Call to Order and Pledge to Flag

Invocation – Chris Evanson – Seventh Day Adventist

Roll Call

Proposed Amendments to Agenda

(1) Consent Agenda (Action Items)

All matters listed within the Consent Agenda are considered to be routine by the Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember or citizen so requests in which case the item will be removed from the Consent Agenda and placed on the Regular Agenda.

1-1. Minutes
   a. Regular Council Minutes – November 18, 2019

1-2. The City Council dispenses with the Three (3) Reading Rule of Idaho Code § 50-902 for all ordinances

1-3. Plat Approvals
   a. Final
      • None
   b. Preliminary
      • None
   c. Short
      • None

1-4. Authorize Public Hearings
   a. Parks and Recreation Fees for FY20
   b. Annexation and Zoning to RS6 (Single Family Residential – 6,000 sq. ft.) at 842 W. Greenhurst Rd. for a lot split (A portion of Lots 14 & 15 of Home Acres Subdivision No. 6 lying in a portion of the SW ¼ SW ¼ of Section 33, T3N, R2W, BM Canyon County) for David DeMayola (ANN 134-19)
   c. Amendment of Title 10, Chapter 3, Section 10-3-2 containing the Schedule of District Land Use Controls by removing the requirement stated in Note 1 for Residential Land Use/Building Occupancy Type that there be no 220-volt power source for Accessory Dwelling Units (attached or detached) for the City of Nampa (ZTA 158-19)
1-5. Authorize Public Comment Period
   a. Authorize staff to open up a 15 day comment period on December 1st for our 2018 Program Year Consolidated Annual Performance Evaluation Report

1-6. Authorize to Proceed with Bidding Process
   a. None

1-7. Authorization for Execution of Contracts and Agreements
   a. None

   a. None

1-9. Resolutions
   a. Disposition of Environmental Compliance Surplus Property

1-10. Licenses for 2019
   a. Alcohol Renewal
      • None
   b. Alcohol New
      • None
   c. Pawnbrokers
      • Ken’s Loan & Jewelry – 608 12th Ave S.
   d. Precious Metal Dealers
      • Canyon County Coin Inc. - 1200 1st St S.
      • Neil Alan Fine Jewelry – 116 12th Ave S.

1-11. Miscellaneous items
   a. None

1-12. Approval of Agenda

(2) Proclamations

2-1. 70 Year Anniversary – Nampa High School & Vallivue Basketball
Nampa Residents Wishing to Speak on an Agenda (5 persons limit) or Non-Agenda Item (5 persons limit) (3 minute limit). Comments Related to Zoning and Land Use Matters May Only be Made During Properly Noticed Public Hearings

Mayor & Council Comments

(3) Agency & Commission Reports
3-1. None

(4) Staff Communications
4-1. None

(5) New Business
5-1. **Action Item:** Authorize approval of waiver to allow a liquor license within 300 feet of church or school for Jak’s Place Inc. DBA. Jak’s Place Neighborhood Grill (formally SodaStop) located at 6026 Birch Lane Nampa

5-2. **Action Item:** Authorize Street Division to proceed with replacement purchase of one (1) 2020 light/medium duty chassis-cab with utility bed, not to exceed the amount of $46,500.00, for on-call emergency response

5-3. **Action Item:** Authorize Mayor to sign Food and Beverage Contract amendment pending legal approval for the Ford Idaho Center and Nampa Civic Center

5-4. **Action Item:** Authorize Task Order with JUB Engineers for project design services on the Purdam Trunk Sewer Extension (approved in FY20 budget)

5-5. **Action Item:** 1st Reading of ordinance correcting ordinance 4382

5-6. **Action Item:** Award bid to Syblon-Reid and authorize Mayor to sign contract for Aerial Sewer Replacement FY19 Sites 2-6 (Approved in FY20 Budget)

5-7. **Action Item:** Authorize Mayor and Public Works Director to sign Task Order with T-O Engineers to provide design, survey and engineer of record services for the Aerial Sewer Replacements FY21 project (Approved in FY20 Budget)

5-8. **Action Item:** Award bid and authorize Mayor to sign contract for the Nampa WWTP Phase II Upgrades Project Group D with Varec Biogas. in the amount of $200,549.00 (Approved in FY20 Budget)
5-9. **Action Item:** Authorize Mayor and Public Works Director to sign task order for attached scope of work with HDR Engineering, Inc., for Idaho Center Boulevard and Cherry Lane Intersection Improvements Project concept design services and right-of-way acquisitions in the amount of $103,292.58 T&M NTE (Approved in FY20 Budget)

5-10. **Action Item:** Authorize Mayor to sign the Grant Agreement and City Resolution with the Idaho Transportation Department, Division of Aeronautics, for the AIP-31 Construct Hangar Taxilanes and Taxiways project

(6) Public Hearings

6-1. **Action Item:** None

(7) Unfinished Business

7-1. **Action Item:** 1st Reading of Ordinance for Annexation and Zoning to IL (Light Industrial) zoning district for manufacturing facilities at 39 N. Picard Lane (A 7.83 acre or 341,054 sq. ft. portion of SE ¼ of Section 24, T3N, R2W, BM - Tax 19044 in the S ½) for Tom Hines (ANN 127-19) *(PH was 9-16-2019)*

7-2. **Action Item:** 1st Reading of Ordinance for Vacation of the road right-of-way in the Amended Plat of Elmwood Place Addition lying between Lot B - 523 18th Ave. No., and Lot C – 611 18th Ave. No. for Ludmila and Viktor Dudlya (VAC 041-19). *(PH was 9-3-2019)*

(8) Pending Ordinances (Postponed Due to Lack of Supporting Documentation)

8-1. 1st reading of Ordinances for Annexation and Zoning to RML (Limited Multiple-Family Residential) at 1111 E. Iowa Ave. (A .34 acre or 14,938 sq. ft. portion of NE ½, SE ¼ Section 34, T3N, R2W, BM) for Anthony Sparks for construction of a Fourplex. (ANN 121-19) *(PH was 7-15-2019)*

8-2. 1st reading of Ordinances for Annexation and Zoning to BC (Community Business) for .525 acres or 22,866 sq. ft. located in the SE ¼ Section 10, T3N, R2W, BM, Franklin Tracts Plot C at 0 N. Franklin Blvd.; Zoning Map Amendment from AG (Agricultural) to BC (Community Business) for 2.24 acres or 97,574 sq. ft. located in the SE ¼ Section 10, T3N, R2W, BM, Franklin Tracts Plot B at 1414 E. Karcher Rd. for Dean Anderson. (ANN 122-19, ZMA 107-19) *(PH was 8-5-2019)*

8-3. 1st reading of Ordinances for Annexation and Zoning to RA (Suburban Residential) for 2.30 acres or 100,188 sq. ft. located at 1460 Lake Lowell Ave in a portion of the SW ¼ of the SE ¼ of Section 30, T3N, R2W, BM for Jared and Melissa Lindsay for a 2-parcel split. (ANN 125-19) *(PH was 8-19-2019)*
8-4. 1st reading of Ordinances for Modification of First Amendment to a Development Agreement between Nampa North, LLC and the City of Nampa recorded 12/29/2017 as Inst. No. 2017-056540 amending Exhibit “B” Conceptual Plan to: 1) allow a revised subdivision allowing for a mix of 4-plexes and single-family attached townhomes in place of the original mix of 4-plexes and commercial lots on the GB2 (Gateway Business 2) zoned parcel(s), and 2) amending Exhibit “C” Conditions of Approval as necessary for Lost River Townhomes on the north side of E. Cherry Lane east of Can-Ada Road (81 Single-Family Attached Townhome lots and 5 Four-plex lots - A 7.96 acre parcel of land being a portion of Government Lot 7 and a portion of the SE ¼ of the SW ¼ of Section 6, T3N, R1W, BM) for KM Engineering, LLP representing Nampa North LLC. (PH was 11-18-2019)

8-5. 1st reading of Ordinances for Development Agreement Zoning Map Amendment from RS6 (Single Family Residential – 6,000 sq. ft.) to RP (Residential Professional) at 1324 11th Ave. So. (A .24 acre or 10,500 sq. ft. part of the SE ¼ of the NE ¼ of Section 28, Township 3 North, Range 2 West, BM being all of Lot 12, and the and the SW ½ of Lot 11, Block 65, Waterhouse Addition) for Dena and Jason Baker for a Legal Office. The Planning and Zoning Commission recommended approval subject to a Development Agreement to prohibit any of the otherwise allowed RP zone permitted uses determined by the Commission not to be compatible with the adjoining single-family residential land uses, as well as prohibiting all otherwise allowed Conditional Uses in the RP Zone. (PH was 11-18-2019)

(9) Executive Sessions

9-1. Action Item: None

Adjourn

Next Meeting

Regular Council at 6:00 PM – Monday, December 16, 2019 - City Council Chambers

♦ Individuals, who require language interpretation or special assistance to accommodate physical, vision, hearing impairments, please contact the City Clerk’s Office at Nampa City Hall, (208) 468-5426. Requests should be made at least five (5) days prior to the meeting to allow time to arrange accommodations

♦ Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council and do not necessarily represent the religious beliefs or views of the Council in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to participate actively in the business of the Council. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the City Clerk
Mayor Kling called the meeting to order at 6:00 p.m.

Clerk made note that Councilmembers Rodriguez, Bruner, Hogaboam, Levi, Haverfield, Skaug were present.

❖ (1) Consent Agenda (Action Items) ❖

MOVED by Haverfield and SECONDED by Bruner to approve the Consent Agenda as presented; Item #1-1. - Regular Council Minutes of November 4, 2019; Bicycle and Pedestrian Advisory Committee Minutes; Board of Appraisers Minutes; Airport Commission Minutes of October 14, 2019; Planning & Zoning Commission Minutes of October 22, 2019; Library Commission Minutes; Council on Aging minutes of October 8, 2019; Item #1-2. - The City Council dispenses with the three (3) reading rule of Idaho Code § 50-902 for all ordinances; Item #1-3. - Final and Preliminary Plat Approvals: 1) Subdivision Final Plat Approval for Fall Creek Subdivision No. 4 in an RS-7 (Single Family Residential – 7000 sq. ft) zoning district at the southeast corner of Ustick Rd and Madison Ave. (64 Single Family Residential dwellings on 18.75 acres for a 3.41 average dwelling units per gross acre – Located in a portion of Government Lot 2 and a portion of the NE ¼ of Section 3 T3N R2W BM), for Kent Brown representing Challenger Development (SPF-00108-2019); 2) Subdivision Plat Short Approval for Arbor Court Subdivision in a RS6 (Single Family Residential – 6000 sq. ft.) zoning district at 424 W Greenhurst Road (4 Single Family detached lots on .658 acres for 6.08 average dwelling units per gross acre - A part of the SW ¼ SE ¼ Section 33, T3N, R2W, BM) for Lindquist Properties LLC (SPS-00025-2019); Item #1-4. - Authorize Public Hearings: 1) Zoning Map Amendment from RD (Two-Family Residential) to BC (Community Business) at 1511 7th St. So. (A .11 acre or 4,792 sq. ft. part of the NE ¼ of Section 27, Township 3 North, Range 2 West, BM being the SE 50 ft of Lots 1 and 2, Block 5, Interstate Additions) for Dr. Brian Thomas, Nampa First Church of the Nazarene for a Medical and Counseling Clinic (ZMA 113-19); 2) Annexation and Zoning to RMH (Multiple-Family Residential) for Townhomes at 622 N. 44th Street (A 2.02-acre parcel located in the NE ¼ NE ¼ of Section 24, T3N, R2W, BM, Canyon County, Idaho) for Mason and Associates representing Sun Peak Development LLC (ANN-00133- 2019); Item #1-5. - Authorize to Proceed with Bidding Process: 1) None; Item #1-6. - Authorization for execution of Contracts and Agreements: 1) None; Item #1-7. - Monthly Cash Report: 1) None; Item #1-8. - Resolutions: 1) None; Item #1-9. - License for 2019: a) Renewal Alcohol: 1) None; b) New Alcohol: 1) None; Miscellaneous Items: 1) None. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. Mayor Kling declared the MOTION CARRIED

❖ (2) Proclamation ❖

Item #2-1 – Small Business Saturday

Whereas, the government of Nampa, Idaho, celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are 30.7 million small businesses in the United States
represent 99.7 percent of all firms with paid employees in the United States, are responsible for 64.9 percent of net new jobs created from 2000 to 2018; and

Whereas, small businesses employ 47.3 percent of the employees in the private sector in the United States; and

Whereas, 94% of consumers in the United States value the contributions small businesses make in their community; and

Whereas, 96% of consumers who plan to shop on Small Business Saturday® said the day inspires them to go to small, independently owned retailers or restaurants that they have not been to before, or would not have otherwise tried; and

Whereas, 92% of companies planning promotions on Small Business Saturday said the day helps their business stand out during the busy holiday shopping season; and

Whereas, 59% of small business owners said Small Business Saturday contributes significantly to their holiday sales each year; and

Whereas, Nampa, Idaho supports our local businesses that create jobs, boost our local economy and preserve our communities; and

Whereas, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday

Now Therefore, I, Debbie Kling, Mayor of the City of Nampa, Idaho, do hereby proclaim Saturday November 30th, 2019 to be:

“SMALL BUSINESS SATURDAY”

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Nampa to be affixed this 4th day of November in the year of our Lord two thousand nineteen.

Jay Snyder, Main Street Manager explained that on Saturday November 30 Nampa will be participating and celebrating the 10th Anniversary of Shop Small Saturday, established in 2010. Shop Small Saturday is designed as a day to show our collective support as small independent
businesses and pay attention to the valuable and distinct contributions that they make to our community and into our local economy.

- Mayor Kling asked if there was any Nampa Residents wishing to speak on any agenda item (5 persons limit) or any non-agenda item (5 persons limit) (3 minutes limit). Comments related to Zoning and Land Use matters may only be made during properly noticed public hearings:
  - None

- Mayor Kling’s and Council Comments
  - Mayor
    - Congratulation to Sandi Levi, Darl Bruner and Jacob Bower
    - November 30, 2019 Christmas Tree Lighting Downtown
    - Market Downtown – Lloyds Square
  - Councilmember Bruner
    - Mayors CUP basketball game with CWI

- (3) Agency/External Communications

Item #3-1. – Census Presentation – The Road to 2020

Why we do a Census

Article 1, Section 2 of the US Constitution
The actual Enumeration shall be made within three Years after the first Meeting of the Congress of the United States, and within every subsequent Term of ten Years, in such Manner as they shall by Law direct.

Key Purpose is Apportioning the US House of Representatives

**Why does the 2020 Census Matter?**

**Power**
- Congressional representation
- Reapportionment & redistricting

**Money**
- $675 billion distributed annually
- Funding distributed based on population

**Idaho**
- In 2010 over $2.4 billion each year to the State
- $1,473 approx. per Idahoan counted

**Federal Funding**
Census data informs how $675 billion is distributed annually among local, state, and tribal governments for programs like:
- Transportation
- Job training centers
- Schools (Title 1 Grants, National School Lunch Program, Head Start/Early Head Start)
- Senior and Foster Care Centers
- Housing (Section 8 housing choice vouchers)
- Medical Assistance Programs (Medicaid, Medicare)

**Impact to Idaho**

360,000 +
Estimated net undercount in 2020 based on 2010 Census

$1,473
Potential per person Federal funds available
$531+ Million
Amount of Money we stand to lose annually

New Ability to Self-Respond starting March 23, 2020

We are making it easier to respond with technology.

• For the first time, people will have multiple ways to self-respond – online, by phone, or by mail – and full choice to opt for the mode with which they feel most comfortable.

• The Census Bureau will be encouraging individuals nationwide to respond whenever and wherever they are. This includes the ability for folks to respond on the go or at community events, even if they do not have the unique Census ID sent to their address.

Mailing process still being finalized in end-to-end test.

Hard-to-Count Populations
Where you can help

♦ Identify community organizations in your city that work directly with hard-to-count populations and who we can partner with to conduct outreach
♦ Incorporate census outreach and education efforts into your existing community engagements
♦ Collaborate with Idaho’s diverse stakeholders to deliver tried and tested messages

Recruiting

Recruiting Information for All Positions
www.census.gov/fieldjobs
www.usajobs.gov
www.2020census.gov/jobs
1-888-658-5564 (RCC recruiting hotline)

Contact Recruiting Associate to attend recruitment events in your area.

Item #3-2.- Health Nampa Impact Coalition – Jean Munchie and Tom Patterson presented the following presentation 2C Kids Succeed:

Adverse Childhood Experiences (ACEs)

A traumatic event in a child’s life from birth to 18 that can have a lasting effect well into adulthood.
“A strong graded relationship was found between the breadth of exposure to abuse or household dysfunction during childhood and multiple risk factors for several of the leading causes of death in adults.”
ACEs in Idaho

- Most commonly reported ACEs are poverty, divorce and broken homes, substance use and mental illness.
- Only four states have a higher prevalence of children with three or more ACEs than Idaho.
- US data for kids with score of 3 or more is 11%; Idaho is 15%.
- Idaho is in the early process of collecting more broad ACEs data.

Economic Impact is Significant

Pair of ACEs
Risk factors don’t have to be predictive factors with enough protective factors.

Resilience is the ability to cope when things go wrong. Resilience can also be described as bouncing back, or forward, after difficult times.

**Resilience Can be Built**

Key ingredient: The relationships children have with others who care about them.

- Social connections
- Knowledge of adolescent development
- Concrete support in times of need
- Cognitive and social-emotional competence
- Reduce stressors
- Safe, stable and nurturing environments

**Imagine what we can do together.**

Canyon County initiative that will serve as a catalyst to build healthy and resilient communities where resilient children can grow and thrive.

◆ (4) **Staff Communications** ◆

Mayor Kling moved the two staff reports around.

**Item #4-2.** – Police Chief Joe Huff presented updates on the following topics:

**International Police Chief Conference** – About two or three weeks ago I had the opportunity to go to the International Police Chief Conference and wanted to express my gratitude to the Council for letting me go there. There was three of us from the Police Department that went, Captain Shankel, Lieutenant McGuire and I; it was a first-class conference. I got to hear a class from the United States Attorney Bill Barr, the FBI Director and the President Trump was the keynote speaker. Got some great ideas and some programs that we are going to implement here at the City.

**New lieutenant** – On November 24 Jamie Burns will be our 5th and final lieutenant and that will make us fully staffed. He will oversee out community service officers, school resource program, the department range, animal control officers, our volunteers and our chaplain

**Item #4-1.** – Public Works Director Tom Points and Deputy Public Works Director Nate Runyan presented a staff report to update the council on current projects as follows:
Snow and Ice Control Plan – City staff held a kickoff meeting on October 28th to review and discuss the attached (see Exhibit A) City of Nampa Snow and Ice Control Plan (Plan). The Plan is intended to provide City staff, the public, and elected officials a guide to snow and ice control within the City. When winter conditions begin, the Plan provides a place to start but allows flexibility for staff to change and modify its response and communication when conditions warrant. It focuses on Street Division efforts but provides guidance when additional resources are needed, e.g., hired contractors and other Public Works Divisions. The Plan also creates a link between Streets Division and Parks Department efforts. A quick reference guide for Nampa citizens is also incorporated in the Plan which outlines City procedures, response, and communication to winter weather related conditions of City streets.

Water: Domestic and Irrigation Systems Updates -

Domestic and Irrigation Main Line Asset Management
As part of the Public Works Department Asset Management Program, pipe condition examinations are made on an ongoing basis. Results are mapped in the GIS system and tracked in the NEXGEN asset management software. This aids in the decision-making process for identifying annual pipe replacement. If pipe conditions warrant, immediate replacement can take place. These steps are also utilized when replacing valves and fire hydrants in the various zones.

2019 Irrigation Season Water Quality Improvements
Staff have received several inquiries regarding what utility customers gained by the 2016 irrigation rate increase. While the increase was based on funding the overall irrigation master plan, the following list provides some real improvements customers could have observed this season (for a map of these improvements, see Exhibit B):

1. Filter upgrades made to two irrigation pump stations:
   - Midland Park
   - Creekside
   These upgrades improve irrigation water quality. To date, there are eleven pump stations equipped with filters throughout the City.

2. Domestic intertie and backflow preventer for drought resiliency:
   - Well 11
   This domestic connection will be available to augment the irrigation supply. Currently there are six domestic interties within the system.

3. SCADA (Supervisory Control and Data Acquisition) installation on four irrigation pump stations:
   - Midland Park
   - Creekside
   - Lava Springs
• Kensington 2

4. Continuation of pump rehabilitation/replacement maintenance program which included nine pump stations.

5. Completed transmission pipeline portion of the Midland Boulevard supply.

6. Completed Locust Lane Irrigation Pump Station; service began in August 2019.

7. Since 2016, the City has invested more than $500,00 per year in water quality upgrades with positive results and feedback from irrigation customers:

Domestic Main Line Breaks for Fiscal Year 2019
In fiscal year 2019 there was 24 domestic main line breaks; seven were contractor caused and 17 were caused over time by wear and tear. Domestic main line breaks are treated as emergency repair because often roadway damage and/or customer water service is impacted. Water Division staff respond to emergency repairs 7 days a week, 24 hours a day to complete needed repair and return service to customers. Domestic water main breaks for fiscal year 2019 are shown in the attached map (see Exhibit C).

Irrigation Main Line Breaks for Fiscal Year 2019
In fiscal year 2019 there was 19 irrigation main line breaks; one was contractor caused and 18 were caused over time by wear and tear. Water Division crews work diligently to make repairs in a timely manner; however, these repairs can take up to three business days as irrigation breaks are not considered emergencies. Irrigation main line breaks for fiscal year 2019 are shown in the attached map (see Exhibit D).

Domestic Water Production
In fiscal year 2019, 2,190,028,370 gallons were delivered:

**Domestic System History**

In fiscal year 2019, 7,945,147,447 gallons were delivered:

**Irrigation Water Production**

In fiscal year 2019, 7,945,147,447 gallons were delivered:
Wastewater Program Update –

Funding

The cost of the Wastewater Treatment Plant (WWTP) Upgrades Phase II Project is estimated to be approximately $189,900,000.00 with an anticipated completion date of fall 2025. The project includes the following capital improvements:

- Construction of a new tertiary filtration facility
- Construction of a new aeration basin and blower building
- Construction of Final Clarifier No. 4, return activated sludge and waste activated sludge piping and pumping
- Construction of a struvite mitigation system
- Construction of an ultraviolet disinfection system
- Expansion of anaerobic digestion capacity and solids thickening and dewatering facilities
- Construction of pumping and conveyance of recycled water

In December 2018, the Idaho Department of Environmental Quality (IDEQ) committed $165 million from the Clean Water State Revolving Fund (CWSRF) loan program for the City’s WWTP Upgrades Phase II Project. IDEQ and the City entered into a loan agreement for the first installment, in the amount of $37,000,000 at 1.68 percent interest.

Earlier this month the City received the second installment of the CWSRF loan from IDEQ in the amount of $24 million, bringing the total loan issuance to $61 million. The remaining loan installments will align with the WWTP Upgrades Phase II capital expenditures.

Class A Recycled Water Program

The IDEQ published the City of Nampa’s Class A Recycled Water Draft Reuse Permit (Permit) on October 15, 2019. The public comment period is set to close November 29, 2019. The Permit includes industrial and irrigation uses for the Class A Recycled Water. The Permit limits for Class A Recycled Water, delivered to the Phyllis Canal, has a no temperature limit, 0.35 mg/l phosphorus limit, and 30 mg/l nitrogen limit. City staff have been working on public outreach for the past few months to inform the organizations that usually comment on these permits. Staff met with the Concerned Citizens of Canyon County, cities in the Treasure Valley, Riverside Irrigation District, Idaho Water Users Association, Environmental Protection Agency, Trout Unlimited, Idaho Conservation League, Lower Boise Watershed Council and Boise River Enhancement Network.

If Nampa is successful in obtaining the Permit, it will be the first city in the state of Idaho to receive a reuse permit for discharge to a canal. The Permit and instructions to provide comments can be located on the IDEQ website at https://www.deq.idaho.gov/news-public-comments-events/public-comment-opportunities.
WWTP Phase II/III – Group F Design Build Project

On June 3, 2019, City Council unanimously approved the recommended project packaging and delivery approach of the WWTP Phase II Upgrades.

The largest project, Project Group F - Recycled Water System, will be delivered as a progressive design-build project and has an estimated cost of $100 million. The Group F Request for Qualifications (RFQ) was issued on September 30, 2019. Five design-build consultant teams submitted their Statement of Qualifications (SOQ) before the deadline of November 7, 2019. The teams are:

- CH2M Hill Engineers, Inc. (Jacobs)
- IMCO General Construction, Inc.
- Alberici/RSCI Joint Venture
- M.A. Mortenson Company
- Slayden Construction Group, Inc.

The SOQs will be reviewed by an evaluation committee consisting of the Mayor, City Council members, City staff, City legal counsel, and Nampa citizens. A recommendation to short-list three of the five firms will be made to City Council in December 2019. The approved short-listed firms will be requested to provide a second, more detailed proposal for additional review by the evaluation committee. Final recommendation will then be made to City Council in April 2020 to enter into an agreement to begin the Project Group F - Recycled Water System progressive design-build project with the selected consultant.

(5) New Business

Mayor Kling moved the following item on the agenda.

City Attorney Doug Waterman explained that this item is not a public hearing, I believe that there is going to be a staff report and then we are going to hear from the entity that is within 300 feet of the proposed license location. The license being issued here is governed by both city and state code, city code 5-2-11 says in part location and distance from schools and churches shall comply with title 23 state code. Title 23 of state code says no license shall be issued for any place that beer is sold or dispensed to be consumed on the premises that is within 300 feet of a school or church or any other place of worship measured in a straight line to the nearest entrance to the licensed premises except with the approval of the governing body of the municipality. Neither city code nor state code provides any particular criteria for when a waiver is appropriate the waiver is entirely discretionary in general however, it seems the law was passed by state legislator to avoid adverse consequences, there is an exception there the specific circumstances help to mitigate the adverse consequences.
Regular Council
November 18, 2019

Item #5-4. - Mayor Kling presented the request to authorize approval of a waiver to allow a beer and wine license within 300 feet of a church or school for Hutchings Enterprises LLC dba H & M Meats located at 215 14th Avenue South.

Economic Development Director Beth Ineck presented a staff report explaining that there are 5 churches within the downtown historic district occupying both historic church buildings and general commercial space. With the historic zero lot lines and a denser development pattern it makes it more difficult to achieve 300-foot buffers than it would in areas like our general commercial corridors on the Boulevard. In addition, during our community outreach and strategic planning the number one thing we continued to hear is a desire for more dining and entertainment establishments.

Mr. Hutchings, H & M Meat owner, we have basically created a small restaurant called the block, the purpose of the block was two things for us. (1) it was an opportunity to give Nampa another option that was service easy and family friendly (2) to create a way for my employees to have more hours during the day.

David Ferdinand spoke for the Bible Pentecostal Church and explained that the board met yesterday and unanimously voted to drop any and all action. They feel that it would be possibly a detriment to the church in regarding any future action that they might like to have with the city of Nampa toward the church or the property during the pending remodel or sale of the building. As in the past 9 years the church wants to remain a good neighbor to everybody.

Councilmembers asked questions and made comments.

MOVED by Bruner and SECONDED by Rodriguez to deny the request for a waiver for H & M Meats. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

❖ (6) Public Hearings ❖

Item #6-1. - Mayor Kling opened a public hearing for modification of First Amendment to a Development Agreement between Nampa North, LLC and the City of Nampa recorded 12/29/2017 as Inst. No. 2017-056540 amending Exhibit “B” Conceptual Plan to: 1) allow a revised subdivision allowing for a mix of 4-plexes and single-family attached townhomes instead of the original mix of 4-plexes and commercial lots on the GB2 (Gateway Business 2) zoned parcel(s), and 2) amending Exhibit “C” Conditions of Approval as necessary for Lost River Townhomes on the north side of E. Cherry Lane east of Can-Ada Road (81 Single-Family Attached Townhome lots and 5 Four-plex lots - A 7.96 acre parcel of land being a portion of Government Lot 7 and a
port of the SE ¼ of the SW ¼ of Section 6, T3N, R1W, BM) for KM Engineering, LLP representing Nampa North LLC. The Planning and Zoning Commission recommended approval (DAMO 033-19).

Stephanie with KM Engineering LLP presented the request

Senior Planner Kristi Watkins presented the following staff report explaining that the request is for a modification of First Amendment to a Development Agreement between Nampa North, LLC and the City of Nampa recorded 12/29/2017 as Inst. No. 2017-056540 amending Exhibit “B” Conceptual Plan to: 1) allow a revised subdivision allowing for a mix of 4-plexes and single-family attached townhomes instead of the original mix of 4-plexes and commercial lots on the GB2 (Gateway Business 2) zoned parcel(s), and 2) amending Exhibit “C” Conditions of Approval as necessary; pertaining to a 7.96 acre parcel of land being a portion of Government Lot 7 and a portion of the SE ¼ of the SW ¼ of Section 6, T3N, R1W, BM, Canyon County, Nampa, also referred to as Parcel #R3038701000 (hereinafter the “Property”)… for Nampa North, LLC, owner/KM Engineering, Kirsti Grabo.

History:

2005 – Annexation and Zoning to RS 8.5, Ordinance # 3522 (including a development agreement) - Approved and Effective 12/5/2005.

8/15/2017 – Rezone, Development Agreement Modification & Preliminary Plat for Lost River Subdivision – Rezone from RS 8.5 to GB 2, Ordinance #4354 – Approved and Effective 12/18/2017.

Development Agreement Modification

Criteria to guide the Council regarding a proposed Development Agreement Modification, in deciding whether to allow a Development Agreement Modification, are absent from state statute or City ordinance. Thus, approving -- or not -- this application becomes a purely discretionary matter/decision on the part of the City in reaction to this DA contract modification application. In other words, whether to approve or approve with some alterations is thus a subjective decision for the Council to make.

Attached, is a copy of Ordinance 4354 recorded on December 29, 2017 as Instrument # 2017-056504 which contains the Development Agreement referenced by this report. The request is to replace the portion of the previous Development Agreement that described the GB 2 zoned area of the development.
As per the applicant’s narrative, they would like “to revise the entitlement for the GB 2 portion of the project to accommodate a combination of single family attached residential product (townhomes) and 4-plexes.”

An approved Development Agreement, associated with an approved development plan, building style and type, and, density is already assigned to the Property (Ord. # 4354). That entitlement still runs with the land. The present application before the Council proposes a change to the original Agreement, including replacing the approved concept site plan (i.e., parking lot and building layout, building design/elevations) with the four-plex layout (as shown in the preliminary plat) and the townhome layout for the GB 2 zoned portion of the property.

The applicant will be required to prepare a new Development Agreement document for Council’s review prior to the adoption of the ordinance that will/would enact the Development Agreement Modification.

**Waiver Request**

The applicant is also requesting a waiver to modify the setback requirements in conjunction with these applications.

<table>
<thead>
<tr>
<th>GB 2 Zone</th>
<th>Current Setbacks</th>
<th>Proposed Setbacks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking and Building Setback Along Arterial or Collector Road</td>
<td>35’</td>
<td>35’</td>
</tr>
<tr>
<td>Parking and Building Setback Along Local Road (Front Setback) Rear (Alley)</td>
<td>15’</td>
<td>10’</td>
</tr>
<tr>
<td>Interior Side Setback</td>
<td>15’</td>
<td>15’</td>
</tr>
<tr>
<td>External Side Setback for Interior Units</td>
<td>5’</td>
<td>0’</td>
</tr>
<tr>
<td>External Side Setback for End Units</td>
<td>None Specified</td>
<td>3’</td>
</tr>
</tbody>
</table>

“These proposed setbacks are common to developments of this nature and we do not foresee any negative impacts of the requested changes. As the townhome units will be rear loaded via the alley, the front setbacks do not need to accommodate driveways. Further, utility easements will be maintained in the alleyways for the townhomes and within the shared parking areas and /or between buildings for the 4-plexes.”
Further details are provided in the applicant’s narrative. Nampa City Council, by code 10-27-2H, has the right of approval for any waiver requests.

As this is a unique project and new product type for Nampa, staff supports the request for waiver of these setback requirements.

**Agency Comments in regard to the Development Agreement Modification**

Agency/City department comments have been received regarding this matter. Such correspondence as received from agencies or the citizenry regarding this application package [received by noon November 13, 2019] is hereafter attached.

1. On September 12, 2019, an email from Eddy Thiel, Nampa Highway District #1, stated that NHD #1 has no comment; and,

2. On September 16, 2019, Neil Jones with the Nampa Building Department made a note in the EnerGov permitting program indicating they will require a top of foundation wall or finish floor elevation, on the construction drawings; and,

3. An email, dated September 17, 2019, authored by Cody Swander, Nampa Parks Department stating that Parks has no requests; and,

4. A September 24, 2019 letter from the Nampa & Meridian Irrigation District authored by David Duvall indicating that they have no comment on this phase of the Project; and,

5. A September 24, 2019 memorandum from the Nampa City Planner, Doug Critchfield in regard to the landscape plan with the following comments:
   a. Add to Keynote 8: For all developer and builder unspecified trees: Use Class I or Class II trees; and,
   b. Street Tree Requirements on Cherry Lane: A total of 52 deciduous Class I or Class II trees are required within the 25’ required landscaped buffer area. The plan specifies 36 deciduous trees in the buffer; and,
   c. Please resubmit landscape plans for approval; and,

   *(Landscape Issues are Resolved and Approved)*

6. A September 26, 2019 memorandum from the Nampa City Engineering Division, GIS Section, authored by Alex Main indicating that changes are needed to include the name N Hounslow Way on Plat pages PP1.1 and P1.2; and,
7. An October 13, 2019, memorandum from the Nampa City Engineering Division, authored by Caleb Laclair indicates:

**Engineering Preliminary Plat Comments**

1. This subdivision is a part of the already approved Lost River Subdivision Preliminary Plat. This application is subject to all previous comments and conditions from the original Preliminary Plat.

2. The proposed subdivision changes the use of a portion of the original plat from commercial to attached single-family residential. The total number of residential units increases by approximately 30 from the original plat. An update to the Traffic Impact Study shall be provided to account for the change in land use and number of units and to verify if there are any corresponding additional traffic impacts.

3. The City’s water and sewer systems have adequate capacity to serve this property.

4. The originally planned irrigation well has been eliminated in favor of a new regional surface water irrigation pump station to be constructed in conjunction with the Spring Hollow Ranch and Silver Star Subdivisions. This pressure irrigation pump station shall be operational prior to the City Engineer signature of the Final Plat. Applicant shall work with the Spring Hollow Ranch and Silver Star Subdivision Developer’s to coordinate schedule and pressure irrigation system connection.

5. The project is proposing all onsite pressure irrigation main be private as all landscaping is intended to be maintained by the Homeowner’s Association. As a result, the CC&R’s shall clearly define that the City has the right to shut down all irrigation supply to the development if any property owner refuses to pay their irrigation assessment.

6. The Final Plat shall reflect public utility, cross access, shared parking, and drainage easements. Maintenance for all common access, parking, landscaping, irrigation, and drainage facilities shall be clearly defined in the CC&R’s, and the CC&R’s shall be referenced by note on the Final Plat.

7. Storm water calculations shall be updated to reflect the change in land use and drainage facility locations.

**Engineering Conditions of Approval**

1. Project is subject to all comments and conditions from the original Preliminary Plat application (SPP-00012-2017).

2. Any and all domestic and irrigation surface and/or groundwater rights shall be transferred to the City at the time of property development/ Redevelopment, and prior to connection to City services. Applicant/Owner shall provide documentation to the Nampa Engineering Division verifying water rights for the full parcel and associated head-gate report from the irrigation district.

3. Utilities shall be constructed to and through the site at the time of property development/ redevelop ment, and at the sole expense of the Developer.
4. Applicant/Owner shall comply with all City Codes, Policies, and Standards in place at the time of property development/redevelopment.

5. Applicant shall address all street name comments identified in the letter from Nampa Engineering Division prior to Final Plat submittal.

6. Applicant shall provide an update to the projects Traffic Impact Study to account for the change in land use and increase in residential units. The Developer will be responsible to address all project triggered traffic mitigation, if any.

7. The required regional surface water irrigation pump station shall be fully operational prior to the City Engineer signature of the Final Plat.

8. The Development CC&R’s shall be reviewed by the Nampa Engineering Division for approval prior to the City Engineer signature of the Final Plat. The CC&R’s shall be referenced by note on the face of the Final Plat and recorded concurrent with the plat. The CC&R’s shall include language indicating:
   - The City has the right to shut down all irrigation supply to the development if any property owner refuses to pay their irrigation assessment. The HOA shall be responsible to ensure compliance with property owner payment of irrigation assessments to the City.
   - Maintenance responsibility all common access, parking, landscaping, irrigation, and drainage facilities.

8. P & Z Minutes dated October 22, 2019, pertaining to the 4-plex lots on the northwest side of the property. Increase setbacks and enhance landscaping. These items have been resolved according to the revised rendering. See P & Z minutes pages 12-15 and the revised rendering on page 32 of this staff report.

9. Staff has not received commentary from any surrounding property owners or neighbors either supporting or opposing this request.

