



## **A G E N D A**

District 1 Tour and Regular Meeting of the Idaho Transportation Board

July 23 & 24, 2025

**July 23, 2025**

**District 1**

### **DISTRICT 1 PROJECTS TOUR**

**Time\***

Pick up board members and ITD staff from CDA airport	10:00
Project overview presentations at District 1 Office	10:30
Lunch at District 1 office	11:00
Travel to Knife River Prestress Facility for site tour, Newman Lake, WA	12:00
Depart east for SH-53 and Pleasant View Interchange site visit	1:30
Travel to SH-41/I-90 Interchanges for site tour	2:00
Rolling tour of I-90 and US-95 Interchange, preconstruction	2:45
Return to District 1 office, end tour	3:30

\*All listed times are local and 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.

-Attendance is mandatory and lunch cannot be claimed on per diem.



**July 24, 2025**  
District 1 Office  
600 W. Prairie Ave.  
CDA, Idaho

Listen:

Dial 1-415-655-0003 US Toll

a. access code: 2633 515 6851

b. meeting password: 1234

Video: access Webex.com using same code and password as above

KEY:

ADM = Administration    COM = Communications/Highway Safety    DIR = Director

HWY = Highways    INV = Innovation/Workforce Development

**Business**

		Page #	Time*
<b>Action Item</b>	<b>1. CALL MEETING TO ORDER</b>		<b>8:00</b>
<b>Info Item</b>	<b>2. SAFETY “CLUTCH MOMENT” SHARE:</b> Facilities Manager Bridges		
<b>Action Item</b>	<b>3. BOARD MINUTES – June 11 &amp; 12, 2025 .....</b>	<b>5</b>	
<b>Info Item</b>	<b>4. BOARD MEETING DATES .....</b> Next meeting is August 20 & 21 in Rigby, District 6	<b>21</b>	
<b>Action Item</b>	<b>5. CONSENT CALENDAR .....</b>	<b>22</b>	
HWY	___ Adjustment to the Transportation Alternatives Program .....	23	
HWY	___ Adjustments to the Local Highway Safety Improvement Program .....	25	
HWY	___ Local Large Urban Program adjustments .....	25A	
HWY	___ FY25 new project local bridge repairs .....	25B	
HWY	___ Contract to award .....	26	
HWY	___ Contract to reject .....	31	
<b>Info Items</b>	<b>6. INFORMATIONAL CALENDAR .....</b>		
HWY	___ Contract award information and current advertisements .....	36	
HWY	___ Professional services agreements and term agreement work tasks report .....	42	
HWY	___ Administrative settlements in right of way acquisitions .....	56	
HWY	___ Monthly report of federal formula program funding through June 30 .....	58	
HWY	___ Transportation Expansion and Congestion Mitigation bond drawdown .....	60	
	update and summary		
DIR	___ ITD Draft FY25 Performance Report .....	62	
ADM	___ Non-construction contract award .....	67	
ADM	___ State Fiscal Year 2025 financial statements .....	68	

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|------------|---|-------------|
| <b>7.</b>  | <b>ADOPT-A-HIGHWAY PRESENTATION</b><br>Member Franz: Post Falls Kiwanis | <b>8:10</b> |
| <b>8.</b>  | <b>DIRECTOR’S ANNUAL REPORT:</b> Director Stokes                        | <b>8:20</b> |
| <b>9.</b>  | <b>DISTRICT ENGINEER REPORT:</b> District 1 Engineer Allen              | <b>8:40</b> |
| <b>10.</b> | <b>AGENDA ITEMS</b>   |             |

**Information Item**

HWY	_____	ITD Rest Area Program update.....	92	<b>8:50</b>
		Allen/Pirc		

**Action Items**

HWY	_____	Board Unallocated Fund request for US-95, Conkling Intersection, District 1 .....	93	<b>9:05</b>
		Allen (Resolution on page 95)		

<b>11. BREAK</b>		<b>9:10</b>
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DIR	_____	ITD’s FY26 targeted pay actions .....	96	<b>9:25</b>
		Bailey (Resolution on page 98)		

HWY	_____	2024 Idaho annual traffic update .....	99	<b>9:35</b>
		Pridmore		

HWY	_____	2024 Statewide Functional Classification update and map approval .....	100	<b>9:45</b>
		Luekenga (Resolution on page 106)		

**Information Items**

COM	_____	District 1 safety report .....	107	<b>9:55</b>
		Campbell		

COM	_____	2025 ITD Idaho Code Cleanup Act agency legislation .....	108	<b>10:05</b>
		Cameron		

**Action Items**

COM	_____	2026 ITD proposed agency legislation .....	110	<b>10:15</b>
		Cameron (Resolution on page 130)		

HWY	_____	FY25 allocation of one-time federal redistributed Surface Transportation Block .	131	<b>10:20</b>
		Wonacott Grant Program and Transportation Alternatives Program apportionments (Resolution on page 133)		

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**Action Items**

ADM	_____	Administrative Policy 5001, Authority to Sign Contracts, Agreements and.....	134	<b>10:30</b>
Doane		Grants revision (Resolution on page 149)		
HWY	_____	Board (4039) and Administrative (5039) Policies, Public Transportation .....	150	<b>10:35</b>
Duran		Advisory Council revisions (Resolution on page 159)		
HWY	_____	Request to approve consultant agreements .....	160	<b>10:40</b>
Crider		(Resolution on page 163)		

<b>Action Item</b>	<b>12. EXECUTIVE SESSION</b> (Main Conference Room)	<b>11:00</b>
	PERSONNEL ISSUES [SECTION 74-206(a), (b)]	
	LEGAL ISSUES [SECTION 74-206(c), (d), (f)]	

**Action Item**

HWY	_____	Administrative settlement over \$200,000 .....	164	<b>11:45</b>
Welch		(Resolution on page 165)		

<b>13. ADJOURNMENT</b> (estimated time)	<b>12:00</b>
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REGULAR MEETING  
IDAHO TRANSPORTATION BOARD  
June 11 - 12, 2025

The Idaho Transportation Board met at 10:00 AM on Wednesday, June 11, 2025, in District 3, Garden City Idaho. The following principals were present:

William (Bill) H. Moad, Chairman  
Paul Franz – District 1  
Gary Osborn, Vice Chair - District 2  
Julie DeLorenzo, Member – District 3  
Mitch Watkins, Member – District 4  
John Bulger, Member – District 5  
Bob Hoff, Member – District 6  
Lorraine Dennis, Business Executive to the Board

District 3 Tour. The Board toured projects along US-20/26 and in Caldwell, Nampa and Kuna. Some projects included the US-20/26 – SH-16 Interchange (IC), I-84 Centennial Way to Franklin Road, Karcher IC, SH-16/I-84 IC, and SH-69 and Kay Ave traffic signal. Staff also discussed long range planning concepts for SH-16, SH-69 and I-84 to Mountain Home.

WHEREUPON, the Idaho Transportation Board's tour recessed at 3:00 PM.

June 12, 2025

The Idaho Transportation Board convened at 8:30 AM on Thursday, June 12, 2025, for the budget workshop and business meeting at the District 3 Office in Garden City, Idaho. Members and principals from previous day were present. Lead Deputy Attorney General Tim Thomas joined.

Introduction and Overview. Chief of Administration Dave Tolman stated staff will present the department's initial draft FY27 budget and then seek approval in August. Based on the Division of Financial Management's (DFM) budget guidance memo, agency requests should be limited to maintenance budgets and include holdback scenarios of 2, 4 and 6%; however, general funds are exempt. The department is challenged with increasing costs growing faster than revenue coming into the dedicated Highway Distribution Account.

Revenue Trends. Economic and Research Manager Bob Thompson reviewed the potential impacts to revenue, legislative actions, revenue growth, and year-to-date revenue. Some highlights included with the uncertainty of global trade and fiscal policy, ITD will continue to monitor economic trends at the national level. ITD's FY26 enhancement appropriation includes \$275 million of a general fund transfer for safety and capacity projects (60% - ITD and 40% - Locals). The legislature also increased Transportation Expansion and Congestion Mitigation (TECM) funding over the next three years. Highway User revenue growth from FY18

has shown slight growth overall. The Aeronautics' Fund revenue spiked in FY23 due to Leading Idaho, general fund transfers, FY21 – FY23. As of May 2025, revenue to the HDA is \$237.8 million (right at forecast), TECM is \$88.3 million (with cigarette tax of \$530,000) and Strategic Initiative Program Fund is \$195.5 million.

FY27 Budget Overview. Financial Manager Kirk Weiskircher reviewed the department's FY27 draft appropriation/maintenance budget request. Staff will meet with DFM and the governor's office prior to seeking board approval in August. Some highlights included the FY27 adjusted base is \$941.5 million with 1,645 positions. It includes \$5.9 million for change in health insurance costs due a \$3,600 per employee cost increase and \$1 million for operating cost inflation. Line item requests total \$99.7 million. With bond debt service and general fund transfers, the total program funding is \$1.37 billion – 92% of the budget is for construction. FM Weiskircher reviewed a FY26 to FY27 comparison for each budget category. Notable, is the shift of one-time to ongoing funds (\$148.3 million) to the base, and reduction of line item and equipment requests of \$137.2 million due to revenue concerns.

Six-Year Capital Facilities Plan. Capital Facilities Manager Tony Pirc provided an overview of FY23 to FY26 projects summary by district, ITD's FY27 total request – and breakdown by district, and Aeronautics' and headquarters' projects. Projects reflect the program increase from \$3.5 million to \$22.5 million per year starting in FY23. Some highlights included from FY23 to FY26, nearly \$80 million of capital facility projects have been obligated statewide. ITD's total request of \$24.4 million includes \$1.75 million to design a new District 4 administration building. CFM Pirc also reviewed projects for the State Street headquarters building – lighting and HVAC upgrades, lab renovation and supply building evaluation.

At the request of Member Watkins, CAO gave up update on the State Street building. The team met to discuss interior design needs. The Division of Public Works is securing the contract to assess the building for the removal of hazardous materials. When completed and materials removed, staff will recommend some design options for the Board's approval anticipate by August.

New Highway Maintenance Equipment. Maintenance Operations Manager Ty Winther reviewed the \$6 million FY26 Safety Equipment list with unit and total costs for each district, the FY27 Fleet/Budget request, and provided examples of inflationary increases. Some highlights included of the total \$69.2 million FY27 Replacement Equipment request, \$40 million is for road equipment and \$21 million for the Buy Back Program. The New Equipment request is for \$3.4 million, which was reduced from the initial \$6 million request. As one example, from 2022 to 2025, snowplow truck costs increased by 77%. ITD's target goal for "non-deficient" equipment is 80%. Currently, 55% of the fleet is eligible for replacement.

FY27 Budget Line Item Details. FM Weiskircher reviewed the total appropriation and line item requests per the department's six major areas. Requests for each are as follows: Administration - \$39.9 million, Aeronautics - \$5.1 million (three line items), Capital Facilities -

\$24.4 million (two line items), DMV – \$40.7 million, Highways - \$322.1 million (three line items), and Contract Construction (two line items) - \$609 million. Some highlights on specific line items included one-time spending authority from Leading Idaho Initiative for Stanley airstrip improvements (\$350,000), and ongoing and one-time materials and equipment for operations of the new SH-16 corridor (\$2.6 million).

FY27 Budget Request Summary. FM Weiskircher provided a look ahead on the State Highway Fund balance beginning with FY26 through forecasted FY28 and FY29. Starting with the total cash and revenue less operations expenses, the net available for construction is diminishing each year, which in turn, leaves fewer dollars available for the ST Program (state construction funding). Operation costs are out pacing revenue. There is cash available - \$30 million in reserve above what is held for the State Street building rehabilitation.

Safety Share. Field Operations Manager Eric Copeland reported on the importance of staying focused while driving – 21% of all fatalities are due to distracted driving especially in rural communities.

Board Minutes. Vice Chairman Osborn made a motion to approve the minutes of May 14 - 15, 2025, seconded by Member DeLorenzo, and the motion passed unanimously.

Board Meeting Dates. The next meeting is July 23 and 24 in Coeur d’Alene, District 1.

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

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB25-37 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 FY26-FY29 Strategic Plan Report, the Local Highway Technical Assistance Council’s Local programs, Local Highway Safety Improvement Program, and Transportation Alternatives Program adjustments, COMPASS’ Local programs additions, contact to award and contract to reject.

1) FY26-29 Strategic Plan report. Idaho Code 67-1903 – 67-1904 requires all state agencies to submit an annual strategic plan covering a minimum of four years. The required elements as established in Idaho Code, and additional guidance set by DFM include a vision and mission statement, goals and objectives, performance measures and benchmarks, and key external factors. The draft plan was submitted for Board review last month. No changes were made.

2) LHTAC Local programs adjustments. The Local Highway Technical Assistance Council (LHTAC) proposes to advance Old Highway 81 S., key number 22434 from FY28 to FY25 (\$2,544,000) and delay Pendlebury Ln. -Christensen Dr. to Alice St., Blackfoot (\$3,000,000) from FY25 to FY26. The \$456,000 balance in FY25 will be used for bid overages and supplements as needed.

3) LHTAC Local Highway Safety Improvement Program (LHSIP) adjustments. At the request of LHTAC and Benewah County, the following adjustments are proposed to the LHSIP. Delay construction of Birch Creek Rd improvements, KN 23295 to FY26, add 5<sup>th</sup> E & 40<sup>th</sup> St signal to FY25, and advance design for Beesley Rd. & 5000 E, KN 24612 and Intersection of S Bridge - Yellowstone & 6<sup>th</sup> S, KN 24614 projects to FY25.

4) LHTAC Transportation Alternatives Program (TAP) adjustments. LHTAC requests the Canyon St. Bicycle and Ped Pathway, Nampa Phase 1, KN 23915 and Phase 2, KN 23917, be removed from the TAP due to a school closure in the vicinity. Also, an alternatives analysis resulted in a no-build recommendation. Funding would be reallocated to the TAP.

5) COMPASS Local programs additions. The Community Planning Association of Southwest Idaho (COMPASS) requests to add three new projects to the Idaho Transportation Investment Program (ITIP) using funds dedicated to Valley Regional Transit. The projects are pedestrian improvements, 16<sup>th</sup> Ave. N., Nampa, replacement vehicle for Boise State University and four replacement vehicles for Serenity Transportation, Nampa. Projects were released for public comment in April 2025.

6) Contract to award. The low bid on the following project is more than ten percent over the engineer's estimate, requiring justification. Staff recommends awarding the contract to the low bidder. Key #21813, District 4, SH-81 to I-84 crack repairs, Burley to low bidder Kloepper Inc. for \$3,373,709. The Districts does not believe re-advertising the project would result in a lower bid.

7) Contract to reject. The low bid on the following project is more than ten percent over the engineer's estimate (EE), requiring justification. Staff recommends rejecting the contract that is 360% over the EE. Key #24778, District 2, multiple bridge approach repairs, bidder Poe Asphalt for \$1,432,852.60.

#### Informational Items.

1) Contract awards and advertisements. There were eight ITD and zero Local contracts awarded that did not require Board approval from May 1 - 31, 2025. From October 1, 2024 to May 31, 2025, 66 ITD and 13 Local contracts were bid.

The list of projects currently under advertisement was provided.

2) Professional services agreements and term agreement work tasks report. From April 27, 2025 to May 18, 2025, 24 new professional services agreements and work tasks were processed, totaling \$6,245,144. Three supplemental agreements to existing professional services agreements were processed during this period for \$6,449,271.

3) SH-55 speed zone adjustment at Banks-Lowman Road Intersection. District 3 completed an evaluation of traffic operations at the junction and determined a 45 MPH speed zone approaching and driving through the intersection both north and south bound is needed given the unexpected signal in a rural area. Speed zone adjustments made to SH-55, Mile Post (MP) 78.550 to MP 79.070.

4) Monthly report of federal formula program funding through May 29. Idaho received obligation authority (OA) of \$406.6 million through September 30, 2025. Additional apportionments were allocated via the Appropriations Act. Idaho received apportionments of \$469.7 million. FY25 OA through September 30, 2025 is 86.6% of apportionments. Allotted program funding is \$455.6 million with \$132.5 million remaining.

5) FY25 financial statements. Revenues to the State Highway Account from all state sources as of April 30 are ahead of forecast by 5.9% with revenues in the HDA below forecast at 0.77%. State revenues to the State Aeronautics Fund are above forecast by 8.9% or \$229K. The Department's expenditures were within planned budgets. Personnel costs savings of \$4.4M is due to vacancies and timing. Contract construction cash expenditures in the SHA are \$472.8M, and total construction expenditures from the five different funds sources total \$915.2M.

The balance of the long-term investments was \$189.3M. These funds are obligated against construction projects and encumbrances. The cash balance is \$115.8M. Expenditures in the Strategic Initiatives Program Fund is \$74.0M. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$80M. For FY25, \$65.7M is committed to debt service. Expenditures from the Federal CARES Act fund are \$2.7M. Expenditures for the TECM bond program during this period is \$317.7M and \$616K for GARVEE.

Adopt-A-Highway (AAH). Member DeLorenzo presented the AAH 2024 Group of the Year Award to the Patriot Ammo/Bulk Ammo Outlet & Funk Home Inspections. The Funk's adopted a total of 5.5-mile segments on SH-44, SH-55 (Eagle Rd.) and US-20/26. Representatives thanked ITD and the Board for the award.

Director's Monthly Report. Before Director Stokes began his report, he congratulated FHWA Division Administrator Pete Hartman on his upcoming retirement and thanked him for his service and partnership over the years. Director Stokes reported on ITD's truck "roadeos," and summer safety campaigns led by the Office of Highway Safety. Some highlights included the 100 Deadliest Days campaign that runs from Memorial to Labor Day kicked off. Last year, 81 people were killed – down by 12 from 2023. Annual fatalities for 2024 were 238, and so far, 81 for this year. In 2024, motorcycle crashes increased by 11% and fatalities 38%. Many caused

through rider error. There is a need to educate riders on Idaho law on lane splitting and filtering, which are both illegal. A high priority is focusing on human behavior and positive messaging to encourage people to driving safe. ITD sent out a joint press release with Ada County Highway District (ACHD), Idaho Power and Intermountain Gas to urge extra caution in construction areas. Director Stokes concluded his remarks by sharing a video featuring Lt. Governor Bedke showcasing a Skip the Trip message for online DMV services.

District Engineer Report. District 3 Engineer Jason Brinkman began his annual report by presenting a Safety Award to the District 3 Incident Management Team. DE-3 Brinkman reported on changes to his management team, partnerships, and special operations and projects. Some highlights included District 3's 10-county area of southwest Idaho has 1/3 of the state highway system mileage and ½ of the total population that requires 120 operators and 20 shed locations to maintain the system. This fiscal year, there is \$650 million just in construction contracts. Some projects highlighted were tree removal on SH-55, the Wapiti fire mitigation, special equipment to clear snow due to avalanches, ACHD partnership to repair the Eckert local bridge that was reopened in less than a month, repairing US-95 roadway after a major landslide in the Council/New Meadows area, and installing a temporary traffic signal at the Banks to Lowman junction. DE-3 Brinkman concluded his remarks by providing an update on the new SH-16 shed and highlighting some upcoming projects such as the Rainbow Bridge on SH-55, the speed zone pilot project on Eagle Road, and SH-16 extension corridor study in Nampa.

Transportation Expansion and Congestion Mitigation (TECM) corridor and project recommendations. Highway Division Administrator Amy Schroeder stated last month the department's district engineers presented their high priority corridors to the Board. Today is the review of projects that have been added to those respective corridors reflecting the new TECM funds. Later, staff will review the draft ITIP, which reflects a balanced program in light of the \$100 million reduction in the Strategic Initiatives Program.

TECM Program Manager Eric Staats reviewed House Bill 25 that provides additional funding (\$20 million) for TECM over the next three years, TECM corridors, project selection process, and proposed TECM projects. Some highlights included the additional \$60 million in TECM funds is anticipated to generate up to \$1 billion in bond proceeds. Based on feedback, modifications were made to the existing TECM corridors including extending US-95, from Sandpoint to Coeur d'Alene. The selection process focuses on scope - improving traffic flow (high priority projects already in the ITIP); project readiness - construction in 3 – 4 years; and cost - based on large complex projects with significant statewide budget impact. PM Staats outlined the proposed FY26 – FY28 TECM projects, as shown in the table as Exhibit 580, which is made a part hereof with like effect.

Member Hoff made a motion, seconded by Member Watkins, and passed unopposed to approve the following resolution #1:

RES. NO. ITB25-38 WHEREAS, the Idaho Transportation Board is charged with determining the timeframe and scope of improvements for the State Transportation System; and

WHEREAS, Idaho Code§ 40-310 directs the Idaho Transportation Board to plan, design and develop statewide transportation systems when determined to be in the public interest; and

WHEREAS, House Bill 362 (2021) increased the sales tax distribution from 1% to 4.5% (not less than \$80 million annually) to be used for debt service on bonds for projects in the Transportation Expansion and Congestion Mitigation (TECM) Program; and

WHEREAS, House Bill 025 (2025) increased the sales tax distribution by \$20 million per year for three consecutive years (FY26, FY27, and FY28) for a total up to \$140 million to be used as debt service for projects in the TECM Program; and

WHEREAS, establishing a list of eligible Board-approved TECM corridors provides guidance to the department on the focus of the TECM Program; and

WHEREAS, the proposed TECM corridors are reaffirming the previously approved TECM corridors, with minor amendments to project limits.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following corridors to be eligible for Transportation Expansion and Congestion Mitigation Program funds.

- 1 US-95, Coeur d'Alene to Sandpoint
- 2 I-90, Washington State Line to Coeur d'Alene
- 3 US-95 & US-12 Clearwater River Crossings
- 4 SH-16, 1-84 to Emmett
- 5 I-84, Canyon County to Mountain Home
- 6 US-20/26, 1-84 to SH-16
- 7 SH-55, Sunnyslope to Nampa
- 8 SH-44, 1-84 to Star
- 9 SH-75, Timmerman Junction to Ketchum
- 10 I-84, Jerome to Twin Falls
- 11 I-84, Burley & Heyburn Interchanges
- 12 I-15, Pocatello to Idaho Falls
- 13 US-20, Arco to Montana State Line

TECM Program Manager Staats reviewed next steps which are to include the proposed TECM projects in the FY26-FY32 Draft ITIP for public comment in July and seek Board approval of the ITIP in September.

Member Bulger made a motion, seconded by Member Hoff, and passed unopposed to approve the following resolution #2:

RES. NO. WHEREAS, the Idaho Transportation Board is charged with determining the  
ITB25-39 timeframe and scope of improvements for the State Transportation System;  
and

WHEREAS, Idaho Code§ 40-310 directs the Idaho Transportation Board to plan, design and develop statewide transportation systems when determined to be in the public interest; and

WHEREAS, House Bill 362 (2021) increased the sales tax distribution from 1% to 4.5% (not less than \$80 million annually) to be used for debt service on bonds for projects in the Transportation Expansion and Congestion Mitigation (TECM) Program; and

WHEREAS, House Bill 025 (2025) increased the sales tax distribution by \$20 million per year for three consecutive years (FY26, FY27, and FY28) for a total up to \$140 million to be used as debt service for projects in the TECM Program; and

WHEREAS, the Board has approved a list of TECM corridors; and

WHEREAS, the recommended list of projects meet the program goals and scope stated in State code, high project readiness to advance to construction in the next three-to-four years, and are generally larger projects that will benefit from being funded and completed through TECM Program.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following Transportation Expansion and Congestion Mitigation projects to include in the Early Development Program of the Draft FY 2026-2032 Idaho Transportation Investment Program.

District	Project Name
1	I-90/US-95 Interchange
2	US-95, Spalding Bridge
3	SH-16, SH-44 to Beacon Light
3	I-84, Canyon County to Boise Mobility Improvements
3	US-20/26, Middleton to Star
3	SH-44, Star to SH-16
4	SH-75, Hailey to Broadway Run



5	I-15, US-26 Interchange (Exit 93)
5	I-15, US-91, South Blackfoot Interchange (Exit 89)
5	I-15, MP89 to MP93 Widening
6	US-20, INL to Idaho Falls Widening
6	US-20, Chester to Ashton Phase 1
6	I-15/US-20 Interchange and Realignment- Land Purchase

Draft FY26-32 Idaho Transportation Investment Program (ITIP). Program Control Manager Colleen Wonacott reported on the seven-year ITIP reviewing funding for pavement and bridges, safety and capacity, holdbacks and reserves, set asides, and adjustments. Some highlights included, as a result of the \$25 million Strategic Initiatives Program Fund (SIPF) reduction (ITD's share, 60% - \$15 million annually), highway funding estimates have decreased. The overall impact is more than a \$100 million decrease to the ITIP. Annual funding goals for pavement and bridge remain the same \$200 million and \$100 million respectively. Safety and capacity targets are flexible depending upon available funding. Twenty million for each in holdbacks and reserves are programmed per year. Set-aside funding for bridge and roadside safety repairs and damage support have been reduced by \$5 million due to reduction in the SIPF revenue. PCM Wonacott reviewed the five projects removed from the ITIP. Three projects were moved to the Early Development Program in order to balance the draft ITIP in light of the SIPF reduction. The draft ITIP goes out for public comment in the month of July.

In response to Member Watkins' question regarding available funding for matching grants, PCM Wonacott stated grant projects are in addition to the Program and have historically been covered from reserves or set-aside funds.

Sr. Public Information Officer Megan Jahns presented the ITIP outreach goals, public outreach efforts and the timeline. Some highlights included last year, ITD received 432 comments that came mostly from ads on social media and email blasts. New this year, are paid radio ads and closer coordination with LHTAC. Majority of the comments are collected via ITD's website on specific projects or in general. Campaign results and comments will be shared at the September board meeting.

Chairman Moad suggested staff should reach out to ITD's advisory boards to garner additional comments on the draft ITIP.

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

RES. NO. WHEREAS, it is in the public's interest for the Department to publish and  
ITB25-40 accomplish a current, realistic, and fiscally constrained seven-year Idaho  
Transportation Investment Program (ITIP); and

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

WHEREAS, the program update cycle requires cooperation with partner agencies in its calendar of activities; and

WHEREAS, the Board has reviewed the list of projects and analysis for the Draft FY 2026 - 2032 ITIP; and

WHEREAS, the next activity in the program update cycle is public review and comment per 23 CFR 450.210; and

WHEREAS, public involvement and input from stakeholders and interested citizens allows the Board to better understand Idaho's various transportation needs; and

WHEREAS, project selection and program approval is scheduled for the Board's September meeting after incorporating public comment.

*NOW THEREFORE BE IT RESOLVED*, that the Board will commence public involvement in July with project and program information incorporated from the publication entitled Draft FY 2026 - 2032 ITIP, June Board Meeting.

Request to Approve Consultant Agreements. State Design Engineer Monica Crider presented the request for consultant agreement authorization for construction, engineering and inspection (CE&I) and design services. The projects, as shown in the resolution, are US-95, Thorn Creek Road to Moscow by HMM LLC, I-90, SH-41 Interchange by Dave Evans and Associates (DEA), SH-52, Snake River Bridge by HDR, SH-55, Pear Lane to Farmway by Horrocks, and I-15 widening by DEA. SDE Crider reviewed the projects' background and justification and outlined the requested authorization for each.

In response to Member Hoff's question if this will be the last funding request for these agreements, SDE Crider replied if needed, future requests can be made. CE&I services are negotiated annually.

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

RES. NO. ITB25-41	WHEREAS, Board Policy 4001 requires the Idaho Transportation Board (Board) to authorize professional services agreements greater than \$1,000,000 and each subsequent cost increase, work task agreements greater than \$500,000, cumulative work task agreements on a project greater than \$1,500,000, and consultant two-year work task agreements total greater than \$1,500,000; and
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WHEREAS, the Idaho Transportation Board has been provided details about each project requesting authorization; and

WHEREAS, funding will be committed to this agreement before they are executed.

*NOW THEREFORE BE IT RESOLVED*, that the Board hereby grants the authority for professional service agreement(s) as noted in the following table:

KEY NUMBER/ SERVICES	PROJECT NAME	DISTRICT	TOTAL PREVIOUS AGREEMENTS	PREVIOUS AUTHORIZATION	THIS AGREEMENT	TOTAL AUTHORIZATION
09294 <sup>1</sup> / CE&I	US-95, Thorn Creek Road to Moscow, Phase 1	2	\$6,342,403	\$6,342,403	\$1,812,833	\$8,155,236
20442 <sup>1</sup> / CE&I	I-90, SH-41 Interchange, Kootenai County	1	\$5,555,749	\$5,555,749	\$2,872,694	\$8,428,443
22266 <sup>1</sup> / Design	SH-52, Snake River Bridge, Payette County	3	\$3,355,211	\$3,600,000	\$679,511	\$4,034,722
23335 <sup>1</sup> / Design	SH-55, Pear Lane to Farmway, Caldwell	3	\$6,547,892	\$6,548,000	\$963,057	\$7,510,949
24396 <sup>1</sup> / Design	I-15 widening, MP 89.4 to MP 91.8, Bingham County	5			\$8,991,212	\$8,991,212

1 Professional Agreements > \$1M

2 Work Task Agreements > \$500K

3 Cumulative Work Task Agreement for project > \$1.5M

4 Consultant Two-year Work Task total > \$1.5M

2026 ITD Draft Legislation. Government Affairs Manager Colby Cameron stated ITD's six legislative ideas resulted in four legislative drafts. Draft legislation are: raise the cap for the Bridge Inspection Account to match federal funds and cleanup of the Highway Distribution Account to represent current public policy; remove certified requirements from Administrative License Suspension; remove three-year validation for Old Timer and Classic plates; and combine multiple statutes into one to standardize identity validation requirements. GAM Cameron also reported on House Bill 14, Idaho Code Cleanup Act effort. Staff identified a list of about 680 areas of statute that are currently under review by ITD's legal staff. The director will review the preliminary reports prior to submittal to Division of Financial Management (DFM). Staff will seek Board approval on ITD's draft legislation next month prior to submitting to DFM in August.

In response to Member Watkins' inquiry on HB 14 and if there are any statutes posing real issues, GAM Cameron stated staff identified about 9 or 10 for potential repeal. The effort overall will be to update statute over the next 5 – 6 years.

Executive Session on Legal and Personnel Issues. Member DeLorenzo made a motion to meet in executive session at 12:11 PM to discuss issues as authorized in Idaho Code Section 74-206 (b) and in Idaho Code Section 74-206 (f). Vice Chair Osborn seconded the motion and it passed unanimously by roll call vote.

The executive session discussion on legal matters related to highway and department operations.

The Board ended executive session at 1:05 PM.

District 3 Safety Partner Update. Idaho Coalition for Motorcycle Safety (ICMS) Board Member Lane Triplett reported on outreach efforts, motorcycle safety awareness events and training. Some highlights included in 2023, there were 609 motorcycle crashes, 39 fatalities, of which, more than half were over 50. Helmet use among riders in crashers is under 67%. Some hosted events were ICMS 40<sup>th</sup> Annual Awareness Rally and Shiny Side Up in eastern Idaho. Rider training is a high priority. About 79% of the fatal motorcycle crashes from 2019-2023 involved rider error – only 13 had passed an Idaho rider training course. Through work with the Motorcycle Task Force, DMV added questions about lane filtering and splitting on the motorcycle endorsement written test.

In response to Member Bulger's question on existing incentives for riders to take training, ICMS Member Triplett stated, apart from the required training for riders under 18 years, currently there are none. Member Bulger suggested looking into ideas to incentivize motorcycle riders into taking rider training courses.

Member DeLorenzo inquired about training specific for motorcycle passengers. Currently, there are none.

Idaho Traffic Safety Commission (ITSC) Annual Update. Highway Safety Manager Josephine Middleton provided an update on the ITSC. Some highlights included the ITSC currently has 13 members (one vacancy) who serve four-year terms. Among some of the issues address at their last two meetings were crash data and performance goals, EMS reassessments, new Treasure Valley DUI Task Force, community traffic safety projects in Valley County and approval of the FY26 Annual Grant Application. HSM Middleton reviewed the various 2024 safety campaign events held and the theme of working together "One Team."

FY2026 Annual Grant Application (AGA) Approval. Highway Safety Manager Josephine Middleton presented the AGA. There are four new county applicants for the FY26 Police Traffic

Services Program totaling \$1.47 million (average grant amount is \$43,661). Various drive safety events are hosted focusing on traffic safety and impaired driving. The AGA represents 60 grant projects - \$3.1 million, Section 402 and \$2.9 million, Section 405, and \$1.5 million for Highway Safety Improvement Program. Applications are due to the National Highway Traffic Safety Administration by August 1.

Member DeLorenzo announced she would be abstaining from the vote because she received the meeting materials late and did not have time ample time to review the AGA.

Member Bulger made a motion, seconded by Member Hoff, Member DeLorenzo abstained, and motion passed to approve the following resolution:

RES. NO. WHEREAS, Idaho experienced 28,158 reportable traffic crashes, 238 traffic  
ITB25-42 deaths, and 1,262 people seriously injured in 2024; and

WHEREAS, the economic cost of traffic crashes in Idaho for 2024 was nearly \$5.7 billion; and

WHEREAS, the Idaho Transportation Department's mission is to have zero traffic deaths; and

WHEREAS, the National Highway Traffic Safety Administration (NHTSA) may allocate approximately \$8 million in funding for behavior safety programs for Idaho to help eliminate traffic deaths and serious injuries; and

WHEREAS, the Office of Highway Safety and the Idaho Traffic Safety Commission have developed the Annual Grant Application for Federal Fiscal Year 2026 to work toward the elimination of Idaho traffic deaths, serious injuries, and economic losses; and

WHEREAS, the Annual Grant Application is required by NHTSA in order to receive funding for behavioral traffic safety projects.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board approves the Annual Grant Application for Federal Fiscal Year 2026.

Idaho Airport Aid Program SFY26 Leading Idaho Remaining Funding. Aeronautics Division Administrator Tom Mahoney reviewed the SFY26 Idaho Airport Aid Program (IAAP) Leading Idaho remaining funding allocation recommendations. Some highlights included the Program is primarily funded by aviation and jet fuel taxes. In SFY23, ITD received \$33 million in Leading Idaho Funds from the general fund, of which, \$23 million was approved by the Board for IAAP projects. General aviation airports typically receive FAA project funding; however, 10% is the responsibility of the airport sponsor. These IAAP funds help with that match requirement.

The Aeronautics Advisory Board (AAB) reviewed the IAAP allocation. There was major consideration for project funding allocation among the primary and non-primary airports. The AAB heard input from primary airport managers regarding their needs. The AAB recommended a total of \$2.9 million for primary airports and \$7.1 million for general aviation. This allocation is similar to the previous \$23 million allocation with primary airports receiving about 28% funding.

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

RES. NO. WHEREAS, as the Idaho Transportation Board has the authority to design,  
ITB25-43 construct, reconstruct, alter, extend, repair, and maintain State aeronautical facilities; and

WHEREAS, the Idaho Transportation Board has the authority to expend funds for the construction, maintenance, and improvement of public owned aeronautical facilities; and

WHEREAS, the Idaho State Legislature approved \$10 million through the Governor's 2024 Leading Idaho First initiative; and

WHEREAS, \$10 million is designated for Idaho public use airports using Idaho Airport Aid Program criteria; and

WHEREAS, the Idaho Aeronautics Advisory Board recommended approval of the proposed funding plan at their meeting on May 22, 2025.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the SFY26 Idaho Airport Aid Program Leading Idaho remaining funding allocation in the amount of \$10 million.

*BE IT FURTHER RESOLVED*, the Board directs the Division of Aeronautics to issue grant offers.

Administrative Settlements Over \$200,000. Right of Way Manager Justin Pond presented an administrative settlement for KN22715, Project No. A022(715), SH-55, Farmway Rd. to Middleton Rd., Canyon County, Parcel 141.

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

RES. NO. WHEREAS, the Idaho Transportation Department is acquiring right-of-way along  
ITB25-44 SH-55, Farmway Rd. to Middleton Rd., for Project No. A022(715); and

WHEREAS, the Idaho Transportation Department and the property owner have engaged in good faith negotiations; and

WHEREAS, both parties agree that additional payment is justified in order for the Idaho Transportation Department to fairly compensate the property owner of Parcel 141.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board approves an Administrative Settlement over \$200,000.00 for the right-of-way acquisition along SH-55, Farmway Rd. to Middleton Rd., for Project No. A022(715), Parcel 141.

Administrative Settlements Over \$200,000. Right of Way Manager Justin Pond presented an administrative settlement for KN22715, Project No. A022(715), SH-55, Farmway Rd. to Middleton Rd., Canyon County, Parcel 142.

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

RES. NO. WHEREAS, the Idaho Transportation Department is acquiring right-of-way along  
ITB25-45 SH-55, Farmway Rd. to Middleton Rd., for Project No. A022(715); and

WHEREAS, the Idaho Transportation Department and the property owner have engaged in good faith negotiations; and

WHEREAS, both parties agree that additional payment is justified in order for the Idaho Transportation Department to fairly compensate the property owner of Parcel 142.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board approves an Administrative Settlement over \$200,000.00 for the right-of-way acquisition along SH-55, Farmway Rd. to Middleton Rd., for Project No. A022(715), Parcel 142.

DMV Customer Service Survey. DMV Administrator Lisa McClellan presented the DMV Customer Service Survey results that was conducted by Boise State University, Idaho Policy Institute, and reviewed the research that went into selecting the questions and provided data. Some highlights included criteria leading to the 56-questions survey were based on several factors such as satisfaction of Idaho DMV customers with service delivery. All 44 counties were polled - populations over 250,000 had a 40.3% response rate. By age, 18 -34 years had the highest response rate of 28.3%. Overall, customers' response rate with the job DMV does was a favorable 72.5% and 88% with their interactions with DMV staff. Forty-eight percent of customers have set up a DMV online account. DMV is beta testing a video chat feature with the Department of Corrections that would allow issuance of photo identification for persons upon release. The Transportation Security Administration is considering allowing online passport

renewals as early as this fall. When surveyed if customers would support only having to come into the DMV once in their lifetime to confirm their identity, respondents polled 78% favorably.

ITD Statewide Roadside Tree Assessment and Tree Enhanced Removal Progress Plan Report. Highways Program Project Manager Angie Heuring reviewed ITD's approach and history to hazardous tree removal and tree removal assessments. Some highlights included ITD went from doing small tree contracts for limited tree removal to in 2023, shifting to a more proactive approach. Crews led the removal of over 4,000 trees on Idaho highways. ITD's foremen led the assessment effort to update the tree removal plan for the next 3 – 5 years.

Maintenance Operations Manager Ty Winther reported on feedback from the assessments, equipment identified to improve tree removal, and next steps. Some highlights included the assessment revealed a need for specific forestry and logging equipment to address challenges posed by terrain and training staff. Some equipment items are excavators with grapple/masticator attachments and boom trucks. Staff's final FY27 tree removal equipment request total \$4.97 million. Ongoing costs for contracts increased allocating \$315,000 per district – total of \$1.8 million. Staff will continue to partner with Department of Lands and Forest Service in coordination of tree removal within ITD's right of way.

In response to Member Watkins' question regarding staff cost to perform tree removal versus contracting, OM Winther stated it is hard to get companies to do the work in these smaller areas. ITD crews are already doing the removal and additional equipment will help to speed up the effort and get more done.

WHEREUPON, the Idaho Transportation Board adjourned its regular monthly meeting at 2:30 PM.

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WILLIAM H. MOAD, CHAIRMAN  
Idaho Transportation Board

Read and Approved

\_\_\_\_\_, 2025

\_\_\_\_\_, Idaho



## 2025 BOARD MEETING DATES

DATE	CITY	LOCATION	DISTRICT
January 15	Boise	11331 W. Chinden Blvd.	HQ
February 19	Boise	11331 W. Chinden Blvd.	HQ
March 20	Boise	11331 W. Chinden Blvd.	HQ
April 17 & 18	Pocatello	5255 S 5 <sup>th</sup> Ave.	5
May 14 & 15	Shoshone	216 South Date St.	4
June 11 & 12	Boise	8150 W. Chinden Blvd.	3
July 23 & 24	Coeur d'Alene	600 W. Prairie Ave.	1
August 20 & 21	Rigby	206 N. Yellowstone Hwy.	6
September 17 & 18	Lewiston	2600 Frontage Road	2
October 15	Boise	11331 W. Chinden Blvd.	HQ
November 13	Boise	11331 W. Chinden Blvd.	HQ
December 10	Boise	11331 W. Chinden Blvd.	HQ



## **IDAHO TRANSPORTATION BOARD**

### **RESOLUTION FOR CONSENT ITEMS**

**Pages 23 - 35**

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 adjustments to the Transportation Alternatives Program, Local Highway Safety Improvement Program and Local Large Urban Program, FY25 new project bridge repairs, contract to award, and contract to reject.



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☒ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager
Preparer's Name Laila Kral, PE	Preparer's Title LHTAC Administrator

## Subject

Transportation Alternatives Program Adjustments		
Key Number Multiple	District Multiple	Route Number N/A

## Background Information

The Local Highway Technical Assistance Council (LHTAC) manages the Transportation Alternatives program on behalf of Local Sponsors throughout the state. LHTAC has prepared a program adjustment advancing a project and delaying others to balance FY25 per policy 5011 Idaho Transportation Investment Program (ITIP).

Two projects have been identified for delays in construction funding due to the design process taking longer than anticipated. The City of American Falls has a project to build a pedestrian tunnel under SH-39 (KN23890) to safely allow pedestrians to cross under the freight route. This project has taken longer due to increased development time to coordinate with District 5 staff.

The City of Ponderay needs additional time to design pathways in their city (KN23911) on McNearney Road. LHTAC has identified several projects to advance or increase construction to fill the funding gap in FY25 due to the delays of the projects as outlined in the chart. FY26 and FY27 will be re-balanced in the Draft FY26-FY32 ITIP.

## Transportation Alternatives Program FY25 Delays and Deprogramming

Action	KN	Dist.	Current Program Year	Route, Project Name	Phase	\$ in Thousands
						FY25
Delay Construction to FY26	23890	5	2025	HWY 39 BIKE/PED TUNNEL, PH 2, AMERICAN FALLS, POWER CO	CE, CC, CL, CN	\$ (1,076)
Delay Construction to FY26	23911	1	2025	MCNEARNEY ROAD PATHS, PONDERAY, BONNER CO	CE, CC, CL, CN	\$ (481)
(CE) Construction Engineering by Idaho Transportation Department; (CC) Construction Services by Consultant; (CN) Construction; (CL) Construction Engineering by LHTAC; (PE) Preliminary Engineering by Idaho Transportation Department; (PL) Preliminary Engineering by LHTAC; (PC) Preliminary Engineering Services by Consultant					Totals	\$ (1,557)



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Transportation Alternatives FY25 Advancements and Construction Increases						
Action	KN	Dist.	Current Program Year	Route, Project Name	Phase	\$ in Thousands
						FY25
Advance Construction to FY25	23909	3	2026	US 95 SIDEWALK & DRAINAGE IMPROV PH 3, CAMBRIDGE, WASHINGTON CO	CE, CC, CL, CN	\$ 444
Advance Design to 2025	24681	3	2026	WOOLEY AVE PATH; DAVIS AVE TO DIVOT LN, MCCALL, VALLEY CO	PE, PC, PL	\$ 270
Advance Design to 2025	24684	6	2026	TETON RIVER CONNECTING PATH & PED BRIDGE, REXBURG, MADISON CO	PE, PC, PL	\$ 280
Increase FY25 Construction	23901	5	2025	BANNOCK ST SIDEWALKS TAP GRANT, MALAD, ONEIDA CO	CN	\$ 63
Increase FY25 Construction	23908	3	2025	HORSESHOE PARK PATHWAY, PH 3; NEW PLYMOUTH, PAYETTE CO	CN	\$ 100
Increase FY25 Construction	23907	4	2025	IMPROVED WALKWAYS IN RUPERT, MINIDOKA CO	CN	\$ 316
Increase FY25 Construction	24688	1	2025	S 2ND ST SW; DAKOTA TO W COLLEGE AVE, ST MARIES, BENEWAH CO	CN	\$ 200
Decrease FY25 Construction	15008	9	2500	SHORT PROGRAM SET-ASIDE	CN	\$ (116)
(CE) Construction Engineering by Idaho Transportation Department; (CC) Construction Services by Consultant; (CN) Construction; (CL) Construction Engineering by LHTAC; (PE) Preliminary Engineering by Idaho Transportation Department; (PL) Preliminary Engineering by LHTAC; (PC) Preliminary Engineering Services by Consultant						
					Totals	\$ 1,557

## Recommendations *(Action items require a resolution)*

For Board Approval of the delay, advancement and adjustments to the Transportation Alternatives Program in the approved FY2025-2031 ITIP and Draft FY2026-2032 ITIP.



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☒ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager
Preparer's Name Laila Kral, PE	Preparer's Title LHTAC Administrator

## Subject

Adjustments to the Local Highway Safety Improvement Program		
Key Number Various	District 4 & 6	Route Number LOCAL

## Background Information

The Local Highway Technical Assistance Council (LHTAC) manages federal funds for safety improvements on local roads on behalf of Local Sponsors throughout the state. This consent item adjusts projects in the Local Highway Safety Improvement Program (LHSIP) at the request of LHTAC and Bonneville County, per policy 5011 Idaho Transportation Investment Program (ITIP).

The construction delay of KN 23889 is necessary to accommodate delays in right-of-way acquisition. This delay will be balanced in FY25 by adding construction funds to match the engineer's estimates on KN 24346 and KN 23886. FY26 will be re-balanced in the Draft FY26-FY32 ITIP. A summary of the requested ITIP adjustments are as follows:

Action	KN	District	Current Program Year	Route, Project Name	Phase	\$ in Thousands
						FY25
Delay Construction to FY26	23889	6	2025	5th E (Holmes Ave) & 40th St Signal, Bonneville Co, Idaho Falls	CE/CC/CN/CL	(\$1,334)
Advance Construction to FY25	24346	6	2026	INT 7th St South & Center St HAWK, Madison Co, Rexburg	CE/CC/CN/CL	\$1,200
Add to Construction FY25	23886	6	2025	3200 N Safety Improvements, Twin Falls Co, Murtaugh HD	CN	\$134
(PE) Design Engineering by ITD; (PC) Design Services by Consultant; (PL) Design Engineering by LHTAC; (CC) Construction Services by Consultant; (CN) Construction					Total	\$-

## Recommendations *(Action items require a resolution)*

Approve the following project adjustments in the Local Safety Program in approved FY25-31 ITIP and Draft FY26-FY32 ITIP:

- KN 23889 – delay construction (all phases) of \$1,334,180 from FY2025 to FY2026; and
- KN 24346 – advance construction of \$1,200,000 in FY2025; and
- KN 23886 – increase construction by \$134,180 in FY2025



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☒ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager
Preparer's Name Laila Kral, PE	Preparer's Title LHTAC Administrator

## Subject

Local Large Urban program adjustments		
Key Number 19955, 24398	District Multiple	Route Number N/A

## Background Information

The Local Highway Technical Assistance Council (LHTAC) manages federal funds for several programs on behalf of Local Sponsors throughout the state. LHTAC has prepared a program adjustment advancing a project and delaying others to balance FY25 scheduled funds. We are requesting to delay KN 19955 Chase Road BNSF Railroad Crossing in order to provide additional funding to KN 24398 Prairie Trail Underpass. KN 19955 Chase Road would be delayed to Preliminary Development for this funding increase and programmed at \$1,000 until construction funds for the project are identified. An additional \$446,224 will be added to KN 24398 by the sponsor to match the engineer's estimate.

