



**CITY COUNCIL
MEETING AGENDA**

**March 21, 2023
6:00 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

REGULAR MEETING – 6:00 pm City Council Chambers

CALL TO ORDER BY MAYOR JACOBSON

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Kerri Thoreson, Josh Walker, Joe Malloy, Nathan Ziegler, Lynn Borders, Kenny Shove

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

The Mayor and members of the City Council have a duty to serve honestly and in the public interest. Where the Mayor or a member of the City Council have a conflict of interest, they may need to disclose the conflict and in certain circumstances, including land use decisions, they cannot participate in the decision-making process. Similarly, ex-parte contacts and site visits in most land use decisions must also be disclosed.

1. CONSENT CALENDAR

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Minutes – March 7, 2023, City Council Meeting
- b. Payables – February 28, 2023 – March 13, 2023
- c. Recommendation to Award Water Tower Parking Lot Bid to Interstate Concrete and Asphalt, Inc
- d. FY 2024 Budget Hearing Notification

2. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the

Mayor and City Council can only consider testimony that relates to the adopted approval criteria for each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

- a. Update to Fee Resolution

3. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

This section of the agenda is to continue consideration of items that have been previously discussed by the City Council and to formally adopt ordinances and resolutions that were previously approved by the Council. Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements.

ACTION ITEMS:

- a. Ordinance - FY 2023 Budget Amendment #2
- b. Ordinance – Title 18A Idaho St. Housekeeping File No. TA-22-6

4. NEW BUSINESS

This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business, however, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary.

ACTION ITEMS:

- a. Professional Services Agreement with Bernardo Wills Architect for City Hall Remodel

5. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. Persons wishing to speak will have 5 minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, if time permits. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring Council action must be placed on the agenda of an upcoming Council meeting. As such, the City Council can't take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

6. ADMINISTRATIVE / STAFF REPORTS

This portion of the agenda is for City staff members to provide reports and updates to the Mayor and City Council regarding City business as well as responses to public comments. These items are for information only and no final action will be taken.

7. MAYOR AND COUNCIL COMMENTS

This section of the agenda is provided to allow the Mayor and City Councilors to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

8. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Council may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

ACTION ITEM (To enter into executive session only):

- a. Idaho Code 74-206(1)(a) To consider hiring a public officer, employee, staff member or individual agent.

RETURN TO REGULAR SESSION

ADJOURNMENT

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Mayor Ronald G. Jacobson

Councilors: Kerri Thoreson, Josh Walker, Joe Malloy, Nathan Ziegler, Lynn Borders, Kenny Shove

Mission

The City of Post Falls mission is to provide leadership, support common community values, promote citizen involvement and provide services which ensure a superior quality of life.

Vision

Post Falls, Idaho is a vibrant city with a balance of community and economic vitality that is distinguished by its engaged citizens, diverse businesses, progressive leaders, responsible management of fiscal and environmental resources, superior service, and a full range of opportunities for education and healthy lifestyles.

“Where opportunities flow and community is a way of life”

Calendar of Meetings & Events

Mar 17		St. Patrick's Day
Mar 21	6:00 pm	<u>City Council</u>
Mar 28	6:00 pm	Parks and Recreation Commission
Apr 1		April Fool's Day
Apr 4	6:00 pm	<u>City Council</u>
Apr 7		Good Friday
Apr 8	1:00 pm	Easter Egg Hunt Extravaganza
Apr 9		Easter
Apr 11	5:30 pm	Planning and Zoning Commission
Apr 18	5:00 pm	<u>City Council Workshop</u> – Tiny Home Design Standards
Apr 18	6:00 pm	<u>City Council</u>
Apr 20	8:00 am	Urban Renewal Agency
Apr 22		Earth Day
Apr 25	6:00 pm	Parks and Recreation Commission
May 2	6:00 pm	<u>City Council</u>
May 9	5:30 pm	Planning and Zoning Commission
May 16	5:00 pm	<u>City Council Workshop</u> – Water Reclamation Facility Plan
May 16	6:00 pm	<u>City Council</u>
May 18	8:00 am	Urban Renewal Agency
May 23	6:00 pm	Parks and Recreation Commission
May 29		City business offices are closed in observance of Memorial Day
Jun 6	6:00 pm	<u>City Council</u>
Jun 19		Last Day of School
Jun 13	5:30 pm	Planning and Zoning Commission
Jun 15	8:00 am	Urban Renewal Agency
Jun 19		City Business offices are closed in observance of Juneteenth
Jun 20	5:00 pm	<u>City Council Workshop</u>
Jun 20	6:00 pm	<u>City Council</u>
Jun 27	6:00 pm	Parks and Recreation Commission

Post Falls City Council Meeting

March 21, 2023

Council Agenda Memorandum

TO: Mayor Ron Jacobson
Council President Kerri Thoreson
Councilors Josh Walker, Joe Malloy,
Nathan Ziegler, Lynn Borders, Kenny Shove
Legal Counsel Warren Wilson

FROM: Shelly Enderud, City Administrator

CC: Department Heads

1. Consent Calendar

- c. Recommendation to Award Water Tower Parking Lot Bid to Interstate Concrete and Asphalt Inc. – The Engineering Division requests approval to award the bid for the Water Tower Parking Lot to Interstate Concrete and Asphalt Inc. The City received 9 bids for the project on January 17th, 2023, with Interstate being the apparent low bidder of \$389,222. The bids were reviewed by Welch-Comer and recommended for award. The total amount budgeted for this project was \$560,000, which will cover the remaining existing Professional Consultant Services with Welch Comer and the construction of the parking lot. If approved, the Mayor will sign the provided documents.
- d. FY 2024 Budget Hearing Notification – This is a notification of the City’s intent to hold the annual budgeting hearing for FY 2024 on August 15, 2023. Notice is required by code for the Kootenai County Auditor. If approved, the appropriate paperwork will be filed with the County.

2. Public Hearings

- a. Update to Fee Resolution – Opportunity for public comment is given on the proposed updates to the impact fees. As requested by Council at the February 21, 2023, meeting, Public Safety and Transportation impact fees updates will be implemented as originally requested while Parks and Multimodal impact fee updates will be implemented at 75% of the original proposed increase. There is also a small house keeping item to address in the fee resolution itself to clarify that the site plan review fee of \$2,000 is per site (per site is not specified in the current resolution). After comment and discussion, Council may direct staff to return to Council with the fee resolution for adoption.

3. Unfinished Business

- a. Ordinance: FY 2023 Budget Amendment #2 – This ordinance formalizes the second budget amendment to the FY 2023 budget approved at the March 7th, 2023, Council hearing. Council may adopt the ordinance or take no action.
- b. Ordinance: Title 18A Idaho Street Housekeeping File No. TA-22-6 – This ordinance formalizes the amendment to Title 18A approved at the February 21, 2023, Council hearing. Council may adopt the ordinance or take no action.

4. New Business

- a. Professional Services Agreement with Bernardo Wills Architect for City Hall Remodel – Public Works Director John Beacham requests approval of the contract with Bernardo Wills Architects to design and support various remodels to City Hall. Improvements to City Hall are necessary to accommodate new office spaces, improvements to existing spaces, and improvements to security throughout the building. Bernardo Wills was selected as the best qualified firm after interviews were conducted with several firms on the City's consulting roster. The requested base contract value is \$59,690, plus a requested 10% contingency of \$5,969, and authorization of additional services of an acoustical engineer site visit if necessary for the City Hall Rotunda. The maximum fiscal impact will be \$70,270 to come from the Facilities Budget. If approved, the Mayor will sign the agreement.

6. Administrative / Staff Reports

None

8. Executive Session

Idaho Code 74-206(1)(a) To consider hiring a public officer, employee, staff member or individual agent.



**CITY COUNCIL
MEETING MINUTES**

**March 7, 2023
6:00 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

WORKSHOP – 5:00 pm Basement Conference Room

Topic: Agricultural Exemptions and Closing Urban Renewal Districts Early

Warren Wilson, City Attorney presenting:

I.C 63-904 allows agricultural lands to be taxed at a lower rate. If the land is 5 acres or more it has to be “actively devoted” to agriculture such as producing field crops, producing nursery stock, grazing livestock for profit or leased for grazing, or in a crop rotation/retirement program. If the land is 5 acres or less and “actively devoted” to agriculture for the last 3 seasons it has to produce field crops, or produce nursery stock, or grazing livestock for profit/leased for grazing, or in a crop rotation/retirement program. It also has to provide 15% of the owner’s annual income, or gross revenues of \$1,000 or more in the preceding year. In less than 5 acres it is presumed to be “nonagricultural” unless proven. If a plat restricts the use of the property for ag uses, the property cannot qualify for ag exemption whether its in the city or not. Platting of property does not change the status if the property meets the requirements. The focus of the statute is on how the property is used and not whether its annexed or platted. If actively used for agriculture, the property receives the tax break regardless of other factors. This is harder to qualify for smaller properties. This may not be legal to require an owner to give up status. Agricultural uses are valuable and should be supported for as long as the property is being used for agricultural uses. Ag property does not use many city services so not limited additional services to justify the requirement. This could very likely create a legislative backlash to protect farmers.

Early termination of Urban Renewal Districts.

Districts plans are required to have a termination date, this date can be changed by modifying the Urban Renewal Plan. In the year immediately preceding the new termination date, the agency would need to ensure that sufficient revenue exists to pay off existing debts/liabilities.

REGULAR MEETING – 6:00 pm City Council Chambers

CALL TO ORDER BY KERRI THORESON, CITY COUNCIL PRESIDENT

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Kerri Thoreson, Josh Walker, Joe Malloy, Nathan Ziegler, Lynn Borders, Kenny Shove – **Present**
Mayor Jacobson - **Excused**

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:

- a. A portion of the Centennial Trail between Spokane St and McGuire Rd will be closed March 13th through the 16th. there will be a detour in place along Seltice Way.

- b. Daylight Savings is this weekend, don't forget to spring forward.
- c. Post Falls Urban Renewal Agency Annual Report for 2022

AMENDMENTS TO THE AGENDA

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None

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

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None

1. CONSENT CALENDAR

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Minutes – February 21, 2023, City Council Meeting
- b. Payables – February 14, 2023 – February 27, 2023
- c. School Resource Officers Contract with the Post Falls School District
- d. Acceptance of Property – Quitclaim Deed for 4th Avenue/Idaho Street Intersection
- e. Boyd's Landing Subdivision Construction Improvement Agreement

Motion by Malloy to accept the Consent Calendar as presented.

Second by Borders.

Vote: Shove-Aye, Borders-Aye, Ziegler-Aye, Malloy-Aye, Walker-Aye, Thoreson-Aye

Motion Carried

2. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the Mayor and City Council can only consider testimony that relates to the adopted approval criteria for each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

- a. Fiscal Year 2023 Budget Amendment #2

Public Hearing opened at 6:21 pm.

Staff/Applicant Report

Jason Faulkner, Finance Director presenting: Staff is requesting to amend the budget as follows:

Crown Pointe Regrading Project	\$ 212,594.00
Equipment bays at 3 rd Ave Parks Shop	\$ 159,079.00
Two ¾ ton pickup trucks	\$ 109,713.00
Mini skid steer attachments	\$ 19,555.00
Mini skid steer	\$ 81,505.00
Spokane St. Reconstruction Project	\$1,307,768.00

These items were all approved in the last budget but did not get done, so the money for them need to be move from one budget to another.

Also, an additional budget request is needed from the prior amendment related to funds transfer from the General Fund to the Facility Reserve Fund.

Testimony

In Favor: None

Neutral: None

In Opposition: None

Public Hearing closed at 6:24 pm.

Motion by Malloy to approve the Fiscal Year 2023 Budget Amendment #2.

Second by Walker.

Vote: Borders-Aye, Thoreson-Aye, Shove-Aye, Walker-Aye, Malloy-Aye, Ziegler-Aye

Motion Carried

3. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

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ACTION ITEMS:

- a. Spokane Street Rehabilitation – Authorization for Construction Phase Services with Welch Comer

Jaxon Fleshman, Project Manager presenting: Welch Comer started design of the Spokane Street Rehabilitation project following Council approval in February 2022. The original agreement included engineering and design services with the option to add construction phase at a future date. This authorization for additional services includes the necessary tasks for bidding and construction management and observation. The project involves removal and replacement of asphalt from the Spokane Street Bridge to the eastbound I-90 on/off ramp intersection. Also included are some minor water system improvements, manhole lid replacements, and installation of conduits designated for future use. City Staff and Welch Comer are aware of other projects in the vicinity led by the Idaho Transportation Department and Post Falls Highway District and will continue to coordinate timing and work activities to minimize impact to the traveling public. Bidding on this project is anticipated spring 2023 with construction to follow a bid award. The requested amount for this is \$105,600.

Motion by Malloy to approve the Spokane Street Rehabilitation Authorization for Construction Phase Services with Welch Comer.

Second by Borders.

**Vote: Malloy-Aye, Walker-Aye, Ziegler-Aye, Borders-Aye, Shove-Aye, Thoreson-Aye
Motion Carried**

b. Spokane Street Rehabilitation – BNSF Crossing Surface Installation Agreement
Jaxon Fleshman, Project Manager presenting: The Spokane Street Rehabilitation Project involves removal and replacement of asphalt from the Spokane Street Bridge to the eastbound I-90 on/off ramp intersection. Within this area is a BNSF Railway Crossing. The existing crossing predates current BNSF standards which requires concrete planking. Typically, the cost of the improvements are the responsibility of the Agency (City) performing the adjacent roadway improvements. In partnering with BNSF, this agreement is a cost share 50/50 between the City and BNSF Railway. The planking improvements are anticipated to occur concurrent with the Spokane Rehabilitation project in 2023. The requested amount for this is \$55,201.30.

Motion by Malloy to approve the Spokane Street Rehabilitation BNSF Crossing Surface Installation Agreement.

Second by Borders.

**Vote: Walker-Aye, Ziegler-Aye, Borders-Aye, Shove-Aye, Thoreson-Aye, Malloy-Aye
Motion Carried**

c. WRF Outfall Upgrade – Project Closeout and Contingency with McMillen
Andrew Arbini, Public Works Projects Division Manager presenting: Council approved Change Order 4 with McMillen to install a cured in place pipe (CIPP) utilizing the construction contingency. This was as an acceptable remedy to address the city's concerns with the hillside section of pipe following failed pressure tests. A condition of this change order anticipated substantial completion would occur by the end of October. Installation of the CIPP product was unsuccessful. In early 2023 the contractor elected to remove and replace the section of pipe to remedy the concerns of the city and the city's design consultant (JUB). Substantial completion was reached on February 2, 2023, one year past the date identified in Change Order 4. Change Order 4 and the installation of the CIPP liner would have exhausted the remaining balance of McMillen's construction contingency or \$212,127.30/ as an offer to reconcile the city's construction contract, McMillen proposes a partial credit of the contingency utilized for the CIPP and reinstallation of pipe. This credit would be in lieu of the city assessing liquidated damages because of the delayed completion. The resulting credit of \$136,788.88 would be reflected in an adjustment to the Guaranteed Maximum Price (GMP). Including previous change orders, bid items credits and the current proposal from McMillen, the final value of the GMP becomes \$2,716,180.08. The original contract GMP was \$3,072,000. McMillen's original construction contingency (\$527,600) correlates to items identified in the project Risk Register. Work to remedy the pipeline was an identified risk in the register, would be an acceptable use of the construction contingency, and would be eligible for payment without this adjustment. McMillen's proposed credit offsets the additional costs incurred by the city due to the delay, including costs associated with JUB's time in providing project management services to project completion. This proposed change order will result in a credit of \$355,819.92 and a final contract value of \$2,716,180.08.

Motion by Malloy to approve the WRF Outfall Upgrade Project Closeout and Contingency with McMillen.

Second by Borders.

**Vote: Ziegler-Aye, Borders-Aye, Shove-Aye, Thoreson-Aye, Malloy-Aye, Walker-Aye
Motion Carried**

4. NEW BUSINESS

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ACTION ITEMS:

None

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ACTION ITEM (To enter into executive session only):

Idaho Code 74-206(1)(a) To consider hiring a public officer, employee, staff member or individual agent (does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general).

Motion by Borders to enter into Executive Session pursuant to Idaho Code 74-206(1)(a), to consider hiring a public officer, employee, staff member or individual agent, further that no action will be taken during the session and the session will last no longer than 10 minutes. Second by Ziegler.

**Vote: Shove-Aye, Walker-Aye, Borders-Aye, Malloy-Aye, Thoreson-Aye, Ziegler-Aye
Motion Carried**

Entered Executive Session at 6:46 pm.

RETURN TO REGULAR SESSION 6:58 PM

ADJOURNMENT 6:58 PM

Ronald G. Jacobson, Mayor

Shannon Howard, City Clerk

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Councilors: Kerri Thoreson, Josh Walker, Joe Malloy, Nathan Ziegler, Lynn Borders, Kenny Shove

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Post Falls Check Approval



City of Post Falls

Packet: APPKT10404 - AP Check Run 3.22.23
Vendor Set: 01 - Vendor Set 01

Check Date: 3/22/2023

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
Fund: 001 - GENERAL FUND							
Dept: 411 Mayor & Council							
H001	H & H Business Systems, Inc.	APMWB	Check	AR272560	Admin, Mayor, Clerk & HR Copier Usage Feb	001-411.0000.66050	22.61
I283	Inland Northwest Partners	APMWB	Check	1.18.23	Inland Norwest Partners 2023 Dues	001-411.0000.62060	1,000.00
Dept 411 Total:							1,022.61
Dept: 413 General Services							
H001	H & H Business Systems, Inc.	APMWB	Check	AR272560	Admin, Mayor, Clerk & HR Copier Usage Feb	001-413.0000.66050	30.11
Dept 413 Total:							30.11
Dept: 414 Finance							
A4280	Anderson Bros. CPA's	APMWB	Check	8716	Audit Progress Billing	001-414.0000.62091	6,000.00
P4835	ProPrint	APMWB	Check	62778	Business cards R Bain/ V Howell	001-414.0000.63060	62.00
Dept 414 Total:							6,062.00
Dept: 415 City Clerk							
H001	H & H Business Systems, Inc.	APMWB	Check	AR272560	Admin, Mayor, Clerk & HR Copier Usage Feb	001-415.0000.66050	15.07
Dept 415 Total:							15.07
Dept: 418 Human Resources							
H001	H & H Business Systems, Inc.	APMWB	Check	AR272560	Admin, Mayor, Clerk & HR Copier Usage Feb	001-418.0000.66050	30.11
Dept 418 Total:							30.11
Dept: 421 Police							
N276	Access Information Protected	APMWB	Check	9990185	Shredding services	001-421.0000.68010	58.00
A254	Allegra Print & Imaging	APMWB	Check	201822	Vehicle Impound notifications	001-421.0000.63210	264.99
A550	Audiology Research Associates	APMWB	Check	83637	Pre-employment screening	001-421.0000.62260	33.00
B160	Body By Scotty Towing	APMWB	Check	44309	Vehicle repair - PFPD117	001-421.0000.67170	802.80
C220	Coleman Oil Co	APMWB	Check	CL55782	PD Fuel	001-421.0000.64030	4,549.14
				CL58135		001-421.0000.64030	4,063.53
VEN04300	CW Wraps & Marketing, Inc	APMWB	Check	15663	Business cards - Mack	001-421.0000.63210	55.00
D070	Dell Marketing LP	APMWB	Check	10642619487	Desktop Computer Replacement (Uhrig)	001-421.0000.66044	1,624.32
VEN02615	Dr. Lou Sowers	APMWB	Check	2013259	Pre-employment eval - Roach	001-421.0000.62040	700.00
				2013247	Pre-employment screening	001-421.0000.64020	2,350.00
F030	FedEx	APMWB	Check	8-055-11348	Shipping equipment for new cars	001-421.0000.63070	92.03
VEN06546	Findlay Chrysler Dodge Jeep Ram	APMWB	Check	248353	Windshield nozzle - PFPD104	001-421.0000.67100	104.80
G020	Galls, LLC						