**Recommended Conditions of Approval**

Should the Commission vote to approve the Preliminary Plat request and recommend to the City Council that they approve the requested Development Agreement Modification application, Staff would recommend that the Commission consider imposing the following Condition(s) of Approval against the requests/Applicant(s):

**Development Agreement Modification/Rezone Based:**

1. Provide a new Development Agreement document, to include RECITALS, CONDITIONS and EXHIBITS:
   a. Concept for development layout, density, etc.,
i. Show setback dimensions on the concept plan to indicate the setbacks for construction of the future four-plex buildings; and,

Plat Based: Generally: The Developer/Development shall comply with all requirements imposed by City agencies involved in the review of this matter including, specifically the following:

2. Place the four-plex structures 20’ feet from the south property line, as identified on the concept plan recorded in the Development Agreement; and, *(RESOLVED, see attached rendering)*

3. Provide enhanced landscaping along the southerly property line on the inside of the proposed six-foot fencing on the lot that includes the four-plex buildings; and, *(RESOLVED, see attached rendering)*

4. Provide revised street names as per memo from Alex Main; and,

5. Provide top of foundation wall or finish floor elevation, on the construction plans prior to final plat approval; and,

6. Project is subject to all comments and conditions from the original Preliminary Plat application (SPP-00012-2017).

7. Any and all domestic and irrigation surface and/or groundwater rights shall be transferred to the City at the time of property development/redevelopment, and prior to connection to City services. Applicant/Owner shall provide documentation to the Nampa Engineering Division verifying water rights for the full parcel and associated head-gate report from the irrigation district.

8. Utilities shall be constructed to and through the site at the time of property development/redevelopment, and at the sole expense of the Developer.

9. The required regional surface water irrigation pump station shall be fully operational prior to the City Engineer signature of the Final Plat

10. The Development CC&R’s shall be reviewed by the Nampa Engineering Division for approval prior to the City Engineer signature of the Final Plat. The CC&R’s shall be referenced by note on the face of the Final Plat and recorded concurrent with the plat. The CC&R’s shall include language indicating:
   a. The City has the right to shut down all irrigation supply to the development if any property owner refuses to pay their irrigation assessment. The HOA shall be responsible to ensure compliance with property owner payment of irrigation assessments to the City.
   b. Maintenance responsibility all common access, parking, landscaping, irrigation, and drainage facilities.; and,

11. Provide a shared access agreement for the entire site; and,

12. Notes Correction(s): Developer’s engineer shall correct any spelling, grammar, punctuation and/or and numbering type errors that may be evident on the plat face and/or in the proposed plat development notes.
13. <Any other condition(s) as the Council sees fit to impose…>

Councilmembers asked questions and made comments.

No one appeared in favor of or in opposition to the request.

The applicant representative answered Councils questions.

MOVED by Haverfield and SECONDED by Rodriguez to close the public hearing. Mayor Kling asked all in favor say aye with all Councilmembers present voting AYE. Mayor Kling declared the

MOTION CARRIED

MOVED by Skaug and SECONDED by Haverfield to approve the modification of First Amendment to a Development Agreement between Nampa North, LLC and the City of Nampa recorded 12/29/2017 as Inst. No. 2017-056540 amending Exhibit “B” Conceptual Plan to: 1) allow a revised subdivision allowing for a mix of 4-plexes and single-family attached townhomes instead of the original mix of 4-plexes and commercial lots on the GB2 (Gateway Business 2) zoned parcel(s), and 2) amending Exhibit “C” Conditions of Approval as necessary for Lost River Townhomes on the north side of E. Cherry Lane east of Can-Ada Road (81 Single-Family Attached Townhome lots and 5 Four-plex lots - A 7.96 acre parcel of land being a portion of Government Lot 7 and a portion of the SE ¼ of the SW ¼ of Section 6, T3N, R1W, BM) for KM Engineering, LLP representing Nampa North LLC with staff recommended conditions and authorize the City Attorney to draw the appropriate ordinance. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Item #6-2. - Mayor Kling opened a public hearing for development agreement Zoning Map Amendment from RS6 (Single Family Residential – 6,000 sq. ft.) to RP (Residential Professional) at 1324 11th Ave. So. (A .24 acre or 10,500 sq. ft. part of the SE ¼ of the NE ¼ of Section 28, Township 3 North, Range 2 West, BM being all of Lot 12, and the and the SW ½ of Lot 11, Block 65, Waterhouse Addition) for Dena and Jason Baker for a Legal Office. The Planning and Zoning Commission recommended approval subject to a Development Agreement to prohibit any of the otherwise allowed RP zone permitted uses determined by the Commission not to be compatible with the adjoining single-family residential land uses, as well as prohibiting all otherwise allowed Conditional Uses in the RP Zone (ZMA 112-19).

Dena Baker, 1324 11th Avenue South presented the request.

Councilmembers asked questions and made comments of the applicant.
Councilmember Hogaboam asked if he needs to recuse himself because he is a member of the surrounding area. (no need to recuse himself)

Kristi Watkins presented the following staff report explaining that the request is for Zoning Map Amendment from RS6 (Single Family Residential – 6,000 sq. ft.) to RP (Residential Professional) for Dena and Jason Baker. Applicant states: “The property borders commercially zoned property. I would like the opportunity to operate my legal practice out of this property.” The applicant also indicated that besides herself 1 additional attorney and 2 other people for a total of 4 persons would be employed on the property. The applicant also indicates that around 5-8 persons would be present on the property most of the time, with an estimated occasional maximum of 10 persons.

**General Information**

**Planning and Zoning Commission Recommendation:** Approval, subject to the establishment of a Development Agreement to prohibit otherwise allowed RP zone permitted uses determined by the Planning and Zoning Commission not to be compatible with the adjoining single-family residential land uses, as well as prohibiting all code allowed Conditional Uses for the RP Zone.

**Planning & Zoning History:** Originally constructed and utilized as a single-family residential dwelling. The applicant and her husband use the dwelling as their primary residence and Mrs. Baker’s legal office would be conducted therein.

**Status of Applicant:** Property Owner  **Rezone Location:** 1324 11th Ave. So  **Property Size:** A .24 acre or 10,500 sq. ft. part of the SE ¼ of the NE ¼ of Section 28, Township 3 North, Range 2 West, BM being all of Lot 12, and the and the SW ½ of Lot 11, Block 65, Waterhouse Addition.  **Existing Zoning:** RS6 (Single-Family Residential 6,000 sq. ft.) **Proposed Zoning:** RP (Residential Professional).  **Existing Land Use:** Existing older single-family dwelling, garage, and yard area.  **Surrounding Land Use and Zoning:** North- Single Family Residential; RS6 - South- Lifeline Pregnancy Center, Hasbrouck House; RP then BC (Community Business) East-Lifeline Pregnancy Center; RP - West- Single Family Residential; RS6 - **Comprehensive Plan Designation:** Medium Density Residential but adjoins the General Commercial across the alley to the east.

**Applicable Regulations:** Rezones or zoning map amendments must be reasonably necessary, in the interest of the public, further promote the purposes of zoning, and agree with the adopted comprehensive plan for the neighborhood. This requested zoning map amendment from RS6 to RP is reasonable as it complies with the adjoining General Commercial designation to the east under the map note: “The mapped boundary between two adjoining land use designations is considered flexible and may be interpreted as being stretchable to include the abutting parcels in the direction of either designation.”
### Residential Professional (RP) District Land Uses:
*(From Section 10-3-2 Schedule of District/Zone Land Use Controls)*

<table>
<thead>
<tr>
<th>Permitted Uses</th>
<th>Conditional Uses (CUP’s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising</td>
<td>Airport, heliports, landing fields, etc.</td>
</tr>
<tr>
<td>Animals, agricultural kept as pets</td>
<td>Ambulance service</td>
</tr>
<tr>
<td>Animals, defined as pets</td>
<td>Auditorium</td>
</tr>
<tr>
<td>Arboretum</td>
<td>Bed and breakfast</td>
</tr>
<tr>
<td>Art gallery</td>
<td>Community center (subject to chapter 1 of this title)</td>
</tr>
<tr>
<td>Automobile parking lot/garage, private</td>
<td>Convenience store</td>
</tr>
<tr>
<td>Bank/credit union</td>
<td>Dwelling, multiple family</td>
</tr>
<tr>
<td>Barber or beauty shop, day spa, nail salon</td>
<td>Exhibition hall</td>
</tr>
<tr>
<td>Botanical garden</td>
<td>Hospital</td>
</tr>
<tr>
<td>Church or religious facility</td>
<td>Kennel, noncommercial</td>
</tr>
<tr>
<td>Civic &amp; Cultural Accessory use or building</td>
<td>Library</td>
</tr>
</tbody>
</table>

**Permitted Uses**

| Commercial Accessory use or building | Meeting hall |
| Commercial planned unit development (subject to chapter 26 of this title) | Mortuary and funeral |
| Communication, Utility, Transportation Accessory use or building | Museum or planetarium |
| Construction trade/sales office (carpet, tile, fixtures, etc.) | Nursing home, assisted living center/home, retirement home, convalescent, geriatrics, Alzheimer's care, hospice, group care home (9+ beds) or rest home |
| Daycare/day nursery (commercial) | Recreational vehicle park |
| Drugstore or pharmacy | Restaurant (not drive-in, drive-through or walk-up) |
| Dwelling (combined with a business) | Storage (including for RVs) space rental (open to the general public for business) |
| Dwelling, as place of occupancy for no more than 2 registered sex offenders living therein | Travel agency |
| Dwelling, condominium | Treatment center - alcoholism/ chemical dependency |
| Dwelling, congregate residence | Utility owned building, structure or use |
| Dwelling, duplex (two-family) | |
| Dwelling, fourplex (four-family) | |
| Dwelling, single-family (move-on house) | |
| Dwelling, single-family attached, 2-unit, zero lot line | |
| Dwelling, single-family attached, 3 - 4-unit, zero lot line | |
| Dwelling, single-family attached, multi-unit, zero lot line | |
| Dwelling, single-family including legal “group residences” as defined by this title and Idaho Code (1 per lot/parcel) | |
| Dwelling, triplex (three-family) | |
| Employment | |
| Finance and investment | |
### Permitted Uses

<table>
<thead>
<tr>
<th>Permitted Uses</th>
<th>Conditional Uses (CUP’s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flower gardening</td>
<td></td>
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<tr>
<td>Fraternity, sorority, dormitory, residence hall</td>
<td></td>
</tr>
<tr>
<td>Gardening (for home consumption)</td>
<td></td>
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<tr>
<td>Golf course and country club</td>
<td></td>
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<tr>
<td>Governmental emergency building (i.e., fire or police stations, including combined stations and satellite versions)</td>
<td></td>
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<tr>
<td>Governmental office building or facility</td>
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<tr>
<td>Governmental water, pressure irrigation and/or sewer lift stations (including combined facilities and satellite versions thereof)</td>
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<tr>
<td>Historic site or monument</td>
<td></td>
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<tr>
<td>Home occupation (subject to chapter 1 of this title)</td>
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<tr>
<td>Home occupation daycare (1 - 6 children)</td>
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</tr>
<tr>
<td>Home occupation daycare (7 - 12 children)</td>
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<tr>
<td>Insurance and related</td>
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<tr>
<td>Laboratory, biochemical and X-ray</td>
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<tr>
<td>Laboratory, medical and dental</td>
<td></td>
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<tr>
<td>Manufactured home (subject to chapter 29 of this title)</td>
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<tr>
<td>Medical clinic and related services</td>
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<tr>
<td>Park, playground or open space (subject to chapter 1 of this title)</td>
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<tr>
<td>Pharmaceutical supply business</td>
<td></td>
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<tr>
<td>Planned unit development (residential as subject to chapter 26 of this title)</td>
<td></td>
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<tr>
<td>Planned unit development (subject to chapter 26 of this title)</td>
<td></td>
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<tr>
<td>Professional office</td>
<td></td>
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<tr>
<td>Real estate, title and related</td>
<td></td>
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<tr>
<td>Recreation facility, indoor</td>
<td></td>
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<tr>
<td>Residential Accessory dwelling, attached</td>
<td></td>
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<tr>
<td>Residential Accessory dwelling, detached</td>
<td></td>
</tr>
<tr>
<td>Residential Accessory use or building (uninhabitable)</td>
<td></td>
</tr>
<tr>
<td>School, academic/vocational, commercial (subject to chapter 1 of this title)</td>
<td></td>
</tr>
<tr>
<td>School, public/nonprofit (subject to chapter 1 of this title)</td>
<td></td>
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<tr>
<td>Service &amp; Office Accessory use or building</td>
<td></td>
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<tr>
<td>Shelter or temporary home for care or lodging</td>
<td></td>
</tr>
<tr>
<td>Sporting, Recreation, Amusement Accessory use or building</td>
<td></td>
</tr>
</tbody>
</table>
Storage (including for RVs) space (used exclusively inside an approved subdivision or PUD for residents therein as an amenity, not open to the general public for business, and not held/operated as a private business enterprise by a developer or other party)

| Studio (artist, interior decorator, photographer, etc.) |
| Swimming pool, indoor or outdoor public |
| Tennis court, indoor or outdoor public |
| Tourist information center |
| Veterinary |
| Welfare and charitable distribution |

Special Information

Public Utilities: 8” sewer main situated in the adjoining alley to the east side of the property. - 6” water main situated in the adjoining alley to the east side of the property. - 4” irrigation main situated in the adjoining alley to the east side of the property and 12” irrigation main situated in 14th St. So. to the south side of the property. Public Services: All present.

Transportation: The property has frontage on 11th Ave. So. with driveway access and off-street parking to the existing garage structure from 14th St. So. Additional off-street parking may need to be provided prior to building/occupancy permit issuance for the legal office use. Enough yard area exists to the back of the lot off 14th St. So. for provision of more off-street parking.

Environmental: The rezone could influence the adjoining single-family residential property owners by reason of the additional traffic in the neighborhood generated by legal office clients.

Correspondence: No written correspondence has been received from any area property owners, resident or business owners regarding opposition to or support for the requested rezone from RS6 to RP either previously for the Planning and Zoning Commission hearing or for the City Council hearing.

Staff Findings and Discussion

Other parcels have been rezoned to the west of the alley between 12th Ave. So. and 11th Ave. So. from RS6 to BC previously at two locations between 11th St. So. and 14th St. So. If approved the subject parcel of this rezone from RS6 to RP would become the third area zoned to allow commercial or professional uses to the west of the alley at 11th Ave. So.

The City Council must determine if it is appropriate to further permit by this rezone an expansion of non-residential uses into the older single family established neighborhood west of the alley.

a. One could argue that the requested rezone to RP it is an inappropriate encroachment of the existing RP zoning along both sides of 12th Ave. So. further west into the older established
single-family residential area. Under this interpretation the requested zoning map amendment would not comply with the existing Medium Density Residential Comprehensive Plan future land use map designation and the General Commercial designation would not be considered stretchable to include the area.

b. One could argue that the requested rezone to RP is an appropriate extension of the existing RP zoning along both sides of 12th Ave. So. further west. Under this interpretation the requested zoning map amendment complies with General Commercial designation under the stretchable allowance as provided for on the Comprehensive Plan future land use map. *(The Commission recommended approval under this option subject to a development agreement.)*

If the City Council votes to accept the Planning Commission recommendation and votes to approve the rezone the following findings are suggested:

1) Rezone of the subject property to RP is reasonably necessary in order to allow the applicant to utilize the home for the establishment their legal practice.
2) Rezone of the subject property to RP is in the interest of the property owner and is interpreted to conform to the adopted comprehensive plan designation of General Commercial under the stretchable allowance provided for on the Comprehensive Plan future land use map.
3) The proposed Legal Practice use on the subject property will be reasonably compatible with the existing commercial/office uses already established in the 11th Ave. So./12th Ave. So. area.
4) Section 10-2-5 allows a rezone or zoning amendment application to be processed in connection with the execution of a development agreement. Through such agreements a property owner or developer may make written commitments concerning the use or development of a subject parcel in exchange for the change of zoning requested. Commitments made under such agreements are in addition to the regulations provided for in the zoning district by ordinance and are established to assure compatibility of the resulting land uses with the surrounding area. A development agreement could be used to prohibit any of the otherwise allowed RP zone permitted uses felt by the Planning Commission and City Council not to be compatible with the adjoining single-family residential land uses.

**Recommended Conditions of Approval**

If the City Council accepts the Planning and Zoning Commission recommendation to approve the zoning map amendment from RS6 to RP, the following conditions of approval are also recommended:

1) Establishment of a Development Agreement to prohibit otherwise allowed RP zone permitted uses determined by the Planning and Zoning Commission not to be compatible with the adjoining single-family residential land uses, as well as prohibiting all stated Conditional Uses.
Regular Council
November 18, 2019

for the RP Zone. (Please see the highlighted permitted land uses in the above listings for the Residential Professional (RP) district that staff and Commission recommends being prohibited under the recommended development agreement.)

2) The Building Department requires permits and will require that the house be converted from residential to commercial for the office with all ADA requirements (ramp, doorways, restrooms, parking, accessible route, etc.).

Mayor Kling asked questions and made comments.

Councilmembers asked questions and made comments.

No one appeared in favor of or in opposition to the request.

The applicant made comments to the questions that were asked.

MOVED by Rodriguez and SECONDED by Haverfield to close the public hearing. Mayor Kling asked all in favor say aye with all Councilmembers present voting AYE. Mayor Kling declared the

MOTION CARRIED

MOVED by Rodriguez and SECONDED by Skaug to approve the development agreement Zoning Map Amendment from RS6 (Single Family Residential – 6,000 sq. ft.) to RP (Residential Professional) at 1324 11th Ave. So. (A .24 acre or 10,500 sq. ft. part of the SE ¼ of the NE ¼ of Section 28, Township 3 North, Range 2 West, BM being all of Lot 12, and the and the SW ½ of Lot 11, Block 65, Waterhouse Addition) for Dena and Jason Baker for a Legal Office. The Planning and Zoning Commission recommended approval subject to a Development Agreement to prohibit any of the otherwise allowed RP zone permitted uses determined by the Commission not to be compatible with the adjoining single-family residential land uses, as well as prohibiting all otherwise allowed Conditional Uses in the RP Zone concerning the parking in the side and the back if possible with staff conditions and authorize the City Attorney to draw the appropriate ordinance.

Councilmembers had discussion.

MOVED by Rodriguez and Councilmember Skaug did not second the motion and then Councilmember Bruner seconded the motion to amend the motion that in this zone the only approval will be to this business only any other business or entity would not be recommended at this time and approve the development agreement Zoning Map Amendment from RS6 (Single Family Residential – 6,000 sq. ft.) to RP (Residential Professional) at 1324 11th Ave. So. (A .24 acre or 10,500 sq. ft. part of the SE ¼ of the NE ¼ of Section 28, Township 3 North, Range 2 West, BM being all of Lot 12, and the and the SW ½ of Lot 11, Block 65, Waterhouse Addition)
for Dena and Jason Baker for a Legal Office concerning the parking in the side and the back if possible with staff conditions and authorize the City Attorney to draw the appropriate ordinance. The Mayor asked for a roll call vote with Councilmembers Hogaboam, Levi, Haverfield, Bruner, Rodriguez voting YES. Councilmember Skaug voting NO. The Mayor declared the MOTION CARRIED

(5) New Business

Item #5-1. - Mayor Kling presented the request to authorize Facilities to sign a change order for the demolition of the bank drive through canopy at Nampa Development Services Building (approved in FY20 budget)

Director of Building and Safety Patrick Sullivan presented the staff report explaining that as part of the remodel at the Nampa Development Services Center, Facilities Development has identified an opportunity to demolish the existing bank drive through canopy in order to provide additional parking and provide a continuous drive through lane connecting the parking areas on both sides of the canopy structure.

The primary reasons to demolish the structure is to expand the parking area and avoid future maintenance on the unused drive through canopy. We have determined that the structure will not easily accommodate a one level enclosed expansion to the building within the footprint of the canopy and costs to retrofit the canopy into office space would be higher than building a new addition in the future. The additional parking is necessary to accommodate both personal and city service vehicles.

The cost for demolition would be within the existing FY20 remodel budget and avoid the cost of re-roofing the 3,250 square foot structure and future maintenance costs. Facilities have requested a change order request for the demolition work and roofing credit. The estimated cost projection for demolition of the canopy including the roofing credit is estimated to be under $60,000. The change order will not require an extension to the remodel contract and will be within the original FY20 remodel budget.

This issue has been reviewed by the City Attorney’s Office and the Mayor.

MOVED by Bruner and SECONDED by Hogaboam to approve the request to issue a change order to Excelsior Construction Company to provide a credit for re-roofing and demolishing the drive through canopy at the Nampa Development Services Center Building, not to exceed the amount of $60,000. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED
Item #5-2. - Mayor Kling presented the request to canvass of votes from the November 5, 2019 election.

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**Total # absentee ballots cast**: 736
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<td>78-13</td>
<td>186</td>
<td>101</td>
<td>1,721</td>
<td>25</td>
<td>1,746</td>
<td>313</td>
<td>17.0%</td>
</tr>
<tr>
<td>79-13</td>
<td>273</td>
<td>113</td>
<td>1,474</td>
<td>25</td>
<td>1,499</td>
<td>425</td>
<td>28.4%</td>
</tr>
<tr>
<td>80-13</td>
<td>193</td>
<td>151</td>
<td>1,510</td>
<td>23</td>
<td>1,533</td>
<td>336</td>
<td>25.2%</td>
</tr>
<tr>
<td>81-13</td>
<td>154</td>
<td>82</td>
<td>1,204</td>
<td>10</td>
<td>1,214</td>
<td>260</td>
<td>21.4%</td>
</tr>
<tr>
<td>82-13</td>
<td>181</td>
<td>77</td>
<td>1,509</td>
<td>16</td>
<td>1,525</td>
<td>285</td>
<td>18.7%</td>
</tr>
<tr>
<td>CO. TOTAL</td>
<td>3,746</td>
<td>2,621</td>
<td>37,792</td>
<td>439</td>
<td>38,231</td>
<td>7,653</td>
<td>18.4%</td>
</tr>
</tbody>
</table>

Total # absentee ballots cast | 736
MOVED by Haverfield and SECONDED by Rodriguez to approve the results of the November 5, 2019 election. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Item #5-3. - Mayor Kling presented the request for discussion on whether to recommend the City Attorney draft and ordinance prohibiting the use of handheld electronic devise while operating a motor vehicle in the City of Nampa.

Councilmember Skaug presented a staff report explaining that he was opposed to this type of thing until about two weeks ago and I was walking out of the donut shop and a lady had her cell phone up on top of her steering wheel and about ran me over and about a year or so ago that same thing happened to me at a red light. I represent a lot of people that get hit by people that are texting and driving and that is already prohibited, and I am seeing people when I go down the freeway in the slow lane using their hand-held electronic devices. I am in favor of this probation as an infraction for the City of Nampa to act on it.

Councilmember Bruner said that he is in favor of this ordinance passing as long as it can be enforced, that we are consistent with municipalities in our area.

Chief Huff said that honestly it is such a new law. I have read that I believe it is 4 cities in Idaho, I have their ordinances. I would assume it would be like the texting you have to observe it going on. My personal opinion right now would be to give it 6 to 8 months and see how some of the other cities are basically if the juice is worth the squeeze on it. I agree with Councilman Bruner that there is confusion on the laws right now you can drive in Canyon County with an open container of alcohol but once you drive into the Nampa city limits you can’t have an open container. I would like to see it from the state legislature that it is adopted statewide.

We do have a law on the books inattentive driving for that type of incident. It is a lot easier burden to prove. I don’t have to have someone to admit, if I wasn’t there to watch the accident happen or we didn’t have a witiness, someone is looking down and changing the radio station and doesn’t have enough time to stop and rear ends a car or hits a car I can write them for the inattentive.

We have not enforced the texting that much this year. In 2019 year to date as of this afternoon we have only written 13 tickets. Following to close we have written 259 tickets and inattentive or careless driving we have written 230 tickets.

Councilmembers asked the chief questions.

Councilmember Levi looked up in the DMV Idaho handbook and under cellphones which is an area that they talk about distracted driving. In Idaho reading, writing, sending or receiving a
written communication text messaging while driving is illegal and considered an infraction. It is already covered and taken care of there. I followed it up and spoke with Corporal Fryburghouser at the DMV he used to be a traffic officer and he said when you sign that to get your driver’s license in implies that you will follow the rules of the road. I would like to wait and see what happens in the future with some of our surrounding areas that are putting this into effect.

Councilmember Rodriguez asked the Chief questions on inattentive driving is when a person is not attentively driving and that involves a lot of issues, not paying attention to what you are doing. That is a misdemeanor you can have a complainant sign on that so if continue with an ordinance for the City of Nampa the only way to enforce that is you. (correct) Under the inattentive driving you could act on that. We have this on the books already. Questions were asked about the money comes back to the city.

Chief Huff made some comments and answered questions of council.

Mayor Kling made comments and said that the citizens seem to be in support of.

Councilmember Hogaboam said that he does not support the ordinance. There seems to be a lot confusion on what is being allowed. I would not like the use of the GPS system with tapping the location that you need. I support the spirit in which Councilman Skaug brings this to our attention and I also respect Chief Huff. I hope that the state legislator can do something, and I do want to protect my wife from tapping.

MOVED by Skaug and SECONDED by Bruner to direct the city attorney to make an ordinance consistent with the Meridian code that they just passed. The Mayor asked for a roll call vote with Councilmembers Rodriguez, Bruner, Skaug voting YES. Councilmember Hogaboam, Levi, Haverfield voting NO and the Mayor voted NO to break the tie. The Mayor declared the

MOTION CARRIED

Item #5-5. and #5-6. – The following Ordinance was read by title and approve the summary of publication:

AN ORDINANCE OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, ANNEXING A PORTION OF THE UNDERLYING IRRIGATION DISTRICT INTO THE MUNICIPAL IRRIGATION DISTRICT OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, AND CHANGING THE BOUNDARIES THEREOF; AND DIRECTING THE CITY ENGINEER TO ALTER THE USE AND AREA MAP ACCORDINGLY. (Applicant Engineering Department)

The Mayor declared this the first reading of the Ordinance.
Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Haverfield and SECONDED by Bruner to pass the preceding Ordinance under suspension of rules and approve the summary of publication. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4471 and directed the Clerk to record it as required.

MOTION CARRIED

Item #5-7. – The following Resolution was presented:

Tom Points presented a staff report explaining that the Environmental Compliance Division (ECD) as part of the City’s MS4 permit currently requires parties performing actives that disturb more than two cubic yards of soil to obtain an Erosion and Sediment Control Permit.

Upon recent review of surrounding jurisdictions policies regarding the threshold for requiring an Erosion and Sediment Control Permit it was determined that they have changed their requirements to allow up to ten cubic yards of soil to be disturbed before a permit is needed.

ECD has reviewed the impacts to the City that changing our requirements to be in line with those of the surrounding jurisdictions and recommends adopting this change.

A RESOLUTION OF THE CITY OF NAMPA, IDAHO, AN IDAHO MUNICIPAL CORPORATION, MODIFYING THE REQUIREMENT FOR AN EROSION AND SEDIMENT CONTROL PERMIT FOR SOIL DISTURBANCES OF TEN (10) CUBIC YARDS OR MORE INSTEAD OF TWO (2) CUBIC YARDS OR MORE.

MOVED by Haverfield and SECONDED by Rodriguez to pass the resolution amending the Erosion and Sediment Control Permit requirements from two cubic yards to ten cubic yards as outlined in Appendix C of the Engineering Process and Policy Manual. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the resolution passed, numbered it 54-2019 and directed the clerk to record it as required.

MOTION CARRIED

Item #5-8. – The following Resolution was presented:

Tom Points presented a staff report explaining that the City of Nampa applied for and received Transportation Alternatives Program funding to extend the Grimes Pathway between Birch Lane and Karcher Road as well as between Franklin Road and 11th Avenue, (see Exhibit A).

Improvements include an extension of the Grimes Pathway, installation a crosswalk, pedestrian improvements, a bike pump station, and improved signage.
The State/Local Agreement must be executed between the City and the State. The Agreement
includes the following key points, (see Exhibit B):

The City will pay $3,500 upfront for ITD administration fees which can be applied toward City
match

The City will pay all costs for design. Construction will be reimbursed by ITD at 92.66%

The City, in cooperation with ITD, shall select a consultant, advertise for bids and let construction
contract

All project cost overages to be paid by the City of Nampa. Note: The scope of the project will be
adjusted to fit within budget, including contingency

The State shall enter into an agreement with the Federal Highway Administration covering 92.66%
of the costs, up to $244,993.00 maximum

The estimated project costs are $264,400.00. Funding is as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TAP Federal Grant (92.66%)</td>
<td>$244,993</td>
</tr>
<tr>
<td>City Match FY19 Parks (7.34%)</td>
<td>$19,407</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$264,400</strong></td>
</tr>
</tbody>
</table>

The project is programmed in COMPASS’ Transportation Improvement Program for construction
in FY20.

The Parks Department has budgeted $20,000 to account for the match portion of the project
construction costs.

Council approval of the State-Local Agreement will facilitate getting this important pathway
extension project designed in FY20.

THE IDAHO TRANSPORTATION DEPARTMENT, HEREAFTER CALLED THE STATE,
HAS SUBMITTED AN AGREEMENT STATING OBLIGATIONS OF THE STATE AND THE
CITY OF NAMPA. HEREAFTER CALLED THE CITY, FOR CONSTRUCTION OF GRIMES
CITY PATHWAY.

MOVED by Bruner and SECONDED by Haverfield to pass the resolution and approve the
State/Local agreement (Design and Construction) and authorize the Mayor to sign the agreement.
Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor
declared the resolution passed, numbered it 55-2019 and directed the clerk to record it as required.

MOTION CARRIED
Item #5-9. - Mayor Kling presented the request for Council to award the bid and authorize the Mayor to sign contract for the Iowa Avenue Pedestrian Activated Crosswalk & Midland & Blaine Avenue Hawk Pedestrian Signal project. (Council must declare its reason for rejecting the apparent low bid of Hawkeye Construction) (approved in FY20 budget)

Daniel Badger presented a staff report explaining that through multiple funding applications the City was awarded Federal Funds to design and construct multimodal transit improvements around the City of Nampa.

Funding is through the Federal Transit Authority (FTA) Grant Program and administered by Valley Regional Transit (VRT). A subrecipient agreement amendment was awarded which included funds for project Key No. 19855 (Iowa Avenue Pedestrian Activated Crosswalk and the Midland Boulevard & Blaine Avenue HAWK Pedestrian Signal), (See Exhibit A, Vicinity Map).

Total estimated design and construction cost for Project 19855 is $579,000 with the federal allocation being $463,200 (80%) and the City’s match portion being $115,800 (20%). Two project sites are included as follows:
   o Key No. 19855: Iowa Ave. Pedestrian Activated Crosswalk & Bike Lane - construct a Pedestrian Activated Crosswalk across W. Iowa Avenue, near Owyhee Elementary and construct pavement markings and signage for bike facilities along Iowa Avenue.
   o Key No. 19855: Midland Blvd Pedestrian Hybrid Beacon & Blaine Avenue Bike Boulevard - construct a High-intensity Activated Crosswalk (HAWK) for the Midland Blvd crosswalk at Blaine Avenue and construct pavement markings and signage for bike facilities along Blaine Avenue.

The City’s match will be paid out of FY20 Streets Budget which were rolled over from the FY19 budget.

Construction is anticipated to begin in June 2020 with completion in August 2020.

The City received two bids for the Iowa Avenue Pedestrian Activated Crosswalk & Midland Boulevard & Blaine Avenue HAWK Pedestrian Signal project. The low bidder Hawkeye Construction failed to include the required listing of subcontractors; therefore, the lowest responsive bidder is Paul Construction, Inc. with a bid amount of $516,016.00. All necessary public bidding requirements appear to be satisfied. (See Exhibit B, Bid Tabulation)

Estimated project costs:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design &amp; Construction Inspection Services</td>
<td>$84,785.00</td>
</tr>
<tr>
<td>Construction</td>
<td>$516,016.00</td>
</tr>
<tr>
<td><strong>Total Estimated Costs</strong></td>
<td><strong>$600,801.00</strong></td>
</tr>
</tbody>
</table>
The project as bid contains $50,000 the Miscellaneous Site Work bid item. This amount is a contingency for work outside of the scope of the bid that may arise during construction. The Engineering Division in managing the project will not authorize over $28,199 of work to be performed from the Miscellaneous site work bid item in order to stay within the project budget.

Engineering recommends awarding the contract to the lowest responsive bidder, Paul Construction, Inc., in the amount of $516,016.00.

Pursuant to Idaho Code § 67-2805(2)(a)(ix), if the governing board of any political subdivision chooses to award a competitively bid contract involving the procurement of public works construction to a bidder other than the apparent low bidder, the political subdivision shall declare its reason or reasons on the record and shall communicate such reason or reasons in writing to all persons who have submitted a competing bid.

Councilmembers asked questions.

MOVED by Haverfield and SECONDED by Skaug to award bid and authorize the Mayor to sign contract for the Iowa Avenue Pedestrian Activated Crosswalk & Midland & Blaine Avenue Hawk Pedestrian Signal project, Key Number 19855 with Paul Construction, Inc., in the amount of $516,016.00 knowing that they were not the low bidder since there was only two was non responsive by not providing the subcontractors that is required in a public works bid request they are not being considered for this award. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED

Item #5-10. - Mayor Kling presented the request to authorize the Task Order with Mountain Waterworks for professional services on the Irrigation Water Quality & Pump Station Evaluation project. (approved in FY20 budget)

Tom Points presented a staff report explaining that the City of Nampa has been installing filters at pump site locations to address water quality problems within the City’s pressurized irrigation system. Size and type of filters have been recommended within a Water Quality Report from 2014.

The project includes evaluating the Lava Springs, and Kensington II pump stations to determine a filter best suited for each site and design the site upgrades, (Exhibit A).

Mountain Waterworks has provided a Scope of Work to provide design services for irrigation filter upgrades at identified pump station sites, pump station improvements in the amount of $55,685 (Exhibit B)
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The Irrigation Water Quality & Pump Station Evaluation project has an approved FY20 Water Division budget of $255,000:

Engineering Division has reviewed the Scope of Work and recommends approval of the task order for FY20 tasks to Mountain Waterworks in the amount of $55,685.

MOVED by Bruner and SECONDED by Haverfield to authorize the Mayor and Public Works Director to sign Task Order with Mountain Waterworks for professional services on Irrigation Water Quality & Pump Station Evaluation project in the amount of **$55,685** (T&M NTE). The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the

MOTION CARRIED

Item #5-11. - Mayor Kling presented the request to authorize the Mayor and Public Works Director to sign contract with Core & Main LP for the Waterworks Materials Restock FY20 project. (approved in FY20 budget)

Tom Points presented a staff report explaining that the Waterworks Division performs the required maintenance and repairs for both the Domestic and Pressure Irrigation distribution systems.

Many of the repairs are due to mainline breaks and require immediate repair and therefore Waterworks needs to have the necessary materials on hand.

The Waterworks Division has identified a list of materials they need to re-stock their inventory.

The City solicited formal bids for the project and one (1) supplier responded. The apparent low bidder was Core & Main LP in the amount of $ 241,961.35.

The Waterworks FY2020 budget for this item is $200,000.00. Waterworks has identified additional funds from their Pipes & Fittings Budget to be used to cover the additional $41,961.35 required.

Engineering works directly with Operations for verification of delivery, invoicing and contract management.

Engineering Division staff recommend approval of the bid and award to Core & Main LP.

MOVED by Rodriguez and SECONDED by Haverfield to authorize the Mayor and Public Works Director to sign contract with Core & Main LP for the Waterworks Materials Restock FY20 project in the amount of **$241,961.35**. The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the

MOTION CARRIED
Item #5-12. - Mayor Kling presented the request to authorize addition of **DKS Associates** to 2018-2020 Request for Qualifications First Choice Hiring Roster and Authorize Mayor and Public Works Director to Sign Miscellaneous Professional Services Term Agreement with DKS Associates.

Deputy Public Works Director Jeff Barnes presented a staff report explaining that the City of Nampa Public Works, Nampa Police, and Information Technologies (IT) Departments have partnered to develop a concept proposal introducing Intelligent Transportation System (ITS) and Video Managing and Monitoring System (VMMS) technology in the City.

The Public Works Department (PWD) will leverage ITS industry-tested traffic signal technologies to increase corridor capacity without the need of new and costly roadway infrastructure such as additional lanes. The PWD Street Division maintains 60 traffic signals in the City. ITS will provide central software and video monitoring to increase traffic progression along congested corridors. Operations staff can remotely monitor signal timing to reduce response times and improve overall level of service.

The Nampa Police Department (NPD) will utilize VMMS to improve response time to incidents and enact crime prevention strategies. Live feed video along corridors will provide incident and traffic monitoring for both the NPD and PWD. Video management software includes analytics to recognize crime locations and trends.

The Nampa Information Technology (IT) Department is providing policy oversight on how to deploy the new technologies and connecting these technologies to the City’s network.

DKS Associates is uniquely qualified to help design and deploy the ITS and VMMS system for the City. DKS have helped develop systems throughout the Northwest including Portland, Oregon; Bellevue, Washington, and the Treasure Valley.

DKS did not submit its Statement of Qualifications (SOQ) for consideration during the City’s 2018-2019 Request for Qualifications (RFQ) for consultant hiring rosters. As the selection process has passed, additional consultants can be considered for addition to the City’s first choice consultant hiring roster. DKS has submitted its SOQ (see Exhibit A) for consideration.

DKS’ SOQ describes their qualifications, project management team and pertinent experience.

The City’s PWD, NPD, and IT staff recommend adding DKS Associates to the 2018-2020 RFQ First Choice Hiring Roster and implementing the City’s Miscellaneous Professional Services Term Agreement in order to negotiate future scopes of work for consultant services with DKS.
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- On March 18, 2019, Council approved the renewal of Miscellaneous Professional Services Term Agreements for an additional fiscal year (2020)

MOVED by Haverfield and SECONDED by Rodriguez to authorize addition of DKS Associates to 2018-2020 Request for Qualifications First Choice Hiring Roster and authorize the Mayor and Public Works Director to sign Miscellaneous Professional Services Term Agreement with DKS Associates. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Item #5-13. - Mayor Kling presented the request to authorize the Mayor to sign and submit Letter of Support for the City's Class A Recycled Water Reuse Permit.