Action	KN	District	Current Program Year	Route, Project Name	Phase	\$ in Thousands	
						FY25	PD
Delay Construction to Preliminary Development	19955	1	2025	CHASE RD BNSF RRX 095918N, Post Falls	UT, CE, CC, CL, CN	\$ (1,204)	\$ 1
Increase Construction Funding in FY25	24398	1	2025	PRAIRIE TRAIL UNDERPASS, Post Falls HD	CE, CC, CL, CN	\$ 1,204	
Local Participation added by sponsor	24398	1	2025	PRAIRIE TRAIL UNDERPASS, Post Falls HD	CN	\$ 446	
(CE) Construction Engineering by Idaho Transportation Department; (CC) Construction Services by Consultant; (CN) Construction; (CL) Construction Engineering by LHTAC							
Totals						\$ 446	\$ 1

## Recommendations *(Action items require a resolution)*

For Board approval of the delay, advancement and adjustments to the above local projects in the approved FY2025-2031 ITIP and Draft FY2026-2032 ITIP.



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☒ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Michael Johnson, PE	Presenter's Title Division Administrator
Preparer's Name Laila Kral, PE	Preparer's Title LHTAC Administrator

## Subject

FY25 New Project Local Bridge Repairs		
Key Number Multiple	District Multiple	Route Number N/A

## Background Information

The Local Highway Technical Assistance Council (LHTAC) manages federal funds for several programs on behalf of Local Sponsors throughout the state. Included is the Local Bridge and Local Off-System Bridge programs. Recently, LHTAC and the Idaho Transportation Department (ITD) Bridge section have been coordinating repairs and responses to critical findings from bridge inspections that require immediate attention in repairing or closing traffic to local bridges. While LHTAC has been able to work with ITD Bridge and local highway jurisdictions to find acceptable solutions on the most recent critical findings, LHTAC and ITD have seen an increase in critical findings over the past several years on the Local System and further anticipate findings to increase due to the aging of the local bridges.

To be prepared for quick responses to critical findings on local bridges, LHTAC seeks the Idaho Transportation Board's approval to create a project in the Local Bridge Program for bridge repairs (the key number to be determined). As needed, LHTAC and ITD Bridge will conduct repairs on local bridges to minimize impacts to traffic. LHTAC will initially fund this project by transferring \$10,000 from KN 22593 S. 4<sup>th</sup> Ave, Indian Creek Bridge, Caldwell to the new project. The S. 4<sup>th</sup> Ave, Indian Creek Bridge, Caldwell project is in closeout with funds available to transfer. LHTAC will also be able to transfer funds as they become available at later dates as inspections reveal critical findings that need to be addressed or seek additional funds through redistribution.

The project will cover expenses for local sponsors to procure a contractor for repairs, purchase materials for self-performed repairs, compensate LHTAC for staff hours dedicated to local bridge repairs, and for other necessary eligible expenses to keep local bridges open to traffic.

Action	KN	District	Current Program Year	Route, Project Name	Phase	\$ in Thousands
						FY25
Create New Project	TBD	NA	FY2025	Critical Findings/Local Bridge Repairs	CN	\$10
Transfer	22593	LHTAC (3)	FY2025	S. 4 <sup>th</sup> Ave., Indian Creek Bridge, Caldwell	CN	(\$10)
(CE) Construction Engineering by Idaho Transportation Department; (CC) Construction Services by Consultant; (CN) Construction; (CL) Construction Engineering by LHTAC					Totals	\$ 0



# Board Agenda Item

ITD 2210 (Rev. 12-23)

## **Recommendations** *(Action items require a resolution)*

For Board Approval.





# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☒ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name David B. Kuisti P.E.	Presenter's Title Chief Engineer
Preparer's Name Monica Crider P.E.	Preparer's Title State Design Engineer

## Subject

Board Approval for Contract to Award		
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.

### **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 10/01/24 to 06/30/25					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
77	18	9	1	4	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.

Contract requiring Board Approval to Award - Justification received 06/01/25 to 06/30/25	
ITD	Local
1	0

## Recommendations *(Action items require a resolution)*

In accordance with Board Policy 4001, the construction contract on the attached report are recommended for award with Board approval.

Monthly Status Report to the Board

CONTRACT(S) FOR BOARD APPROVAL TO AWARD

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
1	23100 SIA	Various	6/17/2025	2	\$90,750.00	\$118,315.00	\$27,565.00
D1 FY24 Historical Highway Signs							130%
Contractor: Clear Zone Construction					State		

DATE OF BID OPENING - JUNE 17, 2025

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IDAHO PROJECT  
D1 FY24 HISTORICAL HIGHWAY SIGNS  
Benewah, Boundary, Shoshone, Bonner, Kootenai County  
Key No. 23100

---

DESCRIPTION: The work on this project consists of replacing and installing new historical signs throughout District 1

BIDDERS:

CLEAR ZONE CONSTRUCTION LLC  
CALDWELL, ID

\$118,315.00

1 BIDS ACCEPTED, 1 Irregular - Code

ENGINEER'S ESTIMATE - \$90,750.00

LOW BID - 130% Percent of the Engineer's Estimate

NET +/- OF EE \$27,565.00

(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. Highway Design concurs with the recommendation.

Karen  
Hanna

Digitally signed  
by Karen Hanna  
Date: 2025.06.23  
08:29:00 -06'00'

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**Karen Hanna**  
Contracts Manager

# Department Memorandum

## Idaho Transportation Department

**DATE:** 6/25/25**Program Number(s)** A023(100)
**TO:** Monica Crider, PE *MC*  
 State Design Engineer
**Key Number(s)** 23100
**FROM:** Damon Allen  
 District 1 Engineer

**Program ID, County, Etc.** D1 FY24  
 HISTORICAL  
 HIGHWAY SIGNS,  
 BENEWAH,  
 BONNER,  
 BOUNDARY,  
 KOOTENAI,  
 SHOSHONE Counties
**APPROVED***By dallen at 9:35 am, Jun 30, 2025***RE:** Justification for Award of Bid

Bids were opened on June 17, 2025 for the above referenced project. Two bids, one irregular, were received. The low responsive bid of \$118,315 was 30% higher than the Engineer's estimate.

The following items account for most of the difference between the low bid and the Engineer's Estimate:

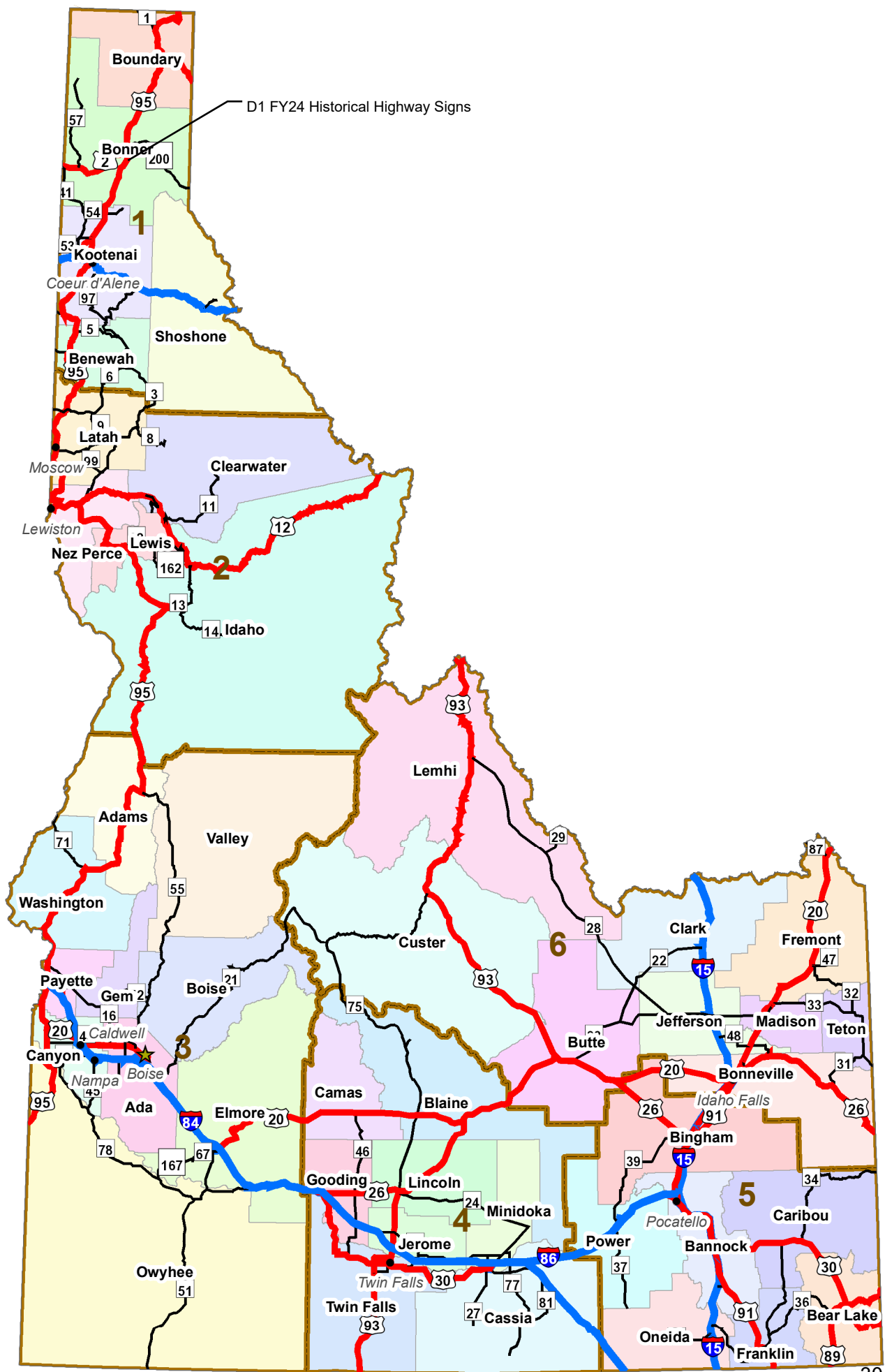
Item	Description	Quantity	Estimated Unit Price	Bid Unit Price	\$ Difference
1	Remove and Replace Sign	24 EA	\$750	\$1,210	\$11,040
5	Mobilization	1 LS	\$7,500	\$30,000	\$22,500
Total Difference from these Items					\$33,540

The Engineer's Estimate was a direct cost estimate since no historical bid pricing is available for this contract. This is a smaller project but covers many counties likely contributing to the higher than estimated bid price on Item 5, Mobilization. As far as Item 1, Remove and Replace Sign, we estimated direct cost but these signs are unique with no previous bid history and therefore difficult to estimate.

The Engineer's Estimate was a direct cost estimate of labor equipment and materials since no historical bid pricing is available for this work. This estimate assumed a local contractor based in Coeur d Alene area and the cost associated with driving to each location daily. The low bidder is based in Southern Idaho and the cost increase is likely cost for travel, lodging and per-diem.

This project will replace all historical highway signs in District 1 with updated signs and topics to include a QR code better connecting travelers to Idaho history. This project has been prompted by public interest and is a multi-agency effort that is part of Idaho's "America 250" celebration. An unveiling ceremony has been planned for later this summer with other state agencies. It is also in the public interest to complete the replacements before the summer recreation season is over.

The district has obtained additional funds through district balancing and recommends award of this contract.





# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☒ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name David B. Kuisti P.E.	Presenter's Title Chief Engineer
Preparer's Name Monica Crider P.E.	Preparer's Title State Design Engineer

## Subject

Board Approval for Contract to Reject		
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.

### **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 10/01/24 to 06/30/25					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
77	18	9	1	4	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%) and is recommended for rejection with Board approval.

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

Contract requiring Board Approval to Reject - Justification received 06/01/25 to 06/30/25	
ITD	Local
1	0

## Recommendations *(Action items require a resolution)*

In accordance with Board Policy 4001, the construction contract on the attached report is recommended for rejection with Board approval.

Monthly Status Report to the Board

CONTRACT(S) FOR BOARD APPROVAL TO REJECT

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
1	24175 SIA	US-95	6/10/2025	1	\$291,781.80	\$384,321.00	\$92,539.20
US-95, Sandpoint Byway Guardrail Adjustment							132%
Contractor: S&L Underground Inc					State		

DATE OF BID OPENING - JUNE 10, 2025

---

IDAHO PROJECT  
US-95, SANDPOINT BYWAY GUARDRAIL ADJUSTMENT  
Bonner County  
Key No. 24175

---

DESCRIPTION: The work on this project consists of replacing the guardrail and posts at the bridge joints on the Sandpoint Byway on US-95 from MP 473.9 to 474.1

BIDDERS:

S&L UNDERGROUND, INC.  
BONNERS FERRY, ID

\$384,321.00

1 BIDS ACCEPTED

ENGINEER'S ESTIMATE - \$291,781.80

LOW BID - 132% Percent of the Engineer's Estimate

NET +/- OF EE \$92,539.20

(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. Highway Design concurs with the recommendation.

Karen  
Hanna

Digitally signed  
by Karen Hanna  
Date: 2025.06.11  
12:58:27 -06'00'

---

**Karen Hanna**  
Contracts Manager



# Department Memorandum

## Idaho Transportation Department

**DATE:** June 25, 2025**Program Number(s)** A024(175)
**TO:** Monica Crider, PE *MC*  
 State Design Engineer
**Key Number(s)** 24175
**FROM:** Damon Allen, PE  
 District 1 Engineer

**Program ID, County, Etc.** Sandpoint Byway  
 Guardrail Adjustment  
 Bonner County
**APPROVED**

By dallan at 1:25 pm, Jul 01, 2025

**RE:** Justification for Rejection of Bid

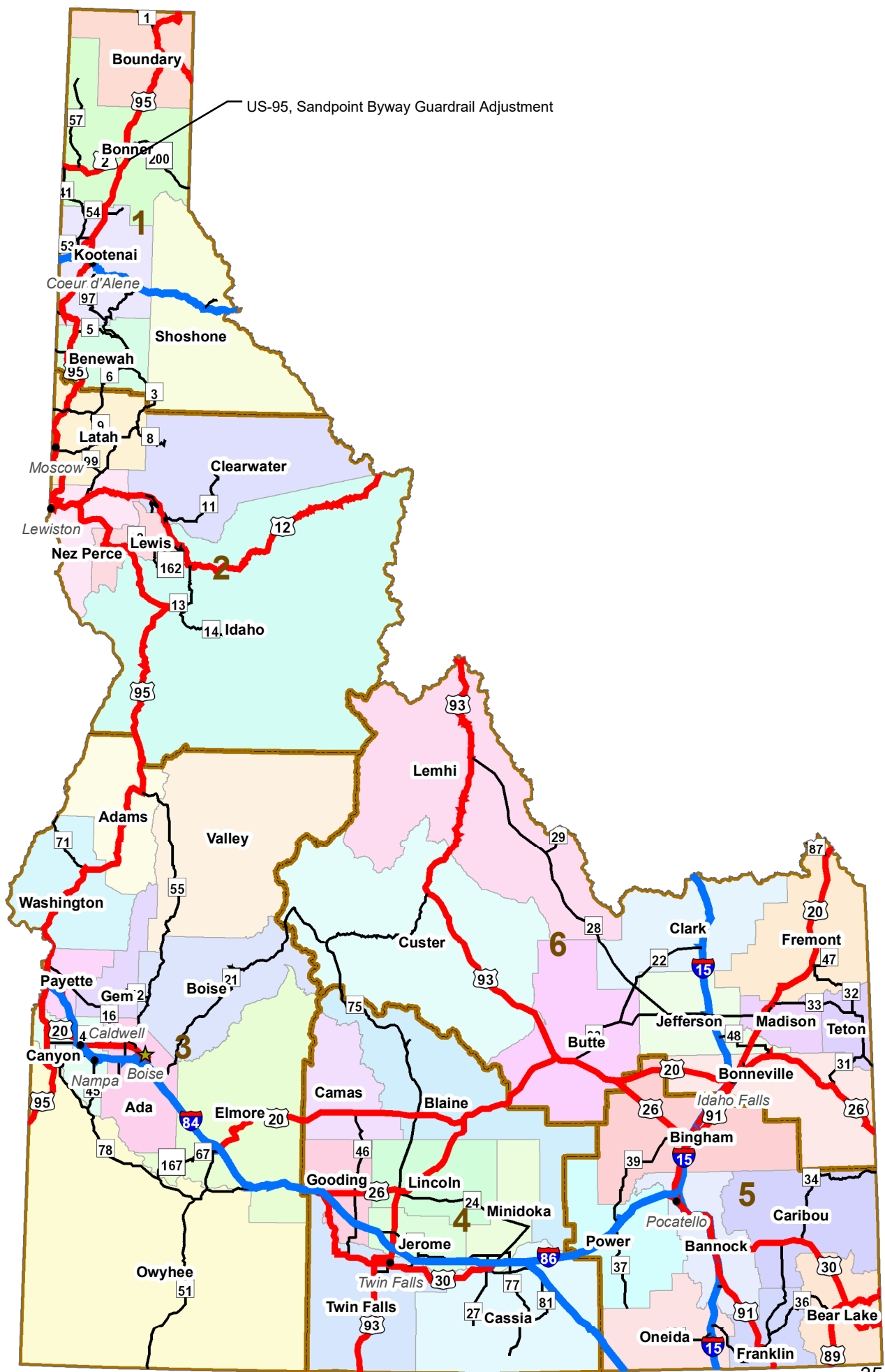
Bids were opened on June 10, 2025 for the above referenced project. One bid was received. The low responsive bid was 32% higher than the Engineer's estimate.

The following items account for most of the difference between the low bid and the Engineer's Estimate:

Item	Description	Quantity	Unit	Estimated Unit Price	Bid Unit Price	\$ Difference
S501-25A	SP 2-Tube Curb Mount Rail Repair	1	LS	\$120,000.00	\$246,821.00	\$126,821.00
S901-05D	SP Remove & Reset Crash Cushion	1	Each	\$3,151.50	\$15,000.00	\$11,848.50
Total Difference from these Items						\$ 138,669.50

The Engineer's Estimate was developed using the average unit price index for similar projects, supplemented by observations and experience with similar work. For item's S501-25A, SP 2-Tube Curb Mount Rail Repair and S901-05D, SP Remove and Reset Crash Cushion, respectively, these special provision items estimated unit prices were based on similar standard item unit prices. Some assumptions were made to arrive at the final estimate due to the special requirements of these item's provisions.

This is a smaller project scope that could be considered fill in work for contractors. Receiving only one bid and the time of year this was bid was peak construction season so the District feels that bidding at a different time may result in more bids/lower prices therefore the District recommends rejection of this bid for re-bidding at a later date.





# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name David B. Kuisti P.E.	Presenter's Title Chief Engineer
Preparer's Name Monica Crider P.E.	Preparer's Title State Design Engineer

## 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 10/01/24 to 06/30/25					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
77	18	9	1	4	0

### RECENT ACTIONS

In accordance with Board Policy 4001, staff has initiated or completed action to award the contracts listed on the attached report.

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

Contracts Requiring no action from the Board 06/01/25 to 06/30/25	
ITD	Local
9	5

### FUTURE ACTIONS

The Current Advertisement Report is attached.

## Recommendations *(Action items require a resolution)*

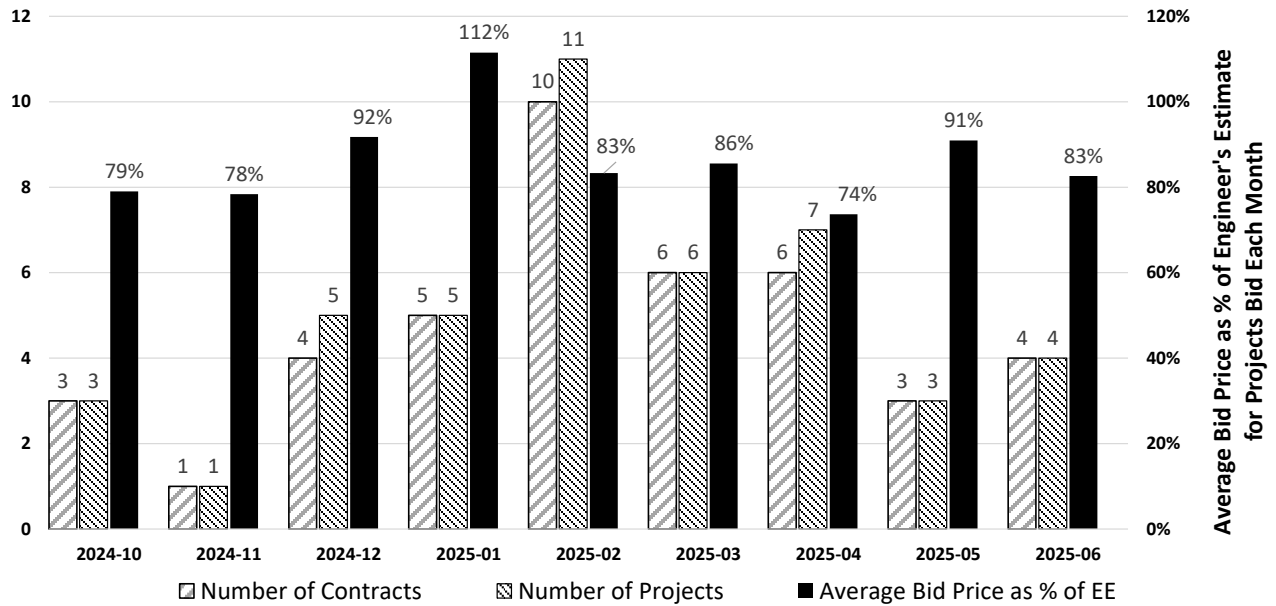
For Information Only.

## FFY25 State Infrastructure Project Bid Results: YTD Summary By Cost

### 45 Projects YTD through June 30, 2025

YTD Total for all 45 projects:

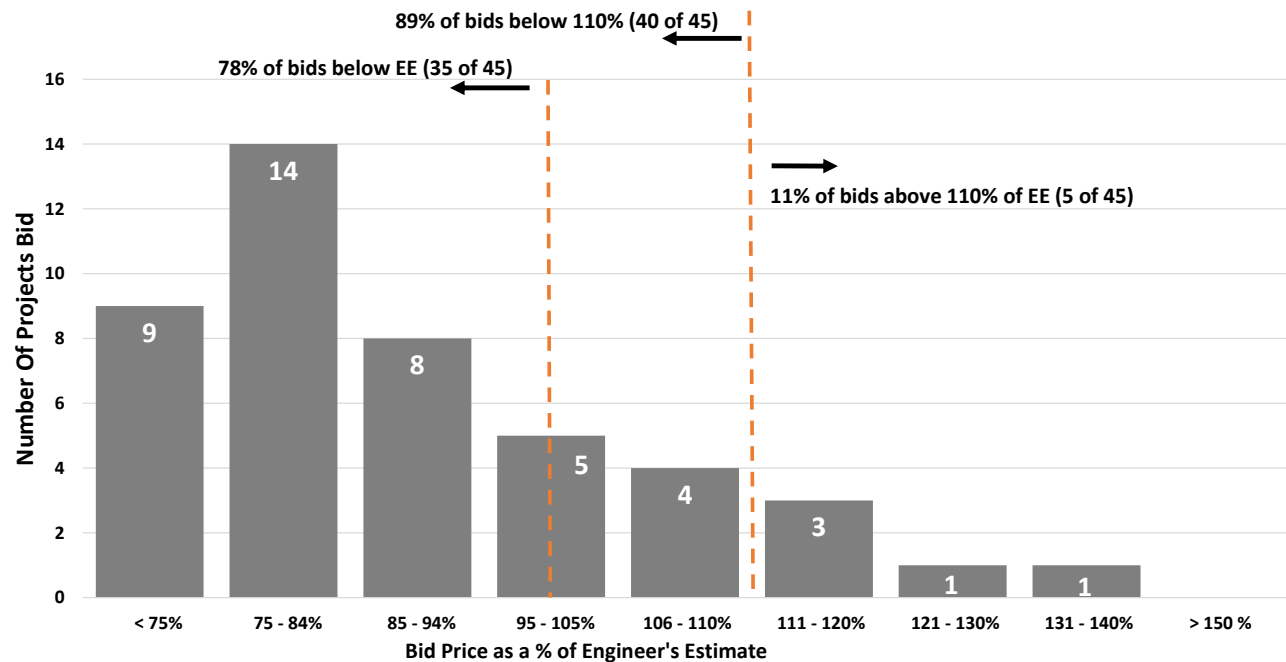
Ratio of Bid Costs / Engineer's Estimates = \$445.2M / \$520.4M = 86%



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

## FFY25 State Infrastructure Project Bid Results: YTD Summary By Project Count

### 45 Projects YTD through June 30, 2025



Note: Local and SIA Projects are not included

## Monthly Status Report to the Board

### PROJECTS BID BY STAFF SINCE LAST BOARD MEETING

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
6	21875	Various	6/3/2025	2	\$3,086,998.11	\$2,399,981.88	(\$687,016.23) 78%
FY25 D6 Bridge Repair					Federal		
Contractor: Cannon Builders Inc							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
3	23958	SH-16 & SH-44	6/3/2025	5	\$67,942,112.06	\$54,610,592.00	(\$13,331,520.06) 80%
SH-16 & SH-44 Interchange					Federal		
Contractor: Knife River Corporation-Mountain West							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
6	24745	US-20	6/3/2025	2	\$966,896.00	\$1,069,090.47	\$102,194.47 110%
US-20, Yale-Kilgore Intersection Signal Improvement					State		
Contractor: Arco Electric							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
2	23225	US-12	6/3/2025	3	\$365,543.75	\$332,000.00	(\$33,543.75) 91%
FY24b D2 High Priority Culverts					State		
Contractor: Knife River Corporation-Mountain West							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
4	23719h SIA	Various	6/3/2025	2	\$300,000.00	\$290,800.00	(\$9,200.00) 97%
D4 FY25 On-Call Guardrail Repair and Replacement					State		
Contractor: Ideal Fencing Corp. LLC							

District	Key No.	Route	Opening Date	No. of Bids Received	Contract Award Limit	Low Bid	Net +/- % of EE
LHTAC(1)	23285	OFF SYS	6/4/2025	2	\$829,041.00	\$814,105.26	(\$14,935.74) 98%
S.Greensferry Road Guardrail, Worley Highway District - Added Option Pilot Project					Federal		
Contractor: Selland Construction Inc							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
4	24013 SIA	Various	6/10/2025	5	\$181,692.00	\$171,500.00	(\$10,192.00) 94%
D4 490 Culvert Lining, Twin Falls Area					State		
Contractor: Whitaker Construction Co. Inc							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
1	24306	I-90	6/17/2025	5	\$71,519,951.80	\$60,478,960.16	(\$11,040,991.64) 85%
I-90, SH-41 to US-95 - East					Federal		
Contractor: N.A. Degerstrom Inc							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
LHTAC(1)	23286	OFF SYS	6/17/2025	3	\$583,789.45	\$335,615.00	(\$248,174.45) 57%
Stop Control Safety Improvements					Federal		
Contractor: Road Products LLC							

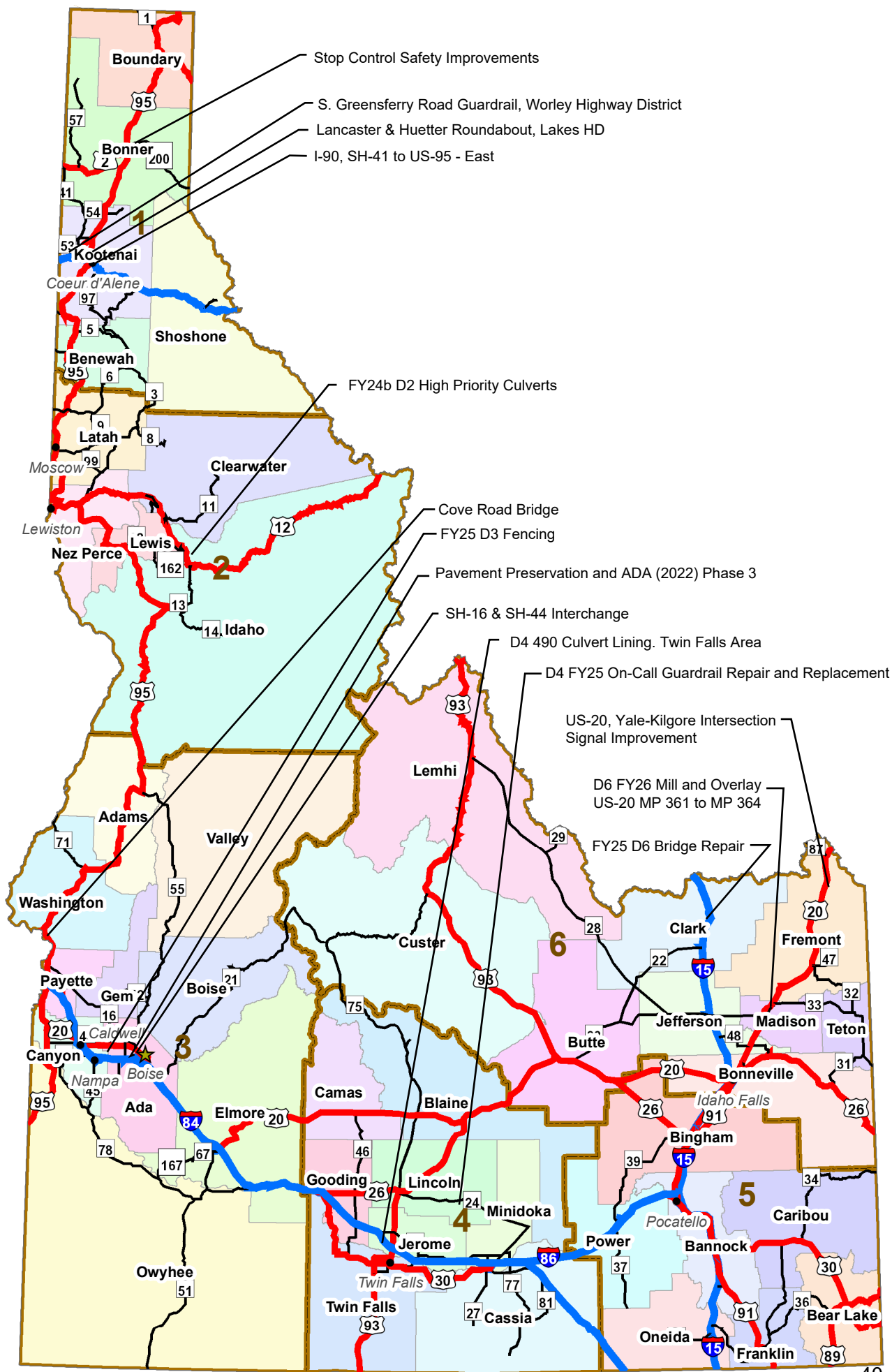
District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
LHTAC(3)	19129	OFF SYS	6/17/2025	7	\$5,554,743.42	\$4,956,290.00	(\$598,453.42) 89%
Contractor: Moreno & Nelson Construction Corp.					Federal		

District	Key No.	Route	Opening Date	No. of Bids Received	Predicted Quantity	Fixed Price	Quantity Bid
3	23537 SIA	I-84	6/17/2025	3	43,333 FT	\$520,000.00	74,336 FT 172%
FY25 D3 Fencing					State		
Contractor: Northwest Landscape LLC							

District	Key No.	Route	Opening Date	No. of Bids Received	Predicted Quantity	Fixed Price	Quantity Bid
6	24109 SIA	US-20	6/17/2025	3	182,182 FT	\$501,000.00	202,261 FT 111%
D6 FY26 Mill and Overlay US-20 MP 361 to MP 364					State		
Contractor: H-K Contractors							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
ACHD(3)	20006	OFF SYS	6/24/2025	5	\$2,159,047.70	\$2,201,409.00	\$42,361.30 102%
Pavement Preservation and ADA (2022) Phase 3					Federal		
Contractor: Stake & Parson Companies DBA Idaho Materials & Construction							

District	Key No.	Route	Opening Date	No. of Bids Received	Eng. Est.	Low Bid	Net +/- % of EE
LHTAC(1)	22875	OFF SYS	6/24/2025	7	\$1,355,000.00	\$952,481.40	(\$402,518.60) 70%
Lancaster & Huetter Roundabout, Lakes HD					Federal		
Contractor: Interstate Concrete & Asphalt Co.							



## Monthly Contract Advertisement As of 6-30-2025

District	Key No.	Route	Bid Opening Date
1	21719I SIA	Various	7/8/2025
FY25 D1 On Call Fence Repair			
\$100,000 to \$250,000			

District	Key No.	Route	Bid Opening Date
6	24254g SIA	US-20	7/8/2025
US-20, Bridge Safety North Rigby Interchange			
\$250,000 to \$500,000			

District	Key No.	Route	Bid Opening Date
6	24820 SIA	US-20	7/8/2025
US-20, Bridge Safety MP 387.03 Buffalo River Bridge Approach Repairs			
\$250,000 to \$500,000			

District	Key No.	Route	Bid Opening Date
3	24106	SH-45	7/15/2025
SH-45, Elijah Culvert Repair, Nampa			
\$1,000,000 to \$2,500,000			

District	Key No.	Route	Bid Opening Date
2	24778 SIA	Various	7/15/2025
FY25 Bridge Approach Repairs D2			
\$250,000 to \$500,000			

District	Key No.	Route	Bid Opening Date
6	23582 SIA	US-93	7/22/2025
FY25 D6 Rockfall Mitigation			
\$100,000 to \$250,000			

District	Key No.	Route	Bid Opening Date
2	25021 SIA	Various	7/22/2025
FY25 Bridge Approach Repairs Phase 2, D2			
\$250,000 to \$500,000			

District	Key No.	Route	Bid Opening Date
3	24256	SH-44	7/29/2025
SH-44, Linder Road to SH-55 (Eagle Road), City of Eagle			
\$2,500,000 to \$5,000,000			

District	Key No.	Route	Bid Opening Date
4	24819 SIA	I-84	7/29/2025
MP 180.2 Vinyard Road Brige Girder Replacement, D4			
\$500,000 to \$1,000,000			





# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Monica Crider, PE	Presenter's Title State Design Engineer
Preparer's Name Christina Straub	Preparer's Title Contracts Officer

## Subject

REPORT ON PROFESSIONAL SERVICES AGREEMENTS AND TERM AGREEMENT WORK TASKS

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

## Background Information

### For all Agreements:

Consultant Services processed 53 new professional services agreements and work tasks totaling **\$16,334,478** and 10 supplemental agreements to existing professional services agreements totaling **\$2,940,909** from May 19, 2025 through June 27, 2025.

### 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	MGMT	AERO	
<b>Resources not Available</b>										
Construction Engineering, Inspection, Sampling & Testing	2	3	3	2	1	2				13
Roadway Design	2			1						3
Traffic Design						1				1
Public Involvement			4							4
Materials/Geotechnical		3	2				1			6
Bridge Design						1				1
Bridge Inspection/Loading					1		5			6
Environmental	1			1						2
Planning				1			1			2
Survey	1			1						2
Sign Inspection							1			1
Aeronautics	1									1
Engineer of Record	3									3
<b>Local Public Agency Projects</b>	1	1	1	3		2				8
<b>Total</b>	11	7	10	9	2	6	8			53



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### For ITD District Projects:

45 new professional services agreements and work tasks were processed during this period totaling **\$14,439,687**. 8 supplemental agreements totaling **\$2,902,785** 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>
I 90, PASSAGE MULTI PLATE CULVERT, KOOTENAI CO	Resources not Available Other	Roadway Design, Repair Multi Plate Culvert Services	Individual Project Solicitation	Keller Associates, Inc.	\$256,965
SH 41, MOBILITY STDY RATHDRUM TO SPIRIT LAKE, KOOTENAI CO	Resources not Available Other	Aerial Mapping - Photogrammetric Mapping	Direct from Term Agreement	Aero- Graphics, Inc.	\$69,438
I 90, SH 41 TO US 95 - WEST, KOOTENAI CO	Resources not Available Engineer of Record Services	EOR Services	Individual Project Solicitation	David Evans and Associates, Inc. (DEA)	\$938,644
SH 3, SOLDIER CR BR, BENEWAH CO	Resources not Available Engineer of Record Services	EOR Services	Direct from Term Agreement	HMH, LLC	\$16,473
I 90, SH 41 TO US 95 - EAST, KOOTENAI CO	Resources not Available Engineer of Record Services	EOR Services	Individual Project Solicitation	David Evans and Associates, Inc. (DEA)	\$646,938
BN-171-S Gravel Pit	Resources not Available Environmental	Environmental Services	Direct from Term Agreement	Parametrix, Inc.	\$36,781



## Board Agenda Item

ITD 2210 (Rev. 12-23)

I 90, SH 41 INTERCHANGE, KOOTENAI CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services	Individual Project Solicitation	David Evans and Associates, Inc. (DEA)	Prev: \$5,555,749 This: \$2,872,694 Agreement Total to Date: \$8,428,443 Board Approved: \$8,428,443 On: 6/12/2025
US 95, LABROSSE HILL ST TO ALDERSON LN, BONNERS FERRY	Resources not Available Surveying	Survey and Geodetic Leveling to replace NGS benchmarks.	RFI from Term Agreement	Horrocks, LLC	\$108,085
I 90, SH 41 TO US 95 - EAST, KOOTENAI CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services	Individual Project Solicitation	David Evans and Associates, Inc. (DEA)	\$922,769
US 95, SCHOOLHOUSE RD TURNBAYS, BOUNDARY CO	Resources not Available Roadway Design	Roadway Design Services	Individual Project Solicitation	HMH, LLC	\$486,822

### **District 2**

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH 14, AOP CULVERT REPLACEMENTS, IDAHO CO	Resources not Available	Materials/Geotechnical Services.	Direct from Term Agreement	Terracon Consultants, Inc.	\$117,872
US 12, BIG SMITH CR & SWEDE CR AOP REPLACEMENTS, IDAHO CO	Resources not Available Materials / Geotechnical	Materials/Geotechnical Services.	Direct from Term Agreement	Terracon Consultants, Inc.	\$42,437



## Board Agenda Item

ITD 2210 (Rev. 12-23)

US 95, MOSCOW PAVEMENT REPAIRS; US 95, ROADWAY REPAIRS, MOSCOW	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services.	Individual Project Solicitation	HMH, LLC	\$278,232
SH 162, D2 FLOOD REPAIR, IDAHO CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services	Sole Source – Emergency Agreement	HDR Engineering, Inc.	Prev: \$90,302 This: \$398,238 Agreement Total to Date: \$488,540
US 95, THORN CR RD TO MOSCOW, PH 1	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Construction Engineering, Inspection, Sampling & Testing Services,	Individual Project Solicitation	HMH, LLC	Prev: \$6,342,403 This: \$1,812,833 Agreement Total to Date: \$8,155,236 Board Approved: \$8,155,236 On: 6/12/2025
US 95, JOHNSTON RD TO CONCRETE SECTION, IDAHO CO; SH 3, BEAR RIDGE GRADE RESURFACING, LATAH CO	Resources not Available Materials / Geotechnical	Materials/Geotechnical Services	RFI from Term Agreement	Strata, Inc.	\$274,800



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### **District 3**

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH 55, JCT SH 52 TO PAYETTE RV BR, BOISE CO	Resources not Available Materials / Geotechnical	Materials/Geotechnical Services	Direct from Term Agreement	Terracon Consultants, Inc.	\$53,446
SH 16, I 84 SYSTEM IC AND FRANKLIN RD IC	Resources not Available Public Involvement	Public Involvement Services	Individual Project Solicitation	Rosemary Brennan Curtin, Inc. (RBCI)	\$1,755,960  Board Approved: \$2,384,597 On: 4/18/2025
SH 55, EAGLE RD; I 84 TO SH 44, ADA CO	Resources not Available Public Involvement	Public Involvement Services.	Direct from Term Agreement	Rosemary Brennan Curtin, Inc. (RBCI)	\$41,570
US 95, PAYETTE NCL TO N OF WEISER; SH 55, ION JCT TO HOSKINS ROAD, CANYON/OWYHEE COS; SH 55, HORSESHOE BEND SCL TO BOISE NF BOUNDARY; SH 45, JCT SH78 TO DEER FLAT RD SEALCOAT, CANYON CO; SH 69, KUNA TO MERIDIAN, ADA CO; SH 67, ELMORE COUNTY SEALCOATS	Resources not Available Public Involvement	Public Involvement Services	Direct from Term Agreement	Rosemary Brennan Curtin, Inc. (RBCI)	\$114,574



## Board Agenda Item

ITD 2210 (Rev. 12-23)

SH 69, KUNA TO MERIDIAN, ADA CO	Resources not Available Other	CE&I, Constructability Review Services	Direct from Term Agreement	Mike Robinson, LLC	\$11,924
US 20, FY24 SURFACE TREATMENTS: US 20/26 & SH 44	Resources not Available Public Involvement	Public Involvement Services	Direct from Term Agreement	Rosemary Brennan Curtin, Inc. (RBCI)	Prev: \$72,727 This: \$28,570 Agreement Total to Date: \$101,297
SH 67, ELMORE COUNTY SEALCOATS; SH 45, JCT SH78 TO DEER FLAT RD SEALCOAT, CANYON CO; SH 55, ION JCT TO HOSKINS ROAD, CANYON/OWYHEE COS; SH 55, HORSESHOE BEND SCL TO BOISE NF BOUNDARY; US 95, PAYETTE NCL TO N OF WEISER	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services - Staff Aug	RFI from Term Agreement	CONSOR North America, Inc.	\$275,424
US 20, FY24 SURFACE TREATMENTS: US 20/26 & SH 44	Resources not Available Materials / Geotechnical	Materials/Geotechnical Services.	Direct from Term Agreement	GeoTek, Inc.	\$146,126
SH 69, KUNA TO MERIDIAN, ADA CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services - Hot seal	RFI from Term Agreement	Horrocks, LLC	\$54,797



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### District 4

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I 84, DECLO POE WB, CASSIA CO	Resources not Available Environmental	Environmental Services.	Direct from Term Agreement	JUB Engineers, Inc.	\$24,846
STATE, FY17 D4 MATERIAL SOURCES	Resources not Available Surveying	Survey Services.	Direct from Term Agreement	Parametrix, Inc.	\$32,134
STATE, FY24 D4 PLANNING & SCOPING	Resources not Available Other	Feasibility/Planning Services	Direct from Term Agreement	Kimley-Horn and Associates, Inc.	Prev: \$61,119 This: \$51,025 Agreement Total to Date: \$112,144
US 93, 3250 N TO 3800 N, TWIN FALLS CO	Resources not Available Roadway Design	Roadway Design Services	RFI from Term Agreement	Jacobs Engineering Group, Inc.	Prev: \$414,611 This: \$40,778 Agreement Total to Date: \$455,389
I 84, SH 81 TO I 84, BURLEY	Resources not Available Other	Inspection and testing, sampling/testing Services	Direct from Term Agreement	Horrocks, LLC	\$147,586
US 20, WILLOW CR TO MOONSTONE	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services	RFI from Term Agreement	CONSOR North America, Inc.	\$268,630



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### **District 5**

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
STATE, FY25 D5 PLANNING & SCOPING	Resources not Available Other	Existing Bridge Rebar Testing Services	Direct from Term Agreement	Wiss, Janney, Elstner Associates, Inc.	\$17,168
I 15, W BLACKFOOT IC TO RIVERSIDE CANAL SBL, BINGHAM CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	Staff Augmentation – Materials Sampling and Testing	RFI from Term Agreement	Strata, Inc.	\$191,036

### **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, FY25 IDAHO FALLS SIGNAL UPGRADES	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services	Individual Project Solicitation	Horrocks, LLC	Prev: \$23,894 This: \$37,982 Agreement Total to Date: \$61,876
STATE, FY25 D6 BRIDGE REPAIR; US 26, JCT HITT ROAD (25TH E), BONNEVILLE CO	Resources not Available Construction Engineering, Inspection, Sampling & Testing	CE&I Services.	Individual Project Solicitation	Strata, Inc.	\$51,212





## Board Agenda Item

ITD 2210 (Rev. 12-23)

STATE, FY27b D6 BRIDGE REPAIR	Resources not Available Bridge Design	Bridge Design Services	Individual Project Solicitation	Burgess & Niple, Inc.	\$586,215
STATE, FY24 D6 PLANNING & SCOPING	Resources not Available Other	Traffic Design Services	Direct from Term Agreement	Horrocks, LLC	Prev: \$49,853 This: \$49,949 Agreement Total to Date: \$99,802

### Headquarters

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
STATE, FY23 STRATEGIC MGT AGREEMENT	Resources not Available Materials / Geotechnical	Materials/Geotechnical Services	Direct from Term Agreement	Atlas Technical Consultants LLC	Prev: \$85,394 This: \$98,812 Agreement Total to Date: \$184,206
STATE, FY25 SHS SIGN INSPECTION	Resources not Available Other	Overhead Sign Structure (OHS) Inspection Services.	Individual Project Solicitation	HMH, LLC	\$223,881
STATE, FY24 SHS BRIDGE INSPECTION	Resources not Available Other	Bridge Load Rating Services	RFI from Term Agreement	Jacobs Engineering Group, Inc.	Prev: \$104,108 This: \$46,702 Agreement Total to Date: \$150,810
STATE, ITD TRAFFIC INCIDENT MANAGEMENT PLAN	Resources not Available Planning	Feasibility/Planning Services.	RFI from Term Agreement	DKS Associates	\$481,164
STATE, FY25 SHS BRIDGE INSPECTION	Resources not Available Other	Bridge Inspection Services	Direct from Term Agreement	HMH, LLC	\$49,999



## Board Agenda Item

ITD 2210 (Rev. 12-23)

LOCAL, FY25 LOCAL/OFF- SYSTEM BRIDGE INSPECTION	Resources not Available Bridge Inspection	Bridge Inspection services	Direct from Term Agreement	HMH, LLC	\$49,964
STATE, FY25 SHS BRIDGE INSPECTION	Resources not Available Bridge Inspection	Underwater Bridge Inspection Services	RFI from Term Agreement	CONSOR North America, Inc.	\$82,489
LOCAL, FY25 LOCAL/OFF- SYSTEM BRIDGE INSPECTION	Resources not Available Bridge Inspection	Underwater Bridge Inspection Service's	RFI from Term Agreement	CONSOR North America, Inc.	\$145,703

### **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>
1	US 2, JCT US 95 TO MONTANA ST LN, BOUNDARY CO	Ruen- Yeager & Associates , Inc.	3/21/2024, CE&I Services	Additional inspections in winter conditions.	Prev: \$863,577 This: \$4,495 Agreement Total to Date: \$868,072
1	SH 3, ST MARIES RIVER BR, SHOSHONE CO	David Evans and Associates , Inc. (DEA)	3/28/2024, Roadway Design, Bridge Design, Traffic Control, Materials/Geotechnica l, Hydraulics, and Environmental Services. Phase 1	Phase 2	Prev: \$605,607 This: \$533,459 Agreement Total to Date: \$1,139,066 Board Approved: \$1,139,066 On: 4/18/2025



## Board Agenda Item

ITD 2210 (Rev. 12-23)

1	I 90, CD'A RV BR EBL & WBL, KOOTENAI CO	HDR Engineerin g, Inc.	3/11/2025, CE&I Services	CE&I sampling/testing	Prev: \$1,488,831  This: \$101,538 Agreement Total to Date: \$1,590,369 Board Approved: \$1,997,586 On: 2/19/2025
2	US 12, ARROW BRIDGE, NEZ PERCE CO; US 95, SPALDING BRIDGE, NEZ PERCE CO	WSP USA, INC.	11/17/2021, Replacing Arrow & Spalding Bridges.	Relocation of the Nez Perce Tribe's fiber optic line and additional geotechnical investigation.	Prev: \$18,052,273 This: \$351,928 Agreement Total to Date: \$18,404,201 Board Approved: \$20,000,000 On: 3/23/2023
3	SH 52, SNAKE RV BR, PAYETTE CO	HDR Engineerin g, Inc.	7/12/2022, Bridge Design Services	Additional Design Services and Project Management.	Prev: \$3,355,211 This: \$679,510 Agreement Total to Date: \$4,034,721 Board Approved: \$4,034,722 On: 6/12/2025
3	SH 55, PEAR LANE TO FARMWAY, CALDWELL	Horrocks, LLC	6/14/2024, Roadway Design, Traffic Design, Bridge Design, Public Involvement, Geotechnical, Survey, and Environmental Services	Hydraulic evaluation	Prev: \$6,547,892 This: \$963,057 Agreement Total to Date: \$7,510,949 Board Approved: \$7,510,949 On: 6/12/2025



## Board Agenda Item

ITD 2210 (Rev. 12-23)

3	I 84, MERIDIAN RD IC TO EAGLE RD IC, DESIGN, MERIDIAN	Ardurra Group, Inc.	8/29/2022, Provide Design through PS&E Services.	Additional project administration.	Prev: \$1,495,478  This: \$78,711 Agreement Total to Date: \$1,574,189 Board Approved: \$1,585,628 On: 5/15/2025
6	US 26, JCT HITT ROAD (25TH E), BONNEVILLE CO	Horrocks, LLC	1/29/2021, Provide Project Development Services.	Re-Design due to ROW acquisition.	Prev: \$928,908 This: \$190,087 Agreement Total to Date: \$1,118,995 Board Approved: \$1,119,718 On: 2/19/2025



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### For Local Public Agency Projects:

8 new professional services agreements totaling **\$1,894,791** were processed during this period.  
2 supplemental agreement(s) totaling **\$38,124** were processed.