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB	Check	023462411	Handcuff/mag belt case - Brantl	001-421.0000.67020	81.43
		023689900	Gun slings - PD10857	001-421.0000.67020	220.80
		023650044	Gun mount - PD10857	001-421.0000.67020	574.08
		023650033	Patrol pants	001-421.4000.72000	173.98
		023594030	Uniform attire - patrol	001-421.4000.72000	280.26
		023511565	Patrol pants	001-421.4000.72000	171.14
		023684578	ECO Pants	001-421.4000.72000	87.20
		023547480	Patrol pants - Zibli	001-421.4000.72000	80.16
		023594734	Mens patrol pants	001-421.4000.72000	80.09
		023605185	Bike patrol shirt - Boyle	001-421.4000.72000	78.87
		023534159	Belt and belt keepers	001-421.4000.72000	60.15
		023605257	Name plate - Casey	001-421.4000.72000	17.20
		023593830	Name plate - patrol	001-421.4000.72000	9.20
		023699080	Uniforms and gear - PD10855	001-421.4000.72000	344.87
		023697794	Credit for return	001-421.4000.72000	-171.14
		023624447	Patrol shirt	001-421.4000.72000	47.25
VEN01683	Goodyear Tire & Rubber Company				
APMWB	Check	197-1147104	Tires - spares	001-421.0000.67190	298.00
		197-1147103	Two tires - spares	001-421.0000.67190	249.12
H001	H & H Business Systems, Inc.				
APMWB	Check	AR272556	Police Dept Copier Usage Feb	001-421.0000.66042	4.27
VEN13191	Intermax Networks				
APMWB	Check	249381	Fiber link to City	001-421.0000.62040	475.00
VEN09941	Jacque Panza				
APMWB	Check	030223	Chaplain stipend - 2 weeks in February	001-421.0000.62370	50.00
VEN07726	Jon Dekeles				
APMWB	Check	030223	Chaplain stipend - Two weeks in February	001-421.0000.62370	50.00
K080	Knudtsen Chevrolet and GMAC				
APMWB	Check	5512691	Sensor/Filter - PFPD89	001-421.0000.67100	71.58
L0195	Language Line Services				
APMWB	Check	10711391	Interpreter services	001-421.0000.65030	75.60
VEN14726	Lloyd's Automotive				
APMWB	Check	116526	Wheel alignment - PFPD97	001-421.0000.67170	79.95
N001	Napa Auto Parts				
APMWB	Check	3688-217339	PD Shop pens	001-421.0000.67100	11.33
		3688-217889	Air filter - PFPD110	001-421.0000.67100	13.33
		3688-215000	Oil filters - stock	001-421.0000.67100	21.69
		3688-217072	Serpentine belt - PFPD123	001-421.0000.67100	39.75
		3688-216989	Water pump - PFPD123	001-421.0000.67100	99.78
		3688-217228	Serpentine belt - PFPD110	001-421.0000.67100	39.75
		3688-217227	Mount - PFPD110	001-421.0000.67100	53.28
		3688-215062	Rotors - PFPD114	001-421.0000.67100	86.17
		3688-217868	Battery - PFPD114	001-421.0000.67100	138.54
		3688-214744	Idler pulley - PFPD97	001-421.0000.67100	30.38
		3688-214937	Solenoid and purge valves - PFPD114	001-421.0000.67100	96.68
		3688-217842	Oil filters - stock	001-421.0000.67100	21.75
		3688-217430	Belt tensioner and Idler pulley - PFPD123	001-421.0000.67100	130.74
		3688-217862	Hub bearing assembly - PFPD123	001-421.0000.67100	146.53
		3688-218483	Brake cleaner - stock	001-421.0000.67100	287.52
		3688-215041	Brakes and rotors - PFPD114	001-421.0000.67100	150.97
		3688-218157	ATF fluid - stock	001-421.0000.67100	102.48
		3688-218073	Dual fan assembly - PFPD114	001-421.0000.67100	168.65
		3688-215939	Light bulbs and battery - PFPD148	001-421.0000.67100	179.23
		3688-215875	Brake cleaner - stock	001-421.0000.67100	240.00
VEN01379	O'Reilly Auto Parts				
APMWB	Check	3829-466227	Oil Filter PFPD152	001-421.0000.67100	12.87
		3829-468207	Radiator - PFPD123	001-421.0000.67100	169.22
		3829-468442		001-421.0000.67100	130.46
VEN04390	Personnel Evaluation, Inc.				
APMWB	Check	46824	Pre-employment testing	001-421.0000.64020	150.00
P4384	Proforce Law Enforcement				

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB	Check	460579 R	Paid by credit card over phone & by check	001-421.0000.67020	-279.59
		491480 R	Paid by credit card over the phone and by chec	001-421.0000.67020	-94.29
		510463	Safariland Duty Holsters	001-421.0000.67020	7,333.36
		508628	Body Armor	001-421.4000.72010	2,632.28
S0760	Seltice Laundry				
APMWB	Check	2249	VOP car washes	001-421.0000.67170	6.03
R251	Serights Ace Hardware				
APMWB	Check	340292/1	Nuts and bolts - PD shop	001-421.0000.67100	19.00
VEN09093	Shireen Inc				
APMWB	Check	47361	Cables for new cars	001-421.0000.67020	209.20
S275	Solar Eclipse				
APMWB	Check	47034	Windsheild repair - PFPD114	001-421.0000.67170	366.36
VEN14584	Sylint, LLC				
APMWB	Check	17596	Cyber security monitoring services	001-421.0000.66043	9,332.00
		17504		001-421.0000.66043	9,332.00
VEN07714	Uniforms2gear, Inc				
APMWB	Check	INV/2023/02/0891	ECO Uniforms - Lockhart	001-421.4000.72000	199.84
W180	Western States Equipment				
APMWB	Check	IN002313058	Engine coolant temp sensor for generator	001-421.0000.68050	288.60
VEN14328	ZaccWorks				
APMWB	Check	2023-0226B	Monthly server maintenance	001-421.0000.66043	135.00
		2023-0226A	Monthly website maintenance	001-421.0000.66043	125.00
Dept 421 Total:					50,312.56
Dept: 423 Oasis					
VEN02102	Stevens, Randi M.				
APMWB	Check	801	VSU group counseling	001-423.1153.68400	794.00
Dept 423 Total:					794.00
Dept: 424 Legal					
C220	Coleman Oil Co				
APMWB	Check	CL60535	February Fuel	001-424.0000.64030	117.93
D09750	DeVries Info Management				
APMWB	Check	0156687	On-Site Record Destruction	001-424.0000.63040	55.00
		0160625	On-Site Destruction	001-424.0000.63060	55.00
VEN14577	Karpel Solutions				
APMWB	Check	60440	Final Expense	001-424.0000.62040	1,689.55
		60328	PBK Final Implementation	001-424.0000.62040	28,100.00
L070	LexisNexis Matthew Bender				
APMWB	Check	35249242	ID Code Rules 2022	001-424.0000.63010	72.08
Dept 424 Total:					30,089.56
Dept: 427 Animal Control					
C220	Coleman Oil Co				
APMWB	Check	CL58135	PD Fuel	001-427.0000.64030	244.59
		CL55782		001-427.0000.64030	144.81
Dept 427 Total:					389.40
Dept: 431 Streets					
A1395	Advanced Compressor & Hose Inc				
APMWB	Check	91036	Ball Valve	001-431.0000.63525	61.85
A365	American On-Site Services				
APMWB	Check	499766	Monthly portajohn service	001-431.0000.68130	82.68
C220	Coleman Oil Co				
APMWB	Check	CL60535	February Fuel	001-431.0000.64030	6,529.60
VEN01373	Intermountain Sign & Safety				
APMWB	Check	16509	24 x 12 Aluminum Blank	001-431.0000.63260	276.00
N0991	Norco Inc				
APMWB	Check	37103059	Nitrile Gloves	001-431.0000.63110	26.76
		37208858	Nitrile Gloves - 2XL	001-431.0000.63110	28.08
P410	Post Falls Highway District				

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
		APMWB	Check	1774	February Materials Use	001-431.0000.68080	12,396.36
R251	Serights Ace Hardware	APMWB	Check	340659/1	Bubble Wrap	001-431.0000.63000	10.79
				340575/1	nuts bolts, WD40	001-431.0000.63000	36.45
				340514/1	Torch Rcip Bld 6"18T 5pk	001-431.0000.63260	17.99
				340505/1	Snips & plugs	001-431.0000.63260	18.88
				340680/1	Tire Valve Repair kit	001-431.0000.63525	2.60
				340605/1	Drill Bits & Dust pan	001-431.0000.67090	34.05
VEN04421	SPHControls	APMWB	Check	64902	Furnace Service	001-431.0000.68010	1,287.44
T118	TPI Embroidery	APMWB	Check	18931	Uniform Hats	001-431.4000.72000	565.74
VEN14310	US Fleet Tracking LLC	APMWB	Check	436914	Monthly Fleet Tracking	001-431.0000.66016	539.10
W090	Welch Comer & Associates, Inc.	APMWB	Check	41354110-010	Spokane Street Rehab Welch Comer Invoice F001-431.1811.95040		4,652.50
Dept 431 Total:							26,566.87

Dept: 432 Public Works Administration

C220	Coleman Oil Co	APMWB	Check	CL60535	February Fuel	001-432.0000.64030	27.66
Dept 432 Total:							27.66

Dept: 433 Facility Maintenance

C220	Coleman Oil Co	APMWB	Check	CL60535	February Fuel	001-433.0000.64030	268.34
G098	Grainger	APMWB	Check	9631869071	PD cooling fan for freak drive	001-433.0000.68030	149.08
				9607405975	HVAC Contactors CH	001-433.0000.68030	48.59
VEN10085	Pure Filtration Products, Inc	APMWB	Check	80307	air filter for PD and CH	001-433.0000.68030	976.56
S0760	Seltice Laundry	APMWB	Check	2256	rag laundry service	001-433.0000.63160	55.44
				2255		001-433.0000.63160	38.02
				2259	laundry rag service	001-433.0000.63160	34.32
				2263	rag laundry service	001-433.0000.63160	27.72
R251	Serights Ace Hardware	APMWB	Check	340153/1	Greensferry bridge flag padlock	001-433.0000.67030	23.39
				340141/1	hardware/torch	001-433.0000.67030	22.75
				340401/1	PD heater repair supplies	001-433.0000.68030	57.83
W0226	Walter E Nelson Co	APMWB	Check	489629	paper supplies CH and PD	001-433.0000.63140	705.89
				492230	cleaning supplies	001-433.0000.63150	44.76
Dept 433 Total:							2,452.69

Dept: 434 Fleet Maintenance

A1395	Advanced Compressor & Hose Inc	APMWB	Check	90952	Anchor Shackle - S210	001-434.0000.63011	33.28
				91000	Hydraulic Fittings - S210	001-434.0000.63011	392.39
C220	Coleman Oil Co	APMWB	Check	CL60535	February Fuel	001-434.0000.64030	265.16
VEN03826	FMI Equipment	APMWB	Check	SPK-1003045	Cutter Deck - P470	001-434.0000.63012	111.36
VEN01683	Goodyear Tire & Rubber Company	APMWB	Check	197-1147401	S233 drive tires	001-434.0000.67190	2,586.94
G098	Grainger	APMWB	Check	9579665036	Cloth rags	001-434.0000.63011	180.12
N001	Napa Auto Parts	APMWB	Check	3688-217971	Lower Radiator Hose Heater - S217	001-434.0000.63011	44.37
				3688-215947	On/Off Battery Swith - F601	001-434.0000.63011	42.85
				3688-215064	Filters - Shop Stock	001-434.0000.63011	61.90

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB	Check	3688-218017	Lower Rad Hose Heater - S217	001-434.0000.63011	42.72
		3688-217986	Universal Door Edge - Stock Order	001-434.0000.63011	11.59
		3688-216991	Radiator Hose - S233	001-434.0000.63011	19.76
		3688-217076	8-12 Round Mirror - S233	001-434.0000.63011	19.10
		2881-848531	Wiper Blades - S233	001-434.0000.63011	16.50
		3688-217309	Silicone Lube	001-434.0000.63011	8.38
		3688-217066	Mirrors - S233	001-434.0000.63011	120.36
		3688-217977	Oil Cap - S233	001-434.0000.63011	6.42
		3688-217367	Oil Cap - S216	001-434.0000.63011	6.42
		3688-210917	Core Depoit Credit - S210	001-434.0000.63011	-54.00
		3688-216917	Motor Treatment & Sealant - S223	001-434.0000.63011	134.72
		3688-216919	Motor Treatment - S233	001-434.0000.63011	359.94
		3688-208793	Zilla 8x75 hose - shop stock	001-434.0000.63011	131.67
		3688-218319	Filters - shop stock	001-434.0000.63011	307.22
		3688-218202	Credit for inv# 217971 & 215989	001-434.0000.63011	-83.43
		3688-217986	Universal Door Edge - Stock Order	001-434.0000.63012	11.58
		3688-218018	Air Filter - C201	001-434.0000.63012	13.45
		3688-208810	Fuel Filters - Stock	001-434.0000.63012	43.31
		3688-215064	Filters - Shop Stock	001-434.0000.63012	61.88
		3688-218319	Filters - shop stock	001-434.0000.63012	307.22
		3688-208793	Zilla 8x75 hose - shop stock	001-434.0000.63012	131.66
		3688-218319	Filters - shop stock	001-434.0000.63013	307.22
		3688-215064	Filters - Shop Stock	001-434.0000.63013	61.88
		3688-208810	Fuel Filters - Stock	001-434.0000.63013	21.65
		3688-208793	Zilla 8x75 hose - shop stock	001-434.0000.63013	131.66
		3688-217986	Universal Door Edge - Stock Order	001-434.0000.63013	11.58
		3688-208796	Socket Set - on truckF101	001-434.0000.67090	274.99
		3688-217310	Silicone Lube	001-434.0000.67090	92.18
		3688-216142	Microfiber towels - Shop Stock	001-434.0000.67090	41.00
		3688-210920	Combination wrench set	001-434.0000.67090	359.67
R190	Robideaux Motors Co., Inc.				
APMWB	Check	20913	Auto service - UF103	001-434.0000.67170	75.00
R251	Serights Ace Hardware				
APMWB	Check	340528/1	Snow Pusher	001-434.0000.68010	58.49
S390	Spokane House of Hose Inc.				
APMWB	Check	975884	Hydraulic hoses - S208	001-434.0000.63011	93.20
VEN13988	Tacoma Screw Products, Inc				
APMWB	Check	240062063-00	Absorbent Roll	001-434.0000.67120	102.00
T106	Titan Truck Equipment				
APMWB	Check	1345483	LED Beacon - S215	001-434.0000.63011	205.95
		1345484	Auto Service - S233	001-434.0000.67170	914.34
		1342842	Inspection - S233	001-434.0000.67170	637.07
VEN13987	Western Peterbilt, LLC				
APMWB	Check	027P240286	LED License Lamp Kit - P124	001-434.0000.63012	54.25
Dept 434 Total:					8,776.97
Dept: 441 Urban Forestry					
C220	Coleman Oil Co				
APMWB	Check	CL60535	February Fuel	001-441.0000.64030	683.29
Dept 441 Total:					683.29
Dept: 442 Cemetery					
C220	Coleman Oil Co				
APMWB	Check	CL60535	February Fuel	001-442.0000.64030	258.05
VEN05363	North 40 Outfitters				
APMWB	Check	042192/E	Tools	001-442.0000.67050	189.14
Dept 442 Total:					447.19
Dept: 443 Parks					
A228	A-L Compressed Gases, Inc.				
APMWB	Check	0003013501	Acetylene for Welder	001-443.0000.64030	8.20

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
VEN11770	Allplay Systems, LLC	APMWB	Check	2023-032F	Crown Pointe Playground Hardware	001-443.0000.68013	95.21
A365	American On-Site Services	APMWB	Check	499755	Q'emiln Portables	001-443.0000.65050	447.96
				499760	Kiwanis Portable restroom	001-443.0000.65050	82.68
				499761	Tullamore Portable Restroom	001-443.0000.65050	82.68
				499757	Black Bay Portable Restroom	001-443.0000.65050	82.68
				499756	Corbin Portable Restrooms	001-443.0000.65050	165.36
				499759	White Pine Portable Restroom	001-443.0000.65050	111.30
				499758	Skate Park Portable Restroom	001-443.0000.65050	111.30
				499767	Falls Park Portable Restroom	001-443.0000.65050	82.68
C180	Central Pre Mix Concrete	APMWB	Check	3555855	Rebar for Corbin	001-443.0000.68170	200.00
C130	Coeur d'Alene Tractor	APMWB	Check	CDA-1068638	Part for P447	001-443.0000.66190	19.15
C220	Coleman Oil Co	APMWB	Check	CL60535	February Fuel	001-443.0000.64030	1,892.54
F020	Fastenal Company	APMWB	Check	IDCOE175670	First Aid Kit For Mow Truck	001-443.0000.63110	83.94
				IDCOE173890	Hardware for Stock	001-443.0000.67030	90.99
				IDCOE174817	Bungee Cords	001-443.0000.67030	29.64
				IDCOE174587	Hardware for Stock	001-443.0000.67030	61.35
F070	Fire Safety Specialists	APMWB	Check	25788	Fire Extinguisher Inspections	001-443.0000.62180	811.45
G098	Grainger	APMWB	Check	9633442000	Leather Gloves for Safety	001-443.0000.63110	213.30
				9630558055	Safety gear for the drill press	001-443.0000.63110	515.35
				9632046315	Marking Paint	001-443.0000.68160	43.80
H001	H & H Business Systems, Inc.	APMWB	Check	AR272557	Parks Dept copier usage Feb	001-443.0000.66061	46.87
H1957	Horizon	APMWB	Check	7F000181	Crown Pointe Project Irrigation Parts	001-443.0000.94180	38.24
				CM for S171659	Credit for duplicate payment Invoice S171659	001-443.1658.62330	-50.76
VEN14065	North Idaho Pest	APMWB	Check	2023-002	Skunk Trapping	001-443.0000.68215	250.00
N1780	North Idaho Post & Pole	APMWB	Check	ID54624	Treaty Rock Fence	001-443.0000.63530	51.56
O040	Overhead Door Company	APMWB	Check	528105	Roll-up Door for Lean-To	001-443.0000.94180	2,828.30
R060	Ragan Equipment Co.	APMWB	Check	01-123103	Backpack Blowers	001-443.0000.66190	1,949.97
				01-123484	Power Sweep Attachment	001-443.0000.66190	319.49
R1691	River City Paint & Decorating	APMWB	Check	52562	Primer for Tables	001-443.0000.68160	52.53
				52515	Paint for Tables	001-443.0000.68160	75.53
				52524	Shop Floor Paint	001-443.0000.68160	79.33
				52582	Paint for Trailhead Floor	001-443.0000.68160	79.99
				52526	Paint & Supplies for Shop Floor	001-443.0000.68160	602.89
				52581	Strain Paint	001-443.0000.68160	5.56
S050	Saturday Night Inc.	APMWB	Check	103369	Uniforms	001-443.4000.72000	389.83
S0760	Seltice Laundry	APMWB	Check	2262	Car Washes	001-443.0000.63150	45.45
R251	Serights Ace Hardware	APMWB	Check	340568/1	Totes for Christmas Lights	001-443.0000.63080	71.95
				340572/1	Cleaning Supplies	001-443.0000.63150	45.88
				340517/1	Propane for Warehouse Heat	001-443.0000.64030	77.35
				340655/1	Chain Saw Repair Part	001-443.0000.66190	1.79
				340207/1	Hardware for sanding	001-443.0000.67030	13.47
				340457/1	Hardware for Shop	001-443.0000.67030	15.29
				340160/1	Painting Hardware	001-443.0000.67030	20.29

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB	Check			340461/1	Trays and Tape for Warehouse	001-443.0000.67030	29.67
				340224/1	Paint Supplie for Shop Floor	001-443.0000.68160	15.46
				340225/1	Paint for Shop	001-443.0000.68160	19.22
				340249/1	Hardware for Painting	001-443.0000.68160	17.25
				340274/1	Paint Supplies	001-443.0000.68160	32.71
				340687/1	Hardware for Q'emiln Shop	001-443.1658.62330	8.63
VEN13040	Turf Star Western						
APMWB	Check			7267790-00	Tines for Turf Pro	001-443.0000.66190	489.67
U040	United Electrical						
APMWB	Check			21913	Electrical for Lean-to	001-443.0000.94180	2,058.84
W0226	Walter E Nelson Co						
APMWB	Check			493140	Cleaning Supplies	001-443.0000.63150	342.60
Z026	Ziegler Lumber Co #017						
APMWB	Check			36716	Credit for Pallet Return	001-443.0000.68160	-35.00
				405804	Lumber for warehouse	001-443.0000.68160	291.95
				409674	Lumber for Shop	001-443.0000.68160	81.73
Dept 443 Total:							15,595.09
Dept: 444 Parks - Construction							
H1957	Horizon						
APMWB	Check			7F000181	Crown Pointe Project Irrigation Parts	001-444.0000.94180	7,613.98
Dept 444 Total:							7,613.98
Dept: 445 Recreation							
VEN14728	A2Z Interpreting, LLC						
APMWB	Check			4328882	Interpreter Services	001-445.0000.62040	300.46
				4328883		001-445.0000.62040	300.46
				4328884	Contractual Intrepreter Services	001-445.0000.62040	179.26
VEN01020	Cindy Jacobs						
APMWB	Check			03/07/23	January Contractual	001-445.0000.62040	27.30
N2332	Collins, Tom						
APMWB	Check			03/07/23	January Contractual Payment	001-445.0000.62040	346.50
VEN14261	Jacklin Arts & Cultural Center						
APMWB	Check			3.1.23	Contractual Payment	001-445.0000.62040	1,559.60
P4322	Post Falls School Dist #273						
APMWB	Check			23-0306	Custodian from Daddy/Daughter Event	001-445.0000.63080	218.78
R060	Ragan Equipment Co.						
APMWB	Check			01-122981	Generators	001-445.0000.66190	1,803.10
VEN07428	The JACC						
APMWB	Check			12-20-22	contractual payment	001-445.0000.62040	916.30
Dept 445 Total:							5,651.76
Dept: 451 Planning & Zoning							
H001	H & H Business Systems, Inc.						
APMWB	Check			AR272558	Contract Charges for V9735700465-01	001-451.1901.66140	0.50
				AR272559	Contract Charges for G736M660937	001-451.1901.66140	7.28
Dept 451 Total:							7.78
Dept: 452 Building Inspector							
C220	Coleman Oil Co						
APMWB	Check			CL60535	February Fuel	001-452.0000.64030	488.56
H001	H & H Business Systems, Inc.						
APMWB	Check			AR272559	Contract Charges for G736M660937	001-452.1901.66140	7.28
				AR272558	Contract Charges for V9735700465-01	001-452.1901.66140	0.50
Dept 452 Total:							496.34
Dept: 453 Engineering							
C220	Coleman Oil Co						
APMWB	Check			CL60535	February Fuel	001-453.0000.64030	215.90
H001	H & H Business Systems, Inc.						
APMWB	Check			AR272559	Contract Charges for G736M660937	001-453.1901.66140	7.28