Tom Points presented a staff report explaining that the On March 18, 2019, City Council authorized Public Works Department to file the Class A Reuse Permit Application with the Idaho Department of Environmental Quality (IDEQ).

Benefits of the Recycled Water Program:
- **Community Consensus:** Identified by citizens as the best decision for Nampa, aligning with the City’s core values and benefiting the community
- **Collaboration:** Strengthening partnership with Pioneer Irrigation District; meeting water needs together since 1901
- **Cost Savings:** Reduced treatment costs, an innovative solution that meets all regulatory requirements and provides additional water for the City
- **Conservation:** The right water for the right use; nutrients left in the water are beneficial for irrigated areas and water is used locally rather than being sent downstream
- **Commerce:** Paving the way for future economic development; recycled water use can be expanded for industrial and commercial purposes

IDEQ published the City of Nampa’s draft reuse permit for public comment on October 15, 2019. The public comment period is scheduled to close on November 29, 2019. During the comment period interested parties can file comments on the draft permit.

The Wastewater Program Management Team have prepared comments on the draft permit, that have been included as Attachment A in the City’s Letter of Support (see Exhibit 1). The comments include:
- The City supports the proposed recycled water effluent limits at the discharge to Phyllis Canal for use as agricultural and municipal irrigation supply augmentation
The City of Nampa supports no discharge temperature limit. Phyllis Canal is an agricultural and municipal irrigation source. The intended uses are not affected by water temperature.

The City of Nampa supports a total nitrogen limit of 30 mg/l. These limits are consistent with requirements for non-groundwater recharge Class A recycled water.

The City of Nampa supports a total phosphorus limit of 0.35 mg/l. Changing the receiving water for the City’s phosphorus load during the summer months from Indian Creek to the Phyllis Canal removes phosphorus from the Indian Creek and Lower Boise River system and provides an opportunity for the phosphorus to be beneficially used as the irrigation water is applied to crops and lawns. The proposed limit also allows for economical filtration design with consistent operation throughout the year.

The City of Nampa supports the 10-year permit term. This permit term coincides with the City’s National Pollutant Discharge Elimination System permit timing.

IDEQ will prepare responses to the comments, finalize the reuse permit, and issue the permit to the City of Nampa within 30 days of close of comment period.

Public Works staff reviewed the comments, and the Letter of Support, and recommend submitting the letter to IDEQ.

MOVED by Bruner and SECONDED by Haverfield to authorize the Mayor to sign and submit the Letter of Support for the City’s Class A Recycled Water Reuse Permit. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED.

Item #5-14. - Mayor Kling presented the request to authorize the Mayor and Public Works Director to sign a Task Order for Scope of Work with Brown and Caldwell for Nampa Wastewater Program Fiscal Year 2020 Phase II Upgrades Owner's Advisor Services. (approved in FY20 budget)

Tom Points presented a staff report explaining that the Nampa Wastewater Program (Program) was established to upgrade the Nampa Wastewater Treatment Plant (WWTP) to meet the strict water quality limits in its National Pollutant Discharge Elimination System (NPDES) permit. Program management services are necessary to lead and organize the planning, design, and other activities for the future upgrades needed at the WWTP within the required permit compliance schedule.

The City has retained Brown and Caldwell to serve as Program Manager and Owner’s Advisor for the Program. Based on previous years’ successful performance as Wastewater Program Manager and intimate knowledge of City operations, staff recommends the continued services from Brown and Caldwell for the duration of the Phase II Upgrades.
Staff has negotiated a scope of work and fee with Brown and Caldwell for fiscal year 2020 Owner’s Advisor Services (Exhibit A). The scope of work includes the following elements:

- Program management services including project consultant coordination and reporting, regular meetings with City staff and other program team members, and program schedule management
- Support for upcoming public involvement and education activities related to the Program; including the continuation of quarterly Design Review Committee meetings and supporting regular updates to the City Council on the Phase II Upgrades
- Support for Phase II funding, financing and rate studies, including State Revolving Fund (SRF) loan administration and compliance, and applying for grants to fund work related to the Phase II Upgrades
- Evaluate the feasibility of an Enhanced Wetlands Project as a means of offsetting phosphorus removal requirements
- Support the reapplication of the City’s National Pollutant Discharge Elimination System (NPDES) permit by performing an analysis of historical plant data. Continuation of support and training of City staff to develop requisite annual reports per the City’s NPDES and reuse permit
- Continuation of final design management services for Phase II final design including project consultant coordination and report, and monthly tracking of risk, budget, and schedule for Project Groups D and E
- Support for overall tracking and control of Phase II Upgrades including updating monthly dashboard of financials for Program, schedule, risk, and develop high-level reporting structure for subconsultants

City staff and Brown and Caldwell have agreed upon the scope of work and fee of $393,609.00 for the Nampa Wastewater Program Fiscal Year 2020 Phase II Upgrades Owner’s Advisor Services.

Funding is proposed through the Wastewater Division fiscal year 2020 budget.

MOVED by Rodriguez and SECONDED by Hogaboam to authorize the Mayor and Public Works Director to sign task order for the attached scope of work for consultant services with Brown and Caldwell for Nampa Wastewater Program Fiscal Year 2020 Phase II Upgrades Owner’s Advisor Services in the amount of $393,609.00 T&M NTE (time and material not to exceed). The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED
Item #5-15. - Mayor Kling presented the request to **authorize** the **Mayor** and **Public Works Director** to Sign Task Order for Scope of Work with **Brown and Caldwell** for Fiscal Year 2020 Environmental Compliance Division Technical Support Services. (approved in FY20 budget)

Tom Points presented a staff report explaining that the Environmental Compliance Division (ECD) is responsible for everyday activities of the National Pollutant Discharge Eliminated System (NPDES) related programs and supports City operations for mitigating risk associated with environmental compliance.

Currently, Brown and Caldwell are providing technical consultant services for ECD operations associated with overall program and stormwater activities.

Staff anticipates receiving a new Municipal Separate Storm Sewer System (MS4) NPDES permit in fiscal year 2020.

Technical support from Brown and Caldwell is needed to maintain permit compliance programs, assist with permit negotiations, and provide monitoring data analysis and interpretation.

Staff has negotiated a scope of work and fee with Brown and Caldwell for fiscal year 2020 ECD technical support (Exhibit A). Elements of the scope of work include:

- **General Compliance**
  - ECD Ongoing Support
  - Airport Regulatory Compliance
  - Permit Negotiations
  - Year 10 Annual Monitoring Report
- **Nampa Stormwater Program**
  - Monitoring and Data Integration
  - Stormwater Management Plan
  - Post Construction Stormwater Management
  - Nampa Stormwater Advisory Group
  - MS4 Pollutant Loading Estimates to Impaired Waters

City staff and Brown and Caldwell have agreed upon a scope of work and fee of $136,493.00 for fiscal year 2020 ECD Technical Support Services.

Funding is proposed through the ECD fiscal year 2020 budget.

**MOVED** by Bruner and **SECONDED** by Rodriguez to **authorize** the **Mayor** and **Public Works Director** to **sign task order** for the attached scope of work with **Brown and Caldwell** for fiscal year 2020 Environmental Compliance Division Technical Support Services in the amount of
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$136,493.00 T&M NTE (time and material not to exceed). The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED

Item #5-16. - Mayor Kling presented the request authorization to submit applications for streets FY20 grant funding. (legal review not required)

Tom Points presented a staff report explaining that annually, the City competes for federal grant dollars to enhance transportation safety, add capital infrastructure and help augment funding shortfalls.

Strategically selecting projects and competing for funding is a collaborative process. The grant planning team is made up of staff from the following departments: Finance, Planning, Parks, Streets, Economic Development and Engineering. The group also coordinates with ITD, COMPASS Regional Planning, Police, Nampa School District, NNU and other stakeholders.

In the past several years, the City has received over $25 million in state and federal transportation grant dollars. The following are an example of some grant projects completed or funded:

- Amity Road Improvements (Chestnut to Kings)
- Stoddard Pathway Crossing & Parking Lot on Greenhurst Road
- Middleton Road/Flamingo Avenue signalized intersection
- Middleton Road/Smith Avenue signalized intersection
- Middleton Road/Lone Star Road signalized intersection
- Nampa High School Frontage and Safety Improvements
- 12th Avenue HAWK Pedestrian Signals (at 11th Avenue S & Sherman Avenue)
- Signal safety and efficiency upgrades at 8 intersections
- Traffic safety improvements at 8 schools in Nampa
- Cherry Lane Road Rebuild (Franklin to 11th Avenue N.
- Lloyds Square downtown multi-use pathway improvements
- Greenhurst Rebuild (Southside to Marcum)
- Stoddard City Pathway (Iowa-Sherman)
- Grimes City Pathway at McDonagh Park)
- Franklin Road/Industrial Improvements
- Franklin Blvd./Karcher Roundabout

The following grant programs are available or upcoming in FY20:

- Local Highway Safety Improvement Program (LHSIP)—for safety improvement projects at high accident locations
- Transportation Alternatives Program (TAP)—for transportation improvements benefiting non-motorized users
• Federal Aid Bridge Program—to replace or rehab bridges longer than 20’ and with a sufficiency rating less than 50

Surface Transportation Program Urban (STP-U)—for transportation improvements within the Nampa urbanized area (administered through COMPASS Regional Planning)
COMPASS Development & Implementation Grants—to help identify, develop and implement possible grant projects for future funding.

The City is constantly updating its priority project list to take advantage of additional funding sources that come available.

Staff requests the following projects be submitted for grant funding in FY20 (see Exhibit A.)

A small number of grant projects may require additional City match dollars from the General Fund. Staff recommends continuing with application process for the above-mentioned projects.

MOVED by Hogaboam and SECONDED by Bruner to authorize staff to submit FY20 transportation grant projects for funding including City match dollars (typically 7.34%). The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Item #5-17. - Mayor Kling presented the request to authorize Task Order with Keller Associates for project design services on Zone F Sewer & Gravity Rehabilitation. (approved in FY20 budget)

Tom Points presented a staff report explaining that the Engineering Division, as part of the Public Works Asset Management Program, identified the following wastewater pipelines for rehabilitation and repair (see Exhibit A)

1. Approximately 12,000 feet of 8” pipe
2. Approximately 1,900 feet of 18” pipe
3. Approximately 1,500 feet of 24” pipe

The improvements, identified by the City Wastewater Department, will proactively repair the deteriorated pipe and broken pipes. These pipes have been deemed to need repair to prevent ground water infiltration and leakage.
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Engineering interviewed three consultants for professional services. Keller Associates scored highest based on their pipeline design experience, understanding of the existing site conditions, desire to innovate (for efficiency and cost savings), and public involvement strategies.

Keller Associates submitted a scope of work (Attachment A) in the amount of $216,605.00. The estimated project costs are as follows:

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design consulting (FY20 Sewer funds)</td>
<td>$141,835.00</td>
</tr>
<tr>
<td>Construction Inspection (FY19 Water funds)</td>
<td>$74,770.00</td>
</tr>
<tr>
<td>Estimated construction cost</td>
<td>$1,200,000.00</td>
</tr>
<tr>
<td><strong>Total estimated cost</strong></td>
<td><strong>$1,416,605.00</strong></td>
</tr>
</tbody>
</table>

Project design is scheduled and funded in FY20 (Wastewater budget). Construction is scheduled for FY20 and will be funded under this year’s budget.

Engineering Division has reviewed the Scope of Work and Labor Estimate and recommends approval.

MOVED by Bruner and SECONDED by Rodriguez to authorize the Mayor and Public Works Director to sign Task Order and Contract for Professional Services between the City of Nampa and Keller Associates for the Zone F Sewer and Gravity Irrigation Projects (Design) in the amount $216,605.00, Time and Materials Not to Exceed. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

❖ (7) Unfinished Business ❖

Item #7-1. – The following Ordinance was read by title:

AN ORDINANCE OF THE CITY OF NAMPA, IDAHO, TO PROVIDE RS 6 (SINGLE FAMILY RESIDENTIAL – WITH A "REQUIRED PROPERTY AREA" OF AT LEAST 6,000 SQUARE FEET) ZONE DESIGNATION FOR CERTAIN LANDS, COMMONLY KNOWN AS 409 S. MIDLAND BOULEVARD, NAMPA, IDAHO 83686, COMPRISING APPROXIMATELY 0.71 ACRES, MORE OR LESS; DETERMINING THAT SAID ZONING IS IN THE BEST INTEREST OF THE CITIZENS AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF NAMPA, IDAHO; REZONING SAID PROPERTY FROM RA (SUBURBAN RESIDENTIAL) TO RS 6 (SINGLE FAMILY RESIDENTIAL – WITH A "REQUIRED PROPERTY AREA" OF AT LEAST 6,000 SQUARE FEET); PROVIDING FOR RECORDATION; INSTRUCTING THE CITY ENGINEER TO DESIGNATE SAID PROPERTY AS RS 6 (SINGLE FAMILY RESIDENTIAL – WITH A "REQUIRED PROPERTY AREA" OF AT LEAST 6,000 SQUARE FEET) ON THE OFFICIAL ZONING MAP AND OTHER AREA MAPS OF THE CITY;
Regular Council  
November 18, 2019

PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND  
REPEALING ALL ORDINANCES, RULES AND REGULATIONS, AND PARTS THEEROF, IN  
CONFLICT HEREWITH. (Applicant Christopher K Shultze)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Haverfield and SECONDED by Bruner to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4472 and directed the Clerk to record it as required.

MOTION CARRIED

Item #7-2. – The following Ordinance was read by title:

AN ORDINANCE OF THE CITY OF NAMPA, IDAHO, DETERMINING THAT THAT  
CERTAIN RIGHT-OF-WAY, COMMONLY KNOWN AS LAKE LOWELL AVENUE, LYING  
BETWEEN MIDDLETON ROAD TO THE EAST AND MIDWAY ROAD TO THE WEST,  
COMPRISING APPROXIMATELY 3.03 ACRES, MORE OR LESS, LAY CONTIGUOUS TO  
THE CITY LIMITS OF NAMPA, CANYON COUNTY, IDAHO, AND THAT SAID RIGHT-OF-WAY SEGMENT SHOULD BE ANNEXED INTO THE CITY OF NAMPA, CANYON  
COUNTY, IDAHO, AND BE ASSIGNED A ZONING DESIGNATION CORRESPONDING  
TO ADJOINING PRIVATE LANDS; DECLARING SAID LANDS BY PROPER LEGAL  
DESCRIPTION AS DESCRIBED BELOW TO BE A PART OF THE CITY OF NAMPA,  
CANYON COUNTY, IDAHO; DIRECTING THE CITY ENGINEER AND PLANNING AND  
ZONING DIRECTOR TO ADD SAID PROPERTY TO THE OFFICIAL MAPS OF THE CITY  
OF NAMPA, IDAHO; REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS OR  
PARTS THEREOF IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE; AND,  
DIRECTING THE CLERK OF THE CITY OF NAMPA TO FILE A CERTIFIED COPY OF THE  
ORDINANCE AND MAP OF THE AREA TO BE ANNEXED WITH CANYON COUNTY,  
STATE OF IDAHO AND THE IDAHO STATE TAX COMMISSION, PURSUANT TO IDAHO  
CODE, SECTION 63-215. (Applicant Engineering Department)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Skaug and SECONDED by Haverfield to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting
Regular Council
November 18, 2019

YES. The Mayor declared the ordinance duly passed, numbered it 4473 and directed the Clerk to record it as required.

MOTION CARRIED

Item #7-3. – The following Ordinance was read by title:

AN ORDINANCE DETERMINING THAT CERTAIN LANDS, COMMONLY KNOWN AS 1713 E. IOWA AVENUE, COMPRISING APPROXIMATELY 16.79 ACRES, MORE OR LESS, LAY CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF NAMPA, COUNTY OF CANYON, STATE OF IDAHO, AND THAT SAID LANDS SHOULD BE ANNEXED INTO THE CITY OF NAMPA, IDAHO, AS PART OF THE RS 6 (SINGLE FAMILY RESIDENTIAL – WITH A "REQUIRED PROPERTY AREA" OF AT LEAST 6,000 SQUARE FEET) ZONE; DECLARING SAID LANDS BY PROPER LEGAL DESCRIPTION AS DESCRIBED BELOW TO BE A PART OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO; DIRECTING THE CITY ENGINEER AND PLANNING AND ZONING DIRECTOR TO ADD SAID PROPERTY TO THE OFFICIAL MAPS OF THE CITY OF NAMPA, IDAHO; REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE; AND, DIRECTING THE CLERK OF THE CITY OF NAMPA TO FILE A CERTIFIED COPY OF THE ORDINANCE AND MAP OF THE AREA TO BE ANNEXED WITH CANYON COUNTY, STATE OF IDAHO AND THE IDAHO STATE TAX COMMISSION, PURSUANT TO IDAHO CODE, SECTION 63-215. (Applicant Kent Brown)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Haverfield and SECONDED by Bruner to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4474 and directed the Clerk to record it as required.

MOTION CARRIED

Item #7-4. – The following Ordinance was read by title:

AN ORDINANCE DETERMINING THAT CERTAIN LANDS, COMMONLY KNOWN AS 1700 E. IOWA AVENUE, COMPRISING APPROXIMATELY 0.37 ACRES, MORE OR LESS, LAY CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF NAMPA, COUNTY OF CANYON, STATE OF IDAHO, AND THAT SAID LANDS SHOULD BE ANNEXED INTO THE CITY OF NAMPA, IDAHO, AS PART OF THE RS 6 (SINGLE FAMILY RESIDENTIAL – WITH A "REQUIRED PROPERTY AREA" OF AT LEAST 6,000 SQUARE FEET) ZONE;
DECLARING SAID LANDS BY PROPER LEGAL DESCRIPTION AS DESCRIBED BELOW TO BE A PART OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO; DIRECTING THE CITY ENGINEER AND PLANNING AND ZONING DIRECTOR TO ADD SAID PROPERTY TO THE OFFICIAL MAPS OF THE CITY OF NAMPA, IDAHO; REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE; AND, DIRECTING THE CLERK OF THE CITY OF NAMPA TO FILE A CERTIFIED COPY OF THE ORDINANCE AND MAP OF THE AREA TO BE ANNEXED WITH CANYON COUNTY, STATE OF IDAHO AND THE IDAHO STATE TAX COMMISSION, PURSUANT TO IDAHO CODE, SECTION 63-215. (Applicant Ronald and Janette Hanson)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Bruner and SECONDED by Rodriguez to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4475 and directed the Clerk to record it as required.

MOTION CARRIED

Item #7-5. – The following Ordinance was read by title:

AN ORDINANCE ENACTED BY THE NAMPA CITY COUNCIL AMENDING TITLE 10, CHAPTER 1, SECTION 10-1-19, OF THE NAMPA CITY CODE, PERTAINING TO PROFESSIONAL PUBLIC MINI-STORAGE FACILITY DESIGN REGULATIONS; AMENDING TITLE 10, CHAPTER 3, SECTION 10-3-2, OF THE NAMPA CITY CODE, CONTAINING THE LAND USE TABLES FOR THE CITY OF NAMPA; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF, IN CONFLICT HEREWITH. (Applicant Planning and Zoning Department)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Hogaboam and SECONDED by Bruner to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with Councilmembers Haverfield, Bruner Hogaboam voting YES. Councilmembers Rodriguez, Levi, Skaug voting NO and the Mayor cast a YES vote to break the tie. The Mayor declared the ordinance duly passed, numbered it 4476 and directed the Clerk to record it as required.
MOTION CARRIED

Item #7-6. and #7-7. – The following Ordinance was read by title and approve the summary of publication:

AN ORDINANCE ENACTED BY THE NAMPA CITY COUNCIL CHANGING THE HEADING OF NAMPA CITY CODE TITLE 10, CHAPTER 33; AMENDING TITLE 10, CHAPTER 33, SECTION 10-33-01 OF THE NAMPA CITY CODE, PERTAINING TO THE DESCRIPTION AND PURPOSE OF THE CORRIDOR BEAUTIFICATION AND LANDSCAPING PROVISIONS OF THE NAMPA CITY CODE; AMENDING TITLE 10, CHAPTER 33, SECTION 10-33-02 OF THE NAMPA CITY CODE, PERTAINING TO GENERAL LANDSCAPING REQUIREMENTS; AMENDING TITLE 10, CHAPTER 33, SECTION 10-33-03 OF THE NAMPA CITY CODE, PERTAINING TO THE DEFINITION OF CORRIDORS; AMENDING TITLE 10, CHAPTER 33, SECTION 10-33-04 OF THE NAMPA CITY CODE, PERTAINING TO CORRIDOR LANDSCAPING REQUIREMENTS; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF, IN CONFLICT HEREWITH. (Applicant Planning and Zoning Department)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Haverfield and SECONDED by Hogaboam to pass the preceding Ordinance under suspension of rules and approve the summary of publication. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4477 and directed the Clerk to record it as required.

MOTION CARRIED

Item #7-8. – The following Ordinance was read by title:

AN ORDINANCE DETERMINING THAT CERTAIN LANDS, COMMONLY KNOWN AS 700 W. MARIAH AVENUE, COMPRISING APPROXIMATELY 7.44 ACRES, MORE OR LESS, LAY CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF NAMPA, COUNTY OF CANYON, STATE OF IDAHO, AND THAT SAID LANDS SHOULD BE ANNEXED INTO THE CITY OF NAMPA, IDAHO, AS PART OF THE RS 6 (SINGLE FAMILY RESIDENTIAL – WITH A "REQUIRED PROPERTY AREA" OF AT LEAST 6,000 SQUARE FEET) ZONE; DECLARING SAID LANDS BY PROPER LEGAL DESCRIPTION AS DESCRIBED BELOW TO BE A PART OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO; DIRECTING THE CITY ENGINEER AND PLANNING AND ZONING DIRECTOR TO ADD SAID PROPERTY
Regular Council
November 18, 2019

TO THE OFFICIAL MAPS OF THE CITY OF NAMPA, IDAHO; REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE; AND, DIRECTING THE CLERK OF THE CITY OF NAMPA TO FILE A CERTIFIED COPY OF THE ORDINANCE AND MAP OF THE AREA TO BE ANNEXED WITH CANYON COUNTY, STATE OF IDAHO AND THE IDAHO STATE TAX COMMISSION, PURSUANT TO IDAHO CODE, SECTION 63-215. (Applicant Nick Babak)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Rodriguez and SECONDED by Bruner to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4478 and directed the Clerk to record it as required.

MOTION CARRIED

♦ (8) Pending Ordinances (Postponed Due to Lack of Supporting Documentation) ♦

8-1. 1st reading of Ordinances for Annexation and Zoning to RML (Limited Multiple-Family Residential) at 1111 E. Iowa Ave. (A .34 acre or 14,938 sq. ft. portion of NE ½, SE ¼ Section 34, T3N, R2W, BM) for Anthony Sparks for construction of a Fourplex. (ANN 121-19) (PH was 7-15-2019)

8-2. 1st reading of Ordinances for Annexation and Zoning to BC (Community Business) for .525 acres or 22,866 sq. ft. located in the SE ¼ Section 10, T3N, R2W, BM, Franklin Tracts Plot C at 0 N. Franklin Blvd.; Zoning Map Amendment from AG (Agricultural) to BC (Community Business) for 2.24 acres or 97,574 sq. ft. located in the SE ¼ Section 10, T3N, R2W, BM, Franklin Tracts Plot B at 1414 E. Karcher Rd. for Dean Anderson. (ANN 122-19, ZMA 107-19) (PH was 8-5-2019)

8-3. 1st reading of Ordinances for Annexation and Zoning to RA (Suburban Residential) for 2.30 acres or 100,188 sq. ft. located at 1460 Lake Lowell Ave in a portion of the SW ¼ of the SE ¼ of Section 30, T3N, R2W, BM for Jared and Melissa Lindsay for a 2-parcel split. (ANN 125-19) (PH was 8-19-2019)

8-4. 1st Reading of Ordinance for Vacation of the road right-of-way in the Amended Plat of Elmwood Place Addition lying between Lot B - 523 18th Ave. No., and Lot C – 611 18th Ave. No. for Ludmila and Viktor Dudlya (VAC 041-19). (PH was 9-3-2019)

8-5. 1st Reading of Ordinance for Annexation and Zoning to IL (Light Industrial) zoning district for manufacturing facilities at 39 N. Picard Lane (A 7.83 acre or 341,054 sq. ft. portion of SE ¼ of Section 24, T3N, R2W, BM - Tax 19044 in the S ½) for Tom Hines (ANN 127-19) (PH was 9-16-2019)
Regular Council  
November 18, 2019

8-6. 1st Reading of Ordinance for Annexation and Zoning to RS6 Single Family Residential – 6,000 sq. ft.) at 700 W. Mariah Ave. (A 7.44-acre portion of Lots 7, 8, and 9 of Home Acres Subdivision No. 14 lying within the NE ¼ SW ¼ of Section 33, T3N, R2W, BM) for Nick Babak for The Promised Land Subdivision. (ANN 128-19) (PH was 10-7-19)

❖ (9) Executive Session ❖

Item #9-1- None

MOVED by Hogaboam and SECONDED by Rodriguez to adjourn the meeting at 9:12 p.m. The Mayor declared the

MOTION CARRIED

Passed this 2nd day of December 2019.

_______________________________
MAYOR

ATTEST:

_______________________________
NAMPA CITY CLERK
MEMORANDUM

TO: Mayor Kling and Nampa City Council  
FROM: Darrin Johnson, Parks and Recreation Director  
DATE: December 2, 2019  
RE: Parks and Recreation Fee Schedule for 2020

Nampa Parks and Recreation staff generally evaluates fees for services annually. A public hearing is required for an increase of 5% or more.

Nampa Parks and Recreation staff request authorization to hold a future public hearing to consider an increase in parks and recreation fees.

**Action Requested:**

Nampa Parks and Recreation requests Nampa City Council authorize a future public hearing to consider fee increases.
Disposal of Surplus Property for Environmental Compliance Division

- Environmental Compliance Division (ECD) staff has identified outdated equipment that no longer meet operational needs

- ECD staff request the following items be declared as surplus property in order to facilitate disposal:

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Estimated Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mettle Toledo xs104 – Analytical Balance</td>
<td>1</td>
<td>$250.00</td>
</tr>
<tr>
<td>Hach DR4000 – Spectrophotometer</td>
<td>1</td>
<td>$500.00</td>
</tr>
<tr>
<td>DRB200 Digital Reactor Block 30x13 mm</td>
<td>1</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

- Staff recommends public sale at auction for the items with value, recycling metal items for scrap, and disposing of the unusable items

REQUEST:

1) By Resolution, declare equipment outlined above as surplus property, and  
2) Dispose of identified surplus property as recommend by Staff (see Exhibit 1).
CITY OF NAMPA
DEPARTMENT PROPERTY DISPOSAL REQUEST

Permission is hereby requested to dispose of the following personal property declared surplus by the Council. Disposal will be in a manner meeting the best interests of the City and in accordance with Idaho Code and City Resolution No. 25-2015.

<table>
<thead>
<tr>
<th>Disposal Method Code</th>
<th>Use Category</th>
<th>Qty.</th>
<th>Description of Item</th>
<th>Cond. Code</th>
<th>Estimated Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>02</td>
<td></td>
<td>1</td>
<td>Mettler Toledo xs104 – Analytical Balance</td>
<td>R</td>
<td>$250</td>
</tr>
<tr>
<td>02</td>
<td></td>
<td>1</td>
<td>HACH DR4000 – Spectrophotometer</td>
<td>F</td>
<td>$500</td>
</tr>
<tr>
<td>05</td>
<td></td>
<td>1</td>
<td>DRB200 Digital Reactor Block 30 x 13mm</td>
<td>U</td>
<td>$0</td>
</tr>
</tbody>
</table>

Disposal Method Codes:
- 01 Transfer to another agency or department
- 02 Public Sale (Auction or sealed bid)
- 03 Leased property turned back
- 04 Recycle or sell for scrap
- 05 Unusable – ship to local dumpsite
- 06 Other: ______________________

Condition Codes:
- E Excellent
- G Good
- F Fair
- R Repairable
- U Unusable

Requesting Department: Public Works Department Environmental Compliance Division

Requesting Person Name (Print): Evan Jenkins, Superintendent

Requesting Person Signature: __________________________

Date: 12.02.19
CITY OF NAMPA
DEPARTMENT PROPERTY DISPOSAL REQUEST

Permission is hereby requested to dispose of the following personal property declared surplus by the Council. Disposal will be in a manner meeting the best interests of the City and in accordance with Idaho Code and City Resolution No. 25-2015.

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Disposal Method Codes: 01 Transfer to another agency or department 02 Public Sale (Auction or sealed bid) 03 Leased property turned back 04 Recycle or sell for scrap 05 Unusable – ship to local dumpsite 06 Other: ____________

Condition Codes: E Excellent G Good F Fair R Repairable U Unusable

*Public Works → ECD*

Requesting Person Name (Print): *Evan Jenkins*

Requesting Person Signature: ____________  Date: 11/5/19

Received By: ____________________________

Date Received: ____________________________
On January 10, 2018 Jak’s Place Neighborhood Grill formally known as SodaStop applied for a Beer & Wine license for their new location at 6062 Birch Lane. Due to there proximity to both a church and school on February 5th, 2018 council granted a waiver to allow a Beer & Wine License within 300 feet of a Church or School. Subsequently, on November 5th 2019 Jak’s Place Neighborhood Grill submitted an application for a liquor license at this location. Jak’s Place Neighborhood Grill is located approximately 175 feet from The College of Western Idaho’s Aspen Education Building and approximately 215 feet from The Church of Jesus Christ of Latter-day Saints. Idaho Code §23-913 States: “No license shall be issued for any premises in any neighborhood which is predominantly residential or within 300 feet of any public school, church, or any other place of worship, measured in a straight line to the nearest entrance to the licensed premises, except with the approval of the governing body of the municipality; provided, that this limitation shall not apply to any duly licensed premises that at the time of licensing did not come within the restricted area but subsequent to licensing same [came] therein.”

On November 6, 2019 the Clerk’s Office sent a notice to CWI and the LDS church notifying them of the pending application and inviting them to submit comments to the Clerk’s Office if they so desired. The letter to the LDS church was delivered on November 18, 2019. The delivery confirmation for CWI was not returned, so a letter was hand delivered to the CWI administration office on November 20, 2019 notifying them of this application. As of the time of this publication no comments regarding this application have been received.

Action Item: Motion to approve or deny a waiver to allow a liquor license within 300 feet of a church or school for Jak’s Place Neighborhood Grill located at 6026 Birch Lane.
November 6, 2019

Notice is hereby given that on Monday, November 18, 2019 at 6:00pm in the Council Chambers of City Hall, 411 3rd Street South, Nampa, Idaho, The Nampa City Council will deliberate a request made by Jak’s Place Inc. for a waiver of Idaho Code §23-913:

“No license shall be issued for any premises in any neighborhood which is predominantly residential or within 300 feet of any public school, church, or any other place of worship, measured in a straight line to the nearest entrance to the licensed premises, except with the approval of the governing body of the municipality; provided, that this limitation shall not apply to any duly licensed premises that at the time of licensing did not come within the restricted area but subsequent to licensing same came therein.”

Jak’s Place Inc is requesting a waiver to allow for the sale of liquor by the drink in their building located at 6062 Birch Lane, Nampa, ID which is located less than the required 300’ from CWI’s building located at 6002 Birch Ln, Nampa, ID 83687.

You are invited to attend this meeting or submit written response prior to this meeting to the City Clerk’s Office 411 3rd St South, Nampa, ID 83651 or email us at clerks@cityofnampa.us.

Sincerely,

Joy Hall
Clerk Specialist II
411 Third Street South
Nampa, ID 83651
Delivery Confirmation

Signature of person taking possession of letter addressed to the College of Western Idaho at 6002 Birch Lane Nampa Idaho.

[Signature]  
[Janice R. McGehee]

[Date]  
11-20-19
City Clerk's Office

November 6, 2019

Notice is hereby given that on Monday, November 18, 2019 at 6:00pm in the Council Chambers of City Hall, 411 3rd Street South, Nampa, Idaho, The Nampa City Council will deliberate a request made by Jak's Place Inc. for a waiver of Idaho Code §23-913:

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Sincerely,

Joy Hall
Clerk Specialist II
411 Third Street South
Nampa, ID 83651

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Domestic Return Receipt
Authorize Replacement Purchase of Emergency Response On-Call Truck for Street Division (Not Approved in FY2020 Budget)

- On September 30, 2019, Street Division’s Fleet Unit #221, a 2002 Ford F-150, was involved in a collision

- ICRMP dispatched a claims adjuster and upon inspection the vehicle was deemed a total loss

- Unit #221 was scheduled for replacement in fiscal year 2022 per the Public Works Fleet Management Plan

- Street Division requests to replace the totaled on-call truck with a more purpose-built vehicle

- Funding for the replacement vehicle will be provided from the ICRMP claim ($2,237.00) and savings realized from the recent purchase of an oil distributor truck ($222,274.53)

REQUEST: Authorize Street Division to proceed with replacement purchase of one (1) 2020 light/medium duty chassis-cab with utility bed, not to exceed the amount of $46,500.00, for on-call emergency response.
Documents for this item will be provided to council at the meeting
TASK ORDER

Purdam Trunk Sewer Extension
(Madison Road to 11th Avenue North)
(As approved in FY20 budget. Legal review not required.)

- City Council authorized Engineering to pursue project development for the Purdam Trunk Sewer Extension project from three options for regional sewer trunk line extensions on October 21, 2019.

- The project will extend a 24” diameter sewer main from about 1000 feet east of the intersection of Madison Road and Ustick Road to 11th Avenue North along the centerline of Ustick Road. Depth of the sewer main will be approximately 30 feet. (Exhibit A)

- The future growth in the sewer basin will serve medium density residential and mixed-use purposes as well as increasing the capacity within the Birch Trunkline by allowing existing lift stations tied to the Birch Trunkline to be retrofitted to tie into the proposed Purdam Trunkline.

- Engineering reviewed the first-choice consultant roster and conducted interviews with several firms. JUB Engineers was selected to perform professional design services for the Purdam Trunk Sewer Extension project.

- JUB Engineers has provided a scope of work (Exhibit B) for design services for the Purdam Trunk Sewer Extension project which will include the sewer main installation, dewatering and roadway reconstruction in the amount of $264,519.00

- The approved budget for the project is $1,500,000 from the FY20 Wastewater Division.

- The Purdam Trunk Sewer Extension project will be designed in FY20 and constructed in FY20 and FY21.

- Engineering Division has reviewed the Scope of Work and recommends approval of the task order to JUB Engineers in the amount of $264,519.00

REQUEST: Authorize Mayor and Public Works Director to sign Task Order for attached Scope of Work with JUB Engineers for Purdam Trunk Sewer Extension project design services in the amount of $264,519.00 (T&M N.T.E.)
Development Related Trunkline
Exhibit A

For illustrative purposes only.

11/8/2019
Scope of Professional Services, Schedule and Fee Basis

PURDAM TRUNK SEWER EXTENSION

Date: November 6, 2019
Task Order Number:
Project Number:
Project Name: Purdam Trunk Sewer Extension (Ustick Road, east of Madison to 11th Avenue)
Consultant Company Address: 250 South Beechwood Ave., #201, Boise, ID 83709
Consultant Project Manager/Contact Information: Phil Krichbaum / 208.813.7836
Contract Amount: $264,519 (T/M NTE)
Duration: 1-2years

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I. Project Understanding

II. Items to be Provided by the City to J-U-B and Project Assumptions

III. Scope of Work

- Task 1 – Project Meetings and Administration
- Task 2 – Topographic Survey
- Task 3 – Preliminary and Final Design
- Task 4 – Agency Coordination and Permitting
- Task 5 – Subconsultants
- Task 6 – Bidding Assistance

- Exhibit 1 – Work-Hour Estimate

IV. Time of Completion and Compensation Schedule
I. PROJECT UNDERSTANDING

The CITY intends to design the eastern extensions of the Purdam Trunk Sewer on Ustick Road. The project is planned in two phases beginning 1000 feet east of Madison Avenue extending to 11th Avenue, and encompassing approximately 7,000 lineal feet of trunk sewer. Several irrigation culverts will be crossed requiring full replacement. A majority of Ustick Road is a rural section with two (2) travel lanes likely requiring full width repair. A portion of the westerly section of Ustick Road is improved with a center turn lane. Abandonment of the private lift station serving Meriwether, Coulter Bay and Astoria Park subdivisions will be evaluated for future planning.

II. OWNER INFORMATION, RESPONSIBILITIES and PROJECT ASSUMPTIONS

1. The City will provide J-U-B with the following:
   a) Provide on-going review of J-U-B’s work and timely consideration of policy issues within a time acceptable to the CITY and J-U-B.
   b) Provide a project manager to serve as a liaison with other City departments and public agencies to facilitate project reviews and the approval process.
   c) Provide a liaison with area stakeholders, such as private developers, landowners, Nampa Highway District, etc. Provide information related to potential developments within the adjoining service areas.
   d) Provide or assist J-U-B in obtaining available plans for the proposed roundabout at the intersection of Ustick Road and Franklin Road.
   e) Provide public outreach as deemed appropriate by the CITY.
   f) Negotiate and secure easements necessary to construct the improvements.
   g) Record drawings of any City utilities in the project area and GIS compatible data as appropriate.
   h) Provide available GIS base mapping or aerial topography that may be used to check the sewer master plan service area.
   i) The City will provide a Qualified Licensed Professional Engineer (QLPE) for review and approval of the construction documents. The City’s QLPE will submit the approved construction documents to the Idaho Department of Environmental Quality (IDEQ).
   j) Assist in the acquisition of and pay for permits, easements, agency approvals, and agreements required for the project in subsequent tasks.
   k) Provide the CITY’s standard front-end documents, insurance provisions, and supplemental specification to the current ISPWC General Conditions. These will be modified by J-U-B for this specific project.
   l) Provide input on manhole and connecting stub-out locations on the trunk sewer.
   m) Provide copies of the current Sewer Master Plan future trunk line inverts for reference.

