



Urban Renewal Agency Agenda

Monday, September 12, 2022, 12:00 PM

Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Rudy Ashenbrener, Andy Hohwieler, Dan Brizee, Jan Rogers, Alexandra Caval, JJ McBride, Dave McAlindin

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Conflict of Interest Declaration
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve 1) Minutes for the August 8, 2022 meeting; 2) August 2022 Financial Report; and 4) September 2022 Accounts Payable.
By: Lorrie Bauer, Administrative Assistant
- 4) Reports/Updates
 - a) **INFORMATIONAL:** Executive Director's Report
By: Travis Rothweiler, City Manager & Interim Executive Director
- 5) Items of Consideration
 - a) **ACTION ITEM:** Consideration of a request to spend up to \$22,000 to install a new power pole, 3 phase transformer bank, and service to upgrade a building located at 248 Idaho Street South for the possible expansion of Caval Business.
By: Travis Rothweiler, City Manager & Interim Executive Director
 - b) **ACTION ITEM:** Consideration of a request to retain GGLO to develop a Master Plan for the proposed Old Towne 2 Revenue Allocation Area in the amount of \$195,500.
By: Travis Rothweiler, City Manager & Interim Executive Director
 - c) **ACTION ITEM:** Consideration of a request for EHM Engineers, Inc. to perform a Phase II Assessment on the recently purchased property at 164 3rd Avenue South for an amount not to exceed \$28,000. *(This action item has been amended since the August 12, 2022 meeting to clarify the scope of the Environmental Assessment.)*
By: Jesse Schuerman, URA Staff Engineer
- 6) General Input/Announcements - Public/Staff
- 7) Upcoming Meeting(s)
 - a) Wednesday, October 12, 2022, @ 12:00 pm *(Due to Columbus Day on Monday, Oct. 10th)*
- 8) Executive Session
 - a) **ACTION ITEM:** Executive Session pursuant to Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency.
(The meeting will not return to open session.)
- 9) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Lorrie Bauer (208) 735-7313 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.



Urban Renewal Agency Minutes

Monday, August 8, 2022, 12:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Members: Rudy Ashenbrener, Andy Hohwieler, Dan Brizee, Jan Rogers, Alexandra Caval, JJ McBride, Dave McAlindin

1) Confirmation of Quorum/Call Meeting to Order

Present: JJ McBride, Andy Hohwieler, Rudy Ashenbrener, Alexandra Caval, Dave McAlindin, Dan Brizee.

Absent: Jan Rogers.

Staff Present: Lorrie Bauer, Administrative Assistant; Jesse Schuerman, Staff Engineer; Travis Rothweiler, City Manager & Interim URA Executive Director; Jonathan Spendlove, Planning & Zoning Director; Breanna Howard, Finance Director; Ruth Pierce, City Council Liaison.

Chair Ashenbrener called the meeting to order at 12:00 PM. A quorum was present.

2) Conflict of Interest Declaration

Alex Caval declared a conflict of interest with Action Item 5c and will not be participating.

3) Consent Calendar

- a) Request to approve 1) Minutes for the June 28, 2022 meeting; 2) Minutes for the July 11, 2022 meeting; 3) July 2022 Financial Report; and 4) August 2022 Accounts Payable.

MOTION: Andy Hohwieler moved to approve the consent calendar as presented. JJ McBride seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0.

4) Reports/Updates

- a) Executive Director's Report
Travis Rothweiler reported the following:

1) Kushlan Association has been working on the creation of two potential tax increment financing areas:

a) Orchard Drive East (with Summit Creek Development (SCD)): The project is located just south of Clif Bar on Orchard and Hankins Road. The property has been annexed to the City. The agency approved a Memorandum of Understanding at a prior meeting. SCD is working on construction drawings and beginning the plat process. There is interest in the area/properties and it will be a great addition.

b) Old Town 2 Project (downtown area): The Termination Budget for Area 4-1 contemplates the creation of a second district to capitalize on the momentum that started with the Agency's work in the downtown core area. Mr. Kushlan has been working with GGLO and Eco NW to develop the plan, marketing, and creating the necessary legal documents to officially form the district. We'll be working through all the legal approvals over the next fiscal year. A visual representation of the vision will be created and used for marketing to attract the industries visioned for the downtown area.