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB	Check	AR272558	Contract Charges for V9735700465-01	001-453.1901.66140	0.50
Dept 453 Total:					223.68
Dept: 481 Capital Improvements/Contracts					
A281	Allied Fire & Security				
APMWB	Check	1311046	fire monitoring	001-481.0000.68390	173.97
S3921	Standard Plumbing				
APMWB	Check	64903	Historical Society Museum HVAC	001-481.0000.68390	222.00
Dept 481 Total:					395.97
Fund 001 Total:					157,684.69
Fund: 002 - COMPREHENSIVE LIABILITY					
Dept: 410 General Government Services					
B160	Body By Scotty Towing				
APMWB	Check	44596	Deductible for vehicle repair - PFPD132	002-410.0000.62280	2,500.00
I065	ICRMP				
APMWB	Check	02152-2023-2	2nd half of 22-23 policy year annual premium	002-410.0000.62290	140,539.50
Dept 410 Total:					143,039.50
Fund 002 Total:					143,039.50
Fund: 007 - DRUG SEIZURE PROGRAM					
Dept: 425 Drug Seizure Program					
VEN14694	Thermo Scientific Portable Analytical Instruments Incorporated				
APMWB	Check	INV141605	Drug identification tool	007-425.0000.90010	30,070.00
		INV142584	PO05820	007-425.0000.90010	141.62
Dept 425 Total:					30,211.62
Fund 007 Total:					30,211.62
Fund: 034 - KOOTENAI FIRE/EMS IMPACT FEES					
Dept: 428 KOOTENAI FIRE/EMS IMPACT FEES					
VEN14739	Kootenai County Emergency Medical Services System				
APMWB	Electronic Funds Transfer	03032023	Impact Fees for February 2023	034-428.0000.33117	140.00
				034-428.0000.62040	2,961.40
VEN06795	Kootenai County Fire & Rescue				
APMWB	Electronic Funds Transfer	03032023	Impact Fees for February 2023	034-428.0000.33117	-480.00
				034-428.0000.62040	26,974.00
Dept 428 Total:					29,595.40
Fund 034 Total:					29,595.40
Fund: 038 - PARKS IMPACT FEES					
Dept: 443 Parks					
VEN14069	Michael Terrell- Landscape Architecture, PLLC				
APMWB	Check	5063	Sports Complex Phase 1	038-443.0000.94165	5,193.14
		5244		038-443.0000.94165	3,028.35
Dept 443 Total:					8,221.49
Fund 038 Total:					8,221.49
Fund: 650 - RECLAIMED WATER OPERATING					
Dept: 463 Wastewater Operating					
A228	A-L Compressed Gases, Inc.				
APMWB	Check	0003013576	High Pressure	650-463.0000.68025	3.22
VEN07821	Broadways Industrial Supply Co, LLC				
APMWB	Check	455286	WWTP Repair Supplies	650-463.0000.68025	234.26
C18750	CityServiceValcon, LLC				
APMWB	Check	0646657	Mobilgear 600 XP220-400lb Drum	650-463.0000.68025	1,490.00
C220	Coleman Oil Co				

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
		APMWB	Check	CL60535	February Fuel	650-463.0000.65005	411.63
VEN03982	Dally Environmental LLC						
		APMWB	Check	2690	Avista Contract No. R-39492 2/01-2/28/2023	650-463.0000.62040	876.95
F1275	Fox Trailer Sales						
		APMWB	Check	400613	Demco Coupler	650-463.0000.68025	150.00
G100	Granich Engineering						
		APMWB	Check	BI-0361069	WWTP Motor Repair	650-463.0000.68025	354.76
				BI-0361104	GORMAN RUPP PUMP SHEAVE 11.3	650-463.0000.68025	311.50
VEN09499	Huber Technology Inc						
		APMWB	Check	CD10024422	Sealing strip SSL 3500	650-463.0000.68025	1,307.00
VEN10274	Jordan Sales & Service Inc						
		APMWB	Check	01-23140	KIO - SIDE MIRRORS	650-463.0000.68025	128.83
				01-23026	snow pusher	650-463.0000.90010	4,795.00
N001	Napa Auto Parts						
		APMWB	Check	3688-218329	V-Ribbed Belt for new 3" Pump - Treatment	650-463.0000.68025	44.44
				3688-218443	V-Belt Purchase & Serpentine Belt Returned	650-463.0000.68025	37.00
N040	NCL of Wisconsin, Inc.						
		APMWB	Check	483527	Lab Supplies	650-463.0000.63400	1,072.81
VEN04172	Northwest Scientific, Inc.						
		APMWB	Check	5165958	200ml Disposable Aluminum Weigh Dish	650-463.0000.63400	56.06
VEN14559	One Call Concepts, Inc						
		APMWB	Check	3025023	Locate Tickets Water & WW	650-463.0000.62320	300.15
P180	Perfection Tire						
		APMWB	Check	1053653	Vehicle Service - T119	650-463.0000.67170	107.89
				1053600	Oil Change 2017 Nissan Titan	650-463.0000.67170	132.31
R251	Serights Ace Hardware						
		APMWB	Check	340484/1	Keypad Deadbolt	650-463.0000.68010	233.98
				340619/1	Screws & Power Grab	650-463.0000.68025	69.26
				340251/1	Shop Supplies	650-463.0000.68025	44.94
U140	UpScale Mail						
		APMWB	Check	325525	WWTP ship to Bonomi North America	650-463.0000.68025	19.29
Z026	Ziegler Lumber Co #017						
		APMWB	Check	413357	3/8 in. x 10 in. Bright Finish Smooth Spikes 50	650-463.0000.68025	101.99
				410319	2 x4 Wood & Screws	650-463.0000.68025	128.38
				410320	2x4 & 4x8 Wood	650-463.0000.68025	397.65
Dept 463 Total:							12,809.30

Dept: 466 Wastewater - Collections

A497	Arrow Construction Supply, Inc						
		APMWB	Check	360989	Flourescent Green Marking	650-466.0000.63330	123.10
C220	Coleman Oil Co						
		APMWB	Check	CL60535	February Fuel	650-466.0000.65005	1,511.87
N001	Napa Auto Parts						
		APMWB	Check	3688-218657	Oil Mat	650-466.0000.63330	86.19
R251	Serights Ace Hardware						
		APMWB	Check	340436/1	Spray Paint - Black	650-466.0000.63330	23.19
				340246/1	USB , DC Adapter	650-466.0000.63330	26.98
T106	Titan Truck Equipment						
		APMWB	Check	1345895	ROPE RING WITH E-TRACK FITTING	650-466.0000.63330	30.75
VEN01248	United Crown Pump & Drilling						
		APMWB	Check	105856	Sensor Float Control	650-466.0000.63006	566.64
Dept 466 Total:							2,368.72

Dept: 468 Wastewater - Surface Water

C220	Coleman Oil Co						
		APMWB	Check	CL60535	February Fuel	650-468.0000.65005	242.94
H1957	Horizon						
		APMWB	Check	CM for 2S172961	Duplicate payment Invoice 2S172961	650-468.0000.68380	-6.02
N001	Napa Auto Parts						
		APMWB	Check	3688-218676	Battery for D200	650-468.0000.67170	129.97
				3688-216918	Super 2 - Gasket Maker & Oil Filter	650-468.0000.68380	43.91

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB	Check	3688-217785	Super Z - Air Filter	650-468.0000.68380	37.09
Dept 468 Total:					447.89
Fund 650 Total:					15,625.91

Fund: 651 - RECLAIMED WATER CAPITAL - WWTP
 Dept: 463 Wastewater Operating

J105	J-U-B Engineers, Inc.				
APMWB	Check	0160462	February 23 WRF FPS Consulting	651-463.3209.95500	23,935.20
		0160643	Tertiary Upgrade JUB Invoice Feb 2023	651-463.3213.90015	119,549.60
		0160506	Outfall Upgrade JUB Invoice February 2023	651-463.6505.95520	18,989.91
P050	Panhandle Area Council				
APMWB	Check	34-PFLM	Tertiary Project PAC Invoice Feb 2023	651-463.3213.90015	1,871.00
VEN14291	Sletten Construction Company				
APMWB	Check	AFP-027	Tertiary Project Sletten Pay App #27	651-463.3213.90015	270,743.43
W090	Welch Comer & Associates, Inc.				
APMWB	Check	41354130-001	Lundy Waterline Welch Comer Invoice Februar	651-463.6505.95520	4,845.94
Dept 463 Total:					439,935.08
Fund 651 Total:					439,935.08

Fund: 652 - RECLAIMED WATER CAPITAL - COLLECTOR
 Dept: 463 Wastewater Operating

A435	Andritz Separation Inc				
APMWB	Check	8480117671	Supplies- Wastewater	652-463.3231.95520	1,786.61
		8480118024		652-463.3231.95520	2,493.25
Dept 463 Total:					4,279.86
Fund 652 Total:					4,279.86

Fund: 700 - SANITATION
 Dept: 461 Sanitation

VEN07913	CANNON HILL				
APMWB	Check	35637	Wood Waste	700-461.0000.65050	1,058.00
VEN02385	Prairie Transfer Station				
APMWB	Check	07-21841	Yard Waste	700-461.0000.65050	60.45
		07-22309		700-461.0000.65050	44.85
		07-22477	Wood Waste	700-461.0000.65050	10.80
		07-22573		700-461.0000.65050	6.30
Dept 461 Total:					1,180.40
Fund 700 Total:					1,180.40

Fund: 750 - WATER OPERATING
 Dept: 462 Water Operating

A090	Accurate Testing Labs LLC				
APMWB	Check	129495	Drinking Water Testing	750-462.0000.68360	1,525.00
		130027	Coliform Presence/Absence	750-462.0000.68360	150.00
VEN14124	Badger Meter, Inc.				
APMWB	Check	80120767	BEACON MBL HOSTING SERV UNIT	750-462.0000.66012	35.94
C220	Coleman Oil Co				
APMWB	Check	CL60535	February Fuel	750-462.0000.64030	1,244.51
H215	Core & Main LP				
APMWB	Check	S374594	Valve Box Riser	750-462.0000.63280	1,572.23
		S378625	3/4 Meter Adapter	750-462.0000.63280	252.60
		S429132	Valve Box Riser	750-462.0000.63280	165.24
		S406612	12" Tap Bit	750-462.0000.90050	7,625.32
G098	Grainger				
APMWB	Check	9631744498	Hard Hat	750-462.0000.63110	230.42
		9611944837	MEASURING CONTAINER,4 QT	750-462.0000.63280	-60.12
		9634567961	HDMI CABLE	750-462.0000.63280	60.35

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
APMWB	Check	9628358377	Water Shop Supplies	750-462.0000.63280	174.77
		9628358385	STATIC ROPE,NYLON, O-RING	750-462.0000.63280	690.62
VEN14482	Gunnerson Consulting and Communication Site Services, LLC				
APMWB	Check	5013	February 23 Cell Tower Consulting	750-462.0000.62040	658.75
H001	H & H Business Systems, Inc.				
APMWB	Check	AR272561	Water Dept Copier Usage Feb	750-462.0000.63060	35.94
N001	Napa Auto Parts				
APMWB	Check	3688-215167	Brake pad/Rotor Credit	750-462.0000.67170	-767.16
		3688-200973	valve - W116	750-462.0000.67170	12.42
VEN14559	One Call Concepts, Inc				
APMWB	Check	3025023	Locate Tickets Water & WW	750-462.0000.62320	300.15
R251	Serights Ace Hardware				
APMWB	Check	340526/1	Wrench 6", Drill Bit Set	750-462.0000.63280	44.08
VEN05934	Sunbelt Rentals				
APMWB	Check	136108800-0001	Core Drill Rig & Core Bit	750-462.0000.67070	228.12
Dept 462 Total:					14,179.18
Fund 750 Total:					14,179.18

Fund: 753 - WATER CAPITAL

Dept: 462 Water Operating

J105	J-U-B Engineers, Inc.				
APMWB	Check	0160479	Well House 11 JUB Invoice February 2023	753-462.3224.95550	6,779.45
T005	TML Construction, Inc.				
APMWB	Check	Well 11 Pay App 1	Well House 11 TML Pay App #1	753-462.3224.95550	118,864.95
Dept 462 Total:					125,644.40
Fund 753 Total:					125,644.40
Report Total:					969,597.53



Fund	Account	Amount
001 - GENERAL FUND		
	001-411.0000.62060	1,000.00
	001-411.0000.66050	22.61
	001-413.0000.66050	30.11
	001-414.0000.62091	6,000.00
	001-414.0000.63060	62.00
	001-415.0000.66050	15.07
	001-418.0000.66050	30.11
	001-421.0000.62040	1,175.00
	001-421.0000.62260	33.00
	001-421.0000.62370	100.00
	001-421.0000.63070	92.03
	001-421.0000.63210	319.99
	001-421.0000.64020	2,500.00
	001-421.0000.64030	8,612.67
	001-421.0000.65030	75.60
	001-421.0000.66042	4.27
	001-421.0000.66043	18,924.00
	001-421.0000.66044	1,624.32
	001-421.0000.67020	8,044.99
	001-421.0000.67100	2,566.48
	001-421.0000.67170	1,255.14
	001-421.0000.67190	547.12
	001-421.0000.68010	58.00
	001-421.0000.68050	288.60
	001-421.4000.72000	1,459.07
	001-421.4000.72010	2,632.28
	001-423.1153.68400	794.00
	001-424.0000.62040	29,789.55
	001-424.0000.63010	72.08
	001-424.0000.63040	55.00
	001-424.0000.63060	55.00
	001-424.0000.64030	117.93
	001-427.0000.64030	389.40
	001-431.0000.63000	47.24
	001-431.0000.63110	54.84
	001-431.0000.63260	312.87
	001-431.0000.63525	64.45
	001-431.0000.64030	6,529.60
	001-431.0000.66016	539.10
	001-431.0000.67090	34.05
	001-431.0000.68010	1,287.44
	001-431.0000.68080	12,396.36
	001-431.0000.68130	82.68
	001-431.1811.95040	4,652.50
	001-431.4000.72000	565.74
	001-432.0000.64030	27.66
	001-433.0000.63140	705.89
	001-433.0000.63150	44.76
	001-433.0000.63160	155.50
	001-433.0000.64030	268.34
	001-433.0000.67030	46.14
	001-433.0000.68030	1,232.06
	001-434.0000.63011	2,101.43
	001-434.0000.63012	734.71
	001-434.0000.63013	533.99
	001-434.0000.64030	265.16

001-434.0000.67090	767.84
001-434.0000.67120	102.00
001-434.0000.67170	1,626.41
001-434.0000.67190	2,586.94
001-434.0000.68010	58.49
001-441.0000.64030	683.29
001-442.0000.64030	258.05
001-442.0000.67050	189.14
001-443.0000.62180	811.45
001-443.0000.63080	71.95
001-443.0000.63110	812.59
001-443.0000.63150	433.93
001-443.0000.63530	51.56
001-443.0000.64030	1,978.09
001-443.0000.65050	1,166.64
001-443.0000.66061	46.87
001-443.0000.66190	2,780.07
001-443.0000.67030	260.70
001-443.0000.68013	95.21
001-443.0000.68160	1,362.95
001-443.0000.68170	200.00
001-443.0000.68215	250.00
001-443.0000.94180	4,925.38
001-443.1658.62330	-42.13
001-443.4000.72000	389.83
001-444.0000.94180	7,613.98
001-445.0000.62040	3,629.88
001-445.0000.63080	218.78
001-445.0000.66190	1,803.10
001-451.1901.66140	7.78
001-452.0000.64030	488.56
001-452.1901.66140	7.78
001-453.0000.64030	215.90
001-453.1901.66140	7.78
001-481.0000.68390	395.97
Fund 001 Total:	157,684.69
002 - COMPREHENSIVE LIABILITY	
002-410.0000.62280	2,500.00
002-410.0000.62290	140,539.50
Fund 002 Total:	143,039.50
007 - DRUG SEIZURE PROGRAM	
007-425.0000.90010	30,211.62
Fund 007 Total:	30,211.62
034 - KOOTENAI FIRE/EMS IMPACT FEES	
034-428.0000.33117	-340.00
034-428.0000.62040	29,935.40
Fund 034 Total:	29,595.40
038 - PARKS IMPACT FEES	
038-443.0000.94165	8,221.49
Fund 038 Total:	8,221.49
650 - RECLAIMED WATER OPERATING	
650-463.0000.62040	876.95
650-463.0000.62320	300.15
650-463.0000.63400	1,128.87
650-463.0000.65005	411.63
650-463.0000.67170	240.20
650-463.0000.68010	233.98
650-463.0000.68025	4,822.52
650-463.0000.90010	4,795.00
650-466.0000.63006	566.64
650-466.0000.63330	290.21
650-466.0000.65005	1,511.87
650-468.0000.65005	242.94
650-468.0000.67170	129.97
650-468.0000.68380	74.98
Fund 650 Total:	15,625.91

651 - RECLAIMED WATER CAPITAL - WWTP		
	651-463.3209.95500	23,935.20
	651-463.3213.90015	392,164.03
	651-463.6505.95520	23,835.85
	Fund 651 Total:	439,935.08
652 - RECLAIMED WATER CAPITAL - COLLECTOR		
	652-463.3231.95520	4,279.86
	Fund 652 Total:	4,279.86
700 - SANITATION		
	700-461.0000.65050	1,180.40
	Fund 700 Total:	1,180.40
750 - WATER OPERATING		
	750-462.0000.62040	658.75
	750-462.0000.62320	300.15
	750-462.0000.63060	35.94
	750-462.0000.63110	230.42
	750-462.0000.63280	2,899.77
	750-462.0000.64030	1,244.51
	750-462.0000.66012	35.94
	750-462.0000.67070	228.12
	750-462.0000.67170	-754.74
	750-462.0000.68360	1,675.00
	750-462.0000.90050	7,625.32
	Fund 750 Total:	14,179.18
753 - WATER CAPITAL		
	753-462.3224.95550	125,644.40
	Fund 753 Total:	125,644.40
	Report Total:	969,597.53

ACCOUNTS PAYABLE HANDCHECK ACCOUNTABILITY FOR CHECK RUN 3.22.23

3/3/2023	\$79.47	91386	AT&T- Long Distance	Pay Before Due Date	001-431.0000.65030
3/3/2023	\$11.20	91387	AT&T Mobility	Pay Before Due Date	750-462.0000.65030
3/3/2023	0	91388	AVISTA Utilities-Install services	VOID	
3/3/2023	\$242.40	91389	Coeur d' Alene Press	Pay Before Due Date	001-417.0000.62133
3/3/2023	\$210.00	91390	East Greenacres Irrigation Water Shut-offs	Pay Before Due Date	750-462.3317.33610
3/3/2023	\$538.88	91391	Level 3 Communications	Pay Before Due Date	Various
3/3/2023	\$2,514.14	91392	Level 3 Communications	Pay Before Due Date	Various
3/3/2023	\$504.37	91393	Post Falls Food Bank	Pay Before Due Date	001-22110
3/3/2023	\$200.00	91394	Ross Point Water	Pay Before Due Date	750-462.3317.33610
3/3/2023	\$1.35	91395	Verizon Wireless	Pay Before Due Date	650-463.0000.65030
3/3/2023	\$71.67	91396	Ziply Fiber	Pay Before Due Date	650-463.0000.65030
3/3/2023	\$159.98	91397	Spectrum	Pay Before Due Date	001-421.0000.65030
3/3/2023	\$292.86	91398	Ziply Fiber	Pay Before Due Date	001-421.0000.65030
3/3/2023	\$13.45	91399	Ziply Fiber	Pay Before Due Date	001-421.0000.65030
3/3/2023	\$75.60	91400	Ziply Fiber	Pay Before Due Date	001-421.0000.65030
3/8/2023	\$1,782.00	EFT 4	SAP America	Past Due	001-421.0000.66014
3/10/2023	\$49.03	91411	AT&T- Long Distance	Pay Before Due Date	001-445.0000.65030
3/10/2023	\$538.52	91412	AT&T Mobility	Pay Before Due Date	650-463.0000.65030
3/10/2023	\$670.55	91413	AT&T Mobility	Pay Before Due Date	650-466.0000.65030
3/10/2023	\$3,480.17	91414	AVISTA Utilities	Pay Before Due Date	Various
3/10/2023	\$134.98	91415	Charter Communications	Pay Before Due Date	001-443.0000.65030
3/10/2023	\$169.98	91416	Charter Communications	Pay Before Due Date	001-443.0000.65030
3/10/2023	\$26,507.88	91417	Idaho State Tax Commission	Pay Before Due Date	001-22095 & 700-22095
3/10/2023	\$33,779.37	91418	Kootenai Electric	Pay Before Due Date	Various
3/10/2023	\$1,495.05	91420	Ricoh USA Inc.	Pay Before Due Date	Various
3/10/2023	\$170.22	91421	Verizon Wireless	Pay Before Due Date	001-443.0000.65030
3/10/2023	\$80.02	91422	Verizon Wireless	Pay Before Due Date	001-452.0000.65030
3/10/2023	\$400.10	91423	Verizon Wireless	Pay Before Due Date	Various
3/10/2023	\$120.03	91424	Verizon Wireless	Pay Before Due Date	001-424.0000.65030
3/10/2023	\$215.19	91425	Verizon Wireless	Pay Before Due Date	Various
3/10/2023	\$120.03	91426	Verizon Wireless	Pay Before Due Date	001-453.0000.65030
3/10/2023	\$56.89	91427	Ziply Fiber	Pay Before Due Date	001-481.0000.68390
3/10/2023	\$160.00	91428	American Legion Post 143	Pay Before Due Date	001-421.0000.64010
3/10/2023	\$1,775.52	91429	AT&T Mobility	Pay Before Due Date	001-421.0000.65030
3/10/2023	\$588.86	91430	Kootenai Electric	Pay Before Due Date	001-421.0000.65021
3/10/2023	\$2,518.00	91431	T-Mobile USA	Pay Before Due Date	001-421.0000.65030
3/10/2023	\$163.50	91432	Ziply Fiber	Pay Before Due Date	001-421.0000.65030
	\$79,891.26				