2. Project Assumptions
   a) Exact locations of utilities are not known and may affect the alignment during construction.
   b) Due to the depth of the sewer, substantial surface repair of Ustick Road will be required. For estimating fees, it is assumed that full width restoration will be required where Ustick Road is a two (2) lane rural section.
   c) Full reconstruction of the Miller Lateral is planned. This work will require a license agreement with the Pioneer Irrigation District (PID). Reconstruction will be to the full future ROW width and will require acquisition of easements.
   d) The project will utilize CITY of Nampa Standards, standard drawings and construction specifications and pay item designations for construction items where applicable. Special provisions will be used as necessary for more project specific pay items.
e) The roadway reconstruction shall use the Nampa Highway District (NHD), Association of Canyon County Highway District (ACCHD) standards, typical sections, and roadway structural sections as approved by the CITY.

f) Plans will be completed on standard 22”x34” (printable at 50% to 11x17) J-U-B title block/ border.

g) The disturbed area will likely be over one (1) acre in size and require a project specific Erosion and Sediment Control (ESC) plan and Stormwater Pollution Prevention Plan (SWPPP). Basic services do not include preparation of a SWPPP and/or ESC plans. It is assumed that these will be prepared by the Contractor. If the CITY elects to prepare a SWPPP/ESC, additional services will be required.

h) The Contractor will be required to prepare and provide a Traffic Control Plan for submittal to the CITY and Highway District for approval. A performance based traffic phasing/access plan is included with these scope of services.

i) Right-of-way (ROW) and parcel information will be referenced from the Canyon County GIS base mapping for Task 2 work.

j) A preliminary engineering report (PER) is assumed to not be required pursuant to IDAPA 58.01.016.410.01 as the City has an approved Sewer Master Plan (SMP) and the CITY will provide the QLPE reviews.

k) Two construction packages (bidding documents) are assumed for the trunk sewer project.

l) No floodway permitting or wetlands delineation is required.

m) No curb and gutter, pedestrian ramps or other ADA compliance improvements will be designed.

n) Bidding and construction phase services if required will require an amendment to these scope of services.

III. SCOPE OF WORK

J-U-B’s scope of services is specifically limited to the following:

Task 1 – Project Meetings and Administration

1. **Kickoff Meeting:** Attend a kick-off meeting with CITY staff for the purpose of discussing the project approach, obtaining information that may be available from the CITY, and reviewing project schedule.

2. **Progress and Review Meetings:** Attend progress meetings with the CITY staff as needed to discuss project status, provide task order status summaries, present deliverables, and receive direction from the CITY. It is anticipated that three (3) progress meeting may be required. Agency meetings are provided in Task 4.

3. **Project Administration and Tracking.** Monitor team progress, action item lists, task deadlines, items needed from the CITY, provide documentation, subconsultant administration, permitting milestones, and critical path items as needed.

   **Deliverables:**
   
   i. Monthly invoices with progress summary reports.

Task 2 – Topographic Survey

1. **Research, Control, Topographic Survey and Mapping**

   a) **Research:** Research Canyon County Surveyor’s records for land monuments to add in establishing horizontal control and include research of land monuments, plats, records of survey, right-of-ways, and easements of record along the preferred trunk sewer alignment.
b) Survey Control: Establish survey control along the alignment using NAD83(CORS) (horizontal), NAVD88/Geoid09 (vertical), Idaho West State Plane Coordinate system (1103) scaled to the Canyon County G.I.S. system, based on IDTD CORS epoch 2002 (PID:AJ3346). ROW's will be established from section line monumentation, Canyon County or City GIS, and records of survey.

c) Utility Request: Utility companies (gas, power, telephone, storm drain, cable T.V., street lighting, traffic signals, irrigation) will be contacted prior to survey via Dig-line to request field locations of utilities and available utility mapping. Utilities will be shown to the extent they are visible in the field or located by the utility or Owner.

d) TBM’s: Establish temporary construction benchmarks (T.B.M.’s) and control points at 500’ intervals.

e) Topographic Survey: Complete topographic survey along the Ustick Road from approximately 1,000 feet east of Madison Avenue to 11th Avenue. At each rural intersection, topographic survey shall extend 100 feet in each direction. The survey will generally consist of full ROW width with cross sections at 50-foot stations. Additional cross sections, flow line and top of bank elevations will be taken at the Miller Lateral crossing and at other culverts or drainage crossings. Domestic wells within 50 feet of the road ROW will be located if visible in the field. Invert elevations of the outfall sewer(s) to the private lift station serving the existing subdivisions listed in Section 1 will be taken. Painted centerline pavement markings will be located with the cross sections.

f) Base Mapping: Complete topographic mapping in Civil 3D 2019 at a scale of 1”=20’ scale, 22”x34”(printable at 50% to 11’x17”) sheets. Topographic features shall be depicted using standard symbols. Topographic features shall be shown on the construction plans to the extent that they are found or field located by the utility companies, such as fences, edge of pavement, fog line, striped centerline where applicable, borrow ditch, utility poles, surfacing, utilities, telephone risers, top of bank, high water mark, and waterway flowlines, and include monuments of record and physical survey of monuments and property pins that are found. Property lines will be shown based on Canyon County G.I.S. mapping. Prepare 3D digital terrain model to depict contours at one (1) foot intervals and ground surface profiles.

Task 3 – Preliminary and Final Design

1. Preliminary Design of Trunk Sewers (30%)

   a) Develop a conceptual vertical and horizontal alignment for the truck sewer from the outfall connection point west of the intersection of Ustick Road and Madison Avenue. Vertical alignment will be based upon conformance with the intent of the current Sewer Master Plan (SMP). Upstream constraints will be reviewed as identified in the SMP. Planning considerations will include the abandonment of the private lift station serving subdivisions south of Ustick Road as described in Section 1. J-U-B will review with the CITY if any material deviations from the intent of the SMP may be required for this section of the sewer. SMP flows shall be reviewed and the trunk sewer sized accordingly.

   b) Develop a preliminary design alignment for the trunk sewer improvements to show trunk profile and horizontal location. Preliminary design to consider SMP compliance, utility constraints, available ROW, constructability, construction access, excavation depths, initial easement constraints if known at this time, minimization of pavement repair and impacts to public traffic access. Temporary construction easement requirements and land ownership information will be shown.
c) Preliminarily evaluate options to rebuild the Miller Lateral culvert.

d) Layout Strip Map: Prepare 30% trunk sewer plan and profile strip map for CITY for review. The roll plot shall be prepared at a 40-foot reduced scale. Existing roadway centerline profile will be shown.

e) Private Lift Station Abandonment: Prepare a separate plan exhibit showing conceptual alignment alternatives and depth constraints for a future sewer to divert flows from the lift station into the Purdam Trunk shed. The exhibit will be completed in GIS with available CITY GIS mapping.

f) Conceptual Level Construction Cost Estimate: Develop a concept level engineer’s opinion of probable construction cost based upon quantities developed through preliminary design. The cost opinion will include contingencies associated with a 30% level of detail. A summary of the concept level cost opinion will be submitted to the CITY for review. Roadway quantities will be generalized based on typical sections.

g) Review Meeting: Meet with the CITY to review 30% complete layout strip plan, discuss project design and construction constraints, preliminary easement needs and locations, and receive comments and direction from the staff (Review meeting will be budgeted under Task 1).

**Deliverables:**

i. 30% Complete Layout Strip Plan/Profile Map, one (1) hard copy, (1) pdf.

ii. Drain crossing alternative summary matrix

iii. Lift Station Abandonment Concept Exhibit

2. 75% Complete Final Design and Plans

a) Trunk Sewer Design and Detailing: Revise the alignment and profile from the CITY’s review comments at the 30% review meeting. Complete 75% design of the preferred trunk sewer alignment with considerations on constructability, NHD and CITY utility corridor requirements, surface disturbance, impact to waterways, sanitary separations, dewatering, impacts to public traffic access, utility conflicts, construction access, serviceability checks, excavation depths, easement issues, and other pertinent design issues. Provisions to align the trunk, manholes, and stub-outs per available development plans, and preliminary or final plats will be made as specifically requested by the CITY. For parcels without development plans, considerations for manholes and block-out locations will be made with CITY direction. Prepare trunk sewer related details to supplement CITY standards as required.

b) Full Width Roadway Design and Detailing: J-U-B shall design the horizontal and vertical centerline alignments of Ustick Road to match prevailing existing conditions with a typical two lane rural section modified to match existing travelway, shoulders and fill/cut slopes as closely as possible. Where Ustick Road is currently improved with a center turn lane, full width reconstruction may be reduced. Vertical profile of the roadway centerline grade will be superimposed and detailed on the sewer plan and profile sheets with horizontal and vertical geometrics identified. Design roadway repair using NHD ACCHD and CITY standard sections as applicable.

Intersection grading details will be included to show grades, spot elevations and horizontal offsets to match existing paved surfaces into the Ustick Road reconstruction.
Signing and striping for the roadway and intersections will be prepared in accordance with MUTCD standards and recommendations and will be included on the roadway plans. Plans will include station and offset for sign locations, striping limits, striping symbols, and striping details.

c) Traffic Access Control Schematic Plans: Prepare an overall traffic access plan to outline performance requirements to the Contractor in their preparation of traffic control plans. The access plan will show alternative routing or access maintenance requirements along the project area.

d) Culvert Crossings Design, Plans and Detailing: Design major waterway crossings in accordance with permitting agency requirements. It is assumed that the Miller Lateral crossing will entail full width replacement of the existing box culvert. Facility replacement will be in accordance to Pioneer Irrigation District (PID) standards and policies. USACE/IDWR 404 permitting, if required, is provided under a separate task (Task 4 – Agency Coordination and Permitting). Minor utility relocations shall be designed and detailed on the Plans if necessary.

e) 75% Complete Plan and Profile Plans: Prepare 75% construction plans which will include project title blocks, City standard notes, vicinity maps, sheet indexes, north arrows, bar scales, topography, pipe size, type, slope, invert elevations, ground surface elevations, surface repair, roadway reconstruction horizontal and vertical geometric control, details, property lines, easements, found land monuments, land ownerships, survey control, pay limits, special details necessary for a biddable product. Drafting shall be completed on 22”x34” ANSI standard size “D” sheets at 1”=20’ scale (printable at 50% to 11”x17”). To the extent practicable, the current CITY Standard Construction Drawings and Specifications will be utilized.

Total Estimated Plan Sheets:
1 – Title Sheet / Sheet Index
1 – General Note Sheet
4 – Survey Control / Total Ownership Map/Staging and Access Plans
18 – Plan and Profile Sheets
1 – Miller Lateral Culvert Reconstruction Plan, Profile and Details
9 – Signing & Pavement Marking Plans
4 – Traffic Schematic Access Control Plans
5 – Misc. Details, Typical Sections, etc.
43 – Total Sheets (Approximately 22 sheets per Construction Package)

f) Prepare draft technical specifications for items that are not covered or are in addition (clarification) to the 2015 ISPWC and City of Nampa Construction Specifications and Standard Drawings (2015 Edition). Technical Specifications will conform to the formatting in the ISPWC. Permitting requirements will not be included at this stage.

g) Prepare 75% review package and submit to the CITY for review by the CITY and their City Engineer. Plans shall be prepared on reduced sheets 11”x17”.

h) A senior engineer shall perform an initial QC of the plans and technical specifications. Contractors may be contacted to discuss specific construction issues and techniques.
i) Prepare quantities and update the preliminary Opinion of Probable Construction Cost using a recommended bid schedule format.

j) Meet with the CITY to review 75% complete plans and receive comments and direction from the staff (Review meeting will be budgeted under Task 1).

k) Complete a field walkthrough with CITY staff and summarize field notes with the CITY’s project manager on relevant project issues discussed.

Deliverables:
   i. 75% Complete Preliminary Design Plans, (5) copies at 50% scale, (1) pdf
   ii. Draft Technical Specifications, (1) pdf
   iii. Preliminary Opinion of Probable Construction Cost, (1) pdf

3. **90% Complete Design Plans and Technical Specifications (Agency Review)**
   a) Revise the 75% design and construction plans from the CITY’s review comments as appropriate. Complete final design of the trunk sewer with considerations for CITY corridor compliance, permitting agency initial input as provided by the CITY, constructability, surface disturbance, sanitary separations, utility conflicts, excavation depths, easement Grantor conditions and other pertinent design issues.
   b) Complete final roadway reconstruction design and intersection grading.
   c) Complete final design Miller Lateral culvert reconstruction and detailing.
   d) Prepare 90% complete construction plans and detail sheets.
   e) Prepare a draft Project Manual in accordance with CITY’s requirements (Advertisement, Bidding Documents, Contract Documents, technical specifications), as well as agency permits (if available). Update Technical Specifications from 75% review comments and those items that are not covered or are in addition (clarification) to the ISPWC and CITY Standard Construction Specifications. Draft permitting requirements will be included at this stage as available from the agencies.
   f) Complete an internal QC review with a senior J-U-B engineer.
   g) Update the Preliminary Opinion of Probable Construction Cost and prepare the Bid Schedule.
   h) Submit 90% complete package to the CITY and City Engineer for concurrent QLPE review and meet with the CITY to gather review comments (Review meeting will be budgeted under in Task 1).

Deliverables:
   i. 90% Complete Plans and Project Manual, (5) copies at scale.
   ii. Updated Opinion of Probable Construction Cost

4. **100% Plans and Technical Specifications (Bid Ready)**
   a) Incorporate appropriate CITY, QLPE, QC comments and agency review comments and complete final revisions to the trunk sewer plans and technical specifications.
   b) Submit 100% complete plans and contract documents to the CITY for review and approval. The CITY will provide QLPE review of the Final Plans.
   c) Finalize Opinion of Probable Construction Cost and Bid Schedule.

Deliverables:
Task 4 - Agency Coordination and Permitting

1. Preliminary Utility Coordination

   a) J-U-B will request information from utilities and if possible request meetings to overview the project, location and crossing requirements. Utilities contacted to include: Intermountain Gas, Idaho Power, Century Link, and others.

   b) Additional coordination with Idaho Power Company and Intermountain Gas will likely be required in the project area to determine utilities and possible construction related constraints.

2. Pioneer Irrigation District (PID) Permitting

   a) Permitting with Pioneer Irrigation District (PID) will be initiated for their respective jurisdictional waterway crossings, which includes primarily the Miller Lateral. A site visit will be arranged with PID staff early on during the 30% complete design stage to overview the crossing work and gather input, final design constraints and criteria from PID.

   b) J-U-B will prepare the necessary application and supporting documents for a license agreement between the CITY and PID. Application fees are estimated at $1050.00 per each license agreement. It is also assumed no floodway infringement will be considered as no aerial waterway crossing or permanent fill placement will occur. J-U-B will coordinate and submit 90% complete plans to the PID for review prior to initiating the license agreement.

3. USACE 404 Coordination and Permitting

   a) This task encompass the design and permitting of open trench crossings of drains or irrigation/drainage culverts that may be under the jurisdiction of the U.S. Army Corps of Engineers (USACE) requiring 404 permitting. For the purpose of estimating fees in the Scope of Services, preparation of (1) Nationwide 12, 404 permit is assumed for the Lateral crossing and small culvert crossings if they are found to be jurisdictional.

   b) Coordinate with representatives from the USACE to review project scope, jurisdictional waterways, crossing requirements, and construction methods for preparation of a Nationwide 12, 404 permit for utility crossing or stream alterations. A wetland inventory study will likely not be required; however, if USACE determines such work is needed to secure the permit, an addendum will be required to these Scope of Services.

   c) Prepare one application showing the culvert crossings and preparation of the necessary exhibits showing crossing plan, details and specifications for the 404 permit application. Open channel crossing plan will be prepared per USACE requirements. J-U-B will coordinate and submit application package upon completion of 90% design in Task 3. If the CITY elects to extend water mains parallel with the sewer trunk, the application and exhibits will be modified to include sleeves for those facilities.
d) Final design and construction documents provided in Task 3 will include permit provisions.

4. Nampa Highway District (NHD) Coordination and Permitting

a) Meet with NHD staff during the 30% design stage to establish design and permitting criteria, corridors for the sewer improvements and gather input on the design and construction of the trunk sewer.

b) Submit construction plans to NHD for review comments at the following milestones: 1) 75% Complete Plans; 2) 90% Agency Review Submittal.  J-U-B will attend review meetings with NHD at each of these milestones.

c) J-U-B shall attend one (1) NHD commissioner meeting at the request of the CITY if required to secure a corridor variance.

Task 5 - Subconsultants

1. Geotechnical Investigation and Report:  STRATA will provide the geotechnical services.  A geotechnical investigation and analysis will summarize baseline information necessary for the trenching, dewatering, soil reusability, and generalized shoring criteria.  Five (5) borings, (2) at 35 foot depth and (3) at 30 foot depth.  Three (3) monitoring wells will be installed in the borings.  Monthly groundwater monitoring will be provided as listed on the work-hour estimate.

   Deliverables:
   i. Draft geotechnical report (electronic pdf) submitted at the 75% complete package
   ii. Final geotechnical report (electronic pdf) submitted with the 90% agency review deliverables.

Task 6 – Bidding Assistance

1. Bid Administration Services: J-U-B will assist the CITY during the bidding phases of the two construction packages as described below or specifically requested by the CITY:

A. J-U-B will provide an additional (5) sets of the Project Manual for bidding purposes if necessary for each project phase.

B. Respond to Bidders’ questions and prepare and/or advise the CITY in the issuing addenda.

C. J-U-B will arrange and conduct a pre-bid meeting for each construction package. Prepare a summary of bidder questions and responses for issuance with an addendum as necessary.

D. Assist with the bid review as requested by the CITY and issue a summary of bids and recommendation for award if requested.

   Deliverables:
   i. Electronic copies of Bid Addenda as required.
   ii. Bid review and award recommendation memorandum.
IV. TIME OF COMPLETION and COMPENSATION SCHEDULE

The following schedule is based on a Notice to Proceed (NTP) from the City by _____________ and resulting in Final Design being completed by ___________. A NTP issued on a different date will change the schedule accordingly.

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<tr>
<th>Task Number</th>
<th>Task Name</th>
<th>Schedule/Milestone*</th>
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<td>Task 1</td>
<td>Project Meetings and Administration</td>
<td>On-going throughout other tasks.</td>
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<tr>
<td>Task 2</td>
<td>Topographic Survey and Base Mapping</td>
<td>Completed within ___ calendar days of NTP.</td>
</tr>
<tr>
<td>Task 3</td>
<td>Preliminary and Final Design Services</td>
<td>Completed within ___ calendar days subsequent to Task 2.</td>
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<tr>
<td>Task 4</td>
<td>Agency Coordination &amp; Permitting</td>
<td>On-going as required.</td>
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<td>Task 5</td>
<td>Subconsultants</td>
<td>Completed within 90 calendar days of NTP.</td>
</tr>
<tr>
<td>Task 6</td>
<td>Bidding Assistance</td>
<td>Completed per City’s bidding schedule.</td>
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</table>

*Does not include time for review and approval of the CITY, easement acquisition, and agency approvals. Does not include delays that may be incurred gathering necessary information from the CITY.

Cost of Services
The CITY will pay J-U-B for its services and reimbursable expenses on a time and materials, not to exceed basis of the total listed below:

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<tr>
<th>Task Number</th>
<th>Task Name</th>
<th>Amount</th>
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<tbody>
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<td>Task 1</td>
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<td>Task 2</td>
<td>Topographic Survey and Base Mapping</td>
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<td>Preliminary and Final Design Services</td>
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<td>Agency Coordination and Permitting</td>
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<td>Bidding Assistance</td>
<td>$7,136</td>
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TOTAL (T&M NTE) $264,519
CORRECTED ORDINANCE NO. 4382

AN ORDINANCE OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, VACATING A PORTION OF THAT CERTAIN FORTY (40') FOOT RIGHT-OF-WAY RUNNING SOUTH 628.62 FEET FROM WAGON ROAD ALONG THE EASTERN BOUNDARY OF THE PARCEL CURRENTLY IDENTIFIED AS CANYON COUNTY PARCEL R24705000 AND VACATING A PORTION OF THE WESTERLY ONE HUNDRED TEN (110) FEET OF THAT CERTAIN FORTY (40') FOOT RIGHT OF WAY TRAVERSING SAID PARCEL IN LINE WITH WAGON ROAD IN NAMPA, CANYON COUNTY, IDAHO; DIRECTING THE CITY ENGINEER TO ALTER THE USE AND AREA MAP ACCORDINGLY; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF IN CONFLICT HEREWITH.

WHEREAS, Ordinance No. 4382 was originally passed by the Nampa City Council and approved by the Mayor on June 18, 2018, following all required public notice and hearing procedures;

WHEREAS, said Ordinance was recorded on February 27, 2019, in the office of the Canyon County Recorder, Canyon County, Idaho, Instrument No. 2019-007952;

WHEREAS, it was thereafter discovered that said Ordinance contained errors in the legal description contained within said Ordinance and within the exhibits referenced to by said Ordinance;

WHEREAS, the City wishes to correct said Ordinance, re-record it, and re-publish it to correct the above-referenced errors and to, therefore, bring into effect the intended vacation of right-of-way contained within said Ordinance.

BE IT ORDAINED by the Mayor and City Council of the City of Nampa, County of Canyon, State of Idaho:

Section 1: That the following described real properties, constituting that certain forty (40') foot right-of-way running south 628.62 feet from Wagon Road along the eastern boundary of the parcel currently identified as Canyon County Parcel R24705000 (Parcel A2) and a portion of the westerly one hundred ten (110') feet of that certain forty (40') foot right of way traversing said parcel in line with Wagon Road (Parcel A1), in Nampa, Canyon County, Idaho, more particularly described as follows:

See Parcel A1 and A2, described in Exhibit "A," attached hereto and made a part hereof by this reference.

be and hereby are, vacated, as of the effective date of this ordinance, and that pursuant to Idaho Code § 50-311, the Nampa City Council finds it to be in the best interests of the adjoining properties that ownership in the vacated rights-of-way described in Exhibit "A" revert to the owners of the adjacent parcels of real property, one-half on each side thereof, and directing the City Engineer to alter the Use and Area Map accordingly.
Section 2: This ordinance shall be in full force and effect from and after its passage, approval, and publication, according to law.

Section 3: This ordinance is hereby declared to be severable. If any portion of this ordinance is declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purposes of the ordinance before the declaration of partial invalidity.

Section 4: All ordinances, resolutions, orders and parts thereof in conflict herewith are repealed.


APPROVED BY THE MAYOR OF THE CITY OF NAMPA, IDAHO, THIS 2ND DAY OF DECEMBER, 2019.

Approved:

By

Debbie Kling, Mayor

Attest:

______________________________
City Clerk
State of Idaho  

Canyon County  

On this 2nd day of December 2019, before me, the undersigned, a Notary Public in and for said State, personally appeared Deborah Rosin known to be a City Clerk of the City of Nampa, & Debbie Kling known to be the Mayor of the City of Nampa Idaho, a municipal corporation, who executed the foregoing instrument. In Witness Thereof, I have hereunto set my hand and affixed by official seal, the day and year in this certificate first above written.

______________________________
Nathan Haveman

Residing at: Nampa, Canyon County, Idaho

My Commission Expires:
DESCRIPTION FOR
PHEASANT MEADOWS SUBDIVISION RIGHT-OF-WAY VACATION

Parcels of land located in the SE1/4 of the NE 1/4 Section 25, T.3N., R.2W., B.M., Canyon County, Idaho more particularly described as follows:

PARCEL A1:  **R24705**

Commencing at the N1/4 corner of Section 25 from which the C1/4 corner bears South 00°13'46" West, 2651.71 feet;

thence along the West boundary line of the NW 1/4 of the NE 1/4 of said Section 25 South 00°13'46" West, 1,325.86 feet to the C-N 1/16 corner of said Section 25;

thence along the South boundary line of the NW 1/4 of the NE 1/4 of said Section 25 South 89°26'48" East, 1,320.24 feet to the N-E 1/16 corner of said Section 25, point also being on the West boundary line of Nampa Orchard Track Co. Subdivision as filed in Book 2 of Plats at Page 48, records of Canyon County, Idaho;

thence along the West boundary line of said Nampa Orchard Track Co. Subdivision South 00°12'26" West, 660.46 feet to the SW corner of Track 10 of said Nampa Orchard Track Co. Subdivision, said point also being the REAL POINT OF BEGINNING;

thence along the South boundary line of said Track 10 South 89°23'35" East, 110.00 feet;

thence leaving said South boundary line South 00°12'26" West, 40.00 feet to a point on the North boundary line of Track 13 of said Nampa Orchard Track Co. Subdivision;

thence along the North boundary line of said Track 13 North 89°23'35" West, 110.00 feet to the NW corner of said Track 13;

thence along the West boundary line of said Nampa Orchard Track Co. Subdivision North 00°12'26" East, 40.00 feet to the REAL POINT OF BEGINNING. Containing 4,400 square feet, more or less.

AND ALSO:

PARCEL A2:  **R24705  R24709-100  R24709-101  R24709-102**

Commencing at the N1/4 corner of Section 25 from which the C1/4 corner bears South 00°13'46" West, 2651.71 feet;

thence along the West boundary line of the NW 1/4 of the NE 1/4 of said Section 25 South 00°13'46" West, 1,325.86 feet to the C-N 1/16 corner of said Section 25;

thence along the South boundary line of the NW 1/4 of the NE 1/4 of said Section 25 South 89°26'48" East, 1,320.24 feet to the N-E 1/16 corner of said Section 25, said point also
being on the West boundary line of Nampa Orchard Track Co. Subdivision as filed in Book 2 of Plats at Page 48, records of Canyon County, Idaho;

thence along the West boundary line of said Nampa Orchard Track Co. South 00°12'26" West, 700.46 feet to the NW corner of Track 13 of said Nampa Orchard Track Co. Subdivision;

thence along the North boundary line of said Track 13 South 89°23'35" East, 627.96 feet to the NE corner of said Track 13, said point also being the REAL POINT OF BEGINNING;

thence continuing South 89°23'35" East, 40.00 feet to the NW corner of Track 15 of said Nampa Orchard Track Co. Subdivision;

thence along the West boundary line of said Track 15 South 00°11'50" West, 628.62 feet to the SW corner of said Track 15;

thence along the South boundary line of said Nampa Orchard Track Co. Subdivision North 89°20'19" West, 40.00 feet to the SE corner of Track 14;

thence along the East boundary line of said Tracks 14 and 13 North 00°11'50" East, 628.58 feet to the REAL POINT OF BEGINNING. Containing 25,144 square feet, more or less.
BID AWARD

Aerial Sewer Replacement FY19 Sites 2 – 6 (Const.)
(As approved in FY20 budget; Legal review not required)

- Each year as part of the City’s Asset Management program the Wastewater Division identifies sanitary sewer lines and infrastructure that need rehabilitation or replacement.

- In 2017 (FY17) the City had to perform an emergency repair on an aerial sewer crossing at Broadmore Ave to stop sewage discharge into Indian Creek. The emergency repair highlighted the need for the City to be more proactive in replacing failing aerial sewer crossings.

- For FY19 the Wastewater Division identified six (6) aerial sanitary sewer crossings in need of replacement of these sites, Site 1 was separated due to current condition and under construction at this time.

- T-O Engineers, Inc. was selected by interview to design the project and assist with easement acquisition, bidding and construction.

- The aerial crossings were designed in FY19 with planned construction in FY20 to coincide with the irrigation offseason.

- The Aerial Sewer Replacement Site 2-6 project will be paid for from FY20 Wastewater Budget.

- The project received three bidders.

<table>
<thead>
<tr>
<th>Company</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Sky</td>
<td>$598,946.94</td>
</tr>
<tr>
<td>Jim Buffington Const.</td>
<td>$454,250.00</td>
</tr>
<tr>
<td>Syblon-Reid</td>
<td>$354,846.00</td>
</tr>
</tbody>
</table>

- This project was estimated at $319,570.00 but due to tariffs and the high demand for contractors it has been hard to estimate the value of current projects.

- The bid schedule included bid alternates amounting to $253,500. The total bid with alternates is $608,346. The scope of work will be adjusted to meet the budget amount.

- Engineering Division recommends awarding the project.

REQUEST: Award bid to Syblon-Reid and authorize Mayor to sign contract for the Aerial Sewer Replacement FY19 Sites 2 – 6 project in the amount of $608,346.

12.02.19
TASK ORDER
Aerial Sewer Replacements FY21
(As approved in FY20 budget; Legal review not required)

- Each year as part of the City’s Asset Management program the Wastewater Division identifies sanitary sewer lines and infrastructure that need rehabilitation or replacement.

- In 2017 (FY17) the City had to perform an emergency repair on an aerial sewer crossing at Broadmore Ave to stop sewage discharge into Indian Creek. The emergency repair highlighted the need for the City to be more proactive in replacing failing aerial sewer crossings.

- For FY20 the Wastewater Division identified eleven (11) aerial sanitary sewer crossings in need of replacement and or repairs (Exhibit A).

- The aerial crossings will be designed in FY20 and construction in FY21 to coincide with the irrigation offseason. Constructing the project during the irrigation offseason will reduce the need for bypass pumping and improve constructability.

- T-O Engineers, Inc. was selected by interview to design the project and assist with easement acquisition, bidding and construction. T-O has completed the concept report for the project to assist the City in budgeting and construction planning.

- The Aerial Sewer Replacements FY21 project has an approved FY20 Wastewater Division budget of $100,000 for engineering design.

- T-O Engineers, Inc. has provided a Scope of Work (Exhibit B) and Labor Estimate to provide design, survey and engineer of record services for $64,185.00.

REQUEST: Authorize Mayor and Public Works Director to sign Task Order with T-O Engineers, Inc. to provide design, survey and engineer of record services for the Aerial Sewer Replacements FY21 project in the amount of $64,185.00 (T&M N.T.E.).
Aerial Wastewater Replacements (FY20 Design)

Exhibit A

For illustrative purposes only.
Scope of Work

Date: 11/1/2018
Task Order Number:
Project Number: PWWW #######
Project Name: Aerial Sewer Replacements FY20
Consultant Company Address: T-O Engineers, 332 Broadmore Way, Nampa, Idaho 83687
Consultant Project Manager/Contact Information: Kasey Ketterling, PE, 208-442-6300
Contract Amount: $64,185.00(T/M NTE)
Duration: November 2020 – February 2021

Project Description and Assumptions:

The City of Nampa identified eleven aerial crossings within the sewer collection system that are in need of replacement, maintenance, and/or testing. This scope and estimate will provide design and/or recommendations for the following sites.

<table>
<thead>
<tr>
<th>General Description</th>
<th>Site Number</th>
<th>Pipe Type</th>
<th>Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broadmore Way / Fire Training</td>
<td>1</td>
<td>Steel or DI</td>
<td>27”</td>
</tr>
<tr>
<td>Garland St. East of Holly</td>
<td>2</td>
<td>Steel or DI</td>
<td>8”</td>
</tr>
<tr>
<td>Sagittarius Way</td>
<td>3</td>
<td>Steel or DI</td>
<td>12”</td>
</tr>
<tr>
<td>Lone Star Rd</td>
<td>4</td>
<td>Steel or DI</td>
<td>8”</td>
</tr>
<tr>
<td>W. Kinghorn Dr.</td>
<td>5</td>
<td>Steel or DI</td>
<td>15”</td>
</tr>
<tr>
<td>W. Roosevelt Ave.</td>
<td>6</td>
<td>Steel or DI</td>
<td>24”</td>
</tr>
<tr>
<td>S. Sugar St.</td>
<td>7</td>
<td>PVC w/ Steel Casing</td>
<td>10”</td>
</tr>
<tr>
<td>S. Taffy Dr.</td>
<td>8</td>
<td>Steel</td>
<td>15”</td>
</tr>
<tr>
<td>N. Broadmore Way</td>
<td>9</td>
<td>Fiber Glass w/ Steel</td>
<td>42”</td>
</tr>
<tr>
<td>E of 12th Ave. S. of Dewey</td>
<td>10</td>
<td>PVC</td>
<td>8”</td>
</tr>
<tr>
<td>West of Middleton Rd.</td>
<td>11</td>
<td>PVC</td>
<td>18”</td>
</tr>
</tbody>
</table>

Project specifics include:

- Survey of existing utilities, topography and roadway features at sites 1-6
- Review of CCTV data for each site.
- Crossing design, including specifying materials, construction type, and other features important to the project. Design at each site is included in the following table:
<table>
<thead>
<tr>
<th>Site Number</th>
<th>Design Limited to the Following</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Full replacement of the 27” sewer pipe (assumed)</td>
</tr>
<tr>
<td>2</td>
<td>Full replacement of the 8” sewer pipe (assumed)</td>
</tr>
<tr>
<td>3</td>
<td>Replacement of the 12” carrier pipe, ultrasonic test and verify casing for either replacement or exterior coating. (assumed)</td>
</tr>
<tr>
<td>4</td>
<td>Replacement of the 8” carrier pipe, ultrasonic test and verify casing for either replacement or exterior coating (assumed)</td>
</tr>
<tr>
<td>5</td>
<td>Replacement of the 15” carrier pipe, ultrasonic test and verify casing for either replacement or exterior coating (assumed)</td>
</tr>
<tr>
<td>6</td>
<td>Full replacement of the 24” sewer pipe (assumed)</td>
</tr>
<tr>
<td>7</td>
<td>Ultrasonic testing results review, casing pipe to remain with exterior coating recommendation (assumed).</td>
</tr>
<tr>
<td>8</td>
<td>Ultrasonic testing results review, pipe to remain with exterior coating recommendation (assumed).</td>
</tr>
<tr>
<td>9</td>
<td>Ultrasonic testing results review, casing pipe to remain with exterior coating recommendation (assumed).</td>
</tr>
<tr>
<td>10</td>
<td>Ultrasonic testing results review, casing pipe to remain with exterior coating recommendation (assumed).</td>
</tr>
<tr>
<td>11</td>
<td>Ultrasonic testing results review, casing pipe to remain with exterior coating recommendation (assumed).</td>
</tr>
</tbody>
</table>

- Permitting to construct each crossing including 404, Pioneer (Bureau of Reclamation) and/or Nampa Meridian Irrigation District permits.
- Preparation of Construction Plans. All eleven crossings will be contained within 1 plan set and be bid as a single project.
- A project scheduled will be developed and included within the bid documents taking advantage of seasonal low flows within Indian Creek, Middle Lateral, and Elijah Drain in winter.
- A bidding package will be prepared.
- Project will be put out to full bid and a Contractor selected.

This scope of work makes the following general assumptions based on discussions with City staff and other available information.

**General Assumptions:**
The Aerial Sewer Replacement FY18 Concept Report serves as the basis for the selected alternatives. This report does not address these sites specifically since the study was used in a previous phase.

b. Temporary construction easements may be required for the installation of this project.

c. City of Nampa will supply GIS information for right of way and City Utilities.

d. City staff will provide available record information including construction plans, CCTV records, and flow records.

e. City of or Nampa will be responsible for all agency review/permit fees.

The tasks outlined in the Scope of Work (SOW) will include four (4) main categories.

1. Project Management

1.1. **City Meeting** – CONSULTANT will schedule monthly progress meeting with CITY, prepare agenda and record minutes. Monthly progress meeting(s) can be incorporated into PROJECT milestone meeting. Upon request, a short monthly presentation may be provided to City staff, including summary update, plans and coordination status, and budget update. (Assume 5 meetings)

1.2. **Budget and Tracking** – CONSULTANT to provide monthly progress report(s), detailing expenditures per task to date, percent of budget spent and percent complete. Provide schedule updates, progress report(s) and revisions. Monthly progress report(s) will be submitted with monthly invoice(s). A one-page monthly project summary will be submitted as requested by City staff. (Assume 5)

2. Design Services

2.1. **Topographic Survey** – Survey marked underground utilities (TO Engineers to call Digline for marking and mapping), above ground utilities, edge of pavement, curb, sidewalk, bridge, creek cross section, and up/down stream manholes with depth to invert. Set benchmarks for survey control will be placed for use during construction. This budget assumes no traffic control will be necessary, along with no boundary survey or legal descriptions.

2.2. **Base Mapping** – Create a Base Map with survey information and utility maps. City to provide all utility and other GIS information for this area.

2.3. **Crossing Design** – Develop a design for the replacement of 6 aerial sewer crossings and 5 locations where the existing crossing will be maintained by application of an external coating. The plans will include plan and profile of each location, limits and impacts to the creek, materials and measurements necessary for the contractor to complete the work. If needed for design, information related to flow and capacity will be provided by the City. It is assumed that the final condition of each site will be similar to the existing condition (for example, gravel surface will be replaced with gravel, etc.). Submittals will be provided to the City for review at 75% and 100%. City will review and provide comments within 5 days.
2.4. **Traffic Control** – Traffic control plan to route traffic around the affected project area during construction will be developed as necessary.

2.5. **SWPP Plans** - TO Engineers will complete Erosion and Sediment Control plan sheets within the plan set. The total impact is assumed to be less than 1 acre, and an official SWPPP filing with EPA does not appear necessary. However, contractor will be required to follow best management practices to avoid impacting the associated creeks.