<i>Project</i>	<i>Sponsor</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
STC-7326, ELM ST; YELLOWSTONE TO SOUTH BLVD, IDAHO FALLS	CITY OF IDAHO FALLS	Roadway Design Services.	Individual Project Solicitation	Precision Engineering, LLC	\$225,779
STC-8030, RIVER ST; WALNUT TO GALENA, HAILEY	CITY OF HAILEY	CE&I	RFI from Term Agreement	Civil Science, Inc.	Prev: \$40,000 This: \$328,847 Agreement Total to Date: \$368,847
STC-2835, 400 WEST RD, CASSIA CO	OAKLEY HIGHWAY DISTRICT	Roadway Design, Traffic Control, Public Involvement, Materials/Geotechnical, Survey, and Environmental Services.	Individual Project Solicitation	Forsgren Associates, Inc.	\$379,556
SMA-7905, RAMSEY RD; WYOMING AVE TO LANCASTER RD	CITY OF HAYDEN	Monumentation/Record of Survey Services.	Individual Project Solicitation	David Evans and Associates, Inc. (DEA)	\$41,144
STC-4755, WAHA & LAPWAI RD CURVES, NEZ PERCE CO	NEZ PERCE COUNTY	Claim Analysis Services.	Direct from Term Agreement	HDR Engineering, Inc.	\$14,367



## Board Agenda Item

ITD 2210 (Rev. 12-23)

NHS-7316, INT 5TH & HOLMES SIGNAL, IDAHO FALLS	CITY OF IDAHO FALLS	Materials Testing Services.	Direct from Term Agreement	Civil Science, Inc.	\$10,561
STC-2742, 1500 W RD REHAB; 800 S TO 975 S, CASSIA CO; STC-2742, 1500 W / 4900 E RD, TWIN FALLS CO	MURTAUGH HIGHWAY DISTRICT	Roadway Design Services.	Individual Project Solicitation	Keller Associates, Inc.	\$844,152
LOCAL, FY22 PAVEMENT PRESERVATION AND ADA, BOISE AREA	ADA COUNTY HIGHWAY DISTRICT	CE&I	Direct from Term Agreement	GeoTek, Inc.	\$50,385

### Recommendations *(Action items require a resolution)*

For Information Only



## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Justin Pond	Presenter's Title Right of Way Manager
Preparer's Name Justin Pond	Preparer's Title Right of Way Manager

### Subject

Administrative Settlements in Right of Way Acquisitions		
Key Number	District State-wide	Route Number

### Background Information

The Board has delegated to staff, in Board Policy 4005, the authority to negotiate settlements for the acquisition of real property by ITD that did not exceed \$200,000 over the fair market value as established by an ITD approved Review Appraiser. The Board asked to receive reports twice each year summarizing administrative settlements.

During the semi-annual period of January 1, 2025 through June 30, 2025, the Right of Way Section processed 110 parcels. Of those 110 parcels, 58 parcels had an administrative settlement. Attached is a report showing parcels with administrative settlements. \*Parcels included in projects on which right-of-way acquisitions are ongoing have been excluded from this report and will be provided on future reports.

Also included on this report are administrative settlements which were omitted from previous reports due to ongoing acquisitions within their respective projects.

### Recommendations *(Action items require a resolution)*

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**RIGHT OF WAY ACQUISITIONS  
ADMINISTRATIVE SETTLEMENTS**  
January 1, 2025 to June 30, 2025\*

Dist.	Major Program	Project Name	Admin. Settlements	Justification
3	P013150	Smith's Ferry to Round Valley	\$7,463.50	Increase in land value
		<b>*Sum of Administrative Settlements:</b>	<b>\$5,923,623.78</b>	

Total number of parcels processed with administrative settlements:

**58**

Total number of parcels processed:

**110**

Total value of all parcels processed:

**\$19,532,498.63**

*\*Parcels included in projects on which right-of-way acquisitions are ongoing have been omitted, but will be included in future reports.*

Parcels omitted from previous reports due to ongoing acquisitions within the project				
Dist.	Major Program	Project Name	Admin. Settlements	Justification
3	E233240	Elijah Culvert Repair, Nampa	\$5,018.40	Increased land valuation
		<b>Sum of Administrative Settlements:</b>	<b>\$5,018.40</b>	





# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager, PMO
Preparer's Name Colleen Wonacott	Preparer's Title Program Control Manager, PMO

## Subject

Monthly Reporting of Federal Formula Program Funding Through June 30, 2025.		
Key Number N/A	District N/A	Route Number N/A

## Background Information

Idaho has received full FY25 obligation authority through September 30, 2025 via a continuing resolution passed on March 15, 2025.

Obligation authority through September 30th is \$406.6 million. This includes \$7.5 million of *Highway Infrastructure General Funds* carried over from FY20 through FY23, and \$45 million *IIJA Bridge formula* (General Fund) funds. These General Funds are also included in the apportionments detailed below.

The Infrastructure Investment and Jobs Act (IIJA) was signed on November 15, 2021. Additional apportionments were allocated via the Appropriations Act and the Fiscally Responsible Highway Funding Act of 2024. Idaho has received apportionments of \$471.7 million. FY25 obligation authority through September 30, 2025 is 86.2% of apportionments.

### Exhibit 1: Formula Funding for FY2025

<b>IIJA FY2025</b>	
<b>Apportionments + Bridge + Hwy Infra.</b>	
Federal Aid Only	\$471,729
Including Match	\$509,097
<b>Obligation Limits through 9/30/2025</b>	
Federal Aid Only	\$406,584
Including Match	\$455,201

- Notes:
1. All dollars in Thousands
  2. 'Approved Program' amounts from December 2024 Highway Funding Plan.
  3. Apportionment and Obligation Authority amounts reflect available funds via federal notices received through 6/30/25.



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### Exhibit 2: Allotments of Available Formula Funding w/Match and Amount Remaining

Program	Allotted Program Funding through 9/30/25	Program Funding Remaining as of 6/30/25
All Other SHS Programs (includes state funding)	\$288,230	\$62,322
GARVEE Formula Debt Service*	\$63,432	(\$0)
State Planning and Research*	\$9,434	\$661
Metropolitan Planning*	\$2,442	\$0
Freight	\$7,432	\$829
Railroad Crossings	\$2,152	\$425
Recreational Trails	\$1,137	\$1,120
STBG - Transportation Mgt. Area	\$8,890	\$6,203
Transportation Alternatives (TMA)*	\$1,219	\$620
Carbon - TMA	\$783	\$105
STBG - Local Large Urban	\$7,572	\$5,947
Carbon - Large Urban	\$6,103	\$3,993
STBG - Local Small Urban	\$3,533	\$2,308
STBG – Local Rural	\$13,239	\$2,150
Transportation Alternatives (Urban/Rural)*	\$7,554	\$6,369
Local Bridge*	\$17,794	\$11,023
Off System Bridge*	\$6,750	\$5,226
Local Safety	\$7,792	\$5,379
<b>Total</b>	<b>\$455,201</b>	<b>\$114,392</b>

Notes:

1. All dollars in Thousands.
  2. Allotments based on the December 2024 Highway Funding Plan.
  3. Funding amounts include match and reflect total formula funding available.
  4. Data reflects both obligation and de-obligation activity through June 30th.
- \* These programs are provided 100% Obligation Authority. Other programs are reduced accordingly.

### Recommendations *(Action items require a resolution)*

For Information



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Eric Staats	Presenter's Title TECM Program Manager
Preparer's Name Eric Staats	Preparer's Title TECM Program Manager

## Subject

Transportation Expansion and Congestion Mitigation (TECM) Bond Drawdown Update & Summary		
Key Number	District	Route Number

## Background Information

The TECM group provides the Board with the bond drawdown status within six months of any bond sale and presents a program-wide bond drawdown status update annually in December.

There are two bond drawdown requirements established by the IRS that must be met in order to maintain our tax exempt status on each bond sale: 1) five percent within the first six months and 2) 85% within 36 months.

ITD closed on the 2025 Series A TECM Bonds (T25A) on March 11, 2025, for a total of \$343,296,658.89. The interest rate is 4.12%.

The table on the following page includes the TECM 2022A, 2023A, 2024A, and 2025A Bond Series, the amount allocated to each corridor and project, and a summary of the drawdown as of the end of June.

- Bond Series 2025A achieved 5% drawn in June, 2025.
  - June 30, 2025 is 3 months and 19 days from series close.
- Bond Series 2022A will be complete in July, 2025.
- Bond Series 2023A in anticipated to reach 85% drawn in July/August, 2025.

## Recommendations *(Action items require a resolution)*

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July 2025 TECM Drawdown Update & Summary - by Corridor (\$M)

District	Key Number	Location	Category	2022A Bonds	Drawdown (6/30/25)	Percent Used	Balance	2023A Bonds	Drawdown (6/30/25)	Percent Used	Balance	2024A Bonds	Drawdown (6/30/25)	Percent Used	Balance	2025A Bonds	Drawdown (6/30/25)	Percent Used	Balance	Total
I-90, Washington State Line to Coeur d'Alene Corridor				68.2				22.5				2.7				152.3				245.0
1	20442	I-90, SH-41 Interchange	Construction	65.1	63.8	98%	1.3	7.0	0.0	0%	7.0	0.7	0.0	0%	0.7	-	-	-	-	72.1
1	22293	I-90, Washington State Line to Coeur d'Alene	Environmental	3.1	3.1	100%	0.0	6.5	6.5	100%	0.0	-	-	-		-	-	-	-	9.6
1	23607	I-90, SH-41 to US-95	Development	-	-	-	-	9.0	9.0	100%	0.0	2.0	2.0	100%	0.0	-	-	-	-	11.0
1	24305	I-90, SH-41 to US-95 - West	Construction	-	-	-	-	-	-	-	-	-	-	-	-	83.8	0.0	0%	83.8	83.8
1	24306	I-90, SH-41 to US-95 - East	Construction	-	-	-	-	-	-	-	-	-	-	-	-	68.5	0.0	0%	68.5	68.5
US-95 & US-12 Clearwater River Crossings				0.0				4.0				4.0				0.0				8.0
2	23333/4	US-95 Spalding & US-12 Arrow Bridges	Development	-	-	-	-	4.0	4.0	100%	0.0	4.0	4.0	100%	0.0	-	-	-	-	8.0
I-84, Canyon County to Mountain Home Corridor				4.0				65.7				0.0				0.0				69.7
3	23437	I-84, Centennial IC to Franklin IC	Construction	-	-	-	-	64.9	35.3	54%	29.6	-	-	-	-	-	-	-	-	64.9
3	23437	I-84, Centennial IC to Franklin IC	Development	4.0	4.0	100%	0.0	0.8	0.8	100%	0.0	-	-	-	-	-	-	-	-	4.8
SH-55, Sunnyslope to Nampa Corridor				14.4				39.0				57.6				12.5				123.5
3	22715	SH-55, Farmway to Middleton	Development	4.2	4.2	100%	0.0	3.0	3.0	100%	0.0	-	-	-	-	-	-	-	-	7.2
3	22715	SH-55, Farmway to Middleton	Right-of-Way	-	-	-	-	25.0	25.0	100%	0.0	4.0	0.0	0%	4.0	-	-	-	-	29.0
3	22715	SH-55, Farmway to Middleton ~	Construction	10.2	10.2	100%	0.0	11.0	0.5	5%	10.5	53.6	0.0	0%	53.6	12.5	0.9	7%	11.6	87.3
SH-16, I-84 to Emmett Corridor				5.5				88.7				41.0				129.1				264.3
3	23408	SH-16, Ustick Road to US-20/26	Construction	-	-	-	-	-	-	-	-	35.0	30.9	88%	4.1	-	-	-	-	35.0
3	23409	SH-16, Franklin Road to Ustick Road	Construction	-	-	-	-	55.1	41.5	75%	13.6	6.0	0.0	0%	6.0	-	-	-	-	61.1
3	23410	SH-16, I-84 to Franklin Road	Construction	5.5	5.5	100%	0.0	33.6	31.6	94%	2.0	-	-	-	-	-	-	-	-	39.1
3	23956	SH-16, I-84 System IC and Franklin Rd IC	Construction	-	-	-	-	-	-	-	-	-	-	-	-	69.5	16.0	23%	53.5	69.5
3	23958	SH-16, SH-44 Interchange	Construction	-	-	-	-	-	-	-	-	-	-	-	-	59.6	0.0	0%	59.6	59.6
US-20/26, I-84 to SH-16 Corridor				36.2				34.5				0.0				0.0				70.7
3	22165	US-20/26, I-84 to Middleton Rd	Construction	31.2	31.2	100%	0.0	5.0	5.0	100%	0.0	-	-	-	-	-	-	-	-	36.2
3	23337	US-20/26, Middleton Rd to Star Rd	Development	5.0	5.0	100%	0.0	4.5	4.5	100%	0.0	-	-	-	-	-	-	-	-	9.5
3	23337	US-20/26, Middleton Rd to Star Rd	Right-of-Way	-	-	-	-	25.0	23.5	94%	1.5	-	-	-	-	-	-	-	-	25.0
SH-75, Timmerman Junction to Ketchum Corridor				0.0				15.0				0.0				14.8				29.8
4	23342	SH-75, Bellevue North to Broadway Run	Development	-	-	-	-	5.0	5.0	100%	0.0	-	-	-	-	-	-	-	-	5.0
4	23342	SH-75, Bellevue North to Broadway Run	Right-of-Way	-	-	-	-	10.0	8.3	83%	1.7	-	-	-	-	-	-	-	-	10.0
4	24304	SH-75, McKercher to Broadway Run	Construction	-	-	-	-	-	-	-	-	-	-	-	-	14.8	0.0	0%	14.8	14.8
I-84, Jerome to Twin Falls Interchanges Corridor				0.0				91.2				4.3				0.0				91.2
4	23343	I-84, Jerome to Twin Falls	Construction	-	-	-	-	91.2	86.4	95%	4.8	4.3	0.0	0%	4.3	-	-	-	-	91.2
I-84, Burley & Heyburn Interchanges Corridor				5.5				3.0				130.0				28.5				167.0
4	23344/5	I-84, Burley & Heyburn Interchanges	Development	5.5	5.5	100%	0.0	3.0	3.0	100%	0.0	-	-	-	-	-	-	-	-	8.5
4	23344	I-84, Burley Interchange	Construction	-	-	-	-	-	-	-	-	63.0	42.5	67%	20.5	13.5	1.0	7%	12.5	76.5
4	23345	I-84, Heyburn Interchange	Construction	-	-	-	-	-	-	-	-	67.0	49.4	74%	17.6	15.0	1.0	7%	14.0	82.0
I-15, Pocatello to Idaho Falls Corridor				91.7				23.0				132.4				6.6				253.7
5	20589	I-86, I-15 Interchange	Construction	89.2	89.2	100%	0.0	11.0	11.0	100%	0.0	-	-	-	-	-	-	-	-	100.2
5	23346	I-15, Pocatello to Blackfoot	Environmental	2.5	2.5	100%	0.0	4.0	4.0	100%	0.0	-	-	-	-	-	-	-	-	6.5
5	23579	I-15, Northgate to Fort Hall	Development	-	-	-	-	8.0	8.0	100%	0.0	-	-	-	-	-	-	-	-	8.0
5	24307	I-15, Northgate to Fort Hall - South	Construction	-	-	-	-	-	-	-	-	67.4	29.6	44%	37.8	4.0	1.1	28%	2.9	71.4
5	24308	I-15, Northgate to Fort Hall - North	Construction	-	-	-	-	-	-	-	-	65.0	30.4	47%	34.6	2.6	1.1	42%	1.5	67.6
US-20, Arco to Montana State Line Corridor				0.0				23.0				0.0				0.0				23.0
6	23474	US-20, South St. Anthony Interchange	Construction	-	-	-	-	23.0	18.6	81%	4.4	-	-	-	-	-	-	-	-	23.0
Total				225.5	224.2	104%*	1.3	409.6	334.5	84%	75.1	372.0	188.8	51%	183.2	343.8	21.1	6%	322.7	1345.9

Table shows only bond funds. The TECM program is fully funded by a combination of TECM Bonds, TECM Direct Pay, 2022 IFAC One-Time Bond Offset, Strategic Initiatives Leading Idaho (STLI) annual appropriation, other State Funds, and Federal funds.

~ T22A/T23A Bond interest

\* Total represents T22A bond proceeds + T22A earned interest

\*\* Actual amount drawn in first 6 months

Bond funds allocated to project completely utilized

Bond Series: TECM 2022A

Original Bonded Amount \$216.0M

Closing date: April 12, 2022

5% drawdown in first 6 months: \$42.7M (20%)\*\*

Bond Series: TECM 2023A

Original Bonded Amount \$398.6M

Closing date: April 27, 2023

5% drawdown in first 6 months: \$81.2M (20%)\*\*

Bond Series: TECM 2024A

Original Bonded Amount \$372.0M

Closing date: March 27, 2024

5% drawdown in first 6 months: \$70.7M (19%)\*\*

Bond Series: TECM 2025A

Original Bonded Amount \$343.8M

Closing date: March 11, 2025

5% drawdown in first 6 months: \$21.1M (6%)



## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name L. Scott Stokes	Presenter's Title Director
Preparer's Name Lorraine Dennis	Preparer's Title Business Executive to the Board

### Subject

FY25 Draft Performance Report for the Division of Financial Management		
Key Number	District	Route Number

### Background Information

Idaho Code 67-1904 requires all state agencies to submit an annual performance report to the Division of Financial Management by August 29 to include the performance results and FY26 performance targets identified in ITD's Strategic Plan.

The report includes the following elements:

- Agency Overview
- Core Functions of the Department
- Revenues and Expenditures
- Key Services Provided
- Vehicle Licensing Data
- Performance Measures

As FY25 just ended, and the final numbers are still a few weeks away, some data is footnoted as estimates in the draft report and will be updated next month.

### Recommendations *(Action items require a resolution)*

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## Part I – Agency Profile

### Agency Overview

Every hour of every day – the work of the Idaho Transportation Department (ITD) touches the lives of Idahoans.

Idaho's state transportation system connects people to jobs, education, healthcare, cultural and sporting events, recreational opportunities, and family gatherings.

Modernized transportation is safer for everyone and drives economic opportunities. ITD is committed to listening to the public and working with statewide partners to deliver on timely and meaningful transportation projects.

ITD has a vision of enhancing quality of life through transportation. We are committed to improving the quality of life for people in the communities we serve by delivering on our mission of Your Safety. Your Mobility. Your Economic Opportunity.

ITD is responsible for operating and maintaining an integrated network of 12,300 lane miles of highways and roads, 1,841 bridges, 2,523 miles of Idaho Byways, and 32 state backcountry airstrips. The state highway system includes 34 rest areas and 12 fixed ports of entry. The Division of Motor Vehicles registers more than two million vehicles and trailers and is responsible for the credentials of more than a million drivers.

The department is funded through several sources, including user fees (fuel tax and vehicle registration), dedicated state sales tax, general fund revenues, and federal funds. The department's headquarters is in Boise. District offices are in Coeur d'Alene, Lewiston, Boise, Shoshone, Pocatello, and Rigby. The department was authorized for 1,645 full-time positions for FY25.

BOARD MEMBERS	EXECUTIVE MANAGEMENT
Bill Moad, Chairman	L. Scott Stokes, Director
Paul Franz, District 1	Dan McElhinney, Chief Deputy/Chief Operations Officer
Gary Osborn, Vice Chair, District 2	Brenda Williams, Chief Innovation Experience Officer
Julie DeLorenzo, District 3	Mollie McCarty, Chief External Affairs Officer
Mitch Watkins, District 4	Dave Tolman, Chief Administrative Officer
John Bulger, District 5	
Robert (Bob) Hoff, District 6	

### Core Functions/Idaho Code

- **Administration** – provides department-wide management of financial systems and controls, information technology, business support and procurement. Title 40, Idaho Code.
- **Highways and Bridges** – plan for, construct, operate and maintain a reliable State transportation system. Also plan, develop and implement a safe, efficient, integrated multimodal transportation system including the administration and oversight of federal programs for public transportation, freight, railways, bicycles and pedestrians while managing the department's air quality, environmental, data collection and performance measurement processes. Title 40, Idaho Code.
- **Motor Vehicles** – manages drivers' licenses, weigh-station operations and Ports of Entry, vehicle registrations and titles, over-legal permits, vehicle-dealer licensing and revenues generated. Title 49 and sections of Titles 40, 61, and 63, Idaho Code.
- **Aeronautics** – helps Idaho cities and counties develop aeronautics and local airports into a safe, coordinated aviation system. Manage state-owned airstrips and coordinates searches for missing aircraft. Title 21, Idaho Code.

- **Employee Experience** – core function focused on enhancing the overall experience of employees at ITD through innovative practices, employee engagement, continuous improvement, employee safety, workforce development and other ideal workplace efforts. Additionally, this core function oversees federal programs for Title VI, Equal Employment Opportunity, and the Disadvantaged Business Enterprises.

## Revenues and Expenditures

Revenues <sup>1,4,5-8</sup>	FY 2022	FY 2023	FY 2024	FY 2025
Aeronautics Fund				
State <sup>7</sup>	\$10,038,005	\$39,285,272	\$5,356,687	\$5,442,197
Federal	\$212,780	\$206,808	\$256,216	\$83,489
State Highway Account Fund				
State	\$373,642,502	\$383,253,599	\$405,032,887	\$406,230,248
Federal	\$369,789,459	\$386,473,094	\$508,378,407	\$440,393,561
Local	\$8,829,584	\$7,467,054	\$12,266,284	\$15,230,976
Strategic Initiatives Program <sup>4,7</sup>				
State	\$228,527,875	\$338,354,238	\$342,241,494	\$413,961,554
Trans. Expansion & Congestion Mitigation <sup>5,8</sup> State	\$180,569,645	\$90,225,025	\$92,286,824	\$103,099,787
CARES Act Covid-10 Fund <sup>6</sup>	\$4,304,351	\$4,187,831	\$3,389,573	\$5,170,129
<b>Total</b>	<b>\$1,175,914,201</b>	<b>\$1,249,452,921</b>	<b>\$1,369,208,372</b>	<b>\$1,389,611,941</b>
Expenditures <sup>1-6</sup>	FY 2022	FY 2023	FY 2024	FY 2025
Personnel Costs	\$134,288,402	\$141,132,213	\$143,379,659	\$142,957,211
Operating Expenditures	\$97,279,147	\$106,004,538	\$115,813,795	\$107,782,911
Capital Outlay <sup>3</sup>	\$515,224,454	\$710,791,426	\$807,786,548	\$858,725,654
Trustee/Benefit Payments	\$24,151,973	\$95,659,199	\$262,075,316	\$119,753,922
<b>Total</b>	<b>\$770,943,976</b>	<b>\$1,053,587,376</b>	<b>\$1,329,055,318</b>	<b>\$1,229,219,698</b>

Figures may change slightly as end-of-year numbers become available.

<sup>1</sup>Revenues and Expenditures do not include GARVEE & TECM bond proceeds or project costs.

<sup>2</sup>Expenditures include cash expenditures and encumbrances.

<sup>3</sup>Capital Outlay includes GARVEE & TECM debt-service payments.

<sup>4</sup>Strategic Initiatives Program Fund as established in Idaho Code 40-719.

<sup>5</sup>TECM as established in Idaho Code 40-720.

<sup>6</sup>CARES Act COVID-19 Fund established to track Federal expenditures and reimbursements.

<sup>7</sup>\$6.4 million was transferred into the State Aeronautics (AERO) Fund and \$228M was transferred into the Strategic Initiatives Program (SIP) Fund for FY22 from the Governor's "Leading Idaho." \$35M was transferred into the State AERO Fund and \$330M was transferred into the SIP Fund for FY23 from the Governor's "Idaho First." \$182.4M was appropriated to the SIP Fund for FY24 for the Contract Construction and Right-of-Way Acquisition Program. \$200M was appropriated to the SIP (Local) Fund for FY25.

<sup>8</sup>\$100M was transferred into the TECM Fund for FY22 to finance a portion of the up to \$325M 2022A bond series for road projects.

## Caseload and/or Key Services Provided

	FY 2022	FY 2023	FY 2024	FY 2025
Idaho Population	1.84 million	1.86 million	1.99 million	2.02 million
Licensed Drivers	1.38 million	1.40 million	1.42 million	1.45 million
Vehicle Registrations	1.83 million	2.26 million <sup>1</sup>	2.5 million	2.53 million
Annual Miles Driven on State Highway System <sup>2</sup>	10.92 billion	10.80 billion	11.08 billion	11.23 billion

<sup>1</sup>Beginning in FY23, ITD started providing actual number of vehicle registrations, which can represent multiple vehicles, instead of transaction counts.



<sup>2</sup>Data is published annually after the end of the calendar year and reported as a fiscal year metric.

## Licensing Freedom Act

Agencies who participate in licensure must report on the number of applicants denied licensure or license renewal and the number of disciplinary actions taken against license holders. Additionally, ITD tracks complaints against the department for each license type described below. We track dates, license type, nature of the complaint (cost, requirements, timeliness, etc.), customer contact info, and applicable additional details. We rarely receive complaints regarding the restrictiveness of licensing. In accordance with the principles of the Licensing Freedom Act, we strive to assist and support Idaho business owners to promote economic opportunities.

**Notes:** Classes of Licenses are described in Idaho Code 49-1606. The following classes in this chart do not contain separate counts because they are classified under a broader license class.

1. Distributor Branch and Factory Branch are accounted for under Distributor.
2. Distributor Branch Representative and Factory Branch Representative are accounted for under Distributor Representative.

	FY 2022	FY 2023	FY 2024	FY 2025
<b>VEHICLE – DEALER</b>				
Total Number of Licenses	1132	1109	1140	1086
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	135	129	108	120
Number of Final Disciplinary Actions Against Licensees	245	527 <sup>1</sup>	790 <sup>1</sup>	519
<b>VEHICLE – DISTRIBUTOR</b>				
Total Number of Licenses	150	141	143	134
Number of New Applicants Denied Licensure	0	0	0	0
<b>VEHICLE – DISTRIBUTOR REPRESENTATIVE</b>				
Total Number of Licenses	576	588	494	389
Number of New Applicants Denied Licensure	0	0	0	0
<b>VEHICLE – MANUFACTURER</b>				
Total Number of Licenses	90	93	126	125
Number of New Applicants Denied Licensure	0	0	0	0
<b>VEHICLE – MANUFACTURER REPRESENTATIVE</b>				
Total Number of Licenses	142	182	115	262
Number of New Applicants Denied Licensure	0	0	0	0
<b>VEHICLE – SALESMAN</b>				
Total Number of Licenses	4794 <sup>2</sup>	4,802	4423	4350
Number of New Applicants Denied Licensure	1	0	0	0
<b>VEHICLE – WHOLESALE DEALER</b>				
Total Number of Licenses	32	47	82	57
Number of New Applicants Denied Licensure	0	0	0	0



<sup>1</sup>New tool created for the Notice of Deficiency Suspension Notice (NODS). In FY24, only six NODS resulted in suspension.

<sup>2</sup>System change implemented on how records are maintained that removes inactive and multiple licenses.

## Part II – Performance Measures

Committed to Provide the Safest Transportation System and Work Environment							
Performance Measure		CY17-21	CY18-22	CY 19-23	CY 20-24	CY 21-25	
1. Five-Year Annual Fatality Rate Per 100 Million Miles Traveled	actual	1.33	1.27	1.28	1.27*	---	
	target	1.35	1.36	1.35	1.33	1.32	
• *Estimate only – final not available until Feb/March 2026							
2. Five-Year Aircraft Fatality Accident Rate Per 100,000 Flight Hours	actual	2.38	2.82	2.96	3.37**	---	
	target	2.30	2.30	2.20	2.10	2.00	
• **Estimate only – final not available until early 2026							
Committed to Provide a Mobility-Focused Transportation System that Drives Economic Opportunity							
Performance Measure		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	
3. % Pavement in Good or Fair Condition <sup>1</sup>	actual	89%	88%	86%	87%	---	
	target	80%	80%	80%	80%	80%	
4. % Bridges in Good or Fair Condition <sup>1</sup>	actual	79%	80%	81%	82.8%	---	
	target	80%	80%	80%	80%	80%	
5. % of Time Mobility Unimpeded during Winter Storms (winter season; Dec. - March)	actual	82%	80%	88%	84%	---	
	target	73%	73%	73%	73%	73%	
Committed to Continually Improve the Employee Experience							
Performance Measure		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	
6. Hold employee turnover rate (revised from voluntary to total turnover rate starting in FY23) <sup>2</sup>	actual	11.3%	17%	15.6%	16.2%	---	
	target	5%	10%	10%	10.8%	10%	
Committed to Continually Innovate Business Practices							
Performance Measure		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	
7. Save taxpayer's money through employee-driven Innovation <sup>2</sup>	actual	\$6,662,819	\$12,400,000	\$8,600,000	\$6,810,000	---	
	target	\$1,400,000	\$1,400,000	\$2,400,000	\$3,400,000	\$3,400,000	
8. DMV online transactions – Skip the Trip <sup>2</sup>	actual		1,535,200	1,510,000	1,880,000*		
	target		1,560,000	1,769,000	1,615,000	1,680,000	

<sup>1</sup>Inspections for #3 and #4 metrics are done during summer months of the calendar year and reported as fiscal year metrics.

<sup>2</sup>Data for #6 - #8 were converted from calendar year to fiscal year to align with ITD's Strategic Plan starting with FY24 data. Subsequently, targets - starting with FY25, were adjusted accordingly.

\*Methodology of calculating non-financial transactions and more authorized provider participation resulted in a higher than expected increase.

### For More Information, Contact

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Idaho Transportation Department  
11331 W. Chinden Blvd., Building 8  
Boise, ID 83714  
Phone: (208) 334-8808 E-mail: [Lorraine.Dennis@itd.idaho.gov](mailto:Lorraine.Dennis@itd.idaho.gov)



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: \_\_\_\_\_

Presenter's Name Michele Doane	Presenter's Title BSM Manager
Preparer's Name Kaylee Starman	Preparer's Title BSM Contract Manager

## Subject

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

## Background Information

The purpose of this Board item is to comply with the reporting requirements established in Board Policy 4001 - '...the Chief Administrative Officer shall report to the Board all non-construction professional service agreements entered into by the Department during the previous month.'

### Scope Summary for Consultant:

- Research & Familiarization with Traffic Monitoring Guide
- Develop Traffic Monitoring Guide Outline
- Roadway Data Group Staff Questionnaire
- Questionnaire & Interviews
- Draft Traffic Monitoring Guide
- Provide Final Traffic Monitoring Guide

T003505	Roadway Data Group Traffic Monitoring Guide	Keller Associates	Service, Consultant Not IT or Engineering	6/11/2025	12/31/2025	\$ 29,952.37
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## Recommendations *(Action items require a resolution)*

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# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24<sup>th</sup>, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☒

**Presentation:** Informational ☐ Action with Resolution ☐ Time Needed: N/A

Presenter's Name Robbie Swajkoski	Presenter's Title Controller
Preparer's Name Robbie Swajkoski	Preparer's Title Controller

## Subject

State Fiscal Year 2025 Financial Statements		
Key Number	District	Route Number

## Background Information

### July 01<sup>st</sup>, 2024 thru May 31<sup>st</sup>, 2025 Fiscal Year 2025 Financial Statements

The financial operations of the Department as of May 31<sup>st</sup>, eleven months through this fiscal year.

- Revenues to the State Highway Account from all state sources as shown on the financial statements are ahead of forecast at 5.7%, (this includes Misc. Revenues and Equipment Buy Back). Revenues in the Highway Distribution Account, Fuels/Registration Direct, and Ethanol are above forecast at 1.17%
- State fuel tax revenues to the State Aeronautics Fund are above forecast at 9.7% or \$272K. The revenue for both the State Highway Account, and the State Aeronautics Fund will continue to be monitored closely.
- Expenditures are within planned budgets YTD. The differences after eleven months are timing between planned and actual expenditures plus encumbrances. Personnel costs have savings of \$4.5M or 3.3%, which are due to vacancies and timing between positions becoming vacant and filled. Management is working diligently to keep vacancies as low as possible and focused on filling the newly approved 53 FTP's for Highways.
- Contract construction cash expenditures in the State Highway Account through May of this fiscal year are \$502.7M. Compared to the last three fiscal years through the eleventh month of the year:
  - FY24= \$519.3M
  - FY23= \$385.5M
  - FY22= \$339.1M

It is important to note that contract construction projects are funded from a total of five different funds. The State Highway Account, Strategic Initiatives Program Fund, Transportation Expansion and Congestion Mitigation Fund (TECM), TECM Bond Proceeds and GARVEE Bond Proceeds. The total construction expenditures YTD from these funding sources was \$985M, or \$73.2M higher than the highest point of the previous three years.

- FY24= \$911.8M
- FY23= \$666.9M
- FY22= \$473.4M

The balance of the long-term investments in the State Highway Fund as of the end of May is \$189.9M. These funds are obligated against both construction projects and encumbrances. The long-term investments plus the cash balance of \$123.7M totals \$313.6M for the State Highway Fund.

Expenditures in the Strategic Initiatives Program Fund (GF Surplus), for the eleven months, are \$80.3M. This is the fund where the Governor's "Leading Idaho" transfer of \$181.7M completed in July was deposited. There are no additional receipts other than interest earned to date of \$13.5M based on the cash balance.



## Board Agenda Item

ITD 2210 (Rev. 12-23)

Deposits into the Transportation Expansion and Congestion Mitigation Fund is \$80M for the eleven months of the sales tax of 4.5%. Initial receipts into this fund for FY25 of \$65.7M is committed to debt service on the TECM Bonds, there was a correction of \$14.1M over the number reported in March. Expenditures in this fund for construction expenses on projects were \$25.9M.

As part of the CARES Act in 2020, ITD received a federal grant from the Federal Transit Administration of \$27.3M. The expenditures for this grant are \$24.5M since awarded. The budget for FY25 is \$5M, with expenditures of \$2.7M through the end of May of FY25.

Expenditures from the two active bond programs were \$375.5M for the TECM Capital Projects fund and \$616k for the GARVEE Capital Projects fund. Both programs are active and advancing as planned.

### **Recommendations** *(Action items require a resolution)*

For Information.

**JULY**  
**ITD BOARD PACKET**

**MAY**  
**FY25**  
**FINANCIAL STATEMENTS**

User ID: whaszier  
 Report ID: AD-FN-GL-010  
 Run Date: 09 Jun 2025  
 % of Time  
 Remaining: 8.3

# 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 5/31/2025  
 (all amounts in '000)

Fiscal Year: 2025

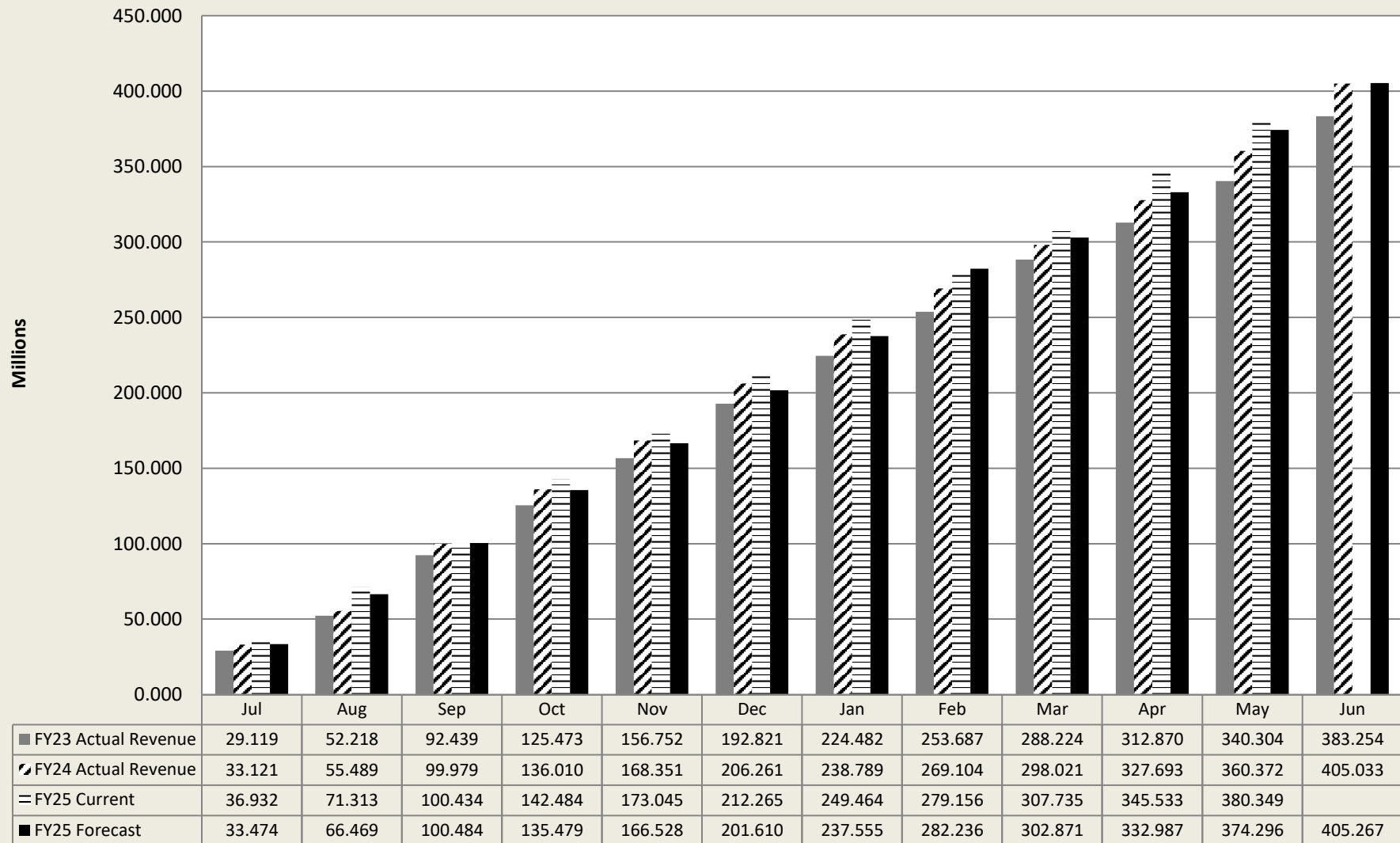
Funds Received					
	FY24 Actual YTD	FY25 Actual YTD	FY25 Forecast YTD	FY25 to FY24 Actual	FY 25 to Forecast
<b><u>State Highway Account</u></b>					
Federal Reimbursements	431,376	417,950	383,418	-3.1%	9.0%
State (Inc. H.D.A.)	360,372	379,566	374,296	5.3%	1.4%
Local	11,018	13,651	9,506	23.9%	43.6%
<b>Total State Highway Account:</b>	<b>802,766</b>	<b>811,167</b>	<b>767,220</b>	<b>1.0%</b>	<b>5.7%</b>
<b><u>State Aeronautics Fund</u></b>					
Federal Reimbursements	256	77	313	-70.1%	-75.5%
State	3,657	5,237	4,733	43.2%	10.7%
<b>Total State Aeronautics Fund:</b>	<b>3,913</b>	<b>5,314</b>	<b>5,046</b>	<b>35.8%</b>	<b>5.3%</b>
<b>Total Fund Received:</b>	<b>806,679</b>	<b>816,481</b>	<b>772,266</b>	<b>1.2%</b>	<b>5.7%</b>
Disbursements (includes Encumbrances)					
	FY24 Actual YTD	FY25 Actual YTD	FY25 Budget YTD	FY25 to FY24 Actual	FY 25 to Budget
Construction Payouts	521,999	501,829	520,660	-3.9%	-3.6%
<b><u>Operations Expenses</u></b>					
Highways	231,896	232,937	246,951	0.4%	-5.7%
DMV	27,721	28,838	32,975	4.0%	-12.5%
Administration	27,614	25,427	30,709	-7.9%	-17.2%
Facilities	35,585	28,000	61,368	-21.3%	-54.4%
Aeronautics	7,334	13,259	5,940	80.8%	123.2%
<b>Total Operations Expenses:</b>	<b>330,150</b>	<b>328,461</b>	<b>377,943</b>	<b>-0.5%</b>	<b>-13.1%</b>
<b><u>Transfers</u></b>					
Debt Service	11,527	10,362	10,603	-10.1%	-2.3%
<b>Total Transfers:</b>	<b>11,527</b>	<b>10,362</b>	<b>10,603</b>	<b>-10.1%</b>	<b>-2.3%</b>
<b>Total Disbursements:</b>	<b>863,676</b>	<b>840,653</b>	<b>909,206</b>	<b>-2.7%</b>	<b>-7.5%</b>
	FY24 Actual YTD	FY25 Actual YTD	FY25 Budget YTD	FY25 to FY24 Actual	FY 25 to Budget
<b><u>Expenditures by Type</u></b>					
Personnel	128,433	131,332	135,855	2.3%	-3.3%
Operating	94,522	85,032	121,199	-10.0%	-29.8%
Capital Outlay	76,070	77,368	90,813	1.7%	-14.8%
Sub-Grantee	31,125	34,729	30,076	11.6%	15.5%
<b>Totals Operations Expenses:</b>	<b>330,150</b>	<b>328,461</b>	<b>377,943</b>	<b>-0.5%</b>	<b>-13.1%</b>
Contract Construction	521,999	501,829	520,660	-3.9%	-3.6%
<b>Totals (excluding Transfers):</b>	<b>852,149</b>	<b>830,291</b>	<b>898,603</b>	<b>-2.6%</b>	<b>-7.6%</b>