2) The economic developer position has been advertised and applications will be accepted until August 17th. The recruitment process includes final interviews to be scheduled on September 13th. The Agency was invited to attend a community open house to meet the finalists on September 12th. Discussion ensued about the economic development director's role as the Urban Renewal Agency's executive director and associated duties.

3) Parking Garage on 2nd & Hansen - All requirements have been completed from a land-use perspective. A DDA for agency review will be presented at a future meeting (targeting September 2022) for approval. The timeline previously shared is believed to still be achievable.

4) The Children's Museum of the Magic Valley - They are close to securing a significant donor. Once secured, they are hoping the domino effect will take place.

5) Items of Consideration

- a) Public Hearing for the FY2022-23 Budget and Consideration of a request to sign Resolution No. 2022-06 adopting the FY2022-23 budget amount of \$4,987,322.

Breanna Howard reviewed the proposed budget as published.

Chair Ashenbrener opened the public hearing. No comments were received. The public hearing was closed.

MOTION: Alexandra Caval moved to adopt Resolution 2022-06 adopting the FY2022-23 budget amount of \$4,987,322. JJ McBride seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0.

- b) Public Hearing for the Revenue Allocation Area (RAA) #4-1, as amended, preliminary termination budget and Consideration of a request to sign Resolution No. 2022-07 adopting the RAA #4-1 preliminary termination budget amount of \$4,450,000.

Breanna Howard voiced a correction in that the published budget notice should reference September 30, 2023, replacing references to December 31, 2023. She then reviewed the proposed termination budget.

Chair Ashenbrener opened the public hearing. No comments were received. The public hearing was closed.

MOTION: Dave McAlindin moved to approve the preliminary termination budget for Revenue Area Allocation Area #4-1 and authorize the Chairman to sign Resolution No. 2022-07 adopting the RAA #4-1 preliminary termination budget amount of \$4,450,000. Alexandra Caval seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0.

- c) Consideration of a request to spend up to \$22,000 to install a new power pole, 3 phase transformer bank, and service to upgrade a building located at 248 Idaho Street South for the possible expansion of Caval Business.

Board member Alexandra Caval stepped away from the Dias as she declared a conflict of interest at the beginning of the meeting.

Rothweiler introduced the agenda item and shared that he met with Mr. Caval, who explained the request is to extend and expand power into the area to assist with any potential economic development opportunities. It is unknown as to what development project(s) are being planned for Caval's building, as Mr. Caval was not in attendance at the meeting. Discussion ensued. Agency would like Mr. Caval to present his project details at a future meeting. The board advised staff to invite Mr. Caval to the September meeting to present this request for consideration.

MOTION: Dan Brizee moved to reserve consideration of this item until the September board meeting in which Mr. Caval will have the opportunity to share his vision for his property. JJ McBride seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0. Caval abstained.

- d) Consideration of a request for EHM Engineers, Inc. to perform a Phase II Assessment on the recently purchased property at 164 3rd Avenue South for an amount not to exceed \$28,000. Jesse Schuerman introduced the agenda item and explained the request. Discussion ensued. Schuerman will verify if the "motor vehicle waste disposal well" item in the proposal includes removal or not.

MOTION: Dave McAlindin moved to approve the Phase II Assessment of recently purchased property at 164 3rd Avenue South for an amount not to exceed \$28,000 subject to staff clarification of services to be performed. Dan Brizee seconded the motion. If the amount exceeds \$28,000, an updated proposal will need to be presented for consideration. Roll call vote showed all members present voted. Approved 6 to 0.