2.6. **Permit Coordination** - TO Engineers will coordinate with Pioneer Irrigation, Nampa Meridian Irrigation District, US Army Corps of Engineers, Idaho Department of Water Resources, and Idaho Bureau of Reclamation for project permits.

2.7. **Engineers Construction Cost Estimate** – Compile a list of bid items, estimate unit costs, and calculate total estimated cost of construction. This is meant as a budgeting tool; actual Contractor’s bids may vary from estimated cost.

2.8. **Construction Easements** – CONSULTANT will acquire a title report for 6 properties. CONSULTANT will write legal descriptions with a display to be used by the City for inclusion in a temporary easement. City to provide easement documents and be responsible for easement negotiations.

2.9. **Project Schedule** - Prepare an estimated schedule of construction activities to determine the approximate amount of time to specify in the contract documents.

2.10. **Final Design Review** – CONSULTANT will submit plans to City for review. Within 5 business days, City will provide review comments and schedule review meeting.

2.11. **Revise and Resubmit Plans** – After receiving City comments on plans and bid set, CONSULTANT will revise and resubmit for final City approval.

3. **Bid Administration and Support**

3.1. **Bid Documents** – CONSULTANT will prepare 10 sets of bid documents and plans to be distributed by the CITY during the bid process. CONSULTANT will prepare contract documents; CITY will provide template document(s) in Microsoft (MS) Word format.

3.2. **Pre-Bid Meeting** - CONSULTANT will prepare agenda and conduct meeting with CITY staff and interested parties to discuss project, answer questions, etc. CONSULTANT will record meeting minutes and transmit to CITY.

3.3. **Bid Administration** – CONSULTANT will review bid comments, prepare addendum, and advise CITY on bid inquiries. Assume one (1) addendum will be issued.

3.4. **Bid Opening** – CONSULTANT will attend bid opening, prepare bid summary, assist CITY in reviewing bids and make recommendation for award.
4. CONSTRUCTION ASSISTANCE

4.1. Pre-Construction Meeting – CONSULTANT will attend the pre-construction meeting and assist with questions.

4.2. Construction Assistance – CONSULTANT will assist the City as requested during construction. Assistance may include assisting with RFI’s and periodic site visits. No construction observation is included.

4.3. Record Drawings – City will provide CONSULTANT with record information to be incorporated into the record drawings including as-built survey information. CONSULTANT shall incorporate record information and provide record drawings as follows: one (1) CD with plans in PDF and AutoCAD format.

Project Schedule
(To include Kick-Off Meeting, Design meeting, Construction Start, Construction Completion and Other Milestone Dates)

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signed Contract:</td>
<td>November 19, 2019</td>
</tr>
<tr>
<td>Kick-Off Meeting:</td>
<td>November 20, 2019</td>
</tr>
<tr>
<td>Draft Submittal:</td>
<td>February 19, 2020</td>
</tr>
<tr>
<td>Construction Estimate:</td>
<td>February 19, 2020</td>
</tr>
<tr>
<td>PS&amp;E Plans:</td>
<td>April 22, 2020</td>
</tr>
<tr>
<td>Bid Advertisement:</td>
<td>July 1, 2020</td>
</tr>
<tr>
<td>Construction:</td>
<td>Winter 2020/21</td>
</tr>
</tbody>
</table>

Cost of Services
Services will be on a time and materials not-to-exceed (NTE) basis.

Attached is the labor estimate and cost summary.

Attach all supporting information including: a man-hour estimate outlining who will be working on each sub-task and their hourly rate. Include total cost for each sub-task, main task, sub consultant SOW/fees and PROJECT.
**Task Order Review Checklist**

**Project:**  
**Date:**

**SOW should contain the following information:**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Name of Project</td>
<td>Yes ☒ No ☐</td>
</tr>
<tr>
<td>2) Name of Firm</td>
<td>Yes ☒ No ☐</td>
</tr>
<tr>
<td>3) Contact Name and Number</td>
<td>Yes ☒ No ☐</td>
</tr>
<tr>
<td>4) Current Date</td>
<td>Yes ☒ No ☐</td>
</tr>
<tr>
<td>5) Page Numbers</td>
<td>Yes ☒ No ☐</td>
</tr>
<tr>
<td>6) Outline of task(s) to be provided</td>
<td>Yes ☒ No ☐</td>
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<tr>
<td>a) PM, Design, Bid, Construction</td>
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<tr>
<td>7) Project Schedule</td>
<td>Yes ☒ No ☐</td>
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<tr>
<td>a) Milestone Dates and Cost Estimates at PM (Preliminary Design Portion), Design, Bid, Construction</td>
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<tr>
<td>8) Cost of Service</td>
<td>Yes ☒ No ☐</td>
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<tr>
<td>a) (fee for services to be noted &quot;Time and Material Not to Exceed&quot;)</td>
<td></td>
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<tr>
<td>9) Any Key Understandings to be noted</td>
<td>Yes ☒ No ☐</td>
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<tr>
<td>10) Cover letter with the correct contact information</td>
<td>Yes ☒ No ☐</td>
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## Task Description of Work

<table>
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<tr>
<th>Task No.</th>
<th>Description of Work</th>
<th>Total Man-hours</th>
<th>Project Manager</th>
<th>Project Engineer</th>
<th>Survey Manager</th>
<th>Surveyor</th>
<th>Clerical</th>
<th>Direct Expenses</th>
<th>Category Totals</th>
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<td>Traffic Control &amp; Phasing Plans</td>
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<td>SWPP Plans</td>
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<td>2.9</td>
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<td>Revise &amp; Resubmit Plans</td>
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<td>3</td>
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<td>Pre-Bid Meeting</td>
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<td>3.3</td>
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<td>16</td>
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<tr>
<td><strong>Total Estimated Hours</strong></td>
<td><strong>567</strong></td>
<td><strong>29</strong></td>
<td><strong>175</strong></td>
<td><strong>260</strong></td>
<td><strong>26</strong></td>
<td><strong>74</strong></td>
<td><strong>10</strong></td>
<td><strong>$ 8,550</strong></td>
<td><strong>$ 64,185.00</strong></td>
</tr>
</tbody>
</table>

### A. Summary of Estimated Labor Costs

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Man-hours</th>
<th>Rate</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager (Kotterling)</td>
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<td>$ 155.00</td>
<td>$ 4,495.00</td>
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<tr>
<td>Project Engineer (Burdue)</td>
<td>175</td>
<td>$ 110.00</td>
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<tr>
<td>Design Engineer (O'Malley)</td>
<td>260</td>
<td>$ 80.00</td>
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<tr>
<td>Survey Manager (Ketterling)</td>
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<td>$ 135.00</td>
<td>$ 3,510.00</td>
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<tr>
<td>Surveyor (Stone)</td>
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<td>$ 95.00</td>
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<tr>
<td>Clerical (Orr)</td>
<td>10</td>
<td>$ 55.00</td>
<td>$ 550.00</td>
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<tr>
<td><strong>Total Estimated Labor Costs</strong></td>
<td><strong>574</strong></td>
<td></td>
<td><strong>$ 55,635.00</strong></td>
</tr>
</tbody>
</table>

### B. Direct Expenses

- **GPS Unit**: 30 hours @ $55 = $ 1,650.00
- **Title Reports**: 8 reports @ $400 = $ 2,400.00
- **Ultrasonic Testing (estimated)**: 8 tests @ $500 = $ 4,000.00
- **Production Copies, Postage, Misc.**: $ 500.00

**Total Estimated Direct Expenses**: $ 8,550.00

**Total**: $ 64,185.00

*Time and Material, Not to Exceed*
BID AWARD
Nampa WWTP Phase II Upgrades
Project Group D Waste Gas Flare Equipment Pre-Purchase

Nampa WWTP Phase II Upgrades Project Group D Bid Award

- The Nampa WWTP Phase II Upgrades are anticipated to begin with the construction of Project Group D – Primary Digester No. 5. Staff is targeting March 2019 for the Notice to Proceed with the goal to complete construction by October 2020
- Project Group D consists of construction of a new floating cover anaerobic primary digester, including earthwork, structural concrete, site civil and grading, mechanical changes to feed piping of existing digesters, electrical, installation of a new waste gas flare and relocation of the existing waste gas flare
- The existing waste gas flare is within the building footprint of Primary Digester 5. Before work can commence on Primary Digester 5 the new waste gas flare will need to be operable so that the existing waste gas flare can be taken offline. The waste gas flare equipment is a long lead time item and should be purchased prior to the construction contract to alleviate scheduling issues
- Council provided consent to pre-purchase equipment from Varec Biogas on August 19, 2019 to match the existing equipment on site
- Advertisement for bid was issued October 2019
- Varec Biogas provided a proposal in the amount of $200,549.00 exclusive of sales tax (Exhibit A). Varec Biogas also provided pricing from other projects to demonstrate that this price is comparable to competitively bid projects
- The cost for this procurement is part of the approved funding package for the Phase II Upgrades. The costs will be paid out of the Wastewater Fund, which has sufficient funds to cover this procurement
- Brown and Caldwell, Stantec Consulting, and City staff have reviewed the bids and recommend award to Varec Biogas. The recommendation of award from Brown and Caldwell is provided in (Exhibit B)

REQUEST: Award bid and authorize Mayor to sign contract for the Nampa WWTP Phase II Upgrades Project Group D with Varec Biogas. in the amount of $200,549.00.
CITY OF NAMPA, IDAHO
WASTEWATER TREATMENT PLANT
IMPROVEMENTS
PROJECT GROUP D - PRIMARY
DIGESTER 5

PREPARED FOR

BIDDING CONTRACTORS

AREA REPRESENTATIVE

Columbine Controls
Ron Daggett
303-680-0775
ron@columbinecontrol.com

PREPARED BY

Regina Hanson
Phone (714) 220-9920
Fax (714) 952-2701
regina.hanson@Varec Biogaswater.com

Varec Biogas Inc.
15061 Springdale St. – Suite 210
Huntington Beach, CA 92649
www.varec-biogas.com
DATE: November 21, 2019

Attention: Noah Nordhoff, P.E.

Company: Brown and Caldwell | Boise, ID

E-mail: nnordhoff@brwncald.com

City of Nampa, Idaho

Project:
Wastewater Treatment Plant Improvements
Project Group D - Primary Digester 5
Waste Gas Flare Pre-Purchase

Specification Section: Section 41 55 64 Digester Gas Flares

Design Engineer: Stantec
Brown and Caldwell

Varec Biogas Inc. is pleased to submit a proposal for the equipment listed in APPENDIX A, Scope of Supply on the project indicated above (the “Project”). This proposal, either in its original form or in its “as sold” format, constitutes Varec Biogas’s contractual offer of goods and services in connection with the Project. Please contact Varec Biogas’s sales representative in your area for any questions or comments you may have in connection with this proposal.

BID PRICING

<table>
<thead>
<tr>
<th>SPECIFICATION SECTION</th>
<th>Total Price, FCA Jobsite</th>
</tr>
</thead>
<tbody>
<tr>
<td>41 55 64</td>
<td>$ 200,549.00</td>
</tr>
</tbody>
</table>

Digester Gas Flares per SCOPE OF SUPPLY, APPENDIX A

OPTIONAL ADD

<table>
<thead>
<tr>
<th>EQUIPMENT</th>
<th>Total Price, FCA Jobsite</th>
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</thead>
<tbody>
<tr>
<td>Waste Gas Burner Blower Driven System, Full Feature Panel Pilot Gas Blower Panel for PN 244WS 0 1 9 2 2 1 1 9 A B Y S6, PN 244WS.BLOWER.VR</td>
<td>$ 16,650.00</td>
</tr>
</tbody>
</table>
DELIVERY

*Varec Biogas will submit all submittal information required per Specification and when applicable for approval within 4-6 weeks after Purchaser’s receipt of Varec Biogas’s written acknowledgement of an approved purchase order.

Varec Biogas will provide response to any submittal comments within 2-4 weeks from date of receipt.

Varec Biogas intends to ship all Products 20-24 weeks after receipt of approved drawings from Purchaser and formal release to fabrication/production. Installation, Operation and Maintenance (IOM) Manuals will be submitted within 6-8 weeks after receipt of approved drawings and formal release to fabrication/production. This is to ensure that any information per the specification that can only be provided after production can be included.

Shipping terms are FOB Jobsite, unloading excluded (with freight prepaid and added to invoice) unless otherwise noted above. Pricing includes maximum 2 shipments.

The equipment proposed are provided in standard packaging. The equipment proposed per the Scope of Supply, Appendix A are not intended for long term outdoor storage. The equipment should be stored indoors, in a cool and dry place.

Note that dates of document submission and shipment of the Scope of Supply per Appendix A represents Varec Biogas’s best estimate, but is not guaranteed, and Varec Biogas shall not be liable for any damages due to late delivery. The Products shall be delivered to the delivery point or points in accordance with the delivery terms stated in this proposal. If such delivery is prevented or postponed by reason of Force Majeure, defined in Varec Biogas’s standard terms and conditions of sale, then Varec Biogas shall be entitled at its option to tender delivery to Purchaser at the point or points of manufacture, and in default of Purchaser’s acceptance of delivery, to cause the Products to be stored at such a point or points of manufacture at Purchaser’s expense. Such tender, if accepted, or such storage, shall constitute delivery for all purposes of this proposal. If shipment is postponed at request of Purchaser, or due to delay in receipt of shipping instructions, payment of the purchase price shall be due on notice from Varec Biogas that the Products are ready for shipment. Handling, moving, storage, insurance and other charges thereafter incurred by Varec Biogas with respect to the Products shall be for the account of Purchaser and shall be paid by Purchaser when invoiced.
APPENDIX A – SCOPE OF SUPPLY

Varec Biogas shall comply with AIS where applicable to the material of construction for the equipment proposed.

CLARIFICATION AND EXCEPTIONS TO SPECIFICATION
<table>
<thead>
<tr>
<th>Item Number</th>
<th>Drawing Sheet Number</th>
<th>Specification Paragraph</th>
<th>Tag Number</th>
<th>Comments</th>
<th>Quantity</th>
<th>Size</th>
<th>End Connections</th>
<th>Description</th>
<th>Part Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NA</td>
<td>2.40</td>
<td></td>
<td></td>
<td>1</td>
<td>14&quot;</td>
<td>N/A</td>
<td>Sediment Trap</td>
<td>233 14 FS</td>
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<tr>
<td>2</td>
<td>NA</td>
<td>2.4.7</td>
<td></td>
<td></td>
<td>1</td>
<td>N/A</td>
<td>N/A</td>
<td>Drip Trap, With Electric Actuator (Low Pressure)</td>
<td>246AT6</td>
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<tr>
<td>3</td>
<td>NA</td>
<td>2.4.7</td>
<td></td>
<td></td>
<td>1</td>
<td>N/A</td>
<td>N/A</td>
<td>Sight Glass</td>
<td>218 1</td>
</tr>
<tr>
<td>4</td>
<td>NA</td>
<td>2.1.A through H and 1.1 and 2 2.1.I 2.1.J 2.1.K 2.3</td>
<td>ME-5700</td>
<td>Y = Allen Bradley PLC</td>
<td>1</td>
<td>10&quot;</td>
<td>N/A</td>
<td>Waste Gas Burner &amp; Ignition System, Full Feature Panel</td>
<td>244W.S.9 19 2 2 1 1.9 A B W Y 56</td>
</tr>
<tr>
<td>5</td>
<td>NA</td>
<td>2.1.A through H. 1; 2.1.I and I. 2.1.I.4 2.1.J 2.1.K 2.3</td>
<td>ME-5805</td>
<td>Existing flare Control Panel to come with Allen Bradley PLC and HMI touchscreen panel</td>
<td>1</td>
<td>10&quot;</td>
<td>N/A</td>
<td>Waste Gas Burner Blower Driven System, Full Feature Panel Control Panel for PN 244WS 0 1 9 2 2 1 1.9 A B W Y 56</td>
<td>244WS.BLOWER.CP</td>
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<tr>
<td>6</td>
<td>NA</td>
<td>2.1.H.2</td>
<td></td>
<td></td>
<td>1</td>
<td>12&quot;</td>
<td>N/A</td>
<td>Flange, Pressure Relief and Flame Trap Assembly, Set Pressure: 7&quot; WC</td>
<td>440 12 2 2 S 2</td>
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<tr>
<td>7</td>
<td>NA</td>
<td>2.1.1.3</td>
<td></td>
<td></td>
<td>2</td>
<td>12&quot;</td>
<td>N/A</td>
<td>Insulating Jacket for 440 Pressure Relief and Flame Trap Assembly, 12&quot;</td>
<td>VB05.1185.206</td>
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<tr>
<td>8</td>
<td>NA</td>
<td>2.1.1.3</td>
<td></td>
<td></td>
<td>1</td>
<td>12&quot;</td>
<td>N/A</td>
<td>440. Pressure Relief and Flame Trap Assembly</td>
<td>4400.KIT.SOLENOID.120.1 2</td>
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<tr>
<td>9</td>
<td>NA</td>
<td>2.1.1.2 2.1.1.2</td>
<td></td>
<td>Location: 1. Pressure regulator vent line (each regulator needs a dedicated vent)</td>
<td>2</td>
<td>1&quot; NPT</td>
<td>NPT</td>
<td>Low Pressure Flame Check</td>
<td>5200 2 2</td>
</tr>
</tbody>
</table>

Company: Brown and Caldwell | Boise, ID

Project Name: City of Nampa, Idaho
Wastewater Treatment Plant Improvements
Project Group D - Primary Digester 5
Waste Gas Flare Pre-Purchase

Attention: Noah Nordhoff, P.E.

Engineer: Stantec

Fax No.: Customer

From: Regina Hanson

Project/Contract No.: Section 41 55 64 Digester Gas Flares

E-mail: Applicable Specification: Column Controls

Subject: Varec Proposal for Waste Gas Flare Pre-Purchase for City of Nampa, ID

Manufacturer's Sales Rep.: Columbine Controls

Number of Pages: Contact Name: Ron Daggett

CC: Contact Phone No.: 303-680-0775

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Thank you for your interest in our products. Varec Biogas is pleased to offer our proposal in response to your request. IMPORTANT: Final responsibility on verifying accuracy of the quantities in the proposed scope of supply rests with the CONTRACTOR.
<table>
<thead>
<tr>
<th>Item Number</th>
<th>Drawing Sheet Number</th>
<th>Specification Paragraph</th>
<th>Tag Number</th>
<th>Comments</th>
<th>Quantity</th>
<th>Size</th>
<th>End Connections</th>
<th>Description</th>
<th>Part Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>NA</td>
<td>2.30</td>
<td></td>
<td>New Installation for: 1. New flare regulator and flame trap assembly flame arrester</td>
<td>1</td>
<td>6 Qt. Capacity (Max. W.P. 5 psig)</td>
<td>N/A</td>
<td>Drip Trap, Manual Operation (Low Pressure)</td>
<td>246 6</td>
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<tr>
<td>11</td>
<td>NA</td>
<td>2.30</td>
<td></td>
<td>Installation for: 1. New flare regulator and flame trap assembly flame arrester. 2. Existing drip trap.</td>
<td>2</td>
<td>6 qt.</td>
<td>N/A</td>
<td>Insulating Jacket for 246 Drip Trap, Manual Operation (Low Pressure), 6 qt.</td>
<td>VB05.1185.247</td>
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<tr>
<td>12</td>
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<td>2.40</td>
<td></td>
<td>Spare Parts Lot</td>
<td>1</td>
<td>NA</td>
<td>NA</td>
<td>Spare parts Lot - See Attachment A</td>
<td>Spare parts Lot - See Attachment A</td>
</tr>
</tbody>
</table>

**TECHNICAL/GENERAL COMMENTS:**

1. Installation is not part of Varec’s scope of supply.
2. Field service commissioning and start-up assistance is not part of Varec’s scope of supply unless otherwise noted above. If Field Service is included in the price proposed, it will be limited to what is described in our scope and the associated charges shall be invoiced with the shipment of the goods ordered. Actual field testing is not included. Assistance with field testing will be provided if requested during scheduled field service visit.
3. Anchor bolts and support systems are not part of Varec’s scope of supply. Seismic and wind-loading calculations (PE calculations) are not part of Varec’s scope of supply unless otherwise noted above.
4. Insulation is not part of Varec’s scope of supply unless otherwise noted above. Heat tracing is not part of Varec’s scope of supply.
5. Mating flanges, connecting gaskets and bolts are not part of Varec’s scope of supply.
6. Special painting is not part of Varec’s scope of supply.

**Documentation Requirements per Specification:**

Included

**Field Service Installation Inspection, Commissioning, and Start-Up Assistance and Operator Training - See Appendix C for description of included services in accordance with Section 01 20 20**

Included

**Freight to Jobsite**

Included

**Total Price, FCA Jobsite**

$200,549.00
PART 1 -- GENERAL

1.1 SUMMARY

A. The requirements of the following Sections apply to this Section: Note clarifications where shown

1.  01 33 00 – Contractor Submittals

The Waste Gas Flare Seller (Seller) shall examine the site conditions, intended application, and operation of the waste gas flare system and recommend the equipment which will best satisfy the indicated requirements.

SELLERS RESPONSIBILITIES FOR PRE-PURCHASE EQUIPMENT

The Seller shall provide one new waste gas burner, pressure reducing valve, flame arrestor, and PLC based control system together with all accessories and appurtenances complete and operable for a new waste gas flare (ME-5700) in accordance with the Contract Documents. The Seller shall also provide accessories and appurtenances for the relocation of an existing waste gas flare assembly (ME-5085), as well as a new PLC based control system complete and operable in accordance with the Contract Documents. The Seller shall also provide one new condensate trap to be installed on the combined sludge gas piping at the new Waste Gas Flare site, together with all accessories and appurtenances complete and operable in accordance with the Contract Documents.

B. The new waste gas flare shall be of the same technology as the existing waste gas flare.

C. The Seller shall conform to all requirements in the Procurement Documents. Any exceptions or deviations to this specification (if any) shall be listed for approval.

D. Provide submittals, inspections, certifications, start-up testing and commissioning, and training, technical manuals and warranties as required in the Procurement Documents.

E. The Seller shall furnish burner system information requested by the Buyer and Contractor to accompany permit applications.

F. The Seller shall furnish services of a qualified factory technical representative to provide on-site installation assistance, commissioning and start-up assistance to the Contractor, and certification of the installation. Reference Section 01 20 20 – Seller’s Field Services in the Procurement Documents for additional information and requirements. Reference Part 3 – Execution of this Section for additional details and requirements for inspection, start-up and commissioning requirements.

G. An authorized service representative of the Seller shall instruct the Buyer’s personnel in the operation and maintenance of the equipment, including step-by-step troubleshooting with necessary test equipment. Training shall be specific to the models of burner systems provided. Reference Section 01 66 40 – Training in the Procurement Documents for additional details and requirements.
1.3 CONTRACTORS RESPONSIBILITIES FOR THE PRE-PURCHASE EQUIPMENT

A. Work upstream and downstream of the waste gas flare system, and as shown on the Drawings and listed in the Specifications, and as generally outlined in the Contract Documents.

B. All piping, motor starters, pipe and equipment mounting, bolts, anchoring and support systems, finish coatings, insulation, and wiring not specifically indicated to be provided by the Seller necessary for a complete and operable system meeting all performance requirements as described in the Contract Documents are to be provided and installed by the Contractor.

C. Installation of all Seller-provided equipment, valves, piping, and appurtenances, instrument wiring, conduit, control panels, and other process, mechanical, electrical and instrumentation and control materials and equipment as required for a complete and operable waste gas flare system in accordance with the Contract Documents.

D. Unloading, handling and safe storage of equipment at the job site, including providing site security for stored items 24 hours per day 7 days per week. The Contractor shall follow requirements of Section 01 66 00 – Shipment Protection and Storage and Section 46 01 00 - Equipment General Provisions for protection of the equipment.

E. Installation of interconnecting wiring and conduit, controls and instrumentation between ancillary equipment and any Seller provided control cabinets.

F. Complete layout and arrangement of the waste gas burner equipment, piping and appurtenances. Layout drawings shall be submitted by the Contractor to the Engineer as a shop drawing for review prior to installation. Equipment and piping layout and support shall meet the requirements of Sections:
   1. 01 33 17 – Seismic Anchorage and Bracing Requirements
   2. 05 50 00 – Miscellaneous Metalwork
   3. 40 05 00 – Piping General
   4. 40 05 07 – Pipe Supports
   5. 40 05 23 – Stainless Steel Pipe
   6. 46 01 00 – Equipment General Provisions

G. All anchorage of the waste gas flare equipment, and skids on foundations based on Contractors anchor system design. Anchorage calculations prepared by the Contractor shall be submitted to the Engineer as a shop drawing submittal for review prior to installation. Calculations shall be stamped by a licensed Professional Engineer registered in the State of Idaho and shall be in accordance with Section 01 33 17 – Structural Design, Support and Anchorage.

H. Installation of the waste gas flare per the Seller’s requirements. Installation supervision of the Seller’s furnished equipment shall be provided by the Seller.

I. Coordinating and conducting start-up, commissioning and testing activities as defined in the Contract Documents. At a minimum, the requirements of Part 3 – Execution in this
Section as well as all of Section 01 75 00 – Testing Equipment Startup and Commissioning are part of the Contractors scope of work.

J. Performing recommended and routine maintenance as required by the Seller prior to equipment installation and while equipment is stored.

K. The Contractor shall obtain all required construction permits. The Buyer will obtain operating permits.

1.4 REFERENCE CODES AND STANDARDS

A. **Codes:**
   - ANSI/CSA B149.6-15 Code for Digester Gas, Landfill Gas and Biogas Generation and Utilization
   - ANSI/NFPA 70 National Electric Code
   - NFPA 820 Standard for Fire Protection in Wastewater Treatment and Collection Facilities
   - Uniform Fire Code
   - Uniform Building Code
   - NEMA 250 Enclosure for Electrical Equipment (1000) Volts Maximum

B. **Commercial Standards:**
   - ANSI B16.1 Cast Iron Pipe Flanges and Flanged Fittings, Class 25, 125, 250, and 800
   - ANSI B16.5 Pipe Flanges and Flanged Fittings, Steel Nickel Alloy and Other Special Alloys

1.5 QUALITY AND TOLERANCES

A. Tolerances and clearances shall be as shown on the Shop Drawings and shall be closely adhered to.

1. Machine WORK shall be of high-grade workmanship and finish, with due consideration to the special nature or function of the parts. Members without machined or milled ends and which are to be framed to other steel parts of the structure may have a variation in the detailed length of not greater than 1/16-inch for members 30-feet or less in length, and not greater than 1/8-inch for members over 30-feet in length.

2. Castings shall be homogeneous and free from non-metallic inclusions and defects. Surfaces of castings which are not machined shall be cleaned to remove foundry irregularities. Casting defects not exceeding 12.5 percent of the total thickness and where defects will not affect the strength and serviceability of the casting may be repaired by approved welding procedures. The Engineer shall be notified of larger defects. No repair welding of such defects shall be carried out without the Engineer’s written approval. If the removal of metal for repair reduces the stress resisting cross-section of the casting by more than 25 percent or to such an extent that the computed stress in the remaining metal exceeds the allowable stress by more than 25 percent, then the casting may be rejected. Costs of casting new material shall be the Contractor’s responsibility as part of the WORK.

3. Materials shall meet the physical and mechanical properties in accordance with the reference standards.
1.6 SELLERS EXPERIENCE:

A. Equipment Seller shall have a record of proven experience of at least 5 years of successful, trouble free operation in similar applications and size equal or larger than the equipment in this Contract. The Seller shall submit this experience record to the Engineer for approval.

1.7 SUBMITTALS

A. The Seller shall submit shop drawings of the waste gas burner and all required accessories and appurtenances in accordance with Section 01 33 00 - Submittals.

B. List any exceptions or deviations to the Contract Documents.

C. Seller’s Certificate: A Seller’s certificate of satisfactory installation is required for the equipment furnished under this Section in accordance with the requirements specified in Section 01 33 00 – Submittals and Section 01 20 20 – Seller’s Field Services.

D. Shop drawing submittals shall include detailed installation drawings, and shall indicate materials of construction, size and capacity of the waste gas burner, sediment trap and all associated accessories and appurtenances. Shop drawings shall indicate electrical requirements for equipment and shall include process, instrumentation and control drawings, wiring diagrams and control schematics for all actuators, control panels and control stations of the waste gas burner. At a minimum, provide the following:

1. Seller's product data and catalog cut sheets for the waste gas burner system and condensate trap components, layout and section drawings for all components, piping and instrumentation diagram(s), and identification and composition of materials used in the system.

2. Description of controls including wiring diagrams, IEC 61103-3 logic diagrams and I/O schedule.

3. Wiring diagrams and logic diagrams.

4. Theory of operation.

5. Seller's certificate of compliance with air quality permit requirements. Seller's design calculations for material balance, contact time, and operating temperature for both minimum and maximum operating conditions.

6. Information on at least one successfully performing installation of comparable size and complexity constructed in the past ten years including contact name, address, and telephone number.

1.8 TECHNICAL MANUAL

A. Comply with the requirements of Section 01 33 00 – Submittals and Section 01 76 00 – Operating and Maintenance Information.

Varec Biogas will submit a training manual to comply with this requirement.
PART 2 -- PRODUCTS

2.1 WASTE GAS FLARE SYSTEM

A. The waste gas flare system shall automatically ignite excess digester gas when digester gas exceeds an adjustable system pressure set point.

B. The waste gas flare system shall consist of:

1. One new Waste Gas Burner (10-inch) and one relocated existing Waste Gas Burner (10-inch).
2. One new Back Pressure Relief Valve and Flame Trap Assembly (12-inch) and one relocated existing Back Pressure Relief Valve and Flame Trap Assembly (12-inch).
3. One three-way solenoid valve kit each for the new pressure relief valve and flame trap assembly and the relocated existing back pressure relief valve and flame trap assembly.

C. Operational Characteristics

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum gas flow rate to the Waste Gas Flare System, SCFH</td>
<td>75,000</td>
</tr>
<tr>
<td>Maximum gas flow rate to each Waste Gas Flare, SCFH</td>
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</tr>
<tr>
<td>Digester gas net heating value, BTU/SCF</td>
<td>500 to 600</td>
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<tr>
<td>Digester gas temperature, degrees F</td>
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<tr>
<td>Pilot gas type</td>
<td>Natural Gas</td>
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<tr>
<td>Digester gas burner inlet pressure at design flow, inches WC</td>
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</tr>
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<td>Minimum available natural gas pilot pressure at pilot gas control components panel, psi</td>
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<tr>
<td>Lead WGF ignition set point (pressure transmitter setting), inches WC</td>
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<td>Lag WGF ignition set point (pressure transmitter setting), inches WC</td>
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<td>Back Pressure relief reset (valve closes), inches WC</td>
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<td>Allowable pressure drop through burner at design flow, inches WC</td>
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<tr>
<td>Height of burner, feet</td>
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<tr>
<td>Finished Grade, feet above MSL</td>
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<td>Digester gas supply header centerline elevation</td>
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<tr>
<td>Minimum flare spacing, feet</td>
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<td>Weight of burner, lbs (maximum)</td>
<td>1000 lbs maximum</td>
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<tr>
<td>Stack construction materials</td>
<td>All Stainless Steel</td>
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<tr>
<td>Pilot nozzles and thermocouple materials of construction</td>
<td>316 stainless steel</td>
</tr>
<tr>
<td>Burner connection</td>
<td>ANSI 150 lb flanged</td>
</tr>
</tbody>
</table>
Notes:
1. Inches WC indicates inches of water column.
2. Initial setpoints shall be field adjusted by equipment SELLER during testing to provide an operable system.
3. SELLER shall recommend alternative sizes where deemed appropriate. All changes shall be identified in the submittal for Engineer approval.
4. SELLER shall confirm Final Design elevations before fabrication of WGF equipment.

D. Pilot Flame Nozzle: Continuous-flame nozzle shall be mounted integral to the burner and shall have a long profile flame. Pilot shall be inclined 30 degrees off vertical. Pilot flame shall extend through waste gas flow profile to ensure ignition of waste gas regardless of the flow rate. Pilot gas and air shall be mixed and ignited at ground level at a minimum of 15 feet from burner stack, to a maximum of 35 feet away from burner tip and fed to flame nozzle integral to burner stack.

E. As a minimum, the automatic pilot ignition system and blower package for the pilot fuel gas shall consist of the following components:

1. Heavy wall continuous pilot nozzle that shall burn a stoichiometric air/gas mixture.
2. Heavy wall flame retention nozzle that shall flow pilot gas upon demand during the ignition cycle.
3. Inconel thermowell with type K thermocouple installed in the continuous pilot nozzle.
5. Isolation valve(s)
6. Pressure Regulator
7. Pressure gauge
8. Explosion proof solenoid valves
9. Spark generator(s)
10. Air/gas mixing chamber
11. Combustion chamber with spark plug, spark generator, and high-tension lead

F. Pilot Gas inlet connection shall be 1/2-inch NPT.

G. Gas outlet connections shall be 2-inch NPT to the continuous flame line and ½-inch NPT to the flame retention line.

H. Accessories:

1. Flame check shall be provided on the ½-inch NPT flame retention pilot line. Housing shall be of “pipe union” design to permit easy disassembly for inspection and cleaning. Element shall be replaceable and be made of compressed 316 SS woven wire. Housing shall be constructed of low copper cast aluminum. Maximum working pressure shall be 25 psig.

2. Adjustable back pressure relief and flame trap assembly shall be provided in accordance with the following:
a. Back pressure relief and flame trap assembly shall be provided with a three-way solenoid valve that will be energized to open/close the regulator upon a signal from the Plant PLC.

b. Back pressure relief and flame trap assembly shall have 12-inch size flanged connections. Capacity shall be not less than 37,500 SCFH gas at 1-inch WC pressure drop.

c. A large spring-loaded diaphragm shall control the regulator valve pressure. Regulator shall provide tight shut-off. It shall maintain a back pressure within approximately 10 percent of the setting. The spring barrel shall include a glass-enclosed pointer and scale to indicate setting. A spring adjusting screw shall permit setting adjustments without disassembling the diaphragm housing. Setting range shall begin from 7-inches WC pressure.

d. Back pressure relief assembly construction shall be low copper cast aluminum body, diaphragm and spring housings, and diaphragm inner plate. The inner valve shall include a low copper aluminum pallet with 304 SS stems and bushings. The diaphragm shall be molded Buna-N rubber with nylon reinforcement. The setting spring shall be zinc plated steel.

e. Valve shall include ½-inch NPT connections for the pressure sensing line and atmospheric vent line. Tubing shall be provided by the Contractor as per the Seller’s recommendations.

f. The assembly shall be interconnected with a thermal bypass shut-off valve. Valve shall be the spring-actuated double acting needle type. Bypass valve shall operate within 15 seconds when the thermal element reaches 260° F (127° C).

g. Bypass valve shall automatically close the regulator by applying full upstream gas pressure on the upper portion of the diaphragm. The fusible element shall be replaceable without disassembling the valve. The by-pass valve assembly shall be constructed of aluminum and stainless steel with Buna-N “O” rings.

h. Flame arrester net free area through the bank assembly shall be not less than three times the corresponding size standard pipe. The entire bank assembly shall slide easily out of the arrester housing to facilitate inspection and cleaning. Removing or replacing the bank assembly shall not require either support for alignment or jackscrew for extending the housing and shall not place a strain on the connecting piping. The bank frame shall be extensible and shall be filled with corrugated rectangular shaped bank sheets. Alternating flat and crimped ribbon sheets are not an acceptable substitute. The flame arrester shall include an offset housing with a ½-inch NPT drain connection.

i. Arrester housing construction shall be low copper cast aluminum. The bank assembly shall include a low copper aluminum frame and low copper aluminum bank sheets with stainless steel hardware.

j. Back pressure relief and flame trap assembly shall be factory assembled as a single unit.

k. Assembly shall be leak proof to 5 psig.
l. Back pressure relief and flame trap assembly shall be provided with 1-inch thick insulating jacket. The insulating jacket shall be constructed with a silicone impregnated woven glass cloth lining with a 1-inch thick, 6-lb density fiber glass insulating material. Through-cover quilting pins shall provide firm support for the insulation. The pins shall keep the insulation from shifting inside the liner and jacket and shall provide dimensional stability and uniform heat retention. The silicone lining shall have inside seams with two parallel rows of stitching. The special made insulating jacket shall be attached to the unit with a combination of Velcro and cinch belts. The jacket must allow access to the flame arrestor bank assembly during maintenance without removing the entire jacket.

3. Low Pressure Drip Traps

   a. Drip traps shall have 1-inch size NPT inlet and outlet connections and a minimum 6-QT capacity.

   b. Drip traps shall be the rotating disc type. Gas escaping to the atmosphere shall not be possible regardless of the disc position.

   c. An air inlet port shall be provided to permit free flow of condensate from the reservoir when draining.

   d. All ports shall be O-ring sealed. O-rings shall be of neoprene.

   e. Construction shall be low copper cast aluminum body, cover plate, disc and handle. The disc shall be anodized.

   f. Internal working parts and fasteners shall be stainless steel.

   g. Above grade drip traps shall be provided with insulating jacket.

I. Waste gas burner shall be Varec 244W series burner with Varec 440 series back pressure relief and flame trap assembly.

J. Pipe Flanges: Comply except waste gas burner flange connection is drilled to ANSI 150 Raised Face and note exceptions below.

1. General

   a. Flanges shall be provided with flat faces and shall be attached with bolt holes straddling the vertical axis of the pipe unless otherwise indicated.

   b. Flange faces shall be perpendicular to the axis of the adjoining pipe.

   c. Flanges for miscellaneous small diameter pipes shall be in accordance with the standards indicated for those pipes.

