction Engineering and Inspection Services	Direct from Term Agreement	HMH, LLC	Prev: \$9,600 This: \$9,020 Total: \$18,620
Colorado & Holly Signal/Pedestrian Improvements	City of Nampa	Construction Engineering, Inspection and Materials Testing Services	RFI from Term Agreement	HMH, LLC	\$124,766
FY19 Capital Maintenance, Phase 3	Ada County Highway District	Update Plans, Specifications and Estimate	Direct from Term Agreement	Kittelson & Associates	Prev: \$85,800 This: \$4,000 Total: \$89,800



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>
6	Garden Creek Road to Challis City Limits	J-U-B Engineering	12/2016, Roadway Design through PS&E	Additional work related to Wetland Mitigation Plan	Prev: \$440,700 This: \$ 36,518 Total: \$477,218
HQ	FY19 State Highway System Bridge Inspection	HDR Engineering	4/2019, Bridge Load Ratings	Additional Bridge Load Ratings	Prev: \$253,237 This: \$80,507 Total: \$333,744

Recommendations

For Information Only

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

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

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

Subject

State Fiscal Year 2020 Financial Statements		
Key Number	District	Route Number

Background Information

July 01, 2019 thru January 31, 2020, Fiscal Year 2020 Financial Statements

The financial operations of the Department as of January 31, 2020 shows this fiscal year with expenditures following projected budgets.

- Revenues to the State Highway Account from all state sources are ahead of forecast by 5.6%. Of that total, receipts from the Highway Distribution Account are ahead of forecast by 4.6% or \$6M. State revenues to the State Aeronautics Fund are ahead of forecast by 4.4% or \$92,000. This is primarily due to the receipts for aircraft registrations, however total receipts from aero fuel taxes are below forecast YTD by 2.4%. Staff will continue to monitor revenue and provide future updates.
- Expenditures are within planned budgets YTD. There are timing differences between planned and actual expenditures plus encumbrances estimated. Personnel costs have savings of \$7.6M or 9.8% is due to reserves for horizontal career path increases, vacancies and timing between a position becoming vacant and filled.
- Contract construction cash expenditures through January of this year has exceeded any from the past three years: FY20 = \$327.6M; FY19 = \$309.9M; FY18 = \$287.9M. After seven months in this fiscal year ITD continues on the effort of increased delivery over the prior year.

The balance of the long term investments as of the end of January is \$109.5 Million. This is after a transfer of \$30M to the cash balance to ensure the continued payouts of construction is not constrained. These funds are obligated against both construction projects and encumbrances. The long term investments plus the cash balance (\$77.8M) totals \$187.3M.

Expenditures in the Strategic Initiatives Program Fund (GF Surplus), through the month of January, were \$19.2M. There are no additional funds (other than interest earned on the cash balance) coming into this fund with the expiration of the law effective May 31, 2019 that required the transfer.

Deposits into the Transportation Expansion and Congestion Mitigation Fund of \$10.8M is 10% ahead of forecast. The receipts into this fund for FY20 are committed to construction projects identified in the ITIP.

Expenditures in the GARVEE Capital Projects Fund, funded with proceeds from the bond sale of May 2019, through the month of January were \$13.1M.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Recommendations

Board Action

☐ Approved ☐ Deferred _____

☐ Other _____

User ID: kbentley
 Report ID: AD-FN-GL-010
 Run Date: 10 Feb 2020
 % 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 1/31/2020
 (all amounts in '000)

Fiscal Year: 2020

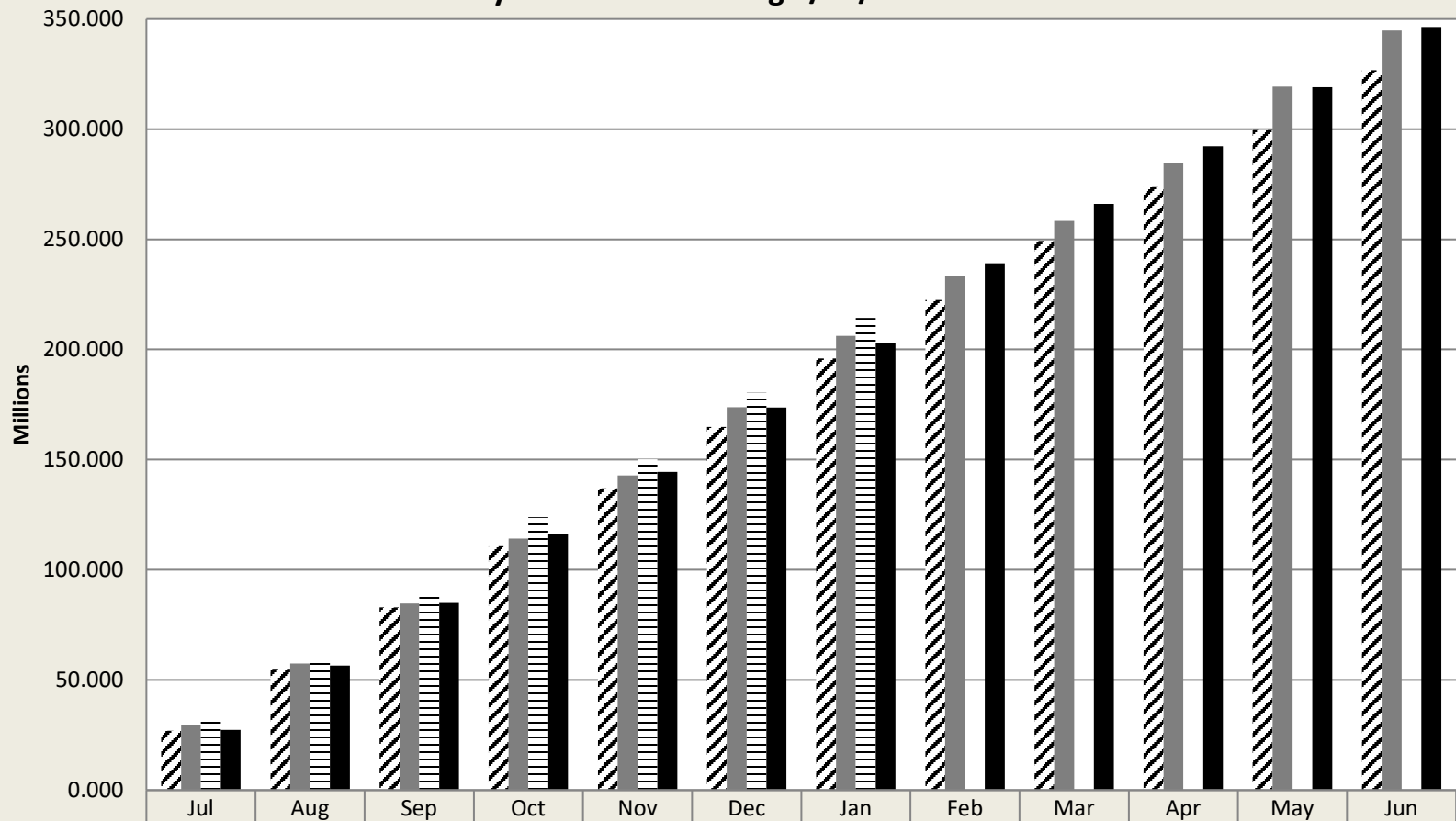
Funds Received					
	FY19 Actual YTD	FY20 Actual YTD	FY20 Forecast YTD	FY20 to FY19 Actual	FY 20 to Forecast
<u>State Highway Account</u>					
Federal Reimbursements	194,801	241,301	250,797	23.9%	-3.8%
State (Inc. H.D.A.)	206,239	214,342	203,029	3.9%	5.6%
Local	6,727	18,661	12,588	177.4%	48.2%
Total State Highway Account:	407,767	474,304	466,413	16.3%	1.7%
<u>State Aeronautics Fund</u>					
Federal Reimbursements	202	174	192	-14.1%	-9.5%
State	2,242	2,211	2,119	-1.4%	4.4%
Total State Aeronautics Fund:	2,444	2,385	2,311	-2.4%	3.2%
Total Fund Received:	410,211	476,689	468,724	16.2%	1.7%
Disbursements (includes Encumbrances)					
	FY19 Actual YTD	FY20 Actual YTD	FY20 Budget YTD	FY20 to FY19 Actual	FY 20 to Budget
Construction Payouts	314,036	330,248	354,560	5.2%	-6.9%
<u>Operations Expenses</u>					
Highways	102,755	112,977	119,554	9.9%	-5.5%
DMV	22,708	21,522	23,922	-5.2%	-10.0%
Administration	15,823	17,155	19,251	8.4%	-10.9%
Facilities	2,647	2,831	399	7.0%	610.2%
Aeronautics	3,599	2,014	2,225	-44.1%	-9.5%
Total Operations Expenses:	147,533	156,499	165,351	6.1%	-5.4%
<u>Transfers</u>					
Operating	25	0	0	-100.0%	0.0%
Debt Service	10,903	12,809	12,787	17.5%	0.2%
Total Transfers:	10,928	12,809	12,787	17.2%	0.2%
Total Disbursements:	472,496	499,555	532,698	5.7%	-6.2%
	FY19 Actual YTD	FY20 Actual YTD	FY20 Budget YTD	FY20 to FY19 Actual	FY 20 to Budget
<u>Expenditures by Type</u>					
Personnel	66,461	70,386	78,033	5.9%	-9.8%
Operating	57,408	58,863	63,032	2.5%	-6.6%
Capital Outlay	14,197	17,628	12,061	24.2%	46.2%
Sub-Grantee	9,466	9,622	12,226	1.6%	-21.3%
Totals Operations Expenses:	147,533	156,499	165,351	6.1%	-5.4%
Contract Construction	314,036	330,248	354,560	5.2%	-6.9%
Totals (excluding Transfers):	461,568	486,747	519,911	5.5%	-6.4%