6) General Input/Announcements - Public/Staff

Member Caval expressed concern about an agency owned property downtown being occupied by unwelcomed guests shooting off fireworks. Rothweiler shared he had been contacted, being the URA Executive Director, about the incident on agency property and he told them that no one has permission to be on any property owned by the Urban Renewal Agency. Being the City Manager, he will talk with the police department to make sure these areas are patrolled regularly. Signs such as "No Loitering", "Vehicle will be towed at your expense", etc., could be posted as well. The community has seen an increase in informal gathering spaces in which signs would help make it clear and it gives law enforcement tools to correct the situation.

7) Upcoming Meeting(s)

- a) Monday, September 12, 2022 @ 12:00 pm

8) Executive Session

- a) Executive Session pursuant to Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency.

(The meeting will not return to open session.)

MOTION: Alexandra Caval moved to go into execution session. Andy Hohwieler seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0. The public portion of the meeting ended at 1:17pm.

9) Adjournment

The meeting adjourned at 2:40 pm.

Lorrie Bauer, Administrative Assistant

Urban Renewal Agency of the City of Twin Falls, ID
Profit & Loss
August 2022

	Aug 22
Ordinary Income/Expense	
Income	
Contributions	47,644.09
Investment Income	6,933.03
Property Taxes	4,080.57
Rental Income	2,333.33
Total Income	60,991.02
Gross Profit	60,991.02
Expense	
General Development Projects	2,668.75
RAA 4-1	
City Property Expense	
Commons (129 Hansen) & Main	972.05
Bowyer Park (122 4th Ave S)	21.16
Total City Property Expense	993.21
Downtown Art	1,450.00
Total RAA 4-1	2,443.21
RAA 4-3 (Chobani)	
Debt Pay. (Chobani) Principal	613,297.88
Total RAA 4-3 (Chobani)	613,297.88
RAA Orchard Dr East	1,531.25
Legal Expense	9,127.64
Meeting Expense	448.63
Office Expense	53.79
Professional Fees	14,360.00
Total Expense	643,931.15
Net Ordinary Income	-582,940.13
Net Income	-582,940.13

Urban Renewal Agency of the City of Twin Falls, ID
P&L Over (Under) Budget - YTD
October 2021 through August 2022

	Oct '21 - Aug 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Washington Fed. Bond Proceeds	942,836.28	942,700.00	136.28	100.0%
Bank Bond Proceeds	0.00	900.00	-900.00	0.0%
Contributions	100,678.27			
Investment Income	19,350.78	3,325.00	16,025.78	582.0%
Other Income	0.00	150,000.00	-150,000.00	0.0%
Property Taxes	7,776,591.89	7,820,517.00	-43,925.11	99.4%
Rental Income	25,666.63	30,000.00	-4,333.37	85.6%
Total Income	8,865,123.85	8,947,442.00	-82,318.15	99.1%
Gross Profit	8,865,123.85	8,947,442.00	-82,318.15	99.1%
Expense				
General Development Projects	45,521.53			
RAA 4-1				
City Property Expense				
Commons (129 Hansen) & Main	13,874.34			
Bowyer Park (122 4th Ave S)	134.13			
Total City Property Expense	14,008.47			
Downtown Art	30,418.50			
Downtown Development	38,126.00			
Other Properties/Projects	572,062.98			
RAA 4-1 - Other	0.00	2,871,218.00	-2,871,218.00	0.0%
Total RAA 4-1	654,615.95	2,871,218.00	-2,216,602.05	22.8%
RAA 4-3 (Chobani)				
Debt Pay. (Chobani) Interest	1,419,167.41	1,419,167.00	0.41	100.0%
Debt Pay. (Chobani) Principal	2,194,297.88	2,356,000.00	-161,702.12	93.1%
Total RAA 4-3 (Chobani)	3,613,465.29	3,775,167.00	-161,701.71	95.7%
RAA Orchard Dr East	-16,806.25			
Bond Trustee Fees	5,000.00	5,000.00	0.00	100.0%
Community Relations & Website	0.00	500.00	-500.00	0.0%
Debt Payments - Interest	358,158.57	656,487.00	-298,328.43	54.6%
Debt Payments - Principal	2,580,000.00	2,945,100.00	-365,100.00	87.6%
Dues and Subscriptions	4,600.00	5,000.00	-400.00	92.0%
Insurance Expense	0.00	1,680.00	-1,680.00	0.0%
Legal Expense	73,244.34	65,000.00	8,244.34	112.7%
Management Fee	208,000.00	208,000.00	0.00	100.0%
Meeting Expense	2,193.56	1,500.00	693.56	146.2%
Miscellaneous	0.00	500.00	-500.00	0.0%
Office Expense	117.79	500.00	-382.21	23.6%
Prof. Dev.\Training	0.00	2,500.00	-2,500.00	0.0%
Professional Fees	46,831.59	30,000.00	16,831.59	156.1%
Property Tax Expense	84.76			
Repairs and Maintenance	69,889.60	69,890.00	-0.40	100.0%
Total Expense	7,644,916.73	10,638,042.00	-2,993,125.27	71.9%
Net Ordinary Income	1,220,207.12	-1,690,600.00	2,910,807.12	-72.2%
Other Income/Expense				
Other Income				
Transfers In	0.00	4,334,827.00	-4,334,827.00	0.0%
Transfers Out	0.00	-4,334,827.00	4,334,827.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	1,220,207.12	-1,690,600.00	2,910,807.12	-72.2%