2. Pressure Ratings

   a. 150 psig or less: Flanges shall conform to either AWWA C207 - Steel Pipe Flanges for Waterworks Service--Sizes 4 In. Through 144 In., Class D, or ASME B16.5 - Pipe Flanges and Flanged Fittings, Class 150.

3. Flange Fasteners

   a. Bolts and nuts shall conform to the following requirements:
1) Threads shall be in accordance with ANSI/ASME B1.1, Class 2, UNC for bolt diameters 1” and smaller and UN8 for bolt diameters greater than 1”.

2) Bolts shall have heavy hexagon heads and heavy hexagon nuts. Length of studs shall provide a projection of not less than 0.25 inch and no more than 0.5 inch through the nut when it is drawn tight.

3) Threaded stud on flange connections are not permitted except where space restrictions preclude the use of standard bolts and where approved by the Engineer.

4) Through bolt holes shall be drilled in accordance with the applicable flange standard.

5) All bolts fastening metallic flanges shall be provided with plain washers installed under the nut. Washer material shall be of the same material as the bolt. If the through bolt holes are drilled larger than the applicable standard by 1/8 inch in diameter or more, bolts shall be also installed with a plain washer under the bolt head as well.

6) All bolts fastening non-metallic flanges shall be provided with plain washers installed under both the bolt head and nut.

7) Washer materials shall be of the same material as the bolt.

8) Anti-seize compound shall be used on carbon steel fasteners, and shall be Husk-ITT, Huskey 2000; or equal.

9) Anti-galling compound used for stainless steel fasteners shall be Husk-ITT, Lube-O-seal; Hercules, Real-Tuff; La Co, Slic-Tite; or equal.

b. Unless otherwise indicated, bolts, anchor bolts, nuts, and washers shall be Type 316 stainless steel fabricated per ASTM A193, Grade B8M bolts, ASTM A194 Grade 8M nuts with Type 316 SS plain washers.

4. Insulating Flanges Not Applicable to Varec/Contractor Responsibility

   a. Insulated flanges shall be provided with bolt holes 1/4-inch diameter greater than the bolt diameter.

5. Insulating Flange Sets Not Applicable to Varec/Contractor Responsibility

   a. In order to prevent corrosion, insulating flange sets shall be furnished on all piping connections where two dissimilar metals are to be connected. Each insulating flange set shall consist of an insulating gasket, insulating sleeves and washers, and a steel washer.

   b. For bolt diameters 1-1/2 inches or smaller, insulating sleeves and washers shall be one-piece and shall be made of acetyl resin.

   c. For bolt diameters larger than 1-1/2 inches, insulating sleeves and washers shall be 2-piece and shall be made of polyethylene or phenolic material.

   d. Insulating flange sets materials used for fluids other than general water and wastewater shall be made of materials compatible with the fluid services.
e. Insulating gaskets shall be full-face.

6. Insulating Flange Manufacturer, or Equal
   a. JM Red Devil, Type E
   b. Fluid Sealing Products, Inc.
   c. Enpro Industries, Inc. (GPT)

7. Flange Gaskets
   a. Ring gaskets will not be accepted unless otherwise indicated.
   b. Gaskets for flanged joints shall be made of materials compatible with the service, pressure, and temperature. Consult gasket Seller for recommended gasket material.

K. Welding: Unless otherwise indicated, welding shall conform to the following:
   Comply where applicable.
   1. AWS D1.1
   2. Welding shall be by the metal-arc method or gas-shielded arc method as described in the American Welding Society’s “Welding Handbook” as supplemented by other pertinent standards of the AWS. Qualification of welders shall be in accordance with the AWS Standards.
   3. In assembly and during welding, the component parts shall be adequately clamped, supported, and restrained to minimize distortion and for control of dimensions. Weld reinforcement shall be as specified by the AWS code. Upon completion of welding, weld splatter, flux, slag, and burrs left by attachments shall be removed. Welds shall be repaired to produce a workmanlike appearance with uniform weld contours and dimensions. Sharp corners of material that are to be painted or coated shall be ground to a minimum of 1/32-inch on the flat.

L. Electrical and Controls: Comply where applicable.
   1. General
a. Industrial control panels and/or local control stations shall comply with the requirements of NEC (including Article 409), NEMA, and UL.

b. Electrical equipment shall be listed by and shall bear the label of Underwriters' Laboratories, Inc. (UL) or an independent testing laboratory acceptable to the local code enforcement agency having jurisdiction.

c. Installation of electrical equipment and materials shall comply with OSHA Safety and Health Standards (29 CFR 1910 and 29 CFR 1926, as applicable), state building standards, and applicable local codes and regulations.

d. Where the requirements of the specifications conflict with UL, NEMA, NFPA, or other applicable standards, the more stringent requirements shall govern.

e. Provide danger, caution, and warning signs and equipment identification markings in accordance with applicable federal, state, OSHA, and NEC requirements.

f. The Seller shall provide the equipment, panels and stations to satisfy the functional requirements as noted in this Section and throughout the Contract Documents. Each panel and station shall be fabricated with UL labeled components.

g. Controls shall be 120 V maximum.

h. Each panel and/or station shall be provided with identified terminal strips for the connection of external conductors. The Seller shall provide enough terminal blocks to connect 25 percent additional conductors for future use. Termination points shall be identified in accordance with Shop Drawings. The panels and/or stations shall be the source of power for all 120 VAC solenoid valves interconnected with the panels and/or stations. Equipment associated with the panels and/or stations shall be ready for service after connection of conductors to equipment, controls, panels and/or stations.

i. Wiring to door-mounted devices shall be extra flexible and anchored to doors using wire anchors cemented in place. Exposed terminals of door-mounted devices shall be guarded to prevent accidental personnel contact with energized terminals.

j. Panel-mounted devices shall be mounted a minimum of 3-feet above finished floor elevation, but not higher than 6'-6” above finished floor, unless noted otherwise.

2. Panel/station components

a. Pushbuttons, selector switches, and pilot lights shall be the heavy-duty, oil-tight type, sized to 30-mm. Miniature style devices are not acceptable. Devices shall be as manufactured by General Electric, Eaton Electrical, Square D, or equal.

b. Lens colors where required shall be green for "run," or "on" and "closed for valves; red for "stopped," or "off" and "open" for valves; and amber for alarm.

c. Provide hazardous location type pilot and HMI devices in classified locations.
d. Relays shall be 3 PDT with 10-amp contacts, plug-in type with indicating light, rectangular blades and provided with sockets for screw-type termination and hold-down clips. Relays shall be as manufactured by Square D, Potter Brumfield, or equal.

e. Terminal strips shall be provided for every panel and shall be the flanged fork or ring lug type suitable for No. 12 AWG stranded wire minimum. Provide 25 percent spare terminals in each panel.

f. Time delay relays shall be combination on delay and off delay (selectable) with adjustable timing ranges. Provide socket with screw terminal connections and retaining strap. Time delay relays shall be Square D, ATC, Eaton Electrical, or equal.

g. Temperature Ratings of Equipment Terminations (600 volts and less)

1) Provide terminations and lugs rated for use with 75-degree C conductors.

2) Wire sizes in the Contract Documents are based on NEC ampacity tables using the 75-degree C ratings.

3. Enclosures

a. Panels enclosures in non-hazardous areas shall be NEMA 4X 316 stainless steel with brushed finish. Where possible, penetrations shall be made in such a manner to maintain the NEMA 4X rating. If this is not possible, the penetrations shall be made in such a manner to minimize entry of foreign materials into the enclosure, subject to approval by the Engineer.

b. In hazardous areas, enclosures shall be cast aluminum NEMA 3R and shall be UL listed for use in hazardous or classified locations.

c. Enclosures shall be freestanding, pedestal-mounted, or equipment skid-mounted, as indicated. Internal control components shall be mounted on a removable mounting pan. Mounting pan shall be finished white.

d. Outdoor mounted enclosures shall be provided with thermostatically controlled heaters. Heaters shall be operated at ½ rated voltage (240-volt heaters shall be sized and operated at 120 volts).

4. Programmable logic controllers (PLC)

a. Programmable logic controllers shall be manufactured by Allen Bradley without exception. The Seller shall verify model and programming software with the Engineer prior to manufacture.

5. Electrical identification
a. Provide nameplates for panelboards, control and instrumentation panels, starters, switches, and pushbutton stations.

b. In addition to nameplates, equip control devices with standard collar-type legend plates.

c. Use equipment names and tag numbers, where indicated, on nameplates.

d. Nameplates

1) Fabricate nameplates from white-letter, black-face laminated plastic engraving stock, such as Formica Type ES-1 or equal.

2) Securely fasten each nameplate, using fasteners constructed of brass, cadmium-plated steel, or stainless steel, and screwed into inserts or tapped holes as required.

3) Provide engraved characters of the block style, with no characters smaller than 1/8-inch top to bottom.

e. Conductor and Equipment Identification

1) Provide imprinted plastic-coated cloth marking devices, such as manufactured by Brady, Thomas & Betts, or equal.

2) Alternatively, provide heat-shrunk plastic tubing, imprinted split-sleeve markers cemented in place.

f. Terminal Blocks

1) Label termination points on terminal blocks by identifiers on the blocks.

2) Provide identifiers that have been preprinted by the terminal manufacturer or custom-printed.

3) Hand-lettered markers will not be accepted.

6. WGF Burner Local Control Panel:

a. Burner Local Control Panel (LCP) enclosures shall be NEMA 4X, 316 stainless steel. LCP’s shall provide all required logic for automatic and manual pilot ignition. The LCPs shall include a PLC with an HMI with virtual indicators for Continuous Solenoid Valve Open, Retention Solenoid Valve Open, Spark, Pilot On/Off, Failure Dry Contact, and virtual selector switches for HOA, Remote Start Simulator Switch, Ignition, Reset and Blower. The virtual HOA selector switch shall permit local or automatic start. Dry contacts shall be provided for remote indication of pilot on/off and flame fail, which will be interconnected to the plant SCADA system. LCP shall include heater and thermostat. The Contractor shall be responsible for providing all conduit and wire between the LCPs and waste gas flare/appurtenances, as required for a complete and workable installation.

b. Hand switches

1) Power on/off
c. Virtual Indicator Lights shall be provided on the HMI and follow the Standard Color Scheme: Stop/Off – RED, Power On/Go/Run – GREEN, Fail - AMBER

1) Spark Indication
2) Flame Valve Open Indication
3) Pilot Lit Status
4) Pilot Out Status
d. Dry contacts from control panel to SCADA PLC
1) Pilot gas on
2) Pilot Flame Failure

7. Spare Parts
a. Provide a minimum of 10 percent spare lamps (minimum 2) and one spare lens for each color pilot lamp in each panel.

2.2 THEORY OF OPERATION
A. General
1. The Waste Gas Flare system is intended to operate in automatic.

B. The pilot ignition system shall utilize Flamefront technology.
1. Plant operator assigns a lead and lag flare and places the Waste Gas Flare System in automatic.
2. When the pressure indicated from the pressure transmitter (PIT-5700) reaches the programmed lead set-point, SCADA sends a start signal to the remote start contacts of the lead flare control panel.
3. This contact closure shall initiate a remote start time delay in the PLC programming to eliminate nuisance switching and false starts.
4. The start-up sequence shall open the continuous pilot and the flame retention solenoid valves. The blower motor shall start.
5. The continuous flame line (2-inch) and flame retention line (½-inch) shall receive a constant air/gas supply from the air/gas mixing chamber in the blower panel.
6. The system shall purge for "spark interval set time" minutes.
7. The PLC sends a signal to fire the spark plug located at the blower valve and regulator panel. This shall ignite the air/gas mixture on the continuous flame line.
8. This shall generate a flame front, which exits the continuous flame nozzle, and ignites the gas from the flame retention nozzle.
9. The thermocouple located inside the continuous flame nozzle shall heat up. When it exceeds its temperature set point, the PLC shall de-energize and close the flame retention solenoid valve.

10. The PLC programmed timer delay shall stop cycling and ignition stops.

11. All alarms will clear.

12. The pilot ignition system sequence shall repeat for the Lag Flare when the pressure indicated from the pressure transmitter (PIT-5700) reaches the programmed lag set-point.

C. Waste Gas Burner Initiation (Lead and Lag Flare)

1. On receipt of Pilot On Indication, the PLC shall energize the Lead Flare PRV solenoid valve to open and allow biogas to flow through.

2. Similarly, on receipt of Pilot On Indication, the PLC shall energize the Lag Flare PRV solenoid valve to open and allow biogas to flow through.

3. Each burner and pilot will remain lit and will attempt re-ignition in case the pilot is lost.

D. Waste Gas Burner Shutdown (Lag and Lead Flare)

1. When the pressure from PIT-5700 drops below 10 percent of the programmed lag set-point, SCADA removes the run command for the Lag Flare and the PLC initiates the shutdown sequence.

2. The Lead Flare continues to operate until the pressure from PIT-5700 drops below 10 percent of the programmed lead set-point. SCADA then removes the run command for the Lead Flare and the PLC initiates the shutdown sequence.

2.3 WASTE GAS FLARE SYSTEM CONTROLS

A. Description: The Waste Gas Flare system (WGF System) burns Digester gas from Primary and Secondary Digesters. The WGF System includes two waste gas burners operating as a Lead/Lag. The two waste gas burners (existing ME-5085 and new ME-5700) and associated isolation valves (V-5704 and V-5703), pressure reducing valves, and flame arrestors are co-located at the new WGF System site east of the secondary digesters. The WGF System shall primarily be controlled by vendor PLCs and shall be commanded to operate based on a Contractor supplied pressure indicating transmitter (PIT-5700) located on the common digester gas header piping near the Blower Building. Vendor supplied local control panels and PLCs (one for each flare) will house the controls including virtual status and virtual operators and relays.

B. Local Controls: The HAND/OFF/AUTO (H/O/A) virtual selector switch, virtual IGNITION pushbutton, and virtual REMOTE START SIMULATOR SWITCH (RSSS) located on the HMI at each Flare's LCP shall control the equipment's manual mode of operation. In the "OFF" mode, the burner shall not operate. For MANUAL operation of the Flare "HAND" must be selected at the virtual HOA switch. The Flare shall run continuously until the HOA is selected to the "OFF" position.

C. SCADA Inputs/Manual Control Mode: The SCADA shall display a Pilot ON/OFF indication and a Pilot FAILURE indication. The influent gas flow to the waste gas burner (FE/FIT-5085) shall display the total gas flow along with LOW and HIGH alarms.
D. SCADA Automatic Control Mode: Operator assigns a lead and lag flare. When the pressure indicated from the pressure transmitter (PIT-5700) reaches the programmed lead set-point, the lead flare shall be called to operate. When the pressure indicated from PIT-5700 reaches the programmed lag set-point, the lag flare shall be called to operate. When the pressure from PIT-5700 drops below 10 percent of the programmed lag set-point, the lag flare shall be called to stop. When the pressure from PIT-5700 drops below 10 percent of the programmed lead set-point, the lead flare shall be called to stop.

E. Interlocks: None

F. Alarms: A Pilot FAILURE for each flare, common LOW and HIGH digester gas flow shall be displayed at the SCADA.

2.4 CONDENSATE TRAP

A. The condensate trap shall be furnished and installed at the location shown on the Drawings and in accordance with the following:

1. The condensate trap shall be constructed of fabricated steel with 14-inch flat face flanged end connections conforming to ASME B16.5, Class 150.

2. The condensate trap shall have a minimum storage capacity of 6 gallons of sediment and 6 gallons of condensate.

3. The condensate trap shall be suitable for a working pressure up to 25 psig.

4. The condensate trap shall be equipped with a tangential inlet nozzle designed to cause a circular motion of gas entering the accumulator.

5. The condensate trap shall be equipped with a 2-inch NPT blowout connection, and 1-inch NPT drip trap connection. Each connection shall be capped or plugged.

6. The inlet and outlet nozzles of the condensate trap shall each be equipped with a 1-inch NPT purge point connection with threaded plug located on the top centerline of each nozzle.

7. The condensate trap shall be equipped with an electrically actuated drip trap that will allow condensate inside the vessel to drain automatically. The electric actuator shall be controlled via an operator settable timer.

8. The condensate trap shall be equipped with two pairs of ½-inch NPT connections for a sight glass located 180-deg apart. The sight glass shall be factory-mounted on the side of the separator that is most accessible by BUYER’s personnel based on the installed position indicated in the Contract Documents. The unused pair of NPT connections shall be supplied with threaded plugs for field-modification of the sight glass location. The sight glass shall be constructed of 5/8-inch boro-silicate glass with two Type 316 stainless steel isolating valves to permit cleaning. Furnish Type 316 stainless steel guard rods to protect glass tube and drain cock on lower valve.

9. The condensate trap shall have a removable top cover for interior access and an inspection pipe for content level measurements.

10. The condensate trap shall be rated for a minimum of 75,000 scfh of 60-deg F air at 0.5 in w.c.
11. The condensate trap shall have a flange-to-flange dimension of 68 inches and a nominal nozzle height of 52 inches.

B. Approved SELLERs, No Equal

1. Varec

2.5 TOOLS AND SPARE PARTS

✓A. Spare Parts: Furnish the following spare parts for each equipment items

1. 1 PLC spare kit to include
   a. Fuse
   b. Relay – ERL – PL00-014
   c. Relay – EOL – NA00-001

2. 1 spark plug set

3. 1 thermocouple assembly

4. 1 set preventative Maintenance Kit for drip trap which includes a minimum of the following:
   a. O-Ring Neoprene: Item 9: 2 pcs required
   b. O-Ring Neoprene: Item 8: 1 per Drip Trap
   c. 246 Cover Gasket, Buna-N
   d. Spring Nut: 18-8 SS
   e. Roll pin (item no. 6 of 2-½ and 6-QT drawing)
   f. Roll pin (item no. 7 of 2-½ and 6-QT drawing)
   g. Washer - Plain 0.500 Nom Type A Wide
   h. Spring and Shaft 304 SS
   i. Disc: Aluminum
   j. Hex head cap screw: 4 pcs required

5. 1 set preventative maintenance kit for Pressure Relief Regulator and Flame Trap Assembly which includes a minimum of the following parts:
   a. Flange Gasket: Non-Asbestos
   b. Fuse: Fusible Element: 260°F (Standard)
   c. Fuse Well Spring: 304 SS
   d. Push rod L
   e. Assembly: Fuse Well/Fuse Holder L
   f. Bypass Valve
   g. Gasket
h. Washer
i. Connector Gasket, Dwg. Item No. 16
j. Housing Gasket: 2 pcs required, Dwg. Item No. 17
k. Window Gasket, Dwg. Item No. 32
l. Cover Plate Gasket
m. Bank Assembly: Aluminum w/316 SS Sheet (Extensible)

6. One set Element for pilot flame check.

**Tools:** The Seller shall supply one complete set of special wrenches or other special tools necessary for the assembly, adjustment, and dismantling of the equipment. All tools shall be of best quality and furnished in labeled toolboxes of suitable design.

**PART 3 -- EXECUTION**

3.1 INSTALLATION  Contractor responsibility except where noted below.

A. All gas handling equipment shall be installed in strict accordance with the Seller’s printed recommendations.

B. The Seller shall provide the services of an experienced and authorized representative of each item of the waste gas flare equipment who shall visit the site of the Work and inspect, check, adjust if necessary, and approve the installation of the equipment. The Seller shall arrange to have the representative revisit the project as often as necessary until any and all issues are corrected, and the waste gas flare equipment installation and operation are satisfactory to the Engineer. Reference Section 01 20 20 – Seller’s Field Services for additional information and requirements.

C. The Seller shall furnish to the Engineer a written report addressed to the Engineer certifying that the waste gas flare equipment has been properly installed, is in accurate alignment, is free from any undue stress imposed by connecting piping or anchor bolts, and has been operated satisfactorily under full load conditions.

D. The exposed digester gas piping/appurtenances feeding the waste gas burner shall be provided with removable insulation system as specified under Section 23 07 00 – Pipe and Equipment Insulation. *Varec is providing insulating jackets where required above."

3.2 EQUIPMENT TESTING AND START-UP

A. General  *Scheduling is contractor responsibility.*

Noted 1. The requirements specified below and herein shall augment general project requirements as specified in Section 01 75 00 – Testing, Equipment Startup and Commissioning.

Noted 2. The waste gas flare system is critical to the operation of the anaerobic digestion system. The Seller and Contractor must exercise due care in handling gas equipment. All work associated with the waste gas flare system, including start-up of the new flare and the relocated existing flare equipment must be coordinated with Operation Staff to minimize downtime for the continued safe operation of the facility.
3. Startup is a prerequisite to the substantial completion of each construction phase and shall be completed within the Contract Times specified in Section 01 10 00 – Summary of Work. The Contractor is required to start-up and commission all equipment and sub-systems associated with the waste gas flare system to ensure a complete and working system prior to submitting for substantial completion. The Contractor and Seller are advised that the Owner will take partial utilization of the waste gas flare site when the new flare (ME-5700) has successfully completed System Testing. Commissioning of the waste gas flare system (combined operation of both flares) shall occur after the existing flare equipment (ME-5085) has been relocated per the Contract Documents. Substantial completion cannot be obtained until after all flare equipment (new and relocated) is installed and operable per the Contract Documents.

4. The services described in this section are applicable to both the Seller and the Contractor. The Seller shall coordinate the scheduling of testing with the Contractor. The Seller is advised that the Engineer and the Owner’s operating personnel will witness operations testing and that the Seller’s Representative shall be required to instruct the Owner’s operating personnel in correct operation and maintenance procedures in accordance with Section 012020 – Seller’s Field Services. Prior to scheduling any operations testing, the Seller shall have previously furnished the O&M Manuals required.

5. Upon completion of the installation, each piece of equipment and each system shall be tested for satisfactory operation without leakage at design pressures. Each piece of digester gas equipment shall be operated to demonstrate proper installation.

6. The Engineer shall witness field-testing. The Contractor shall notify the Engineer of the test schedule 30 Days in advance.

7. It is not the intent of the Owner and Engineer to instruct the Seller or Contractor in the startup of the Waste Gas Burner Equipment; however, the Owner and Engineer will be available prior to and during startup to provide technical support to the Seller.

B. Definitions

1. Startup: The testing, demonstrations, and other activities required to achieve Substantial Completion of the Construction Phase. Startup includes all pre-commissioning activities, commissioning activities, and all related activities, as defined herein.

2. Pre-Commissioning: The systematic demonstration through testing and operation that major equipment and auxiliary systems, including related components and sub-systems, operate properly and consistently with their intended function. Pre-commissioning involves control valve testing, calibration, loop tests, and control and logic system testing. Pre-commissioning also includes activities to simulate shutdown conditions, failure conditions, power fail and restart conditions, bypass conditions, and failure resets. Pre-commissioning will not be considered complete until successful results and documentation of tests and Sellers’s certifications required by the Contract Documents are submitted and accepted by the Engineer.

a. System Testing: The on-site operational testing of an arrangement of equipment and devices specified and shown for a system, including equipment, structures, piping, wiring, materials, or incidentals, so related or connected to form an identifiable, unified, functional, operational, safe, and independent system. The
systems for this project shall be as defined in the Control Narratives specified in Section 409010 – Control Strategies and shown on the referenced Instrumentation Drawing(s). System testing shall include all associated control and logic system testing, in accordance with Section 409100 – Process Control and Instrumentation Systems.

3. Commissioning: The verification through 8-hour functional testing and operation that the complete on-site facility Pre-commissioning work associated with the Construction Phase, function on an extended basis in full conformance with the design requirements. Prior to starting a Commissioning activity, the pre-commissioning of all the associated, specified, portions of the Construction Phase work shall be successfully completed. Commissioning shall include the process instrumentation and control commissioning requirements, in accordance with Section 409100 – Process Control and Instrumentation Systems.

C. Coordination with Owner Provided System Integrator  
1. The Owner will provide all programmable logic controller (PLC) based Control System application programming and configuration services for the control strategies described in Section 409010 – Control Strategies. The Owner provided programming does not include Seller’s specific PLC’s as described herein.

2. The Owner will provide programming and configuration of the SCADA nodes, and their existing supervisory control, alarm, and data acquisition system. The Owner will also be responsible for configuration of the communication required between these systems.

3. The Seller shall configure the equipment specific PLCs and network components to enable Ethernet IP communication with the Owner-configured PLC and SCADA system required to support the functions described in the Contract Documents. The Contractor will coordinate the communication requirements with the System Integrator.

4. The Contractor shall provide all testing and certification as required by Section 409100 – Process Control and Instrumentation.

D. Malfunctions

1. During the operational demonstrations, all components, subsystems, systems, and equipment must properly run continuously within the 8-hour period. Unless indicated otherwise, if any item fails or malfunctions during the test, the item shall be repaired, and the test restarted at time zero with no credit given for the operating time before the failure or malfunction. Malfunctions satisfying all 3 of the following conditions will allow the demonstration period to resume at the elapsed time when the malfunction started:

   a. Malfunction did not cause any interruption of the continuous operation of any other components, subsystems, systems, and equipment.

   b. Malfunction was corrected without causing or requiring any components, subsystems, systems, and equipment to cease operations.

   c. Malfunction was corrected within one hour of the time the malfunction was detected (the one hour period includes the time required to locate the cause of the malfunction, beginning upon Contractor’s notification from the Engineer that
a malfunction has occurred and ending when the item is corrected and the system is successfully placed back into operation).

E. Prerequisites

1. Pre-commissioning and Commissioning activities shall be scheduled according to Section 01 32 16 – CPM Construction Schedule and Section 01 31 30 Construction and Schedule Constraints. Testing periods shall not include holidays, based on Owner’s calendar.

2. The following shall be completed before pre-commissioning begins:
   a. All O&M Manual information required by the Contract Documents has been submitted.
   b. Safety equipment, safety signs, and valve and piping identification required by the Contract Documents are provided. Devices and equipment shall be fully functional, adjusted, and tested.
   c. Manufacturer's certifications of proper installation have been accepted.
   d. Leakage tests, electrical tests, and adjustments have been completed.
   e. The Engineer has approved the Startup Plan.
   f. Temporary facilities are functional, adjusted, and ready for use.
   g. Seller and Contractor have worked with the System Integrator to ensure individual instrumentation loops (analog, status, alarm, and control) have been verified functionally.
   h. Pressure switches, flow meters, timing relays, pressure regulating valves, and other control devices to the settings determined by the Engineer or the Seller have been adjusted for accuracy.

F. Testing Requirements Include:

1. Each individual equipment item in a system must be successfully tested before the System Test can begin.
2. Leakage tests and other piping tests as specified in the Contract Documents.
3. Instrumentation devices and systems as specified in accordance with Division 40 with loops calibrated, initial set points entered, and interlocks and alarms functional.
4. Pressure and vacuum relief valves shall be actuated using air pressure or other suitable means, and relief pressure/vacuum settings demonstrated through use of a precision pressure gauge instruments.
5. Waste gas flares shall be operated on digester gas. Pilot, control, and alarm systems shall be demonstrated to operate properly.

G. Testing Phases

1. System Test

All scheduling shall be contractor responsibility

Contractor responsibility

All scheduling for system test and commissioning is contractor responsibility. All testing related to the equipment provided shall be coordinated with the contractor.
a. Test and operate all individual systems under operating conditions to determine as comprehensively as possible, whether the equipment and system meet the requirements of the Contract Documents.

b. System testing shall be completed for each installed waste gas flare prior to advancing to the Commissioning Phase.

c. Owner’s System Integrator will provide and complete checklists, in conjunction with Contractor's system test efforts, to:
   1) Demonstrate discrete and analog points are displayed on the operator interface panel and SCADA graphic screens.
   2) Verify discrete and analog inputs from field devices update PLC operator interface panel.
   3) Confirm that alarms are generated and recorded.
   4) Confirm the operating sequence is in conformance with the control loop descriptions.

2. Commissioning

   a. At the end of each Construction Phase, the Contractor shall start up the plant and operate it without malfunction for a continuous 7 Day, 24 hour/day period. The Engineer will determine the operational parameters. The operational parameters shall demonstrate all phases of operation based on the design criteria as provided in the Contract Documents.

   b. Defects that appear shall be promptly corrected. Time lost for wiring corrections, control point settings, or other reasons that interrupt the test may, at the judgment of the Engineer, be cause for extending the demonstration an equal amount of time.

   c. Commissioning shall not begin until leakage tests, instrumentation tests and adjustments, electrical tests and adjustments, equipment field tests, and system tests have been completed to the satisfaction of the Engineer.

END OF SECTION
APPENDIX B – SPARE PARTS LOT
### Items Listed:

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Drawing Sheet Number</th>
<th>Specification Paragraph</th>
<th>Tag Number</th>
<th>Comments</th>
<th>Quantity</th>
<th>Size</th>
<th>Part Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NA</td>
<td>2.5.A.1 Spare Parts</td>
<td></td>
<td>Control Panel Spare Parts 1 spare kit only</td>
<td>1</td>
<td>10&quot;</td>
<td>100605.244W.E.PLC.KIT T</td>
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<tr>
<td>2</td>
<td>NA</td>
<td>2.5.A.2 Spare Parts</td>
<td></td>
<td></td>
<td>1</td>
<td>10&quot;</td>
<td>P011-05-073</td>
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<td>2.5.A.3 Spare Parts</td>
<td></td>
<td></td>
<td>1</td>
<td>10&quot;</td>
<td>P011-05-068</td>
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<tr>
<td>4</td>
<td>NA</td>
<td>2.5.A.4 Spare Parts</td>
<td></td>
<td></td>
<td>1</td>
<td>6 Qt. Capacity (Max. W.P. 5 psi)</td>
<td>246 Drip Trap, Manual Operation (Low Pressure)</td>
</tr>
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<td>NA</td>
<td>2.5.A.5 Spare Parts</td>
<td></td>
<td></td>
<td>1</td>
<td>12&quot;</td>
<td>SPC440.PM.KIT.12. 02-10379-046 A413-046 02-10384-077 X 2 A1068-041 X 2 BM19974-100 X 1</td>
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<td>6</td>
<td>NA</td>
<td>2.5.A.5 Spare Parts</td>
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<td></td>
<td>1</td>
<td>12&quot;</td>
<td>5000.ALSS.KIT.12</td>
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<td>7</td>
<td>NA</td>
<td>2.5.A.6 Spare Parts</td>
<td></td>
<td></td>
<td>1</td>
<td>1/2&quot; NPT</td>
<td>5200, Low Pressure Flame Check</td>
</tr>
<tr>
<td>8</td>
<td>NA</td>
<td>2.5.A.6 Spare Parts</td>
<td></td>
<td></td>
<td>1</td>
<td>1&quot; NPT</td>
<td>5200, Low Pressure Flame Check</td>
</tr>
</tbody>
</table>

**END OF LIST**

---

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APPENDIX C – FIELD SERVICE

The following services are included as part of the proposal and in accordance with Section 01 20 20

Varec Biogas will supply the service of an authorized field service engineer to perform inspection of the completed installation, commissioning and start-up assistance and instruct Owner’s personnel in the operation and maintenance of the equipment, Scope of Supply. The number of trips and days on site are provided described in Appendix A. Each day is defined as an 8-hour man day.

Notwithstanding Varec Biogas’s performance of the above-referenced services, Varec Biogas shall not be held liable for any faulty workmanship or other defects in the Products’ installation, or for other goods and/or services, performed by third parties unless such goods and/or services are expressly included under Varec Biogas’s scope of responsibility.

If additional service is required beyond what is defined in Appendix C, it will be furnished to the Purchaser and billed at the current rate for each additional day required, plus travel and lodging expenses incurred by the service personnel during the additional service days.

Varec Biogas requires a minimum of three-weeks advanced notification prior to the required on site date. Varec service personnel are booked on a first come-first serve basis and subject to availability.

Field service will scheduled upon Varec Biogas receipt of signed formal consent and our service engineer has qualified the equipment installation prior to the scheduled visit. This includes, but is not limited to, contractor-supplied wiring and piping for the equipment purchased, when and if applicable.

The Purchaser is responsible for coordinating with the Owner for the required training schedule and for meeting any and all milestone dates.

Varec Biogas requires two-week Cancellation notice for scheduled service and shall be subject to charges for any cost incurred plus 10% administrative fees.

It shall be the Purchaser's responsibility to provide for all necessary lubrication of all equipment prior to placing equipment in operation. All equipment must be installed and ready for the Field Service Engineer when called to the project location. Should the Purchaser/Owner not be ready when the Field Service Engineer is requested or if additional service is requested, the Varec Biogas current service rates will apply for each additional day required, plus travel and lodging expenses incurred by the service personnel during the additional service days.
Thank you for your interest in our products. Varec Biogas is pleased to offer our proposal in response to your request.

**IMPORTANT:** Final responsibility on verifying accuracy of the quantities in the proposed scope of supply rests with the CONTRACTOR.

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Drawing Sheet Number</th>
<th>Specification Paragraph</th>
<th>Tag Number</th>
<th>Comments</th>
<th>Quantity</th>
<th>Size</th>
<th>Used In</th>
<th>Description</th>
<th>Part Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NA</td>
<td>1.01.D.1</td>
<td>2</td>
<td>NA</td>
<td>2</td>
<td>NA</td>
<td>244W, Waste Gas Burner &amp; Ignition System, Full Feature Panel</td>
<td>Up to two (2) workdays for installation support with the Contractor and installation assistance provided in one (1) trip for the new Waste Gas Burner (ME-5700).</td>
<td>Field Services</td>
</tr>
<tr>
<td>2</td>
<td>NA</td>
<td>1.01.D.2</td>
<td>2</td>
<td>NA</td>
<td>2</td>
<td>NA</td>
<td>244W, Waste Gas Burner &amp; Ignition System, Full Feature Panel</td>
<td>Minimum of two (2) workdays for inspection certification, start-up and commissioning, maintenance training, on-site equipment operation instructions, troubleshooting, and other post-Functional Testing services provided in one (1) trip for the new Waste Gas Burner (ME-5700).</td>
<td>Field Services</td>
</tr>
<tr>
<td>3</td>
<td>NA</td>
<td>1.01.D.3</td>
<td>2</td>
<td>NA</td>
<td>2</td>
<td>NA</td>
<td>244W, Waste Gas Burner &amp; Ignition System, Full Feature Panel</td>
<td>Up to two (2) workdays for inspection certification, start-up and commissioning, maintenance training, troubleshooting, and other post-commissioning services provided in one (1) trip for the relocation of the existing Waste Gas Burner (ME-5085).</td>
<td>Field Services</td>
</tr>
<tr>
<td>4</td>
<td>NA</td>
<td>2.5.A.4</td>
<td>1</td>
<td>NA</td>
<td>1</td>
<td>NA</td>
<td>244W, Waste Gas Burner &amp; Ignition System, Full Feature Panel</td>
<td>Operator Training, 2 sessions between 8-4 pm each one not lasting more than four hours</td>
<td>Field Services</td>
</tr>
<tr>
<td>5</td>
<td>NA</td>
<td>2.5.A.5</td>
<td>1</td>
<td>NA</td>
<td>1</td>
<td>NA</td>
<td>244W, Waste Gas Burner &amp; Ignition System, Full Feature Panel</td>
<td>Final Acceptance - One trip</td>
<td>Field Services</td>
</tr>
<tr>
<td>6</td>
<td></td>
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<td></td>
<td></td>
<td>1</td>
<td></td>
<td>Documentation Requirements per Specification</td>
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<td>7</td>
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<td></td>
<td>1</td>
<td></td>
<td>Per Diem, 100 X 10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
COMMERCIAL SECTION

PRICING TERMS

The prices quoted are based upon Purchaser’s acceptance of this proposal, through the submission of a purchase order or other written acceptance, being placed no later than 90 days after date of bid opening. After expiration of the pricing effectivity period, prices will be subject to review and adjustment. Prices quoted are FCA surface point of shipment, with freight included to an accessible point nearest the jobsite. Federal, state or local sales, use or other taxes are not included in the sales price.

PAYMENT TERMS

Varec Biogas have reviewed Section 00 72 00 and offer the following revisions to the terms in Appendix E. The information provided within this proposal shall govern when said information is not mentioned in Appendix E that may present a conflict with the requirements of Section 00 72 00.

Payment terms are

- 90% Net 45 days upon Receipt of Invoice for Shipped Goods.
- Ten percent (10%) upon the earlier of (a) Product startup and (b) one hundred eighty (180) days after completion of shipment.
- Credit is subject to acceptance by the Varec Biogas Credit Department.

Purchaser shall remit payment for proper invoices received from Varec Biogas in accordance with the payment terms stated above even if the Purchaser has not been paid by the Purchaser’s customer (the “Owner”), if Purchaser is not the end-user of the Products. Payments are due within thirty (30) days after Purchaser’s receipt of invoice. Overdue and unpaid invoices are subject to a service charge of 2% per month until paid.

If Purchaser requests or causes cancellation, suspension or delay of Varec Biogas’s work, Purchaser shall accept transfer of title and pay Varec Biogas all appropriate charges incurred up to date of such event plus Varec Biogas’s overhead and reasonable profit. Additionally, all charges related to and risks incidental to storage, disposition and/or resumption of work shall be borne solely by Purchaser. Full payment for all work shall be due and payable thirty (30) days from the date work is placed into storage.

TAXES

Federal, State or local sales, use or other taxes are not included in the sales price. Such taxes, if applicable, shall be for Purchaser's account.
BONDS

Any performance and/or payment bond agreed to be provided by Varec Biogas will extend to supply of equipment and services for a period not to exceed the first twenty four (24) months of the service or warranty period, and for a value not to exceed the total price of this Proposal. Please refer to Appendix E for additional information regarding Bonds.