UBPKT04420 - Final Billing Refunds 2.28.23

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
10-0172-04	Restuccia, Philip & Joan	3/1/2023	91347	106.29			106.29	Generated From Billing
10-1730-03	Watson, Thomas & Linda	3/1/2023	91348	128.38			128.38	Generated From Billing
10-1945-01	Mazluca, David & Chasity	3/1/2023	91349	92.03			92.03	Generated From Billing
10-2198-01	Nyquist, Barbara	3/1/2023	91350	159.78			159.78	Generated From Billing
10-2664-01	Calderwood, Sean & Elizabeth Anne	3/1/2023	91351	63.50			63.50	Generated From Billing
10-3787-01	Redfern, Torey & Jennifer	3/1/2023	91352	140.53			140.53	Generated From Billing
10-3810-01	Fry, David & Lani	3/1/2023	91353	109.15			109.15	Generated From Billing
12-0315-00	Jordan, Terry	3/1/2023	91354	74.60			74.60	Generated From Billing
13-0001-01	Baker, Connie	3/1/2023	91355	100.63			100.63	Generated From Billing
13-0201-00	Weil, Clarence & Carolyn	3/1/2023	91356	352.03			352.03	Generated From Billing
13-0357-03	Oliver, William & Barbara	3/1/2023	91357	150.94			150.94	Generated From Billing
13-0408-02	Kravig, Koby	3/1/2023	91358	148.38			148.38	Generated From Billing
14-0242-02	Johnson, Kyle & Shaina	3/1/2023	91359	136.11			136.11	Generated From Billing
14-0316-00	Garnsey, Veronica	3/1/2023	91360	118.08			118.08	Generated From Billing
14-0708-03	Allen, Kari	3/1/2023	91361	123.80			123.80	Generated From Billing
14-1116-02	Estate of Kevin MacDonald	3/1/2023	91362	62.88			62.88	Generated From Billing
14-1203-02	Baldwin, Nolan	3/1/2023	91363	188.32			188.32	Generated From Billing
14-7713-00	MORT CONSTRUCTION	3/1/2023	91364	44.45			44.45	Generated From Billing
15-0057-00	Jordan, Terry	3/1/2023	91365	21.70			21.70	Generated From Billing
28-0409-00	Friebe Properties, LLC	3/1/2023	91366	275.95			275.95	Generated From Billing
28-0410-00	Friebe Properties, LLC	3/1/2023	91367	57.34			57.34	Generated From Billing
31-0109-00	Reames, Marilyn	3/1/2023	91368	103.50			103.50	Generated From Billing
32-0229-01	McGuire, Johnathan	3/1/2023	91369	109.48			109.48	Generated From Billing
36-0069-00	Johnson, R H	3/1/2023	91370	255.37			255.37	Generated From Billing
36-0150-01	Ellingsworth, Sheldon & Kelly	3/1/2023	91371	139.48			139.48	Generated From Billing
37-0235-01	Pratt, Maura & Erica	3/1/2023	91372	107.07			107.07	Generated From Billing
37-0260-00	Hartwig, Josh	3/1/2023	91373	106.67			106.67	Generated From Billing
39-0074-00	Rapp, Lamar	3/1/2023	91374	237.23			237.23	Generated From Billing
39-0248-01	Oleynik, Daniel	3/1/2023	91375	159.80			159.80	Generated From Billing
41-0250-00	Salois, Milo	3/1/2023	91376	211.80			211.80	Generated From Billing
44-0289-02	Jan, Mitchell & Angela	3/1/2023	91377	181.07			181.07	Generated From Billing
45-0032-01	Alexander, Coralyn	3/1/2023	91378	164.05			164.05	Generated From Billing
49-0017-00	Beck, John & Carolyn	3/1/2023	91379	105.11			105.11	Generated From Billing
50-1535-01	Crawford, Audri & Don	3/1/2023	91380	248.66			248.66	Generated From Billing
51-0453-02	Wilson, Thomas & Kathleen	3/1/2023	91381	303.67			303.67	Generated From Billing
51-0485-01	Wiens, Lonnie & Phyllis	3/1/2023	91382	144.83			144.83	Generated From Billing
51-0497-02	Lyon, Barbara & Eric	3/1/2023	91383	154.75			154.75	Generated From Billing
54-0442-01	Novelli, Wm & Linda	3/1/2023	91384	176.50			176.50	Generated From Billing

UBPKT04420 - Final Billing Refunds 2.28.23

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
55-0018-00	McCaffrey, Gerald	3/1/2023	91385	45.95			45.95	Generated From Billing
Total Refunds: 39			Total Refunded Amount:	5,609.86				

Revenue Code Summary

Revenue Code	Amount
996 - Unapplied Credit	5609.86
Revenue Total:	5609.86

General Ledger Distribution

Posting Date: 02/28/2023

	Account Number	Account Name	Posting Amount	IFT
Fund:	750 - WATER OPERATING			
	750-10001	Equity Claim on Pool	-5,609.86	Yes
	750-17000	Accounts Receivable	5,609.86	
		750 Total:	0.00	
Fund:	999 - POOLED CASH			
	999-10005	Cash - Pooled (Mountain West Bank)	-5,609.86	
	999-28990	Due to Other Funds	5,609.86	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	

CITY OF POST FALLS
AGENDA REPORT
Consent Calendar
MEETING DATE: 03/21/2023

DATE: 03/16/2023
TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: Bill Melvin
SUBJECT: Recommendation to Award Water Tower Parking Lot Bid to Interstate Concrete and Asphalt, Inc

ITEM AND RECOMMENDED ACTION:

Staff recommends award of the Water Tower Parking Lot Base Bid and Additive Alternates 1 and 2 to Interstate Concrete and Asphalt, Inc ., authorizing the Mayor's signature on the Notice of Award.

DISCUSSION:

City Council authorized bidding of the Water Tower Parking Lot on January 17, 2023. The City received 9 bids, which were opened by the City Clerk on February 14, 2023. Of the bids received, Interstate Concrete and Asphalt, Inc. was the low bidder, with a total of the Base Bid and the two additive alternates in the amount of \$389,222. Submitted bid documents were subsequently reviewed by Welch-Comer & Associates, resulting in a Recommendation to Award, dated February 15, 2023 (attached).

A project budget carryover for FY 2023 of \$560,000 was approved, which covers the remaining existing Professional Consultant Services with Welch Comer and construction of the Parking Lot. Staff is recommending award of the construction contract and contingencies for staff to manage the project, not to exceed the budget amount.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

February 14, 2023 City Council

APPROVED OR DIRECTION GIVEN:

Authorization to Bid

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

Not to exceed \$560,000 from the General Fund Budget Amount for Professional Services and Construction

BUDGET CODE:

001-481-0000-95015

February 15, 2023

Bill Melvin
City of Post Falls
408 N Spokane Street
Post Falls, ID 83854

Re: Water Tower Parking Lot Project

Dear Bill:

Enclosed please find the bid summary, bid tabulation and review checklist for the bids which were received at your office for the Water Tower Parking Lot Project. We have reviewed the bid packages received and they all seem to be responsive.

Welch Comer & Associates recommends awarding Base Bid, in the amount of \$319,270.50, Add Alternate No. 1 in the amount of \$65,222.50, and Add Alternate No. 2 in the amount of \$4,730.00 for a total award of \$389,223.00, to the low bidder, Interstate Concrete & Asphalt, Inc. Should the Council concur with our recommendation, please sign the attached Notice of Award, but do not date, and return to our office for immediate processing.

Should you have any questions, please contact our office.

Sincerely,
Welch Comer Engineers



Matthew R. Gillis, PE.
Vice President

MRG/bma

Enclosures

**CITY OF POST FALLS
 WATER TOWER PARKING LOT
 BID SUMMARY*
 Bid Opening: 2/14/2023 at 2:00 pm**

CONTRACTOR	BASE BID	ADD ALTERNATE NO.1	ADD ALTERNATE NO.2	TOTAL BASE BID & ALL ADD ALTERNATES
INTERSTATE	\$ 319,270.50	\$ 65,222.50	\$ 4,730.00	\$ 389,223.00
LARIVIERE	\$ 343,939.25	\$ 73,916.00	\$ 16,200.00	\$ 434,055.25
CAMERON REILLY	\$ 371,827.00	\$ 56,620.00	\$ 13,500.00	\$ 441,947.00
TERRA UNDERGROUND	\$ 332,168.56	\$ 99,592.50	\$ 10,250.00	\$ 442,011.06
SELLAND	\$ 362,883.00	\$ 68,349.00	\$ 14,200.00	\$ 445,432.00
BIG SKY CORP	\$ 371,583.00	\$ 67,989.00	\$ 6,800.00	\$ 446,372.00
SIMCO DEVELOPMENT	\$ 388,828.80	\$ 90,321.00	\$ 19,180.00	\$ 498,329.80
NNAC CONST	\$ 427,479.00	\$ 95,601.00	\$ 9,840.00	\$ 532,920.00
STEWART	\$ 525,765.00	\$ 93,240.00	\$ 22,400.00	\$ 641,405.00

* PLEASE NOTE THAT THIS IS FOR INFORMATION USE ONLY. THE OWNER RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS PURSUANT TO SECTION 00 2113 - INSTRUCTIONS TO BIDDERS OF THE CONTRACT DOCUMENTS.

CITY OF POST FALLS
WATER TOWER PARKING LOT
BID TABULATION
Bid Opening: 2/14/2023 at 2:00 pm

Pay Item	Description	Pay Unit	Estimated Quantity	Engineer's Estimate		INTERSTATE		LARIVIERE		CAMERON REILLY		TERRA UNDERGROUND	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
BASE BID													
201.4.1.A.1	Clearing and Grubbing	AC	0.57	\$ 12,000.00	\$ 6,840.00	\$ 8,880.00	\$ 5,061.60	\$ 8,000.00	\$ 4,560.00	\$ 20,000.00	\$ 11,400.00	\$ 24,725.00	\$ 14,093.25
201.4.1.D.1	Removal of Existing Asphalt	SF	3719	\$ 2.50	\$ 9,297.50	\$ 1.25	\$ 4,648.75	\$ 1.25	\$ 4,648.75	\$ 2.00	\$ 7,438.00	\$ 0.50	\$ 1,859.50
201.4.1.D.3	Removal of Existing Sidewalk	SF	260	\$ 2.50	\$ 650.00	\$ 2.05	\$ 533.00	\$ 5.00	\$ 1,300.00	\$ 10.00	\$ 2,600.00	\$ 2.10	\$ 546.00
201.4.1.E.1	Removal of Existing Curb	LF	52	\$ 10.00	\$ 520.00	\$ 10.30	\$ 535.60	\$ 7.00	\$ 364.00	\$ 8.00	\$ 416.00	\$ 12.25	\$ 637.00
201.4.1.E.3	Removal of Existing Irrigation/Water Service	LF	36	\$ 15.00	\$ 540.00	\$ 35.30	\$ 1,270.80	\$ 18.00	\$ 648.00	\$ 80.00	\$ 2,880.00	\$ 16.20	\$ 583.20
202.4.1.E.1	Excavation and Embankment	CY	400	\$ 30.00	\$ 12,000.00	\$ 18.50	\$ 7,400.00	\$ 8.00	\$ 3,200.00	\$ 26.00	\$ 10,400.00	\$ 6.50	\$ 2,600.00
202.4.1.F.1	Excavation and Haul Off-site	CY	600	\$ 30.00	\$ 18,000.00	\$ 46.00	\$ 27,600.00	\$ 32.00	\$ 19,200.00	\$ 48.00	\$ 28,800.00	\$ 20.50	\$ 12,300.00
202.4.8.A.1	Dust Control/Sweeping	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 3,517.00	\$ 3,517.00	\$ 4,384.00	\$ 4,384.00	\$ 2,000.00	\$ 2,000.00	\$ 8,150.00	\$ 8,150.00
2030.4.1.D.1	Misc Utility - Adjust to Grade - Irrigation Box	EA	5	\$ 500.00	\$ 2,500.00	\$ 542.00	\$ 2,710.00	\$ 900.00	\$ 4,500.00	\$ 300.00	\$ 1,500.00	\$ 300.00	\$ 1,500.00
301.4.1.D.1	Utility Trench Excavation	LF	410	\$ 15.00	\$ 6,150.00	\$ 27.10	\$ 11,111.00	\$ 7.50	\$ 3,075.00	\$ 20.00	\$ 8,200.00	\$ 12.75	\$ 5,227.50
602.4.1.P.1	Curb Opening Inlet	EA	1	\$ 500.00	\$ 500.00	\$ 168.00	\$ 168.00	\$ 683.00	\$ 683.00	\$ 550.00	\$ 550.00	\$ 250.00	\$ 250.00
602.4.1.S.1	Drywell - Type A Miscellaneous Precast Structure - Sidewalk	EA	2	\$ 5,000.00	\$ 10,000.00	\$ 4,019.00	\$ 8,038.00	\$ 3,350.00	\$ 6,700.00	\$ 6,500.00	\$ 13,000.00	\$ 3,400.00	\$ 6,800.00
704.4.1.D.1	Underdrain	EA	1	\$ 5,000.00	\$ 5,000.00	\$ 2,705.00	\$ 2,705.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,400.00	\$ 2,400.00
706.4.1.A.3	6" Vertical Curb (No Gutter)	LF	748	\$ 40.00	\$ 29,920.00	\$ 43.10	\$ 32,238.80	\$ 45.00	\$ 33,660.00	\$ 25.00	\$ 18,700.00	\$ 43.25	\$ 32,351.00
706.4.1.A.7	Curb & Gutter, Type 6" Rolled	LF	101	\$ 55.00	\$ 5,555.00	\$ 54.70	\$ 5,524.70	\$ 70.00	\$ 7,070.00	\$ 65.00	\$ 6,565.00	\$ 59.50	\$ 6,009.50
706.4.1.E.1	Concrete Sidewalks, 4" Thick	SF	1295	\$ 13.00	\$ 16,835.00	\$ 9.40	\$ 12,173.00	\$ 11.00	\$ 14,245.00	\$ 6.00	\$ 7,770.00	\$ 9.00	\$ 11,655.00
706.4.1.F.1	Concrete Driveway Approaches	SF	436	\$ 18.00	\$ 7,848.00	\$ 14.80	\$ 6,452.80	\$ 13.00	\$ 5,668.00	\$ 12.00	\$ 5,232.00	\$ 13.51	\$ 5,890.36
706.4.1.H.1	Ped Ramps w/Detectable Warning Surface Crushed Aggregate for Base Type 3/4" Minus (150 PCF)	EA	2	\$ 3,000.00	\$ 6,000.00	\$ 2,418.00	\$ 4,836.00	\$ 2,329.00	\$ 4,658.00	\$ 2,500.00	\$ 5,000.00	\$ 2,000.00	\$ 4,000.00
802.4.1.B.1	PCF)	TON	471	\$ 30.00	\$ 14,130.00	\$ 26.40	\$ 12,434.40	\$ 40.00	\$ 18,840.00	\$ 74.00	\$ 34,854.00	\$ 31.25	\$ 14,718.75
810.4.1.A.1	Plant Mix Pavement (155 PCF assumed, 2" thick)	TON	202	\$ 170.00	\$ 34,340.00	\$ 119.00	\$ 24,038.00	\$ 155.00	\$ 31,310.00	\$ 130.00	\$ 26,260.00	\$ 155.00	\$ 31,310.00
1001.4.2.B.1	Stabilized Construction Entrance	EA	1	\$ 3,000.00	\$ 3,000.00	\$ 2,386.00	\$ 2,386.00	\$ 4,571.00	\$ 4,571.00	\$ 5,000.00	\$ 5,000.00	\$ 2,400.00	\$ 2,400.00
1003.4.1.C.1	Silt Fence	LF	797	\$ 10.00	\$ 7,970.00	\$ 9.65	\$ 7,691.05	\$ 6.50	\$ 5,180.50	\$ 6.00	\$ 4,782.00	\$ 7.50	\$ 5,977.50
1003.4.1.G.1	Fiber Wattle Inlet Protection	EA	3	\$ 250.00	\$ 750.00	\$ 140.00	\$ 420.00	\$ 251.00	\$ 753.00	\$ 190.00	\$ 570.00	\$ 75.00	\$ 225.00
1003.4.1.H.1	BIGD Inlet Protection	EA	2	\$ 250.00	\$ 500.00	\$ 157.00	\$ 314.00	\$ 273.00	\$ 546.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
1102.4.1.E.1	Conduit, Size 1.5"	LF	485	\$ 20.00	\$ 9,700.00	\$ 20.20	\$ 9,797.00	\$ 25.00	\$ 12,125.00	\$ 22.00	\$ 10,670.00	\$ 17.50	\$ 8,487.50
1102.4.1.H.1	Illumination System (Base Bid)	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 6,583.00	\$ 6,583.00	\$ 15,000.00	\$ 15,000.00	\$ 19,000.00	\$ 19,000.00	\$ 5,400.00	\$ 5,400.00
1103.4.1.A.1	Construction Traffic Control	LS	1	\$ 11,250.00	\$ 11,250.00	\$ 560.00	\$ 560.00	\$ 7,500.00	\$ 7,500.00	\$ 1,000.00	\$ 1,000.00	\$ 4,300.00	\$ 4,300.00
1104.4.1.C.1	Permanent Striping - Painted	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 2,549.00	\$ 2,549.00	\$ 6,500.00	\$ 6,500.00	\$ 4,000.00	\$ 4,000.00	\$ 2,700.00	\$ 2,700.00
1105.4.1.A.1	Permanent Signing	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 3,810.00	\$ 3,810.00	\$ 7,500.00	\$ 7,500.00	\$ 6,000.00	\$ 6,000.00	\$ 5,375.00	\$ 5,375.00
2010.4.1.A.1	Mobilization (10%)	LS	1	\$ 34,597.55	\$ 34,597.55	\$ 28,770.00	\$ 28,770.00	\$ 34,000.00	\$ 34,000.00	\$ 44,000.00	\$ 44,000.00	\$ 33,300.00	\$ 33,300.00
SP2.4.1.A.1	Irrigation System	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 32,500.00	\$ 32,500.00	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00	\$ 28,000.00	\$ 28,000.00
SP3.4.1.A.1	Landscaping & Groundcovers	LS	1	\$ 55,000.00	\$ 55,000.00	\$ 40,120.00	\$ 40,120.00	\$ 43,000.00	\$ 43,000.00	\$ 40,000.00	\$ 40,000.00	\$ 50,175.00	\$ 50,175.00
SP5.4.1.A.1	Retaining Wall	SF	134	\$ 20.00	\$ 2,680.00	\$ 59.50	\$ 7,973.00	\$ 75.00	\$ 10,050.00	\$ 60.00	\$ 8,040.00	\$ 58.75	\$ 7,872.50
SP10.4.1.A.1	SWPPP Preparation and Management	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 2,801.00	\$ 2,801.00	\$ 2,000.00	\$ 2,000.00	\$ 3,500.00	\$ 3,500.00	\$ 14,825.00	\$ 14,825.00
Base Bid Total				\$ 389,573.05		\$ 319,270.50		\$ 343,939.25		\$ 371,827.00		\$ 332,168.56	
ADD ALTERNATE NO. 1													
1102.4.1.E.1	Conduit, Size 1.5"	LF	81	\$ 20.00	\$ 1,620.00	\$ 32.50	\$ 2,632.50	\$ 36.00	\$ 2,916.00	\$ 20.00	\$ 1,620.00	\$ 17.50	\$ 1,417.50
1102.4.1.I.1	Illumination System (Incremental Increase)	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 21,830.00	\$ 21,830.00	\$ 25,000.00	\$ 25,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
SP4.4.1.A.1	Exposed Aggregate Light Poles	LS	1	\$ 46,000.00	\$ 46,000.00	\$ 40,760.00	\$ 40,760.00	\$ 46,000.00	\$ 46,000.00	\$ 20,000.00	\$ 20,000.00	\$ 63,175.00	\$ 63,175.00
Add Alternate No. 1 Total				\$ 57,620.00		\$ 65,222.50		\$ 73,916.00		\$ 56,620.00		\$ 99,592.50	

CITY OF POST FALLS
 WATER TOWER PARKING LOT
 BID TABULATION
 Bid Opening: 2/14/2023 at 2:00 pm

Pay Item	Description	Pay Unit	Estimated Quantity	Engineer's Estimate		INTERSTATE		LARIVIERE		CAMERON REILLY		TERRA UNDERGROUND	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
ADD ALTERNATE NO. 2													
SP9.4.1.A.1	Benches	EA	2	\$ 2,500.00	\$ 5,000.00	\$ 865.00	\$ 1,730.00	\$ 3,700.00	\$ 7,400.00	\$ 3,500.00	\$ 7,000.00	\$ 3,075.00	\$ 6,150.00
SP9.4.1.B.1	Trash Receptacle	EA	1	\$ 2,000.00	\$ 2,000.00	\$ 960.00	\$ 960.00	\$ 2,800.00	\$ 2,800.00	\$ 2,500.00	\$ 2,500.00	\$ 1,800.00	\$ 1,800.00
SP9.4.1.C.1	Bike Racks	EA	4	\$ 1,000.00	\$ 4,000.00	\$ 510.00	\$ 2,040.00	\$ 1,500.00	\$ 6,000.00	\$ 1,000.00	\$ 4,000.00	\$ 575.00	\$ 2,300.00
Add Alternate No. 2 Total					\$ 11,000.00		\$ 4,730.00		\$ 16,200.00		\$ 13,500.00		\$ 10,250.00
TOTAL BASE BID + ADD ALTERNATE NO. 1 AND ADD ALTERNATE NO. 2					\$ 458,193.05		\$ 389,223.00		\$ 434,055.25		\$ 441,947.00		\$ 442,011.06