# State Highway Fund 0260

Fiscal Year 2025

State Revenue Source Forecast vs Actual

May - For Period Ending 5/31/2025

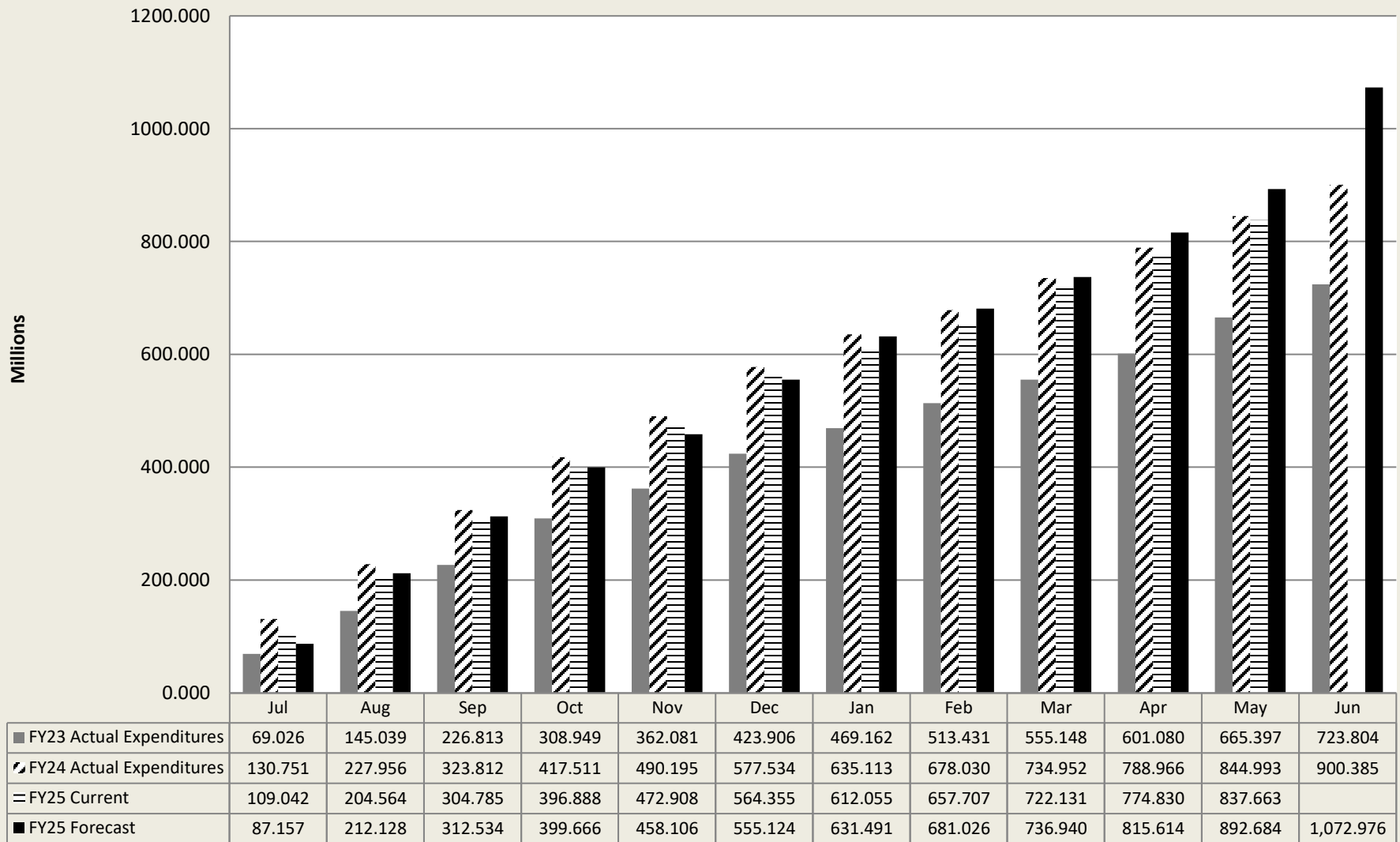


## State Highway Fund 0260

Fiscal Year 2025

Expenditures

May - For Period Ending 5/31/2025



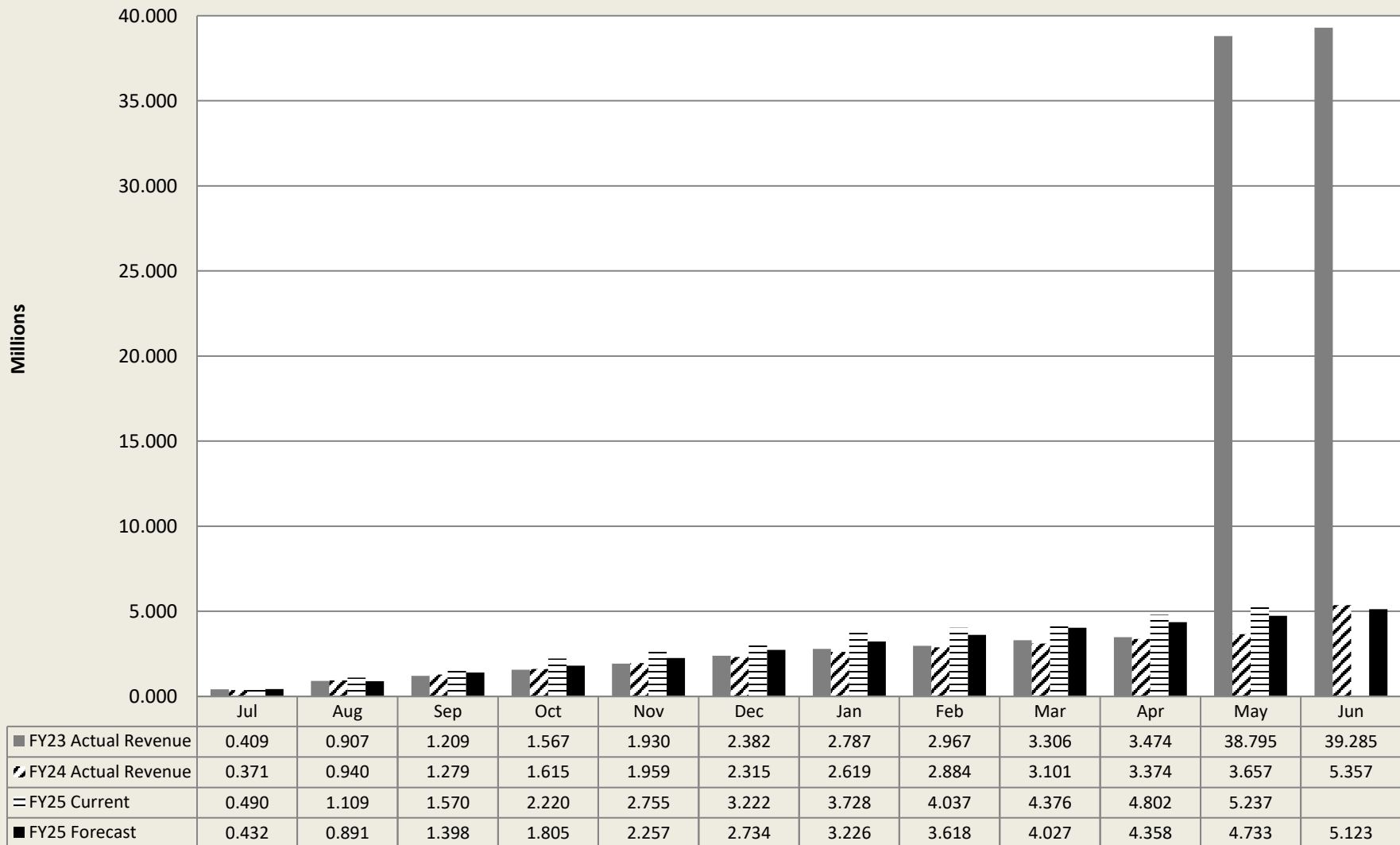


# Aeronautics Fund 0221

Fiscal Year 2025

## State and Interagency Revenue Sources Forecast vs Actual

May - For Period Ending 5/31/2025

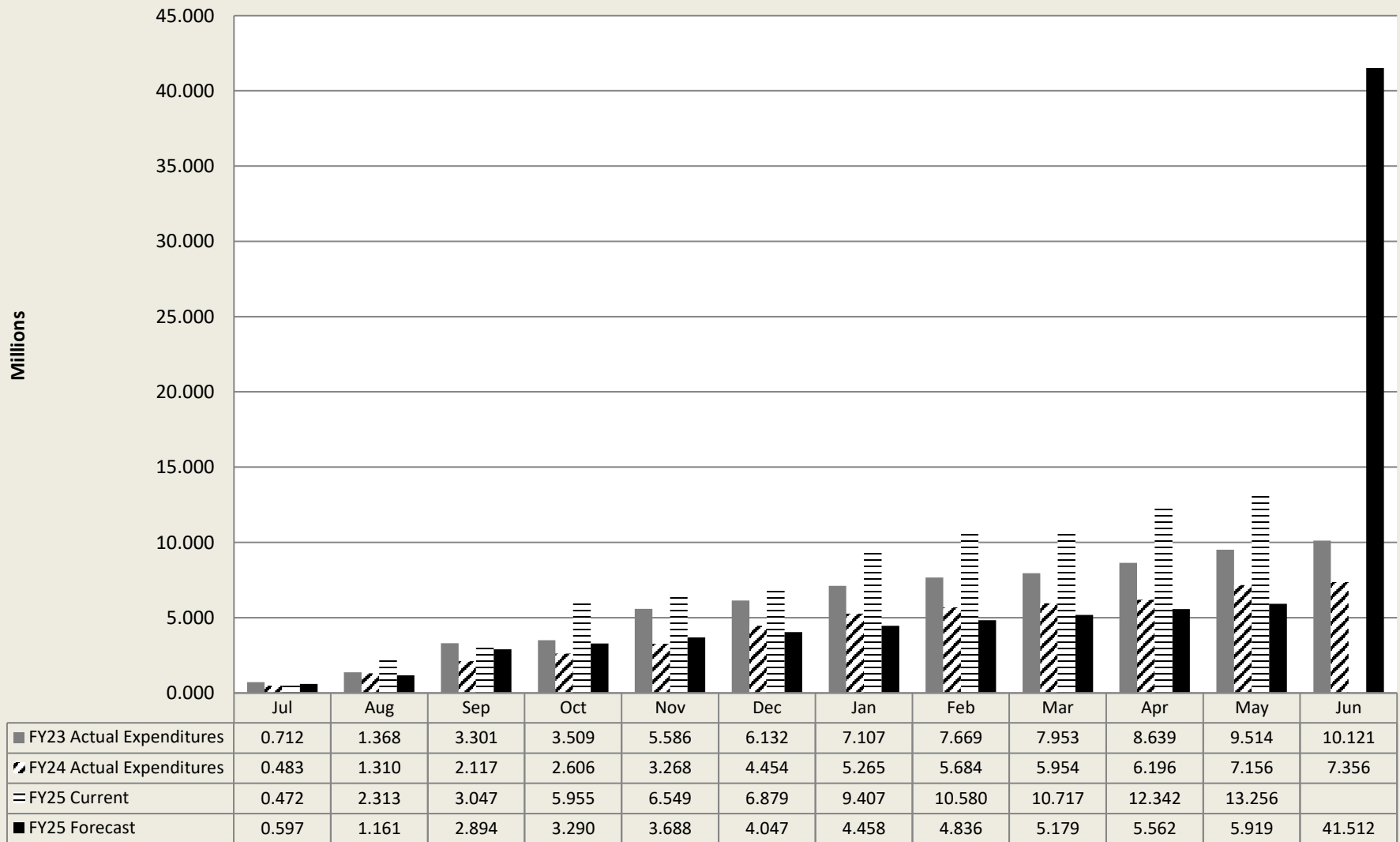


## Aeronautics Fund 0221

Fiscal Year 2025

Expenditures

May - For Period Ending 5/31/2025



UserID: whaszier  
Report ID: AD-FN-GL-002  
Run Date: 09 Jun 2025

# Idaho Transportation Department

OPERATING FUND BALANCE SHEET  
FOR THE PERIOD ENDED 5/31/2025

	State Aeronautics Fund		State Highway Fund		Transportation Expansion and Congestion Mitigation Fund	
	0221		0260		0269	
	Apr-25	May-25	Apr-25	May-25	Apr-25	May-25
ASSETS						
Cash on Hand (Change Fund)	0	0	4,500	4,500	0	0
Cash in Bank (Daily Operations)	33,668,810	33,258,458	115,755,999	123,679,581	185,009,757	210,311,613
Investments (Long Term: STO - Diversified Bond Fund)	2,057,376	2,063,520	189,337,690	189,906,121	0	0
Total Cash & Investments	35,726,187	35,321,978	305,098,189	313,590,202	185,009,757	210,311,613
Receivables - Other	0	0	1,234,132	471,794	0	0
- Due From Locals (Project Overruns)	0	0	1,375,017	1,800,982	0	0
- Inter Agency	3,621	24,180	51,275	32,713	0	0
Total Receivables	3,621	24,180	2,660,424	2,305,490	0	0
Inventory on Hand	0	0	21,165,983	18,554,115	0	0
Total Assets:	35,729,808	35,346,158	328,924,596	334,449,806	185,009,757	210,311,613
LIABILITIES						
Vouchers Payable	(0)	0	0	0	0	0
Sales Tax Payable	0	0	13,034	19,022	0	0
Deferred Revenue (Local Projects Match)	0	0	39,598,139	39,421,451	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	126,875	151,406	0	0
Total Liabilities:	(0)	0	39,738,047	39,591,878	0	0
FUND BALANCE						
Reserve for Encumbrance	661,155	756,042	85,180,603	91,552,443	0	0
Fund Balance	35,068,653	34,590,117	204,005,945	203,305,485	185,009,757	210,311,613
Total Fund Balance:	35,729,808	35,346,158	289,186,548	294,857,928	185,009,757	210,311,613
Total Liabilities and Fund Balance	35,729,808	35,346,158	328,924,596	334,449,806	185,009,757	210,311,613

UserID: whaszier  
Report ID: AD-FN-GL-002  
Run Date: 09 Jun 2025

# Idaho Transportation Department

OPERATING FUND BALANCE SHEET  
FOR THE PERIOD ENDED 5/31/2025

	Strategic Initiatives Fund (Dedicated) 0270.02		Strategic Initiatives Fund (Local) 0270.05		Strategic Initiatives Fund (Local Grant) 0270.06		Total Strategic Initiatives Fund 0270	
	Apr-25	May-25	Apr-25	May-25	Apr-25	May-25	Apr-25	May-25
ASSETS								
Cash on Hand (Change Fund)	0	0	0	0	0	0	0	0
Cash in Bank (Daily Operations)	342,969,701	337,904,156	393,801,431	395,125,770	17,521,110	7,582,948	754,292,243	740,612,873
Investments (Long Term: STO - Diversified Bond Fund)	0	0	0	0	0	0	0	0
Total Cash & Investments	342,969,701	337,904,156	393,801,431	395,125,770	17,521,110	7,582,948	754,292,243	740,612,873
Receivables - Other	0	0	0	0	0	0	0	0
- Due From Locals (Project Overruns)	0	0	0	0	0	0	0	0
- Inter Agency	0	0	0	0	0	0	0	0
Total Receivables	0	0	0	0	0	0	0	0
Inventory on Hand	0	0	0	0	0	0	0	0
Total Assets:	342,969,701	337,904,156	393,801,431	395,125,770	17,521,110	7,582,948	754,292,243	740,612,873
LIABILITIES								
Vouchers Payable	(0)	(0)	0	0	0	0	(0)	(0)
Sales Tax Payable	0	0	0	0	0	0	0	0
Deferred Revenue (Local Projects Match)	0	0	0	0	0	0	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	0	0	0	0	0	0
Total Liabilities:	(0)	(0)	0	0	0	0	(0)	(0)
FUND BALANCE								
Reserve for Encumbrance	171,198	185,191	0	0	0	0	171,198	185,191
Fund Balance	342,798,503	337,718,965	393,801,431	395,125,770	17,521,110	7,582,948	754,121,045	740,427,682
Total Fund Balance:	342,969,701	337,718,965	393,801,431	395,125,770	17,521,110	7,582,948	754,292,243	740,427,682
Total Liabilities and Fund Balance	342,969,701	337,904,156	393,801,431	395,125,770	17,521,110	7,582,948	754,292,243	740,612,873

UserID: whaszier  
Report ID: AD-FN-GL-002  
Run Date: 09 Jun 2025

# Idaho Transportation Department

## OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 5/31/2025

	CARES Act Covid-19 0345	
	Apr-25	May-25
<b>ASSETS</b>		
Cash on Hand (Change Fund)	0	0
Cash in Bank (Daily Operations)	(75,525)	(570,543)
Investments (Long Term: STO - Diversified Bond Fund)	0	0
Total Cash & Investments	(75,525)	(570,543)
Receivables - Other	0	0
- Due From Locals (Project Overruns)	0	0
- Inter Agency	0	0
Total Receivables	0	0
Inventory on Hand	0	0
<b>Total Assets:</b>	(75,525)	(570,543)
<b>LIABILITIES</b>		
Vouchers Payable	0	0
Sales Tax Payable	0	0
Deferred Revenue (Local Projects Match)	0	0
Accounts Receivable Overpayment	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0
<b>Total Liabilities:</b>	0	0
<b>FUND BALANCE</b>		
Reserve for Encumbrance	1,953,796	3,359,273
Fund Balance	(2,029,321)	(3,929,816)
<b>Total Fund Balance:</b>	(75,525)	(570,543)
<b>Total Liabilities and Fund Balance</b>	(75,525)	(570,543)

User ID: whaszier  
 Report ID: AD-FN-GL-003  
 Run Date: 09 Jun 2025  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0260 State Highway Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
Fiscal Year: 2025						
Budget Fiscal Year: 2025						
<b>REVENUES</b>						
<b>Federal Sources</b>						
FHWA - Highway	357,138,100	386,533,972	24,932,489	29,395,872	8.23 %	452,886,900
FHWA - COVID Relief	5,000,000	2,786,986	26,636	(2,213,014)	-44.26%	5,000,000
FHWA - Indirect Cost	0	(5,568)	0	(5,568)	0.00 %	0
Federal Transit Authority	14,700,000	17,187,100	1,637,200	2,487,100	16.92 %	20,000,000
NHTSA - Highway Safety	6,250,000	4,557,789	185,963	(1,692,211)	-27.08%	6,430,400
Other Federal Aid	330,000	6,890,187	3,147,895	6,560,187	1987.94 %	830,000
<b>Total Federal Sources:</b>	<b>383,418,100</b>	<b>417,950,466</b>	<b>29,930,183</b>	<b>34,532,366</b>	<b>9.01 %</b>	<b>485,147,300</b>
<b>State Sources</b>						
Equipment Buy Back	12,406,000	4,555,956	1,289,702	(7,850,044)	-63.28%	12,406,000
Miscellaneous	35,883,471	45,975,050	4,156,819	10,091,579	28.12 %	39,931,000
<b>Total State Sources:</b>	<b>48,289,471</b>	<b>50,531,006</b>	<b>5,446,521</b>	<b>2,241,535</b>	<b>4.64 %</b>	<b>52,337,000</b>
<b>Local Sources</b>						
Match For Local Projects	9,506,000	13,643,161	610,042	4,137,161	43.52 %	10,500,000
Other Local Sources	0	7,500	0	7,500	0.00 %	0
<b>Total Local Sources:</b>	<b>9,506,000</b>	<b>13,650,661</b>	<b>610,042</b>	<b>4,144,661</b>	<b>43.60 %</b>	<b>10,500,000</b>
<b>TOTAL REVENUES:</b>	<b>441,213,571</b>	<b>482,132,133</b>	<b>35,986,746</b>	<b>40,918,562</b>	<b>9.27 %</b>	<b>547,984,300</b>
<b>TRANSFERS-IN</b>						
Highway Distribution	236,735,000	237,756,789	20,930,022	1,021,789	0.43 %	255,934,000
Fuel/Registration Direct	70,547,955	72,912,827	6,787,663	2,364,872	3.35 %	76,696,200
Ethanol Fuels Tax	18,723,100	19,148,796	1,651,852	425,696	2.27 %	20,300,000
<b>TOTAL TRANSFERS-IN:</b>	<b>326,006,055</b>	<b>329,818,412</b>	<b>29,369,538</b>	<b>3,812,357</b>	<b>1.17 %</b>	<b>352,930,200</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>767,219,626</b>	<b>811,950,546</b>	<b>65,356,284</b>	<b>44,730,919</b>	<b>5.83 %</b>	<b>900,914,500</b>

User ID: whaszier  
 Report ID: AD-FN-GL-003  
 Run Date: 09 Jun 2025  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

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
Fiscal Year: 2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>Budget Fiscal Year: 2025</b>									
<b>EXPENDITURES</b>									
<b>Operations Expense</b>									
Permanent Staff Salaries	90,724,879	88,650,303	7,605,529	0	2,074,575	2.29 %	100,072,353	11,422,050	11.41 %
Board, Hourly, OT, Shift	1,889,453	1,931,873	58,436	0	(42,421)	-2.25%	11,019,174	9,087,301	82.47 %
Fringe Benefits	41,848,363	39,624,806	3,484,198	0	2,223,557	5.31 %	45,335,972	5,711,166	12.60 %
Travel Expense	2,581,587	2,024,792	307,189	0	556,795	21.57 %	2,747,614	722,822	26.31 %
Operating Expense	117,704,300	69,363,145	7,224,329	13,060,655	35,280,501	29.97 %	140,301,030	57,877,230	41.25 %
Capital Equipment Expense	50,844,914	19,975,551	2,087,440	29,058,036	1,811,327	3.56 %	56,517,760	7,484,173	13.24 %
Capital Facilities Expense	39,704,249	27,707,490	2,033,383	18,141,303	(6,144,543)	-15.48%	48,663,301	2,814,509	5.78 %
Trustee & Benefit Payments	26,726,341	23,991,405	2,476,157	309,552	2,425,384	9.07 %	32,230,600	7,929,643	24.60 %
<b>Total Operations Expense:</b>	<b>372,024,086</b>	<b>273,269,365</b>	<b>25,276,660</b>	<b>60,569,546</b>	<b>38,185,176</b>	<b>10.26 %</b>	<b>436,887,805</b>	<b>103,048,894</b>	<b>23.59 %</b>
<b>Contract Construction</b>									
Operating Expense	9,218,888	6,380,555	261,543	865,288	1,973,045	21.40 %	11,625,205	4,379,362	37.67 %
Capital Equipment Expense	0	0	0	84,568	(84,568)	0.00 %		(84,568)	0.00 %
Capital Projects	507,301,765	494,753,003	29,631,152	194,751	12,354,011	2.44 %	622,362,824	127,415,070	20.47 %
Trustee & Benefit Payments	805,597	1,545,488	(18,549)	0	(739,891)	-91.84%	2,100,000	554,512	26.41 %
<b>Total Contract</b>	<b>517,326,250</b>	<b>502,679,046</b>	<b>29,874,146</b>	<b>1,144,607</b>	<b>13,502,598</b>	<b>2.61 %</b>	<b>636,088,029</b>	<b>132,264,376</b>	<b>20.79 %</b>
<b>TOTAL EXPENDITURES:</b>	<b>889,350,336</b>	<b>775,948,411</b>	<b>55,150,806</b>	<b>61,714,153</b>	<b>51,687,772</b>	<b>5.81 %</b>	<b>1,072,975,834</b>	<b>235,313,270</b>	<b>21.93 %</b>
<b>TRANSFERS OUT</b>									
Operating	10,602,851	10,362,281	0	0	240,570	2.27 %	58,528,901	48,166,620	82.30 %
<b>TOTAL TRANSFERS OUT:</b>	<b>10,602,851</b>	<b>10,362,281</b>	<b>0</b>	<b>0</b>	<b>240,570</b>	<b>2.27 %</b>	<b>58,528,901</b>	<b>48,166,620</b>	<b>82.30 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>899,953,187</b>	<b>786,310,692</b>	<b>55,150,806</b>	<b>61,714,153</b>	<b>51,928,342</b>	<b>5.77 %</b>	<b>1,131,504,735</b>	<b>283,479,890</b>	<b>25.05 %</b>

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 % of Time  
 Remaining: 8.3

Fund: 0260 State Highway Fund

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

		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:	2025									
Budget Fiscal Year:	2025									
<b>Contract Construction</b>										
<b>Operating Expenditures</b>										
Operating Expenditures	Dedicated	2,444,900	1,535,654	206,598	778,086	131,160	5.36 %	2,500,000	186,260	7.45 %
Operating Expenditures	Federal	6,718,300	4,844,487	54,940	87,202	1,786,610	26.59 %	9,025,205	4,093,515	45.36 %
Operating Expenditures	Local	55,688	413	5	0	55,275	99.26 %	100,000	99,587	99.59 %
<b>Total Operating Expenditures</b>		<b>9,218,888</b>	<b>6,380,555</b>	<b>261,543</b>	<b>865,288</b>	<b>1,973,045</b>	<b>21.40 %</b>	<b>11,625,205</b>	<b>4,379,362</b>	<b>37.67 %</b>
<b>Capital Outlay</b>										
Capital Outlay	Dedicated	110,504,900	115,357,033	7,157,564	113,154	(4,965,288)	-4.49%	172,276,957	56,806,769	32.97 %
Capital Outlay	Federal	376,625,033	364,999,576	20,902,315	81,596	11,543,860	3.07 %	432,562,668	67,481,495	15.60 %
Capital Outlay	Local	20,171,833	14,396,394	1,571,274	0	5,775,439	28.63 %	17,523,200	3,126,806	17.84 %
<b>Total Capital Outlay</b>		<b>507,301,765</b>	<b>494,753,003</b>	<b>29,631,152</b>	<b>194,750</b>	<b>12,354,011</b>	<b>2.44 %</b>	<b>622,362,824</b>	<b>127,415,070</b>	<b>20.47 %</b>
<b>Capital Equipment Expense</b>										
Capital Equipment Expense	Dedicated	0	0	0	84,568	(84,568)	0.00 %	0	(84,568)	0.00 %
<b>Total Capital Equipment Expense</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>84,568</b>	<b>(84,568)</b>	<b>0.00 %</b>	<b>0</b>	<b>(84,568)</b>	<b>0.00 %</b>
<b>Trustee &amp; Benefit Payments</b>										
Trustee & Benefit Payments	Dedicated	121,959	63,347	(48,563)	0	58,612	48.06 %	500,000	436,653	87.33 %
Trustee & Benefit Payments	Federal	667,582	1,482,141	30,014	0	(814,559)	-122.02%	1,500,000	17,859	1.19 %
Trustee & Benefit Payments	Local	16,056	0	0	0	16,056	100.00 %	100,000	100,000	100.00 %
<b>Total Trustee &amp; Benefit Payments</b>		<b>805,597</b>	<b>1,545,488</b>	<b>(18,549)</b>	<b>0</b>	<b>(739,891)</b>	<b>-91.84%</b>	<b>2,100,000</b>	<b>554,512</b>	<b>26.41 %</b>
<b>Total Contract Construction:</b>		<b>517,326,250</b>	<b>502,679,046</b>	<b>29,874,146</b>	<b>1,144,606</b>	<b>13,502,598</b>	<b>2.61 %</b>	<b>636,088,029</b>	<b>132,264,377</b>	<b>20.79 %</b>



User ID: whaszier  
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 Run Date: 09 Jun 2025  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0269 Transportation Expansion and Congestion Mitigation Fund

Fiscal Year:	2025	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Budget Fiscal Year:	2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
<b>REVENUES</b>							
State Sources - Misc		4,850,000	7,757,180	624,056	2,907,180	59.94 %	7,500,000
<b>TOTAL REVENUES:</b>		<b>4,850,000</b>	<b>7,757,180</b>	<b>624,056</b>	<b>2,907,180</b>	<b>59.94 %</b>	<b>7,500,000</b>
<b>TRANSFERS-IN</b>							
Cigarette Tax		7,000,000	535,614	535,614	(6,464,386)	-92.35%	10,090,100
Sales Tax		79,100,000	80,000,000	0	900,000	1.14 %	80,000,000
State Sources - Highway Distribution Account		0	14,118,141	0	14,118,141	0.00 %	0
<b>TOTAL TRANSFERS-IN:</b>		<b>86,100,000</b>	<b>94,653,755</b>	<b>535,614</b>	<b>8,553,755</b>	<b>9.93 %</b>	<b>90,090,100</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>		<b>90,950,000</b>	<b>102,410,935</b>	<b>1,159,670</b>	<b>11,460,935</b>	<b>12.60 %</b>	<b>97,590,100</b>

Fiscal Year:	2025	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:	2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>EXPENDITURES</b>										
Contract Construction - Capital Projects		152,034,729	25,933,034	(24,142,187)	0	126,101,695	82.94 %	165,856,077	139,923,043	84.36 %
<b>TOTAL EXPENDITURES:</b>		<b>152,034,729</b>	<b>25,933,034</b>	<b>(24,142,187)</b>	<b>0</b>	<b>126,101,695</b>	<b>82.94 %</b>	<b>165,856,077</b>	<b>139,923,043</b>	<b>84.36 %</b>
<b>TRANSFERS OUT</b>										
Operating		60,180,733	79,822,218	0	0	(19,641,485)	-32.64%	60,180,733	(19,641,485)	-32.64%
<b>TOTAL TRANSFERS OUT:</b>		<b>60,180,733</b>	<b>79,822,218</b>	<b>0</b>	<b>0</b>	<b>(19,641,485)</b>	<b>-32.64%</b>	<b>60,180,733</b>	<b>(19,641,485)</b>	<b>-32.64%</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>		<b>212,215,462</b>	<b>105,755,253</b>	<b>(24,142,187)</b>	<b>0</b>	<b>106,460,210</b>	<b>50.17 %</b>	<b>226,036,810</b>	<b>120,281,558</b>	<b>53.21 %</b>

User ID: whaszier  
 Report ID: AD-FN-GL-003  
 Run Date: 09 Jun 2025  
 % of Time  
 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0270 Strategic Initiatives Program Fund

Sub Fund: 0270 02 Dedicated (60%)

Fiscal Year:	2025	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Budget Fiscal Year:	2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
<b>REVENUES</b>							
State Sources - Misc		7,350,000	13,531,411	1,158,214	6,181,411	84.10 %	8,000,000
<b>TOTAL REVENUES:</b>		<b>7,350,000</b>	<b>13,531,411</b>	<b>1,158,214</b>	<b>6,181,411</b>	<b>84.10 %</b>	<b>8,000,000</b>
<b>TRANSFERS-IN</b>							
Statutory		181,680,000	181,680,000	0	0	0.00 %	181,680,000
<b>TOTAL TRANSFERS-IN:</b>		<b>181,680,000</b>	<b>181,680,000</b>	<b>0</b>	<b>0</b>	<b>0.00 %</b>	<b>181,680,000</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>		<b>189,030,000</b>	<b>195,211,411</b>	<b>1,158,214</b>	<b>6,181,411</b>	<b>3.27 %</b>	<b>189,680,000</b>

Fiscal Year:	2025	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:	2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>EXPENDITURES</b>										
Capital Projects		232,979,901	80,264,806	6,223,759	185,191	152,529,904	65.47 %	254,159,894	173,709,897	68.35 %
<b>TOTAL EXPENDITURES:</b>		<b>232,979,901</b>	<b>80,264,806</b>	<b>6,223,759</b>	<b>185,191</b>	<b>152,529,904</b>	<b>65.47 %</b>	<b>254,159,894</b>	<b>173,709,897</b>	<b>68.35 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>		<b>232,979,901</b>	<b>80,264,806</b>	<b>6,223,759</b>	<b>185,191</b>	<b>152,529,904</b>	<b>65.47 %</b>	<b>254,159,894</b>	<b>173,709,897</b>	<b>68.35 %</b>

User ID: whaszier  
Report ID: AD-FN-GL-003  
Run Date: 09 Jun 2025  
% of Time  
Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0270 Strategic Initiatives Program Fund

Sub Fund: 0270 05 Local (40%)

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Fiscal Year: 2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
Budget Fiscal Year: 2025						
REVENUES						
State Sources - Misc	9,250,000	15,270,055	1,324,339	6,020,055	65.08 %	10,000,000
TOTAL REVENUES:	9,250,000	15,270,055	1,324,339	6,020,055	65.08 %	10,000,000
TRANSFERS-IN						
Statutory	200,000,000	200,000,000	0	0	0.00 %	200,000,000
TOTAL TRANSFERS-IN:	200,000,000	200,000,000	0	0	0.00 %	200,000,000
TOTAL REV AND TRANSFERS-IN:	209,250,000	215,270,055	1,324,339	6,020,055	2.88 %	210,000,000

	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: 2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2025									
EXPENDITURES									
Trustee & Benefit Payments	183,333,326	50,000,000	0	0	133,333,326	72.73 %	200,000,000	150,000,000	75.00 %
TOTAL EXPENDITURES:	183,333,326	50,000,000	0	0	133,333,326	72.73 %	200,000,000	150,000,000	75.00 %
TOTAL EXPD AND TRANSFERS OUT:	183,333,326	50,000,000	0	0	133,333,326	72.73 %	200,000,000	150,000,000	75.00 %

User ID: whaszier  
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 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0270 Strategic Initiatives Program Fund

Sub Fund: 0270 06 Local Grant

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Fiscal Year: 2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
Budget Fiscal Year: 2025						
<b>REVENUES</b>						
State Sources - Misc	1,100,000	935,166	61,837	(164,834)	-14.98%	1,200,000
<b>TOTAL REVENUES:</b>	<b>1,100,000</b>	<b>935,166</b>	<b>61,837</b>	<b>(164,834)</b>	<b>-14.98%</b>	<b>1,200,000</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>1,100,000</b>	<b>935,166</b>	<b>61,837</b>	<b>(164,834)</b>	<b>-14.98%</b>	<b>1,200,000</b>

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Continuous Appropriation Forecast	Appropriation Forecast Balance	Percent Remaining
Fiscal Year: 2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2025									
<b>EXPENDITURES</b>									
Trustee & Benefit Payments	27,162,907	23,447,660	10,000,000	0	3,715,247	13.68 %	27,162,907	3,715,247	13.68 %
<b>TOTAL EXPENDITURES:</b>	<b>27,162,907</b>	<b>23,447,660</b>	<b>10,000,000</b>	<b>0</b>	<b>3,715,247</b>	<b>13.68 %</b>	<b>27,162,907</b>	<b>3,715,247</b>	<b>13.68 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>27,162,907</b>	<b>23,447,660</b>	<b>10,000,000</b>	<b>0</b>	<b>3,715,247</b>	<b>13.68 %</b>	<b>27,162,907</b>	<b>3,715,247</b>	<b>13.68 %</b>

Note: Continuous Appropriations are statutory appropriations that are not set by annual legislative action. Actual expenditures are based on program needs and cash availability.

User ID: whaszier  
 Report ID: AD-FN-GL-003  
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 Remaining: 8.3

# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0345 CARES Act Covid-19

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Fiscal Year: 2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
Budget Fiscal Year: 2025						
<b>REVENUES</b>						
Federal Sources - Federal Transit Authority	7,050,000	4,665,300	26,991	(2,384,700)	-33.83%	8,500,000
<b>TOTAL REVENUES:</b>	<b>7,050,000</b>	<b>4,665,300</b>	<b>26,991</b>	<b>(2,384,700)</b>	<b>-33.83%</b>	<b>8,500,000</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>7,050,000</b>	<b>4,665,300</b>	<b>26,991</b>	<b>(2,384,700)</b>	<b>-33.83%</b>	<b>8,500,000</b>

	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: 2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2025									
<b>EXPENDITURES</b>									
Trustee & Benefit Payments	4,583,326	2,771,117	10,815	1,916,671	(104,462)	-2.28%	5,000,000	312,212	6.24 %
<b>TOTAL EXPENDITURES:</b>	<b>4,583,326</b>	<b>2,771,117</b>	<b>10,815</b>	<b>1,916,671</b>	<b>(104,462)</b>	<b>-2.28%</b>	<b>5,000,000</b>	<b>312,212</b>	<b>6.24 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>4,583,326</b>	<b>2,771,117</b>	<b>10,815</b>	<b>1,916,671</b>	<b>(104,462)</b>	<b>-2.28%</b>	<b>5,000,000</b>	<b>312,212</b>	<b>6.24 %</b>

User ID: whaszier  
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 % of Time  
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# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0372 TECM Debt Service Fund

Fiscal Year:	2025	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Budget Fiscal Year:	2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
<b>REVENUES</b>							
State Sources - Misc		0	792,749	86,275	792,749	0.00 %	0
<b>TOTAL REVENUES:</b>		<b>0</b>	<b>792,749</b>	<b>86,275</b>	<b>792,749</b>	<b>0.00 %</b>	<b>0</b>
<b>TRANSFERS-IN</b>							
State Sources - Operating		0	79,822,218	0	79,822,218	0.00 %	0
<b>TOTAL TRANSFERS-IN:</b>		<b>0</b>	<b>79,822,218</b>	<b>0</b>	<b>79,822,218</b>	<b>0.00 %</b>	<b>0</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>		<b>0</b>	<b>80,614,967</b>	<b>86,275</b>	<b>80,614,967</b>	<b>0.00 %</b>	<b>0</b>

Fiscal Year:	2025	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Continuous Appropriation Forecast	Appropriation Forecast Balance	Percent Remaining
Budget Fiscal Year:	2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>EXPENDITURES</b>										
Bond Principal / Interest		53,903,174	56,545,630	6,351,082	0	(2,642,456)	-4.90%	58,933,028	2,387,398	4.05 %
<b>TOTAL EXPENDITURES:</b>		<b>53,903,174</b>	<b>56,545,630</b>	<b>6,351,082</b>	<b>0</b>	<b>(2,642,456)</b>	<b>-4.90%</b>	<b>58,933,028</b>	<b>2,387,398</b>	<b>4.05 %</b>
<b>TRANSFERS OUT</b>										
Operating		0	14,118,141	0	0	(14,118,141)	0.00 %	0	(14,118,141)	0.00 %
<b>TOTAL TRANSFERS OUT:</b>		<b>0</b>	<b>14,118,141</b>	<b>0</b>	<b>0</b>	<b>(14,118,141)</b>	<b>0.00 %</b>	<b>0</b>	<b>(14,118,141)</b>	<b>0.00 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>		<b>53,903,174</b>	<b>70,663,771</b>	<b>6,351,082</b>	<b>0</b>	<b>(16,760,597)</b>	<b>-31.09%</b>	<b>58,933,028</b>	<b>(11,730,743)</b>	<b>-19.91%</b>

Note: Continuous Appropriations are statutory appropriations that are not set by annual legislative action. Actual expenditures are based on program needs and cash availability.

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# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0373 TECM Capital Project Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Fiscal Year: 2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
Budget Fiscal Year: 2025						
<b>REVENUES</b>						
State Sources - Misc	215,000,000	377,085,437	59,080,676	162,085,437	75.39 %	230,000,000
<b>TOTAL REVENUES:</b>	<b>215,000,000</b>	<b>377,085,437</b>	<b>59,080,676</b>	<b>162,085,437</b>	<b>75.39 %</b>	<b>230,000,000</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>215,000,000</b>	<b>377,085,437</b>	<b>59,080,676</b>	<b>162,085,437</b>	<b>75.39 %</b>	<b>230,000,000</b>

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Continuous Appropriation Forecast	Appropriation Forecast Balance	Percent Remaining
Fiscal Year: 2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2025									
<b>EXPENDITURES</b>									
Capital Projects	257,516,449	375,511,692	57,829,498	0	(117,995,243)	-45.82%	268,768,121	(106,743,571)	-39.72%
<b>TOTAL EXPENDITURES:</b>	<b>257,516,449</b>	<b>375,511,692</b>	<b>57,829,498</b>	<b>0</b>	<b>(117,995,243)</b>	<b>-45.82%</b>	<b>268,768,121</b>	<b>(106,743,571)</b>	<b>-39.72%</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>257,516,449</b>	<b>375,511,692</b>	<b>57,829,498</b>	<b>0</b>	<b>(117,995,243)</b>	<b>-45.82%</b>	<b>268,768,121</b>	<b>(106,743,571)</b>	<b>-39.72%</b>

Note: Continuous Appropriations are statutory appropriations that are not set by annual legislative action. Actual expenditures are based on program needs and cash availability.

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 % of Time  
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# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0374 GARVEE Capital Project Fund

Fiscal Year:	2025	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Budget Fiscal Year:	2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
<b>REVENUES</b>							
State Sources - Misc		6,500,000	602,302	293	(5,897,698)	-90.73%	7,000,000
<b>TOTAL REVENUES:</b>		<b>6,500,000</b>	<b>602,302</b>	<b>293</b>	<b>(5,897,698)</b>	<b>-90.73%</b>	<b>7,000,000</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>		<b>6,500,000</b>	<b>602,302</b>	<b>293</b>	<b>(5,897,698)</b>	<b>-90.73%</b>	<b>7,000,000</b>

Fiscal Year:	2025	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Continuous Appropriation Forecast	Appropriation Forecast Balance	Percent Remaining
Budget Fiscal Year:	2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
<b>EXPENDITURES</b>										
Capital Projects		6,500,000	616,217	0	0	5,883,783	90.52 %	7,000,000	6,383,783	91.20 %
<b>TOTAL EXPENDITURES:</b>		<b>6,500,000</b>	<b>616,217</b>	<b>0</b>	<b>0</b>	<b>5,883,783</b>	<b>90.52 %</b>	<b>7,000,000</b>	<b>6,383,783</b>	<b>91.20 %</b>
<b>TRANSFERS OUT</b>										
Operating		0	8,603	293	0	(8,603)	0.00 %	0	(8,603)	0.00 %
<b>TOTAL TRANSFERS OUT:</b>		<b>0</b>	<b>8,603</b>	<b>293</b>	<b>0</b>	<b>(8,603)</b>	<b>0.00 %</b>	<b>0</b>	<b>(8,603)</b>	<b>0.00 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>		<b>6,500,000</b>	<b>624,820</b>	<b>293</b>	<b>0</b>	<b>5,875,180</b>	<b>90.39 %</b>	<b>7,000,000</b>	<b>6,375,180</b>	<b>91.07 %</b>

Note: Continuous Appropriations are statutory appropriations that are not set by annual legislative action. Actual expenditures are based on program needs and cash availability.



User ID: whaszier  
 Report ID: AD-FN-GL-003  
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# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0375 GARVEE Debt Service Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
Fiscal Year: 2025						
Budget Fiscal Year: 2025						
<b>REVENUES</b>						
State Sources - Misc	0	189,320	11,195	189,320	0.00 %	0
<b>TOTAL REVENUES:</b>	<b>0</b>	<b>189,320</b>	<b>11,195</b>	<b>189,320</b>	<b>0.00 %</b>	<b>0</b>
<b>TRANSFERS-IN</b>						
Operating	0	4,700,000	0	4,700,000	0.00 %	0
State Sources - Operating	9,000,000	10,370,884	293	1,370,884	15.23 %	58,528,901
<b>TOTAL TRANSFERS-IN:</b>	<b>9,000,000</b>	<b>15,070,884</b>	<b>293</b>	<b>6,070,884</b>	<b>67.45 %</b>	<b>58,528,901</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>9,000,000</b>	<b>15,260,204</b>	<b>11,488</b>	<b>6,260,204</b>	<b>69.56 %</b>	<b>58,528,901</b>

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Continuous Appropriation Forecast	Appropriation Forecast Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2025									
Budget Fiscal Year: 2025									
<b>EXPENDITURES</b>									
Bond Principal / Interest	62,039,579	62,039,580	409,253	0	(1)	0.00%	62,448,832	409,252	0.66 %
<b>TOTAL EXPENDITURES:</b>	<b>62,039,579</b>	<b>62,039,580</b>	<b>409,253</b>	<b>0</b>	<b>(1)</b>	<b>0.00%</b>	<b>62,448,832</b>	<b>409,252</b>	<b>0.66 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>62,039,579</b>	<b>62,039,580</b>	<b>409,253</b>	<b>0</b>	<b>(1)</b>	<b>0.00%</b>	<b>62,448,832</b>	<b>409,252</b>	<b>0.66 %</b>

Note: Continuous Appropriations are statutory appropriations that are not set by annual legislative action. Actual expenditures are based on program needs and cash availability.

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# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 5/31/2025

Fund: 0221 State Aeronautics Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Variance Favorable / Unfavorable	Percent Variance	Annual Revenue Forecast
Fiscal Year: 2025	(A)	(B)	(C)	(D = B - A)	(E = D / A)	(F)
Budget Fiscal Year: 2025						
<b>REVENUES</b>						
Federal Sources - FAA	313,000	76,718	0	(236,282)	-75.49%	668,500
State Sources - Misc	1,658,760	1,890,677	136,546	231,917	13.98 %	1,823,500
Interagency Sources - Misc	270,500	271,281	45,995	781	0.29 %	300,000
<b>TOTAL REVENUES:</b>	<b>2,242,260</b>	<b>2,238,676</b>	<b>182,541</b>	<b>(3,584)</b>	<b>-0.16%</b>	<b>2,792,000</b>
<b>TRANSFERS-IN</b>						
Operating	2,803,643	3,075,312	253,065	271,669	9.69 %	2,999,999
<b>TOTAL TRANSFERS-IN:</b>	<b>2,803,643</b>	<b>3,075,312</b>	<b>253,065</b>	<b>271,669</b>	<b>9.69 %</b>	<b>2,999,999</b>
<b>TOTAL REV AND TRANSFERS-IN:</b>	<b>5,045,903</b>	<b>5,313,988</b>	<b>435,606</b>	<b>268,085</b>	<b>5.31 %</b>	<b>5,791,999</b>

	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: 2025	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2025									
<b>EXPENDITURES</b>									
Permanent Staff Salaries	934,080	751,791	79,555	0	182,289	19.52 %	1,011,920	260,129	25.71 %
Board, Hourly, OT, Shift Diff	70,400	63,731	5,386	0	6,669	9.47 %	154,841	91,110	58.84 %
Fringe Benefits	387,601	309,851	34,477	0	77,751	20.06 %	420,639	110,788	26.34 %
Travel Expense	71,875	68,205	2,699	0	3,670	5.11 %	74,175	5,970	8.05 %
Operating Expenditures	841,546	615,148	98,616	63,794	162,604	19.32 %	1,748,575	1,069,633	61.17 %
Capital Equipment Expense	133,300	86,688	73,493	46,642	(30)	-0.02%	133,300	(30)	-0.02%
Capital Facilities Expense	130,505	182,509	65,050	639,805	(691,809)	-530.10%	2,280,655	1,458,341	63.94 %
Trustee & Benefit Payments	3,350,000	10,427,701	458,239	0	(7,077,701)	-211.27%	35,688,143	25,260,442	70.78 %
<b>TOTAL EXPENDITURES:</b>	<b>5,919,307</b>	<b>12,505,623</b>	<b>817,515</b>	<b>750,241</b>	<b>(7,336,557)</b>	<b>-123.94%</b>	<b>41,512,248</b>	<b>28,256,383</b>	<b>68.07 %</b>
<b>TOTAL EXPD AND TRANSFERS OUT:</b>	<b>5,919,307</b>	<b>12,505,623</b>	<b>817,515</b>	<b>750,241</b>	<b>(7,336,557)</b>	<b>-123.94%</b>	<b>41,512,248</b>	<b>28,256,383</b>	<b>68.07 %</b>



## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☒ Action with Resolution ☐ Time Needed: 20

Presenter's Name Damon Allen, PE	Presenter's Title District 1 Engineer
Preparer's Name Damon Allen, PE	Preparer's Title District 1 Engineer

### Subject

ITD's Rest Area Program Update		
Key Number N/A	District D1-6	Route Number Multiple

### Background Information

This informational item will go over current status and costing for ITD's Rest Area Program across the state. And in accordance with Board and Administrative Policies (4044 & 5044), serves as an update to the Safety Rest Area Program and Oasis partnerships.