State Highway Fund 0260

Fiscal Year 2020

State Revenue Source Forecast vs Actual

January - For Period Ending 1/31/2020



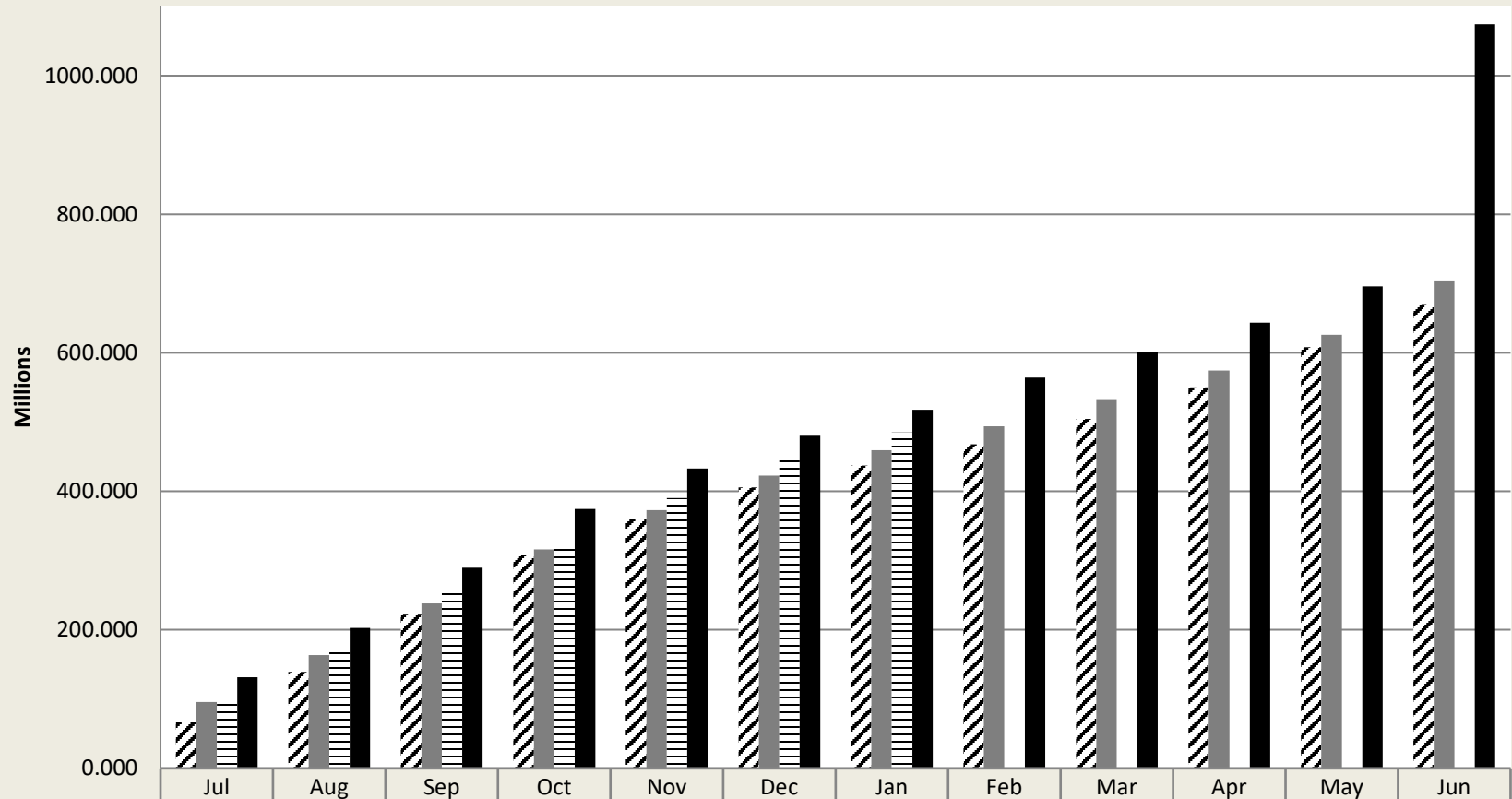
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
▤ FY18 Actual Revenue	27.003	54.686	82.976	110.644	136.997	164.897	195.901	222.483	249.311	273.673	299.623	326.714
■ FY19 Actual Revenue	29.298	57.454	84.752	114.108	142.878	173.775	206.239	233.249	258.362	284.523	319.267	344.728
▬ FY20 Current	32.334	60.074	89.748	123.908	150.217	180.320	214.342					
■ FY20 Forecast	27.394	56.487	84.985	116.487	144.443	173.700	203.029	239.141	266.126	292.199	319.093	346.328

State Highway Fund 0260

Fiscal Year 2020

Expenditures

January - For Period Ending 1/31/2020



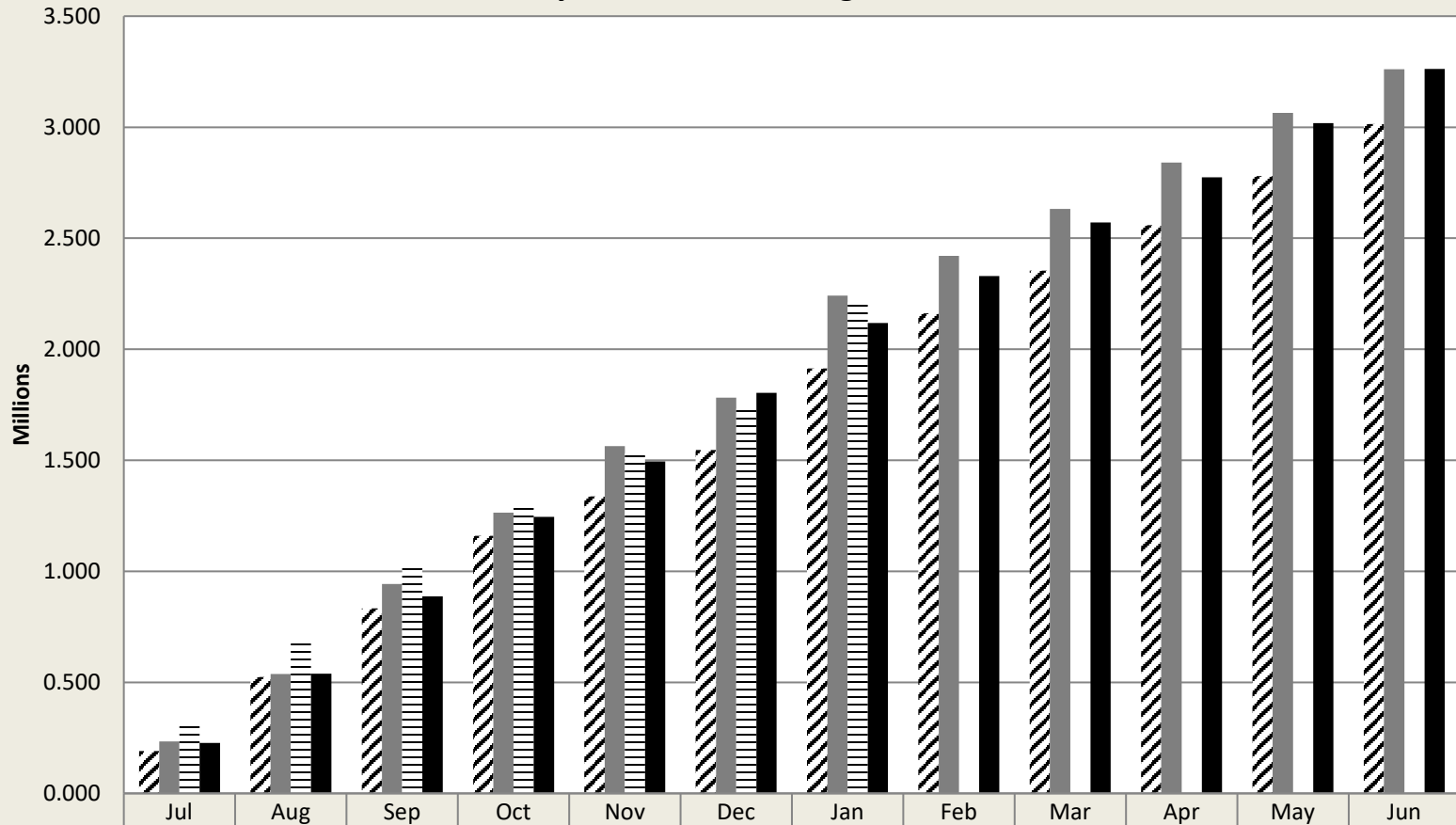
▨ FY18 Actual Expenditures	66.330	139.287	221.745	308.357	360.460	405.710	437.190	468.029	504.461	550.126	607.868	669.206
■ FY19 Actual Expenditures	95.849	163.446	238.100	316.163	372.747	422.734	459.444	493.898	533.081	574.555	626.054	703.065
= FY20 Current	100.532	174.652	255.180	324.290	390.416	448.247	484.733					
■ FY20 Forecast	131.408	202.727	289.868	374.372	432.869	480.181	517.777	564.364	600.856	643.423	695.978	1,074.285