In an effort to ensure all purchase orders are processed timely and efficiently, please submit all purchase order documentation to the following department and address:

Attn: Order Entry Administrator
Varec Biogas Inc.
15061 Springdale St, Suite 210
Huntington Beach, CA 92649 USA
Tel: 714-220-9920
Fax: 714-952-2701

Remit To (Via Check):

Varec Biogas, Inc.
4246 Riverboat Road, Suite 300
Salt Lake City, UT 84123

Remit To (Via ACH or Wire):

Comerica Bank
411 W. Lafayette
5th Floor, MC 3328
Detroit, MI 48226

SWIFT: MNBDUS33

ABA: 072000096

Account Number: 1853487872

A/R Contact:

4246 Riverboat Road, Suite 300
Salt Lake City, UT 84123

Contact: Diane Preston
Telephone: 801-931-3218
E-Mail: Diane.Preston@ovivowater.com
APPENDIX D – CLARIFICATIONS TO SECTION 00 72 00
APPENDIX D

Amendment to City of Nampa, Idaho Wastewater Treatment Plant Improvements Terms & Conditions
Project Group D, Primary Digester 5, Waste Gas Flare Pre-Purchase

The following Amendment terms and conditions are hereby incorporated into the Contract. In the event of conflict between the Contract documents and the Amendment herein, the terms and conditions of the Amendment shall control. The parties are City of Nampa, Idaho ("Buyer") and Varec Biogas, Inc. ("Seller").

Limitation of Liability and Consequential Damage Disclaimer
To the extent permissible by applicable law, Seller shall have no further liability in connection with this Contract in excess of the cost of correcting any defects, or in the absence of any defect, in excess of the value of the equipment supplied hereunder. However, notwithstanding any other provision of the Contract to the contrary, in no event shall Seller be liable for any punitive, exemplary, special, incidental, or consequential loss or damage suffered by Buyer, or any other party, in connection with this Contract. These limits shall not apply to third party claims based on injury, death, or property damage. For the purpose of this term, the equipment provided in accordance with the requirements of this project shall not be considered property and shall instead be covered under the terms of the warranty herein. These limits shall not apply to claims which are based on the willful misconduct, gross negligence, or fraud of the Seller.

Liquidated Damages
Except in cases of Force Majeure, Seller agrees to pay Buyer, as liquidated damages, ________ dollars ($) of contract value per day for every working day that elapses after the guaranteed delivery date without delivery of its equipment. Seller's liability for liquidated damages shall not exceed, in the aggregate, any amount more than ________ percent (%) of the value of the equipment that is late in delivery. Seller shall not be liable to pay liquidated damages for Owner/Buyer-caused delays such as late drawing approval, inspection delays, scope changes etc. Notwithstanding any other provision of the Contract to the contrary, payment of liquidated damages shall be Seller's sole liability and Buyer's sole remedy for late delivery of the equipment. Such remedies shall not be enforced unless Buyer suffers an economic loss as a result of Seller’s late delivery.

Bonds
In no event shall Seller be obligated to provide a bond for which the value exceeds the Contract price, nor a duration which exceeds the first twenty four (24) months of the warranty period.

City of Nampa, Idaho
("Buyer")

Varec Biogas, Inc.
("Seller")

By: ____________________________
By: ____________________________

Name:__________________________
Name:__________________________

Title: __________________________
Title: __________________________

Date: __________________________
Date: __________________________
APPENDIX E – COMPETITIVE ANALYSIS

The copies of the purchase orders referenced on the competitive analysis of similar projects are available for download using the link below:

https://spaces.hightail.com/space/W20QpHfcdM
<table>
<thead>
<tr>
<th>Sales Order</th>
<th>Customer</th>
<th>End User</th>
<th>City</th>
<th>State</th>
<th>Waste Gas Burner Part Number</th>
<th>PO No.</th>
<th>Description</th>
<th>Total PO Value</th>
<th>% of PO Value</th>
<th>Estimated Flare Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>24610</td>
<td>OFALTER CONSTRUCTION CORP</td>
<td>Oneida County</td>
<td>UTICA</td>
<td>NY</td>
<td>WG244WL11912017RPS6-24610 AGS</td>
<td>ONSC-11912017RPS6-24610 AGS</td>
<td>Standard controls, AIS Made in USA Steel</td>
<td>$179,949.00</td>
<td>25%</td>
<td>$44,987.25</td>
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<tr>
<td>27331</td>
<td>ENERGY SYSTEMS GROUP LLC</td>
<td>Montpelier WTP</td>
<td>MONTPELIER VT</td>
<td>VT</td>
<td>WG244WL11912017RPS6-27331 AGS</td>
<td>FO-11912017RPS6-27331 AGS</td>
<td>Standard controls, AIS Made in USA Steel</td>
<td>$355,025.00</td>
<td>14%</td>
<td>$49,703.50</td>
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<tr>
<td>25465</td>
<td>ROGERS CONSTRUCTION COMPANY</td>
<td>Wasatch</td>
<td>NORTH SALT LAKE CITY UT</td>
<td>UT</td>
<td>WG244WS0192101R-25465 AGS</td>
<td>wws-10105-25465 AGS</td>
<td>Standard control, high pressure pilot gas, 10 psig.</td>
<td>$317,924.00</td>
<td>12%</td>
<td>$38,150.88</td>
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<tr>
<td>29979</td>
<td>PUBLIC BUILDING CONSTRUCTORS LLC</td>
<td>City of Florence</td>
<td>FLORENCE NE</td>
<td>NE</td>
<td>WG244WS0192201R-29979 AGS</td>
<td>wws-10105-29979 AGS</td>
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<td>$265,800.00</td>
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<td>$53,160.00</td>
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<tr>
<td>31458</td>
<td>BUILDING CONSTRUCTION LTD</td>
<td>Lincoln WTP</td>
<td>LINCOLN NE</td>
<td>NE</td>
<td>WG244WS0192201R-31458 AGS</td>
<td>wws-10105-31458 AGS</td>
<td>Allen-Bradley PLC, No AIS requirement</td>
<td>$308,000.00</td>
<td>20%</td>
<td>$61,600.00</td>
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<tr>
<td>32890</td>
<td>CITY CONSTRUCTION CO</td>
<td>Garey Branch WTP</td>
<td>GAREY NE</td>
<td>NE</td>
<td>WG244WS0192201R-32890 AGS</td>
<td>wws-10105-32890 AGS</td>
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<td>$456,281.00</td>
<td>12%</td>
<td>$54,753.88</td>
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<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
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<td>TBD</td>
<td>$250,548.00</td>
<td>27%</td>
<td>$64,146.22</td>
</tr>
</tbody>
</table>
GENERAL ITEMS NOT INCLUDED

Unless specifically and expressly included above, prices quoted by Varec Biogas do not include unloading, hauling, erection, installation, piping, valves, fittings, stairways, ladders, walkways, grating, wall spools, concrete, grout, sealant, dissimilar metal protection, oakum, mastic, field painting, oil or grease, electrical controls, wiring, mounting hardware, welding, weld rod, shims, leveling plates, protection against corrosion due to unprotected storage, special engineering, or overall plant or system operating instructions or any other products or services.

Performance and payment security, including but not limited to bonds, letters of credit, or bank guarantees, are not included, but can be provided if purchased for an additional cost.

MANUALS

The content of any and all installation, operation and maintenance or other manuals or documents pertaining to the Products are copyrighted and shall not be modified without the express prior written consent of Varec Biogas. Varec Biogas disclaims any liability for claims resulting from unauthorized modifications to any such manuals or other documents provided by Varec Biogas in connection with the Project.

WARRANTY

Warranty shall comply with para. 5.08 of Section 00 720 00 General Conditions and shall be for a period of twelve (12) months from startup of the Products not to exceed eighteen (18) months from the earliest of (a) PURCHASER’s receipt of SELLER’s notice of readiness to ship the Products or (b) the actual shipment.

CONFIDENTIALITY

This document is not to be reproduced or submitted to any third party without the written consent of Varec Biogas.

This document contains, or Varec Biogas may have previously disclosed to Purchaser, certain technical and business information of Varec Biogas and/or Varec Biogas’s affiliated entities, including certain copyrighted material, which is considered to be confidential. Such information, hereinafter referred to individually and collectively as the “Information”, may include, without limitation, ideas, concepts, development plans for new or improved products or processes, data, formulae, techniques, flow sheets, designs, sketches, know-how, photographs, plans, drawings (regardless of what name, if any, is stated on the title block), specifications, samples, test specimens, reports, customer lists, price lists, findings, studies, computer programs and technical documentation, trade secrets, diagrams, and inventions, notes, and all information pertaining thereto and/or developed there from. This Information is disclosed in good faith solely for the purposes of our proposal, and in addition on the understanding that its confidentiality will be properly maintained and safeguarded.
Neither this proposal, the Information nor any part thereof may be copied, reproduced or used for any purpose other than that for which it is disclosed by Varec Biogas. Except as reasonably necessary for the evaluation of this proposal, no part thereof may be disclosed to any other person, without Varec Biogas’s prior consent in writing.

Varec Biogas will retain the rights to any intellectual property rights ("IPR") related to the Products. Varec Biogas will grant a non-exclusive royalty free license to use the IPR for the sole purposes of operating and maintaining the equipment supplied by Varec Biogas. The duties, obligations, restrictions, and responsibilities described hereinabove shall apply to the Purchaser, their agents, affiliates, and all related parties regardless of whether any transaction occurs between Varec Biogas and Purchaser, and shall survive termination, cancellation, and expiration of any transaction between Varec Biogas and Purchaser.

In the event of a breach of the terms herein, Varec Biogas maintains the right to seek any and all remedies and damages available to it, including but not limited to the amount, including interest, by which Purchaser profited from the breach, any gains made by Purchaser or any third party who received Information from Purchaser, compensation for all Varec Biogas loss or injury, and the value of Varec Biogas’s expectation created by the promise of Purchaser. The parties agree Varec Biogas would suffer irreparable harm in the event of any breach of these terms, and therefore Varec Biogas shall be entitled to any and all injunctive relief available.

Very truly yours,

Varec Biogas Inc.
November 22, 2019

Mr. Nate Runyan, P.E.
City of Nampa Public Works Department
411 3rd Street South
Nampa, ID 83651

Subject: Nampa WWTP Project Group D Waste Gas Flare Pre-Purchase

Dear Mr. Runyan:

Brown and Caldwell (BC) has reviewed the proposal as submitted by Varec Biogas (Varec). Due to scheduling constraints and the desire to match the existing waste gas flare system Varec was sole sourced for the new waste gas flare equipment.

On October 30, 2019 BC sent contract documents to Varec. Varec responded with a proposal for $230,359.00 on November 13, 2019. BC reviewed the proposal and requested Stantec review the proposal concurrently. Stantec designed the waste gas flare system as a part of the larger PGD project. Comments from BC and Stantec were provide to Varec. Varec then responded with a revised proposal for $200,549.00 on November 22, 2019. As part of this proposal Varec provided examples of pricing for similar equipment to verify the pricing is in line with current market rates for competitively bid projects.

Based on the proposal received, BC recommends authorization of the Bid Award to the Varec for the Project Group D waste gas flare equipment in the amount of $200,549.00.

Sincerely,

[Signature]

Noah Nordhoff, PE, Construction Manager
Brown and Caldwell – Boise

cc: Matt Gregg, Brown and Caldwell
Task Order for Design Services and Right-of-Way Acquisitions for Idaho Center Boulevard and Cherry Lane Intersection Improvements (As Approved in FY20 Budget)

- The City is moving forward on concept design and right-of-way acquisition for the Idaho Center Boulevard and Cherry Lane Intersection Improvement Project

- The all way stop-controlled intersection is experiencing extended delays and congestion due to increasing traffic volumes (see Vicinity Map, Exhibit A). Five-year accident data reveals an increasing number of injury and property damage related crashes

- This project is part of a citywide strategic transportation upgrade. The future of Nampa’s transportation system is at a critical juncture with an estimated $17 million-dollar annual deficit for transportation funding. In fiscal year 2019 staff developed a three-phase strategy to fund transportation needs. The plan is designed to be equitable, incremental and achievable, utilizing multiple funding options to share responsibility amongst all those using the system

- Phase I is well underway and included a significant increase in growth related development impact fees and grants. As a result, the City is moving forward on fourteen intersection projects including:
  1. Kings/Victory Roundabout (design and property acquisition FY20).
  2. Midland/Lake Lowell Intersection (design and construction anticipated in FY20).
  3. Midland/Iowa Intersection (concept design and property acquisition in FY20).
  4. Franklin Road/Birch Roundabout (concept design in FY20).
  5. Idaho Center/Cherry Intersection (concept design and property acquisition in FY20).
  6. Midland/Marketplace Intersection (concept design and property acquisition in FY20).
  7. Garrity/39th Street North Intersection (property acquisition in FY20).
  8. Franklin Road/Karcher Intersection (anticipated design in FY20).
  9. Franklin Road/Industrial/3rd Avenue North Intersection (anticipated concept design in FY20).
  11. Sunnybrook Drive/Greenhurst Intersection (anticipated construction in FY20).
  13. Middleton/Lone Star Intersection (anticipated construction FY21).

- Engineering staff reviewed the City’s Request for Qualifications (RFQ) First Choice Consultant Hiring Roster, conducted consultant interviews, and selected HDR Engineering, Inc., to design the Idaho Center and Cherry Lane Intersection Improvement Project
• HDR provided an initial scope of work and labor estimate (see Exhibit B) to provide concept design and right-of-way planning in FY20 for a time and material not to exceed (T&M NTE) amount of $103,292.58

• The final design is anticipated to be completed in FY20. Construction is anticipated FY2020-2022 and is dependent upon Phase II of the FY19 Transportation Funding Plan

• The Idaho Center and Cherry Lane project is impact fee eligible and has an approved FY20 Street Division budget summarized below:

<table>
<thead>
<tr>
<th>Budget Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FY20 Streets</td>
<td>$75,000</td>
</tr>
<tr>
<td>FY20 Impact Fees</td>
<td>$75,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$150,000</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Design and Right-of-Way Acquisition</td>
<td>$100,000</td>
</tr>
<tr>
<td>Estimated Right-of-Way</td>
<td>$46,707</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$150,000</strong></td>
</tr>
</tbody>
</table>

• Public Works staff has reviewed the scope of work and labor estimate and recommends approval

REQUEST: Authorize Mayor and Public Works Director to sign task order for attached scope of work with HDR Engineering, Inc., for Idaho Center Boulevard and Cherry Lane Intersection Improvements Project concept design services and right-of-way acquisitions in the amount of $103,292.58 T&M NTE.
Scope of Services
Date: November 1, 2019
Task Order Number:
Project Number:
Project Name: Idaho Center Blvd. & Cherry Lane Intersection
Consultant Company Address: HDR Engineering, Inc.
412 E. Parkcenter Blvd.
Suite 100
Boise, ID 83706

Consultant Project Manager/Contact Information: Cameron Waite, PE, PTOE
Direct: 208.387.7004 Mobile: 208.401.5508
cameron.waite@hdrinc.com

Contract Amount: $235,514 (T/M NTE)

Duration: 18 months

Project Description and Assumptions

The purpose of the project is to reconstruct the Idaho Center Blvd. and Cherry Lane intersection to either a signalized intersection with additional through and turn lanes or a multi-lane roundabout in accordance with the Nampa Transportation Master Plan. The design will include stormwater drainage facilities, relocated utilities, and improvements to access on each leg included in the project.

This City of Nampa (City) project will consist of two (2) phases, with Phase 1 being completed in FY 2020. Phase 2 will be developed after the completion of Phase I and when funding is available (anticipated either FY 2020 or 2021). Construction is anticipated for FY 2022.

- Phase I will include the following:
  - Stakeholders Outreach
  - Topographic Survey
  - Geotechnical Investigation and Reporting
  - Concept Design
  - Right-of-Way Development
  - LHSIP Grant Application Preparation

- Phase II will include the following:
  - Preliminary & Final Design
  - PS&E Submittal
  - (Engineer of Record Services Only)
  - Bidding Assistance
  - Construction Engineering

HDR Engineering, Inc. (HDR), herein called the Consultant, will design the project. Sub-consultants include Innovate Geotechnical (IGEO) who will conduct geotechnical field investigations, testing, calculations, and materials reporting. T-O Engineers, Inc. (T-O) will provide location and mapping services as well as right-of-way and utility coordination.
Design Criteria
Contract documents and plans will be developed in accordance with the latest edition and amendments of the following publications at the time notice to proceed (NTP) is issued:

- Idaho Standards for Public Works Construction Manual (ISPWC)
- 2015 City of Nampa Standard Construction Specifications
- TRB-NCHRP Report 572, Roundabouts in the United States
- TRB-NCHRP Report 672, Roundabouts: An Informational Guide
- Policy of Geometric Design and Highways and Street (AASTHO-“Green Book”)
- AASHTO Roadside Design Guide
- Manual of Uniform Traffic Control Devices for Streets and Highways (MUTCD)

Assumptions
1. Scope of Services and budget is for both Phase I and Phase II.
2. This project is funded by the City and the Nampa Highway District # 1 (NHD1). The City and NHD1 will pursue an LHSIP grant to fund the design and construction with each contributing to the local match.
3. City of Nampa to provide shapefiles and aerial photography of the project limits.
4. All CAD files will be developed using AutoCAD Civil 3D. Files shared with the City will be accessible using version 2016. Plans will be developed on 22”x34” plan sheets, reducible to 11”x17”
5. All deliverables will be electronic PDF and/or native file. Where hard copies are required it will be noted in the tasks below.
6. Project limits will generally extend approximately 1,000 feet in each direction from the intersection, with exceptions noted below:
   - Cherry Lane (west) - 1,100’ to the curb and gutter on south side.
   - Cherry Lane (east) - 750’ to the Phyllis Canal crossing.
   - Idaho Center Blvd.(south) – 1,400’ to Achievement Drive
   - Topographic survey will cover a 100’ wide swath along Idaho Center Blvd and Cherry Lane, and a 600’ x 600’ square centered over the intersection.
7. Connections to the existing curb, gutter, and sidewalk on the south and west legs will be completed, extending the limits on these legs.
8. The existing irrigation pipes and structures for the Purdam Gulch Drain and the Miller Lateral will be evaluated and extended rather than replaced, if possible.
9. Property access points will be maintained and improved as necessary to connect to the new roadways.
10. Roadways will be flexible pavement.
11. No environmental research or documentation is required for the project.
12. Design year for traffic analysis is 2040.
13. In providing opinions of probable construction cost for the project, HDR has no control over cost or price of labor and materials, unknown or latent conditions of existing equipment or structures that might affect operation or maintenance costs, competitive bidding procedures and market conditions, time or quality of performance by operating
personnel or third parties, and other economic and operational factors that might materially affect the ultimate cost or schedule. HDR, therefore, will not warranty project costs will not vary from HDR’s opinions, analyses, projections, or estimates.

14. Right of way acquisition and property owner coordination specific to right-of-way to be performed by the City.

TASK 1 PROJECT MANAGEMENT
Set up and maintain a system of project management tools, reports and controls to monitor budget, schedule and deliverables.

1.1 Kick-off Meeting and Site Visit
Consultant will prepare agenda and conduct meeting with City staff to discuss project approach, schedule, and available information. This meeting will include Consultant project manager and one (1) key task lead. Following the kick-off meeting, Consultant will visit the project site to photo-document existing conditions and to become familiar with the drainage patterns within the project area. Field notes will be completed for the project file and provided to the City.

Assumptions
- Kick-off meeting attendance includes Consultant (2 staff).

Deliverables
- Meeting and field review minutes.

1.2 Council Meeting
Consultant will prepare exhibits for one (1) Nampa City Council meeting and support City staff in answering questions.

Assumptions
- Consultant will not attend council meeting unless directed by City to do so.

Deliverables
- Two (2) exhibits for council meeting.

1.3 Progress Meetings
Consultant will schedule design progress meetings at project milestones with City, prepare agenda and record minutes.

Assumptions
- Six (6) team coordination meetings will be scheduled as needed.
- Meeting attendance only includes Consultant PM.
- Project Team meetings are anticipated to last two (2) hours, including travel and preparing meeting agenda and minutes.

Deliverables
- Meeting agenda, emailed to the City, two days prior to meeting.
• Meeting minutes.

1.4 Budget and Tracking
Consultant and sub-consultants will manage the budget and schedule. Consultant will provide monthly progress report, detailing expenditures per task to date, percent of budget spent and percent complete. Provide schedule updates, progress report(s) and revisions (if necessary). Monthly progress report(s) will be submitted with monthly invoice(s). Consultant will administer sub-consultant agreements, facilitate project coordination, and review monthly invoices and progress reports.

Deliverables
• Monthly Invoice and Progress Report, including labor and expense backup (assume 12 invoices)

PHASE 1

TASK 2 PUBLIC INVOLVEMENT

2.1 Public Involvement Plan
Consultant will prepare a Public Involvement Plan (PIP) that outlines the overall strategy for the intersection and identifies all tasks in detail.

Deliverables
• Draft PIP (Word for review)
• Final PIP

2.2 Stakeholder List
The Consultant Public Involvement Coordinator (PIC) will create and maintain a stakeholder list, created in Excel with a tab each for agencies, property owners, and local officials as well as general stakeholders. The list will include names, physical and email addresses, phone numbers and other relevant contact information. The list will be updated as needed throughout the project.

Deliverables
• Stakeholder List (Excel)

2.3 Outreach to Adjacent Property Owners
Consultant will meet one-on-one with affected property owners. The first visit will inform them of project information. The second meeting will focus on potential right-of-way needs. Consultant will provide a project area map at the first meeting and a map with proposed project line drawings for the second meeting.

Assumptions
One (1) Consultant staff and one (1) City staff will attend each meeting.
Up to twenty (20) meetings will be required.
It will take one (1) hour to conduct each meeting, one (1) hour to set up and document each meeting, and four (4) hours of travel time total for all meetings.

**Deliverables**
- Documentation of each meeting

**2.4 Public Open House**
Consultant will plan and conduct one (1) public open house and will coordinate activities with the City’s public information specialist. Consultant will be responsible for the development of displays, sign-in sheets, comment forms, refreshments, stakeholder notification, room procurement, meeting/hearing set up and clean up.

**Assumptions**
- Consultant will prepare up to eight (8) displays/text boards each for the public open house. Displays will be 22”x34” mounted on foam core.
- City will advertise the meeting in the Idaho Press for public meeting.
- Consultant will prepare a postcard mailing as notification for the public meeting. The postcard will be printed in color.
- Meeting announcements will be emailed to available email addresses in the stakeholder list.
- One press release each will be sent to the local news media for the meeting. Consultant will draft the press release for approval by the City and the press release will be distributed by City’s public involvement specialist.
- A summary report including comments received at the meeting, the notification process, displays boards, and photos will be prepared for the meeting.
- Two (2) Consultant staff will attend the public meeting.
- Consultant will locate and reserve facility for public meeting.
- The City will reimburse Consultant for any facility costs associated with the meeting.

**Deliverables**
- Up to eight (8) displays (22”x34”)
- Key talking points regarding project issues for team's use (PDF)
- One mailing notification
- One email notification.
- One (1) press release.
- One (1) meeting summary report (PDF).
- Meeting sign-in forms and comment forms (hard copies @ meeting)

**TASK 3 TOPOGRAPHIC & EXISTING FEATURES MAPPING**
Sub-consultant will review existing data of record, establish new project control, perform a complete topographic survey and existing features survey.

**Assumptions**
• Project control is required. Project limits are as defined in key understandings.
• Traffic control to assist the survey tasks is not anticipated or included in this scope.
• Adequate right-of-way and PLSS corner monumentation exists to determining property ownership and for record of survey preparation.
• This intersection will be upgraded via either roundabout or signal – either of which will require additional right of way. For the purposes of this scope, we are assuming there will be twelve (12) parcel acquisitions, and twelve (12) temporary easements.
• Sub-consultant will request Title Reports for all properties from which fee or easement acquisitions are required just prior to final design.
• The City will provide existing right-of-way information in electronic version, including any right-of-way plans.
• Right of entry will be agreeable to landowners.
• No condemnation of any parcels.

3.1 Establish Project Control
Establish project control by setting intervisible monuments within the project limits. All control will be referenced to the existing “Citywide GPS Control Network for the City of Nampa” provided by Orbitech. Coordinates will be based upon a ground projection of Idaho State Plane grid (west zone). All control will be referenced vertically to the NAVD 88. Sub-consultant will set both horizontal and vertical project control monuments. An estimated four control points will be set: one north and one south along Idaho Center Boulevard and one east and one west along Cherry Lane, as much as practicable, outside of the limits of construction.

3.1.1 Research
Research existing Orbitech control stations in the area.

3.1.2 Field Reconnaissance
Locate all Orbitech control monuments needed for the project.

3.1.3 Project Monumentation
Set intervisible geodetic project control monuments throughout the project. Minimum monumentation will consist of #5 rebar with aluminum caps. Project horizontal control stations will also serve as vertical benchmarks.

3.1.4 Field Ties
Measure and reference set and found monuments to the (Orbitech) horizontal project datum based upon the North American Datum 1983 (NAD83), Idaho State Plane Coordinate System, Idaho West Zone. Base all elevations on NAVD88. Measurement and dimension units shall be the U.S. Survey Foot.

3.1.5 Control Compilation
Reduce, analyze, and adjust all field information and observations as necessary. Create a ground projection of Idaho State Plane grid based upon a project specific combination factor. Prepare a Project Point Database and Base Map which includes all of the project datum control data.
**Deliverables**
- File of project control points.

### 3.2 Right of Entry
Prepare a form letter to send to each landowner (draft approved by City before distribution) along Idaho Center Boulevard and Cherry Lane. Sub-consultant will distribute to landowners. City will be contacted if any landowners are unresponsive to the letter, follow-up phone call, or if they deny access.

### 3.3 Determine Ownership
Sub-consultant will prepare a preliminary ownership map (without meets and bounds), based upon the readily available county assessor maps, records of survey, and subdivision plat maps available from Canyon County. The preliminary ownership map will include location of parcel boundaries and rights-of-way. Parcel owner information, including parcel numbers, names and addresses of owners will be obtained from the Canyon County Assessor’s records. Owners of jurisdictions over roads, drainage facilities, and utilities will be provided by the applicable agency and/or owner. The preliminary ownership map will be used as the working base drawing/parcel boundary layer in the master base map for preparation of various right-of-way documents.

**Deliverables**
- Preliminary Total Ownership Base Map

### 3.4 Topographic Survey
Perform a topographic and existing features survey to a degree sufficient to determine required future right-of-way, matches to existing structures, roadways, and features. Limits of survey area will be as outlined above, along the four legs of the Idaho Center Boulevard & Cherry Lane intersection. This topographic and existing features data will be added to the base drawings.

**Deliverables**
- Updated electronic Base Map (Microstation)

### 3.5 Utility Base Mapping
Sub-consultant will contact utility companies, prepare agenda and conduct meetings with appropriate utilities to gather record drawings, field knowledge and any historical data available. Sub-consultant will coordinate with Digline and Public Utility Companies to receive maps of utilities in the area to show on plans. Private Utility Companies and City Utilities (if necessary) will each be provided plans (preliminary and final) for review and comment. Sub-consultant will create a Base Map with utility maps. Sub-consultant will also utilize City provided utility and other GIS information for this area, if available. This task also includes irrigation coordination and mapping.

**Deliverables**
- Updated electronic Base Map (Microstation)
3.6 Hydraulic Survey
Perform a hydraulic survey of the existing waterways and features within the project area. Sub-consultant will layout cross-sections and survey the Purdam Gulch Drain and the Miller Lateral extending approximately 900-1200 feet either direction from the intersection. Cross sections will be at 100’ intervals and includes measuring the structures, channels, banks, water surface elevation and spot elevation 25’ out from the banks of the waterways. This project does not fall within a FEMA Special Flood Hazard Area and this survey does not include a full flood study survey.

TASK 4 RIGHT-OF-WAY
Sub-consultant will prepare acquisitions descriptions, total ownership maps, and right-of-way exhibits. Total Ownership maps and right-of-way exhibits will be at a 1”=100’ scale.

4.1 Fee and Permanent Easement Acquisition Descriptions
Sub-consultant will prepare and submit Final Acquisition Descriptions for all fee right-of-way and permanent easements being acquired. For right-of-way, the descriptions will include the area of the entire parcel to be acquired for fee simple purposes, including the area of any portion deemed prescriptive right-of-way. Final versions will be signed, stamped and submitted in electronic and paper format. One 8½” x 11” sketch will accompany each property’s legal descriptions.

Assumptions
- Acquisition Descriptions are not required for temporary easements.
- Sub-consultant will request Title Reports from a reputable title company for all property from which parcels or easements must be acquired. This item will be covered in reimbursable expenses.
- These work sub-tasks do not include work associated with condemnations. Condemnation exhibits or legal descriptions required for condemnations will be addressed by a future supplemental agreement.
- Irrigation District and Utilities will be amenable to relocation, if necessary, and will not have any additional requirements, legal descriptions, or plans.
- This scope assumes one submittal with no modifications or additional requests by the City and/or landowners. Any modifications or additional submittals will be considered an additional service.
- Right-of-way and easements will be depicted on construction plan and profile sheets.

Deliverables
- Final Legal Descriptions (pdf and paper)
- Sketch of acquisition parcels (pdf)

4.2 Appraisal Staking
As notified by the City, Sub-consultant will stake the boundaries of right-of-way acquisition parcels, permanent easements and temporary easements with wood lathe and ribbon. Mark corners, points of curve, points of tangent, points at 100-foot intervals along tangents, and points at 50-foot intervals along curves. Within 24 hours of staking each property, Consultant will notify
City that staking is complete. At least 48 hours advance notice will be given to Sub-consultant for appraisal staking requests. This estimate assumes all staking completed at one time.

4.3 Property Acquisition Support
Sub-consultant will provide support, answers to questions, and requested small displays during appraisal and negotiating process, as requested.

TASK 5 GEOTECHNICAL INVESTIGATION

5.1 Field Evaluation
Sub-consultant will coordinate with Consultant to determine the final locations of borings for the field evaluation. Access to the locations and traffic control will also be coordinated with appropriate city/county personnel. Sub-consultant will coordinate with subcontractors performing work during the field evaluation including drillers, utility locators, and traffic control.

Sub-consultant will perform a total of three (3) borings near the proposed roundabout intersection with one boring on each of the east, west, and north legs. The borings will be advanced to a depth of up to 10 feet below the existing grade, or refusal, whichever is shallower. In addition, infiltration testing will be performed in each of the borings at the depth required for the drainage facility design.

Samples will be obtained every 2-1/2 feet below the existing ground surface to a depth of 10 feet. Logs of the soil at the boring locations will be done. All soil observed will be visually classified in general accordance with the USCS.

In accordance with State of Idaho and local requirements, Sub-consultant will contact Dig-line to locate possible underground utilities along the roadway segment at least 48 hours prior to the field exploration activities. Consultant will provide guidance regarding utilities not covered by the Dig-line service.

Split-spoon and bulk soil samples will be obtained during the field evaluation. The samples will be transported to Sub-consultant laboratory for further testing and evaluation. Depth to groundwater will be recorded, where encountered, at the time of our fieldwork. Upon completion of our sampling and logging, each exploration will be backfilled with the excavation spoils, sand, and bentonite as required. The asphalt will be patched, if necessary, to re-establish the roadway grade. We will leave the site in a condition that is substantially equal to the condition prior to our field explorations.

5.2 Laboratory Testing
Soil samples obtained in the field will be inspected in the laboratory and representative samples will be tested to evaluate governing engineering parameters.

Based on the quantity, types, and quality of the soil samples obtained in the field, a laboratory testing program will be developed. Laboratory testing will likely include, but not necessarily be limited to the tests outlined in Table 1.
### TABLE 1 – Laboratory Testing

<table>
<thead>
<tr>
<th>Laboratory Test</th>
<th>Estimated Number of Tests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moisture Content</td>
<td>3</td>
</tr>
<tr>
<td>Percent Passing #200</td>
<td>3</td>
</tr>
<tr>
<td>Grain Size Analysis</td>
<td>2</td>
</tr>
<tr>
<td>Atterberg Limits</td>
<td>2</td>
</tr>
<tr>
<td>Atterberg Limits (Non-plastic)</td>
<td>1</td>
</tr>
<tr>
<td>R-Value</td>
<td>2</td>
</tr>
</tbody>
</table>

All testing will be conducted in general accordance with ASTM, AASHTO, or ITD specifications for the various testing techniques.

Consultant will be notified if additional laboratory tests would be required to sufficiently characterize the subsurface conditions at the intersection location.

Upon completion of the laboratory testing program, the results of the testing will be evaluated and compared to the field classifications on the boring logs. The results will be compiled and evaluated with respect to depth for use in the engineering analysis.

### 5.3 Engineering Analysis

Engineering analysis will be performed under the direction of a Professional Engineer licensed in the State of Idaho.

Upon completion of the field and laboratory phases of the investigation, all data will be plotted with respect to location and depth. Based on the subsurface conditions encountered, analysis of the pavement parameters will be conducted. The geotechnical analysis will include the following:

- Analysis of laboratory and field data collected as a part of the field evaluation.
- Prepare new ballast sections for the pavement sections.
- Pavement design recommendations.
- Engineering recommendations for design and construction of the intersection.
- Infiltration design recommendations.

The results of the field and laboratory investigations and engineering analysis of the geotechnical conditions encountered at each exploration site will be presented in a Geotechnical Report. We will provide an electronic copy by email. The report will include the following:
• Vicinity sketch.
• Site location maps, showing all exploration locations.
• Individual detailed logs of each exploration.
• Laboratory test data summary sheet and individual plots/data sheets, as applicable.
• Pavement design recommendations.
• Infiltration design recommendations.
• Typical section(s).

For the report, a draft will be issued for review by Consultant. Comments resulting from the review will be addressed and a final report will be prepared.

Assumptions
• Sub-consultant will contract with a service to provide traffic control for exploration activities.
• Sub-consultant will contract with a service to provide drilling using a truck-mounted drill rig. A tracked drill rig will not be required.
• Drilling will be performed within the roadway prism.
• Permits required to perform the field evaluation, except for the traffic control permit, will be obtained by Consultant.
• Some site disturbance can be expected during the drilling operations and no site restoration is included in our scope.
• The intersection will be reconstructed and pavement rehabilitation alternatives will not be evaluated.
• Contractor furnished sources will be utilized on this project. Therefore, source specific aggregate information will not be required.
• The existing and proposed plans for the intersection will be provided by Consultant for use in our engineering analysis.
• They City will provide subsurface and design data for the south leg of the intersection.
• Only one review cycle will be required to prepare the final report.

Deliverables
• Draft Geotechnical Report
• Final Geotechnical Report

TASK 6  ROADWAY DESIGN

6.1 Concept Design
Concept Design will include the development of two (2) conceptual design alternatives plus a no-build option. The Concept Design task will identify and provide supporting documentation for the preferred alternative and the LHSIP Grant Application.
6.1.1 Alternative Development
Consultant will develop alternatives to be analyzed to determine cost and right-of-way impacts as well as order of magnitude opinion of probable construction cost for each concept alternative.

L2 Data Collection, will collect turning movement counts at the intersection for typical weekday a.m. and p.m. peak time periods on Tuesday, Wednesday or Thursday and daily counts on each approach to the intersection.

Consultant will coordinate with COMPASS and City to develop forecasts for the intersection. Consultant will perform traffic analyses for the purpose of evaluating the intersection for both roundabout and signalized intersection control. Consultant will evaluate three (3) alternatives:

- No Build
- Multi-lane Roundabout intersection
- Signalized intersection

Both the signalized and roundabout intersections will include turn lanes or circulatory lanes needed to achieve LOS D for the design year of 2040 per the City’s Transportation Impact Study Policy (2015). Operations analysis will be performed using the Highway Capacity Manual 6th Edition methodologies. Recommendations for the intersection control type will be made.

Consultant will analyze roadway, bicycle, and pedestrian connectivity through the project to enhance and improve each mode’s network.

Consultant will analyze five (5) years of crash history at the intersection historical safety evaluation using the past 5 years of crash data and a predictive safety evaluation using Highway Safety Manual (HSM) predictive safety analysis procedures.

Based on the results of the above tasks, Consultant will develop concept designs for both the signalized intersection and roundabout intersection alternatives. Concept design will include horizontal design of intersection improvements, bike facilities, sidewalks, pathway, ADA ramps, utility conflicts, ROW needs, and conceptual stormwater design.

Roundabout design calculations will include:

- Fastest path calculations
- Speed differentials for V1 thru V5
- Phi angles
- Entry Deflection
- Path overlap
- Truck Turn Movements
- Stopping sight distance
- Intersection sight distance

Consultant will prepare roll plots for concept alternatives with typical sections showing lane widths for an over-the-shoulder review with the City (Task 6.1.6). Roll plots will identify concept level impacts for environmental, drainage, utilities, right of way and other known design constraints for each alternative.

Assumptions
• No design exceptions.
• Design vehicle will be a WB-67.
• COMPASS will provide model runs for daily and PM peak hour conditions for existing and 2040 years.
• Current City master plans will be followed, including the Bike and Pedestrian and Transportation Plans.
• Stormwater findings and design included on roll plot.
• The stormwater system will be limited to area within the City’s right of way.
• No pumping systems will be necessary for the project.
• Detailed drawings will not be prepared.
• The City has identified seepage beds as the most likely drainage solution

Deliverables
• Roll plot exhibits of Conceptual Alternatives for an over the shoulder review meeting (1 hard copy of each alternative).
• Fastest Path Calculations and Displays
• Truck Turn Displays
• Intersection and Stopping Sight Distance Displays
• Documentation of alternatives analyses in Concept Memo

6.1.2 Concept Hydraulic Design
Consultant will design concept level irrigation structure extensions based on the allocated irrigation flows and maximum flows as provided by the Pioneer Irrigation District. Consultant will attend a field review meeting with Pioneer Irrigation District and City staff. A concept level 1D HEC-RAS model will be created using survey information, and used to inform the concept level pipe extensions. This 1D HEC-RAS model will be finalized during preliminary design.