It will spotlight some rest areas with significant needs to begin conversations and feedback from the Board for future Idaho Transportation Investment Program (ITIP) programming and grant opportunities.

### Recommendations *(Action items require a resolution)*

Comment and feedback.



## 2025 SAFETY REST AREAS AND OASIS PARTNERSHIPS PROGRAM

**BASIC PLUS** – a public roadside facility that is located in areas directly accessible to low to a medium volume State or US highways. A Basic Plus Safety Rest Area will provide the basic human needs to the traveling public plus furnish other amenities such as potable water, flush toilets, and picnic tables.

**DELUXE** – a public roadside facility that is located in areas directly accessible to a medium to high volume State, US, or Interstate highways. A Deluxe Safety Rest Area will include all of the amenities of a Basic Plus Safety Rest Area plus vending machines, designated pet areas and traveler information. The preferred design includes vestibules, where climactic conditions warrant, and at least one family-assist restroom to accommodate people with small children and those assisting others with disabilities.

**GATEWAY** – a public roadside facility that is located in areas directly accessible to a medium or high volume State, US or Interstate highway and located near important regions of the state or tourist entrances into the state. A Gateway Safety Rest Area will include all of the amenities of a DELUXE Safety Rest Area plus adequate space for a staffed Visitor Information Center.

### SAFETY REST AREA CLASSIFICATION

#### Existing Safety Rest Area Meeting Requirements

PROG FY	REST AREA TYPE	REST AREA LOCATION	DIST	RTE	APPROX. M.P.	HWY ADT 2024
MR	Basic Plus	Mineral Mountain	2	US-95	371	3,300
MR	Deluxe	Midvale	3	US-95	101	4,400
MR	Deluxe	Blacks Creek EB	3	I-84	62	31,500
MR	Deluxe	Blacks Creek WB	3	I-84	62	31,500
MR	Gateway	Snake River View	3	I-84	1	26,500
MR	Deluxe	Cotterell EB	4	I-84	229	11,500
MR	Deluxe	Cotterell WB	4	I-84	229	11,500
MR	Basic Plus	Hagerman	4	US-30	184	2,100
MR	Deluxe	Timmerman	4	US-20 /SH-75	177/101	2,400/ 4,600
MR	Gateway	Cherry Creek	5	I-15	7	13,000
MR	Deluxe	Big Lost River	6	US-20/26	265	2,900
MR	Basic Plus	Clark Hill	6	US-26	357	5,600
MR	Gateway	Dubois	6	I-15	167	3,600

#### Existing Safety Rest Area (Rehabilitation, Expansion or Proposed Reconstruction Upgrade)

PROG FY	REST AREA TYPE	REST AREA LOCATION	DIST	RTE	APPROX. M.P.	HWY ADT 2024
RE	Basic Plus	Huetter WB	1	I-90	8	63,000
RE	Basic Plus	Huetter EB	1	I-90	8	63,000
RE	Basic Plus	Lenore	2	US-12	28	3,600
RE	Basic Plus	Sheep Creek	2	US-95	189	2,600
FY25	Deluxe	Bliss EB	4	I-84	133	19,500
FY28	Deluxe	Bliss WB	4	I-84	133	19,500
FY28	Deluxe	Juniper NB	4	I-84	269	11,500
FY28	Deluxe	Juniper SB	4	I-84	269	11,500
FY29	Deluxe	North Blackfoot SB	5	I-15	101	27,000
FY30	Deluxe	North Blackfoot NB	5	I-15	101	27,000
RE	Basic Plus	Malad Summit	5	I-15	25	13,000
RE	Deluxe	Coldwater	5	I-86	19	8,000
RE	Deluxe	Massacre Rocks	5	I-86	31	7,700

### Public/Private & Oasis Partnerships

PROG FY	PUBLIC/PRIVATE STOP LOCATION	DIST	RTE	APPROX. M.P.	HWY ADT 2024
MR	Oasis Partnership with On The Run at Boise	3	I-84/ Gowen IC	59	32,000
MR	Oasis Partnership with Flying J Truck Stop at McCammon	5	I-15B	4	7,000
MR	Winchester Partnership Rest Area	2	US-95	252	3,400
MR	Oasis Partnership with Valley County Store at Twin Falls	4	I-84	173	29,000
MR	Oasis Partnership with Mr. Gas Travel Center at Jerome	4	I-84	165	25,000
MR	Oasis Partnership with Travelers Oasis at Twin Falls	4	I-84	182	23,500

### Partnership Rest Area/Visitor Center

PROG FY	VISITOR CENTER LOCATION	PARTNER	DIST.	RTE	APPROX M.P.	HWY ADT 2024
MR	Visitor Center at Bonners Ferry	City of Bonners Ferry	1	US-95B	507	13,000
MR	Rest Area at Lost Trail Pass	Montana Department of Transportation	6	US-93	350	740
MR	Rest Area at Lolo Pass (Gateway)	U.S. Forest Service/ MDOT	2	US-12	174	610

**Total – 35 facilities (29 rest area facilities; 6 partnerships)**

MR – Indicates rest areas that currently meet requirements.

RE – Indicates rest area projects not currently programmed that may need rehabilitation or expansion to meet requirements based on facility assessments.

FY – Indicates rest area projects currently programmed for rehabilitation or expansion to meet ADA, truck parking & building requirements based on facility assessments.

Delete – Facilities that will be removed from the program and replaced with an OASIS Partnership Agreement.



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 5 min

Presenter's Name Damon Allen, PE	Presenter's Title District 1 Engineer
Preparer's Name Zack Feist	Preparer's Title Staff Engineer

## Subject

FY26 Board Unallocated Request, US-95 Conkling Road Intersection Illumination, District 1		
Key Number NEW	District 1	Route Number US 95

## Background Information

The US-95, Conkling Intersection is located in Kootenai County just south of Worley, Idaho. The project corridor is a half mile long from milepost (MP) 400 to MP 400.5. The project consists of adding lighting to this intersection in the form of luminaries. This is a safety-data driven project to address a high accident area with the majority of the crashes occurring during the evening hours due to poor sight for the users of this intersection.

The Worley Highway District (WHD) expressed concerns with the number of crashes at the Conkling Intersection and requested this project be built faster than the current ITIP project programmed in 2030, KN 22799 Spirit Bend Ave, Atlas, W Conkling Rd Intersection Improvements.

The district would like to partner with WHD to get this project built earlier than currently scheduled and ultimately improve the safety of the traveling public. The district requests authorization to enter into an agreement with WHD for this work and add a separate project to the Draft FY26 – FY32 ITIP.

At this time the district requests \$250,000 of FY26 Board Unallocated Funds for the construction of this project to be administered by WHD. This dollar amount is a working number and will be confirmed as the design is completed.

## Recommendations *(Action items require a resolution)*

Approve the request to enter into an agreement with WHD, add a new project to the Draft FY26-FY32 ITIP, and fund \$250,000 using FY26 Board Unallocated Funds for the construction of the illumination project to be administered by WHD. Resolution on page 95.

**IDAHO TRANSPORTATION BOARD  
STATE FUNDED UNALLOCATED ACCOUNT**

**State Fiscal Year 2026**

as of 7/8/25, following Board approval

<b>Beginning Balance</b>					<b>\$ 10,000,000</b>
<u>Date</u>	<u>District</u>	<u>Key No.</u>	<u>Project Route, Name</u>	<u>Cost</u>	
REQUEST	1	NEW	US 95, CONKLING RD INT ILLUMINATION	\$ 250,000	
				Total	\$ 250,000
<b>Ending Balance</b>					<b>\$ 9,750,000</b>



## RESOLUTION

WHEREAS, the Idaho Transportation Board supports the Idaho Transportation Department mission of safety, mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD to partner with our local highway district to further safety of all roadway systems; and

WHEREAS, ITD currently has an Idaho Transportation Investment Program (ITIP) project in 2030 to improve the intersection of US-95 and Conkling Road, and Worley Highway District (WHD) has requested to get aid in installing illumination at that intersection now; and

WHEREAS, ITD wishes to enter into an agreement with WHD, provide funding, and add a separate project in the Draft FY26-FY32 ITIP to allow WHD to install illumination at this intersection as soon as possible.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the request to enter into an agreement with WHD, add a new project (US-95 Conkling Rd. Intersection Illumination Improvements) to the Draft FY26 – FY32 ITIP, and fund using \$250,000 FY26 Board Unallocated Funds for the construction of the project to be administered by WHD.



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 10 min

Presenter's Name Holly Bailey	Presenter's Title Human Resources Officer
Preparer's Name Holly Bailey	Preparer's Title Human Resources Officer

## Subject

ITD's FY26 Targeted Pay Actions		
Key Number	District	Route Number

## Background Information

The Idaho Transportation Department is committed to enhancing the quality of life through transportation. The services our transportation teams deliver are crucial to all Idahoans. Investing in our employees is vital, as the demands and complexity of the work have increased substantially, making experience and institutional knowledge essential factors in our delivery.

ITD tracks key metrics to understand how our various strategies impact our ability to hire and retain talent, as well as ensure pay equity across our job classifications and for similar work. As a result of ITD's FY25 pay actions, we are already seeing a slight improvement in retention and time to hire within the targeted classifications, and are optimistic this will continue to improve over time.

However, we continue to face a significant challenge in attracting and retaining employees in other classifications. In our Port of Entry (POE) positions, the voluntary turnover rate among POE Inspector Trainees (entry-level positions) was 58.5% in FY24, and increased to 75% in FY25. For comparison, the average turnover rate across all classifications within the POE is 48%. Additionally, ITD relies upon project managers who are highly involved in the design and/or construction of projects and IT project delivery. These project managers perform similar functions to positions outlined in the Department of Human Resources (DHR) salary structure for IT and Engineering jobs, which received a 4.5% legislatively approved pay increase effective in FY26. These employees plan, organize, lead, and oversee engineering projects from design to completion, blending technical knowledge with project management principles to ensure engineering tasks are completed on time, within budget, and to the required specifications.

### **FY26 Pay Actions:**

#### **ITD Pay Actions**

##### ➤ **Targeted Classifications**

- **Port of Entry positions (72 employees).** ITD is seeking approval to implement a \$2.00 per hour increase for employees in the Port of Entry and supervisor positions.
- **Designated Project Managers (26 employees)** involved in the design and/or construction of projects and IT project management. ITD is seeking approval to increase their pay by 4.5% to maintain equity with their counterparts who perform similar work to ensure successful project delivery.

**These pay actions would take effect on July 20, 2025.**



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### **Recommendations** *(Action items require a resolution)*

Approve and implement the FY26 employee compensation components. Resolution on page 98.

## RESOLUTION

WHEREAS, the Idaho Transportation Department's FY26 targeted pay actions have been developed in line with the Division of Human Resources and ITD's compensation policies and procedures; and

WHEREAS, Department staff presented the details of the compensation plan for the proposed employee pay actions, including eligibility requirements, to the Idaho Transportation Board at its meeting on July 24, 2025.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the Department's FY26 targeted pay actions with the components as follows:

- FY26 ITD pay actions for employees in Port of Entry positions, increasing pay by \$2.00 per hour; and
- FY26 ITD pay actions for designated Project Managers involved in delivery of design and/or construction of projects and IT project management.

*BE IT FURTHER RESOLVED*, that the Board approves the Department to implement the FY26 targeted pay actions effective July 20, 2025, funded with ongoing appropriations.



Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date 7/24/25

No Presentation: Consent Item Informational Calendar Item

Presentation: Informational Action with Resolution Time Needed: 10 min

Presenter's Name Margaret Pridmore	Presenter's Title Roadway Data Manager
Preparer's Name Margaret Pridmore	Preparer's Title Roadway Data Manager

Subject

Idaho Annual Traffic Update - 2024		
Key Number	District	Route Number

Background Information

Idaho’s growth has been notable over the years, and 2024 was no exception. Even with wildfires in Idaho and smoke from fires in surrounding states impacting summer traffic volumes, Idaho still grew 1.8%, surpassing 20 billion Annual Vehicle Miles Traveled for the first time.

Recommendations (Action items require a resolution)



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 10 min

Presenter's Name Scott Luekenga	Presenter's Title Planning Manager
Preparer's Name Scott Luekenga	Preparer's Title Planning Manager

## Subject

2024 Statewide Functional Classification Update		
Key Number N/A	District N/A	Route Number N/A

## Background Information

In accordance with Board Policy 4060 and Administrative Policy 5060, ITD is responsible for maintaining official functional classification designation of all roads (state and local) within the State of Idaho. Functional classifications for street systems and county highways shall be reviewed and updated in cooperation with local jurisdictions.

Functional classification is the process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. Basic to this process is the recognition that individual roads and streets do not serve travel independently in any major way. Rather, most travel involves movement through a network of roads. It becomes necessary then to determine how this travel can be channelized within the network in a logical and efficient manner. Functional classification defines the nature of this channelization process by defining the part that any particular road or street should play in serving the flow of trips through a highway network. Functional Classification impacts access standards, design criteria, and funding eligibility.

Changes to the Functional Classification as a result of previous actions include:

- Relinquishment of a segment of US-26 (MP 335.78 to MP 338.23) to Bonneville County being executed in 2028 in concurrence with ITD project KN 21923, JCT Hitt Road (25th E.), which was reviewed by the Subcommittee on Adjustments on April 25, 2024 and approved by the Idaho Transportation Board on May 16, 2024.
- The reclassification of North Mission Street in McCall from local road to major collector. The Subcommittee on Adjustments reviewed this reclassification on December 5, 2024. Idaho Transportation Board approved it on January 15, 2025.
- The reclassification of Indianhead, Johnathan, Haas, Island, and Pioneer Roads in Weiser Valley Highway District from local roads to major collectors. The Subcommittee on Adjustments reviewed this reclassification on December 5, 2024. Idaho Transportation Board approved it on January 15, 2025.

The 2024 Idaho Federal Aid System Functional Classification map is attached. Below is the current centerline and lane mileage (rounded to the nearest mile) by functional classification.



## Board Agenda Item

ITD 2210 (Rev. 12-23)

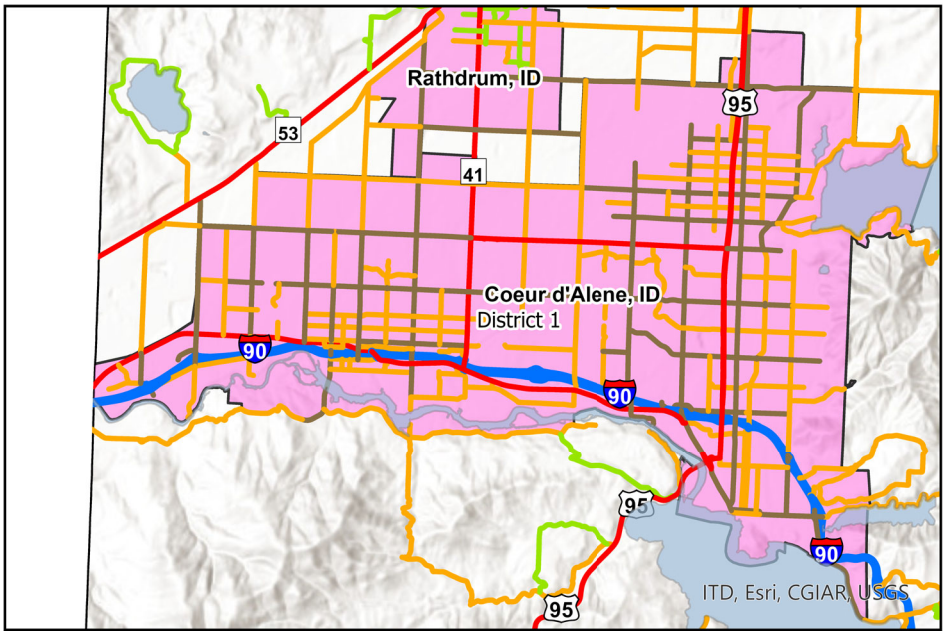
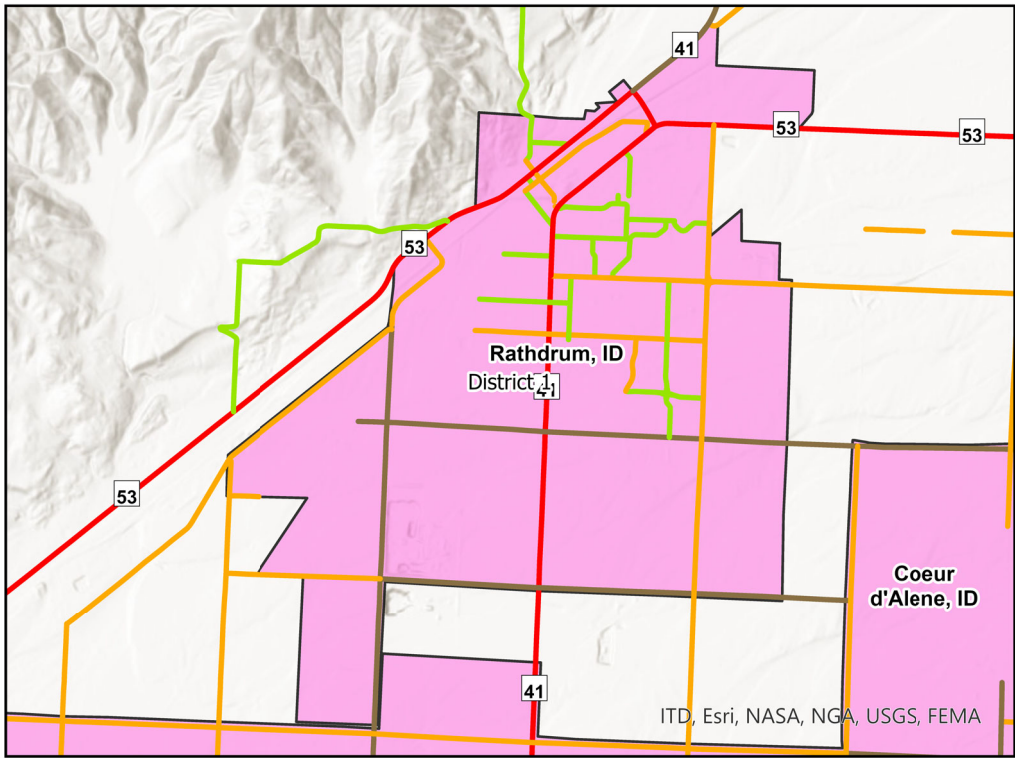
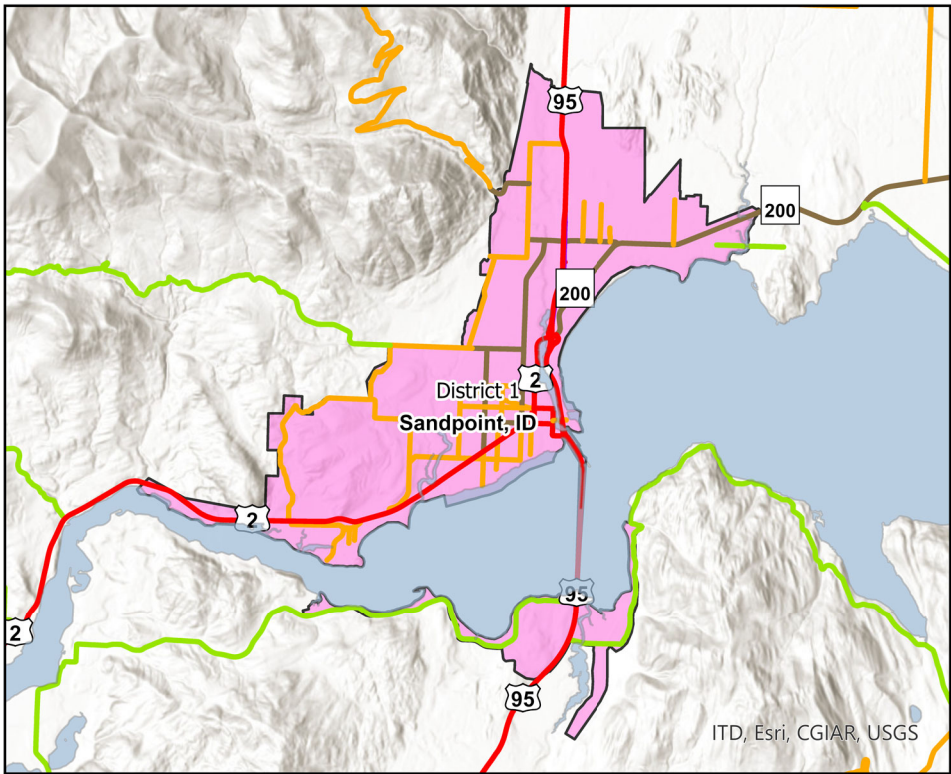
Classification	Centerline Mileage	Lane Mileage
Interstate	661	2,546
Other Freeway or Expressway	141	466
Principle Arterial	2,074	4,927
Minor Arterial	2,138	4,542
Major Collectors	6,706	13,467
Minor Collectors	16	32
Total Statewide Federal Aid Highway Mileage	12,438	25,980

Source: ITD Roadway Data

### **Recommendations** *(Action items require a resolution)*

Staff recommends the Idaho Transportation Board adopts the 2024 Statewide Functional Classification map. Resolution on page 106.



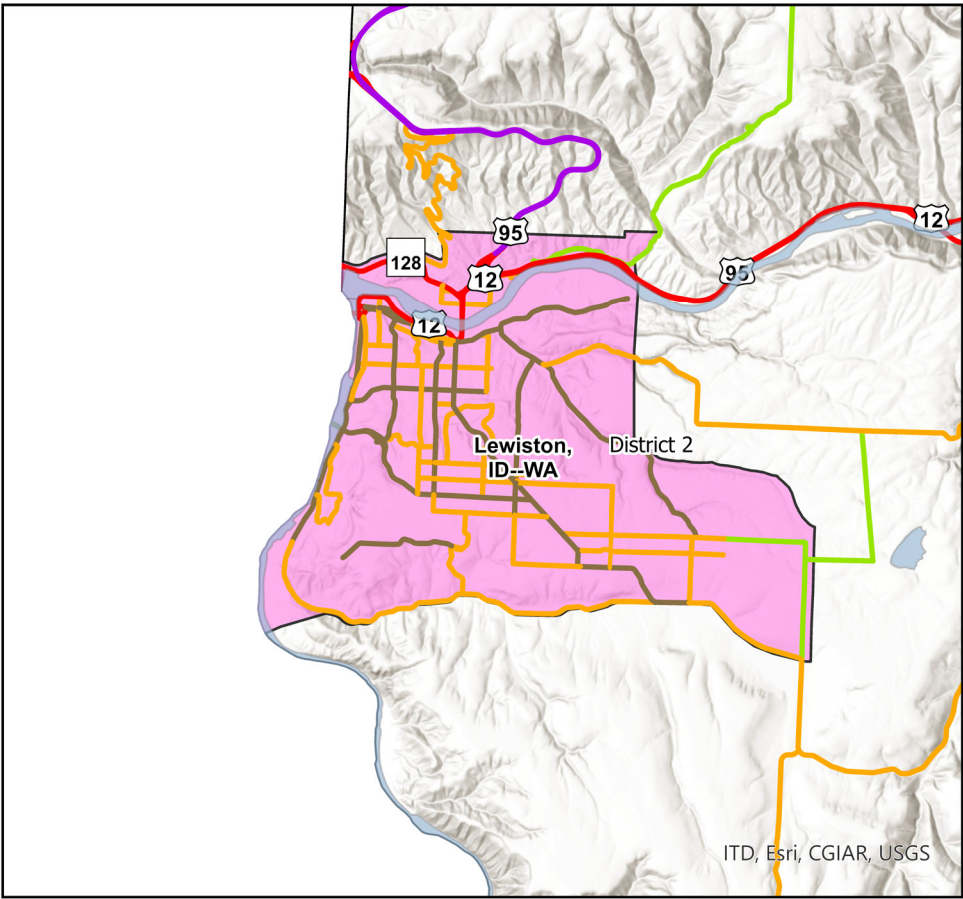
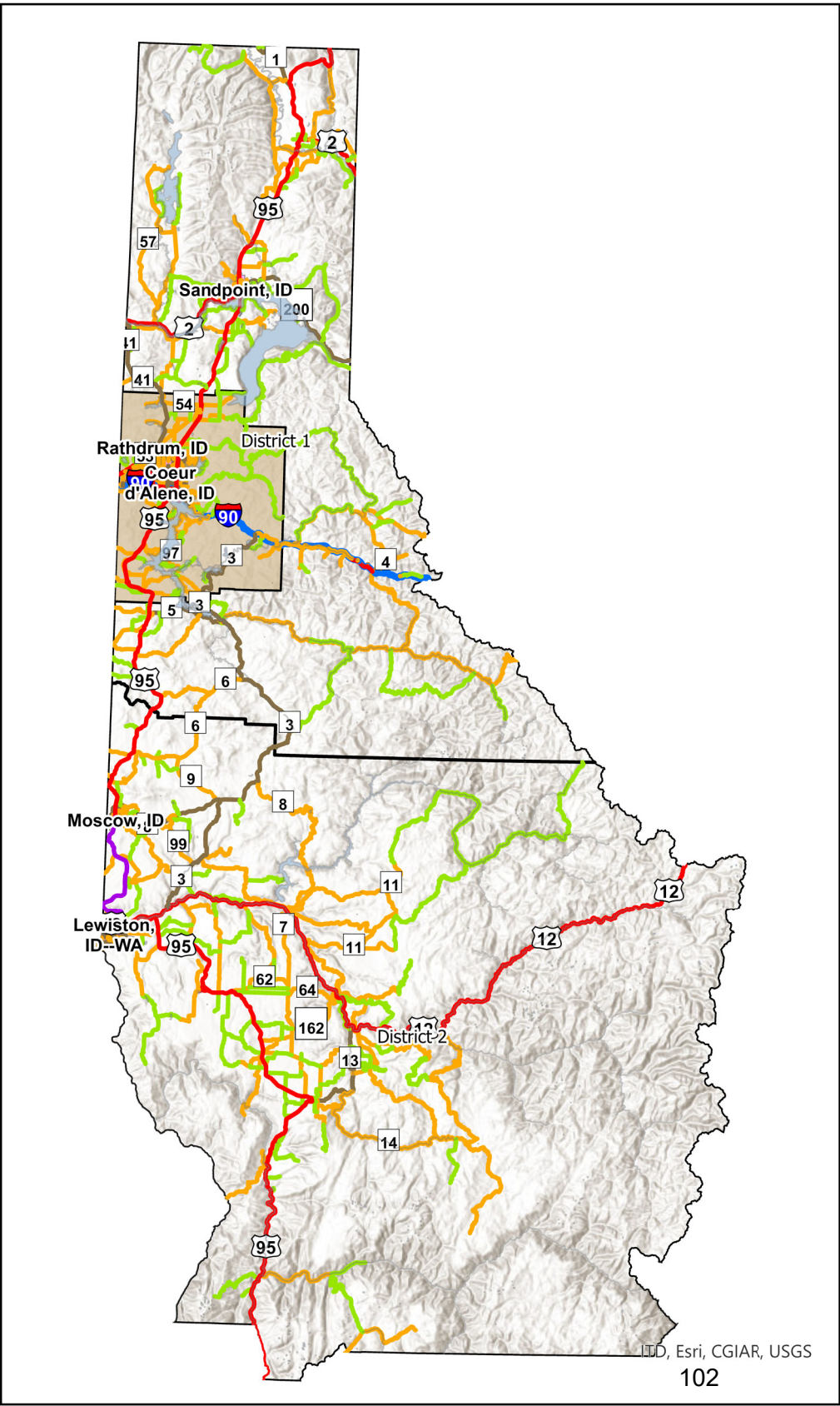
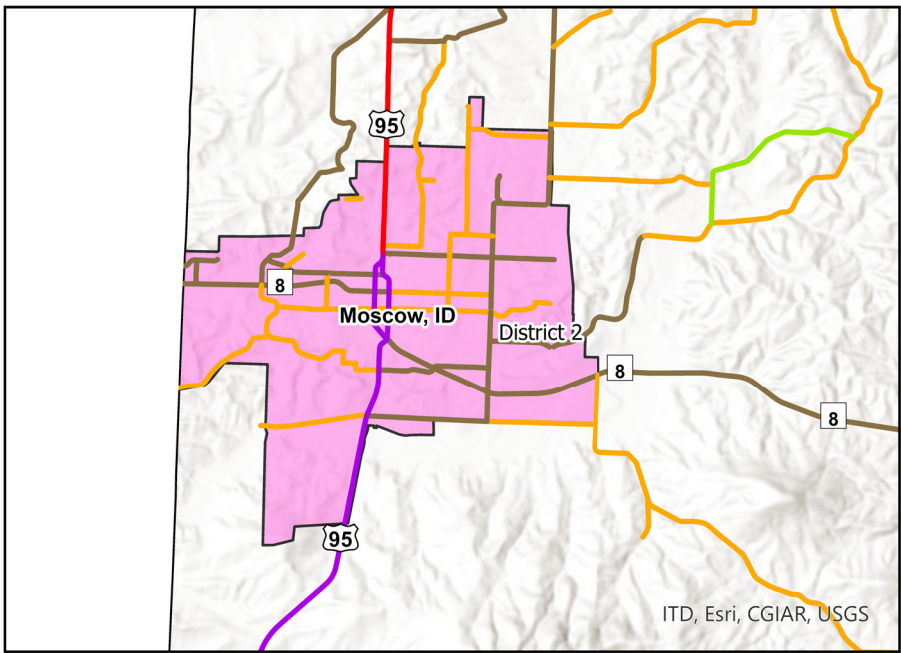


# Statewide Functional Classification

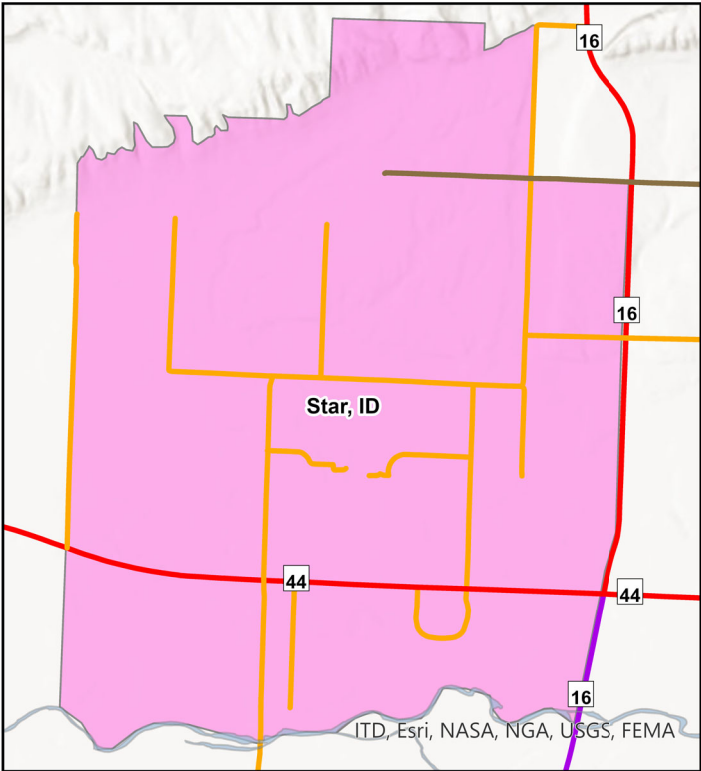
District 1 & District 2

## Legend

- Urban Area Boundary
- Metropolitan Planning Organization
- ITD District
- Waterbodies
- Other Freeways or Expressways
- Other Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Interstate







Statewide Functional Classification

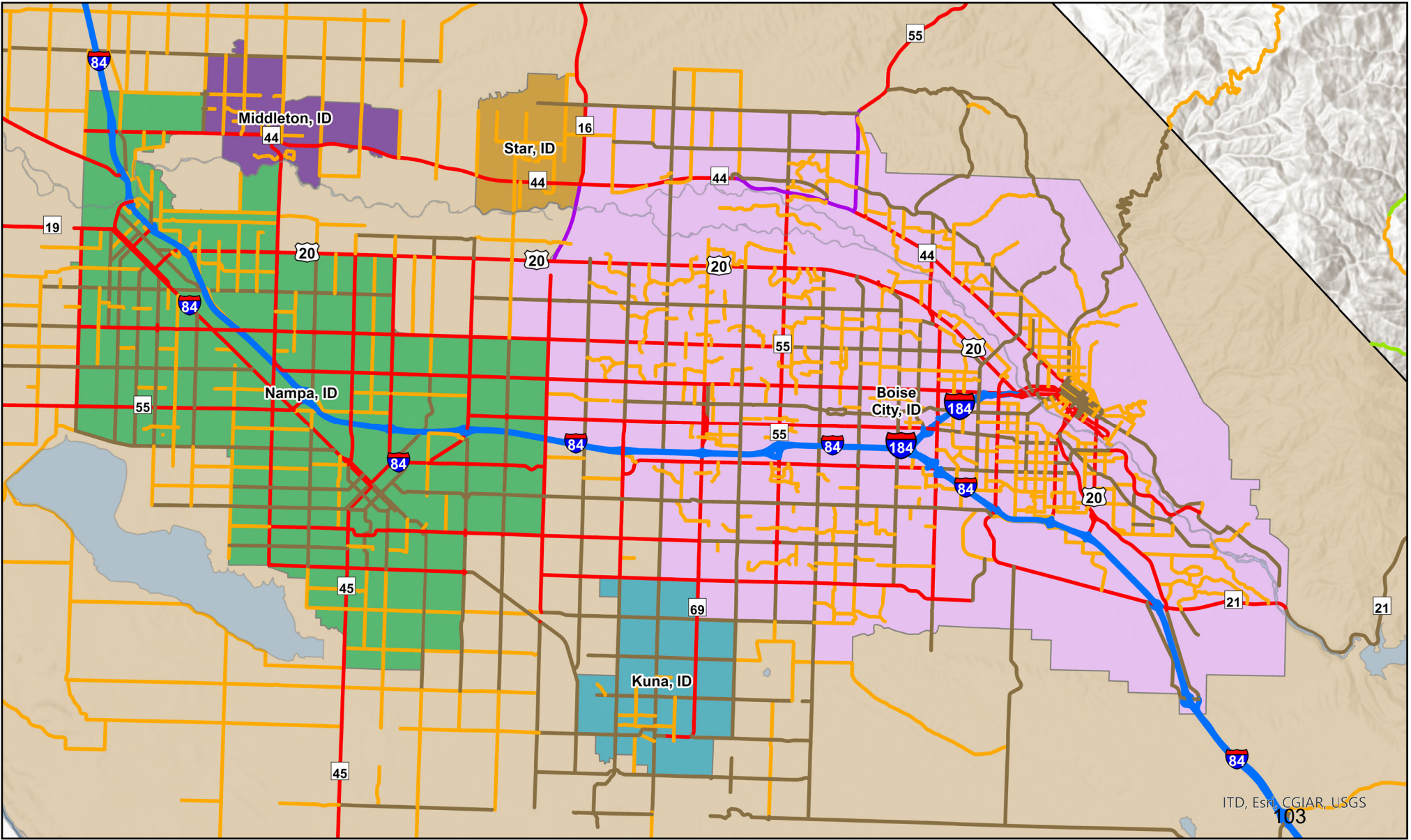
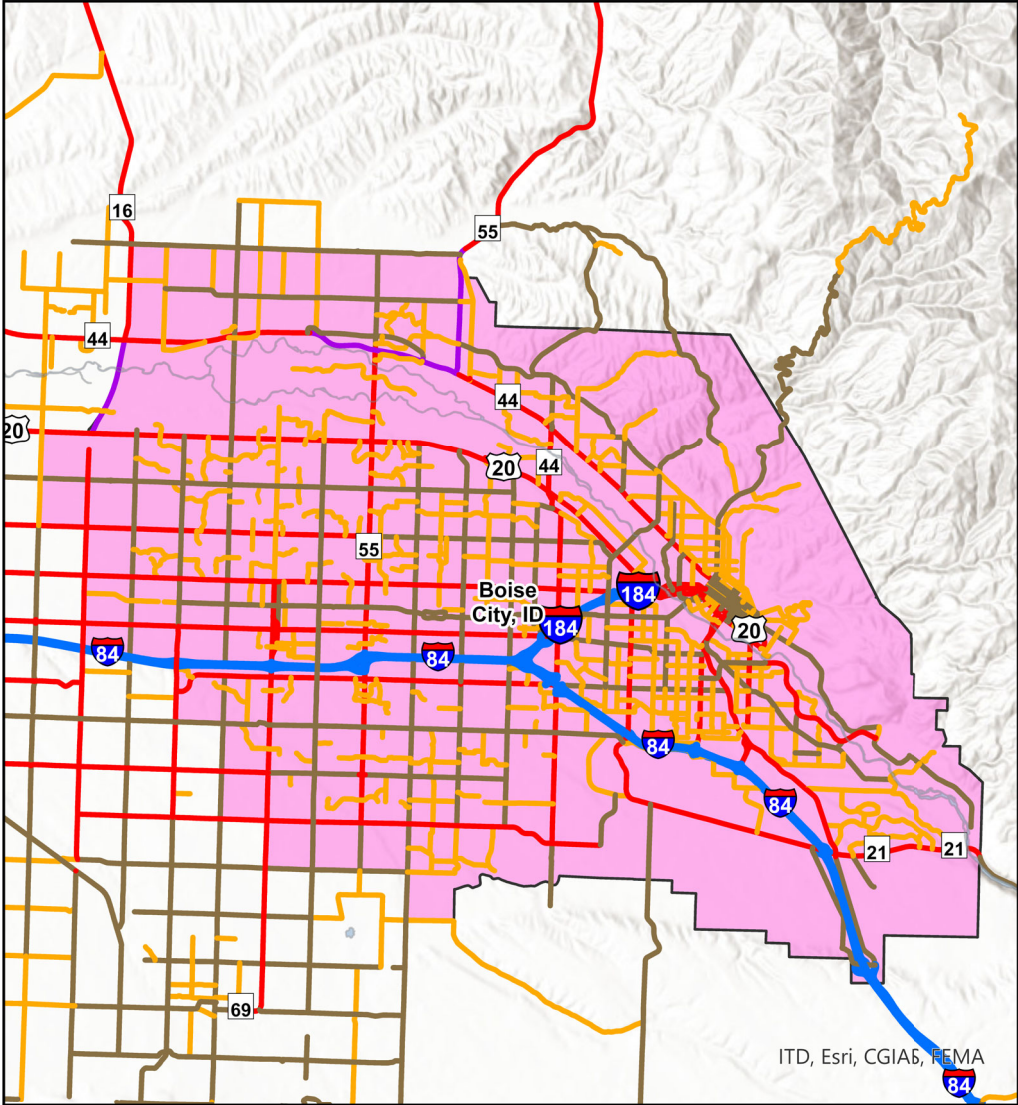
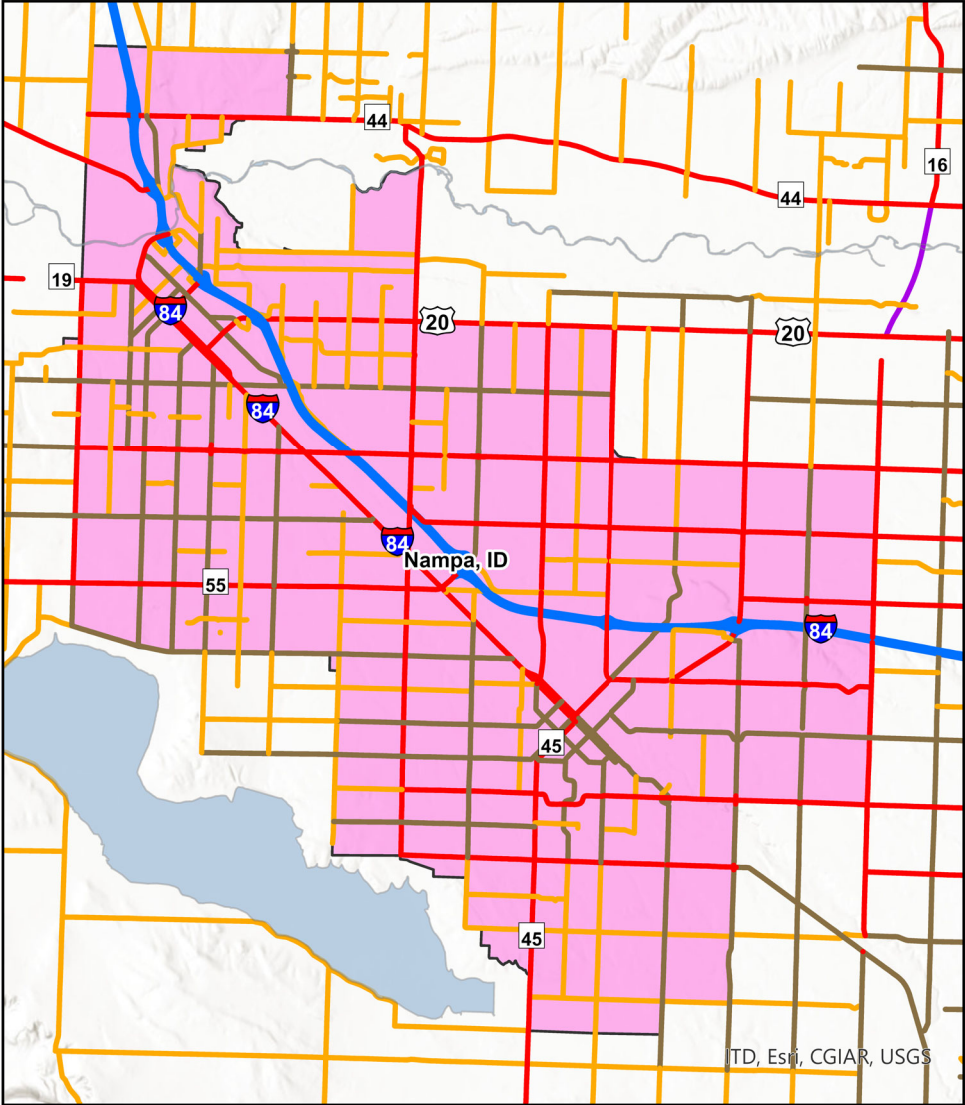
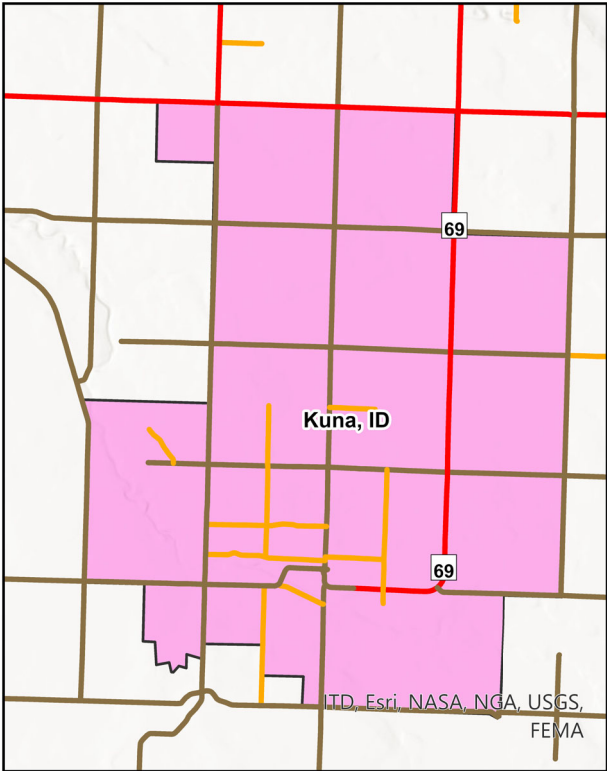
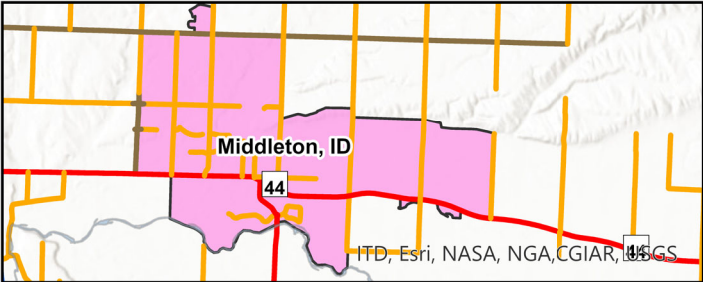
Treasure Valley Area