Aeronautics Fund 0221

Fiscal Year 2020

State and Interagency Revenue Sources Forecast vs Actual

January - For Period Ending 1/31/2020



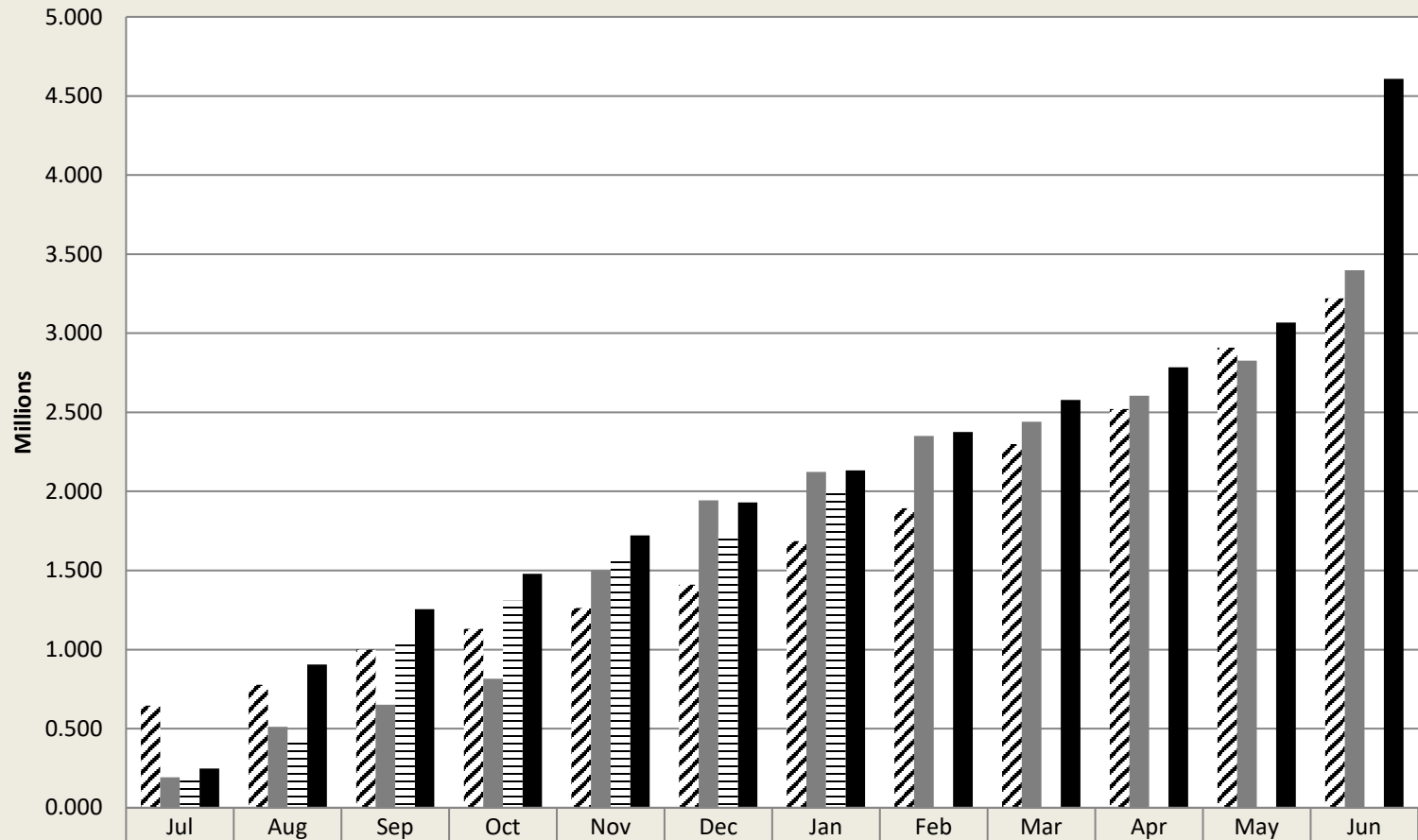
▨ FY18 Actual Revenue	0.191	0.524	0.834	1.159	1.338	1.546	1.913	2.162	2.354	2.558	2.780	3.015
■ FY19 Actual Revenue	0.234	0.538	0.943	1.265	1.563	1.782	2.242	2.421	2.631	2.840	3.064	3.261
□ FY20 Current	0.306	0.679	1.033	1.301	1.531	1.733	2.211					
■ FY20 Forecast	0.228	0.539	0.888	1.245	1.494	1.804	2.119	2.330	2.571	2.775	3.018	3.263

Aeronautics Fund 0221

Fiscal Year 2020

Expenditures

January - For Period Ending 1/31/2020



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 Actual Expenditures	0.193	0.512	0.652	0.816	1.498	1.943	2.124	2.351	2.441	2.604	2.826	3.398
FY20 Current	0.206	0.426	1.047	1.310	1.591	1.736	2.014					
FY20 Forecast	0.248	0.906	1.255	1.479	1.722	1.930	2.134	2.376	2.578	2.785	3.068	4.608

UserID: kbentley
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 Run Date: 10 Feb 2020

Idaho Transportation Department

OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 1/31/2020

	State Aeronautics Fund 0221		State Highway Fund 0260		Transportation Expansion and Congestion Mitigation Fund 0269	
	Dec-20	Jan-20	Dec-20	Jan-20	Dec-20	Jan-20
ASSETS						
Cash on Hand (Change Fund)	0	0	5,845	5,845	0	0
Cash in Bank (Daily Operations)	2,321,726	2,455,545	68,594,720	77,776,683	44,555,287	45,919,762
Investments (Long Term: STO - Diversified Bond Fund)	852,394	853,915	109,280,565	109,477,997	0	0
Total Cash & Investments	3,174,120	3,309,460	177,881,130	187,260,525	44,555,287	45,919,762
Receivables - Other	(0)	(0)	1,459,600	1,424,678	0	0
- Due From Locals (Project Overruns)	0	0	2,498,485	2,133,814	0	0
- Inter Agency	14,130	12,686	13,259	0	0	0
Total Receivables	14,130	12,686	3,971,345	3,558,492	0	0
Inventory on Hand	0	0	20,717,214	18,155,172	0	0
Total Assets:	3,188,251	3,322,146	202,569,689	208,974,188	44,555,287	45,919,762
LIABILITIES						
Vouchers Payable	0	0	4,371	8,069	0	0
Sales Tax Payable	0	0	5,771	6,672	0	0
Deferred Revenue (Local Projects Match)	0	0	24,842,569	22,903,927	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	271,160	218,651	0	0
Total Liabilities:	0	0	25,123,871	23,137,319	0	0
FUND BALANCE						
Reserve for Encumbrance	377,381	311,002	46,475,300	44,612,192	0	0
Fund Balance	2,810,870	3,011,144	130,970,519	141,224,678	44,555,287	45,919,762
Total Fund Balance:	3,188,251	3,322,146	177,445,818	185,836,869	44,555,287	45,919,762
Total Liabilities and Fund Balance	3,188,251	3,322,146	202,569,689	208,974,188	44,555,287	45,919,762

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Idaho Transportation Department

OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 1/31/2020

	Strategic Initiatives Fund (State Share) 0270.02		Strategic Initiatives Fund (Local Share) 0270.05		Total Strategic Initiatives Fund 0270	
	Dec-20	Jan-20	Dec-20	Jan-20	Dec-20	Jan-20
ASSETS						
Cash on Hand (Change Fund)	0	0	0	0	0	0
Cash in Bank (Daily Operations)	27,138,161	25,898,494	48,655	48,737	27,186,815	25,947,231
Investments (Long Term: STO - Diversified Bond Fund)	0	0	0	0	0	0
Total Cash & Investments	27,138,161	25,898,494	48,655	48,737	27,186,815	25,947,231
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:	27,138,161	25,898,494	48,655	48,737	27,186,815	25,947,231
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)	0	0	0	0	0	0
Total Liabilities:	0	0	0	0	0	0
FUND BALANCE						
Reserve for Encumbrance	0	0	0	0	0	0
Fund Balance	27,138,161	25,898,494	48,655	48,737	27,186,815	25,947,231
Total Fund Balance:	27,138,161	25,898,494	48,655	48,737	27,186,815	25,947,231
Total Liabilities and Fund Balance	27,138,161	25,898,494	48,655	48,737	27,186,815	25,947,231

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 10 Feb 2020
 % 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 1/31/2020

Fund: 0260 State Highway Fund

Fiscal Year: 2020
 Budget Fiscal Year: 2020
 REVENUES

	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)
Federal Sources									
FHWA - Highway	223,936,000	214,961,543	9,512,600	0	(8,974,457)	-4.01%	506,876,702	291,915,159	57.59 %
FHWA - Indirect Cost	16,827,200	15,865,800	637,567	0	(961,400)	-5.71%	25,000,000	9,134,200	36.54 %
Federal Transit Authority	6,600,000	6,724,024	1,794,093	0	124,024	1.88 %	14,483,600	7,759,576	53.57 %
NHTSA - Highway Safety	2,800,000	2,722,152	9,622	0	(77,848)	-2.78%	4,642,800	1,920,648	41.37 %
Other Federal Aid	633,331	1,027,880	11,056	0	394,549	62.30 %	3,940,000	2,912,120	73.91 %
Total Federal Sources:	250,796,531	241,301,400	11,964,937	0	(9,495,132)	-3.79%	554,943,102	313,641,703	56.52 %
State Sources									
Equipment Buy Back	0	1,613,672	0	0	1,613,672	0.00 %	8,328,900	6,715,228	80.63 %
Miscellaneous Revenues	18,483,408	19,652,024	2,573,070	0	1,168,616	6.32 %	31,811,123	12,159,099	38.22 %
Total State Sources:	18,483,408	21,265,696	2,573,070	0	2,782,288	15.05 %	40,140,023	18,874,327	47.02 %
Local Sources									
Match For Local Projects	12,587,700	18,653,069	3,213,119	0	6,065,369	48.18 %	36,651,278	17,998,209	49.11 %
Other Local Sources	0	7,500	0	0	7,500	0.00 %	0	(7,500)	0.00 %
Total Local Sources:	12,587,700	18,660,569	3,213,119	0	6,072,869	48.24 %	36,651,278	17,990,709	49.09 %
TOTAL REVENUES:	281,867,639	281,227,664	17,751,126	0	(639,975)	-0.23%	631,734,403	350,506,739	55.48 %
TRANSFERS-IN									
Highway Distribution Account	131,292,200	137,324,453	23,547,306	0	6,032,253	4.59 %	218,971,500	81,647,047	37.29 %
Fuel/Registration Direct	41,774,095	42,713,060	6,302,444	0	938,965	2.25 %	68,416,500	25,703,440	37.57 %
Ethanol Fuels Tax	11,478,900	11,862,823	1,598,572	0	383,923	3.34 %	18,800,000	6,937,177	36.90 %
Statutory	0	1,175,642	0	0	1,175,642	0.00 %	0	(1,175,642)	0.00 %
TOTAL TRANSFERS-IN:	184,545,195	193,075,978	31,448,322	0	8,530,783	4.62 %	306,188,000	113,112,022	36.94 %
TOTAL REV AND TRANSFERS-IN:	466,412,834	474,303,642	49,199,448	0	7,890,808	1.69 %	937,922,403	463,618,761	49.43 %