MATH ERROR

**CITY OF POST FALLS
WATER TOWER PARKING LOT
BID TABULATION
Bid Opening: 2/14/2023 at 2:00 pm**

Pay Item	Description	Pay Unit	Estimated Quantity	SELLAND		BIG SKY CORP		SIMCO DEVELOPMENT		NNAC CONST		STEWART	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
BASE BID													
201.4.1.A.1	Clearing and Grubbing	AC	0.57	\$ 20,000.00	\$ 11,400.00	\$ 21,600.00	\$ 12,312.00	\$ 83,000.00	\$ 47,310.00	\$ 30,000.00	\$ 17,100.00	\$ 16,000.00	\$ 9,120.00
201.4.1.D.1	Removal of Existing Asphalt	SF	3719	\$ 1.75	\$ 6,508.25	\$ 1.00	\$ 3,719.00	\$ 2.00	\$ 7,438.00	\$ 1.00	\$ 3,719.00	\$ 2.00	\$ 7,438.00
201.4.1.D.3	Removal of Existing Sidewalk	SF	260	\$ 5.00	\$ 1,300.00	\$ 4.00	\$ 1,040.00	\$ 6.00	\$ 1,560.00	\$ 12.00	\$ 3,120.00	\$ 11.00	\$ 2,860.00
201.4.1.E.1	Removal of Existing Curb	LF	52	\$ 16.00	\$ 832.00	\$ 10.00	\$ 520.00	\$ 12.00	\$ 624.00	\$ 28.00	\$ 1,456.00	\$ 30.00	\$ 1,560.00
201.4.1.E.3	Removal of Existing Irrigation/Water Service	LF	36	\$ 100.00	\$ 3,600.00	\$ 75.00	\$ 2,700.00	\$ 56.00	\$ 2,016.00	\$ 37.00	\$ 1,332.00	\$ 50.00	\$ 1,800.00
202.4.1.E.1	Excavation and Embankment	CY	400	\$ 70.00	\$ 28,000.00	\$ 28.00	\$ 11,200.00	\$ 15.00	\$ 6,000.00	\$ 97.00	\$ 38,800.00	\$ 50.00	\$ 20,000.00
202.4.1.F.1	Excavation and Haul Off-site	CY	600	\$ 35.00	\$ 21,000.00	\$ 28.00	\$ 16,800.00	\$ 32.00	\$ 19,200.00	\$ 27.00	\$ 16,200.00	\$ 60.00	\$ 36,000.00
202.4.8.A.1	Dust Control/Sweeping	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 5,300.00	\$ 5,300.00	\$ 4,800.00	\$ 4,800.00	\$ 4,615.00	\$ 4,615.00	\$ 5,000.00	\$ 5,000.00
2030.4.1.D.1	Misc Utility - Adjust to Grade - Irrigation Box	EA	5	\$ 350.00	\$ 1,750.00	\$ 310.00	\$ 1,550.00	\$ 500.00	\$ 2,500.00	\$ 472.00	\$ 2,360.00	\$ 1,500.00	\$ 7,500.00
301.4.1.D.1	Utility Trench Excavation	LF	410	\$ 24.00	\$ 9,840.00	\$ 14.00	\$ 5,740.00	\$ 22.00	\$ 9,020.00	\$ 12.00	\$ 4,920.00	\$ 40.00	\$ 16,400.00
602.4.1.P.1	Curb Opening Inlet	EA	1	\$ 325.00	\$ 325.00	\$ 255.00	\$ 255.00	\$ 400.00	\$ 400.00	\$ 482.00	\$ 482.00	\$ 600.00	\$ 600.00
602.4.1.S.1	Drywell - Type A Miscellaneous Precast Structure - Sidewalk	EA	2	\$ 7,500.00	\$ 15,000.00	\$ 2,520.00	\$ 5,040.00	\$ 4,700.00	\$ 9,400.00	\$ 6,835.00	\$ 13,670.00	\$ 4,500.00	\$ 9,000.00
704.4.1.D.1	Underdrain	EA	1	\$ 1,350.00	\$ 1,350.00	\$ 1,650.00	\$ 1,650.00	\$ 2,300.00	\$ 2,300.00	\$ 2,800.00	\$ 2,800.00	\$ 2,000.00	\$ 2,000.00
706.4.1.A.3	6" Vertical Curb (No Gutter)	LF	748	\$ 40.00	\$ 29,920.00	\$ 50.00	\$ 37,400.00	\$ 51.00	\$ 38,148.00	\$ 54.00	\$ 40,392.00	\$ 36.00	\$ 26,928.00
706.4.1.A.7	Curb & Gutter, Type 6" Rolled	LF	101	\$ 49.00	\$ 4,949.00	\$ 60.00	\$ 6,060.00	\$ 72.00	\$ 7,272.00	\$ 82.00	\$ 8,282.00	\$ 75.00	\$ 7,575.00
706.4.1.E.1	Concrete Sidewalks, 4" Thick	SF	1295	\$ 11.00	\$ 14,245.00	\$ 10.00	\$ 12,950.00	\$ 13.00	\$ 16,835.00	\$ 15.00	\$ 19,425.00	\$ 12.00	\$ 15,540.00
706.4.1.F.1	Concrete Driveway Approaches	SF	436	\$ 15.00	\$ 6,540.00	\$ 16.00	\$ 6,976.00	\$ 23.00	\$ 10,028.00	\$ 20.00	\$ 8,720.00	\$ 35.00	\$ 15,260.00
706.4.1.H.1	Ped Ramps w/Detectable Warning Surface Crushed Aggregate for Base Type 3/4" Minus (150 PCF)	EA	2	\$ 4,300.00	\$ 8,600.00	\$ 2,360.00	\$ 4,720.00	\$ 2,285.00	\$ 4,570.00	\$ 5,189.00	\$ 10,378.00	\$ 4,000.00	\$ 8,000.00
802.4.1.B.1		TON	471	\$ 30.00	\$ 14,130.00	\$ 58.00	\$ 27,318.00	\$ 35.80	\$ 16,861.80	\$ 62.00	\$ 29,202.00	\$ 80.00	\$ 37,680.00
810.4.1.A.1	Plant Mix Pavement (155 PCF assumed, 2" thick)	TON	202	\$ 105.00	\$ 21,210.00	\$ 186.00	\$ 37,572.00	\$ 160.00	\$ 32,320.00	\$ 74.00	\$ 14,948.00	\$ 200.00	\$ 40,400.00
1001.4.2.B.1	Stabilized Construction Entrance	EA	1	\$ 3,800.00	\$ 3,800.00	\$ 831.00	\$ 831.00	\$ 2,400.00	\$ 2,400.00	\$ 5,347.00	\$ 5,347.00	\$ 6,000.00	\$ 6,000.00
1003.4.1.C.1	Silt Fence	LF	797	\$ 3.00	\$ 2,391.00	\$ 6.00	\$ 4,782.00	\$ 8.00	\$ 6,376.00	\$ 12.00	\$ 9,564.00	\$ 14.00	\$ 11,158.00
1003.4.1.G.1	Fiber Wattle Inlet Protection	EA	3	\$ 250.00	\$ 750.00	\$ 185.00	\$ 555.00	\$ 337.00	\$ 1,011.00	\$ 233.00	\$ 699.00	\$ 50.00	\$ 150.00
1003.4.1.H.1	BIGD Inlet Protection	EA	2	\$ 100.00	\$ 200.00	\$ 79.00	\$ 158.00	\$ 151.00	\$ 302.00	\$ 237.00	\$ 474.00	\$ 100.00	\$ 200.00
1102.4.1.E.1	Conduit, Size 1.5"	LF	485	\$ 18.00	\$ 8,730.00	\$ 7.00	\$ 3,395.00	\$ 13.00	\$ 6,305.00	\$ 19.00	\$ 9,215.00	\$ 40.00	\$ 19,400.00
1102.4.1.H.1	Illumination System (Base Bid)	LS	1	\$ 7,300.00	\$ 7,300.00	\$ 5,861.00	\$ 5,861.00	\$ 6,000.00	\$ 6,000.00	\$ 10,080.00	\$ 10,080.00	\$ 12,000.00	\$ 12,000.00
1103.4.1.A.1	Construction Traffic Control	LS	1	\$ 2,600.00	\$ 2,600.00	\$ 1,369.00	\$ 1,369.00	\$ 4,100.00	\$ 4,100.00	\$ 3,685.00	\$ 3,685.00	\$ 10,000.00	\$ 10,000.00
1104.4.1.C.1	Permanent Striping - Painted	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 4,100.00	\$ 4,100.00	\$ 3,500.00	\$ 3,500.00	\$ 4,129.00	\$ 4,129.00	\$ 4,000.00	\$ 4,000.00
1105.4.1.A.1	Permanent Signing	LS	1	\$ 4,500.00	\$ 4,500.00	\$ 7,900.00	\$ 7,900.00	\$ 5,200.00	\$ 5,200.00	\$ 6,194.00	\$ 6,194.00	\$ 6,000.00	\$ 6,000.00
2010.4.1.A.1	Mobilization (10%)	LS	1	\$ 39,000.75	\$ 39,000.75	\$ 30,000.00	\$ 30,000.00	\$ 38,500.00	\$ 38,500.00	\$ 45,294.00	\$ 45,294.00	\$ 47,796.00	\$ 47,796.00
SP2.4.1.A.1	Irrigation System	LS	1	\$ 28,000.00	\$ 28,000.00	\$ 39,900.00	\$ 39,900.00	\$ 25,200.00	\$ 25,200.00	\$ 26,426.00	\$ 26,426.00	\$ 50,000.00	\$ 50,000.00
SP3.4.1.A.1	Landscaping & Groundcovers	LS	1	\$ 45,000.00	\$ 45,000.00	\$ 54,900.00	\$ 54,900.00	\$ 37,400.00	\$ 37,400.00	\$ 52,715.00	\$ 52,715.00	\$ 70,000.00	\$ 70,000.00
SP5.4.1.A.1	Retaining Wall	SF	134	\$ 68.00	\$ 9,112.00	\$ 115.00	\$ 15,410.00	\$ 48.00	\$ 6,432.00	\$ 54.00	\$ 7,236.00	\$ 100.00	\$ 13,400.00
SP10.4.1.A.1	SWPPP Preparation and Management	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 1,600.00	\$ 1,600.00	\$ 7,500.00	\$ 7,500.00	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00
Base Bid Total				\$ 362,883.00	\$ 371,583.00	\$ 388,828.80	\$ 427,479.00	\$ 525,765.00					
ADD ALTERNATE NO. 1													
1102.4.1.E.1	Conduit, Size 1.5"	LF	81	\$ 29.00	\$ 2,349.00	\$ 19.00	\$ 1,539.00	\$ 41.00	\$ 3,321.00	\$ 17.00	\$ 1,377.00	\$ 40.00	\$ 3,240.00
1102.4.1.I.1	Illumination System (Incremental Increase)	LS	1	\$ 23,000.00	\$ 23,000.00	\$ 42,450.00	\$ 42,450.00	\$ 36,000.00	\$ 36,000.00	\$ 33,586.00	\$ 33,586.00	\$ 35,000.00	\$ 35,000.00
SP4.4.1.A.1	Exposed Aggregate Light Poles	LS	1	\$ 43,000.00	\$ 43,000.00	\$ 24,000.00	\$ 24,000.00	\$ 51,000.00	\$ 51,000.00	\$ 60,638.00	\$ 60,638.00	\$ 55,000.00	\$ 55,000.00
Add Alternate No. 1 Total				\$ 68,349.00	\$ 67,989.00	\$ 90,321.00	\$ 95,601.00	\$ 93,240.00					

CITY OF POST FALLS
 WATER TOWER PARKING LOT
 BID TABULATION
 Bid Opening: 2/14/2023 at 2:00 pm

Pay Item	Description	Pay Unit	Estimated Quantity	SELLAND		BIG SKY CORP		SIMCO DEVELOPMENT		NNAC CONST		STEWART	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
ADD ALTERNATE NO. 2													
SP9.4.1.A.1	Benches	EA	2	\$ 4,400.00	\$ 8,800.00	\$ 1,500.00	\$ 3,000.00	\$ 5,030.00	\$ 10,060.00	\$ 1,476.00	\$ 2,952.00	\$ 4,000.00	\$ 8,000.00
SP9.4.1.B.1	Trash Receptacle	EA	1	\$ 2,100.00	\$ 2,100.00	\$ 1,000.00	\$ 1,000.00	\$ 2,840.00	\$ 2,840.00	\$ 984.00	\$ 984.00	\$ 3,200.00	\$ 3,200.00
SP9.4.1.C.1	Bike Racks	EA	4	\$ 825.00	\$ 3,300.00	\$ 700.00	\$ 2,800.00	\$ 1,570.00	\$ 6,280.00	\$ 1,476.00	\$ 5,904.00	\$ 2,800.00	\$ 11,200.00
Add Alternate No. 2 Total					\$ 14,200.00		\$ 6,800.00		\$ 19,180.00		\$ 9,840.00		\$ 22,400.00
TOTAL BASE BID + ADD ALTERNATE NO. 1 AND ADD ALTERI					\$ 445,432.00		\$ 446,372.00		\$ 498,329.80		\$ 532,920.00		\$ 641,405.00

**BID REVIEW CHECKLIST
PRIOR TO RECOMMENDATION**

OWNER: CITY OF POST FALLS
 PROJECT: WATER TOWER PARKING LOT
 Open Date: 2/14/2023

Bid Review Performed By: Lina Marie

CONTRACTOR	INTERSTATE	LARIVIERE	CAMERON REILLY	TERRA UNDERGROUND	SELLAND
BID AMOUNT (Basis of Bid Award)	\$ 389,223.00	\$ 434,055.25	\$ 441,947.00	\$ 442,011.06	\$ 445,432.00
PUBLIC WORKS LICENSE NO.	PWC-C-12090	PWC-C-17425	PWC-C-12153	008881	PWC-C-13976
License Limit (See List)	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
License Confirmed with the License Board at www.dbs.idaho.gov	Yes	Yes	Yes	Yes	Yes
BID PACKAGE					
Are all forms filled out completely and					
ALL ADDENDA ACKNOWLEDGED?	Yes	Yes	Yes	Yes	Yes
BID PROPOSAL FORM	Yes	Yes	Yes	Yes	Yes
BID SCHEDULE	Yes	Yes	Yes	Yes	Yes
FORM OF BID SECURITY	Bond	Bond	Bond	Bond	Bond
Surety Company Confirmed at www.fms.treas.gov/c570/index.html ?	Yes	Yes	Yes	Yes	Yes
LIST OF SUBCONTRACTORS					
PLUMBING	N/A	N/A	N/A	N/A	N/A
HVAC/BOILER	N/A	N/A	N/A	N/A	N/A
ELECTRICAL	Thorco Inc.	Thorco Inc.	Peterson Electric Inc.	Colvico Inc.	Thorco Inc.
NON-COLLUSION AFFIDAVIT	Yes	Yes	Yes	Yes	Yes
AFFIDAVIT OF PAYMENT OR SECUREMENT OF ALL TAXES	Yes	Yes	Yes	Yes	Yes
ANTI-DISCRIMINATION AFFIDAVIT	Yes	Yes	Yes	Yes	Yes

**BID REVIEW CHECKLIST
PRIOR TO RECOMMENDATION**

OWNER: CITY OF POST FALLS
 PROJECT: WATER TOWER PARKING LOT
 Open Date: 2/14/2023

CONTRACTOR	BIG SKY CORP	SIMCO DEVELOPMENT	NNAC CONST	STEWART
BID AMOUNT (Basis of Bid Award)	\$ 446,372.00	\$ 498,329.80	\$ 532,920.00	\$ 641,405.00
PUBLIC WORKS LICENSE NO.	002207	028733	020626	025627
License Limit (See List)	Unlimited	\$3,000,000.00	Unlimited	Unlimited
License Confirmed with the License Board at www.dbs.idaho.gov	Yes	Yes	Yes	Yes
BID PACKAGE				
Are all forms filled out completely and				
ALL ADDENDA ACKNOWLEDGED?	Yes	Yes	Yes	Yes
BID PROPOSAL FORM	Yes	Yes	Yes	Yes
BID SCHEDULE	Yes	Yes	Yes	Yes
FORM OF BID SECURITY	Bond	Bond	Bond	Bond
Surety Company Confirmed at www.fms.treas.gov/c570/index.html ?	Yes	Yes	Yes	Yes
LIST OF SUBCONTRACTORS				
PLUMBING	N/A	N/A	N/A	N/A
HVAC/BOILER	N/A	N/A	N/A	N/A
ELECTRICAL	Mac's Electric	Grotberg Electric, Inc.	Colvico Inc.	Colvico Inc.
NON-COLLUSION AFFIDAVIT	Yes	Yes	Yes	Yes
AFFIDAVIT OF PAYMENT OR SECUREMENT OF ALL TAXES	Yes	Yes	Yes	Yes
ANTI-DISCRIMINATION AFFIDAVIT	Yes	Yes	Yes	Yes

NOTICE OF AWARD

DATED:

TO: Interstate Concrete & Asphalt
ADDRESS: 8849 W. Wyoming Avenue
Rathdrum, ID 83858

CONTRACT FOR: City of Post Falls Water Tower Parking Lot Project

You are notified that your Bid, dated February 14, 2023, is the lowest responsive bid for the above Contract and have been awarded a contract for:

Base Bid, Add Alternate No. 1, and Add Alternate No. 2 with a Contract Price of your contract is: Three Hundred Eighty-Nine Thousand, Two Hundred Twenty-Three Dollars and Zero Cents (\$389,223.00).

You must comply with the following conditions precedent within **ten (10)** days of the date of this Notice of Award, that is by _____

You must deliver to the OWNER one (1) fully executed counterpart of the Agreement including all the Contract Documents. This includes the set of Drawings. Contract Documents must bear your signature on the cover page.

1. You must deliver with the executed Agreement the Contract Security (Bonds), Certificate of Insurance and Public Works Contract Report along with this Notice of Award as Accepted, as specified in the Instructions to Bidders, General Conditions and Supplementary Conditions.
2. Please note that your Certificate of Insurance must list those additional insureds as identified in the Supplementary General Conditions.
3. The contract date referenced on the Performance and Payment Bond face **and** the bond date on the bond face **must** match the contract date on the first page of the Standard Form of Agreement. Failure to comply with dates may result in the rejection of bonds and further expense to the Contractor for re-issuance of the bonds with corrected dates.
4. Please complete the Public Works Contract Report within the required thirty (30) days and forward to the Engineer. The Engineer will forward to the Idaho State Tax Commission.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid in default, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten days after you comply with the above conditions. OWNER will return to you one fully signed counterpart of the Agreement with the Contract Documents attached.

Within ten days after the "Notice of Award", OWNER will return to you one fully signed photographic copy of the Agreement with the Contract Documents attached.

Deliver fully executed counterparts of the agreement/contract including required bonds.

Deliver any COI's

Date contractor should expect Notice to Proceed with date for construction commencement.

Failure to comply within time-frame entitles owner to consider bid abandoned, annul the Notice of Award and declare Bid Security forfeited.

CITY OF POST FALLS
(OWNER)

BY: _____
(AUTHORIZED SIGNATURE)

(TITLE)

ACCEPTANCE OF AWARD

(CONTRACTOR)

(AUTHORIZED SIGNATURE)

(TITLE)

(DATE)



Legal Services
Phone: (208) 773-0215
Fax: (208) 773-0214

Memorandum of Legal Counsel

To: Bill Melvin
From: Field K. Herrington, Deputy City Attorney
Date: March 9, 2023
Re: February 14, 2023, Bid Opening – Water Tower Parking Lot

My review and analysis are based purely on the legal aspects of the bid as authorized by the Idaho purchasing statutes, particularly Idaho Code § 67-2805, and the required information contained in the notice inviting bids. On or about February 14, 2023, I received copies of nine (9) bids that were received and opened by the City Clerk, Shannon Howard at or about 2:00 PM on February 14th, 2023. I would note that the bid tally sheet contains the incorrect date of January 14th, the bids were opened on February 14th.

The bids consisted of bids (Total Base Bid & All Add Alternates) from Cameron Reilly Concrete (\$441,947.00), Simco Development (\$498,329.80), Big Sky Corp (\$446,372.00), NNAC Construction (\$532,920.00), Interstate Concrete (\$389,223.00), Stewart Contracting (\$641,405.00), Selland Construction (\$445,432.00), Terra Underground (\$442,011.06) and LaRiviere (\$434,055.25).

I have reviewed the submittal from the apparent low bidder, Interstate Concrete and Asphalt, Inc. (“Interstate”). Based upon the bid total sheet, Interstate appears to be the lowest responsive bidder. I did a cursory review the other bids as well, but they have not been thoroughly reviewed and no analysis is presented here. However, if a need for such review is required, I will be glad to accommodate.

My review of the Interstate bid leads me to conclude, on a purely legal level, Interstate is the lowest responsive bidder, and if the City intends to award the bid, then the bid should be awarded to Interstate. My conclusion is based upon the following information:

1. I have reviewed the Bid Total Sheet and bid submittals from the City Clerk. It appears that the submittal by Interstate was timely.
2. The submittal was provided on the required form and with the required attachments:
 - a. Completed proposal;
 - b. 5% Bid Bond;
 - c. Bidder information;
 - d. List of required subcontractors with the requisite license information;
 - e. Executed Non-Collusion Affidavit;
 - f. Executed Anti-Discrimination Affidavit; and

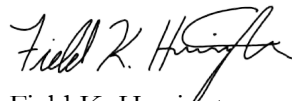
- g. Brian Dagon, Construction Manager, executed the attestations and documents. Evidence of authority of Brian Dagon to sign was provided, as shown by the Certificate of Authority executed by Jared Wise, Vice President of Interstate.
3. I researched the Public Works License of Interstate to confirm the validity of the license, the level of the license, and the approved types of work. Interstate is a licensed Public Works Contractor with an “Unlimited” license No. PWC-C-12090. I have attached the copy of the license information for your records.

Based upon my review Interstate is compliant with Idaho Law, the City of Post Falls Procurement standards, and is the lowest responsive bidder at \$389,223.00, which is \$68,970.05 lower than the estimate provided by our engineer, Welch Comer.

I did not review the details of the plans or specifications. I will defer to you on the technical aspects of the bid, as I lack the requisite knowledge and skills to opine on the technical aspects.

Should you have any questions, please feel free to contact me.

Very Truly Yours,



Field K. Herrington
Deputy City Attorney

Enclosures

 **Print**

<u>Company Name</u>	<u>License Number</u>	<u>Work Category</u>	<u>License Type</u>	<u>License Class</u>	<u>Status</u>	<u>Applicant Name</u>	<u>Owner Name</u>	<u>Company Address</u>	<u>Company City</u>	<u>Company State</u>	<u>Company Zip Code</u>	<u>Phone</u>	<u>Expiration Date</u>	<u>Parent License Number</u>
Interstate Concrete & Asphalt Co.	PWC-C-12090	00001, 00002, 00003	1, 2, 3	UNLIMITED	ACTIVE	Interstate Concrete & Asphalt Co.		PO BOX 3366	SPOKANE	WA	99220	(509) 534-6221	7/31/2023	

**CITY OF POST FALLS
AGENDA REPORT
Consent Calendar
MEETING DATE: 03/21/2023**

DATE: 03/16/2023
TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: Jason Faulkner
SUBJECT: FY 2024 Budget Hearing Notification

ITEM AND RECOMMENDED ACTION:

Kootenai County Auditor of our intent to hold the annual budgeting hearing for fiscal year 2024. The proposed date for the budget hearing will be August 15,2023

If approved, please authorize staff to file the appropriate paperwork with the Kootenai County Auditor.