Legend

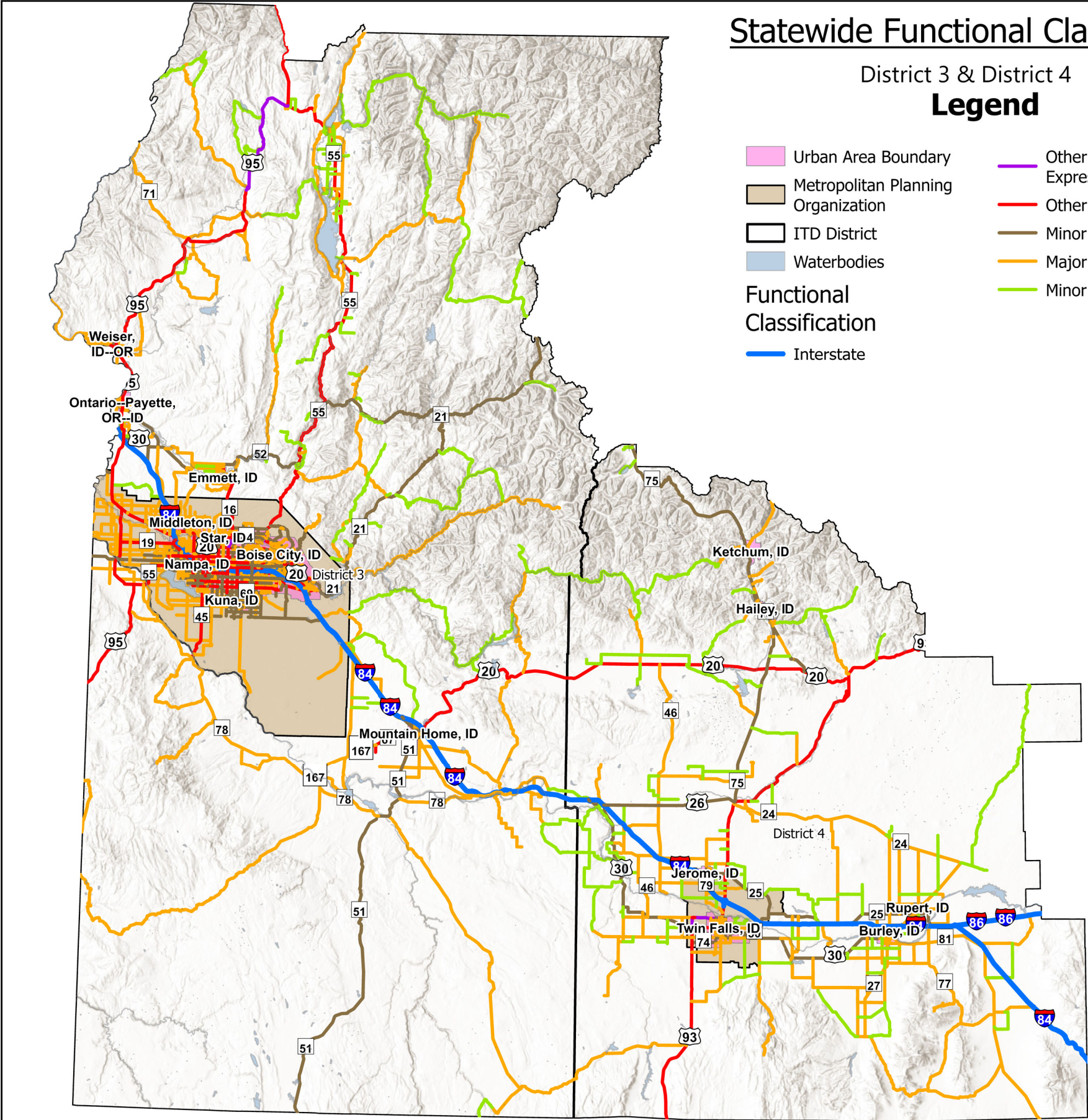
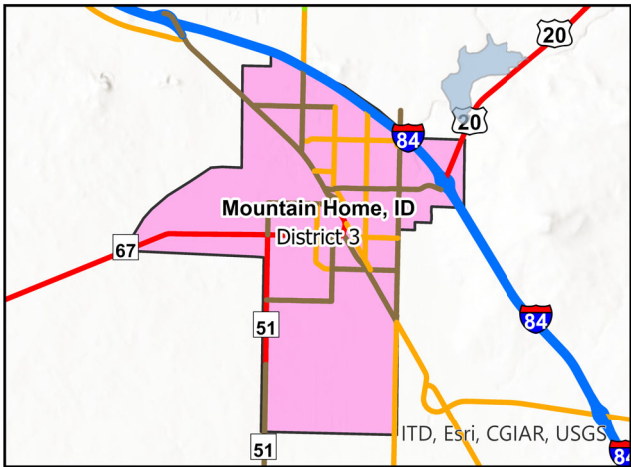
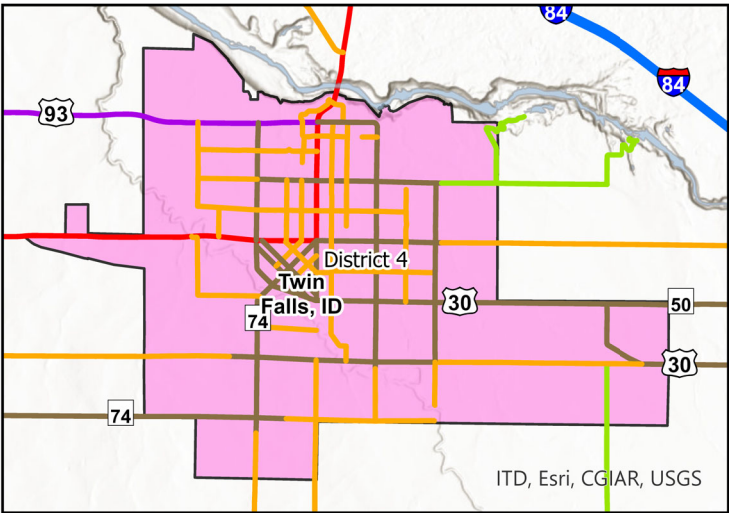
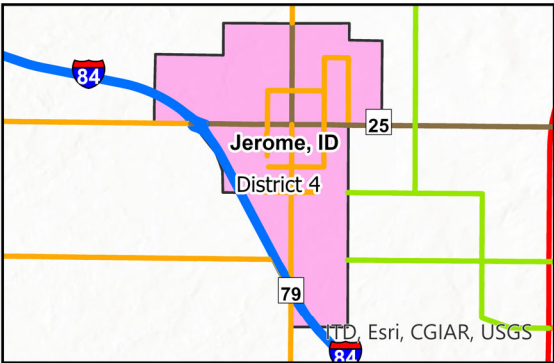
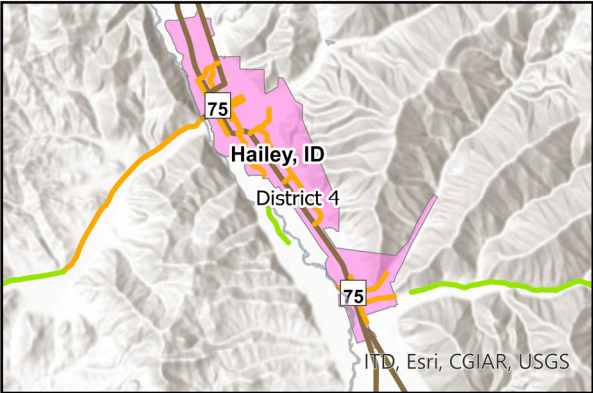
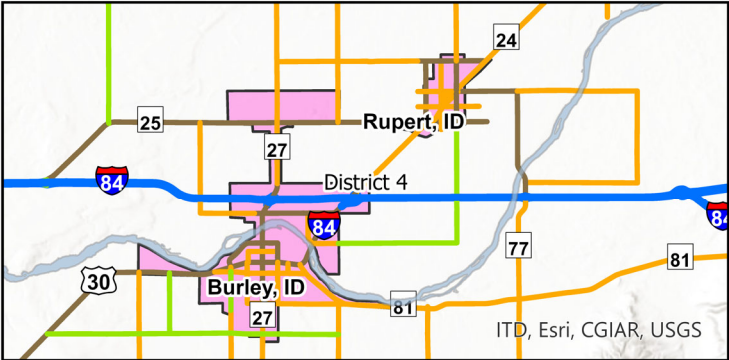
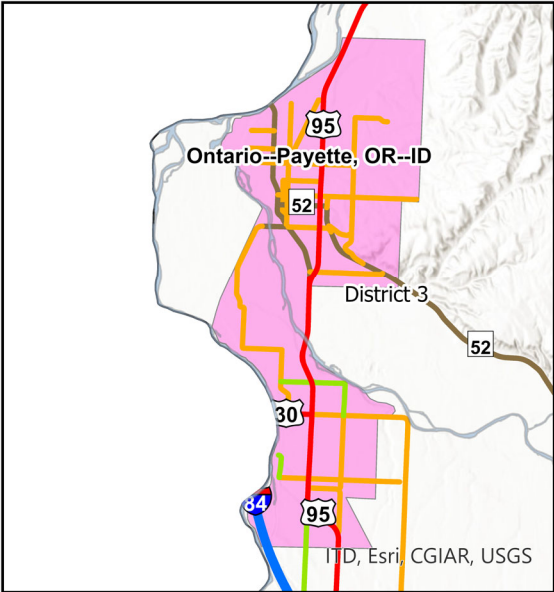
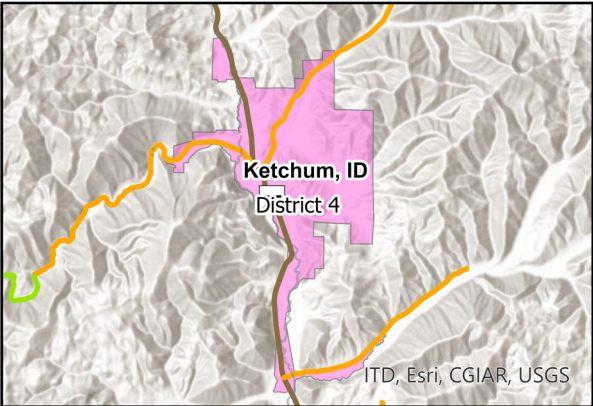
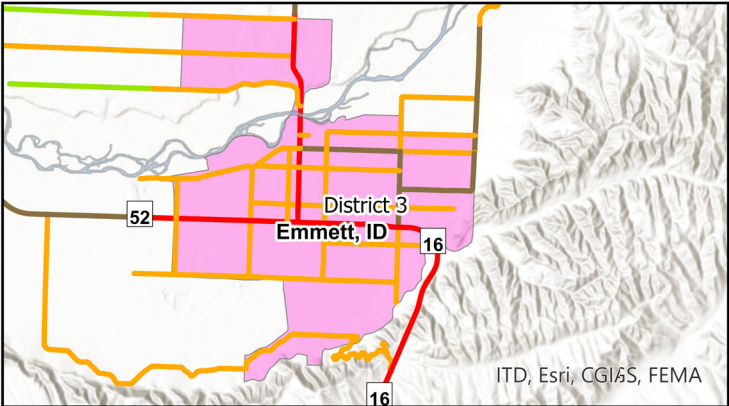
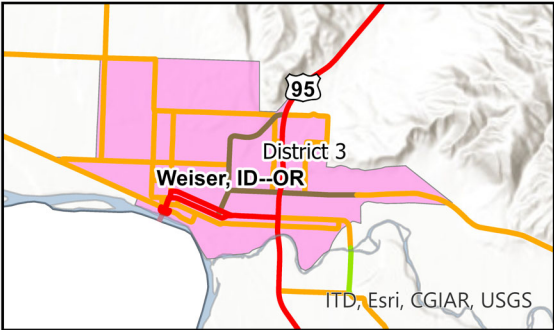
FunctionalClass

- Interstate
- Other Freeways or Expressways
- Other Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector

Urban Area Boundary







Statewide Functional Classification

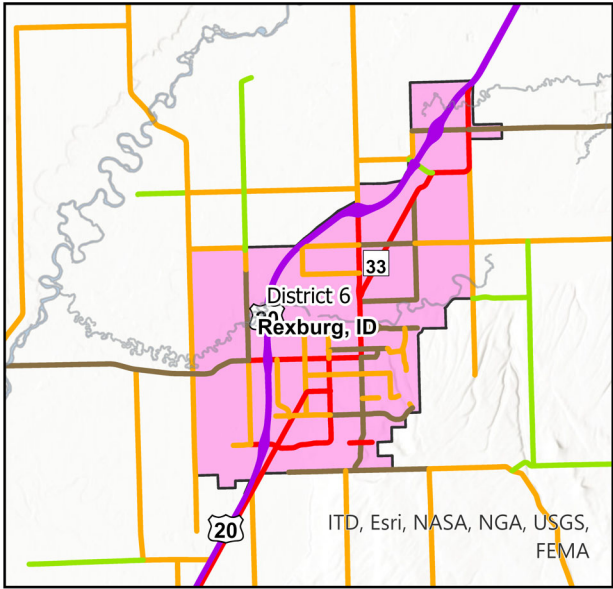
District 3 & District 4

Legend

- Urban Area Boundary
- Metropolitan Planning Organization
- ITD District
- Waterbodies
- Functional Classification
  - Interstate
  - Other Freeways or Expressways
  - Other Principal Arterial
  - Minor Arterial
  - Major Collector
  - Minor Collector





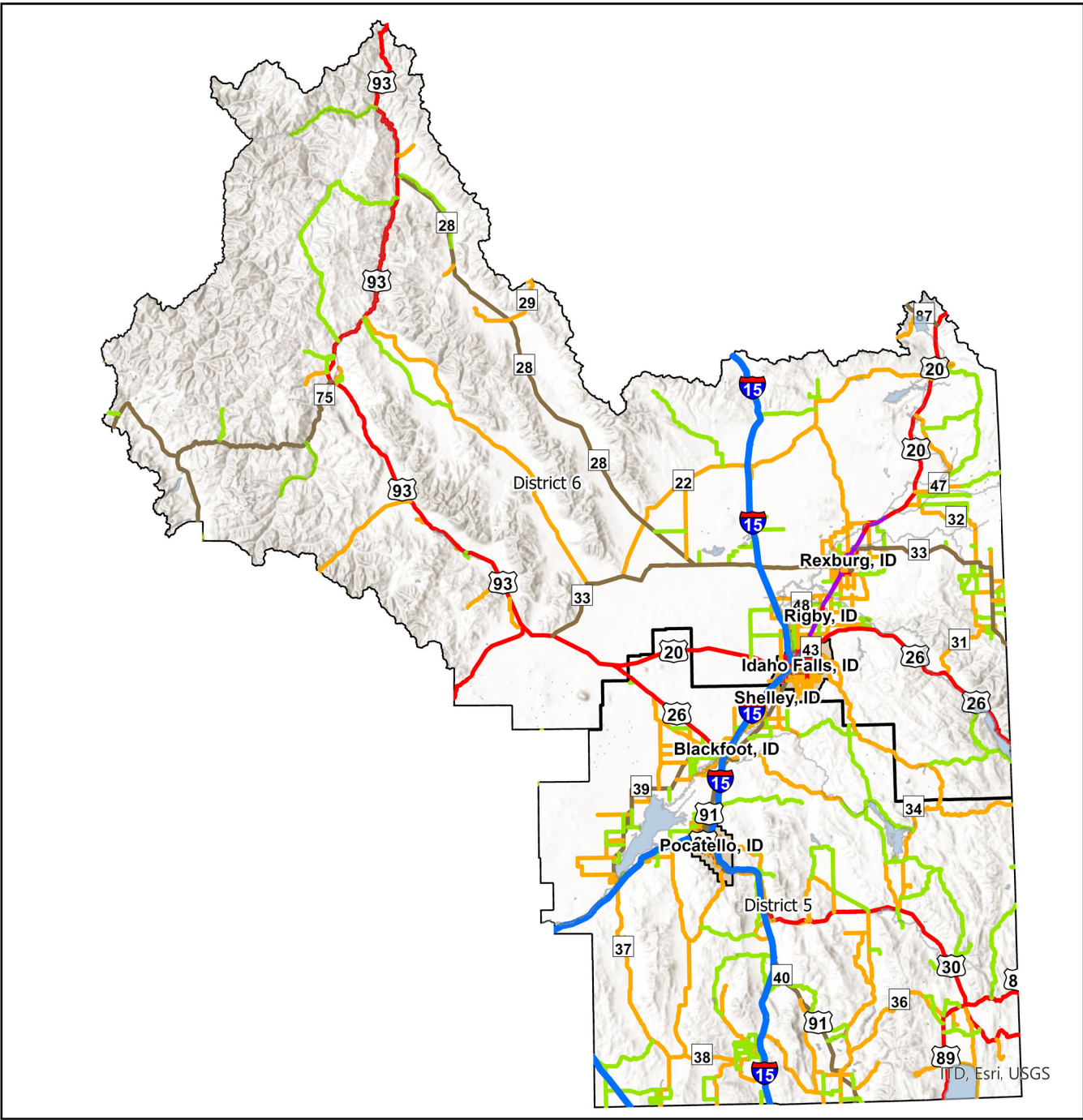
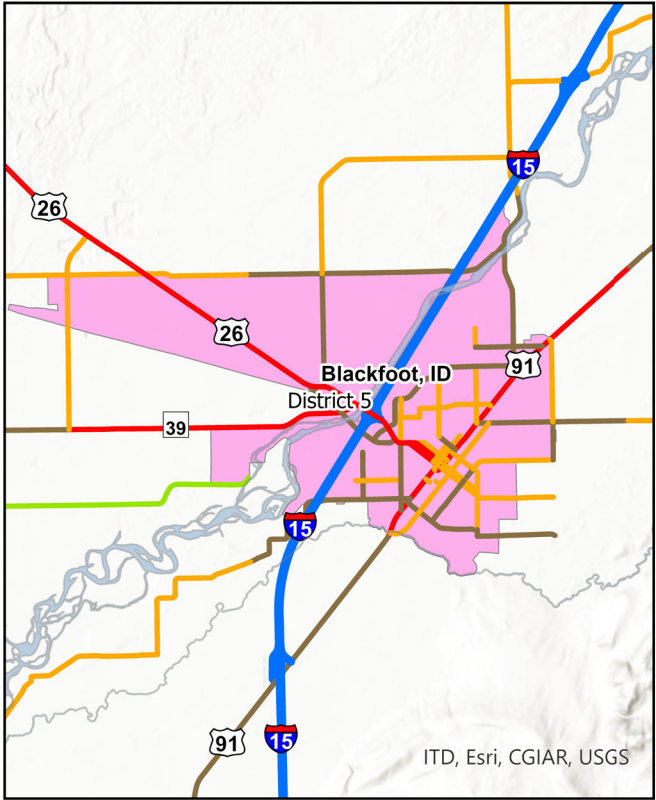
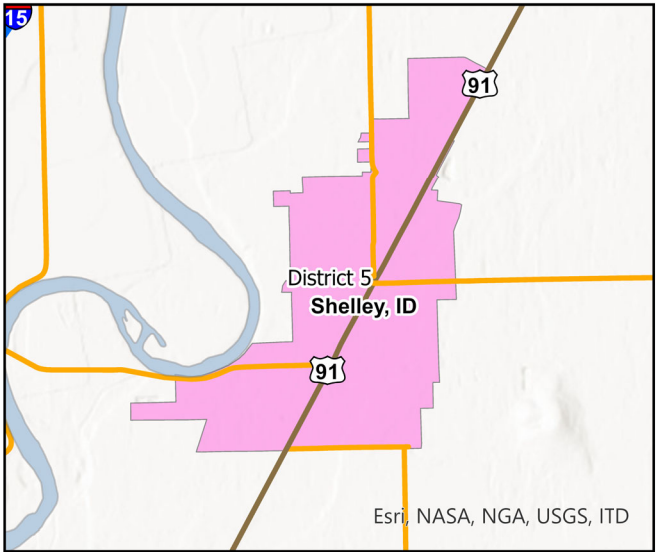
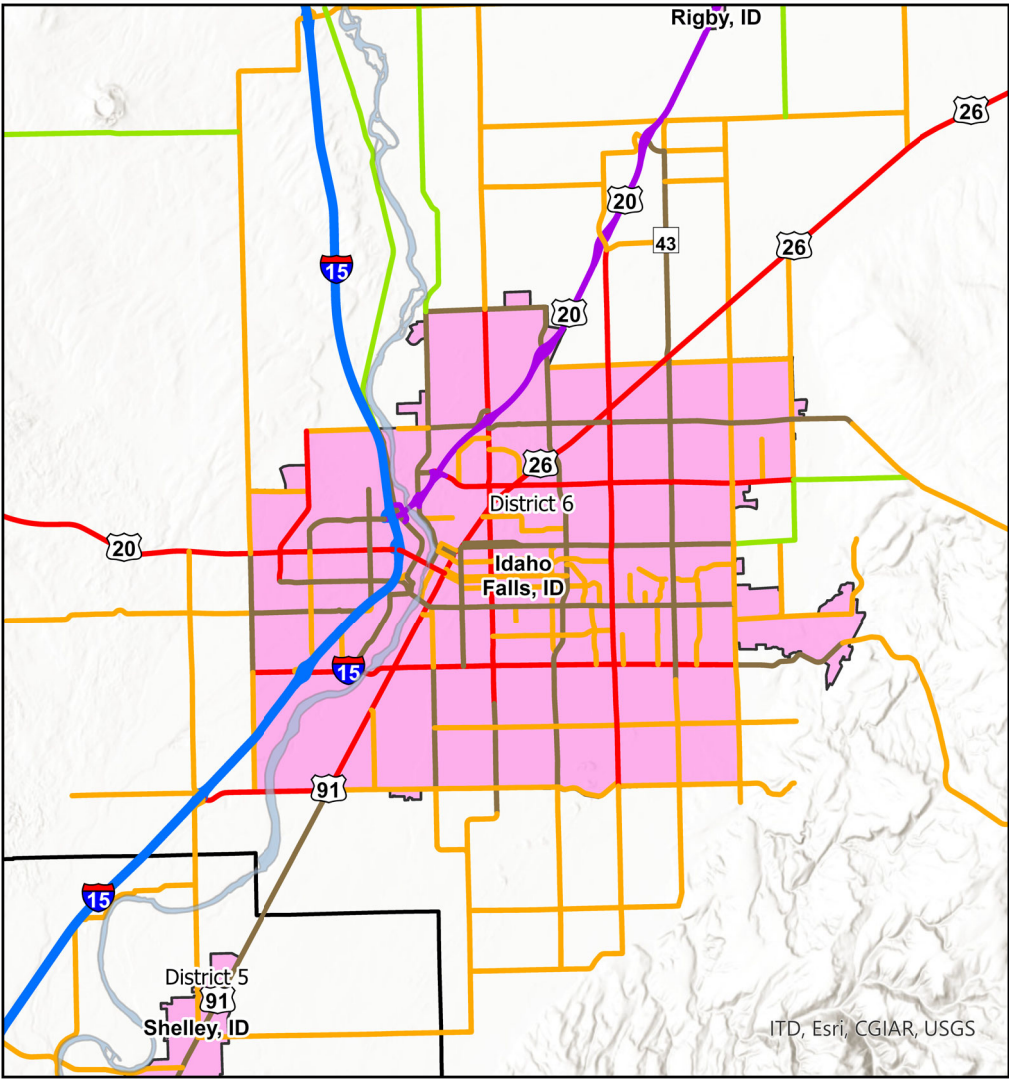
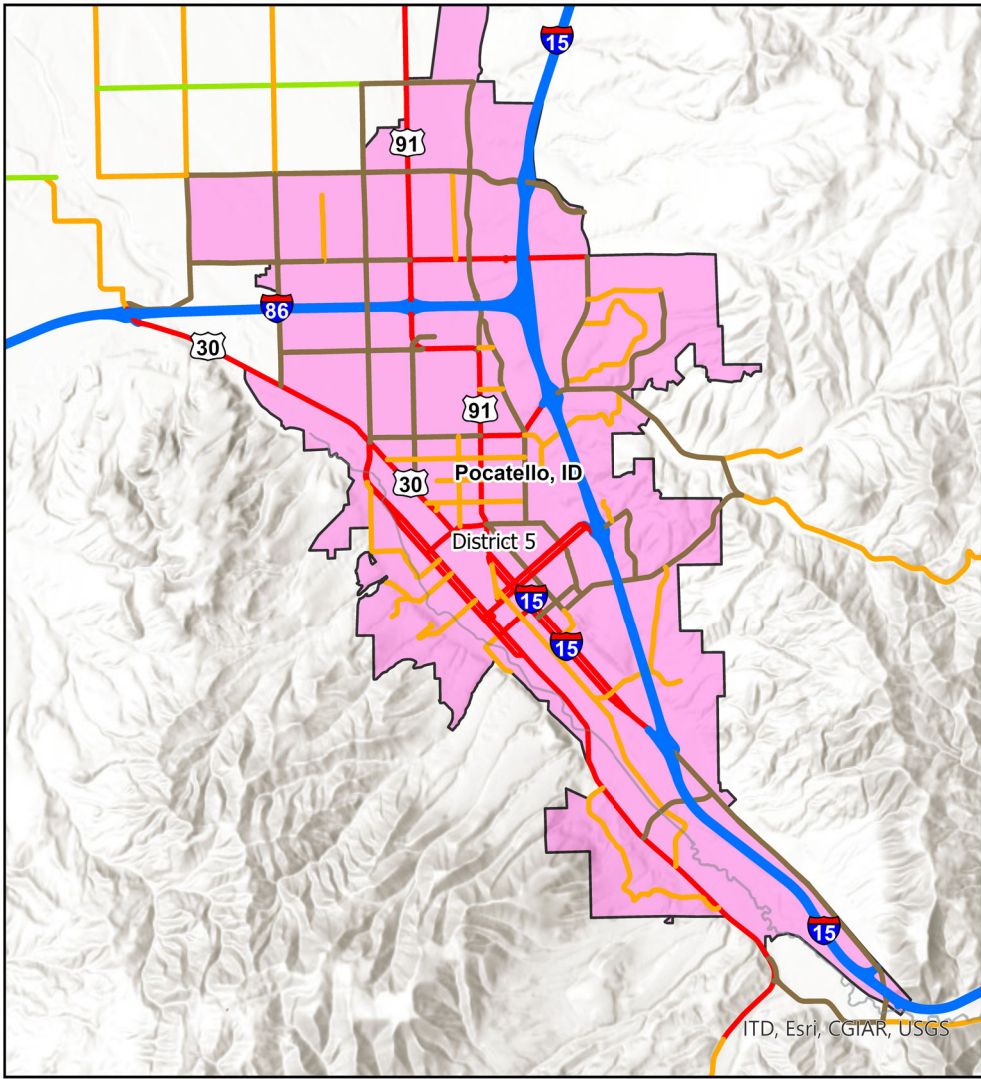
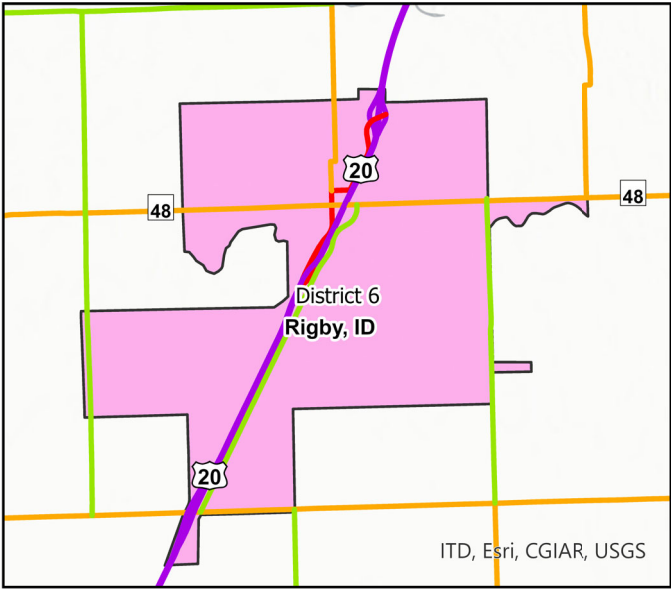


# Statewide Functional Classification

District 5 & District 6

## Legend

- Urban Area Boundary
- Metropolitan Planning Organization
- ITD District
- Waterbodies
- Other Freeways or Expressways
- Other Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Interstate





## **Resolution**

WHEREAS, Idaho Transportation Board Policy 4060, Functional Classification of State Highways requires an annual update of the State Highway System Functional Classification Map; and

WHEREAS, Department staff has reviewed the Functional Classification Map for the State Highway System of Idaho; and

WHEREAS, Department staff has presented the 2024 Functional Classification map which incorporates changes made in 2024 as reflected in the board presentation.

*NOW, THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board confirms the changes to the State Highway System functional classification system and approves the State Highway Systems Functional Classification Map.



## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date 7/24/2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☒ Action with Resolution ☐ Time Needed: 10 min

Presenter's Name Kelly Campbell	Presenter's Title Research Analyst, Principal
Preparer's Name Josephine Middleton	Preparer's Title Highway Safety Manager

### Subject

District 1 Safety Report		
Key Number	District	Route Number

### Background Information

The Office of Highway Safety (OHS) will provide an update to the Board on a recent road safety audit conducted in Boundary County.

We will also provide an update on the latest speed campaign taking place across all states in the National Highway Transportation Safety Administration's Region 10, from July 20-26, 2025 with an extra emphasis on the I-90 corridor.

### Recommendations *(Action items require a resolution)*

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## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date 7/24/25

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☒ Action with Resolution ☐ Time Needed: 10 Min

Presenter's Name Colby Cameron	Presenter's Title Governmental Affairs Manager
Preparer's Name Colby Cameron	Preparer's Title Governmental Affairs Manager

### Subject

2025 ITD - Idaho Code Cleanup Act Agency Legislation		
Key Number	District	Route Number

During the 2025 Idaho Legislative Session, House Bill 14 the Idaho Code Cleanup Act was passed into law.

At the request of the Governor's office, ITD staff has reviewed every section of Idaho Statute that effects ITD. It took staff approximately eight weeks to complete the full review. The Office of Governmental Affairs appreciates all the hard work and coordination from all the various subject matter experts that participated in the review. From that review, a draft list of statutes to repeal was prepared.

The draft repeal list is being provided to the Board in July 2025 for their review. Staff will seek approval for the list of statutes to be repealed at the August Board meeting. The list of repeal items is due to the Legislative Services Office on September 1st.

### Recommendations *(Action items require a resolution)*

--

			HB14 Draft Repeal Report 7.14.25		
Title	Chapter	Section	Title Name   Chapter Name   Section Name	Classif.	Concise Explanatory Statement
21	1	<a href="#">07</a>	Aeronautics Aeronautics Administration STATE AIRWAYS, CHARTS AND BULLETINS.	OB	The State does not have or anticipate a state airways system. This is a federal function.
21	1	<a href="#">21</a>	Aeronautics Aeronautics Administration PENALTIES — GENERAL AND SPECIAL.	OB	The State no longer registers pilots so there is no registration certificate. Nor should the State anotate a conviction on a federal airman's certificate.
21	1	<a href="#">32</a>	Aeronautics Aeronautics Administration DECLARATION OF PURPOSE.	UNN	Other than specifying planning for intrastate and interstate service, this section seems to be mostly fluff.
40	4	<a href="#">01</a>	Highways and Bridges Idaho Turnpike Authority TURNPIKE PROJECTS.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">02</a>	Highways and Bridges Idaho Turnpike Authority IDENTIFICATION OF TURNPIKE PROJECTS.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">03</a>	Highways and Bridges Idaho Turnpike Authority INCIDENTAL POWERS — GRADE SEPARATIONS — RELOCATION OF PUBLIC HIGHWAYS — RIGHT OF ENTRY.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">04</a>	Highways and Bridges Idaho Turnpike Authority FEEDER HIGHWAYS.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">05</a>	Highways and Bridges Idaho Turnpike Authority TOLLS, FIXING AND COLLECTING.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">06</a>	Highways and Bridges Idaho Turnpike Authority TRUST FUNDS.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">07</a>	Highways and Bridges Idaho Turnpike Authority REMEDY.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">08</a>	Highways and Bridges Idaho Turnpike Authority TAX EXEMPTION — TURNPIKE PROJECTS.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">09</a>	Highways and Bridges Idaho Turnpike Authority REAL PROPERTY GRANTS AUTHORIZED — ANNUAL REPORT — INTEREST IN CONTRACT PENALIZED.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">10</a>	Highways and Bridges Idaho Turnpike Authority TOLLS.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">11</a>	Highways and Bridges Idaho Turnpike Authority POWER TO ISSUE BONDS — CREDIT OF STATE NOT PLEDGED.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">12</a>	Highways and Bridges Idaho Turnpike Authority BONDS OF BOARD AS TURNPIKE AUTHORITY.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">13</a>	Highways and Bridges Idaho Turnpike Authority TRUST AGREEMENT.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	4	<a href="#">14</a>	Highways and Bridges Idaho Turnpike Authority REFUNDING BONDS.	OB	Chapter 4 turnpike provisions are outdated and not used.
40	23	<a href="#">14</a>	Highways and Bridges  Miscellaneous Provisions PASSAGEWAYS FOR STOCK.	OB/UNN	Is "highway" referring to the state highway system or local system? And 18' plank may not be
40	23	<a href="#">21</a>	Highways and Bridges  Miscellaneous Provisions BRIDGES AND CULVERTS.	OB/UNN	Pertains to Counties or Highway Districts, and appears outdated
40	23	<a href="#">23</a>	Highways and Bridges  Miscellaneous Provisions ABATEMENT OF FLOODING OF HIGHWAYS — RIGHT OF ENTRY — COURT ACTION FOR ABATEMENT.	OB/UNN	Pertains to Counties or Highway Districts, costs are outdated. We do not have this specificity of law for the State Highway system.
49	4	<a href="#">20E</a>	Motor Vehicles Motor Vehicle Registration IDAHO CORVETTE PLATES.	OB	This section covers the Idaho corvette special plate program. This program has been discontinued since 6/30/2021 and plates can only be renewed through 49-402C(7).
49	4	<a href="#">20L</a>	Motor Vehicles Motor Vehicle Registration IDAHO TERRITORY SESQUICENTENNIAL PLATES.	OB	This section covers the Idaho territory sesquicentennial special plate program. This program has been discontinued since 11/01/2017 and plates can only be renewed through 49-402C(7).
49	4	<a href="#">20N</a>	Motor Vehicles Motor Vehicle Registration ROCKY MOUNTAIN ELK FOUNDATION PLATES.	OB	This section covers the rocky mountain elk foundation special plate program. This program has been discontinued since 6/30/2021 and plates can only be renewed through 49-402C(7).
49	4	<a href="#">20O</a>	Motor Vehicles Motor Vehicle Registration IDAHO FRIENDS OF THE NATIONAL RIFLE ASSOCIATION PLATES.	OB	This section covers the Idaho friends of the national rifle association special plate program. This program has been discontinued since 6/30/2021 and plates can only be renewed through 49-402C(7).
49	4	<a href="#">20P</a>	Motor Vehicles Motor Vehicle Registration IDAHO ROTARY INTERNATIONAL PLATES.	OB	This section covers the Idaho rotary international special plate program. This program has been discontinued since 6/30/2021 and plates can only be renewed through 49-402C(7).

49	5	<a href="#">09</a>	Motor Vehicles  Vehicle Titles STOLEN VEHICLES — REPORTING BY OFFICERS.	UNN	This section requires law enforcement to report stolen vehicles into the NCIC stolen vehicle file. This section is unnecessary because it doesn't have any direct ties to vehicle titling and may be better suited in Title 49, Chapter 2.
49	10	<a href="#">04C</a>	Motor Vehicles  Weight, Speed and Tire Regulations SPECIAL PERMITS — INTERSTATE SYSTEM.	UNN	The federal FAST ACT of 2015 made the federal interstate weight limit 129K in Idaho, so this code is not required.
49	12	<a href="#">02</a>	Motor Vehicles  Motor Vehicle Financial Responsibility DEPARTMENT TO FURNISH OPERATING RECORD.	OB	This makes reference to the department providing an operating record of an individual that also includes any registered vehicles of the individual. The department provides either a DLR, an MVR, or both. There is no abstract or combined record available.
49	12	<a href="#">30</a>	Motor Vehicles  Motor Vehicle Financial Responsibility PROOF OF COMPLIANCE.	OB	This code pertains to proof of insurance prior to registration. This is no longer necessary with implementation of the drive insured program and the online insurance verification system.
49	16	<a href="#">11</a>	Motor Vehicles  Dealers and Salesmen Licensing DISPLAY, FORM AND CUSTODY OF DEALER’S AND SALESMAN’S LICENSE.	OB	This section details the requirment for the Department to perscribe each form of vehicle dealer and salesmen a license. It also requires dealers to display said license conspicuously at their principal place of business. This sectoion also requires the Department to provide a pocket sized identification card certifying that the person displaying the card is indeed a dealer or salesmen. Finally, this code requires what the dealer license card is to have included on its display and requires all who hold a pocket license to display their license on demand. The portion that would be considered obsolete is the note to a "pocket identification card" or a phsical salesmen ID
49	17	<a href="#">01</a>	Motor Vehicles  Labor and Material Liens LABOR AND MATERIAL LIENS ON MOTOR VEHICLES.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">02</a>	Motor Vehicles  Labor and Material Liens FORM FOR NOTICE OF LIEN.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">03</a>	Motor Vehicles  Labor and Material Liens ASSIGNMENT OF LIEN.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">04</a>	Motor Vehicles  Labor and Material Liens REVIVAL OF LOST LIENS.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">05</a>	Motor Vehicles  Labor and Material Liens SALE TO SATISFY LIENS.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">06</a>	Motor Vehicles  Labor and Material Liens RELEASE OF OWNER’S INTEREST IN VEHICLE.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">07</a>	Motor Vehicles  Labor and Material Liens NOTICE OF SALE.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">08</a>	Motor Vehicles  Labor and Material Liens INSPECTION PRIOR TO SALE.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">09</a>	Motor Vehicles  Labor and Material Liens DISPOSITION OF PROCEEDS.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	17	<a href="#">10</a>	Motor Vehicles  Labor and Material Liens UNLAWFUL REMOVAL OR OBTAINING OF VEHICLE SUBJECT TO LIEN.	OB	Due to the passage of SB1126, this section is no longer used for lien sales.
49	20	<a href="#">02</a>	Motor Vehicles  Driver License Compact EXPENSES OF COMPACT ADMINISTRATOR.	OB	The code pertains to what compensation is and isn't allowed for the compact administrator.
49	24	<a href="#">42</a>	Motor Vehicles  Miscellaneous IDENTIFICATION CARDS AUTHORIZED.	UNN	This code states that any Idaho resident may apply for an ID card and that ID card is evidence of the individual's age.
49	25	<a href="#">01</a>	Motor Vehicles  Nonresident Violator Compact ENACTMENT OF COMPACT.	UNN	This code pertains to enactment of the non-resident violator compact regarding payment of traffic citations. Idaho does not suspend privileges due to non-payment of traffic citations (49-1505 repealed).





# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date 7/24/25

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 5 Min

Presenter's Name Colby Cameron	Presenter's Title Governmental Affairs Manager
Preparer's Name Colby Cameron	Preparer's Title Governmental Affairs Manager

## Subject

2026 ITD Proposed Agency Legislation		
Key Number	District	Route Number

Staff is recommending four legislative proposals. The four attached legislative proposals were presented to the Board in June 2025 for review.

The goal of these proposals is to benefit the citizens of Idaho by saving costs, efficient use of time, protecting citizen information, and improving customer experience.

The 2026 legislative proposals are:

**1. Bridge Inspection Account Match Federal Funds and Highway Distribution Account (HDA) Clean Up – 2015 Revenue changes**

**Reason:** Public Safety and Streamlining and efficiency of agency efforts

- Bridge Inspection - Idaho Code: 63-2412
- There is a bridge inspection account authorized in statute that receives \$175,000 in dedicated funding from the HDA. The current funding amount will need to be adjusted up to \$300,000 to keep the fund upright for FY27.
- HDA Cleanup - Idaho Code: 40-701, 63-2412, 63-2418
- The HDA state/local revenue split was updated after a 2015 state revenue policy change then later ISP from removed from HDA funding over a 5-year period. The implementation of all the changes is complete and the HDA distribution should be cleaned up to represent the current public policy/60-40 split.

**2. Administrative License Suspension (ALS) and Driver Records Procedures**

**Reason:** Streamlining and efficiency of agency efforts

- Idaho Code: 49-1203, 18-8002(3)(c), 18-8002A(2)(b)
- Certified copies are not consistent with modern record keeping policies and implementation of DHR. "Certified copies" should be updated to "record" of judgment.
- Change references from 7 calendar days to 7 business days to request an ALS hearing
- Add clarification that if a hearing is not requested it will be recorded as a default judgment.

**3. 3-year validation for Old Timer and Classic Plates**

**Reason:** Streamlining and efficiency of agency efforts

- Idaho Code: 49-406, 49-406A



## Board Agenda Item

ITD 2210 (Rev. 12-23)

- The 3-year verification requirement for Classic and Old Timer Plates is an outdated concept and there is no functional benefit. The process is a hardship on the department and the customer as well. The \$3 fee is not sufficient to cover the department's costs.

#### **4. Identity Validation Requirements – combine multiple statutes into one**

**Reason:** Clean up and alignment of statutes.

- Idaho Code: 49-504
- Some counties are implementing hybrid offices, where Driver's License and Identification card services are offered at the same location as registration and titling vehicle services. Identity validation should be standardized for chapters 3, 4, and 5.

ITD agency legislation will follow the Executive Agency Legislative Process as outlined by the Governor's office. Staff will submit the proposed legislation on behalf of the Board for further consideration by the Governor's Office and Division of Financial Management (DFM). The proposals are due to DFM in mid-August.

#### **Recommendations** (*Action items require a resolution*)

Staff recommends approval of the attached resolution. Resolution on page 130.

## 1. Bridge Inspection Account Match and Highway Distribution Account (HDA) Clean Up

SECTION 1. That Section 40-401, Idaho Code, be, and the same is hereby amended to read as follows:

40-701. HIGHWAY DISTRIBUTION ACCOUNT - APPORTIONMENT. (1) There is established in the state treasury an account known as the "Highway Distribution Account," to which shall be credited:

(a) Moneys as provided by sections 63-2412(1)(f)4. and 63-2418(4), Idaho Code;

(b) All moneys collected by the department, their agents and vendors, and county assessors and sheriffs, under the provisions of title 49, Idaho Code, except as otherwise specifically provided for; and

(c) All other moneys as may be provided by law.

(2) The highway distribution account shall be apportioned as follows:

(a) ~~Thirty-eight percent (38%) in fiscal year 2021, thirty-eight and one-half percent (38.5%) in fiscal year 2022, thirty-nine percent (39%) in fiscal year 2023, thirty-nine and one-half percent (39.5%) in fiscal year 2024, thirty-nine and three-quarters percent (39.75%) in fiscal year 2025, and f~~Forty percent (40%) ~~thereafter~~ to local units of government as provided in section 40-709, Idaho Code;

(b) ~~Fifty-seven percent (57%) in fiscal year 2021, fifty-seven and one-half percent (57.5%) in fiscal year 2022, fifty-eight percent (58%) in fiscal year 2023, fifty-eight and one-half percent (58.5%) in fiscal year 2024, fifty-nine and one-quarter percent (59.25%) in fiscal year 2025, and s~~Sixty percent (60%) ~~thereafter~~ to the state highway account established in section 40-702, Idaho Code; ~~and~~

(c) ~~Five percent (5%) in fiscal year 2021, four percent (4%) in fiscal year 2022, three percent (3%) in fiscal year 2023, two percent (2%) in fiscal year 2024, one percent (1%) in fiscal year 2025, and zero dollars thereafter to the law enforcement account, established in section 67-2914, Idaho Code.~~ The state controller shall cause the remittance of the moneys apportioned to local units of government not later than January 25, April 25, July 25 and October 25 of each year, ~~and to the law enforcement account~~ and the state highway account as the moneys become available to the highway distribution account.

(3) All ~~new revenues generated by increases in registration fees and fees on electric and hybrid vehicles pursuant to the provisions of House Bill No. 312, as amended in the Senate, as amended in the Senate, during the first regular session of the sixty-third Idaho legislature,~~ and all revenues generated by fees on electric and plug-in hybrid vehicles pursuant to the provisions of section 49-457, Idaho Code, shall be apportioned as follows:

(a) Forty percent (40%) to local units of government as provided in section 40-709, Idaho Code; and

(b) Sixty percent (60%) to the state highway account established in section 40-702, Idaho Code.

(4) Interest earned on the investment of idle moneys in the highway distribution account shall be paid to the highway distribution account.

(5) All idle moneys in the dedicated highway trust or asset accounts or subaccounts established from highway user revenues, reimbursements, fees or permits shall be invested by the state treasurer in the same manner as provided under section 67-1210, Idaho Code, with respect to other surplus or idle moneys in the state treasury. Interest earned on the investments shall be returned to the various highway trust or asset accounts and subaccounts.

(6)

SECTION 2. That Section 63-2412, Idaho Code, be, and the same is hereby amended to read as follows:

63-2412. DISTRIBUTION OF TAX REVENUES FROM TAX ON GASOLINE AND AIRCRAFT ENGINE FUEL. (1) The revenues received from the taxes imposed by sections 63-2402 and 63-2421, Idaho Code, upon the receipt or use of gasoline, and any penalties, interest, or deficiency additions, shall be distributed periodically as follows:

(a) An amount of money equal to the actual cost of collecting, administering and enforcing the gasoline tax requirements by the commission, as determined by it shall be retained by the commission. The amount retained by the commission shall not exceed the amount authorized to be expended by appropriation by the legislature. Any unencumbered balance in excess of the actual cost of collecting, administering and enforcing the gasoline tax requirements by the commission at the end of each fiscal year shall be distributed as listed in paragraph (f) of this subsection.

(b) An amount of money shall be distributed to the state refund account sufficient to pay current refund claims. All refunds authorized by the commission to be paid shall be paid from the state refund account and those moneys are hereby continuously appropriated for that purpose.

(c) As soon as possible after the beginning of each fiscal year, the sum of two hundred fifty thousand dollars (\$250,000) shall be distributed to the railroad grade crossing protection account in the dedicated fund, to pay the amounts from the account pursuant to the provisions of section 62-304C, Idaho Code.

(d) As soon as possible after the beginning of each fiscal year, the sum of one hundred seventy-five thousand dollars (\$~~175~~300,000) shall be distributed to the local bridge inspection account in the dedicated fund, to pay the amounts from the account pursuant to the provisions of section 40-703, Idaho Code.

(e) An amount of money equal to seven percent (7%) shall be distributed to the state highway account established in section 40-702, Idaho Code.

(f) From the balance remaining with the commission after distributing the amounts in paragraphs (a) through (e) of this subsection:

1. One and twenty-eight hundredths percent (1.28%) shall be distributed as follows: sixty-six percent (66%) of the one and twenty-eight hundredths percent (1.28%) shall be distributed to the waterways improvement fund, as created in chapter 15, title 57, Idaho Code. Up to twenty percent (20%) of the moneys distributed to the waterways improvement account under the provisions of this paragraph may be used by the department of parks and recreation to defray administrative costs. Any moneys unused at the end of the fiscal year by the department of parks and recreation shall be returned to the state treasurer for deposit in the waterways improvement account. Thirty-three percent (33%) of the one and twenty-eight hundredths percent (1.28%) shall be distributed into the park and recreation capital improvement account as created in section 57-1801, Idaho Code. One percent (1%) of the one and twenty-eight hundredths percent (1.28%) shall be distributed to the search and rescue ~~113~~ fund

created in section 67-2913, Idaho Code;

2. One and twenty-eight hundredths percent (1.28%) shall be distributed as follows: sixty-six percent (66%) of the one and twenty-eight hundredths percent (1.28%) shall be distributed to the off-road motor vehicle account, as created in section 57-1901, Idaho Code. Up to twenty percent (20%) of the moneys distributed to the off-road motor vehicle account by this subparagraph may be used by the department of parks and recreation to defray administrative costs. Any moneys unused at the end of the fiscal year by the department of parks and recreation shall be returned to the state treasurer for deposit in the off-road motor vehicle account. Thirty-three percent (33%) of the one and twenty-eight hundredths percent (1.28%) shall be distributed into the park and recreation capital improvement account as created in section 57-1801, Idaho Code. One percent (1%) of the one and twenty-eight hundredths percent (1.28%) shall be distributed to the search and rescue fund created in section 67-2913, Idaho Code; and

3. Forty-four hundredths percent (.44%) shall be distributed to the park and recreation capital improvement account as created in section 57-1801, Idaho Code, to be used solely to develop, construct, maintain and repair roads, bridges and parking areas within and leading to parks and recreation areas of the state.