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 Remaining: 41.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 1/31/2020

Fund: 0260 State Highway Fund

Fiscal Year: 2020
 Budget Fiscal Year: 2020
 EXPENDITURES

	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)
Operations Expense									
Permanent Staff Salaries	52,318,956	47,404,259	6,275,594	0	4,914,697	9.39 %	90,686,045	43,281,786	47.73 %
Board, Hourly, OT, Shift Diff	956,862	814,823	271,667	0	142,039	14.84 %	1,591,678	776,855	48.81 %
Fringe Benefits	24,055,885	21,528,750	3,018,087	0	2,527,135	10.51 %	41,482,177	19,953,427	48.10 %
In State Travel Expense	965,400	945,987	85,760	0	19,413	2.01 %	1,704,108	758,121	44.49 %
Out of State Travel Expense	198,640	146,545	3,034	0	52,095	26.23 %	350,480	203,935	58.19 %
Technology Operating Expense	18,231,826	12,156,337	2,627,452	6,612,243	(536,754)	-2.94%	25,662,010	6,893,430	26.86 %
Operating Expense	42,904,190	31,636,288	4,493,674	6,565,065	4,702,838	10.96 %	67,228,380	29,027,028	43.18 %
Internal Holdback - Operating	0	0	0	0	0	0.00 %	1,000	1,000	100.00 %
Technology Equipment Expense	2,167,090	1,103,063	114,464	208,867	855,160	39.46 %	2,222,340	910,410	40.97 %
Capital Equipment Expense	9,461,462	7,221,690	328,137	6,407,984	(4,168,212)	-44.05%	22,286,360	8,656,686	38.84 %
Capital Facilities Expense	389,597	1,889,047	166,385	790,691	(2,290,141)	-587.82%	5,834,597	3,154,859	54.07 %
Trustee & Benefit Payments	11,567,599	8,313,987	756,539	739,408	2,514,204	21.73 %	19,390,900	10,337,505	53.31 %
Total Operations Expense:	163,217,508	133,160,776	18,140,794	21,324,257	8,732,474	5.35 %	278,440,076	123,955,042	44.52 %
Contract Construction									
Technology Operating Expense	0	1,257,823	82,251	335,020	(1,592,843)	0.00 %	0	(1,592,843)	0.00 %
Operating Expense	5,235,000	1,453,016	441,110	242,665	3,539,319	67.61 %	17,994,003	16,298,322	90.58 %
Capital Projects	348,278,294	324,501,578	18,391,326	2,047,050	21,729,666	6.24 %	771,597,538	445,048,910	57.68 %
Trustee & Benefit Payments	1,046,600	410,666	42,521	0	635,934	60.76 %	6,253,502	5,842,836	93.43 %
Total Contract Construction:	354,559,894	327,623,083	18,957,209	2,624,735	24,312,076	6.86 %	795,845,043	465,597,225	58.50 %
TOTAL EXPENDITURES:	517,777,402	460,783,859	37,098,002	23,948,993	33,044,550	6.38 %	1,074,285,119	589,552,267	54.88 %
TRANSFERS OUT									
Operating	12,787,332	12,808,782	0	0	(21,450)	-0.17%	57,527,200	44,718,418	77.73 %
TOTAL TRANSFERS OUT:	12,787,332	12,808,782	0	0	(21,450)	-0.17%	57,527,200	44,718,418	77.73 %
TOTAL EXPD AND TRANSFERS OUT:	530,564,734	473,592,641	37,098,002	23,948,993	33,023,100	6.22 %	1,131,812,319	634,270,685	56.04 %
Net for Fiscal Year 2020:	(64,151,900)	711,001	12,101,446		40,913,908		(193,889,916)	(170,651,924)	

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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 1/31/2020

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:	2020									
Budget Fiscal Year:	2020									
Contract Construction										
Operating Expenditures										
Operating Expenditures	Dedicated	700,000	398,295	205,435	49,218	252,487	36.07 %	5,942,604	5,495,092	92.47 %
Operating Expenditures	Federal	4,500,000	2,312,348	317,848	528,467	1,659,184	36.87 %	11,519,387	8,678,571	75.34 %
Operating Expenditures	Local	35,000	196	78	0	34,804	99.44 %	532,012	531,816	99.96 %
Total Operating Expenditures		5,235,000	2,710,839	523,362	577,685	1,946,476	37.18 %	17,994,003	14,705,479	81.72 %
Capital Outlay										
Capital Outlay	Dedicated	87,171,916	104,709,931	6,884,648	164,377	(17,702,392)	-20.31%	188,029,074	83,154,766	44.22 %
Capital Outlay	Federal	220,771,879	191,763,491	9,340,106	1,066,769	27,941,619	12.66 %	506,996,042	314,165,782	61.97 %
Capital Outlay	FICR	33,417,727	13,333,130	537,717	815,904	19,268,693	57.66 %	41,107,644	26,958,610	65.58 %
Capital Outlay	Local	6,916,772	14,695,026	1,628,854	0	(7,778,254)	-112.45%	35,464,778	20,769,752	58.56 %
Total Capital Outlay		348,278,294	324,501,578	18,391,326	2,047,050	21,729,666	6.24 %	771,597,538	445,048,910	57.68 %
Trustee & Benefit Payments										
Trustee & Benefit Payments	Dedicated	280,000	1,068	0	0	278,932	99.62 %	2,420,042	2,418,973	99.96 %
Trustee & Benefit Payments	Federal	731,600	409,598	42,521	0	322,002	44.01 %	3,489,273	3,079,675	88.26 %
Trustee & Benefit Payments	Local	35,000	0	0	0	35,000	100.00 %	344,187	344,187	100.00 %
Total Trustee & Benefit Payments		1,046,600	410,666	42,521	0	635,934	60.76 %	6,253,502	5,842,836	93.43 %
Total Contract Construction:		354,559,894	327,623,083	18,957,209	2,624,735	24,312,075	6.86 %	795,845,043	465,597,225	58.50 %

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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 1/31/2020

Fund: 0269 Transportation Expansion and Congestion Mitigation Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2020									
Budget Fiscal Year: 2020									
REVENUES									
Miscellaneous Revenues	385,000	555,781	74,609	0	170,781	44.36 %	660,000	104,219	15.79 %
TOTAL REVENUES:	385,000	555,781	74,609	0	170,781	44.36 %	660,000	104,219	15.79 %
TRANSFERS-IN									
Cigarette Tax	0	0	0	0	0	0.00 %	4,330,169	4,330,169	100.00 %
Sales Tax	9,850,000	10,828,241	1,670,200	0	978,241	9.93 %	17,699,656	6,871,415	38.82 %
TOTAL TRANSFERS-IN:	9,850,000	10,828,241	1,670,200	0	978,241	9.93 %	22,029,825	11,201,584	50.85 %
TOTAL REV AND TRANSFERS-IN:	10,235,000	11,384,022	1,744,809	0	1,149,022	11.23 %	22,689,825	11,305,803	49.83 %
EXPENDITURES									
Contract Construction - Capital Projects	13,184,102	6,927,330	380,334	0	6,256,772	47.46 %	62,507,633	55,580,304	88.92 %
TOTAL EXPENDITURES:	13,184,102	6,927,330	380,334	0	6,256,772	47.46 %	62,507,633	55,580,304	88.92 %
TOTAL EXPD AND TRANSFERS OUT:	13,184,102	6,927,330	380,334	0	6,256,772	47.46 %	62,507,633	55,580,304	88.92 %
Net for Fiscal Year 2020:	(2,949,102)	4,456,693	1,364,475		7,405,794		(39,817,808)	(44,274,501)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 10 Feb 2020
 % 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 1/31/2020

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

Fiscal Year:	2020	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:	2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES										
State Sources - Miscellaneous Revenues		609,300	497,040	48,871	0	(112,260)	-18.42%	862,300	365,260	42.36 %
TOTAL REVENUES:		609,300	497,040	48,871	0	(112,260)	-18.42%	862,300	365,260	42.36 %
TOTAL REV AND TRANSFERS-IN:		609,300	497,040	48,871	0	(112,260)	-18.42%	862,300	365,260	42.36 %
EXPENDITURES										
Contract Construction - Capital Projects		14,000,000	19,251,175	1,288,538	0	(5,251,175)	-37.51%	44,768,703	25,517,528	57.00 %
TOTAL EXPENDITURES:		14,000,000	19,251,175	1,288,538	0	(5,251,175)	-37.51%	44,768,703	25,517,528	57.00 %
TOTAL EXPD AND TRANSFERS OUT:		14,000,000	19,251,175	1,288,538	0	(5,251,175)	-37.51%	44,768,703	25,517,528	57.00 %
Net for Fiscal Year 2020:		(13,390,700)	(18,754,135)	(1,239,666)		(5,363,435)		(43,906,403)	(25,152,268)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 10 Feb 2020
 % 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 1/31/2020