Assumptions
• The seasonal high flows do not overtop any of the existing canal and irrigation facilities or roadway within the project area.
• Consultant will coordinate with Pioneer Irrigation District. One (1) site visit includes one (1) Consultant staff.

Deliverables
• Concept hydraulic documentation to be included in Concept Memo

6.1.3 Concept Utilities Assessment
Consultant will gather information on existing utilities and will evaluate the location of existing utilities for potential conflicts with proposed improvements under each of the alternatives following work in Task 3.5. Conflicts that may impact concept alternatives and concept costs will be noted in the Concept Memo.

Assumptions
• Five (5) utility companies are expected to have facilities in the area that will require project coordination, including:
  • Idaho Power
  • Century Link
  • Cable One
  • Intermountain Gas
  • City water and sewer

**Deliverables**
- Five (5) emails to utility companies with a project area map.
- Meeting summary based on calls to utility companies.

6.1.4 Concept Cost Estimates, Benefit/Cost Ratios, and Lifecycle Cost Analysis
Consultant will prepare concept level construction and right-of-way cost estimates for both signalized and roundabout concept. Consultant will integrate the cost estimates with the intersection operations and safety analyses results to establish a benefit/cost ratio for each concept alternative.

Consultant will conduct life-cycle cost estimations for each of the alternatives using the procedures described in NCHRP Web-Only Document 220: Estimating the Life-Cycle Cost of Intersection Designs.

6.1.5 Concept Alternatives Evaluation Memo
Consultant will prepare a report that summarizes the results of the alternative analysis, concept level costs for each alternative, and public comment and feedback. The memo will propose a selected alternative to be carried into preliminary design and will include exhibits of each alternative to be used for developing right-of-way needs.

**Assumptions**
- One (1) round of comments total

**Deliverables**
- Draft Concept Memo and Exhibits
- Final Concept Memo and Exhibits

6.1.6 Concept Design Review Meeting
Consultant will prepare for and attend the review meeting to go over the alternatives analysis and conceptual design materials submitted. The City and Consultant will select a preferred alternative to be carried into preliminary design.

**Assumptions**
- One (1) round of comments total

**Deliverables**
- Comment/response Matrix
• Meeting Minutes

6.1.7 LHSIP Grant Application
Consultant will prepare an LHSIP Grant Application for the Preferred Alternative. The City will review and submit the application.

Deliverables
• LHSIP Grant Application

6.1.8 50% Design for Right of Way
Consultant refine the concept design to 50% level of design for right-of-way needs development in Task 4. A 50% roll plot will be submitted to the City for review prior to the development of right-of-way exhibits. One review meeting will be held to finalize major right-of-way related project elements and deliver to sub-consultant to finalize right-of-way exhibits in Task 4.

Deliverables
• 50% Design Roll Plot

PHASE 2
Assumptions
• HDR and the City will review the Phase 2 scope and make adjustments as necessary to address the outcome of Phase 1.

6.2 Preliminary Design
Estimated plan sheets for each task below are summarized in Table 2.

6.2.1 Preliminary Roadway and Intersection Design
Consultant will perform the preliminary design of the roadway elements. Preliminary plan and profile sheets will be prepared. City interconnect conduits will be designed on all legs of the intersection. This task will also include the design for Rectangular Rapid Flashing Beacon Plans (RRFB) for each multilane pedestrian crossing.

Assumptions
• Accessible pedestrian signals will be required for the multilane roundabout in accordance with the draft Public Right-of-Way Accessibility Guidelines (PROWAG) to serve pedestrians with disabilities.

6.2.2 Preliminary Stormwater Design
The proposed stormwater design will be developed and the specifics of the stormwater drainage system size, type, and location will be determined and added to the roadway plan and profile.

Assumptions
• Stormwater will be captured and conveyed through curb and gutter to catch basins and then to seepage beds.
• No accommodation of drainage from private property development will be addressed with this analysis.

6.2.3 Preliminary Irrigation/Hydraulics Design and Report
The preliminary alternative impacts and design improvements for irrigation facilities will be analyzed as part of this task. The 1D HEC-RAS model will be updated and refined. These data will be used to create an existing conditions model. Consultant will use the U.S. Army Corps of Engineers open channel, steady flow hydraulic model HECRAS, Version 5.0.5.

Consultant anticipates developing two (2) proposed conditions models so hydraulics staff can refine the design to meet criteria. If the proposed culvert impacts the existing conditions water surface elevation and/or does not meet Pioneer Irrigation District requirements, the proposed culverts will be modified. Consultant will compare upstream water surface elevations for proposed conditions to existing conditions to evaluate the hydraulic performance of the culverts.

Consultant will use the proposed conditions model to perform a scour analysis using high flow and following HEC-18 and FHWA guidelines. Consultant will design protection measures based on the scour analysis following HEC-23 and FHWA guidelines.

Assumptions
• The Pioneer Irrigation District will provide flow information and additional requirements sufficient to develop the HEC-RAS hydraulic model.
• If private irrigation systems are affected by the project (pumps, gates, turnouts, etc.), these will be replaced by the project – either through design or cost in-kind.
• Channel armoring is not anticipated but will be based on velocities in the channel.
• The hydraulic analysis will be an iterative process with the rest of design.
• No significant natural drainage contributes to the irrigation canal. If conditions are observed that suggest natural drainage could contribute to the canal, additional effort will be required to develop hydrology.
• One (1) staff member from HDR will attend one (1) Pioneer Irrigation District meeting during design to discuss design features of the facility and gather input from the board. The City will be invited to attend. Consultant will coordinate with Pioneer Irrigation District via phone and email throughout the design process to confirm their approval of chosen alternative.
• No significant redesign of the preliminary hydraulics design is anticipated. If significant roadway design changes require updating the 1D HEC-RAS model and resubmittal to the City, this will be considered additional work.

Deliverables
• Draft hydraulic report, with model files
• Final hydraulic report, with model files
6.2.4 Preliminary Signing, Pavement Marking, and Illumination Plans
Consultant will design preliminary signing and pavement markings in accordance with MUTCD and City Standards for this project. Consultant will develop illumination plans for the project using AGI32 to calculate the required luminance based on the AASHTO guidelines to locate the luminaires at the roundabout.

6.2.5 Preliminary Construction Staging Overviews
Consultant will develop construction staging scenarios to minimize impacts to traffic during construction. Alternatives will be reviewed and discussed with the City. Detailed traffic control plans will not be prepared in preliminary design.

6.2.6 Preliminary Utility Plans
Sub-consultant will prepare color coded initial utility plans. The preliminary utility plans will show facilities to be relocated, adjusted and/or retained including at whose expense and identified constraints. Preliminary Plans will be distributed to utilities for review and comment. Sub-consultant will prepare a utility summary memo highlighting key utility contacts and decisions made during preliminary design. This item includes showing minor modifications to the existing irrigation system, anticipated to be changing structures types, and minimal relocations. No route relocations are anticipated in this scope or included in the estimate.

Deliverables
- Utility Summary Memo
- Preliminary Utility plans (to City and utility companies)

a. Utility Coordination Meetings
Subconsultant will hold separate meetings with each relocated utility company to review the preliminary plans and all associated costs for their utility work. These will be the final formal meetings during the design process and the City will be invited to each meeting. This item includes irrigation coordination. This scope includes minor modifications to the irrigation system under Task 6.2.3. Irrigation license agreement process, if necessary, will be completed by City Attorney.

Deliverables
- Utility Coordination Meeting Minutes

b. Exploratory Excavations (Potholes)
If necessary, sub-consultant will coordinate with utilities to determine which utilities are potentially problematic for construction. When these utilities are identified, they will be contacted and a contractor engaged to complete potholing as necessary locations. The utilities will be surveyed in these pothole locations. This scope assumes two (2) days of potholing and two (2) utilities. Traffic control is assumed to be minimal.

6.2.7 Preliminary Quantities and Engineer’s Opinion of Probable Construction Cost
Consultant will calculate quantities based on the preliminary design and prepare a preliminary engineer’s opinion of probable construction cost and will submit it with the preliminary design plans.
**Deliverables**
- Preliminary Engineer’s Opinion of Probable Construction Cost

### 6.2.8 Preliminary Design Submittal
Consultant will compile the preliminary design submittal, including preliminary design plans and preliminary engineer’s opinion of probable construction cost.

<table>
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<tr>
<th>TABLE 2 – PRELIMINARY DESIGN PLAN LIST</th>
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<tr>
<td><strong>Task No.</strong></td>
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<td>Survey Control Sheet</td>
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<td>Typical Sections</td>
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<td>Plan and Profile Sheets</td>
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<td>Signing and Pavement Marking Plan Sheets</td>
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<td>Illumination Plan Sheet</td>
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<td>RRFB Plan Sheets</td>
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<td>Irrigation Plan Sheets</td>
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<tr>
<td>Construction Staging Overviews</td>
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<tr>
<td>Utility Plans</td>
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<td><strong>TOTAL PLANS</strong></td>
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### 6.2.9 Preliminary Design Review
Consultant will attend a preliminary design review meeting at City offices. The City will provide comments and the review plan sets to the Consultant prior to the meeting. The Consultant shall compile comments on the Comment/Response Matrix and send draft to Project Manager prior to the meeting. The City will make final decisions for conflicting review comments. The Consultant will attend a plan-in-hand field review meeting with the City and prepare notes summarizing field review comments and decisions made.

**Assumptions**
• The City will distribute the Preliminary Design Submittal to NHD1 and Pioneer Irrigation District.
• Review meeting and plan in hand review to last five (5) hours for two (2) consultant staff members, including travel.

**Deliverables**
- Preliminary Design Comment/Response Matrix
- Preliminary Design Review Meeting Minutes
- Plan-in-Hand Field Review Meeting Notes

6.3 Final Design
Estimated plan sheets for each task below are summarized in Table 3.

6.3.1 Final Roadway and Intersection Design
Comments from the preliminary design review will be incorporated into the design, and roadway design elements and details will be finalized. Construction notes and quantities will be added to the plan and profile sheets. This task will also include designing pedestrian signals at the roundabout pedestrian crossings.

6.3.2 Final Stormwater Design
Stormwater design and detail sheets will be updated based on final design.

6.3.3 Final Irrigation/Hydraulics Design and Report
No significant redesign of the preliminary hydraulics design is anticipated. If significant roadway design changes require updating HEC-RAS model and resubmittal to the City, this will be considered additional work.

6.3.4 Stormwater Pollution Prevention Plan
Consultant will prepare a draft Stormwater Pollution Prevention Plan (SWPPP), details and narrative. The draft SWPPP narrative will be completed based upon the current NPDES Construction General Permit narrative template at the time this task begins.

**Deliverables**
- Draft SWPPP Narrative.
- Sheets per Table 3.

6.3.5 Final Signing, Pavement Marking, and Illumination Plans
Consultant will update signing and pavement markings and illumination plans for the project and add detail sheets as needed.

6.3.6 Final Construction Traffic Control Plans
Traffic control plans, traffic control index and traffic control quantities sheet will be completed based on the approved construction staging scenario.
6.3.7 Final Utility Plans & Coordination
Information obtained from the utility company responses from the preliminary utility plan submittal and individual meetings will be incorporated in the final utility plans. Sub-consultant will review the recommended plan revisions and incorporate comments. Plans will then be distributed to each utility.

6.3.8 Final Opinion of Probable Construction Cost
Consultant will revise the preliminary opinion of probable construction costs based on the final design plans. Task includes quantity computations.

**Deliverables**
- Final Opinion of Probable Construction Cost.

6.3.9 Bid Proposal and Specifications
Consultant will prepare bid proposal, special provisions, modifications to City’s standard and supplemental specifications, and Contractor Notes. City standard specification inserts will be included with the specifications.

**Assumptions**
- Eight (8) special provisions will be written for specific project needs.

**Deliverables**
- Bid Proposal and Special Provisions

6.3.10 Final Design Submittal
Plans and estimate will be revised from internal QC review. Plans will be compiled and electronic copy (PDF) of final design package will be submitted to the City for final design review.

**Deliverables**
- Final Design Plans per Table 3.
- Final Opinions of Probable Construction Costs.
- Bid Proposal and Specifications.
- SWPPP Narrative.

| TABLE 3 – FINAL DESIGN PLAN LIST |
|-------------------------------|----------------|
| Task No.          | Plans            | Approx. Number of Sheets |
| Title Sheet       | 1                |
| Survey Control Sheet | 1             |
| Typical Sections | 2                |
6.3.11 Final Design Review

Consultant will attend a final design review meeting at City offices. The City will provide comments and the review plan sets to the Consultant one week prior to the meeting. The Consultant will compile comments on the Comment/Response Matrix and send draft to the City Project Manager prior to the meeting. The review meeting will be attended by two (2) Consultant staff members. The City will make final decisions for conflicting review comments. Consultant will complete the Comment/Response Matrix after the Preliminary Design Review and submit to the City.

Assumptions
- The City will distribute the Preliminary Design Submittal to the NHD1 and Pioneer Irrigation District.
- Reviewers will have 15 working days to review the plans prior to the Final Design Review Meeting.
- Design review meeting will last three (3) hours, including travel for two (2) staff.

Deliverables
- Final Design Comment/Response Matrix
- Final Design Review Meeting Minutes
6.4 Plans, Specifications, & Estimate (PS&E)

6.4.1 Revise Plans per Final Design Review
The Consultant will revise the final design package to reflect changes from final design review. PS&E submittal will include necessary documents for the City to prepare and provide for bid process.

Assumptions
- One re-submittal of the PS&E package.
- Only minor changes on plan sheets are anticipated.
- No review meeting will be held.

Deliverables
- PS&E Design Plans, stamped. (See Table 3 for plan sheet list)
- Final Opinion of Probable Construction Cost.
- Specifications.
- SWPPP Narrative.
- Stormwater Report

TASK 7 BID ADMINISTRATION AND SUPPORT

7.1 Bid Documents
Consultant will prepare five (5) sets of bid documents and plans to be distributed by the City during the bid process.

Deliverables
- Five (5) sets of Bid Documents (both full and half size (22x34 & 11x17)

7.2 Pre-Bid Meeting
Consultant will prepare agenda and conduct meeting with City staff and interested parties to discuss project and answer questions. Consultant will record meeting minutes and transmit to City within one business day.

Assumptions
- The Pre-Bid Meeting will be held at City offices in Nampa.
- Two (2) Consultant staff will attend the meeting, which will last up to two (2) hours, including travel.

Deliverables
- Pre-Bid meeting agenda, sign-in sheet, and meeting minutes

7.3 Bid Opening
Consultant will prepare a bid summary, assist City in reviewing bids and make recommendation for award. Attending the bid opening is not required.
Deliverables
- Bid review tabulation in Excel and PDF format

TASK 8 ENGINEER OF RECORD (EOR) SERVICES DURING CONSTRUCTION

8.1 Construction Assistance and Requests for Information

Consultant will respond to the City and the construction engineering and inspection (CE&I) consultant as needed to evaluate issues that arise during construction.

8.2 Construction Services

Consultant will review materials submittal(s), requests for information (RFI) from Contractor(s) as needed to construct the project. Communication with the project inspector is expected to be through the duration of construction.

Assumptions
- There will no more than five (5) submittals with an assumed five (5) resubmittals at one (1) hour each for two (2) Consultant staff.
- Six (6) RFI’s and 6 RFC’s with one (1) hour to complete each one.

Deliverables
- Reviewed resubmittals
- RFI/RFC responses

8.3 Record Drawings

Consultant will provide City with a record drawing based on actual construction. Provide record drawings as follows:

- One (1) CD with plans in PDF format and CAD Record Drawing file.
- Project Dependent One (1) full-size (22”x34”) Mylar copy, three (3) print copies half-size (11”x17”) or full-size (22’x34”) to be determined during project scoping.

Deliverables
- Record drawings

PROJECT SCHEDULE

The following are the anticipated project milestones, subject to change based on receipt of notice to proceed and barring any unforeseen weather delays during the surveying. A detailed Gantt schedule will be prepared at the outset of the project.

PHASE 1
- Notice to Proceed - November 15, 2019
- Project Kick off Meeting – November 20, 2019
- Begin Topographic Survey & Geotechnical Investigation – December 1, 2019
- Concept Design Submittal – January 16, 2020
- LHSIP Grant Application – January 16, 2020
- Public Open House – January 30, 2020
- 50% Design for right-of-way – February 7, 2020
- Submit right-of-way Legal Descriptions and Exhibits - March 5, 2020

PHASE 2 (Assume NTP of FY21)
- Notice to Proceed - October 1, 2020
- Preliminary Design Submittal - February 1, 2021
- Final Design Submittal – May 1, 2021
- PS&E Submittal – June 1, 2021
- Project Bidding - TBD

Cost of Services

Services will be on a time and materials not-to-exceed (NTE) basis.

- Phase 1 (FY 2020)
  - Project Management $3,312
  - Design $99,981
  - FY 2020 TOTAL $103,293
- Phase 2 (FY 2021)
  - Project Management $13,244
  - Design $109,272
  - Bid Administration and Support $4,512
  - EOR Services $6,264
  - FY 2021 TOTAL $133,292
- Total Cost of Services $236,585

Attached is the labor estimate and cost summary.
In December 2018 the City submitted a Federal Aviation Administration (FAA) grant application and sponsor certifications for the AIP-31 (Airport Improvement Program) Construct Hangar Taxilanes and Taxiways (C4-C8) at the Nampa Municipal Airport (see vicinity map, Exhibit A).

In July 2019, the City was awarded FAA funding. The project began on August 28, 2019, and was substantially complete on October 12, 2019.

The total project cost is $718,722.24:
- FAA grant is 90% $646,850.00
- State grant is 5% $35,936.12
- City match is 5% $35,936.12

Grant match funding is approved from the Airport’s fiscal years 2019 and 2020 budget.

On October 21, 2019, the Idaho Transportation Department, Division of Aeronautics, requested the Grant Agreement and City Resolution (Agreement) be executed and returned by December 15, 2019 (Exhibit B).

On November 12, 2019, the Nampa Airport Commission met to review the Agreement (Exhibit C).

Recommendation was made to request City Council authorize the Mayor to sign the Agreement for the AIP-31 project.

**REQUEST:** Authorize Mayor to sign the Grant Agreement and City Resolution with the Idaho Transportation Department, Division of Aeronautics, for the AIP-31 Construct Hangar Taxilanes and Taxiways project.
CIP/APPLICATION DATA SHEET

AIRPORT: NAMPA MUNICIPAL AIRPORT  LOCAL PRIORITY: 1 OF 1  UPDATED: OCT 2018

WORK ITEM (s): CONSTRUCT HANGAR TAXILANES AND TAXIWAYS

JUSTIFICATION:

THE AIRPORT IS IN NEED OF THREE TAXILANES AND ONE TAXIWAY AS WELL AS A TAXIWAY EXTENSION IN ORDER TO MEET HANGAR DEMAND AT THE AIRPORT. HANGAR IMMEDIATELY WEST OF C-4 IS CURRENTLY BEING CONSTRUCTED AND CONSTRUCTION OF THE HANGAR EAST OF C-4 HAS BEEN APPROVED BY THE CITY. THE CITY HAS HAD REQUESTS TO BUILD HANGARS EAST OF THESE LOCATIONS INCLUDING AREAS NORTH AND SOUTH OF TAXILANE C-8.

SPONSOR SIGNATURE: MS. DEBBIE KLING, MAYOR  DATE:

COST ESTIMATE:

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<tr>
<th>ADMINISTRATION</th>
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<th>APPRAISALS</th>
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Debbie Kling, Mayor
City of Nampa
411 3rd Street South
Nampa, ID 83651

GRANT AGREEMENT - IDAHO AIRPORT AID PROGRAM
STATE FISCAL YEAR-20 for the Nampa Municipal Airport
FS PROGRAM NUMBER: F208MAN
IAAP PROJECT NUMBER: AIP031

PROJECT DESCRIPTION: Construct Hangar Access Taxi lanes (C4-C8)
This grant is in the amount of $35,936.11 to match $35,936.11 from the City of Nampa.

Dear Mayor,

The Idaho Division of Aeronautics is pleased to offer your airport this matching grant to assist in financing improvements to your airport during State FY-20. This grant is part of our regular program to further the interest in and aeronautical purposes of Public airports by assisting in the development of a statewide system of airports.

Enclosed is a pdf file of the Grant Agreement and City Resolution for the above referenced project. Please print one copy of the document and have the City Council ratify both the Grant Agreement and the City Resolution. As Mayor please sign both copies of each document, and have the City Clerk attest to and sign both copies of the document.

Please retain one signed copy for your local records and email a signed copy to jennifer.schildgen@itd.idaho.gov as an indication that you accept this grant. Please complete these actions by 12/15/2019 as noted on page 2 of the grant agreement. The reimbursement funds will be available about 3 weeks after receipt of the ratified and signed agreement in this office.

I look forward to working with the City on this project. If you have any questions regarding the acceptance of this grant or how to request grant funds, please call me at (208) 334-8640.

Sincerely,

Jennifer L. Schildgen, Airport Planner
Airport Planning and Development
GRANT AGREEMENT
IDAHO AIRPORT AID PROGRAM
STATE FISCAL YEAR-20

TO: City of Nampa, Idaho 
(Hereinafter referred to as the “SPONSOR”)

FROM: The State of Idaho, acting through the IDAHO TRANSPORTATION DEPARTMENT, DIVISION OF 
AERONAUTICS 
(Hereinafter referred to as the “STATE”)

WHEREAS, the SPONSOR has submitted to the STATE an application for assistance from the Idaho Airport Aid Program for development of the Nampa Municipal Airport, together with the planning proposal or plans and specifications for the project. The STATE approved the application and it is hereby incorporated herein and made a part thereof:

WHEREAS, the Idaho Transportation Board has approved a project for development of the airport consisting of the following described airport development:

Project Description: Construct Hangar Access Taxilanes (C4-C8)
FS Program Number: F208MAN
Project Number: AIP031

NOW THEREFORE, for the purpose of carrying out the provisions of the Uniform State Aeronautics Department Act; Title 21 of the Idaho Code, as amended, and in consideration of the SPONSOR acceptance of this offer, as hereinafter provided, the STATE hereby agrees to pay, as its share of the costs incurred in accomplishing the project, not more than 5% of allowable project costs.

This Grant incorporates the following terms and conditions:

1. The STATE affirms that:
   A. The maximum obligation of the STATE payable under this Grant shall be $35,936.11.
   B. This grant expires on June 30, 2024 and the STATE shall have no further obligation after that date.

2. The SPONSOR shall:
   A. Certify the availability of at least $35,936.11 to match STATE participation in said project.
   B. Diligently and expeditiously complete this project by June 30, 2024 and likewise pursue appropriate measures as may be agreed upon by the SPONSOR and the STATE to remedy project delays, including but not limited to litigation or condemnation.
   C. Carry out and complete the project in accordance with the plans, specifications, and property map, incorporated herein, as they may be revised or modified, with approval of the STATE.
D. Competitively bid all contracts for construction involved in this project in accordance with bidding procedures outlined in Idaho Statute Title 67, Chapter 92 of the Idaho Code and Title 2 CFR part 200 and provide solicitation documentation to the Division of Aeronautics.

E. In connection with the acquisition of real property for the project, secure at least two written appraisals by licensed appraisers and not pay in excess of the highest appraisal without the written consent of the STATE or except as directed by a court of competent jurisdiction after a contested trial and a judgment not resulting from agreement between the parties.

F. Receive no STATE funds in any case until it certifies in writing that it has funds available and will spend at least the amount designed in Paragraph (A) above, solely for the project in question.

G. Agrees to hold said airport open to the flying public for the useful life of the facilities developed under this project. Grant no exclusive use or operating agreements, to any person, company, or corporation. Failure to abide by such agreement shall automatically obligate the immediate and full return of all State of Idaho money expended on behalf of the project to the State of Idaho.

H. Agrees to fulfill the FAA assurances applicable to this project and follow the requirements in 49 USC 471 Airport Development. Applicable to airport sponsors receiving BOTH State and Federal funding.

I. Agrees to follow and include applicable FAA required contract terms to any associated contracts granted in association with this grant. Applicable to airport sponsors receiving BOTH State and Federal funding.

3. The allowable costs of the project shall not include any costs determined by the STATE to be ineligible.

4. The STATE reserves the right to amend or withdraw this offer at any time prior to its acceptance by the SPONSOR.

5. This offer shall expire and the STATE shall not be obligated to pay any part of the costs of the project unless the final agreement has been accepted by the SPONSOR on or before 12/15/2019 or such subsequent date as may be prescribed in writing by the STATE.

Except for those projects receiving both State and Federal Aid (submit copies of FAA Application and Agreement), the following inspection schedule, and reporting system is required:

6. **Inspection Schedule and Reporting System:**

   Inspection Schedule and Reporting System will vary for each project. The SPONSOR must make reports and be subject to inspections on the following schedule:

   A. SPONSOR shall report project commencement date.

   B. SPONSOR shall make quarterly progress reports during construction.

   C. SPONSOR shall receive approval prior to any change in the scope of the project.
D. SPONSOR shall report project completion date and request final inspection and payment.

E. STATE may participate in the final inspection and shall sign off the project as completed.

F. STATE may arrange for audit of account in accordance with regularly scheduled audit program.

The execution of this instrument by the SPONSOR and ratification and adoption of the project application incorporated herein provides proof of the Sponsor’s commitment, as hereinafter provided. Said offer and acceptance shall comprise allocation agreement, constituting the obligation and rights of the State of Idaho and the SPONSOR with respect to the accomplishment of the project and the operation and the maintenance of the airport. Such allocation agreement shall become effective upon the SPONSOR acceptance of this offer and shall remain in full force and effect throughout the useful life of the facilities developed under the project but in any event not to exceed twenty (20) years from the date of acceptance.

STATE OF IDAHO, ITD
Division of Aeronautics

By: ____________________________
Jeffrey L. Marker, Administrator

ACCEPTANCE

THE SPONSOR DOES HEREBY RATIFY AND ADOPT ALL STATEMENTS, representations, warranties, covenants, and agreements contained in the project application and incorporated materials referred to in the foregoing offer and does hereby accept said offer and by such acceptance agrees to all of the terms and conditions thereof.

Executed this _____ day of _________________, 2019.

By: ____________________________
Debbie Kling, Mayor
City of Nampa, City Council

ATTEST:

Deborah Rosin, City Clerk

I, Deborah Rosin, City Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. ______________________ adopted at a regular meeting of the City Council held on the _____ day of ______________________, 2019, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the City, this _____ day of ______________________, 2019.

________________________________________
Deborah Rosin, City Clerk
City Resolution

Exact from the minutes of a regular meeting
of the City Council of City of Nampa, Idaho
Held on ___________________________, 2019.

Councilman __________________________________________, introduced the following Resolution, was read in full, considered, and adopted:

Resolution number _________________________ of City of Nampa, Idaho accepting the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of $35,936.11 to be used under the Idaho Airport Aid Program, FS Program number: F208MAN, Project number: AIP031 in the development of the Nampa Municipal Airport; and

Be it resolved by the Mayor and City Council of City of Nampa, Idaho (herein referred to as the "City" as follows:

Sec. 1. That the City shall accept the Grant Offer of the State of Idaho in the amount of $35,936.11, for the purpose of obtaining State Aid under FS Program Number: F208MAN, Project Number: AIP031 in the development of the Nampa Municipal Airport; and

Sec. 2. That the Mayor of the City of Nampa City Council is hereby authorized and directed to sign the statement of Acceptance of said Grant Offer (entitled Acceptance) on behalf of the City. The City Clerk is hereby authorized and directed to attest the signature of the Mayor and to impress the official seal of the City on the aforesaid statement of Acceptance; and

Sec. 3. A true copy of the Grant Agreement referred to herein be attached hereto and made a part thereof.

Passed by the City Council and approved by the Mayor this _______ day of _________________________, 2019.

________________________________________
Debbie Kling, Mayor

ATTEST:

Deborah Rosin, City Clerk

CERTIFICATE

I, Deborah Rosin, City Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. _________________________ adopted at a regular meeting of the City Council held on the _____ day of _________________________, 2019, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the City, this _____ day of _________________________, 2019.

________________________________________
Deborah Rosin, City Clerk
ORDINANCE NO. 4479

AN ORDINANCE DETERMINING THAT CERTAIN LANDS, COMMONLY KNOWN AS 39 N. PICARD LANE, COMPRISING APPROXIMATELY 7.83 ACRES, MORE OR LESS, LAY CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF NAMPA, COUNTY OF CANYON, STATE OF IDAHO, AND THAT SAID LANDS SHOULD BE ANNEXED INTO THE CITY OF NAMPA, IDAHO, AS PART OF THE IL (LIGHT INDUSTRIAL) ZONE; DECLARING SAID LANDS BY PROPER LEGAL DESCRIPTION AS DESCRIBED BELOW TO BE A PART OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO; DIRECTING THE CITY ENGINEER AND PLANNING AND ZONING DIRECTOR TO ADD SAID PROPERTY TO THE OFFICIAL MAPS OF THE CITY OF NAMPA, IDAHO; REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE; AND, DIRECTING THE CLERK OF THE CITY OF NAMPA TO FILE A CERTIFIED COPY OF THE ORDINANCE AND MAP OF THE AREA TO BE ANNEXED WITH CANYON COUNTY, STATE OF IDAHO AND THE IDAHO STATE TAX COMMISSION, PURSUANT TO IDAHO CODE, SECTION 63-215.

BE IT ORDAINED, BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NAMPA, COUNTY OF CANYON, STATE OF IDAHO:

Section 1. That the Nampa City Council, upon recommendation of the Planning & Zoning Commission, and following the public notice and hearing procedures set forth in the Local Land Use Planning Act and Nampa City Code § 10-03-08 and Chapter 2, Title 10, approved Case No. ANN 127-19 (Tom Hines Annexation) at a public hearing held on September 16, 2019.

Section 2. The following described property, commonly known as 39 N. Picard Lane, comprising approximately 7.83 acres, more or less, is contiguous to the City of Nampa, Idaho, and the applicant has requested that said following described property should be annexed into the City of Nampa as IL (Light Industrial):

See Exhibit “A,” attached hereto and made a part hereof by this reference.

Section 3. That the above-described property is hereby annexed into the corporate limits of the City of Nampa and zoned IL (Light Industrial).

Section 4. That the City Engineer and the Planning & Zoning Director of the City of Nampa, Idaho, are hereby instructed to so designate the same above described property on the official zoning map and other area maps of the City of Nampa, Idaho as lying within the city limits and zoned IL (Light Industrial).

Section 5. All ordinances, resolutions, orders or parts thereof in conflict herewith are hereby repealed, rescinded and annulled.

Section 6. This ordinance shall be in full force and in effect from and after its passage,
approval and publication, according to law.

**Section 7.** The Clerk of the City of Nampa, Idaho shall, within 10 days following the effective date of this ordinance, duly file a certified copy of this ordinance and a map prepared in a draftsman-like manner plainly and clearly designating the boundaries of the City of Nampa, including the land herein annexed, with the following officials of the County of Canyon, State of Idaho, to-wit: the Recorder, Auditor, Treasurer and Assessor and shall file simultaneously a certified copy of this ordinance with the State Tax Commission of the State of Idaho, all in compliance with Idaho Code 63-215.


APPROVED BY THE MAYOR OF THE CITY OF NAMPA, IDAHO, THIS 2ND DAY OF DECEMBER, 2019.

Approved:

By______________________________
Mayor

Attest:

By______________________________
City Clerk
EXHIBIT “A”

Land Situated in the State of Idaho, County of Canyon, City of Nampa

A parcel of land located in the S1/2 of section 24, Township 3 North, Range 2 West, Boise Meridian, Canyon County, more particularly described as follows:

Commencing at a brass cap monument marking the Southwest corner of said SE1/4 of Section 24, from which a 5/8 inch rebar marking the Southeast corner of the SE1/4 of said Section 24 bears S. 89°33’20" E. a distance of 2639.70 feet; thence

N. 0°04’07" W. along the Westerly boundary of said SE1/4 a distance of 834.15 feet to the POINT OF BEGGING; thence

Leaving said Westerly boundary N. 39°14’07" W. a distance of 160.00 feet to a point; thence

N. 33°43’53" E. a distance of 181.65 feet to a point on said Westerly boundary; thence

N. 0°04’07" W. along said Westerly boundary a distance of 545.52 feet to a point; thence

Leaving said Westerly boundary S. 53°49’44" E. a distance of 633.71 feet to a point; thence

S. 0°04’07" E. a distance of 453.16 feet to a point; thence

N. 89°33’20" W. a distance of 245.53 feet to a point; thence

S. 0°26’40" W. a distance of 10.00 feet to a point; thence

N. 86°49’10" W. a distance of 265.94 feet to the POINT OF BEGINNING
Exhibit

39 N Picard Lane

Nampa Airport

IL

Enc

Mason Creek

E Bourbon Ln

N Picard Ln

N Caljun Ln

39 N Picard Lane

Annexation and Zoning to IL-Light Industrial for manufacturing facilities for Tom Hines

ANN-00127-2019

7/17/2019

Subject Area
Buffer - 325 ft
County Parcels

Zoning
AG
BC
PC
POD
PD
PUD
DZ

0 60 120 180 240

Visit Planning & Zoning at cityofnampa.us for more Info.

For all web-based property tools
ORDINANCE NO. 4480

AN ORDINANCE OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, VACATING A TWENTY-FIVE BY NINETY FOOT PORTION OF THE ALLEY RIGHT-OF-WAY LYING BETWEEN 523 AND 611 18TH AVENUE NORTH, IN NAMPA, IDAHO, MORE PARTICULARLY DESCRIBED BELOW, AND DIRECTING THE CITY ENGINEER TO ALTER THE USE AND AREA MAP ACCORDINGLY; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF IN CONFLICT HEREWITH.

BE IT ORDAINED by the Mayor and City Council of the City of Nampa, County of Canyon, State of Idaho:

Section 1: That the following described twenty-five by ninety foot portion of the alley right-of-way, lying between 523 and 611 18th Avenue North, in Nampa, Canyon County, Idaho, bounded on the Northwest by 17th Avenue North and on the Southeast by 18th Avenue North, more particularly described as follows:

See Exhibit “A,” attached hereto and made a part hereof by this reference.

be and hereby is, vacated, as of the effective date of this ordinance, and that pursuant to Idaho Code § 50-311, the Nampa City Council finds it to be in the best interests of the adjoining properties that ownership in the vacated alley right-of-way described in Exhibit “A” revert to the owners of the adjacent parcels of real property, one-half on each side thereof, and directing the City Engineer to alter the Use and Area Map accordingly.

Section 2: This ordinance shall be in full force and effect from and after its passage, approval, and publication, according to law.

Section 3: This ordinance is hereby declared to be severable. If any portion of this ordinance is declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purposes of the ordinance before the declaration of partial invalidity.
Section 4: All ordinances, resolutions, orders and parts thereof in conflict herewith are repealed.


APPROVED BY THE MAYOR OF THE CITY OF NAMPA, IDAHO, THIS 2ND DAY OF DECEMBER, 2019.

Approved:

By ____________________________
Mayor

Attest:

By ____________________________
City Clerk
EXHIBIT ‘A’
DESCRIPTION FOR A PUBLIC RIGHT-OF-WAY VACATION
CITY OF NAMPA, IDAHO

That public street right-of-way located southwest of Lot C and northeast of Lot B of the
Reamended Plat of Elm-Wood Place Addition to Nampa, Canyon County, Idaho, filed on Page 49, Book 4
of Plats, records of Canyon County; said street right-of-way being in the NE 1/4 of the SW 1/4 of Section
23, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho more particularly described
as follows:

Commencing at the centerline intersection of 18th Avenue and 5th Street North in Nampa,
Canyon County, Idaho;

thence North 46°17’10” West, 96.75 feet along the centerline of said 5th Street North, to a point
in the South boundary of the said NE 1/4 of the SW 1/4 of Section 23;

thence continuing along said centerline of 5th Street North, North 46°17’10” West, 35.61 feet to
the centerline intersection of 5th Street North and 18th Avenue North;

thence leaving the centerline of said 5th Street North, North 43°40’40” East (formerly called
North 43°40’00” East), 370.01 feet along the centerline of 18th Avenue North;

thence leaving the said centerline, North 46°17’10” West, 12.50 feet to a point along the
Northwest right-of-way of 18th Avenue North, said point being the INITIAL POINT;

thence 31.40 feet along the arc of a non-tangent curve to the left, said curve having a radius of
20.00 feet, a central angle of 89°57’50”, and long chord which bears North 01°18’15” West 28.28 feet;

thence North 46°17’10” West 50.00 feet;

thence 31.43 feet along the arc of a non-tangent curve to the left, said curve having a radius of
20.00 feet, a central angle of 90°02’10”, and long chord which bears South 88°41’45” West, 28.29 feet to
a point along the Southeast right-of-way of 17th Avenue North;

thence North 43°40’40” East, 45.01 feet along said Southeast right-of-way;

thence leaving said Southeast right-of-way South 46°17’10” East, 69.99 feet;

thence 31.43 feet along the arc of a non-tangent curve to the left, said curve having a radius of
20.00 feet, a central angle of 90°02’10”, and long chord which bears North 88°41’45” East, 28.29 feet to
a point along Northwest right-of-way of 18th Avenue North;

thence South 43°40’40” West, 65.00 feet along the said Northwest right-of-way to the INITIAL
POINT. Containing 2,508 square-feet, more or less.
Public Right-of-Way to be vacated.