4. The balance remaining shall be distributed to the highway distribution account created in section 40-701, Idaho Code.

~~(2) Provided however, the distribution pursuant to subsection (1) of this section of revenues received from the taxes imposed pursuant to section 63-2402 (2), Idaho Code, shall apply only to twenty-five cents (25¢) of every thirty-two cents (32¢) received. The remaining seven cents (7¢) of every thirty-two cents (32¢) received pursuant to the provisions of section 63-2402(2), Idaho Code, shall be distributed as follows:~~

~~(a) Sixty percent (60%) to the state highway account; and~~

~~(b) Forty percent (40%) to be distributed pursuant to the provisions of section 40-709, Idaho Code, in the same manner as distribution of moneys appropriated from the highway distribution account to local units of government.~~

(3) The revenues received from the taxes imposed by section 63-2408, Idaho Code, and any penalties, interest, and deficiency amounts, shall be distributed as follows:

(a) An amount of money shall be distributed to the state refund account sufficient to pay current refund claims. All refunds authorized by the commission to be paid shall be paid from the state refund account, and those moneys are hereby continuously appropriated.

(b) The balance remaining of **all** the taxes collected shall be distributed to the state aeronautics fund, as provided in section 21-211, Idaho Code.

SECTION 3. That Section 63-2418, Idaho Code, be, and the same is hereby amended to read as follows:

63-2418. DISTRIBUTION OF TAX REVENUES FROM TAX ON SPECIAL FUELS. Unless as otherwise provided in subsection (5) of this section, revenues received from the tax imposed by this chapter upon the receipt of special fuel and any penalties, interest or deficiency additions, or from the fees imposed by the commission under the provisions of section 63-2424 or 63-2438, Idaho Code, shall be distributed as follows:

(1) An amount of money equal to the actual cost of collecting, administering and enforcing the special fuels tax provisions by the commission, as determined by it shall be retained by the commission. The amount retained by the commission shall not exceed the amount authorized to be expended by appropriation by the legislature. Any unencumbered balance in excess of the actual cost of collecting, administering and enforcing the special fuels tax requirements by the commission at the end of each fiscal year shall be distributed to the highway distribution account.

(2) An amount of money shall be distributed to the state refund account sufficient to pay current refund claims. All refunds authorized by the commission to be paid under this chapter shall be paid from the state refund account, those moneys being hereby continuously appropriated.

(3) An amount of money equal to seven percent (7%) shall be distributed to the state highway account as established in section 40-702, Idaho Code.

(4) The balance remaining with the commission after distributing the amounts specified in subsections (1), (2) and (3) of this section shall be distributed to the highway distribution account established in section 40-701, Idaho Code.

(5) For those special fuels subject to tax pursuant to section 63-2402 or 63-2424, Idaho Code, ~~twenty-five cents (25¢) of every thirty-two cents (32¢) of revenue received from such tax shall be distributed pursuant to the provisions of subsections (1), (2), (3) and (4) of this section. The remaining seven cents (7¢) of every thirty-two cents (32¢) of~~ revenue received shall be distributed as follows:

(a) Sixty percent (60%) to the state highway account; and

(b) Forty percent (40%) to be distributed pursuant to the provisions of section 40-709, Idaho Code, in the same manner as distribution of moneys appropriated from the highway distribution account to local units of government.

## **2. Administrative License Suspension (ALS) and Driver Records Procedures**

49-1203. COURTS TO REPORT NONPAYMENT OF JUDGMENTS – NONRESIDENTS. (1) Whenever any person fails within sixty (60) days to satisfy a judgment, it shall be the duty of the clerk of the court, or of the judge of a court, which has no clerk, in which a judgment is rendered within this state, to forward to the department immediately after the expiration of the sixty (60) days, a ~~certified copy~~ record of the judgment.

(2) If the defendant named in any ~~certified copy~~ record of a judgment reported to the department is a nonresident, the department shall transmit a ~~certified copy~~ record of the judgment to the official in charge of the issuance of drivers' licenses of the state of which the defendant is a resident.

### **18-8008. IGNITION INTERLOCK SYSTEMS.**

(1)(a) If a person is convicted, is found guilty, pleads guilty or receives a withheld judgment for violating any of the provisions of this chapter relating to driving under the influence and has had any or all of a sentence or fine suspended for the violation, the court shall, unless an exception is granted pursuant to section 18-8002(12), Idaho Code, impose the sanction provided for in this section in addition to any other penalty or fine imposed pursuant to this chapter.

(b) The court shall order the person to have a state-approved ignition interlock system installed, at his expense, on all motor vehicles operated by him. A court may determine that an offender is eligible to utilize available funds from the court interlock device and electronic monitoring device fund, as outlined in section 18-8010, Idaho Code, for the installation and operation of an ignition interlock device, based on evidence of financial hardship.

(2) The calibration setting at which the ignition interlock system will prevent the motor vehicle from being started shall be .025.

(3) As used in this chapter, the term "ignition interlock system" means breath alcohol ignition interlock device, including a camera, certified by the transportation department, designed to prevent a motor vehicle from being operated by a person who has consumed an alcoholic beverage.

(4) The transportation department shall by rule provide standards for the certification, installation, repair and removal of the devices.

(5) The court shall notify the transportation department of its order imposing a sanction pursuant to this section. The department shall attach or imprint a notation on the driver's license or other document granting the person restricted driving privileges of any person restricted under this section that the person may operate only a motor vehicle equipped with an ignition interlock system.

(6) When a court orders a person to install and use an ignition interlock system pursuant to this section, the court shall order the person to pay the cost for obtaining, installing, utilizing and maintaining the ignition interlock system. All fees collected pursuant to this section shall be in addition to any other fines or penalty provided by law and shall be deposited in the court interlock device and electronic monitoring device fund created in section 18-8010, Idaho Code.

18-8002A. TESTS OF DRIVER FOR ALCOHOL CONCENTRATION, PRESENCE OF DRUGS OR OTHER INTOXICATING SUBSTANCES – SUSPENSION UPON FAILURE OF TESTS. (1) Definitions. As used in this section:

(a) "Actual physical control" means being in the driver's position of a motor vehicle with the motor running or with the vehicle moving.

(b) "Administrative hearing" means a hearing conducted by a hearing officer to determine whether a suspension imposed by the provisions of this section



should be vacated or sustained.

(c) "Department" means the Idaho transportation department and, as the context requires, shall be construed to include any agent of the department designated by rule as hereinafter provided.

(d) "Director" means the director of the Idaho transportation department.

(e) "Evidentiary testing" means a procedure or test or series of procedures or tests utilized to determine the concentration of alcohol or the presence of drugs or other intoxicating substances in a person, including additional testing authorized by subsection (6) of this section. An evidentiary test for alcohol concentration shall be based on a formula of grams of alcohol per one hundred (100) cubic centimeters of blood, per two hundred ten (210) liters of breath, or per sixty-seven (67) milliliters of urine. Analysis of blood, breath or urine for the purpose of determining alcohol concentration shall be performed by a laboratory operated by the Idaho state police or by a laboratory approved by the Idaho state police under the provisions of approval and certification standards to be set by the Idaho state police, or by any other method approved by the Idaho state police. Notwithstanding any other provision of law or rule of court, the results of any test for alcohol concentration and records relating to calibration, approval, certification or quality control performed by a laboratory operated and approved by the Idaho state police or by any other method approved by the Idaho state police shall be admissible in any proceeding in this state without the necessity of producing a witness to establish the reliability of the testing procedure for examination.

(f) "Hearing officer" means a person designated by the department to conduct administrative hearings. The hearing officer shall have authority to administer oaths, examine witnesses and take testimony, receive relevant evidence, issue subpoenas, regulate the course and conduct of the hearing and make a final ruling on the issues before him.

(g) "Hearing request" means a request for an administrative hearing on the suspension imposed by the provisions of this section.

(2) Information to be given. At the time of evidentiary testing for concentration of alcohol or for the presence of drugs or other intoxicating substances is requested, the person shall be informed that if the person refuses to submit to or fails to complete evidentiary testing, or if the person submits to and completes evidentiary testing and the test results indicate an alcohol concentration or the presence of drugs or other intoxicating substances in violation of section 18-8004, 18-8004C or 18-8006, Idaho Code, the person shall be informed substantially as follows (but need not be informed verbatim):

If you refuse to submit to or if you fail to complete and pass evidentiary testing for alcohol or other intoxicating substances:

(a) The peace officer will issue a notice of suspension and you will be required to install, at your expense, a state-approved ignition interlock system on all motor vehicles you operate for a period to end one (1) year following the end of the suspension period;

(b) You have the right to request a hearing within seven (7) business days of the notice of suspension of your driver's license to show cause why you refused to submit to or to complete and pass evidentiary testing and why your driver's license should not be suspended;

(c) If you refused or failed to complete evidentiary testing and do not request a hearing before the court or do not prevail at the hearing, your driver's license will be suspended and you will be required to install, at your expense, a state-approved ignition interlock system on all motor vehicles you operate for a period to end one (1) year following the end of the suspension period. The suspension will be for one (1) year if this is your first refusal. The suspension will be for two (2) years if this is your second



refusal within ten (10) years. You will not be able to obtain a temporary restricted license during that period;

(d) If you complete evidentiary testing and fail the testing and do not request a hearing before the department or do not prevail at the hearing, your driver's license will be suspended and you will be required to install, at your expense, a state-approved ignition interlock system on all motor vehicles you operate for a period to end one (1) year following the end of the suspension period. This suspension will be for ninety (90) days if this is your first failure of evidentiary testing, but you may request restricted noncommercial vehicle driving privileges after the first thirty (30) days. The suspension will be for one (1) year if this is your second failure of evidentiary testing within five (5) years. You will not be able to obtain a temporary restricted license during that period;

(e) However, if you are admitted to a problem solving court program and have served at least forty-five (45) days of an absolute suspension of driving privileges, you may be eligible for a restricted permit for the purpose of getting to and from work, school or an alcohol treatment program, but only if you install, at your expense, a state-approved ignition interlock system on all motor vehicles you operate;

(f) However, if you are admitted to a diversion program under section 19-3509, Idaho Code, you may be eligible for a restricted permit for the purpose of getting to and from work, school, medical appointments, or a treatment program, but only if you install, at your expense, a state-approved ignition interlock system on all motor vehicles you operate; and

(g) After submitting to evidentiary testing, you may, when practicable, at your own expense, have additional tests made by a person of your own choosing.

(3) Rulemaking authority of the Idaho state police. The Idaho state police may, pursuant to chapter 52, title 67, Idaho Code, prescribe by rule:

(a) What testing is required to complete evidentiary testing under this section; and

(b) What calibration or checking of testing equipment must be performed to comply with the department's requirements. Any rules of the Idaho state police shall be in accordance with the following: a test for alcohol concentration in breath as defined in section 18-8004, Idaho Code, and subsection (1)(e) of this section will be valid for the purposes of this section if the breath alcohol testing instrument was approved for testing by the Idaho state police in accordance with section 18-8004, Idaho Code, at any time within ninety (90) days before the evidentiary testing. A test for alcohol concentration in blood or urine as defined in section 18-8004, Idaho Code, that is reported by the Idaho state police or by any laboratory approved by the Idaho state police to perform this test will be valid for the purposes of this section.

(4) Suspension and ignition interlock system.

(a) Upon receipt of the sworn statement of a peace officer that there existed legal cause to believe a person had been driving or was in actual physical control of a motor vehicle while under the influence of alcohol, drugs or other intoxicating substances and that the person submitted to a test and the test results indicated an alcohol concentration or the presence of drugs or other intoxicating substances in violation of section 18-8004, 18-8004C or 18-8006, Idaho Code, the department shall suspend the person's driver's license, driver's permit, driving privileges or nonresident driving privileges:

(i) For a period of ninety (90) days for a first failure of evidentiary testing under the provisions of this section. The first thirty (30) days of the suspension shall be absolute and the person shall have absolutely no driving privileges of any kind. Restricted noncommercial vehicle driving privileges applicable during the remaining sixty (60) days of the suspension may be requested as provided in subsection (9) of this section.

(ii) For a period of one (1) year for a second and any subsequent failure of

evidentiary testing under the provisions of this section within the immediately preceding five (5) years. No driving privileges of any kind shall be granted during the suspension imposed pursuant to this subparagraph.

The department shall also direct the installation, at the offender's expense, of a state-approved ignition interlock system meeting the requirements of section 18-8008, Idaho Code, on all motor vehicles operated by the offender for a period to end one (1) year following the end of the suspension period.

The person may request an administrative hearing on the suspension as provided in subsection (7) of this section. Any right to contest the suspension shall be waived if a hearing is not requested as therein provided.

(b) The suspension shall become effective thirty (30) days after service upon the person of the notice of suspension and notice of the requirement to install, at his expense, a state-approved ignition interlock system for a period to end one (1) year following the end of the suspension period. The notice shall be in a form provided by the department and shall state:

(i) The reason and statutory grounds for the suspension and the requirement to install the ignition interlock system;

(ii) The effective date of the suspension and the requirement to install the ignition interlock system;

(iii) The suspension periods to which the person may be subject as provided in paragraph (a) of this subsection;

(iv) The procedures for obtaining restricted noncommercial vehicle driving privileges;

(v) The rights of the person to request an administrative hearing on the suspension and that, if an administrative hearing is not requested within seven (7) business days of service of the notice of suspension and notice of the requirement to install the ignition interlock system, the right to contest the suspension shall be waived;

(vi) The procedures for obtaining an administrative hearing on the suspension;

(vii) The right to judicial review of the hearing officer's decision on the suspension and the procedures for seeking such review.

(c) Notwithstanding the provisions of paragraph (a)(i) and (ii) of this subsection, a person who is enrolled in and is a participant in good standing in a drug court or mental health court approved by the supreme court drug court and mental health court coordinating committee under the provisions of chapter 56, title 19, Idaho Code, or other similar problem solving court utilizing community-based sentencing alternatives shall be eligible for restricted noncommercial driving privileges for the purpose of getting to and from work, school or an alcohol treatment program, which may be granted by the presiding judge of the drug court or mental health court or other similar problem solving court, provided that the offender has served a period of absolute suspension of driving privileges of at least forty-five (45) days, that a state-approved ignition interlock system is installed, at his expense, on all motor vehicles operated by him for a period to end one (1) year following the end of the suspension period and that the offender has shown proof of financial responsibility as defined and in the amounts specified in section 49-117, Idaho Code, provided that the restricted noncommercial driving privileges may be continued if the offender successfully completes the drug court, mental health court or other similar problem solving court, and that the court may revoke such privileges for failure to comply with the terms of probation or with the terms and conditions of the drug court, mental health court or other similar problem solving court program.

(5) Service of suspension and ignition interlock system by peace officer or the department. If the driver submits to evidentiary testing after the information in subsection (2) of this section has been provided and the results of the test indicate an alcohol concentration or the presence of drugs

or other intoxicating substances in violation of the provisions of section 18-8004, 18-8004C or 18-8006, Idaho Code:

(a) The peace officer shall, acting on behalf of the department, serve the person with a notice of suspension and notice of the requirement to install, at his expense, a state-approved ignition interlock system for a period to end one (1) year following the end of the suspension period in the form and containing the information required under subsection (4) of this section. The department may serve the person with a notice of suspension and the requirement to install the ignition interlock system if the peace officer failed to do so or failed to include the date of service as provided in subsection (4)(b) of this section.

(b) Within five (5) business days following service of a notice of suspension and notice of the requirement to install the ignition interlock system, the peace officer shall forward to the department a copy of the completed notice of suspension and notice of the requirement to install the ignition interlock system form upon which the date of service upon the driver shall be clearly indicated, a certified copy or duplicate original of the results of all tests for alcohol concentration, as shown by analysis of breath administered at the direction of the peace officer, and a sworn statement of the officer, which may incorporate any arrest or incident reports relevant to the arrest and evidentiary testing setting forth:

- (i) The identity of the person;
- (ii) Stating the officer's legal cause to stop the person;
- (iii) Stating the officer's legal cause to believe that the person had been driving or was in actual physical control of a motor vehicle while under the influence of alcohol, drugs or other intoxicating substances in violation of the provisions of section 18-8004, 18-8004C or 18-8006, Idaho Code;
- (iv) That the person was advised of the consequences of taking and failing the evidentiary test as provided in subsection (2) of this section;
- (v) That the person was lawfully arrested;
- (vi) That the person was tested for alcohol concentration, drugs or other intoxicating substances as provided in this chapter, and that the results of the test indicated an alcohol concentration or the presence of drugs or other intoxicating substances in violation of the provisions of section 18-8004, 18-8004C or 18-8006, Idaho Code.

If an evidentiary test of blood or urine was administered rather than a breath test, the peace officer or the department shall serve the notice of suspension once the results are received. The sworn statement required in this subsection shall be made on forms in accordance with rules adopted by the department.

(c) The department may serve the person with a notice of suspension if the peace officer failed to issue the notice of suspension or failed to include the date of service as provided in subsection (4)(b) of this section.

(6) Additional tests. After submitting to evidentiary testing at the request of the peace officer, the person may, when practicable, at his own expense, have additional tests for alcohol concentration or for the presence of drugs or other intoxicating substances made by a person of his own choosing. The person's failure or inability to obtain additional tests shall not preclude admission of the results of evidentiary tests administered at the direction of the peace officer unless additional testing was denied by the peace officer.

(7) Administrative hearing on suspension. A person who has been served with a notice of suspension and notice of the requirement to install the ignition interlock system after submitting to an evidentiary test may request an administrative hearing on the suspension before a hearing officer designated by the department. The hearing may be held only on the suspension and not on the requirement to install an ignition interlock system. The request for hearing shall be in writing and must be received by the department

within seven (7) ~~calendar~~business days of the date of service upon the person of the notice of suspension and notice of the requirement to install the ignition interlock system and shall include what issue or issues shall be raised at the hearing. The date on which the hearing request was received shall be noted on the face of the request. Failure to request a hearing or appear at a requested hearing shall be considered a default judgment.

If a hearing is requested, the hearing shall be held within twenty (20) days of the date the hearing request was received by the department unless this period is, for good cause shown, extended by the hearing officer for a ten (10) day period. Such extension shall not operate as a stay of the suspension, notwithstanding an extension of the hearing date beyond such thirty (30) day period. Written notice of the date and time of the hearing shall be sent to the party requesting the hearing at least seven (7) business days prior to the scheduled hearing date. The department may conduct all hearings by telephone if each participant in the hearing has an opportunity to participate in the entire proceeding while it is taking place.

The hearing shall be recorded. The sworn statement of the arresting officer and the copy of the notice of suspension and the notice of the requirement to install the ignition interlock system issued by the officer shall be admissible at the hearing without further evidentiary foundation. The results of any tests for alcohol concentration or the presence of drugs or other intoxicating substances by analysis of blood, urine or breath administered at the direction of the peace officer and the records relating to calibration, certification, approval or quality control pertaining to equipment utilized to perform the tests shall be admissible as provided in section 18-8004(4), Idaho Code. The arresting officer shall not be required to participate unless directed to do so by a subpoena issued by the hearing officer.

The burden of proof shall be on the person requesting the hearing. The hearing officer shall not vacate the suspension unless he finds, by a preponderance of the evidence, that:

- (a) The peace officer did not have legal cause to stop the person; or
- (b) The officer did not have legal cause to believe the person had been driving or was in actual physical control of a vehicle while under the influence of alcohol, drugs or other intoxicating substances in violation of the provisions of section 18-8004, 18-8004C or 18-8006, Idaho Code; or
- (c) The test results did not show an alcohol concentration or the presence of drugs or other intoxicating substances in violation of section 18-8004, 18-8004C or 18-8006, Idaho Code; or
- (d) The tests for alcohol concentration, drugs or other intoxicating substances administered at the direction of the peace officer were not conducted in accordance with the requirements of section 18-8004(4), Idaho Code, or the testing equipment was not functioning properly when the test was administered; or
- (e) The person was not informed of the consequences of submitting to evidentiary testing as required in subsection (2) of this section.

If the hearing officer finds that the person has not met his burden of proof, he shall sustain the suspension. The hearing officer shall make findings of fact and conclusions of law and shall enter an order vacating or sustaining the suspension. The findings of fact, conclusions of law and order entered by the hearing officer shall be considered a final order pursuant to the provisions of chapter 52, title 67, Idaho Code, except that motions for reconsideration of such order shall be allowed and new evidence can be submitted.

The facts as found by the hearing officer shall be independent of the determination of the same or similar facts in the adjudication of any criminal charges arising out of the same occurrence. The disposition of those criminal

charges shall not affect the suspension and the requirement to install the ignition interlock system required to be imposed under the provisions of this section. If a license is suspended under this section and the person is also convicted on criminal charges arising out of the same occurrence for a violation of the provisions of section 18-8004, 18-8004C or 18-8006, Idaho Code, both the suspension under this section and the suspension imposed pursuant to the provisions of section 18-8005 or 18-8006, Idaho Code, shall be imposed, but the periods of suspension shall run concurrently, with the total period of suspension not to exceed the longer of the applicable suspension periods, unless the court ordering the suspension in the criminal case orders to the contrary.

(8) Judicial review. A party aggrieved by the decision of the hearing officer may seek judicial review of the decision in the manner provided for judicial review of final agency action provided in chapter 52, title 67, Idaho Code. Any petition for relief from the installation of an ignition interlock device shall be filed in accordance with the provisions of section 18-8002(12), Idaho Code. An order for relief from the installation of an ignition interlock device from any court shall apply to all statutory ignition interlock requirements.

(9) Restricted noncommercial vehicle driving privileges. A person served with a notice of suspension for ninety (90) days pursuant to this section may apply to the department for restricted noncommercial vehicle driving privileges, to become effective after the thirty (30) day absolute suspension has been completed. The request may be made at any time after service of the notice of suspension. Restricted noncommercial vehicle driving privileges will be issued for the person to travel to and from work and for work purposes not involving operation of a commercial vehicle, to attend an alternative high school, work on a GED, for postsecondary education, or to meet the medical needs of the person or his family if the person is eligible for restricted noncommercial vehicle driving privileges. Any person whose driving privileges are suspended under the provisions of this chapter may be granted privileges to drive a noncommercial vehicle but shall not be granted privileges to operate a commercial motor vehicle.

(10) As used in this section, "at his expense," "at your expense" and "at the offender's expense" include the cost of obtaining, installing, using and maintaining an ignition interlock system.

(11) Rules. The department may adopt rules under the provisions of chapter 52, title 67, Idaho Code, deemed necessary to implement the provisions of this section.

### **3. 3-year validation for Old Timer and Classic Plates**

49-406. IDAHO OLD TIMER – SPECIAL LICENSE PLATE PROGRAM – REGISTRATION AND STANDARD LICENSE PLATES. (1) Any motor vehicle manufactured prior to January 1, 1943, that is maintained to its original likeness using original-type parts and materials, without major modifications shall be known as an "Idaho Old Timer." Any motor vehicle which is altered from its original design is not an "Idaho Old Timer" as herein defined.

(2) Any motor vehicle which qualifies as an "Idaho Old Timer" shall be used for exhibits, parades, tours, club activities and such occasional use as is necessary for operation and maintenance of the vehicle, and shall not be used for business or commercial purposes or as customary and usual transportation.

(3) Applicants for a special "Idaho Old Timer" license plate shall pay an initial program fee of twenty-five dollars (\$25.00) and the license plate fee required in section 49-450, Idaho Code, for each "Idaho Old Timer" plate which shall be displayed on the rear of the vehicle. The initial program fee shall be deposited in the state highway account, and the plate manufacturing fee shall be deposited in the plate manufacturing account.

~~(4) Once every three (3) years, on a schedule set by the department, an ownership verification form shall be mailed to each plate holder on file with the department. The owner shall provide such information as is requested by the department to verify ownership of the vehicle(s) and that the special license plate(s) is still in use by the owner. A fee of three dollars (\$3.00) shall be charged by the department for each vehicle. This fee shall be deposited in the state highway account to defray costs of the license plate program. If the owner no longer has an interest in a vehicle(s) the owner may retain the plates as specified in subsection (7) of this section. If the ownership verification form is not returned by the date specified by the department, the registration record will be purged from the files of the department. Any further use of the plate is lost to the owner and the plate number becomes available for issue to another applicant.~~

The reissue of license plates as specified in section 49-443(2), Idaho Code, shall not be required unless there is a general consensus among the majority of plate holders that a new plate design is needed. Representatives of the plate holders shall make the request known to the department. The cost of manufacturing a new design will be set by the department based upon the cost of manufacturing supplies and administering the reissue. The equivalent cost of each plate will be charged to each plate holder who purchases the new plate. If a new plate design is authorized, the design and color shall be approved by representatives of the interest group. The design, color and numbering scheme shall also be subject to approval of the department. The existing plate design will be canceled and all plate holders, present and future shall purchase and display the new plate.

(5) An applicant for the special "Idaho Old Timer" plate shall execute an affidavit on a form provided by the department that the vehicle qualifies as an old timer and shall only be used for the purposes allowed.

The department shall have the authority to refuse to issue a plate and may demand the return of such plate if the applicant has failed to comply with the provisions of this section.

(6) If an "Idaho Old Timer" is to be used as customary and usual transportation, or for business or commercial purposes, the owner shall register the vehicle under the provisions of section 49-402, or section 49-434, Idaho Code, as applicable, and shall obtain and display the standard issue of license plates after payment of the plate fee required in section 49-450, Idaho Code. It shall be permissible to display both the standard issue of plates and the special "Idaho Old Timer" plate.

(7) Whenever title or interest in an Old Timer vehicle is transferred or assigned, the transferor may retain the plates for use on another vehicle which qualifies by providing the information required in subsection (5) of this section and by paying the required transfer fee. If the vehicle is also registered under the provisions of section 49-402 or section 49-434, Idaho Code, the provisions of section 49-431, Idaho Code, relating to the procedure for assignment and transfer of interest, shall apply.

49-406A. IDAHO CLASSIC - SPECIAL LICENSE PLATE PROGRAM - REGISTRATION AND STANDARD LICENSE PLATES. (1) Any motor vehicle or motorcycle which is at least thirty (30) years old that does not qualify as an "Idaho Old Timer" and that is maintained to its original likeness using original-type parts and materials, without major modifications shall be known as an "Idaho Classic." Any motor vehicle which is altered from its original design is not an "Idaho Classic" as herein defined.

(2) Any motor vehicle or motorcycle which qualifies as an "Idaho Classic" shall be used for exhibits, parades, tours, club activities and such occasional use as is necessary for operation and maintenance of the vehicle, and shall not be used for business or commercial purposes or as customary and usual transportation.

(3) Applicants for a special "Idaho Classic" license plate shall pay an initial program fee of twenty-five dollars (\$25.00) and the license plate fee required in section 49-450, Idaho Code, for each Idaho classic plate which shall be displayed on the rear of the vehicle. The initial program fee shall be deposited in the state highway account, and the plate manufacturing fee shall be deposited in the plate manufacturing account.

~~(4) Once every three (3) years, on a schedule set by the department, an ownership verification form shall be mailed to each plate holder on file with the department. The owner shall provide such information as is requested by the department to verify ownership of the vehicle(s) and that the special plate(s) is still in use by the owner. A fee of three dollars (\$3.00) shall be charged by the department for each vehicle. This fee shall be deposited in the state highway account to defray costs of the license plate program. If the owner no longer has an interest in a vehicle(s) the owner may retain the plate as specified in subsection (7) of this section. If the ownership verification form is not returned by the date specified by the department, the registration record will be purged from the files of the department. Any use of the plate(s) is lost to the owner and the plate number becomes available for issue to another applicant.~~

The reissue of license plates as specified in section 49-443(2), Idaho Code, shall not be required unless there is a general consensus among the majority of plate holders that a new plate design is needed. Representatives of the plate holders shall make the request known to the department. The cost of manufacturing a new design will be set by the department based upon the cost of manufacturing supplies and administering the reissue. The equivalent cost of each plate will be charged to each plate holder who purchases the new plate. If a new plate design is authorized, the design and color shall be approved by representatives of the interest group. The design, color and numbering scheme shall also be subject to the approval of the department. The existing plate design will be canceled and all plate holders, present and future shall purchase and display the new plate.

(5) An applicant for the special "Idaho Classic" plate shall execute an affidavit on a form provided by the department that the vehicle or motorcycle qualifies as an "Idaho Classic" and shall only be used for the purposes allowed.

The department shall have the authority to refuse to issue the plate and may demand the return of such plate if the applicant has failed to comply with

the provisions of this section.

(6) If an "Idaho Classic" is to be used as customary and usual transportation, or for business or commercial purposes, the owner shall register the vehicle under the provisions of section [49-402](#), or section [49-434](#), Idaho Code, as applicable, and shall obtain and display the standard issue of license plates after payment of the plate fee required in section [49-450](#), Idaho Code. It shall be permissible to display both the standard issue of plates and the "Idaho Classic" plate.

(7) Whenever title or interest in an Idaho classic motor vehicle or motorcycle is transferred or assigned, the transferor may retain the special plate for use on another vehicle which qualifies by providing the information required in subsection (5) of this section and by paying the required transfer fee. If the vehicle is also registered under the provisions of section [49-402](#) or section [49-434](#), Idaho Code, the provisions of section [49-431](#), Idaho Code, relating to the procedure for assignment and transfer of interest, shall apply.



#### **4. Identity Validation Requirements – combine multiple statutes into one**

49-401B. APPLICATION FOR REGISTRATION – RECEIPT FOR FEE – RECORD OF APPLICANTS. (1) Application for the registration of a vehicle required to be registered under the provisions of section 49-401A, Idaho Code, shall be made to the assessor or the department as specified in that section, by the owner upon the appropriate form. Every application shall contain the owner's Idaho driver's license number, Idaho identification card number, social security number or individual taxpayer identification number. In the case of a business, the employer tax identification number is required. Every applicant must submit proof of identity pursuant to 49-306, Idaho Code, if he has not already done so and the application shall also contain the owner's true and full legal name. In the event that the owner does not possess a social security number, ~~individual taxpayer identification number, Idaho driver's license number, or Idaho identification card number,~~ the owner shall present written documentation sufficient to the department to determine that no social security number has been issued. In the event that a business, trust or other statutorily created entity is not required to have and does not possess an employer tax identification number, the applicant shall provide a written statement certifying that the entity does not possess an employer tax identification number. Such application must be signed by the owner and contain his residence address and mailing address, if different, and a brief description of the vehicle to be registered, including the name of the maker, the type of fuel used, and the identification number. If an applicant has submitted an application pursuant to the provisions of chapter 58, title 19, Idaho Code, then the applicant may state in the application required pursuant to this section the applicant's alternative Idaho mailing address in place of his or her residence address. Upon registration of a new vehicle, the application shall also show the date of sale by the manufacturer or dealer to the person first operating such vehicle. The application shall contain any other information as may be required by the department and shall contain a provision that allows an owner to choose to participate in the Idaho state parks passport program. The assessor shall issue to the applicant a receipt for any fee paid. Social security numbers collected shall not appear on certificates of registration, and all applications on file shall be exempt from disclosure, except as provided in sections 49-202, 49-203 and 49-203A, Idaho Code.

(2) The assessor shall record on a form prescribed and furnished by the department, the names of all owners of vehicles residing in the county who make application for registration, together with the amounts of the fees paid by such owners.

(3) When application for registration is made by any motor carrier, the assessor or the department shall require each such applicant to execute a certification of safety compliance.

(4) Vehicles registered under the proportional registration provisions of section 49-435, Idaho Code, shall be registered by the department.

(5) Every owner of a vehicle registered by a county assessor shall give his physical domicile residence address or the business physical principal address to the assessor so that the proper county can be entered upon the registration. Failure to do so shall be unlawful. The department shall then attribute the registration, and all fees to be apportioned to the highway distribution account, to the county of residence regardless of the county in which the registration occurred. Fees imposed under the provisions of sections 40-827 and 40-1416, Idaho Code, shall be separately identified and accounted for, and paid to the highway district for which collected. Fees collected in addition to vehicle registration fees for the Idaho state parks passport program, as provided in section 49-402(11), Idaho Code, shall be

separately identified and accounted for and paid to the state treasurer on a monthly basis to be deposited in the park and recreation fund as specified in section 49-402(11), Idaho Code. For the purposes of vehicle registration, a person is an actual and permanent resident of the county in which he has his principal residence or domicile. A principal residence or domicile shall not be a person's workplace, vacation, or part-time residence.

(6) A violation of the provisions of this section shall be an infraction.

49-504. APPLICATIONS TO DEPARTMENT FOR CERTIFICATES - PROCEDURE - IDENTIFICATION NUMBERS. (1) Application for a certificate of title shall be made upon a form furnished by the department and shall contain the owner's Idaho driver's license number, Idaho identification card number or social security number or individual taxpayer identification number. In the case of a business, the employer tax identification number is required. Every applicant must submit proof of identity pursuant to 49-306, Idaho Code, if he has not already done so and the application shall also contain the owner's true and full legal name. In the event that the owner does not possess a social security number, Idaho driver's license number, Idaho identification card number or individual taxpayer identification number, the owner shall present written documentation sufficient to the department to determine that no social security number has been issued. In the event that a business, trust, or other statutorily created entity is not required to have and does not possess an employer tax identification number, the applicant shall provide a written statement certifying that the entity does not possess an employer tax identification number. The form must contain the owner's physical domicile address or, in the case of a business, trust or other statutorily created entity, such entity's physical address and any mailing address if different from the physical address. If the owner has submitted an application pursuant to the provisions of chapter 58, title 19, Idaho Code, then the owner may state, in the application required pursuant to this section, the applicant's alternative Idaho mailing address in place of his or her physical domicile address. Such application must be signed by the owner and contain a full description of the vehicle, including the make, identification numbers, and the odometer reading at the time of sale or transfer, and whether the vehicle is new or used, together with a statement of the applicant's title and of any liens or encumbrances upon the vehicle, and the name and address of the person to whom the certificate of title shall be delivered, and any other information as the department may require. The application shall be filed with the department and, if a certificate of title has previously been issued for that vehicle in this state, shall be accompanied by the certificate of title duly assigned, unless otherwise provided for in this chapter. The department may promulgate rules to provide for exceptions to the odometer requirement. Social security numbers collected shall not appear on certificates of title, and all applications on file shall be exempt from disclosure, except as provided in sections 49-202, 49-203 and 49-203A, Idaho Code.

(2) If the current certificate of title was not issued for the vehicle in this state, the application, unless otherwise provided for in this chapter, shall be accompanied by a certificate of title, bill of sale or other evidence of ownership required by the law of any other jurisdiction from which the vehicle was brought into this state and a vehicle identification number inspection completed by any city, county or state peace officer or other special agent authorized by the department.

(3) In the case of a new vehicle being titled for the first time, no certificate of title or registration shall be issued unless the application is endorsed by a franchised new vehicle dealer licensed to sell a new vehicle. Each application shall be accompanied by a statement completed by the

franchised new car dealer that it is authorized to transfer the vehicle to the purchaser. The dealer shall retain in its records a manufacturer's certificate of origin or manufacturer's statement of origin executed by the manufacturer and delivered to his agent or his franchised vehicle dealer. The certificate or statement of origin shall be in a form prescribed by the board and shall contain the year of manufacture or the model year of the vehicle, the manufacturer's vehicle identification number, the name of the manufacturer, the number of cylinders, a general description of the body, if any, and the type or model. Upon sale of a new vehicle, the manufacturer or his agent or franchised dealer shall execute and deliver to the purchaser an assignment of the certificate or statement, together with any lien or encumbrance to which the vehicle is subject. The certificate or statement will be retained by the dealer for five (5) years so that it is available for inspection by the department.

(4) The department shall retain the evidence of title presented by the applicant and on which the certificate of title is issued. The department shall maintain an identification numbers index of registered vehicles except that said index is not required to include operators who have been issued a certificate of number or nonresident user certificate pursuant to sections 67-7122 and 67-7124, Idaho Code, and, upon receiving an application for a certificate of title shall first check the identification number shown in the application against the index. The department, when satisfied that the applicant is the owner of the vehicle and that the application is in proper form, shall issue in the name of the owner of the vehicle a certificate of title bearing a title number, the date issued and a description of the vehicle as determined by the department, together with a statement of the owner's title and of all liens or encumbrances upon the vehicle, and whether possession is held by the owner under a lease, contract or conditional sale, or other like agreement.

(5) In all cases of transfer of vehicles, the application for certificates of title shall be filed within thirty (30) calendar days after the delivery of the vehicles. Licensed dealers need not apply for certificate of title for vehicles in stock or when they are acquired for stock purposes.

(6) In the case of the sale of a vehicle by a dealer to a general purchaser or user, the certificate of title shall be obtained in the name of the purchaser by the dealer upon application signed by the purchaser. If a lien is to be recorded, the title documentation as required in this section shall be submitted to the department by the dealer or the lienholder upon application signed by the purchaser. A copy of this application shall be given to the purchaser to be used as a seventy-two (72) hour temporary permit, unless the application is submitted by an electronic means approved by the department, in which case a forty-five (45) calendar day temporary permit may be issued. In all other cases, the certificates shall be obtained by the purchaser and the certificate of title properly assigned and dated by the seller, or the seller's bill of sale shall serve as a seventy-two (72) hour permit. The seventy-two (72) hour time period for temporary permits shall be calculated excluding weekend days and legal holidays observed by the state of Idaho. These temporary permits allow operation of any noncommercial vehicle or unladen commercial vehicle or vehicle combination without license plates for the period of time specified in the permit. A laden commercial vehicle or vehicle combination may also operate without license plates for the period of time specified in the temporary permit, provided that the owner or operator has also obtained a permit issued under the provisions of section 49-432, Idaho Code.

(7) If the vehicle has no identification number, then the department shall designate an identification number for that vehicle at the time of issuance of the certificate of title. The identification number shall be

permanently affixed to or indented upon the frame of the vehicle and legibly maintained by the owner at all times while a certificate of title to the vehicle shall be issued and outstanding.

(8) An EVC provider authorized pursuant to section 49-401C, Idaho Code, may act on behalf of the department in receiving, processing, and transmitting applications for title and any related fees to the department. The security, oversight, and processing requirements in chapter 4, title 49, Idaho Code, shall also apply to titling transactions conducted by an EVC provider.

(9) The department may allow a person to submit a required document by using electronic media deemed feasible by the department instead of requiring an original document. If a signature on a document is required by law and the document is submitted electronically, the signature requirement will be satisfied by an authenticated electronically submitted signature. An electronically submitted document, once accepted by the department, shall be deemed the same as an original document and shall be admissible in all administrative, quasi-judicial, and judicial proceedings.

WHEREAS, the Idaho Governor's Office has directed that state agencies submit proposed 2026 legislation to the Division of Financial Management (DFM) for review and approval; and

WHEREAS, Idaho Transportation Department (ITD) staff presented four (4) draft legislative proposals at the July 2025 Board meeting for consideration during the 2026 legislative session; and

WHEREAS, DFM will review the following legislative ideas, also authorizing the development of draft legislation to be submitted for its review and approval:

1. Bridge Inspection Account Match Federal Funds and Highway Distribution Account (HDA) Clean Up – 2015 Revenue changes
2. Administrative License Suspension (ALS) and Driver Records Procedures
3. Three-year validation for Old Timer and Classic Plates
4. Identity Validation Requirements – combine multiple statutes into one

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board approves ITD's proposed legislation and submittal to DFM and Governor's Office for further consideration.



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 10

Presenter's Name Colleen Wonacott	Presenter's Title Program Control Manager, PMO
Preparer's Name Colleen Wonacott	Preparer's Title Program Control Manager, PMO

## Subject

FY25 Allocation of One-Time Additional Federal Redistributed STBG and TAP Apportionments		
Key Number N/A	District N/A	Route Number N/A

## Background Information

In March, 2025, ITD received \$12,995,396 additional redistributed federal apportionments. The apportionments are sub-allocated to be used in the urban or rural population areas of Idaho on projects that are eligible for Surface Transportation and Transportation Alternatives funding sources.

These one-time apportionments did not come with obligation authority, so we are not able to utilize the additional funding unless we receive sufficient redistributed obligation authority in August 2025. In the event that we do receive obligation authority to allow the use of these funds in FY25, we are proposing the distribution of these funds to State and Local programs as described below.

Consistent with the methods described in Board Policy 4028, it is proposed to distribute the additional one-time FY25 apportionments as shown below:

### Policy 4028 Distribution:

TOTAL ADDITIONAL APPORTIONMENTS	12,995,396
Less ADDITIONAL TAP	-1,206,299
subtotal	\$11,789,097

Local programs 12.6% \$1,485,426

50% to be used in Rural (pop <5K) areas \$742,713

50% to be used in Urban areas: \$742,713

### Urban areas by Population Share

TMA (pop. greater than 200K)	34%	252,522
Large Urban (pop. 50K to <200K)	45%	334,221
Small Urban (pop. 5K to <50K)	21%	155,970
		\$742,713



## Exhibit 2: Proposed one-time additional FY25 Program allocations

Local TAP-TMA program	167,636	} 21% Local
Local TAP (non-TMA) program	1,038,663	
Local TMA program	252,522	
Local Large Urban program	334,221	
Local Small Urban program	155,970	
Local Rural program	742,713	
State Highway programs	<u>10,303,671</u>	79% State
	\$12,995,396	

### Legend

STBG – Surface Transportation Block Grant

TAP – Transportation Alternatives Program

TMA – Transportation Management Area

- All sub-allocated funding will be obligated to projects located in the areas for which they are designated by FHWA.

### Recommendations *(Action items require a resolution)*

Approve allocation of one-time FY25 additional apportionments to Local and State programs as shown. Resolution on page 133.

## RESOLUTION

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

WHEREAS, the Idaho Transportation Department (ITD) has received \$12,995,396 in FY2025 one-time Federal Redistributed Apportionments; and

WHEREAS, ITD proposes to allocate these apportionments to State and Local programs consistent with Board Policy 4028.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the FY25 one-time additional Federal Redistributed Apportionment Allocation Plan as presented.





## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 5 min

Presenter's Name Michelle Doane	Presenter's Title Business and Support Management Manager
Preparer's Name Michelle Doane	Preparer's Title Business and Support Management Manager

### Subject

Administrative Policy 5001 - Authority to Sign Contracts, Agreements, and Grants		
Key Number	District HQ	Route Number

### Background Information

Administrative Policy 5001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts is being update to include a signature delegation authority matrix that was under a Director's Memorandum that has since expired. The matrix was developed as visual representation of the authority identified in the policy and identifies the delegation limits. There are two other minor changes under the Railroad and Utility Agreements section and a clarification of other entities in the Memorandum of Understanding or Memorandum of Agreement section.

The policy was reviewed by the Board's Policies Subcommittee on June 18, 2025.

### Recommendations *(Action items require a resolution)*

Resolution on page 149.



## **AUTHORITY TO SIGN CONTRACTS, AGREEMENTS, AND GRANTS AND REQUIREMENT TO REPORT CERTAIN CONTRACTS**

### **Purpose**

This policy implements Board Policy 4001 concerning the authority to sign contracts, agreements, and grants, and the requirement to report certain contracts.

### **Legal Authority**

The Department shall be responsible for managing contracts, agreements, and grants in accordance with:

Idaho Code 21-108 – Authority of the Board to enter into contract for Aeronautic facilities as prescribed by the federal authorities.

Idaho Code 40-309(1)(2) – Board authority to contract fully in the name of the state with respect to the rights, powers and duties vested in the Board by Title 40.

Idaho Code 40-310(7) – Board authority to approve the final plans, specifications, and estimates for state highways and cause contracts for state highways work to be let by contract in the manner provided by law.

Idaho Code 40-312(2) – Board authority to make rules and regulations for the expenditure of all moneys appropriated or allocated to it. Board authority to cooperate with counties and highway districts to establish a uniform system of accounting in the expenditure and allocate funds to counties and highway districts as necessary in the construction and maintenance of respective highways.

Idaho Code 40-505 – The Director shall be the technical and administrative officer of the board and under the board's control, supervision and direction, shall have general supervision and control of all activities, functions and employees of the department. The Director shall enforce all provisions of the laws of the state relating to the department, the rules and regulations of the board, and shall exercise all necessary incidental powers.

Idaho Code 40-902 – Procedure for letting typical contracts (not design-build contracts) for the construction of state highways and bridges.

Idaho Code 40-904 – Statutory requirements for design-build contracts for the construction of state highways and bridges.

Idaho Code 40-905 – Procedure for the department to select construction manager/general contractor firms to award contracts for highway projects.

Idaho Code 49-201(1) (2) – Board authority to enter into agreements, compacts or arrangements with other jurisdictions on behalf of Idaho for the purpose of conforming procedures for proportional registration of commercial vehicles and other types of reciprocal agreements.

Idaho Code 67-5711 – Construction, Alterations, Equipping, Furnishing and Repairing of Public buildings and works. The Director of the Department of Administration is authorized to secure all plans and specifications for, to let all contracts for, and to have charge of and supervision of the construction, alteration, equipping and furnishing, repair, maintenance (other than preventative maintenance) of all state buildings when such work exceeds the sum of one hundred thousand dollars (\$100,000) for labor,



materials and equipment (not including design costs, bid advertising and related bidding expenses).

Idaho Code 67-9203 – Definition of terms used in contracts and agreements in the State Procurement Act as administered by the Department of Administration.

Idaho Code 67-9205 – Powers and duties of the Administrator for the Division of Purchasing (Department of Administration) regarding state purchases and contracts not made under the Board's contracting authority.

Idaho Code 67-9206 – Division of Purchasing Administrator may delegate Title 67 state contract and purchasing authority to an agency employee who demonstrates sufficient competence in procurement to satisfy the administrator.

Idaho Code 67– 9208 through 9224 – Uniform procurement and contracting procedures and processes to acquire all services and property not procured by the Board under Title 40 of the Idaho Code. The statutes require competitive bidding and that contracts be awarded to the lowest responsible bidder.