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

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Fiscal Year: 2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2020									
REVENUES									
State Sources - Miscellaneous Revenues	0	558	82	0	558	0.00 %	0	(558)	0.00 %
TOTAL REVENUES:	0	558	82	0	558	0.00 %	0	(558)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	558	82	0	558	0.00 %	0	(558)	0.00 %
EXPENDITURES									
Contract Construction - Trustee & Benefit Payments	25,831	0	0	0	25,831	100.00 %	25,831	25,831	100.00 %
TOTAL EXPENDITURES:	25,831	0	0	0	25,831	100.00 %	25,831	25,831	100.00 %
TOTAL EXPD AND TRANSFERS OUT:	25,831	0	0	0	25,831	100.00 %	25,831	25,831	100.00 %
Net for Fiscal Year 2020:	(25,831)	558	82		26,389		(25,831)	(26,389)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 10 Feb 2020
 % 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 1/31/2020

Fund: 0374 GARVEE Capital Project Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2020									
Budget Fiscal Year: 2020									
REVENUES									
State Sources - Miscellaneous Revenues	0	13,989,273	2,810	0	13,989,273	0.00 %	0	(13,989,273)	0.00 %
TOTAL REVENUES:	0	13,989,273	2,810	0	13,989,273	0.00 %	0	(13,989,273)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	13,989,273	2,810	0	13,989,273	0.00 %	0	(13,989,273)	0.00 %
EXPENDITURES									
Operating Expenditures	0	99,144	15,894	0	(99,144)	0.00 %	0	(99,144)	0.00 %
Capital Projects	0	11,805,665	243,039	0	(11,805,665)	0.00 %	0	(11,805,665)	0.00 %
TOTAL EXPENDITURES:	0	11,904,809	258,933	0	(11,904,809)	0.00 %	0	(11,904,809)	0.00 %
TRANSFERS OUT									
Statutory	0	1,175,642	0	0	(1,175,642)	0.00 %	0	(1,175,642)	0.00 %
TOTAL TRANSFERS OUT:	0	1,175,642	0	0	(1,175,642)	0.00 %	0	(1,175,642)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	13,080,452	258,933	0	(13,080,451)	0.00 %	0	(13,080,451)	0.00 %
Net for Fiscal Year 2020:	0	908,822	(256,123)		908,822		0	(908,822)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 10 Feb 2020
 % 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 1/31/2020

Fund: 0375 GARVEE Debt Service Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2020									
Budget Fiscal Year: 2020									
REVENUES									
State Sources - Miscellaneous Revenues	0	85,202	13,101	0	85,202	0.00 %	0	(85,202)	0.00 %
TOTAL REVENUES:	0	85,202	13,101	0	85,202	0.00 %	0	(85,202)	0.00 %
TRANSFERS-IN									
Operating	0	17,508,782	0	0	17,508,782	0.00 %	0	(17,508,782)	0.00 %
TOTAL TRANSFERS-IN:	0	17,508,782	0	0	17,508,782	0.00 %	0	(17,508,782)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	17,593,984	13,101	0	17,593,984	0.00 %	0	(17,593,984)	0.00 %
EXPENDITURES									
Bond Principal / Interest	0	58,624,149	13,188,275	0	(58,624,149)	0.00 %	0	(58,624,149)	0.00 %
TOTAL EXPENDITURES:	0	58,624,149	13,188,275	0	(58,624,149)	0.00 %	0	(58,624,149)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	58,624,149	13,188,275	0	(58,624,149)	0.00 %	0	(58,624,149)	0.00 %
Net for Fiscal Year 2020:	0	(41,030,165)	(13,175,175)		(41,030,165)		0	41,030,165	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 10 Feb 2020
 % 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 1/31/2020

Fund: 0221 State Aeronautics Fund

Fiscal Year:	2020	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:	2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES										
Federal Sources - FAA		192,000	173,736	0	0	(18,265)	-9.51%	667,500	493,765	73.97 %
State Sources - Miscellaneous Revenues		264,318	348,135	276,607	0	83,817	31.71 %	362,500	14,365	3.96 %
Interagency Sources - Miscellaneous Revenues		134,500	184,642	13,676	0	50,142	37.28 %	250,000	65,358	26.14 %
TOTAL REVENUES:		590,818	706,513	290,284	0	115,694	19.58 %	1,280,000	573,488	44.80 %
TRANSFERS-IN										
Operating		1,719,872	1,678,425	187,903	0	(41,447)	-2.41%	2,650,000	971,575	36.66 %
TOTAL TRANSFERS-IN:		1,719,872	1,678,425	187,903	0	(41,447)	-2.41%	2,650,000	971,575	36.66 %
TOTAL REV AND TRANSFERS-IN:		2,310,690	2,384,937	478,187	0	74,247	3.21 %	3,930,000	1,545,063	39.31 %
EXPENDITURES										
Permanent Staff Salaries		459,000	410,808	58,061	0	48,192	10.50 %	796,788	385,980	48.44 %
Board, Hourly, OT, Shift Diff		39,000	42,302	63	0	(3,302)	-8.47%	57,900	15,598	26.94 %
Fringe Benefits		203,295	184,771	25,751	0	18,524	9.11 %	350,912	166,141	47.35 %
In State Travel Expense		32,903	39,479	1,678	0	(6,576)	-19.99%	59,246	19,767	33.36 %
Out of State Travel Expense		10,559	19,061	304	0	(8,502)	-80.52%	17,800	(1,261)	-7.08%
Technology Operating Expense		23,464	29,990	12,730	11,636	(18,161)	-77.40%	46,257	4,632	10.01 %
Operating Expense		664,528	475,701	93,868	224,946	(36,119)	-5.44%	1,156,697	456,050	39.43 %
Technology Equipment Expense		9,600	0	0	4,080	5,520	57.50 %	9,600	5,520	57.50 %
Capital Equipment Expense		33,000	0	0	0	33,000	100.00 %	33,000	33,000	100.00 %
Capital Facilities Expense		0	1,194	1,052	1,208	(2,402)	0.00 %	50,000	47,598	95.20 %
Trustee & Benefit Payments		658,331	568,536	146,142	0	89,795	13.64 %	2,029,911	1,461,375	71.99 %
TOTAL EXPENDITURES:		2,133,680	1,771,840	339,650	241,870	119,969	5.62 %	4,608,111	2,594,400	56.30 %
TOTAL EXPD AND TRANSFERS OUT:		2,133,680	1,771,840	339,650	241,870	119,969	5.62 %	4,608,111	2,594,400	56.30 %
Net for Fiscal Year 2020:		177,010	613,097	138,537		194,216		(678,111)	(1,049,337)	71



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

Presenter's Name Justin Collins	Presenter's Title Financial Mgr., FP&A	Initials JC	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 \$286.6 million of obligation authority through September 30th via an appropriations act signed on December 20, 2019. This includes \$936,200 of *Highway Infrastructure General Funds* carried over from last year in the Transportation Management Area. On February 13th we also received \$14.1 million of *General Funds* of which \$8.5 million of bridge funds were distributed 50:50 with locals in a board agenda item last month. The disposition of the remaining \$5.7 million *Highway Infrastructure General Funds* is the subject of another Board Item this month so is not included in this item. Obligation authority through September 30th (365/365^{ths}) is \$295.0 million which corresponds to \$295.4 million with match after a reduction for prorated indirect costs.

Idaho has received apportionments via notices through February 13th of \$331.7 million. This includes *Redistribution of Certain Authorized Funds* and *Highway Infrastructure General Funds*. Currently, obligation authority is 90.7% of apportionments.

The exhibits on the following page summarize these amounts and show allotments and remaining funds by program through September 30, 2020.

Recommendations

For Information

Board Action

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



Board Agenda Item

ITD 2210 (Rev. 10-13)

Exhibit One Actual Formula Funding for FY2020

Per FAST Tables – Total Year	
Federal Aid Only	\$317,314
Including Match	\$344,009
Per Apportionments – Total Year	
Federal Aid Only	\$331,650
Including Match	\$359,552
Obligation Limits through 9/30/2020	
Federal Aid Only	\$295,022
Less prorated \$25M indirect costs w/Match	\$295,419

- Notes:
1. All dollars in Thousands
 2. 'Approved Program' amounts from the FY 2020 Board Approved Program (Sky Blue Book).
 3. Apportionment and Obligation Authority amounts reflect available funds via federal notices received through February 13, 2020.

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

Program	Allotted Program Funding through 9/30/2020	Program Funding Remaining as of 2/29/2020
All Other SHS Program	\$163,255	\$78,725
GARVEE Formula Debt Service*	\$62,318	\$48,459
State Planning and Research*	\$7,054	\$1,026
Metropolitan Planning*	\$1,941	\$0
Railroad Crossings	\$1,941	\$1,911
Transportation Alternatives (Urban/Rural)	\$3,571	\$2,441
Recreational Trails	\$1,540	\$1,592
STBG - Local Urban	\$8,005	\$2,367
STBG - Transportation Mgt. Area	\$10,807	\$9,436
Transportation Alternatives (TMA)	\$432	\$332
STBG – Local Rural	\$13,392	\$8,934
Local Bridge	\$9,462	\$8,752
Off System Bridge	\$3,676	\$1,122
Local Safety	\$8,025	\$5,594
Total (excluding indirect costs)	\$295,419	\$170,691

- Notes:
1. All dollars in Thousands.
 2. Allotments based on the FY 2020 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) through February 29th.
 5. Advanced construction conversions of \$79.5 million are outstanding for FY 2020.
- * These programs are provided 100% Obligation Authority. Other programs are reduced accordingly.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

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

Presenter's Name	Presenter's Title	Initials	Reviewed By
Chase Croft	Business & Support Mgr	CC	CM
Preparer's Name	Preparer's Title	Initials	LSS
Chase Croft	Business & Support Mgr	CC	

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 18, 2020

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 10 minutes

Presenter's Name Justin Collins	Presenter's Title Financial Manager - FP&A	Initials JC	Reviewed By LSS
Preparer's Name Justin Collins	Preparer's Title Financial Manager - FP&A	Initials JC	

Subject

Status: FY2021 Appropriation - JFAC Actions

Key Number	District	Route Number
------------	----------	--------------

Background Information

The Joint Finance Appropriation Committee (JFAC) set the department's FY21 Appropriation on Friday February 28th. This agenda item highlights the changes between the Governor's Recommendation and JFAC actions.