DISCUSSION:

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

None

APPROVED OR DIRECTION GIVEN:

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

n/A

CITY OF POST FALLS
AGENDA REPORT
Public Hearings
MEETING DATE: 03/21/2023

DATE: 03/16/2023
TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: Jason Faulkner
SUBJECT: Update to the fee resolution

ITEM AND RECOMMENDED ACTION:

Council approved a partial increase to the proposed impact fees. Public safety and Transportation to be implemented at proposed level. However, Parks and Multimodal were to be implemented at 75% of the proposed increase. (original + 75% of increase)

In addition, there is a small house keeping item to address in the fee resolution, as well.

Please direct staff to return to council with a fee resolution that will be effective May 1st, 2023.

DISCUSSION:

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

2/21/2023

APPROVED OR DIRECTION GIVEN:

Return to council with a public hearing to update the fee resolution

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

N/A

Decision of Council on 2/21/23 Regarding Proposed Fees:

- Public Safety – implement at proposed level
- Parks – implement at 75% of the proposed increase (original + 75% of increase)
- Transportation – implement at proposed level
- Multimodal - implement at 75% of the proposed increase (original + 75% of increase)

SF Example Below:

	FY 23 Fee SF	Proposed	Variance	Council Approved
Parks	\$4,206	\$6,939	\$2,733	\$6,256
Public Safety	\$511	\$1,223	\$712	\$1,223
Transportation	\$1,707	\$3,082	\$1,375	\$3,082
Multimodal	\$982	\$1,468	\$486	\$1,347
	<u>\$7,406</u>	<u>\$12,712</u>	<u>\$5,306</u>	<u>\$11,907</u>

Impact Fees Next Steps:

- Week of 3/06 - Staff Committee to meet and discuss launching an RFQ for a new Impact Fee Study Consultant selection process.
 - Need to determine which person/department to take lead on overall process.
 - Discuss criteria and to include in RFQ.
 - Rhiannon will schedule the meeting for this discussion and follow up on Council decision.
- Implementation date for fee? At least 30 days after adoption of ordinance.
- 3/7 Council Meeting – Provide Council with a recap of Impact fee decision and next steps.
- 3/7 or 3/21 - Council to adopt updated Impact Fee Ordinance with updated fee information.

ATTACHMENT 5 - COMMUNITY DEVELOPMENT FEES

ANNEXATION (Standard)

Annexation Pre-Application Conference	\$600.00 plus \$300.00/follow-up meeting
Annexation Application	\$3,000 w/out major infrastructure (includes one agreement). Negotiated fees with infrastructure issues (includes one agreement). \$500.00 for each additional agreement.
Annexation Fee (paid w/building permit)	\$1,000 per lot per unit (residential) \$0.10 per square ft. of property (non-residential)

BUILDING

Commercial	Valuation
Provisional Certificate of Occupancy	\$250.00 flat fee
Board of Appeals Application Fee	\$150.00 flat fee
Residential Plan Review	25% of building permit to be paid at plan submittal.
Commercial Plan Review	65% of building permit
Commercial Mechanical Plan Review	25% of mechanical permit
Foundation Only Permit	10% of building permit in addition to the full building permit fee
Work Performed with no valid permit	Regular Building/Mechanical permit fee X 2
Retaining Walls	\$4.50 per Linear Foot
Manufactured Home Regular Set	\$150.00 flat fee
Manufactured/Modular Home Foundation	\$400.00 flat fee
Building Move	\$300.00 flat fee
Additions to Residential Homes	\$72.62 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Patio Cover Only	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Deck Only	\$15.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Deck w/Cover	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Deck/Patio Cover and Enclosure	\$25.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Breezeway	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Interior Finish Residential Homes	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
General Building Permit Valuation per Occupancy and Type of Construction	Per Building Safety Journal 7/2008 to establish valuation
Basement - Finished	\$96.83 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Basement - Unfinished	\$77.46 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Pole Building Residential	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Special Inspection/Re-inspection	\$100.00 per hour, one hour minimum
Re-Roof, Residential	\$150 flat fee
Re-Roof, Commercial	Based upon the valuation of the work to be performed, minimum of \$150 fee.
Residing a Structure, Residential	Residential - \$100 flat fee.
Residing a Structure, Commercial	Based upon the valuation of the work to be performed, minimum of \$100 fee.
Replacing Windows, Residential	Residential - \$100 flat fee.
Replacing Windows, Commercial	Based upon the valuation of the work to be performed, minimum of \$100 fee.
Changes to Approved plans	\$100 per hour, one half hour minimum.
Each Pole/Monument sign 8 ft. or higher	\$400.00 each
All Other Signs, per type of sign per site	\$200.00 per type
Demolition-Residential per lot	\$200.00 flat fee
Demolition-Commercial per lot	\$300.00 flat fee
Swimming Pool	Based upon the valuation of the work to be performed.

TOTAL VALUATION	PERMIT FEE WORKSHEET
\$1.00 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000.

ATTACHMENT 5 - COMMUNITY DEVELOPMENT FEES (Continued)

\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof.

MECHANICAL PERMIT FEES

Processing fee on all permits	\$45.00
Furnace, all types under 100KBTU	\$18.00
Furnace, all types over 100KBTU	\$22.00
Misc. venting, C/A, duct modifications	\$15.00
Gas fireplace	\$25.00
Residential range hood	\$16.00
Gas water heater	\$15.00
Ventilating/exhaust fans	\$10.00
Gas piping, each outlet	\$5.00
Clothes dryers	\$16.00
Heat pump, A/C 0-3 tons,	\$16.00
Heat pump, A/C 3+-15 tons,	\$30.00
Heat pump, A/C 15+-30 tons,	\$40.00
Heat pump, A/C 30+-50 tons,	\$60.00
Heat pump, A/C over 50 tons,	\$100.00
Air handlers, Fan coil units under	\$15.00
Air handlers, Fan coil units over 10,000	\$20.00
Air to air heat exchangers	\$25.00
Evaporative coolers, all types	\$15.00
Type I hood, commercial use	\$16.00/ft.
Type II hood, commercial use	\$16.00/ft.
Solid fuel stoves, inserts, must be listed	\$25.00
Installation/relocation of floor/wall/suspended heaters	\$20.00
Commercial plan review fee	25% of equipment fees.

RESIDENTIAL/COMMERCIAL/INDUSTRIAL

Utility R-O-W	\$100.00
Commercial R-O-W (Base fee)	\$350.00
Residential R-O-W (Base fee)	\$150.00
Utility Trench Inspection	
1 - 200 ft.	\$250.00
201 - 200 ft.	\$350.00
401 - 600 ft.	\$400.00
601 - 800 ft.	\$450.00
Over 800 ft.	\$0.85 per ft.
Curb and Gutter	\$150.00 + \$0.60 per ft.
Sidewalk and Approaches	\$150.00 + \$0.60 per ft.
Swales and Drywells	\$150.00 + \$0.20 per sq. ft. Swale + \$60.00/Drywell
Pavement	\$150.00 + \$0.50 per sq. yard
Water Pressure Test	\$120.00/observed test
Sewer Pressure Test	\$120.00/observed test
Street Tree Inspection	\$40.00 per tree

MAPS

Small Map (24"-35")	\$25.00
Large Map (36" +)	\$35.00
Electronic CD	\$20.00

MAILING AND PUBLICATIONS

Public Notice Mailings	\$6.00 each
Published Notices (billed to applicant)	\$300.00

MISCELLANEOUS

Table A-33-A - Grading Plan Review Fees

50 cubic yards or less	No fee
51 to 100 cubic yards	\$35.00
101 to 1,000 cubic yards	\$55.00
1,001 to 10,000 cubic yards	\$75.00
10,001 to 100,000 cubic yards	\$75.00 for the first 10,000 cubic yards + \$40.00 for each additional 10,000 cubic yards or fraction thereof.
100,001 to 200,000 cubic yards	\$435.00 for the first 100,000 cubic yards + \$20.00 for each additional 10,000 cubic yards or fraction thereof.
200,001 cubic yards or more	\$615.00 for the first 200,000 cubic yards + \$10.00 for each additional 10,000 cubic yards or fraction thereof.
Other Fees: Additional plan review required by changes, additions or revisions to approved plans	\$100.00 per hour*

*Or the total hourly cost to the jurisdiction, whichever is the greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Table A-33-B - Grading Permit Fees¹

50 cubic yards or less	\$35.00
51 to 100 cubic yards	\$55.00
101 to 1,000 cubic yards	\$55.00 for the first 100 cubic yards + \$25.00 for each additional 100 cubic yards or fraction thereof.
1,001 to 10,000 cubic yards	\$280.00 for the first 1,000 cubic yards + \$22.00 for each additional 1,000 cubic yards or fraction thereof.
10,001 to 100,000 cubic yards	\$480.00 for the first 10,000 cubic yards + \$100.00 for each additional 10,000 cubic yards or fraction thereof.
100,001 cubic yards or more	\$1,380.00 for the first 100,000 cubic yards + \$55.00 for each additional 10,000 cubic yards or fraction thereof.
Other inspections and Fees:	
Inspections outside of normal business hours (minimum charge - two (2) hours)	\$100.00 per hour ²
Reinspection fees assessed under provisions of Section 108.8	\$100.00 per hour ²
Inspections for which no fee is specifically indicated (minimum charge - one half (1/2) hour)	\$100.00 per hour ²

¹ The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

² Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Road Closure/Lane Closure	\$150.00
Street/Plat Vacation	\$750.00
Off-Site Improvement Waiver	\$150.00
Special Pre-Application Meeting Requests	\$250.00 (1st Meeting No Charge, 2nd request \$250.00)
Floodplain Permit	\$50.00

SUBDIVISION

ATTACHMENT 5 - COMMUNITY DEVELOPMENT FEES (Continued)

Subdivision Pre-Application Conference	\$600.00, \$300.00 follow-up meetings
Minor Subdivision	\$1,000
Subdivision Amendment	\$500
Subdivision Fee	\$2,500.00 + \$50.00/lot
Subdivision Extension	\$150.00
Construction Plan Review	\$2,000.00 + \$50.00/lot >50 lots
Condominium <50 units	\$750.00
Condominium >50 units	\$750.00 + \$10.00/unit >50 units
Final Plat <50 lots	\$600.00
Final Plat >50 lots	\$600.00 + \$10.00/lot >50 lots
Engineering Construction Svcs. (Commercial)	See Commercial R-O-W Fees
Engineering Construction Svcs.(Residential)	\$350.00/lot
Engineering Construction Improvement Agreement	\$750.00

ZONING (Standard & Smart Code)

Smart Code Regulating Plan Review	\$3,500.00
Special Use Permit	\$750.00
Zone Amendment (Map/Text)	\$1,200.00
Variance	\$350.00
Preliminary PUD	\$2,500.00
Final PUD	\$1,000.00
PUD Modification/Amendment Major	\$1,500.00
PUD Modification/Amendment Minor	\$200.00
Comprehensive Plan Amendment (Map/Text)	\$1,200.00
Site Plan Review (Commercial and 3plex+)	\$2,000 per site, \$250.00 (additional reviews or meetings).
Administrative Permit	\$300.00
Parking Lot Permit	\$500.00
Tree Installation Fee	\$600.00
Appeal (P&Z, Staff Action, or City Council)	\$350.00
License To Use Real Property	\$1,000.00
Development Agreement Addendum	\$600.00
Fee in lieu for parking	\$6,102.00

SPECIAL EVENTS

Special Event Permit	\$100.00 Parade Fee (No Fee for other events)
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ATTACHMENT 5 - COMMUNITY DEVELOPMENT FEES

ANNEXATION (Standard)

Annexation Pre-Application Conference	\$600.00 plus \$300.00/follow-up meeting
Annexation Application	\$3,000 w/out major infrastructure (includes one agreement). Negotiated fees with infrastructure issues (includes one agreement). \$500.00 for each additional agreement.
Annexation Fee (paid w/building permit)	\$1,000 per lot per unit (residential) \$0.10 per square ft. of property (non-residential)

BUILDING

Commercial	Valuation
Provisional Certificate of Occupancy	\$250.00 flat fee
Board of Appeals Application Fee	\$150.00 flat fee
Residential Plan Review	25% of building permit to be paid at plan submittal.
Commercial Plan Review	65% of building permit
Commercial Mechanical Plan Review	25% of mechanical permit
Foundation Only Permit	10% of building permit in addition to the full building permit fee
Work Performed with no valid permit	Regular Building/Mechanical permit fee X 2
Retaining Walls	\$4.50 per Linear Foot
Manufactured Home Regular Set	\$150.00 flat fee
Manufactured/Modular Home Foundation	\$400.00 flat fee
Building Move	\$300.00 flat fee
Additions to Residential Homes	\$72.62 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Patio Cover Only	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Deck Only	\$15.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Deck w/Cover	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Deck/Patio Cover and Enclosure	\$25.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Breezeway	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Interior Finish Residential Homes	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
General Building Permit Valuation per Occupancy and Type of Construction	Per Building Safety Journal 7/2008 to establish valuation
Basement - Finished	\$96.83 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Basement - Unfinished	\$77.46 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Pole Building Residential	\$20.00 per sq. ft. (use Building Valuation Chart to calculate permit & review fee)
Special Inspection/Re-inspection	\$100.00 per hour, one hour minimum
Re-Roof, Residential	\$150 flat fee
Re-Roof, Commercial	Based upon the valuation of the work to be performed, minimum of \$150 fee.
Residing a Structure, Residential	Residential - \$100 flat fee.
Residing a Structure, Commercial	Based upon the valuation of the work to be performed, minimum of \$100 fee.
Replacing Windows, Residential	Residential - \$100 flat fee.
Replacing Windows, Commercial	Based upon the valuation of the work to be performed, minimum of \$100 fee.
Changes to Approved plans	\$100 per hour, one half hour minimum.
Each Pole/Monument sign 8 ft. or higher	\$400.00 each
All Other Signs, per type of sign per site	\$200.00 per type
Demolition-Residential per lot	\$200.00 flat fee
Demolition-Commercial per lot	\$300.00 flat fee
Swimming Pool	Based upon the valuation of the work to be performed.

TOTAL VALUATION	PERMIT FEE WORKSHEET
\$1.00 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000.

ATTACHMENT 5 - COMMUNITY DEVELOPMENT FEES (Continued)

\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof.

MECHANICAL PERMIT FEES

Processing fee on all permits	\$45.00
Furnace, all types under 100KBTU	\$18.00
Furnace, all types over 100KBTU	\$22.00
Misc. venting, C/A, duct modifications	\$15.00
Gas fireplace	\$25.00
Residential range hood	\$16.00
Gas water heater	\$15.00
Ventilating/exhaust fans	\$10.00
Gas piping, each outlet	\$5.00
Clothes dryers	\$16.00
Heat pump, A/C 0-3 tons,	\$16.00
Heat pump, A/C 3+-15 tons,	\$30.00
Heat pump, A/C 15+-30 tons,	\$40.00
Heat pump, A/C 30+-50 tons,	\$60.00
Heat pump, A/C over 50 tons,	\$100.00
Air handlers, Fan coil units under	\$15.00
Air handlers, Fan coil units over 10,000	\$20.00
Air to air heat exchangers	\$25.00
Evaporative coolers, all types	\$15.00
Type I hood, commercial use	\$16.00/ft.
Type II hood, commercial use	\$16.00/ft.
Solid fuel stoves, inserts, must be listed	\$25.00
Installation/relocation of floor/wall/suspended heaters	\$20.00
Commercial plan review fee	25% of equipment fees.

RESIDENTIAL/COMMERCIAL/INDUSTRIAL

Utility R-O-W	\$100.00
Commercial R-O-W (Base fee)	\$350.00
Residential R-O-W (Base fee)	\$150.00
Utility Trench Inspection	
1 - 200 ft.	\$250.00
201 - 200 ft.	\$350.00
401 - 600 ft.	\$400.00
601 - 800 ft.	\$450.00
Over 800 ft.	\$0.85 per ft.
Curb and Gutter	\$150.00 + \$0.60 per ft.
Sidewalk and Approaches	\$150.00 + \$0.60 per ft.
Swales and Drywells	\$150.00 + \$0.20 per sq. ft. Swale + \$60.00/Drywell
Pavement	\$150.00 + \$0.50 per sq. yard
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Sewer Pressure Test	\$120.00/observed test
Street Tree Inspection	\$40.00 per tree

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Small Map (24"-35")	\$25.00
Large Map (36" +)	\$35.00
Electronic CD	\$20.00

MAILING AND PUBLICATIONS

Public Notice Mailings	\$6.00 each
Published Notices (billed to applicant)	\$300.00

MISCELLANEOUS

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Other Fees: Additional plan review required by changes, additions or revisions to approved plans	\$100.00 per hour*

*Or the total hourly cost to the jurisdiction, whichever is the greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Table A-33-B - Grading Permit Fees¹

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10,001 to 100,000 cubic yards	\$480.00 for the first 10,000 cubic yards + \$100.00 for each additional 10,000 cubic yards or fraction thereof.
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Other inspections and Fees:	
Inspections outside of normal business hours (minimum charge - two (2) hours)	\$100.00 per hour ²
Reinspection fees assessed under provisions of Section 108.8	\$100.00 per hour ²
Inspections for which no fee is specifically indicated (minimum charge - one half (1/2) hour)	\$100.00 per hour ²

¹ The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

² Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Road Closure/Lane Closure	\$150.00
Street/Plat Vacation	\$750.00
Off-Site Improvement Waiver	\$150.00
Special Pre-Application Meeting Requests	\$250.00 (1st Meeting No Charge, 2nd request \$250.00)
Floodplain Permit	\$50.00

SUBDIVISION

ATTACHMENT 5 - COMMUNITY DEVELOPMENT FEES (Continued)

Subdivision Pre-Application Conference	\$600.00, \$300.00 follow-up meetings
Minor Subdivision	\$1,000
Subdivision Amendment	\$500
Subdivision Fee	\$2,500.00 + \$50.00/lot
Subdivision Extension	\$150.00
Construction Plan Review	\$2,000.00 + \$50.00/lot >50 lots
Condominium <50 units	\$750.00
Condominium >50 units	\$750.00 + \$10.00/unit >50 units
Final Plat <50 lots	\$600.00
Final Plat >50 lots	\$600.00 + \$10.00/lot >50 lots
Engineering Construction Srvs. (Commercial)	See Commercial R-O-W Fees
Engineering Construction Srvs.(Residential)	\$350.00/lot
Engineering Construction Improvement Agreement	\$750.00

ZONING (Standard & Smart Code)

Smart Code Regulating Plan Review	\$3,500.00
Special Use Permit	\$750.00
Zone Amendment (Map/Text)	\$1,200.00
Variance	\$350.00
Preliminary PUD	\$2,500.00
Final PUD	\$1,000.00
PUD Modification/Amendment Major	\$1,500.00
PUD Modification/Amendment Minor	\$200.00
Comprehensive Plan Amendment (Map/Text)	\$1,200.00
Site Plan Review (Commercial and 3plex+)	\$2,000 per site, \$250.00 (additional reviews or meetings).
Administrative Permit	\$300.00
Parking Lot Permit	\$500.00
Tree Installation Fee	\$600.00
Appeal (P&Z, Staff Action, or City Council)	\$350.00
License To Use Real Property	\$1,000.00
Development Agreement Addendum	\$600.00
Fee in lieu for parking	\$6,102.00

SPECIAL EVENTS

Special Event Permit	\$100.00 Parade Fee (No Fee for other events)
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CITY OF POST FALLS
AGENDA REPORT
Ordinance & Resolutions
MEETING DATE: 03/21/2023

DATE: 03/16/2023
TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: Jason Faulkner
SUBJECT: FY 2023 Budget Amendment

ITEM AND RECOMMENDED ACTION:

Staff presented to Mayor and Council items that were budgeted in fiscal year 2022 but not spent. However, those items will be able to be purchased if those budget dollars are rolled over to the current fiscal year. Council instructed staff to return with an ordinance following the budget amendment public hearing.

DISCUSSION:

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

3/07/2023

APPROVED OR DIRECTION GIVEN:

Return to council with a budget ordinance reflecting the previous years unspent items of \$7,890,214.

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

\$153,193,332

BUDGET CODE:

Various

CITY OF POST FALLS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF POST FALLS, IDAHO, AMENDING THE ANNUAL APPROPRIATION ORDINANCE 1476 FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, TO REFLECT THE RECEIPT OF UNSCHEDULED REVENUES AND TO AUTHORIZE EXPENDITURE OF PREVIOUSLY UNBUDGETED FUND BALANCE, INCREASING AND ESTABLISHING THE APPROPRIATIONS FOR EXPENDITURES IN VARIOUS DEPARTMENTS AND FUNDS, PROVIDING THAT THE TAX LEVY UPON TAXABLE PROPERTY WITHIN THE CITY IS NOT AFFECTED HEREBY, PROVIDING THAT ALL ORDINANCES IN CONFLICT HEREWITH ARE SUPERSEDED BY THIS ORDINANCE TO THE EXTENT OF SUCH CONFLICT, AND PROVIDING THAT THE ORDINANCE SHALL BE EFFECTIVE UPON ITS PUBLICATION DATE.

Section 1. That the sum of \$7,890,214 from unexpected revenues and unappropriated fund balances, be, and the same is hereby appropriated to defray the additional necessary expenses and liabilities of the City of Post Falls, Kootenai County, Idaho for the fiscal year beginning October 1, 2022, thereby amending and superseding prior appropriations contained in Ordinance 1476 of the City.