40 U.S.C. sections 1101 through 1104 – Commonly referred to as the Brooks Act (formerly 40 USC 541 through 544) – Requires qualification-based selection for contracting engineering and architectural services to include definitions, selection procedures and negotiations to contract for architectural and engineering services.

2 CFR 200 – Uniform Administrative Requirements, Cost Principles and Audit requirements for Federal Awards. In the absence of specific federal requirements, procurement will follow normal competitive bidding and award to lowest responsible bidder procurement laws.

23 CFR Part 172 – Regulations governing the procurement, management, and administration of engineering and design related services in the same manner as procurement for architectural and engineering services under the Brooks Act (formerly 40 United States Code sections 541 thru 544).

23CFR Part 230 – External Programs, Subpart A: Equal Employment Opportunity on Federal and Federal-Aid Construction Contracts (including Supportive Services).

48 CFR Part 31 – Federal acquisitions regulations system governing procurement when federal funding is involved.

## I. GENERAL CONDITIONS

All contracts, agreements, or grants shall conform to department policies and procedures for federal and state laws. Executive Officers, Division Administrators, District Engineers, and Section Managers, by the stipulations of this policy and the Authority Matrix shown in Exhibit A, may sign contracts, agreements, or grants that are in the best interests of the public, and for the proper functioning of the Idaho Transportation Department. The Chief Administrative Officer is responsible for department conformance procedures.

All contracts, agreements, or grants require:

### **Financial Review and Approval**

Before signing a department contract or agreement that expends funds, the signing authority shall confirm that funds are available to meet the terms of agreement. Charges and cost distribution for payments shall be according to instructions issued by the Financial Services section. When the contract or agreement is



completed, Financial Services shall also be notified of all capital leases and proper budgetary approval shall be obtained.

Prior to applying for grants over \$10,000, approval from the Division of Financial Management (DFM) shall be obtained. This approval shall be coordinated through the Financial Services Financial Planning and Analysis Office.

### **Equal Opportunity/Affirmative Action**

All contracts, agreements, or grants shall ensure that all persons are treated fairly and equitably, with no regard to race, color, religion, sex, national origin, age, or disability. Good faith efforts shall be made to achieve Idaho's annual participation goals for qualified disadvantaged business enterprises (DBE).

### **Changes to the Provisions or Terms**

Changes to the provisions or terms should be handled similar to establishing a new contract, agreement, or grant or in accordance with applicable procedures.

## **II. IDAHO TRANSPORTATION INVESTMENT PROGRAM (ITIP) CONTRACTS AND AGREEMENTS**

### **Project Construction Work**

Plans, Specifications and Estimate (PS&E) shall be approved by District Engineer or delegate prior to bidding and advertisement by the Contracting Services section. Project advertisement and award shall be approved by Contracting Services Engineer. The Appropriate Division Administrator or a delegate may sign contracts for construction work on State Highway System projects and Local Public Agency projects approved by the Transportation Board.

### **Professional Service Agreements and Right of Way Agreements**

Professional services are defined as engineering (i.e. material inspection, bridge inspection, construction inspection, design, environmental, archaeological, geotechnical engineering, transportation planning, research, public involvement, and information technology engineering), architectural, legal, accounting, claim analysis, auditing, and right of way services where negotiating the price is the accepted practice of the profession.

All professional service agreements are required to be procured through Qualifications Based Selection Procedures (excluding Right of Way services). Professional service agreements shall be processed through Consultant Services in the Contracting Services section. Professional service agreements for local public agency (LPA) federal-aid projects shall be processed according to the Guidelines for Local Public Agency Projects and noted legal authority within this policy.

All right of way agreements shall be initiated by and processed through the headquarters Right of Way section.

Routine engineering between the Department and any public agency or private firm that do not exceed, nor are expected to exceed, a total amount to be paid of \$1,000,000 shall be approved by the District Engineer, appropriate Division Administrator or delegate. Supplemental agreements, including the original agreements, that would bring the Department's obligation to more than \$1,000,000 require Board



approval. Routine right of way agreements must follow these agreement limits, however, approval for agreements totaling up to \$1,000,000 is limited to appropriate Division Administrator or delegate. Non-routine professional agreements that do not exceed, nor are expected to exceed, a total amount to be paid of \$50,000 shall be approved by the District Engineer, appropriate Division Administrator or delegate. Supplements that would bring the Department's obligation to more than \$50,000 require Board approval.

### **State/Local Agreements**

Agreements with local government entities for projects off the State Highway System shall be called State/Local Agreements. They shall be initiated and administered by the Districts or LHTAC and processed by the Contracting Services section.

Agreements for the Transportation Alternatives projects, Scenic Byways projects, and other projects administered by the district shall be recommended by the District Engineer or a delegate and approved by the appropriate Division Administrator or a delegate. Agreements for projects administered by the Local Highway Technical Assistance Council (LHTAC) and Ada County Highway District (ACHD) shall be approved by the appropriate Division Administrator or a delegate.

### **Cooperative Agreements**

Agreements with local government entities for projects or activities other than locally sponsored projects shall be called Cooperative Agreements. These agreements shall be initiated by Districts or at the headquarters offices and shall be processed by the Contracting Services section. The agreements shall be approved by the District Engineer or appropriate HQ Section Manager or a delegate. Cooperative agreements for construction of state highways shall be in accordance with Board Policy 4029 and Administrative Policy 5029 - Cooperative Agreements for Construction of State Highways.

### **Railroad and Utility Agreements**

Agreements with railroads and utility companies shall be initiated, administered, and processed by the District in cooperation with the ~~Contracting Services~~ Planning Services section. These agreements shall be approved by the District Engineer or a delegate.

### **Road Closure and Maintenance Agreements**

A Road Closure and Maintenance Agreement with local government entities shall be required for projects where there is a change in maintenance responsibility, or a road closure. The agreement shall be prepared by the Districts, and processed through the Contracting Services section. The agreement shall be recommended by the District Engineer and approved by the Chief Engineer. If the agreement is specific to a System adjustment, it must be in accordance with Board Policy 4061- State Highway System Adjustments.

## **III. GOODS AND SERVICES CONTRACTS AND AGREEMENTS**



Contracts or Agreements for goods and services that are NOT directly connected to a highway project or activity listed in the Idaho Transportation Investment Program (ITIP) shall be approved and executed by the Purchasing Agent in the Business and Support Management section. These contracts or agreements shall be administered and managed in partnership with the requesting Districts or Divisions. Goods and services contracts or agreements shall be in compliance with procedures established by the Idaho Department of Administration, Division of Purchasing.

Goods and services may include but are not limited to, activities such as training, information technology systems, commodities, routine and preventative maintenance services, equipment, non-construction professional services, highway maintenance sand and salt acquisition and staging, highway striping paint, highway signs, and other highway non-professional services under the authority of Idaho Statute Title 40 Highway and Bridges etc.

#### **IV. NON-PROJECT HIGHWAY RELATED CONTRACTS AND AGREEMENTS**

All contracts or agreements for non-project, highway-related public works shall be initiated, executed, administered, and project-managed by the Districts in partnership with the Business and Support Management section. All contracts or agreements shall be executed and administered by the Business and Support Management Facilities Program manager. This may include, but is not limited to, project service-related activities, such as: rest area repair, right-of-way maintenance, non-project equipment rental, and right-of-way noxious weed control.

#### **V. BUILDING FACILITY PUBLIC WORKS CONTRACTS AND AGREEMENTS**

All contracts or agreements for building facility public works shall be initiated, executed, administered, and project-managed by the Districts in partnership with the Business and Support Management section. All contracts or agreements shall be executed and administered by the Business and Support Management Facilities Program Manager. This may include, but is not limited to, administrative building repairs less than \$100,000, non-administrative buildings construction and repair, landscaping, or any other building non-professional services, etc. under the authority of Idaho Statute 67-5711. Qualification Based Selection for building facility Architectural and Engineering services for design professionals shall be procured through Business and Support Management.

#### **VI. GRANT PROGRAM AGREEMENTS**

The appropriate Division Administrator, HQ Section Manager, or a delegate, that oversee a grant program for the department are authorized to sign agreements and documents necessary for the grant programs administered by their respective Division or Section.

#### **VII. INFORMATION TECHNOLOGY AND COMPUTER PURCHASE AND SERVICE CONTRACTS OR AGREEMENTS**

Contracts or agreements for information technology and computer purchases or service shall be obtained through Business and Support Management and approved by Enterprise Technology Services ~~and technology governance~~. In addition, the contract or agreement shall be cleared through the Idaho Department of Administration, Office of Information Resource Management, and the Division of Purchasing. The contracts or agreements shall be executed as outlined in Section III, GOODS AND SERVICES CONTRACTS AND AGREEMENTS.





## VIII. SPECIAL EVENT AGREEMENTS

Division Administrators, District Engineers or delegate, may sign agreements for use of highways or other department facilities for special events. The approval shall be as designated in Administrative Policy 5546, Special Events on Highways.

## IX. MEMORANDUM OF UNDERSTANDING OR MEMORANDUM OF AGREEMENT

Memorandums of Understanding (MOU) and Memorandums of Agreement (MOA) are agreements established between the Idaho Transportation Department (ITD) and other entities (nations, federal, states, Idaho state agencies or local governmental agencies, businesses, non-governmental organizations, etc.) ~~agreements with federal agencies, Idaho state agencies, local governments, other nations, and non-governmental organizations.~~ The approval shall be as designated in Administrative Policy 5007, Memorandum of Understanding or Memorandum of Agreement.

## X. AGREEMENTS, COMPACTS, OR ARRANGEMENTS WITH OTHER STATES ON BEHALF OF IDAHO

The Motor Vehicles Administrator or delegate is authorized to sign agreements, compacts, or arrangements on behalf of Idaho for vehicle reciprocity, motor carrier enforcement, handicap parking reciprocity, overlegal permitting reciprocity, proportional registration of commercial vehicles, and other reciprocal agreements relating to driver licensing and the movement of vehicles, if the agreement provides for equitable treatment of the citizens of Idaho by the other participating jurisdiction(s).

~~Approved by the Director on:~~

Date: 5/29/2018

~~Brian W. Ness~~ L. Scott Stokes  
Director

5001 EXHIBIT A

Idaho Transportation Department Delegation of Authority Matrix										
Contracts, Agreements, MOU/MOA										
Applicable Laws: including but not limited to	Applicable Policies:	Contract Type/Method:	Director, ITD	Executive Leadership	Chief Engineer	Division Admin / District Engineer	HQ Section Manager	Special Position Condition		
Highways - Idaho Code Title 40, Title 67, 23 CFR 172	4001, 5001, 5007, 5029, 5061, 5546	Highway Construction Contracts				HQ-DA				
		Emergency Highway Contracts			Declared & Approved by CE					
		Local Public Agency Highway Contracts				HQ-DA				
		Highway Professional Services Agreements - Routine				≤\$1 mil				
		Highway Professional Services Agreements - Non Routine				<\$50k				
		Highway Work Task Agreement								
		Right of Way Agreement				≤\$1 mil				
		State Local Agreements								
		Highways Cooperative Agreements								
		Railroad & Utility Agreements								
		Road Closure & Maintenance Agreements								
		Research Agreements								
		Special Event Agreements								
		Goods & Services Contracts/Agreeme nts						Purchasing Agent		
		Information Technology Service Contracts or Agreements								
		Contracts for Administrative Building <\$100K						Facility Management Contracting Officer		
		All Other Facility Contracts								
		Facility Professional Service Agreements								
		Emergency Facility Contract						67-5711(b)		
		DMV - Title 49, Title 40		Agreements with  other agencies, States & entities				DMV		
		Other Agreements		Memorandum of Understanding/ Agreement & Any other agreements not identified **	Agency			District or Division		
				Can be delegated further						
				Cannot be delegated further						

\*\*For Department wide MOU/MOA - Director must sign





## **AUTHORITY TO SIGN CONTRACTS, AGREEMENTS, AND GRANTS AND REQUIREMENT TO REPORT CERTAIN CONTRACTS**

### **Purpose**

This policy implements Board Policy 4001 concerning the authority to sign contracts, agreements, and grants, and the requirement to report certain contracts.

### **Legal Authority**

The Department shall be responsible for managing contracts, agreements, and grants in accordance with:

- Idaho Code 21-108 – Authority of the Board to enter into contract for Aeronautic facilities as prescribed by the federal authorities.
- Idaho Code 40-309(1)(2) – Board authority to contract fully in the name of the state with respect to the rights, powers and duties vested in the Board by Title 40.
- Idaho Code 40-310(7) – Board authority to approve the final plans, specifications, and estimates for state highways and cause contracts for state highways work to be let by contract in the manner provided by law.
- Idaho Code 40-312(2) – Board authority to make rules and regulations for the expenditure of all moneys appropriated or allocated to it. Board authority to cooperate with counties and highway districts to establish a uniform system of accounting in the expenditure and allocate funds to counties and highway districts as necessary in the construction and maintenance of respective highways.
- Idaho Code 40-505 – The Director shall be the technical and administrative officer of the board and under the board's control, supervision and direction, shall have general supervision and control of all activities, functions and employees of the department. The Director shall enforce all provisions of the laws of the state relating to the department, the rules and regulations of the board, and shall exercise all necessary incidental powers.
- Idaho Code 40-902 – Procedure for letting typical contracts (not design-build contracts) for the construction of state highways and bridges.
- Idaho Code 40-904 – Statutory requirements for design-build contracts for the construction of state highways and bridges.
- Idaho Code 40-905 – Procedure for the department to select construction manager/general contractor firms to award contracts for highway projects.
- Idaho Code 49-201(1) (2) – Board authority to enter into agreements, compacts or arrangements with other jurisdictions on behalf of Idaho for the purpose of conforming procedures for proportional registration of commercial vehicles and other types of reciprocal agreements.
- Idaho Code 67-5711 – Construction, Alterations, Equipping, Furnishing and Repairing of Public buildings and works. The Director of the Department of Administration is authorized to secure all plans and specifications for, to let all contracts for, and to have charge of and supervision of the construction, alteration, equipping and furnishing, repair, maintenance (other than preventative maintenance) of all state buildings when such work exceeds the sum of one hundred thousand dollars (\$100,000) for labor, materials and equipment (not including design costs, bid advertising and related bidding expenses).



- Idaho Code 67-9203 – Definition of terms used in contracts and agreements in the State Procurement Act as administered by the Department of Administration.
- Idaho Code 67-9205 – Powers and duties of the Administrator for the Division of Purchasing (Department of Administration) regarding state purchases and contracts not made under the Board's contracting authority.
- Idaho Code 67-9206 – Division of Purchasing Administrator may delegate Title 67 state contract and purchasing authority to an agency employee who demonstrates sufficient competence in procurement to satisfy the administrator.
- Idaho Code 67– 9208 through 9224 – Uniform procurement and contracting procedures and processes to acquire all services and property not procured by the Board under Title 40 of the Idaho Code. The statutes require competitive bidding and that contracts be awarded to the lowest responsible bidder.
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- 23 CFR Part 172 – Regulations governing the procurement, management, and administration of engineering and design related services in the same manner as procurement for architectural and engineering services under the Brooks Act (formerly 40 United States Code sections 541 thru 544).
- 23CFR Part 230 – External Programs, Subpart A: Equal Employment Opportunity on Federal and Federal-Aid Construction Contracts (including Supportive Services).
- 48 CFR Part 31 – Federal acquisitions regulations system governing procurement when federal funding is involved.

## **I. GENERAL CONDITIONS**

All contracts, agreements, or grants shall conform to department policies and procedures for federal and state laws. Executive Officers, Division Administrators, District Engineers, and Section Managers, by the stipulations of this policy and the Authority Matrix shown in Exhibit A, may sign contracts, agreements, or grants that are in the best interests of the public, and for the proper functioning of the Idaho Transportation Department. The Chief Administrative Officer is responsible for department conformance procedures.

All contracts, agreements, or grants require:

### **Financial Review and Approval**

Before signing a department contract or agreement that expends funds, the signing authority shall confirm that funds are available to meet the terms of agreement. Charges and cost distribution for payments shall be according to instructions issued by the Financial Services section. When the contract or agreement is completed, Financial Services shall also be notified of all capital leases and proper budgetary approval shall be obtained.



Prior to applying for grants over \$10,000, approval from the Division of Financial Management (DFM) shall be obtained. This approval shall be coordinated through the Financial Services Financial Planning Office.

### **Equal Opportunity/Affirmative Action**

All contracts, agreements, or grants shall ensure that all persons are treated fairly and equitably, with no regard to race, color, religion, sex, national origin, age, or disability. Good faith efforts shall be made to achieve Idaho's annual participation goals for qualified disadvantaged business enterprises (DBE).

### **Changes to the Provisions or Terms**

Changes to the provisions or terms should be handled similar to establishing a new contract, agreement, or grant or in accordance with applicable procedures.

## **II. IDAHO TRANSPORTATION INVESTMENT PROGRAM (ITIP) CONTRACTS AND AGREEMENTS**

### **Project Construction Work**

Plans, Specifications and Estimate (PS&E) shall be approved by District Engineer or delegate prior to bidding and advertisement by the Contracting Services section. Project advertisement and award shall be approved by Contracting Services Engineer. The Appropriate Division Administrator or a delegate may sign contracts for construction work on State Highway System projects and Local Public Agency projects approved by the Transportation Board.

### **Professional Service Agreements and Right of Way Agreements**

Professional services are defined as engineering (i.e. material inspection, bridge inspection, construction inspection, design, environmental, archaeological, geotechnical engineering, transportation planning, research, public involvement, and information technology engineering), architectural, legal, accounting, claim analysis, auditing, and right of way services where negotiating the price is the accepted practice of the profession.

All professional service agreements are required to be procured through Qualifications Based Selection Procedures (excluding Right of Way services). Professional service agreements shall be processed through Consultant Services in the Contracting Services section. Professional service agreements for local public agency (LPA) federal-aid projects shall be processed according to the Guidelines for Local Public Agency Projects and noted legal authority within this policy.

All right of way agreements shall be initiated by and processed through the headquarters Right of Way section.

Routine engineering between the Department and any public agency or private firm that do not exceed, nor are expected to exceed, a total amount to be paid of \$1,000,000 shall be approved by the District Engineer, appropriate Division Administrator or delegate. Supplemental agreements, including the original agreements, that would bring the Department's obligation to more than \$1,000,000 require Board



approval. Routine right of way agreements must follow these agreement limits, however, approval for agreements totaling up to \$1,000,000 is limited to appropriate Division Administrator or delegate. Non-routine professional agreements that do not exceed, nor are expected to exceed, a total amount to be paid of \$50,000 shall be approved by the District Engineer, appropriate Division Administrator or delegate. Supplements that would bring the Department's obligation to more than \$50,000 require Board approval.

### **State/Local Agreements**

Agreements with local government entities for projects off the State Highway System shall be called State/Local Agreements. They shall be initiated and administered by the Districts or LHTAC and processed by the Contracting Services section.

Agreements for the Transportation Alternatives projects, Scenic Byways projects, and other projects administered by the district shall be recommended by the District Engineer or a delegate and approved by the appropriate Division Administrator or a delegate. Agreements for projects administered by the Local Highway Technical Assistance Council (LHTAC) and Ada County Highway District (ACHD) shall be approved by the appropriate Division Administrator or a delegate.

### **Cooperative Agreements**

Agreements with local government entities for projects or activities other than locally sponsored projects shall be called Cooperative Agreements. These agreements shall be initiated by Districts or at the headquarters offices and shall be processed by the Contracting Services section. The agreements shall be approved by the District Engineer or appropriate HQ Section Manager or a delegate. Cooperative agreements for construction of state highways shall be in accordance with Board Policy 4029 and Administrative Policy 5029 - Cooperative Agreements for Construction of State Highways.

### **Railroad and Utility Agreements**

Agreements with railroads and utility companies shall be initiated, administered, and processed by the District in cooperation with the Planning Services section. These agreements shall be approved by the District Engineer or a delegate.

### **Road Closure and Maintenance Agreements**

A Road Closure and Maintenance Agreement with local government entities shall be required for projects where there is a change in maintenance responsibility, or a road closure. The agreement shall be prepared by the Districts, and processed through the Contracting Services section. The agreement shall be recommended by the District Engineer and approved by the Chief Engineer. If the agreement is specific to a System adjustment, it must be in accordance with Board Policy 4061- State Highway System Adjustments.

## **III. GOODS AND SERVICES CONTRACTS AND AGREEMENTS**

Contracts or Agreements for goods and services that are NOT directly connected to a highway project or activity listed in the Idaho Transportation Investment Program (ITIP) shall be approved and executed by the Purchasing Agent in the Business and Support Management section. These contracts or agreements shall be administered and managed in partnership with the requesting Districts or Divisions. Goods and



services contracts or agreements shall be in compliance with procedures established by the Idaho Department of Administration, Division of Purchasing.

Goods and services may include but are not limited to, activities such as training, information technology systems, commodities, routine and preventative maintenance services, equipment, non-construction professional services, highway maintenance sand and salt acquisition and staging, highway striping paint, highway signs, and other highway non-professional services under the authority of Idaho Statute Title 40 Highway and Bridges etc.

#### **IV. NON-PROJECT HIGHWAY RELATED CONTRACTS AND AGREEMENTS**

All contracts or agreements for non-project, highway-related public works shall be initiated, executed, administered, and project-managed by the Districts in partnership with the Business and Support Management section. All contracts or agreements shall be executed and administered by the Business and Support Management Facilities Program manager. This may include, but is not limited to, project service-related activities, such as: rest area repair, right-of-way maintenance, non-project equipment rental, and right-of-way noxious weed control.

#### **V. BUILDING FACILITY PUBLIC WORKS CONTRACTS AND AGREEMENTS**

All contracts or agreements for building facility public works shall be initiated, executed, administered, and project-managed by the Districts in partnership with the Business and Support Management section. All contracts or agreements shall be executed and administered by the Business and Support Management Facilities Program Manager. This may include, but is not limited to, administrative building repairs less than \$100,000, non-administrative buildings construction and repair, landscaping, or any other building non-professional services, etc. under the authority of Idaho Statute 67-5711. Qualification Based Selection for building facility Architectural and Engineering services for design professionals shall be procured through Business and Support Management.

#### **VI. GRANT PROGRAM AGREEMENTS**

The appropriate Division Administrator, HQ Section Manager, or a delegate, that oversee a grant program for the department are authorized to sign agreements and documents necessary for the grant programs administered by their respective Division or Section.

#### **VII. INFORMATION TECHNOLOGY AND COMPUTER PURCHASE AND SERVICE CONTRACTS OR AGREEMENTS**

Contracts or agreements for information technology and computer purchases or service shall be obtained through Business and Support Management and approved by Enterprise Technology Services. In addition, the contract or agreement shall be cleared through the Idaho Department of Administration, Office of Information Resource Management, and the Division of Purchasing. The contracts or agreements shall be executed as outlined in Section III, GOODS AND SERVICES CONTRACTS AND AGREEMENTS.

#### **VIII. SPECIAL EVENT AGREEMENTS**

Division Administrators, District Engineers or delegate, may sign agreements for use of highways or other department facilities for special events. The approval shall be as designated in Administrative Policy 5546, Special Events on Highways.



## **IX. MEMORANDUM OF UNDERSTANDING OR MEMORANDUM OF AGREEMENT**

Memorandums of Understanding (MOU) and Memorandums of Agreement (MOA) are agreements established between the Idaho Transportation Department (ITD) and other entities (nations, federal, states, Idaho state agencies or local governmental agencies, businesses, non-governmental organizations, etc.) . The approval shall be as designated in Administrative Policy 5007, Memorandum of Understanding or Memorandum of Agreement.

## **X. AGREEMENTS, COMPACTS, OR ARRANGEMENTS WITH OTHER STATES ON BEHALF OF IDAHO**

The Motor Vehicles Administrator or delegate is authorized to sign agreements, compacts, or arrangements on behalf of Idaho for vehicle reciprocity, motor carrier enforcement, handicap parking reciprocity, overlegal permitting reciprocity, proportional registration of commercial vehicles, and other reciprocal agreements relating to driver licensing and the movement of vehicles, if the agreement provides for equitable treatment of the citizens of Idaho by the other participating jurisdiction(s).

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

L. Scott Stokes  
Director

5001 EXHIBIT A

Idaho Transportation Department Delegation of Authority Matrix										
Contracts, Agreements, MOU/MOA										
Applicable Laws: including but not limited to	Applicable Policies:	Contract Type/Method:	Director, ITD	Executive Leadership	Chief Engineer	Division Admin / District Engineer	HQ Section Manager	Special Position Condition		
Highways - Idaho Code Title 40, Title 67, 23 CFR 172	4001, 5001, 5007, 5029, 5061, 5546	<u>Highway Construction Contracts</u>				HQ-DA				
		<u>Emergency Highway Contracts</u>			Declared & Approved by CE					
		<u>Local Public Agency Highway Contracts</u>				HQ-DA				
		<u>Highway Professional Services Agreements - Routine</u>				≤\$1mil				
		<u>Highway Professional Services Agreements - Non Routine</u>				<\$50k				
		<u>Highway Work Task Agreement</u>								
		<u>Right of Way Agreement</u>				≤\$1mil				
		<u>State Local Agreements</u>								
		<u>Highways Cooperative Agreements</u>								
		<u>Railroad &amp; Utility Agreements</u>								
		<u>Road Closure &amp; Maintenance Agreements</u>								
		<u>Research Agreements</u>								
		<u>Special Event Agreements</u>								
		<u>Goods &amp; Services Contracts/Agreements</u>						Purchasing Agent		
		<u>Information Technology Service Contracts or Agreements</u>								
		<u>Contracts for Administrative Building &lt;\$100K</u>						Facility Management Contracting Officer		
		<u>All Other Facility Contracts</u>								
		<u>Facility Professional Service Agreements</u>								
		<u>Emergency Facility Contract</u>						67-5711(b)		
		<u>Agreements with other agencies, States &amp; entities</u>					DMV			
		Memorandum of Understanding/ Agreement & Any other agreements not identified **			Agency			District or Division		
				Can be delegated further						
				Cannot be delegated further						

\*\*For Department wide MOU/MOA - Director must sign

WHEREAS, the Idaho Transportation Board is charged with setting policy for the Idaho Transportation Department; and

WHEREAS, Administrative Policy 5001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts was revised to include an Authority Matrix; and

WHEREAS, the Transportation Board's Subcommittee on Policies concurred with staff's recommendations at its June 18, 2025 meeting.

*NOW THEREFORE BE IT RESOLVED*, that the Board concurs with the revisions to Administrative Policy 5001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts.





## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date 07/24/2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 5 min

Presenter's Name Ron Duran	Presenter's Title Public Transportation Program Manager
Preparer's Name Shauna Miller	Preparer's Title Sr. Transportation Planner

### Subject

Admin. Policy 5039 and Board Policy 4039 - Public Transportation Advisory Council Revisions		
Key Number	District HQ	Route Number

### Background Information

Administrative Policy 5039 Public Transportation Advisory Council is being updated to include additional legal authorities, updated responsibilities of the Public Transportation Program Manager and the Public Transportation Advisory Council Members. In addition, the update includes information governing the membership composition of the council members.

Board Policy 4039 Public Transportation Advisory Council is being updated to include consolidated language on the role of the Public Transportation Advisory Council, the process for recommendations or ideas regarding policy changes that may require legislative action, as well as consolidated language on the minimum meeting requirements.

Both policies were reviewed by the Board's Policies Subcommittee on June 18, 2025.

### Recommendations *(Action items require a resolution)*

Resolution on page 159.



DRAFT-BOARD POLICY 4039  
Page 1 of 2

**PUBLIC TRANSPORTATION ADVISORY COUNCIL**

**Purpose**

This purpose of this policy is to outline the Public Transportation Advisory Council's duties to the Board.

The Idaho Transportation Department values the expertise and guidance of advisory boards and councils.

The purpose of the Public Transportation Advisory Council is to provide the Idaho Transportation Department with current industry knowledge, analysis, and insights to consider in the department's decision-making processes.

Idaho Code 40-312(6) – The Board shall establish a statewide comprehensive plan for public transportation.

Idaho Code 40-514 – Defines Department support for public transportation services and the Public Transportation Advisory Council and Interagency Working Group.

Idaho Code 40-528 – ITD and the Director are the designated recipients of the FTA funds for distribution within the State of Idaho.

**Coordination/Communication with the Board**

~~The Public Transportation Advisory Council (PTAC), as established by Sections 40-312(6) and 40-514(2), Idaho Code, advises the Idaho Transportation Board on issues, policies and performance concerning public transportation services in Idaho. PTAC shall present an annual update/report to the Idaho Transportation Board highlighting district PTAC activities, system improvements and issues, and goals/objectives for the next 12 months.~~

**Program Emphasis**

~~The PTAC shall work to ensure the public transportation program is safe, financially sustainable within the current funding constraints, and is capable of appropriately adjusting to the changing transportation landscape. PTAC activities should include promoting coordinated transportation systems, engaging in planning activities, and identifying transportation needs.~~

**PTAC Membership**

~~The Board shall appoint six member—one member for each of the six Transportation Department districts. Appointed members shall be representative of local governments, agencies, private organizations, citizen groups, and private providers that have an interest in public transportation; as well as people with disabilities and the elderly who utilize public~~

transportation. The Board shall appoint PTAC members from recommendations submitted by said organizations, groups, providers, users, and state agencies in each district. Each member shall serve a three-year term, except that the initial appointment may be for one to three years to allow two members to be appointed or reappointed each year.

The PTAC is authorized to meet three (3) times per year, with additional meetings as authorized by the Board. Each committee member will make a good faith effort to attend each full advisory committee meeting. Attendance in person is preferred, but if that is not possible attendance may be by teleconference or by videoconference. If a given District is unrepresented for two consecutive meetings, the Chairperson or a majority of the committee has the discretion to ask for the removal of said individual from the committee. The members shall be reimbursed for attending the PTAC meetings according to the provisions of the Section 59-509(g), Idaho Code. The PTAC members shall also be reimbursed by the Department for travel and expenses according to the limits specified in Section 67-2008, Idaho Code.

Applications to serve on PTAC will be coordinated by the Department. A call for applications must remain open for at least 30 calendar days, and applications received must be posted for public comment for at least 30 calendar days. Applications will then be reviewed by the seated members of the PTAC and a final appointment will be made by the Idaho Transportation Board.

#### **Chair Election**

A Chair is elected for a one (1) year term from among the PTAC members by a majority vote of the PTAC members, at the last meeting of the calendar year. The Chair's responsibilities include:

- Serving as the group's spokesperson;
- Partnering with the ITD Public Transportation Office to assist in program recommendations
- Participating in agenda development activities on behalf of the group, and
- Other functions as appropriate.

#### **Conflict Of Interest**

If, in any broad sense, a person may personally or through a professional affiliation or employment be in line to benefit in any manner from the decisions of the Idaho Transportation Board and/or Department, that person shall declare a conflict of interest and excuse him/herself from participation on that issue. If the conflict is recurring, he/she shall be restricted from membership on the PTAC.

The Idaho Transportation Department requests the advice and assistance of the Public Transportation Advisory Council in the administration of matters concerning public transportation. This advice may take the form of candid and robust conversations or specific recommendations.

Recommendations or ideas about policy changes that may require legislative action may be made to the department. The department will consider the recommendations internally and determine if further review is warranted. If approved by the Idaho Transportation Board, the idea will be advanced to the executive branch process for further consideration.

89 The Governor's Office and the Division of Financial Management, working with department  
90 staff, act as clearinghouses to ensure a cohesive executive branch position on all legislative  
91 issues. While members are free to share their opinions on various topics, they shall not  
92 individually represent the advisory council to external stakeholders or legislators about a  
93 potential legislative issue until the department confirms alignment with the Governor's Office,

94  
95 The Public Transportation Advisory Council will meet three times per year and as necessary as  
96 determined by the Director or the Public Transportation Program Manager. The Public  
97 Transportation Advisory Council Chairman, or his designee, will present annually to the Idaho  
98 Transportation Board a summary of its activities.  
99

100  
101 Approved by the Board on:

102  
103  
104 Date: - 9/13/2018

105 ~~Jerry Whitehead~~ Bill Moad  
106 Board Chairman  
107 Idaho Transportation Board Chairman  
108



## **PUBLIC TRANSPORTATION ADVISORY COUNCIL**

### **Purpose**

The Idaho Transportation Department values the expertise and guidance of advisory boards and councils.

The purpose of the Public Transportation Advisory Council is to provide the Idaho Transportation Department with current industry knowledge, analysis, and insights to consider in the department's decision-making processes.

### **Legal Authority**

- Idaho Code 40-312(6) – The Board shall establish a statewide comprehensive plan for public transportation.
- Idaho Code 40-514 – Defines Department support for public transportation services and the Public Transportation Advisory Council and Interagency Working Group.
- Idaho Code 40-528 – ITD and the Director are the designated recipients of the FTA funds for distribution within the State of Idaho.

The Idaho Transportation Department requests the advice and assistance of the Public Transportation Advisory Council in the administration of matters concerning public transportation. This advice may take the form of candid and robust conversations or specific recommendations.

Recommendations or ideas about policy changes that may require legislative action may be made to the department. The department will consider the recommendations internally and determine if further review is warranted. If approved by the Idaho Transportation Board, the idea will be advanced to the executive branch process for further consideration.

The Governor's Office and the Division of Financial Management, working with department staff, act as clearinghouses to ensure a cohesive executive branch position on all legislative issues. While members are free to share their opinions on various topics, they shall not individually represent the advisory council to external stakeholders or legislators about a potential legislative issue until the department confirms alignment with the Governor's Office.

The Public Transportation Advisory Council will meet three times per year and as necessary as determined by the Director or the Public Transportation Program Manager. The Public Transportation Advisory Council Chairman, or his designee, will present annually to the Idaho Transportation Board a summary of its activities.

Approved by the Board on:

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

\_\_\_\_\_  
Bill Moad  
Idaho Transportation Board Chairman



## **COORDINATION WITH PUBLIC TRANSPORTATION ADVISORY COUNCIL**

### **Purpose**

This policy implements Board Policy 4039 concerning the activities of the Public Transportation Advisory Council.

### **Legal Authority**

~~Idaho Code Section 40-514 Public Transportation Services Council and Interagency Working Group created.~~

Idaho Code 40-514 – Public Transportation Services Council and Interagency Working Group created

Idaho Code 40-312(6) – The Board shall establish a statewide comprehensive plan for public transportation.

Idaho Code 40-528 – ITD and the Director are the designated recipients of the FTA funds for distribution within the State of Idaho.

~~The Public Transportation Manager shall coordinate with the Public Transportation Advisory Council to implement the provisions of Board Policy 4039, PUBLIC TRANSPORTATION ADVISORY COUNCIL (PTAC). The Public Transportation Manager shall:~~

- ~~• Schedule and provide support for up to three PTAC meetings per year with any additional meetings as authorized by the ITO Board.
  - Support the development of PTAC annual goals/objectives
  - Provide recommendations for application funding and support PTAC review and concurrence
  - Discuss planning activities with PTAC~~
- ~~• Review Department policies and regulations affecting public transportation and make recommendations on policies and regulations.~~
- ~~• Concur in levels and priorities of funding for State public transportation projects.~~
- ~~• Discuss public transportation needs and issues in each District.~~
- ~~• Review the quality of the state public transportation system annually with PTAC.~~
- ~~• Arrange annual PTAC presentation to Board~~
- ~~• Coordinate review of proposed legislation which may affect public transportation.~~

On behalf of the Director, all Idaho Transportation Department activities concerning the Public Transportation Advisory Council shall be the responsibility of the Public Transportation Program Manager or designee.

In order to give proper consideration to matters concerning the public transportation industry in the state of Idaho, the Idaho Transportation Department requests the Public Transportation Advisory Council to function in the following manner:

- Provide industry perspective and advice to the Public Transportation Office regarding matters concerning public transportation in Idaho.

- 51 • Advise the Public Transportation Office on the needs, challenges, and barriers of the public  
52 transportation providers around the state.

53  
54 **Public Transportation Advisory Council Membership**

55 The Public Transportation Advisory Council shall be composed of six members appointed by the Idaho  
56 Transportation Board. Appointed members shall be representatives of local governments and agencies,  
57 private organizations, citizen groups and private providers that have an interest in public transportation, and  
58 people with disabilities and the elderly who utilize public transportation.

59  
60 The Idaho Transportation Board shall appoint Public Transportation Advisory Council members from  
61 recommendations submitted by said organizations, groups, providers, users, and state agencies in each  
62 district.

63  
64 One member shall be appointed from each of the six transportation department districts as provided in  
65 section 40-303, Idaho Code. The term of each member shall be three years and the initial appointments to  
66 the council shall be such that two members shall be appointed each year thereafter.

67  
68 Candidates for the position of chair and vice chair shall be elected by members of the Public Transportation  
69 Advisory Council. The terms shall be for a one-year period (July – June), and are eligible to serve  
70 consecutive terms

71  
72  
73 Date: 10/20/15

74 ~~Brian Ness~~ L.Scott Stokes  
75 Director  
76  
77



## **PUBLIC TRANSPORTATION ADVISORY COUNCIL**

### **Purpose**

This policy implements Board Policy 4039 concerning the activities of the Public Transportation Advisory Council.

### **Legal Authority**

- Idaho Code 40-514 – Public Transportation Services Council and Interagency Working Group created
- Idaho Code 40-312(6) – The Board shall establish a statewide comprehensive plan for public transportation.
- Idaho Code 40-528 – ITD and the Director are the designated recipients of the FTA funds for distribution within the State of Idaho.

On behalf of the Director, all Idaho Transportation Department activities concerning the Public Transportation Advisory Council shall be the responsibility of the Public Transportation Program Manager or designee.

In order to give proper consideration to matters concerning the public transportation industry in the state of Idaho, the Idaho Transportation Department requests the Public Transportation Advisory Council to function in the following manner:

- Provide industry perspective and advice to the Public Transportation Office regarding matters concerning public transportation in Idaho.
- Advise the Public Transportation Office on the needs, challenges, and barriers of the public transportation providers around the state.

### **Public Transportation Advisory Council Membership**

The Public Transportation Advisory Council shall be composed of six members appointed by the Idaho Transportation Board. Appointed members shall be representatives of local governments and agencies, private organizations, citizen groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation.

The Idaho Transportation Board shall appoint Public Transportation Advisory Council members from recommendations submitted by said organizations, groups, providers, users, and state agencies in each district.

One member shall be appointed from each of the six transportation department districts as provided in section 40-303, Idaho Code. The term of each member shall be three years and the





initial appointments to the council shall be such that two members shall be appointed each year thereafter.

Candidates for the position of chair and vice chair shall be elected by members of the Public Transportation Advisory Council. The terms shall be for a one-year period (July – June), and are eligible to serve consecutive terms.

---

L. Scott Stokes  
Director

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

WHEREAS, the Idaho Transportation Board is charged with setting policy for the Idaho Transportation Department; and

WHEREAS, Board Policy 4039, Public Transportation Advisory Council, was revised to include additional legal authorities, updated responsibilities of the Public Transportation Program Manager and the Public Transportation Advisory Council Members. In addition, the update includes information governing the membership composition of the council members; and

WHEREAS, Administrative Policy 5039, Public Transportation Advisory Council, was revised to include consolidated language on the role of the Public Transportation Advisory Council, the process for recommendations or ideas regarding policy changes that may require legislative action, as well as consolidated language on the minimum meeting requirements; and

WHEREAS, the Transportation Board's Policies Subcommittee concurred with staff's recommendations at its June 18, 2025 meeting.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the revisions to Board Policy 4039, Public Transportation Advisory Council.

*BE IT FURTHER RESOLVED*, that the Board concurs with revisions to the corresponding Administrative Policy 5039, Public Transportation Advisory Council.



## Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 5 minutes

Presenter's Name Monica Crider, PE	Presenter's Title Consultant Services Engineer
Preparer's Name Mohsen Amirmojahedi, PE	Preparer's Title Consultant Services Engineer

### Subject

REQUEST TO APPROVE CONSULTANT AGREEMENTS		
Key Number See table below	District	Route Number

### Background Information

Board Policy 4001 delegates authority to the Director or another designee to approve routine engineering professional services agreements of up to \$1,000,000, work task agreements for professional services up to \$500,000, cumulative work task agreements (one or more consultants) on a project up to \$1,500,000 and consultant two-year work task agreement total up to \$1,500,000. Any agreements greater than these thresholds must be authorized by the Board.

Professional service agreements, procured through ITD HQ Design Section, Consultant Services, follow three different processes based on the size of agreement. In all cases, professional services agreements are secured using a qualification-based system rather than a competitive low bid basis used for typical construction contracts.

- Work task agreements less than \$150,000 are procured through a Direct Select process.
- Work task agreements between \$150,000 and \$500,000 are procured through a Request for Information (RFI) process which short lists consultants from a prequalified consultant registry referred to as the Term Agreement list.
- Professional service agreements greater than \$500,000 are solicited through a formal Request for Proposal (RFP).

The scale of these agreements is often anticipated and necessary due to the complexity and magnitude of the associated construction projects. In many instances, the original intent is to solicit the consultant services in phases allowing for greater flexibility for the Department, limited liability, and updating when a more refined scope of work is obtained. In other cases, such as for Construction Engineering and Inspection (CE&I) services one single agreement may be issued allowing for continuity of the inspector during the construction phase.

Project specific memorandums are attached and listed in the table below, for each project agreement seeking approval.



## Board Agenda Item

ITD 2210 (Rev. 12-23)

KEY NUMBER/ SERVICES	PROJECT NAME	DISTRICT	TOTAL PREVIOUS AGREEMENTS	PREVIOUS AUTHORIZATION	THIS AGREEMENT	TOTAL AUTHORIZATION
24306 <sup>1</sup> / CE&I	I-90, SH-41 to US-95 - West & East, Kootenai County	1	\$922,769	-	\$2,099,994	\$3,022,763

- 1 Professional Agreements > \$1M
- 2 Work Task Agreements > \$500K
- 3 Cumulative Work Task Agreement for project > \$1.5M/
- 4 Consultant Two-year Work Task total > \$1.5M

### **Recommendations** (*Action items require a resolution*)

Approval of resolution on page 163.



**DATE:** June 27, 2025

**Program Number(s)** A024(306)

**TO:** Monica Crider, PE *MC*  
State Design Engineer

**Key Number(s)** 24306

**FROM:** Damon Allen, PE  
District 1 Engineer

**Program ID, County, Etc.** I-90, SH-41 TO US-95  
- EAST, KOOTENAI CO

**RE:** Request to approve professional services agreement authorization to greater than \$1,000,000 on David Evans and Associate, Inc. (DEA) professional services agreement for the I-90, SH-41 to US-95 - East, Kootenai County

The purpose of this project is to improve safety and mobility in the rapidly growing Coeur d'Alene metropolitan by constructing two additional lanes of traffic in each direction on I-90 between SH-41 and US-95.

In October 2024, through Request for Proposal (RFP), David Evans and Associate, Inc. (DEA) was selected to provide Construction, Engineering, and Inspection (CE&I) services for SH-41 to US-95 - West (KN 24305) and SH-41 to US-95 - East (KN 24306).

The initial agreement focused on initial CE&I services for the SH-41 to US-95 - East (KN 24306) was \$922,769 for a portion of services for 2025 construction season.

The negotiated cost of services to complete the 2025 construction year services for KN 24306 is \$2,099,994, bringing the total cost of services to \$3,022,763. This is approximately 4% of the programmed construction funding.

Currently, there is \$8,000,000 obligated for construction services by consultants.



## Board Agenda Item

ITD 2210 (Rev. 12-23)

### RESOLUTION

WHEREAS, Board Policy 4001 requires the Idaho Transportation Board (Board) to authorize professional services agreements greater than \$1,000,000 and each subsequent cost increase, work task agreements greater than \$500,000, cumulative work task agreements on a project greater than \$1,500,000, and consultant two-year work task agreement total greater than \$1,500,000; and

WHEREAS, the Idaho Transportation Board has been provided details about each project requesting authorization; and

WHEREAS, funding will be committed to these agreements before they are executed.

***NOW THEREFORE BE IT RESOLVED*** that the Board hereby grants the authority for professional service agreement(s) as noted in the following table:

KEY NUMBER/ SERVICES	PROJECT NAME	DISTRICT	TOTAL PREVIOUS AGREEMENTS	PREVIOUS AUTHORIZATION	THIS AGREEMENT	TOTAL AUTHORIZATION
24306 <sup>1</sup> / CE&I	I-90, SH-41 to US-95 - West & East, Kootenai County	1	\$922,769	-	\$2,099,994	\$3,022,763

1 Professional Agreements > \$1M

2 Work Task Agreements > \$500K

3 Cumulative Work Task Agreement for project > \$1.5M

4 Consultant Two-year Work Task total > \$1.5M



# Board Agenda Item

ITD 2210 (Rev. 12-23)

Meeting Date July 24, 2025

**No Presentation:** Consent Item ☐ Informational Calendar Item ☐

**Presentation:** Informational ☐ Action with Resolution ☒ Time Needed: 5 min

Presenter's Name David Welch	Presenter's Title Senior Right of Way Agent
Preparer's Name Justin Pond	Preparer's Title Right of Way Program Manager

## Subject

Administrative Settlement Over \$200,000		
Key Number 23337	District 3	Route Number US-20/26

## Background Information

As per Board Policy 4005, the Director or a delegate may authorize an administrative settlement for up to \$200,000 over the reviewed fair market value of properties appraised up to \$1,000,000. Proposed settlements exceeding \$200,000 shall come before the Board for approval. An administrative settlement is a settlement, authorized by the responsible official, in excess of the approved just compensation. Under appropriate circumstances, an administrative settlement may be made to motivate amicable settlement with an owner and thus avoid recourse to legal proceedings.

## Recommendations *(Action items require a resolution)*

Approve: KN 23337, Project No. A023(337), US-20/26, Middleton Rd. to Star Rd., Ada/Canyon Counties, Parcel 149 administrative settlement over \$200,000. Resolution on page 165.

RES. NO. WHEREAS, the Idaho Transportation Department is acquiring right-of-way along US-20/26, Middleton Rd. to Star Rd., for Project No. A023(337); and

WHEREAS, the Idaho Transportation Department and the property owner have engaged in good faith negotiations; and

WHEREAS, both parties agree that additional payment is justified in order for the Idaho Transportation Department to fairly compensate the property owner of Parcel 149.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board approves an administrative settlement over \$200,000 for the right-of-way acquisition along US-20/26, Middleton Rd. to Star Rd., for Project No. A023(337), Parcel 149.