The department's budget will now be drafted in bill form and moved to both chambers of the Legislature for review and vote.

The FY2021 JFAC Appropriation includes these changes from the Governor's Recommendation:

FTP's	Spending Authority	
1,651.0	\$785,421,300	FY21 Governor's Recommendation (1-06-20)
(3.0)	(345,900)	Removed FY20 Supplemental for DMV Insurance Verification Program
	204,100	Revised One Time Expenditures from DMV Supplemental
	(134,800)	Removed FY21 Annualization for DMV Insurance Verification Program
	(276,600)	Transferred Hwys 3 FTEs to DMV Insurance Verification Program
	276,600	Transferred into DMV 3 FTEs from Hwys
	(3,571,300)	Removed Hwys Inflationary Increases, Funded from Hwys PC to OE Transfer
	1,029,200	New FY21 Line Item SIPF Interest (Removed from FY20 Supplemental)
	24,900	Increase to CEC - Compensation for Select Positions (7 categories, 20 positions)
	(25,000)	Removed Visitor Center Line Item (to be absorbed within Hwys OE base)
(3.0)	(\$2,818,800)	Net Change
1,648.0	\$782,602,500	FY21 JFAC Appropriation (2-28-20)



Board Agenda Item

ITD 2210 (Rev. 10-13)

Summary values carried in the FY21 Appropriation set by JFAC on 2-28-20.

\$ 639,128,500	FY21 Base
<u>31,602,500</u>	Base Adjustments
\$ 670,731,000	Adjusted FY21 Base
<u>111,871,500</u>	Line Items
<u>\$ 782,602,500</u>	Total FY21 Spending Authority
66,479,000	Debt Service
<u>\$ 849,081,500</u>	FY21 Total Program Funding

Exhibits

- Comparison: FY21 JFAC Appropriation (2-28-20) to Governor's Recommendation (1-06-20)
- Appropriation Request Summary

Recommendations

Information Item for the Board

Board Action

☐ Approved ☐ Deferred _____

☐ Other _____

IDAHO TRANSPORTATION DEPARTMENT

March 2020 Board Meeting

FY21 Appropriation - JFAC Actions (02-28-20)

		<u>Funding</u>	<u>FTE's</u>
1	FY21 BASE	\$ 639,128,500	1,648.0
2			
3	Adjustments		
4	Change Personnel and Benefit Costs	\$ (4,299,100)	
5	Inflation / Workload Cost Increases (DMV and Hwy Ops)	\$ 3,861,300	
6	Change in Employee Compensation (2.0%)	\$ 2,291,100	
7	Annualization (DMV House Bill H0179)	\$ -	
8	Replacement Equipment	\$ 29,674,900	
9	Statewide Cost Allocation (SWCAP)	\$ 74,300	
10		\$ 31,602,500	
11			
12	FY21 ADJUSTED BASE	\$ 670,731,000	1,648.0
13			
14	Line Items (by Division)		
15	Construction: Appropriation of Available Funds	\$ 98,744,600	
16	Construction: SIPF	\$ 1,029,200	
17	Highway Operations: Annual Payment for Visitor Centers (to be absorbed in Hwys Operating Base)	\$ -	
18	Highway Operations: Geographic Info Systems (GIS) Integration (Phase 3)	\$ 1,635,000	
19	Highway Operations: Additional Equipment for Hwy Ops	\$ 454,400	
20	Highway Operations: Grant Mgmt. Software Application	\$ 190,000	
21	Highway Operations: Federal Funding (FTA, NHTSA, & FHWA)	\$ 3,267,000	
22	Highway Operations: Intelligent Transportation System Replacement	\$ 2,754,700	
23	Motor Vehicles: DMV Equipment for County Offices	\$ 265,800	
24	Administration: Cloud License Security Upgrade	\$ 1,270,000	
25	Administration: LUMA Interface Plan	\$ 486,700	
26	Administration: Gov Rec	\$ 24,100	
27	Aeronautics: Unmanned Aircraft System Manager (\$75,000 Operating transfer to Personnel)	\$ -	
28	Aeronautics: Increase to Idaho Airport Aid Program (IAAP)	\$ 1,750,000	
29		\$ 111,871,500	
30			
31	FY21 TOTAL APPROPRIATION	\$ 782,602,500	1,648.0
32			
33	GARVEE Bond Debt Service	\$ 66,479,000	
34			
35	FY21 TOTAL PROGRAM FUNDING	\$ 849,081,500	1,648.0

IDAHO TRANSPORTATION DEPARTMENT
FY21 APPROPRIATION - March 2020 Board Meeting
as of: 3-05-2020
(\$ in millions, rounded)

		DRAFT Board Workshop Jun 20, 2019	March Board Meeting			Description of JFAC Changes to the Governor's Recommendation
			FY21 Governor's Recommendation Jan 06,2020	FY21 JFAC Actions Feb 28,2020		
1	CASH, Beginning	7.7	30.1	30.1	-	
	Revenue					
2	Federal	340.4	355.4	355.4	-	
3	Fed - Obligated Unspent	40.0	40.0	40.0	-	
4	State	347.2	362.0	362.0	-	
5	Interagency	0.3	0.3	0.3	-	
6	Local	4.7	18.3	18.3	-	
7	TECM	22.0	25.5	25.5	-	
9	Pre-FY21 Funds	-	20.8	20.8	-	
8	Total Revenue	754.6	822.4	822.4	-	
9	Expenditures					
10	Personnel	138.1	136.7	132.9	(3.8)	- \$3.6M Decrease in Personnel (Hwys Personnel transferred to Operating for Inflation) - \$0.18M removal of Supplemental & Annualization for DMV HB179 Insurance Program + \$0.02M Increase in CEC for select positions
11	Operating	99.5	99.8	99.7	(0.1)	- \$0.1M removal of DMV Supplemental HB179 Insurance Program
12	Capital Facilities	16.1	3.6	3.6	-	
13	Equipment	30.2	30.2	30.2	-	
14	Trustee & Benefits	22.8	24.1	24.1	-	
15	Contract Construction	386.1	491.1	492.2	1.1	Increase to Contract Construction + \$1.1M increase due to change from Supplemental to Line Item for SIPF (Dedicated & Local Funding Pass Thru)
16	Total Expenditures	692.7	785.4	782.6	(2.8)	
17	Anticipated Reversions	-	-	-	-	
18	Debt Service	66.5	66.5	66.5	-	
19	Total Program Funding	759.2	851.9	849.1	(2.8)	
20	CASH, Ending		0.6	3.4	2.8	\$3.4M \$2.8M State Highway Account \$0.6M Aeronautics Fund



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020Consent Item ☐Information Item ☐Amount of Presentation Time Needed 10 minutes

Presenter's Name Tony Pirc	Presenter's Title Facility Program Manager	Initials ALP	Reviewed By LSS
Preparer's Name Tony Pirc	Preparer's Title Facility Program Manager	Initials ALP	

Subject

Plan to address D4 office building deficiencies

Key Number	District	Route Number
------------	----------	--------------

Background Information

The Facility Management Program and District 4 have a number of assessments underway at this time for the current facility and are trying to maintain the building in working condition without making any long-term, costly expenditures. We are moving forward with the design and construction of an Americans with Disabilities Act ramp to the front entrance and hope to have that completed early Fall of 2020. Also, earlier this month, we had a mechanical engineer assess the current condition of the HVAC system and the Materials lab and intend to bring those to a safe, working condition without the need for a complete, long-term replacement. There are also a few windows that need to be replaced as well. We will be using existing A&R funds within the Facility Management Program budget, so there will not be an additional funding request.

The Facility Management Program Manager will continue to work with the District to formalize a plan as the results come in from the assessments.

Recommendations

For information.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

IDAHO TRANSPORTATION
DEPARTMENT
216 SOUTH DATE

Idaho Transportation Department

District 4 HQ Building Deficiencies Plan

March 18, 2020



YOUR Safety



YOUR Mobility



YOUR Economic Opportunity











Materials Lab Study for the ITD District 4 Building



PREPARED BY



JANUARY 31ST, 2020

HVAC Study for the ITD District 4 Building



PREPARED BY



JANUARY 31ST, 2020



D4 HQ Building Alterations and Repairs

	Project	Cost Estimate
1.a	ADA Ramp Professional Design Services	\$12,750.00
1.b	ADA Ramp Construction	\$50,000.00
2	HVAC Console Heat Pump units (4)	\$24,000.00
3.a	HVAC Professional Design Services	\$12,500.00
3.b	Lab compliance Construction	\$80,000.00
4	Broken window replacement	<u>\$7,500.00</u>
		\$186,750.00

	Add/Alternate	Cost Estimate
5	Main HVAC system construction	\$80k to \$140K

Questions?



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Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18th 2020

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 15 mins

Presenter's Name	Presenter's Title	Initials	Reviewed By
Reymundo Rodriguez	DMV Compliance Program Mgr		LSS
Preparer's Name	Preparer's Title	Initials	
Reymundo Rodriguez	DMV Compliance Program Mgr		

Subject

Temporary Waiver of Limitations for Emergency Movements - Process Improvement Recommendation		
Key Number	District	Route Number

Background Information

1. Description of current temporary waiver of limitations permit process within the DMV and the board involvement.
2. Recommended change to temporary waiver of limitations permit process through a Delegated Authority to the Chief Engineer and the DMV Administrator.