September 2022 Accounts Payable

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Account</u>	<u>Memo</u>	<u>Class/Fund</u>
4664	8/22/2022	Zions First National Bank	47,644.09	Cash: Zions #8617 - Excess Funds	Bond Payment Shortage for Clif Bar	zz-Bond Fund - Zions Bank-Clif
4665	9/2/2022	VOID				
4666	9/2/2022	VOID				
4667	9/2/2022	City of Twin Falls	28.79	Office Expense	Reimb. for Check Envelopes (101.00.00.136.00 for JE403)	General
4667	9/2/2022	City of Twin Falls	166.79	Meeting Expense	Reimb. For 20220711 Jimmy Johns (101.00.00.136.00)	General
4668	9/2/2022	EHM Engineers, Inc.	10,855.00	Professional Fees	Survey/Verify Legal Descriptions (100% of 5) / #88213	RAA 4-1 (Original)
4669	9/2/2022	Elam & Burke	2,078.55	Legal Expense	Professional Fees for Service -02 / #197399	General
4670	9/2/2022	Five Fish Press	1,450.00	Downtown Art	Twin Falls Public Art Tour Brochures / #19051	RAA 4-1 (Original)
4671	9/2/2022	Idaho Power	10.77	Bowyer Park (122 4th Ave S)	Power for #2220512228 for 20220809	RAA 4-1(Original)
4671	9/2/2022	Idaho Power	488.12	Commons (129 Hansen) & Main	Power for #2224040226 for 20220809	RAA 4-1(Original)
4672	9/2/2022	Intermountain Gas Company	9.79	Commons (129 Hansen) & Main	Gas for #73747812375 for 20220818	RAA 4-1(Original)
4673	9/2/2022	Kushlan Associates	2,668.75	General Development Projects	Eligibility Report for Old Towne 2 RAA (July) / #2022-3	General
4673	9/2/2022	Kushlan Associates	5,731.25	General Development Projects	Eligibility Report for Old Towne 2 RAA (Aug) / #2022-4a	General
4673	9/2/2022	Kushlan Associates	1,732.95	General Development Projects	Framework MP for Old Towne 2 RAA (Aug) / #2022-4b	General
4673	9/2/2022	Kushlan Associates	1,531.25	RAA Orchard Dr East	Draft Plan - Orchard Dr E RAA / #Orchard 2022-5	RAA Orchard Dr East
4674	9/2/2022	Lorrie Bauer	281.84	Meeting Expense	Reimbursement for 20220808 Lunch	General
4675	9/2/2022	Times-News	119.08	Legal Expense	Termination Budget Public Hearing (August Ad) #129525	RAA 4-1(Original)
4675	9/2/2022	Times-News	169.50	Legal Expense	FY2022-23 Budget Public Hearing (August Ad) #12526	General