Section 2. Purposes and Amounts of Appropriation. That the objects and purposes for which such additional appropriations are made, and the amounts of such supplemental appropriations are as follows, after accounting for receipt of unscheduled revenues and authorizing expenditure of previously unappropriated fund balances:

ADDITIONAL REVENUES/FUNDING RESOURCES

GENERAL FUND:		
FUND BALANCE REBUDGETED	\$	7,890,214
TOTAL GENERAL FUND RESOURCES		<u>7,890,214</u>
TOTAL PROPOSED REVENUES.....	\$	7,890,214

ADDITIONAL EXPENDITURES AUTHORIZED

GENERAL FUND:		
PARKS	\$	582,446
STREETS		1,307,768
GENERAL FUND DEDICATED ACCOUNTS:		
ANNEXATION FEE ACCOUNT		-
TOTAL GENERAL FUND		<u>1,890,214</u>
CAPITAL PROJECTS FUNDS:		
FACILITY RESERVE ACCOUNT		<u>6,000,000</u>
TOTAL CAPITAL PROJECTS FUND EXPENSE		6,000,000

TOTAL PROPOSED EXPENDITURES..... \$ 7,890,214

Section 3. Tax Levy unaffected. That the tax levy established for the City of Post Falls for the Fiscal year beginning October 1, 2022, shall be unaffected by this ordinance.

Section 4. Amendment of Prior Appropriation Ordinance. That all ordinances or parts of ordinances in conflict with this ordinance are hereby amended and superseded to the extent of such conflict to conform to the appropriations made by this ordinance. The total appropriated expenditures for the Fiscal year beginning October 1, 2022, as amended by this ordinance, shall be as follows:

AMENDED AUTHORIZED EXPENDITURES/EXPENSES

GENERAL FUND:

ADMINISTRATION	
FINANCE	
CITY CLERK	
LEGAL SERVICES	
COMMUNITY DEVELOPMENT	
SAFETY	
PUBLIC WORKS	
PARKS & RECREATION	
CAPITAL IMPROVEMENTS/CONTRACTS	
PERSONNEL	
PERSONNEL POOL	
ANNEXATION FEE ACCOUNT	
TOTAL GENERAL FUND.....	55,846,023

SPECIAL REVENUE FUNDS:

COMPREHENSIVE LIABILITY INSURANCE	
STREET LIGHTS	
911 SUPPORT	
DRUG SEIZURE	
SPECIAL EVENTS	
CEMETERY CAPITAL IMPROVEMENT	
TOTAL SPECIAL REVENUE FUND EXPENDITURES.....	1,647,066

CAPITAL PROJECTS FUNDS:

FACILITY RESERVE ACCOUNT	
CAPITAL IMPROVEMENTS	
TOTAL CAPITAL PROJECTS FUND EXPENDITURES.....	22,463,847

DEBT SERVICE FUNDS:

LID DEBT SERVICE	
TOTAL DEBT SERVICE FUND EXPENDITURES.....	528,150

ENTERPRISE FUNDS:

SEWER	
SANITATION	
WATER	
TOTAL ENTERPRISE FUND EXPENSES.....	72,708,246

TOTAL ALL FUND EXPENDITURES/EXPENSES..... 153,193,332

Section 5. This ordinance shall take effect and be in full force upon its passage, approval and publication of a summary of the ordinance in one issue of the Post Falls Press, a newspaper of general circulation in the City of

Post Falls, and the official newspaper of said City.

PASSED under suspension of the rules upon which a roll call vote was taken and duly enacted an ordinance of the City of Post Falls, Kootenai County, Idaho at a convened meeting of the City of Post Falls City Council held on the 21st day of March, 2023.

RONALD G. JACOBSON, MAYOR

ATTEST:

SHANNON HOWARD, CITY CLERK

CITY OF POST FALLS
AGENDA REPORT
Ordinance & Resolutions
MEETING DATE: 03/21/2023

DATE: 03/16/2023
TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: Amber Blanchette
SUBJECT: Title 18A Idaho St Housekeeping Ordinance TA-22-6

ITEM AND RECOMMENDED ACTION:

With approval of the Ordinance Agenda, City Council authorizes the mayor's signature on the Ordinance for the Title 18A Housekeeping Amendment.

DISCUSSION:

The Planning Division is seeking to amend the current language within Title 18A: SmartCode specific to zones SC-5, SC-6 that states the following, "The ground floor of any structure constructed on a lot with frontage on Spokane Street must be used for non-residential uses" to "The ground floor of any structure constructed on a lot with frontage on Idaho or Spokane Streets must be used for non-residential uses. On January 10, 2023, the Planning and Zoning Commission forwarded a recommendation of approval for the proposed change. City Council heard the staff report and testimony and moved to approve the proposed changes on February 21, 2023.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

Yes

APPROVED OR DIRECTION GIVEN:

Approval

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

N/A

BUDGET CODE:

N/A

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO, AMENDING SUBSECTION E OF SECTION 18A.20.070 TO REQUIRE NON-RESIDENTIAL USES ON THE GROUND FLOOR OF BUILDINGS FRONTING ON IDAHO STREET WITHIN THE SC-5 AND SC-6 ZONES; REPEALING CONFLICTING ORDINANCES; PROVIDING SEVERABILITY; PROVIDING FOR THE PUBLICATION OF THIS ORDINANCE BY SUMMARY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, *after public hearing on the hereinafter provided amendments, and after recommendation by the Planning and Zoning Commission*, it is deemed by the Mayor and City Council to be in the best interests of the City of Post Falls that said amendments be adopted; NOW, THEREFORE,

BE IT ORDAINED, by the Mayor and City Council of the Post Falls:

SECTION 1. *That Post Falls Municipal Code Section Subsection E of Section 18A.20.070.E. is amended to read as follows:*

E. Specific to zones SC-5, SC-6:

1. Awnings, arcades, and galleries may encroach the sidewalk to within two feet (2') of the curb but must clear the sidewalk vertically by at least eight feet (8').
2. Maximum encroachment heights (extension lines) for arcades shall be as shown on table 8, attached to the ordinance codified herein.
3. Stoops, light wells, balconies, bay windows, and terraces may encroach the first layer one hundred percent (100%) of its depth. (Table 17d, attached to the ordinance codified herein.)
4. Loading docks and service areas shall be permitted on frontages only by administrative authorization.
5. In the absence of a building facade along any part of a frontage line, a street screen shall be built coplanar with the facade.
6. Street screens should be between 3.5 and six feet (6') in height. The street screen may be replaced by a hedge or fence by administrative authorization. Street screens shall have openings no larger than necessary to allow automobile and pedestrian access. Street screens above six feet (6') in height may be permitted by administrative authorization.

7. The ground floor of any structure constructed on a lot with frontage on Idaho or Spokane Streets must be used for non-residential uses.

SECTION 2. All provisions of the current Post Falls Municipal Code or ordinances of the City of Post Falls and parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 3. Neither the adoption of this ordinance nor the repeal of any ordinance shall, in any manner, affect the prosecution for violation of such ordinance committed prior to the effective date of this ordinance or be construed as a waiver of any license or penalty due under any such ordinance or in any manner affect the validity of any action heretofore taken by the City of Post Falls City Council or the validity of any such action to be taken upon matters pending before the City Council on the effective date of this ordinance.

SECTION 4. The provisions of this ordinance are severable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, or unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this ordinance or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this ordinance would have been adopted if such illegal, invalid or unconstitutional provision, clause sentence, subsection, word, or part had not been included therein, and if such person or circumstance to which the ordinance or part thereof is held inapplicable had been specifically exempt therefrom.

SECTION 5. After its passage and adoption, a summary of this Ordinance, under the provisions of the Idaho Code, shall be published once in the official newspaper of the City of Post Falls, and upon such publication shall be in full force and effect.

Passed under suspension of rules upon which a roll call vote was duly taken and duly enacted an Ordinance of the City of Post Falls at a regular session of the City Council on _____, 20 .

APPROVED, ADOPTED and SIGNED this day of , 20 .

Ronald G. Jacobson, Mayor

ATTEST:

Shannon Howard, City Clerk

SUMMARY OF POST FALLS ORDINANCE NO. _____

The City of Post Falls, Kootenai County Idaho hereby gives notice of the adoption of Post Falls Ordinance No. _____, which amends Subsection E of Section 18A.20.070 to require non-residential uses on the ground floor of buildings fronting on Idaho Street within the SC-5 and SC-6 zones; providing repeal of conflicting ordinances and providing severability. The ordinance is effective upon publication of this summary. The full text of the summarized Ordinance No. _____ is available at Post Falls City Hall, 408 Spokane Street, Post Falls, ID 83854 in the office of the city clerk.

Shannon Howard, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Warren J. Wilson, am the legal advisor for the City of Post Falls, Idaho. I have examined the attached summary of Post Falls Ordinance No. _____, amending Subsection E of Section 18A.20.070 to require non-residential uses on the ground floor of buildings fronting on Idaho Street within the SC-5 and SC-6 zones, and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this day of , 20 .

Warren J. Wilson, City Attorney

CITY OF POST FALLS
AGENDA REPORT
New Business
MEETING DATE: 03/21/2023

DATE: 03/16/2023
TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: John Beacham
SUBJECT: Professional Services agreement with Bernardo Wills Architect for City Hall Remodel

ITEM AND RECOMMENDED ACTION:

City Council approves and authorizes the Mayor to sign the contract with Bernardo Wills Architects to design and support various remodels to City Hall.

DISCUSSION:

Several improvements are needed at City Hall to accommodate various functions. New office spaces are needed in the Administration and Legal Departments to accommodate future staff. This need was outlined in the Facilities Plan. Planning is also needed to complete a similar remodel in the Community Development Department in the near future. Minor modifications to the Council Chambers are being considered to facilitate those presenting to Council. Finally, several security improvements are recommended to better accommodate after hours meetings and considering changed operations since the facility was constructed. In order to capitalize on the opportunity presented by hiring an architect, staff also proposes to study the acoustics of the rotunda and establish potential projects which would render that space more usable in the future.

Bernardo Wills was selected as the best qualified firm after interviews were conducted with several firms on the City's consulting roster.

Fiscal Impact: Funding for this work will come from the City's Facilities Budget. Approval is requested for the base contract value of \$59,690 and a 10% contingency of \$5,969 to be authorized by the Public Works Director, or his designee. Approval is also requested to authorize the additional services of an acoustical engineer site visit, if necessary. The maximum value requested for approval is \$70,270.

If needed at a future time, City Council approval will be sought to authorize the other optional services listed, including construction assistance.

ITEM / PROJECT PREVIOUSLY REVIEWED BY COUNCIL ON:

APPROVED OR DIRECTION GIVEN:

FISCAL IMPACT OR OTHER SOURCE OF FUNDING:

BUDGET CODE:
001-481.0000.62040

CITY OF POST FALLS:

City of Post Falls Idaho
C/O City of Post Falls Public Works Department
408 N. Spokane Street
Post Falls, ID 83854

City Project Manager: John Beacham, Public Works Director. Phone: (208) 457-3374.
Email: jbeacham@postfalls.gov

CONSULTANT:

Bernardo Wills Architects
153 S. Jefferson Street, Spokane, WA 99201
Firm Project Manager: Licia LeGrant, [Commercial Sector Manager]. Phone: 5098384511
Email: llegrant@bernardowills.com

THIS AGREEMENT made and entered into by and between City of Post Falls, a political subdivision of the State of Idaho, having offices for the transaction of business at 408 N. Spokane Street, Post Falls, Idaho 83854, hereinafter referred to as the "City," and Bernardo Wills Architects having offices for the transaction of business at 153 S. Jefferson Street, Spokane, WA 99201 hereinafter referred to as the "Consultant" jointly, hereinafter referred to along with the City as the "Parties."

WITNESSETH:

WHEREAS, the city desires to obtain architectural design services, within the City; and

WHEREAS, the Consultant has been selected been selected by the City to prepare such.

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

ARTICLE 1. SUBJECT AND PURPOSE

1.1. **PURPOSE:** The City hereby agrees to engage the Consultant and the Consultant hereby agrees to perform the services hereinafter set forth, which are generally described within **Exhibit "A"**, which is incorporated herein by this reference.

ARTICLE 2. SCOPE OF WORK AND PERSONNEL

2.1. **PROJECT LOCATION:** This project is to be located in the City of Post Falls.

2.2. **SCOPE/STATEMENT OF WORK:** The Consultant will provide the professional services described in the Scope of Services attached hereto as **Exhibit "A"**, which is incorporated herein by

reference. All of the services required hereunder will be performed by the Consultant or under Consultant's direct supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized under state and local law to perform such services. Work will be coordinated with the City Project Manager or their representative.

2.3. PERSONNEL: The Consultant represents that it has or will secure at its own expense all personnel required to perform its services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City. It is expected that the Project Manager and other key employee(s) upon which the Consultant based its qualifications to perform the work will be the ones who perform the services on behalf of the Consultant. The Consultant's Project Manager and/or other key employee(s) may not be replaced without obtaining the City's approval, which will not be unreasonably withheld. The written request for substitution must describe why the action is being requested and be accompanied by the documentation for the person(s) as called for in the Request for Qualification's criteria section dealing with the competence of personnel and any applicable specialized experience. Based upon the City's review of the Consultant's documentation, and any supplemental information that may have been submitted at the City's request, the City, may at its sole option: (1) approve the Consultant's request in writing; or (2) deny the Consultant's request and call for other substitute(s) or replacement(s) to be submitted for review; or (3) terminate this Agreement for cause and remove the Consultant from the project.

2.4. ASSIGNABILITY: The Consultant may not assign or transfer any interest in this Agreement without the prior written consent of the City thereto. Provided, however, that claims for money due or to become due to the Consultant from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City. Likewise, the Consultant may not delegate duties or otherwise subcontract work or services under this Agreement without the prior written approval of the City.

2.5. RELATIONSHIP OF THE PARTIES: The Consultant shall perform its obligations hereunder as an independent contractor of the City. The City may administer this Agreement and monitor the Consultant's compliance with this Agreement but shall not supervise or otherwise direct the Consultant except to provide recommendations and to provide approvals pursuant to this Agreement.

2.6. TERM: Services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the work. Upon request of the City, and subject to the City's approval a schedule for the performance of the Services which may be adjusted as the Project proceeds, shall be submitted for review and approval. The schedule shall include allowances for periods of time required for the City's review and for the receipt of submissions by authorities having jurisdiction over the project.

ARTICLE 3. COMPENSATION

3.1. BASIS OF COMPENSATION: Consultant will be paid on a lump sum and hourly rate based on the category of work and, when applicable, the rates listed in the Budget section of **Exhibit "A"**. Total reimbursement to the Consultant, including reimbursable expenses, will not exceed \$81,310.00 Dollars without a change order approved in writing by both parties. Prices and rates shall remain firm for the duration of this Agreement unless formally amended or changed by Change Order to the Agreement.

3.2. REIMBURSABLE EXPENSES: Reimbursable expenses must have the prior written approval of the City. Reimbursable expenses will be billed at cost unless otherwise approved in writing by the Contract Administrator. Such reimbursable expenses, which are subject to the total compensation limit addressed in Section 3.1 of this Article. Reimbursable expenses include expenses by the Consultant and the Consultant's employees in the interest of the Project.

3.3. EXCLUSIONS FROM COMPENSATION: Except as otherwise provided in this Agreement, the City shall not provide any additional compensation, payment, use of facilities, service or other thing of value to the Consultant in connection with performance of agreement duties. The parties understand and agree that, except as otherwise provided in this Article, administrative overhead and other indirect or direct costs the Consultant may incur in the performance of its obligations under this Agreement, including but not limited to, fees, licenses, and permits have already been included in computation of the Consultant's fee and may not be charged to the City.

3.4. TIME OF PAYMENT: Payments will be made in monthly installments based on an invoice of services rendered and costs incurred during the previous month. Each invoice will contain the project/contract number and be sequentially numbered beginning with "Pay Request 1". The invoice will be addressed to the Project Manager at the address listed above. The invoice will be paid within 30 days of receipt by the City contingent upon review and authorization by the City's Contract Administrator and Project Manager. Each monthly invoice must reflect the total work performed and approved to date. Past due amounts may bear a finance charge as stipulated by law not to exceed 1% of the past due amount per month.

3.5. METHOD OF PAYMENT: The City, in its sole discretion, may elect to make payment by warrant (check), credit card (payment card or "P" card), Automated Clearing House (ACH) or Electronic Payment (E-payment or E-payables). The pricing submitted by the Consultant and accepted by the City is inclusive of applicable payment terms, as well as, any and all fees incurred by the Consultant through their financial institutions in accepting any of the above referenced payment methods. No additional fees or charges to the City shall apply, unless otherwise preapproved by the City.

3.6. FINAL INVOICE: In order for the Parties to close their books and records, the Consultant will state "final invoice" or other words to that effect on its final or last billing to the City for the work of the Agreement. Since this Agreement will thereupon be closed and any budget balances deleted, the Consultant agrees that any further charges not properly included on this or previous billings will be waived in their entirety.

ARTICLE 4. INSURANCE

4.1. INSURANCE: The Consultant will maintain, at a minimum, the insurance coverage's set forth in this Article. Any exclusions must be pre-approved by the City of Post Falls Finance Department. Work under this contract may not commence until evidence of all required insurance is provided to, and approved by, the City Attorney. The Consultant's insurer must have a minimum A.M. Best's rating of A-VII and must be licensed to do business in the State of Idaho. Evidence of such insurance shall consist of a completed copy of the certificate of insurance, signed by the insurance agent for the Consultant. The insurance policy or policies will not be canceled, materially changed, or altered without forty-five (45) days prior notice submitted to the City. The policy must be endorsed and the certificate must reflect that the City of Post

Falls is named as an additional insured on the Consultant's general liability policy with respect to activities under this Agreement. The policy must provide and the certificate must reflect that the insurance afforded applies separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability. Additionally, the policy must be endorsed and the certificate must reflect that the insurance afforded therein shall be primary insurance for the Consultant. The certificate holder shall be City of Post Falls C/O City of Post Falls Public Works Department, 408 N. Spokane Street, Post Falls, Idaho 83954. Any insurance or self-insurance carried by the City shall be excess and not contributory insurance to that provided by the Consultant.

4.2. GENERAL LIABILITY INSURANCE: The Consultant must have Commercial General Liability Insurance with limits of \$1,000,000.00 per occurrence, which includes general aggregate, products, completed operation, personal injury and fire damage. The General Liability Insurance must state that City of Post Falls, its officers, agents and employees, and any other entity specifically required by the provisions of this Agreement will be specifically named additional insured(s) for all coverage provided by this policy of insurance and shall be fully and completely protected by this policy from all claims.

4.3. AUTOMOBILE INSURANCE: The Consultant must carry, for the duration of this Agreement, comprehensive automobile liability coverage of \$1,000,000.00 for any vehicle used in conjunction with the provision of services under the terms of this Agreement. The policy must provide that it will not be canceled, materially changed, or renewed without forty-five (45) days written notice prior thereto to City of Post Falls.

4.4. WORKERS COMPENSATION: The Consultant agrees to maintain Workmen's Compensation coverage on all employees, including employees of subcontractors, during the term of this Agreement as required by Idaho Code and to provide proof of Worker's Compensation coverage by providing its State Industrial Account Identification Number to the City. Should the Consultant fail to maintain such insurance during the entire term hereof, the Consultant will indemnify the City against any loss resulting to the City from such failure, either by way of compensation or additional premium liability.

4.5. PROFESSIONAL LIABILITY INSURANCE: The Consultant will carry Professional Liability insurance coverage in the minimum amount of this Agreement or \$1,000,000.00, whichever is less.

4.6. FAILURE TO COMPLY: Failure of the Consultant to fully comply with the above insurance requirements during the term of this Agreement will be considered a material breach of this Agreement and could be cause for immediate termination of the Agreement at the City's sole discretion. Alternatively, the City may procure and maintain, at the Consultant's sole expense, insurance up to the amount of the required coverage(s). The City may offset the cost of such insurance against any payment due to the Consultant due for work performed under this Agreement.

ARTICLE 5. CONTRACT TERMINATION

5.1. TERMINATION BY CONSULTANT: This Agreement may be terminated by the Consultant upon thirty (30) days' prior written notice to the City in the event of substantial failure by the City to perform in accordance with the terms of this Agreement through no fault of the Consultant.

5.2. TERMINATION BY CITY: This Agreement may be terminated by the City with or without cause immediately upon written notice to the Consultant. In the event of termination of a Contract through no fault

of the Consultant, the City agrees to pay the Consultant for services rendered to the City's satisfaction up to the date of termination based upon actual costs and expenses incurred according to this Agreement. Payment will be based upon an itemized breakdown and documentation by the Consultant that services have been performed to the date of termination and acceptance of said documentation by the City. In the event of termination for cause, the Consultant, must reimburse the City for all reasonable costs associated with the replacement of the Consultant with a different entity to complete the work that is the subject of this Agreement.

5.3. CLOSE-OUT OF WORK: Immediately after sending a Termination Notice to the City or receiving a Termination Notice from the City, and except as otherwise directed by the City the Consultant must:

- (1) Stop work on the date and to the extent specified; and
- (2) Terminate and settle all orders and subcontracts relating to the performance of the terminated work; and
- (3) Transfer all work in process, completed work, and other material related to the terminated work to the City; and
- (4) Continue and complete all parts of the work that have not been terminated.

ARTICLE 6. INDEMNIFICATION

6.1. CONSULTANT TO INDEMNIFY CITY: The Consultant agrees to indemnify, defend (at the city's sole option), and hold the City harmless from any and all claims, including but not limited to reasonable attorney fees, demands, losses and liabilities to or by third parties to the extent arising from, resulting from, a negligent act, error or omission of the Consultant performed under this Agreement by the Consultant, its agents or employees to the fullest extent permitted by law. The Consultant's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the negligence of the City, its agents or employees. The Consultant's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence or (a) the City, its agents or employees, and (b) Consultant, its agents or employees shall apply only to the extent of negligence of the Consultant or its agents or employees. Consultant's duty to defend (at the city's sole option), indemnify and hold the City harmless shall include, as to all claims, demands, losses and liability to which it applies, the City's personnel-related costs, reasonable attorney's fees, court costs and all other claim-related expenses. Consultant's defense obligation under the indemnity paragraph shall include only the reimbursement of reasonable defense costs to the extent of Consultant's actual, proportional indemnity obligation as determined by a court of law.