Recommendations

Staff recommends that the ITD Board approve the resolution which would delegate authority to Chief Engineer and DMV Administrator in the approval/denial of emergency temporary waiver of limitations movement requests. Resolution on page 93.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

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

Process for Temporary Waiver of Limitations for Emergency Movements

The Idaho Transportation Board may waive existing permit policy limitations in the event of an emergency, subject to such limitation or special requirements as the Board may impose as per IDAPA 39.03.03 – Rules Governing Special Permits General Conditions and Requirements. As per Idaho Code 40-505 the authority for approval or denial of such waivers is delegated to Division of Motor Vehicles (DMV) Administrator and Division of Highways (DOH) Chief Engineer

1. Waiver Request Submission: Request will be completed online or if the customer does not have access to online services, they can contact the Special Permit staff to complete their petition.
2. Review / Analysis: Following submission of request, it will be reviewed for completeness. If it is incomplete, it will be returned to the applicant with an explanation for returning the request. If the request is complete and meets the emergency requirements of IDAPA 39.03.03.630, the department's analysis will be conducted by DMV and DOH staff to recommend approval or denial to DMV Administrator and DOH Chief Engineer. Staff will utilize engineering and safety criteria pertaining to appropriate Idaho laws, rules and regulations in the movement of vehicles that exceed legal size and weight. Additional consideration shall be given to traffic volumes and other safety factors.
3. DMV Administrator and DOH Chief Engineer will evaluate recommendation(s) and approve or deny the request for temporary waiver of limitations Special Permit based on the analysis and findings of DMV and DOH staff. If approval is granted, The DMV Administrator and DOH Chief Engineer will ensure the proper necessary traffic control requirements are applied to ensure safety of such movements. The appropriate duration of the waiver will be determined by the DMV Administrator and DOH Chief Engineer. The findings will be reported to the ITD Board via an informational board agenda item or report whichever is determined by the ITD Board as the method of communication.
4. The requestor will also be informed of the decision of approval or denial. If approved, then the requestor will be granted a temporary waiver of limitations Special Permit with special requirements to ensure the safety of such movements on Idaho highways. If denied, the requestor can request an administrative hearing with an appointed hearing officer.
4. Appeals from a hearing officer's order will go to the Director or his appointed delegate for a final decision from the Department.
5. Final decision may still be challenged in a court of law by the requestor.

Res. No.

WHEREAS, the Idaho Transportation Board may waive existing permit policy limitations in the event of an emergency which is defined in IDAPA 30.03.03.630; and

WHEREAS, these requests can be time sensitive in nature due to the emergency; and

WHEREAS, the Idaho Transportation board may grant authority to delegate as per Idaho Code 40-505 to appropriate staff.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board grants authority to the DMV Division Administrator and Chief Engineer to review, approve or deny requests for the waiver of existing permit policy limitations. The Idaho Transportation Board approves the process that has been brought before them as it provides that each request is analyzed utilizing engineering and safety criteria pertaining to appropriate Idaho laws, rules and regulations in the movement of vehicles that exceed legal size and weight. The Idaho Transportation Board shall have findings reported via an informational board agenda item or report, whichever is determined by the Board as their preferred method of communication.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date 3/18/2019Consent Item ☐Information Item ☐Amount of Presentation Time Needed 15 minutes

Presenter's Name Shauna Miller	Presenter's Title Grants/Contracts Officer	Initials SM	Reviewed By
Preparer's Name Ron Duran	Preparer's Title PT Program Manager	Initials RD	

Subject

Public Transportation 2020-2022 Application Funding Recommendations		
Key Number	District	Route Number

Background Information

ITD-Public Transportation issued a two year competitive application process for the following programs: 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, 5311 Formula Grant for Rural Areas, 5339 Bus and Bus Facilities, and the Vehicle Investment Program (VIP).

Using FTA scope eligibility and priorities, ITD-PT staff made funding recommendations for the two year rural applications and the annual intercity bus applications.

On March 3rd, the Public Transportation Program Manager presented sub recipient grant applications to the Public Transportation Advisory Council (PTAC), and asked for their comments and concurrence on funding recommendations made by ITD-PT staff.

ITD-PT seeks approval from the ITD Board on the two year awards for the rural applications, which will become available upon approval from the Federal Transit Administration. All funding agreements will begin October 1st, 2020.

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

Recommendations

Approval of public transportation funding recommendations for the 2020-2022 rural awards.
Resolution on page 109.

Board Action

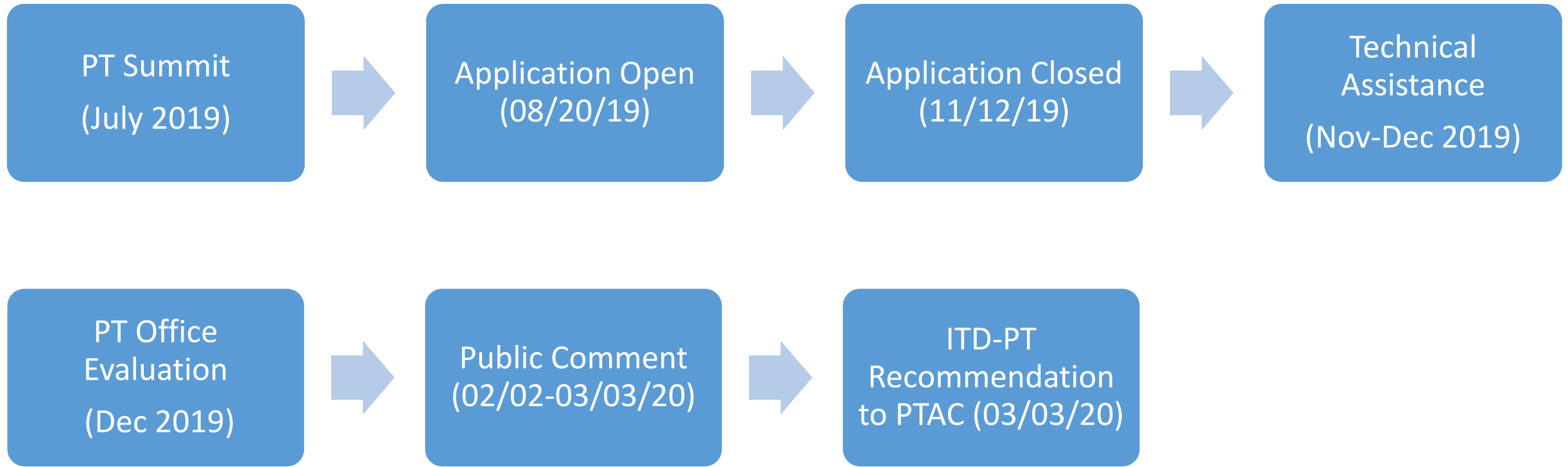
<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	

2020 – 2022 Public Transportation Funding



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Application Timeline



Available Funding

FUNDING SOURCE	October 1, 2020 –September 30, 2022 Funding
5310 Rural Elderly and Individuals with Disabilities Program	\$ 817,691
5311 Rural Formula Grant Program	\$ 13,719,961
5339 Rural Bus and Bus Facility Program	\$ 7,140,000
Vehicle Investment Program (VIP)	\$ 624,000
Total Two Year Funding	\$22,301,652



5310 Elderly and Individuals with Disabilities

District	Funding Requested	Funding Available	Balance
D1	\$ -	\$ 134,020	\$ 134,020
D2	\$ 179,200	\$ 86,839	\$ (92,361)
D3	\$ 710,798	\$ 185,860	\$ (524,938)
D4	\$ 208,184	\$ 208,184	\$ -
D5	\$ 48,000	\$ 92,563	\$ 44,563
D6	\$ -	\$ 110,225	\$ 110,225
Total	\$ 1,146,182	\$ 817,691	\$ (328,491)



Applicant & Score	Scope	Federal Request	Technical Review Recommendation	Allocation Notes
District 2				
Disability Action Center Score: 72	Purchase of Service	\$ 179,200	\$ 179,200	Funded at prior year level up to district allocation amount. Then additional funds awarded from unrequested districts.
District 3				
TVT Score: 73	Purchase of Service	\$ 536,800	\$ 282,919	Funded at prior year level up to district allocation amount.
VRT Score: 64	Purchase of Service	\$ 173,998	\$ 99,388	Then additional funds available from unrequested districts. Awarded to top score until fully funded
District 4				
LINC Score: 74	Purchase of Service	\$ 208,184	\$ 208,184	Funded at prior year award level Full district allocations utilized
District 5				
PRT Score: 72	Mobility Management	\$ 48,000	\$ 48,000	Fully funded. Additional funds reallocated to other districts.

Total Available	\$ 817,691
Total Recommended	\$ 817,691
Remaining Balance	\$ 0



5311 Rural Formula Program

District	Funding Requested	Funding Available	Balance
D1	\$ 2,473,001	\$ 1,920,795	\$ (552,206)
D2	\$ 1,652,886	\$ 1,371,996	\$ (280,890)
D3	\$ 3,090,542	\$ 3,018,392	\$ (72,150)
D4	\$ 5,381,886	\$ 3,567,189	\$ (1,814,697)
D5	\$ 1,707,481	\$ 1,646,396	\$ (61,085)
D6	\$ 1,213,931	\$ 2,195,193	\$ 981,262
Total	\$ 15,519,727	\$ 13,719,961	\$ (1,799,766)



Applicant & Score	Scope	Federal Request	Technical Review Recommendation	Allocation Notes
District 1				
Shoshone County Score: 72	Admin/Ops/ Maintenance	\$ 241,794	\$ 241,794	Funded at prior year award levels. Remaining district allocation split between top scores in the district
SPOT Score: 75	Admin/Ops/ Maintenance	\$ 1,126,290	\$ 1,126,290	Statewide reallocation based on rural population distribution per district goes to top score until fully funded
CDA Tribe Score: 71	Admin/Ops/ Maintenance	\$ 1,104,917	\$ 698,527	
District 2				
Appaloosa Express Score: 63	Operating & Maintenance	\$ 297,413	\$ 166,366	Funded at prior year award levels. Remaining district allocation split between top scores in the district
SMART Score: 74	Admin/Ops/ Maintenance	\$ 1,355,473	\$ 1,355,473	Statewide reallocation based on rural population distribution per district goes to top score until fully funded
District 3				
TVT Score: 75	Admin/Ops/ Maintenance/ Capital	\$ 3,090,542	\$ 3,090,542	Funded at prior year award level up to district allocation amount. Statewide reallocation based on rural population distribution per district put towards top scoring applicant



Applicant & Score	Scope	Federal Request	Technical Review Recommendation	Allocation Notes
District 4				
Mountain Rides (MRTA) Score: 79	Admin/Ops/ Maintenance	\$ 4,525,100	\$ 3,262,771	Funded at prior year award levels. Remaining district allocation awarded to top scores in the district
Trans IV Score: 49	Admin/Ops/ Maintenance	\$ 856,786	\$ 856,786	Statewide reallocation based on rural population distribution per district put towards top score
District 5				
PRT Score: 75	Admin/Ops/ Maintenance	\$ 1,474,028	\$ 1,474,028	Funded at prior year award levels. Remaining district allocation split between top scores in the district
Shoshone-Bannock Tribe Score: 74	Operating & Maintenance	\$ 233,453	\$ 233,453	Statewide reallocation based on rural population distribution per district put towards top score
District 6				
START Bus Score: 67	3 rd Party Contract Grand Targhee	\$ 306,413	\$ 306,413	Fully funded. Additional funds reallocated to other districts.
START Bus Score: 65	Admin/Ops/ Maintenance	\$ 579,086	\$ 579,086	
Lemhi Ride Score: 70	Admin/Ops/ Maintenance	\$ 328,432	\$ 328,432	

Total Available	\$ 13,719,961
Total Recommended	\$ 13,719,961
Remaining Balance	\$ 0

5339 Bus and Bus Facilities Program

District	Funding Requested	Funding Available	Balance
D1	\$ 492,000	\$ 999,600	\$ 507,600
D2	\$ 266,161	\$ 714,000	\$ 447,839
D3	\$ 1,303,296	\$ 1,570,800	\$ 267,504
D4	\$ 3,184,000	\$ 1,856,400	\$ (1,327,600)
D5	\$ 150,000	\$ 856,800	\$ 706,800
D6	\$ 768,000	\$ 1,142,400	\$ (374,400)
Total	\$ 6,163,457	\$ 7,140,000	\$ 976,543



Applicant & Score	Scope	Federal Request	Technical Review Recommendation	Allocation Notes
District 1				
SPOT Score: 76	Five Replacement buses	\$ 492,000	\$ 492,000	Fully funded. Additional funds reallocated to other districts.
District 2				
Lewiston Transit Score: 64	Bus pullout with 2 bus shelters and restrooms	\$ 128,000	\$ 128,000	Fully funded. Additional funds reallocated to other districts.
SMART Score: 73	1 FR Medium Duty Bus 1 DR Light Duty Bus	\$ 266,161	\$ 266,161	
District 3				
TVT Score: 56	McCall Facility Land Acquisition	\$ 32,000	\$32,000	Fully funded. With the exception of the TVT Nampa Facility Remodel. Waiting for current funds for this project to be spent down.
TVT Score: 59	TVT Nampa Facility – Remodel	\$ 892,000	\$ 0	
TVT Score: 72.5	Three Medium Duty Bus Replacements	\$ 378,496	\$ 378,496	Additional funds reallocated to other districts.



Applicant & Score	Scope	Federal Request	Technical Review Recommendation	Allocation Notes
District 4				
Mountain Rides (MRTA) Score: 79	4 Heavy Duty Electric Buses	\$ 2,400,000	\$ 2,400,000	Funded top score(s) at full level. Remaining district allocation awarded to next top score(s) in the district.
Mountain Rides (MRTA) Score: 81	4 Vanpool Vans	\$ 144,000	\$ 144,000	Two (2) medium duty electric buses came in under VIP program but have been recommended to be funded with 5339
Mountain Rides (MRTA) Score: 76	2 Medium Duty Electric Buses	\$ 0	\$ 640,000	Statewide reallocation based on rural population distribution per district put towards top score until fully funded
District 5				
PRT Score: 72	2 Cutaway Buses	\$ 150,000	\$150,000	Fully funded. Additional funds reallocated to other districts.
District 6				
START Bus Score: 60.2	3 Replacement Buses	\$ 768,000	\$ 768,000	Fully funded. Additional funds reallocated to other districts.

Total Available	\$ 7,140,000
Total Recommended	\$ 5,398,657
Remaining Balance	\$ 1,741,343

Vehicle Investment Program(VIP)

District	Funding Requested	Funding Available	Balance
D1	\$ -	\$ 87,360	\$ 87,360.00
D2	\$ -	\$ 62,400	\$ 62,400.00
D3	\$ 24,000	\$137,280	\$ 113,280
D4	\$ 688,000	\$162,240	\$ (525,760)
D5	\$ -	\$ 74,880	\$ 74,880.00
D6	\$ -	\$ 99,840	\$ 99,840
Total	\$ 712,000.00	\$ 624,000	\$ (88,000)



Applicant & Score	Scope	Federal Request	Technical Review Recommendation	Allocation Notes
District 3				
Three Island Senior Center Score: 56	Twelve passenger van	\$ 48,000	\$48,000	This was an emergency application for a vehicle replacement. Fully funded at requested amount.
District 4				
Mountain Rides (MRTA) Score: 76	2 Light Duty Electric Buses	\$ 640,000	\$ -	Funded MRTA with 5339
Crisis Center Score: 37	One (1) ADA Minivan	\$24,000	\$ 24,000	Fully funded at requested amount.

Total Available	\$ 624,000
Total Recommended	\$ 72,000
Remaining Balance	\$ 552,000





Questions?



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

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

WHEREAS, the funding sources include three FTA grants, the 5310 Elderly and Persons with Disabilities Program, 5311 Rural Formula Program, and 5339 Bus and Bus Facilities Program, and one State grant Vehicle Investment Program; and

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

NOW THEREFORE BE IT RESOLVED, that the Board acknowledges the projects proposed, which is made a part hereof with like effect, and approves the rural funding amount of \$20,008,309, for submittal to the FTA for final approval; and

BE IT FURTHER RESOLVED, that these projects are submitted for inclusion in the FY20-26 Statewide Transportation Investment Program and programmed in FY20.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020

Consent Item ☐

Information Item ☐

Amount of Presentation Time Needed 10 minutes

Presenter's Name Cecilia Awusie/Ken Kanownik	Presenter's Title Sr Planner/Planning Svcs Manager	Initials CAA	Reviewed By LSS
Preparer's Name Ken Kanownik	Preparer's Title Planning Services Manager	Initials KJK	

Subject

Corridor Plan for SH-44 (N Glenwood St)		
Key Number	District D3	Route Number

Background Information

In accordance with Admin Policy 5069, corridor plans are to be approved during the ITIP process. However, ITD staff are proposing to complete a corridor plan for SH-44 "Glenwood Street" without any ITIP funding. Staff will produce this corridor plan in house.

Planning Services will be presenting a general overview of the planning work for a corridor plan which is a joint effort between ITD and Garden City. Through the planning process, ITD will:

1. Develop collaborative partnerships
2. Invite local land use, MPO's, highway jurisdictions, and specific stakeholders in identifying potential transportation/environmental issues
3. Allow stakeholders to suggest corridor solutions and planning issues
4. Notify property owners of potential land use for transportation purposes
5. Increase overall transportation efficiency

The estimated timeline of this corridor plan will be 18-24 months at which time ITD will prepare a Final Plan with Garden City. Staff will return to the Idaho Transportation Board with the final document after it has been approved by the Garden City Council.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Recommendations

Request approval to initiate the corridor planning process for SH-44 (Glenwood St).
Resolution on page 112.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

WHEREAS, Idaho Code § 40-310 directs the Idaho Transportation Board with powers and duties over the state highway system; and

WHEREAS, the Scope of Work for State Highway 44 (Glenwood Street) corridor plan has been approved by ITD District 3 and City of Garden City; and

WHEREAS, the Garden City Council received a corridor plan informational briefing on February 24, 2020; and

WHEREAS, ITD staff has coordinated closely with Garden City and will lead this planning effort for State Highway 44 and ITD staff are proposing to complete a corridor plan without any ITIP funding associated; and

NOW THEREFORE BE IT RESOLVED, on March 18, 2020, the Idaho Transportation Board approves of ITD staff commencing with the corridor planning process for State Highway 44 (Glenwood Street).



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date March 18, 2020Consent Item ☐ Information Item ☐ Amount of Presentation Time Needed 15 minutes

Presenter's Name Ken Kanownik	Presenter's Title Planning Services Manager	Initials KJK	Reviewed By LSS
Preparer's Name Ken Kanownik	Preparer's Title Planning Services Manager	Initials KJK	

Subject

2020 Board Outreach Workshops - Overview		
Key Number	District	Route Number

Background Information

The Idaho Transportation Department will conduct transportation outreach workshops in lieu of Board Tours in 2020. The purpose of these workshops is to facilitate better coordination with local agencies, discuss statewide trends impacting transportation and document that regional transportation needs across Idaho.

The workshops will be conducted the day before the Idaho Transportation Board business meeting in each District starting in April through September 2020. The state legislators, local elected officials, highway district councils and other transportation managers will be invited to participate together in this effort.

Planning Services Manager, Ken Kanownik, will present the general agenda for the day and how the interaction between participants will be facilitated.

Recommendations

This presentation is informational for the Board.

Board Action

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