6.2. PROFESSIONAL LIABILITY: The Consultant's professional liability to the City (including Consultant's officers, directors, employees, and agents) is limited to the amount payable under this Contract or one million dollars (\$1,000,000), whichever is less. In no case will the Consultant's professional liability to third parties be limited in any way. This limitation applies to all lawsuits, claims or actions identified under any legal theory related to Consultant's services under this Agreement and any continuation or extension of such services.

6.3. U.C.C., LIENS, ETC. The Consultant's indemnification shall specifically include all claims for loss or liability because of wrongful payments under the Uniform Commercial Code, or other statutory or

contractual liens or rights of third parties, including taxes, accrued or accruing as a result of this contract or work performed or materials furnished directly or indirectly because of this contract.

ARTICLE 7. INSTRUMENTS OF SERVICE/RECORDS

7.1. CITY OWNS INSTRUMENTS OF SERVICE: Drawings and other documents, including those in electronic form, prepared by the Consultant and Consultant's subcontractors are Instruments of Service. The City shall own all rights, title and interest in all of the Instruments of Service and all of the other materials conceived or created by the Consultant or its employees or subcontractors, either individually or jointly with others and which arise out of the performance of this Agreement, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer-based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereafter "Materials"). All finished or unfinished Materials prepared by the Consultant under this Agreement shall be the property of the City whether or not the project is completed, or this Agreement is canceled prior to expiration.

7.2. CONSULTANT TO ASSIGN RIGHTS: The Consultant hereby assigns to the City all rights, title and interest to the Materials. The Consultant will, upon request of the City, execute all papers and perform all other acts necessary to assist the City to obtain and register copyrights, patents or other forms of protection provided by law for the Materials such work being at additional expense to the City. The Materials created under this Agreement by the Consultant, its employees, or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the Materials, whether in paper, electronic, or other form, shall be remitted to the City by the Consultant, its employees and any subcontractors, and the Consultant shall not copy, reproduce, allow or cause to have the Materials copied, reproduced or used for any purpose other than performance of the Consultant's obligations under this Agreement without the prior written consent of the City's Designated Representative except that the Consultant may retain copies necessary for record keeping, documentation and other such business purposes related to the Agreement.

7.3. STANDARD ELEMENTS: The foregoing shall not be construed to mean that the City shall acquire an exclusive possessory right, by copyright or otherwise, to the exclusion of the Consultant, in standard elements found in the Materials (such as standard details) generated and authored by the Consultant for its regular, repeated and ongoing use in designs, plans and drawings for its customers in the regular course of its business. The City further waives any claim it might have against the Consultant for errors or omissions arising specifically from changes made by the City or others to the Materials after the completion of the work provided by this Agreement. This waiver does not extend to errors or omissions in the Materials unrelated to any such changes by the City or others.

7.4. INFRINGING ON OTHERS INTELLECTUAL PROPERTY: The Consultant represents and believes that Materials produced or used under this Agreement do not and will not infringe upon any intellectual property rights of another, including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. The Consultant shall indemnify and defend (at the City's sole option), the City at the Consultant's expense from any action or claim brought against the City to the extent that it is based on a claim that all or part of the Materials infringe upon the intellectual property rights of another. The Consultant shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising

out of this Agreement, amendments and supplements thereto, which are attributed to such claims or actions. This paragraph shall not apply to claims that arise from Materials specifically required by the City, or to portions of the Materials which the City directed the Consultant to include within said Materials. If such a claim or action arises, or in the Consultant's or the City's opinion is likely to arise, the Consultant will, at the City's discretion, either procure for the City the right or license to continue using the Materials at issue or replace or modify the allegedly infringing Materials. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

7.5. FINDINGS CONFIDENTIAL: Any reports, information, data, etc., given to or prepared or assembled by the Consultant under this Agreement which the City requests to be kept confidential shall not be made available to any individual or organization by the Consultant without the prior written approval of the City.

7.6. MAINTENANCE OF RECORDS: The Contractor will maintain, for at least three (3) years after completion of this contract, all relevant records pertaining to the contract. The Contractor shall make available to the City, at any time during their normal operating hours, all records, books or pertinent information which the Contractor shall have kept in conjunction with this Agreement and which the City may be required by law to include or make part of its auditing procedures, an audit trail or which may be required for the purpose of funding the services contracted for herein.

7.7. APPROVAL OF DOCUMENTS: The City's approval of documents resulting from the services provided by the Consultant does not relieve the Consultant from its responsibility to comply with the standard of care for performance of its services set forth in this Agreement.

7.8. ARTICLE APPLICABLE TO SUBCONTRACTORS: The CONSULTANT shall ensure that the substance of foregoing subsections is included in each subcontract for the Work under this Contract.

ARTICLE 8. GENERAL CONDITIONS

8.1. PAYMENT OF TAXES: This Contract is for the employment of the Consultant as an independent contractor. The Consultant acknowledges that they are an independent contractor doing business as listed above and is solely responsible for paying any and all taxes associated with the work of this Agreement including but not necessarily limited to income and social security taxes.

8.2. ENFORCEMENT COSTS: If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing Party or Parties shall be entitled to recover reasonable attorney's fees, court costs, and all expenses (including taxes) even if not taxable as court costs (including, without limitation, all such fees, costs, and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such Party or Parties may be entitled.

8.3. COMPLIANCE WITH LAWS: The Parties hereto specifically agree to observe federal, state and local laws, ordinances and regulations to the extent that they may have any bearing on either providing any money under the terms of this Agreement or the services actually provided under the terms of this Agreement.

8.4. MODIFICATION: No modification or amendment to this Agreement will be valid until the same is reduced to writing, in the form of a change order, and executed with the same formalities as this present

Agreement.

8.5. VENUE STIPULATION: This Agreement has and shall be construed as having been made and delivered in the State of Idaho, and the laws of the State of Idaho shall be applicable to the construction and enforcement of this Agreement or any provision hereto. Any civil action arising from this Agreement shall be brought in the District Court for the First Judicial District of the State of Idaho at Coeur d'Alene, Kootenai County, Idaho and may not thereafter be removed to any other state or federal Court. Each party shall be responsible for its own fees and costs.

8.6. WAIVER: No officer, employee, agent or otherwise of the City, has the power, right or authority to waive any of the conditions or provisions of this Agreement. No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement or a law shall be taken and construed as cumulative, that is, in addition to every other remedy provided herein or by law. Failure of the City to enforce at any time any of the provisions of this Agreement or to require at any time performance by the Consultant of any provision hereof, shall in no way be construed to be a waiver of such provisions, nor in any way affect the validity of this Agreement or any part hereof, or the right of the City to hereafter enforce each and every such provision.

8.7. HEADINGS: The Article and Section headings in this Agreement have been inserted solely for the purpose of convenience and ready reference. In no way do they purport to, and shall not be deemed to, define, limit, or extend the scope or intent of the Articles/Sections to which they appertain.

8.8. OTHER EMPLOYMENT: This Agreement is not an exclusive services Agreement. The Consultant may take on other professional assignments while completing work under this Agreement.

8.9. RECOVERY OF FUNDS: Whenever, under the Agreement, any sum of money shall be recoverable from or payable by the Consultant to the City, the same amount may be deducted from any sum due to the Consultant under the Contract or under any other contract between the Consultant and the City including reasonable attorney fees and or any other collection costs. The rights of City are in addition and without prejudice to any other right the City may have to claim the amount of any loss or damage suffered by the City on account of the acts or omissions of the Consultant.

8.10. SEVERABILITY: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement, which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

8.11. NOTIFICATION: All notices called for or provided for in this Agreement shall be in writing and must be served on any of the Parties either personally or by United States Mail to their respective addresses set forth above. All notices or other communications given hereunder and sent or delivered to the Party at the address set forth for such shall be deemed received: (1) when certified mail is deposited in the United States mail, postage prepaid; or (2) on the third day following the day on which the same have been mailed by first class delivery, postage prepaid; or (3) on the day such notices or other communications are received when sent by personal delivery, prepaid.

8.12. INTEREST OF MEMBERS OF CITY AND OTHERS: No officer, member, or employee of the City and no member of its governing body, and no other public official of the governing body shall participate in any decision relating to this Agreement which affects his personal interest or the interest of any corporation, partnership, or association in which he is, directly or indirectly, interested or has any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

8.13. INTEREST OF CONSULTANT: The Consultant covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

8.14. PERMITS: The Consultant shall acquire and maintain in good standing all permits, licenses and other documents necessary to its performance under this Agreement.

8.15. INTEGRATION: This instrument and all appendices and amendments hereto embody the entire agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations or agreements, either oral or written, between the parties.

8.16 NONDISCRIMINATION: The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such actions shall include, but not be limited to the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates of pay or other forms of compensation; selection for training, including apprenticeship; and participation in recreational and educational activities. The Consultant agrees to post in conspicuous places available for employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause. The Consultant shall keep such records and submit such reports concerning the racial and ethnic origin of applicants for employment and employees as the City may require. The Consultant further agrees to comply will all the Nondiscrimination Requirements contained in **Exhibit "B"**, which by this reference is incorporated herein.

8.17. ADDITIONAL REQUIREMENTS OF THE STATE OF IDAHO: The clauses contained in this Section are required by the State of Idaho. The inclusion of these clauses in this Agreement by the City does not indicate the City's support or opposition to these clauses nor acknowledgement by the City that these clauses are relevant to the subject matter of this Agreement. Rather, these clauses are included solely to comply with Idaho state law.

(1) **Boycotting Israel:** If payments under this Agreement exceed one hundred thousand dollars (\$100,000) and Consultant employs ten (10) or more persons, then Consultant certifies that it is not currently engaged in, and will not, for the duration of this Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the "Anti-Boycott Against Israel Act" (Idaho Code 67-2346).

(2) **Contract with Abortion Providers:** To the extent this Agreement is subject to the use of public funds, Consultant certifies that it is not, and will not, for the duration of this Agreement

become, an abortion provider or an affiliate of an abortion provider as those terms are defined in the "No Public Funds for Abortions Act" (Idaho Code Title 18, Chapter 87).

ARTICLE 9. CONTRACT DOCUMENTS

9.1. CONTRACT DOCUMENTS: The Contract Documents consist of this Agreement and the other documents listed below and all modifications and change orders issued subsequent thereto. These form a contract and all are as fully a part of the contract as if attached to this agreement or repeated herein. In the event of any inconsistency between the provisions of this Agreement and the documents listed below, the provisions of this Agreement will control and the order of precedence will be in the order listed. An enumeration of the contract documents is set forth below:

1. Change Orders; and
2. This Agreement; and
3. Exhibit "A" Scope of Work; and
4. Exhibit "B" Nondiscrimination Requirements; and
5. Consultant response to the Request for Qualifications.

END OF ARTICLES

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the day and year set forth herein above.

MAYOR OF POST FALLS, IDAHO

ATTEST:

Ronald G. Jacobson, Mayor

BY: _____

Shannon Howard
City Clerk

Date: March _____, 2023

 Digitally signed by Licia LeGrant
DN: C=US,
E=llegrant@bwarch.com,
O=Bernardo Wills Architects, CN=Licia LeGrant
Date: 2023.03.09 13:38:04-08'00'

CONSULTANT

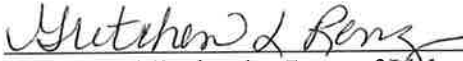
Licia LeGrant, [Commercial Sector Manager]
Bernardo Wills Architects

Date: March 9, 2023

Washington }
State of ~~Idaho~~)
: ss
County of Spokane)

On this 9th day of March, 2023 before me, a notary for the State of Idaho, personally appeared Licia LeGrant who, being by me first duly sworn, declared that they is a [Commercial Sector Manager] of Bernardo Wills Architects that they signed the foregoing document as the authorized officer of the corporation, and that all statements therein contained are true.

IN WITNESS WHEREOF, I have hereto set my hand and affixed my official seal the date and year in this certificate first above written


Notary Public for the State of Idaho
Residing at: Leona Lake WA
My Commission Expires: 02/01/2023

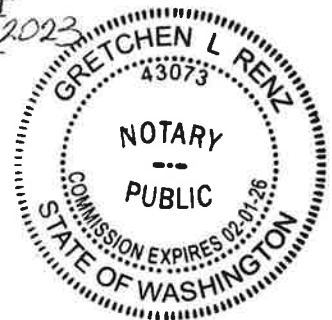


Exhibit B Nondiscrimination Requirements

This Attachment is to be inserted in every contract subject to Title VI of the Civil Rights Act of 1964 and associated Regulations.

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. Compliance with Regulations

The contractor shall comply with the Regulations relative to non-discrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination

The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Sub-contracts, Including Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, sex, or national origin.

4. Information and Reports

The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to ITD or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Non-compliance

In the event of the contractor's non-compliance with the non-discrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:

- Withholding of payments to the contractor under the contract until the contractor complies, and/or;
- Cancellation, termination, or suspension of the contract, in whole or in part.

Incorporation of Provisions

The contractor shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request ITD enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.



Date:	3/9/2023
To:	John Beacham, City of Post Falls Public Works Director
From:	Licia LeGrant, Commercial Sector Manager
Project:	Post Falls City Hall Remodel
	Post Falls, Idaho
BW Project No.:	23-01-017

Based on our work to date and our experience with similar projects we have completed, Bernardo Wills (BW) is pleased to offer the following fee proposal for professional services.

Project Description

As a result of a feasibility study completed by the City of Post Falls in 2022, the City would like to further investigate recommendations of the feasibility study. This project is to include space planning and design services for various spaces within the existing 3-Story, +/- 65,000 SF Post Falls City Hall. The project includes evaluating existing spaces and the needs and functions of the various departments, developing space plans accommodating future growth, and providing acoustic and security recommendations.

Basic Design Services Scope of Work

Phase I: Improvements

The scope of work listed below includes Schematic Design, Design Development, Construction Documents and Bidding Phases as described under Description of Basic Services. This phase includes various scopes of work as described below:

1. Legal and Admin. Service Space Planning: Evaluating existing space needs and functions, space planning and design of new office and workstation layout for the Legal and Administrative Services.
2. Council Chambers: Design of improvements to the Council chambers including new lectern for community presentations/speakers, minor casework reconfigurations, and minor electrical work.
3. Security Improvement Plan: Evaluation of both private and public movement through the existing facility to help identify and create a general security improvement plan for the building. Identifying security concerns and propose solutions to secure office spaces from public spaces. Scope to include new access control doors, sight line or camera improvements for the reception office and reviewing emergency egress and records security on the second floor. Low voltage, security camera, access control design excluded and to be designed by Owner's Vendors.

Phase II: Rotunda Design

The scope of work listed below includes Schematic Design only. This phase includes the scope of work as described below:

1. Investigate acoustic issues in the rotunda space to include:
 - a. Rotunda Reverberation Analysis and recommendations by Acoustical Engineer
 - b. Sound Isolation analysis and recommendations by Acoustical Engineer
2. Develop preliminary design ideas for central customer service area to include a preliminary floor plan study.
3. Develop preliminary design concepts for the rotunda as a community space to include a preliminary floor plan study and 3D renderings.

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Phase III: Space Planning

The scope of work listed below includes Schematic Design only. This phase includes the scope of work as described below:

1. Evaluate existing space needs and functions for Community Development Dept. to create a more efficient configuration and accommodate future growth.
2. Develop preliminary space plans based on evaluation for the Community Development Department.

Deliverables

Phase I:

- Floor Plan Studies (2 options + 1 revision)
- Security Plan Studies (1 option + 1 revision)
- Design Review (60%) Set prior to finalizing Permit/Bid Set
- 100% Bid/Permit Set

Phase II:

- Acoustic Investigation Analysis and Recommendations
- Floor Plan study for customer service area (2 Options + 1 Revision)
- Preliminary Design Concept (2 Options + 1 Revision)

Phase III:

- Floor Plan Studies (2 Options + 1 revision)

Description of Basic Services

Professional services are typically provided in phases beginning with simple preliminary work to determine the project scope and moving towards more detailed design work and technical drawings for permits, pricing, and construction.

Basic services shall conclude upon approval of Bernardo Wills' work by the authority having jurisdiction. For projects that do not include permit actions, basic services shall conclude upon receipt of deliverables as subscribed in the scope of work above.

1. Schematic Design Phase: Preparation of drawings and sketches including site plan, floor plan diagrams, perspective sketches and massing models to describe the size, scale, and character of the project. This phase also includes meeting with owner and various city departments to obtain preliminary input and approvals.
2. Design Development Phase: Based on the approved schematic design phase work, preparation of more detailed drawings to further define the size, scope, and character of the project including finalizing building floor plans, reflected ceiling plans, and interior design including colors and materials. This work to include mechanical, and electrical engineering design (if required).
3. Construction Documents Phase: Based on the approved design development phase work and preparation of construction documents including structural, mechanical and electrical engineering, (if required) and technical specifications setting forth in detail the quality levels and performance criteria of materials and systems. Construction documents will be suitable for construction bidding and building permit.
4. Bidding Phase: Bidding services as described herein are for the design team to continue to provide services during the contractor selection phase of the project. Services may include issuing documents to bidders and plan centers, responding to bidder questions, preparing addenda as required and assisting the owner in evaluating bids or proposals.

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Compensation for Basic Services

In addition to any fees previously invoiced, we propose a stipulated sum fee plus reimbursable expenses as detailed in the attached Fee Summary.

Optional Services

1. Construction Phase Services: Construction phase services as described herein are for the design team to continue to provide services during the construction phases of the project. Services may include shop drawing and submittal review, site visits by the design team, responding to the contractor's requests for additional information, processing the contractor's monthly payment applications, and assisting with project closeout. The need for construction phase services can vary based on the contractor, subcontractors, regulatory agencies, tenants, and other circumstances beyond our control. This phase of the work can be expanded, reduced, or eliminated, or done on as-requested/as-needed basis with an estimated budget in accordance with our standard hourly rate schedule.
2. Furniture Design/Coordination: This task includes time required to select furniture, finishes and coordination with Owner's furniture vendor.
3. Site Visit and In-person Assessment by Acoustical Engineer (if required)

We have detailed an estimated budget for these optional services in the attached Fee Summary.

Additional Services not Included in Basic Services

The following work is not included as part of the basic services, but can be added if necessary:

- Revising previously completed or approved work as requested by owner or potential tenants.
- Design work beyond phase as described above (i.e. Construction Documents, Permit Documents).
- Construction cost or budgeting estimates
- 3D Renderings, special graphics, presentation drawings, marketing brochures, or lease exhibits
- Multiple bid packages or permit submittals
- Certifications, inspections, or testing required by agencies having jurisdiction.
- Site visits by the architect or engineers beyond unless noted otherwise.
- Preparation of record drawings (construction completion)
- Specialized consultants (i.e., building envelope, structural, accessibility etc.)
- Relocation management (design related to relocation)
- LEED or "Green Architecture" design

Hourly Charges

The following hourly rates shall be used when a portion of the fee is to be charged on an hourly basis or if we are requested to perform additional work. For fees based on an hourly rate, we will provide time reports to substantiate hours.

Position	2023 Hourly Rates
Department Manager	\$240.00
Sector Manager	\$225.00
Associate	\$215.00
Professional Grade V	\$210.00
Professional Grade IV	\$200.00
Professional Grade III	\$190.00
Professional Grade II	\$175.00
Professional Grade I	\$160.00
Emerging Architecture Professional	\$145.00
BIM Technician III	\$145.00

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Position	2023 Hourly Rates
BIM Technician II	\$125.00
BIM Technician I	\$110.00
Project Administrator	\$100.00

Schedule

Estimated project timelines per Phase. It is assumed that Phases can occur concurrently or in order depending on the needs of the client.

- Phase I: Improvements (7-8 weeks)
- Phase II: Rotunda (6-8 weeks)
- Phase III: Space Planning (4-6 weeks)

Reimbursable Expenses

Within our fee we have allowed for travel within 50 miles of our office and printing of drawings and reports for our own use or for distribution to our consultants. All other expenses are not included in the proposal and will be reimbursed by the client at cost. Reimbursable expenses include:

- Incidental fees paid to regulatory agencies for applications, etc.
- Printing and overnight shipping.

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FEE SUMMARY		
BW Project No.:	23-01-017	
BW Project Title:	Post Falls City Hall Remodel	
Project Manager:	Licia LeGrant/Michelle Widner	
Date:	3/9/2023	
Phase/Task	Task Fee	Phase Fee
Phase I: Improvements		\$ 33,150.00
Scoping/Fee Development/Schedule	\$ 2,300	
Create/Verification of As-builts	\$ 1,500	
Design Phase	\$ 8,250	
Construction Documents Phase	\$ 11,950	
Bidding Phase	\$ 3,650	
Consultants		
Mechanical	\$ 3,300	
Electrical	\$ 2,200	
Phase II: Rotunda Design		\$ 19,740
Acoustic Investigation Coord./Product Selection	\$ 2,500	
Rotunda Design Concepts	\$ 5,800	
Consultants		
Acoustical Engineer	\$ 11,440	
Phase III: Space Planning (Community Development Dept.)		\$ 6,800
Dept. Interviews/Space Planning	\$ 6,800	
Total Fee for Basic Services (Stipulated Sum)		\$ 59,690
Optional Services: Construction Services		\$ 12,000
Phase I - Construction Services (BW)	\$ 8,200	
Phase I - Site Visits (BW)	\$ 1,800	
Consultants		
Mechanical	\$ 1,000	
Electrical	\$ 1,000	
Optional Services: Acoustic Engineer (Site Visit)		\$ 4,620
Phase II - Site Visit/In Person Investigation (Acoustic Eng)	\$ 4,620	
Optional Services: Furniture Selection/Coordination		\$ 5,000
Phase I - Furniture Selection/Coordination	\$ 5,000	
Total Fee for Optional Services (Estimated NTE billed hourly)		\$ 21,620
Total Fee for Services		\$ 81,310