Date: Monday, September 12, 2022
To: Urban Renewal Agency of the City of Twin Falls
From: Travis Rothweiler, City Manager & Interim Executive Director

ACTION ITEM

Request:

Consideration of a request to spend up to \$22,000 to install a new power pole, 3 phase transformer bank, and service to upgrade a building located at 248 Idaho Street South for the possible expansion of Caval Business.

Background:

Jacob Caval is requesting the Urban Renewal Agency of the City of Twin Falls assist with increasing the power supplied to his building located at 248 Idaho Street South, specifically an increase to 1,000 amps of 120/208v, 3 phase power. Idaho Power would install a new 50' power pole, overhead transformers and two runs of service in separate conduits across the alley. The project would involve trenching across the alley. The estimate includes \$8,700 for unusual conditions to cover rock drilling, vacuum truck and asphalt replacement per City of Twin Falls specifications.

Mr. Caval is seeking assistance from the Urban Renewal Agency of the City of Twin Falls to pay for this infrastructure improvement, which is located in a public right-of-way.

In the past, the Agency has approved similar requests:

- Lisa and Dave Buddecke requested \$10,486 power improvements in the alleyway midway between Hansen & Idaho St. and 2nd Ave & 3rd Ave S for their 2nd South Market – Idaho's Original Food Hall project. This item was approved 5-0-2 at the URA's October 14, 2020 meeting.
- Shawnee Kyle requested \$9,227 for power improvements located in the alleyway midway between Hansen Street & Shoshone Street and 2nd Avenue South & 3rd Avenue South for the Float Magic project. This item was approved 7-0 at the URA's October 29, 2020 meeting.
- Jon Mancari and Chris Packer requested \$14,678 for power upgrades to an existing building located at 157 2nd Avenue West for the White Pine Distillery project. This item was approved 6-0 at the URA's February 8, 2021 meeting.
- Ken Fitzgerald requested reimbursements of \$38,208.80 (\$23,350 was for electrical improvements) for residential units located at 129 Main Ave West. This item was not passed as it failed to get a second on the main motion at the June 14, 2021 meeting. There was question if this project could pass the "but, for" question that is required before the Agency can financially support a project.

Jacob Caval made his request at the July URA meeting and is expected to be available to answer questions about his plans for the building.

Attached is a quote from Idaho Power for the new pole along with a location map of the work to be performed.

Approval Process:

Approval of this request requires a simple majority (50%+1) of the members in attendance at this meeting.

Budget Impact:

Money for this project will come from the downtown maintenance and improvement funds within RAA #4-1.

Regulatory Impact:

N/A

Conclusion:

The request is a qualifying infrastructure improvement expense that aids and may support additional growth within the City's Downtown and Revenue Allocation Area.

Attachments:

1. Caval - Idaho Power Quote

From: Elam, Chance CElam@idahopower.com
Subject: Idaho Power Information
Date: Jun 27, 2022 at 4:30:54 PM
To: jacobcaval@cavallicorp.com
Cc: Murray, Nathan NMurray@idahopower.com

Hi Jacob,

To serve your building with 1000 amps of 120/208v 3 phase power, I would need to install a new 50' pole with overhead transformers in the alley and install (2) runs of service cables in separate conduits across the alley to a new meter base. Trenching across the alley will be the difficult part due to existing utility lines. My estimate for this project is \$20,000-\$22,000 which includes \$8,700 in unusual conditions to cover rock drilling, vac truck and asphalt replacement in the alley. The unusual conditions amount is refundable but the invoices from vac truck and asphalt replacement contractors would be paid from these funds. If you have any questions please let me know.

Chance Elam

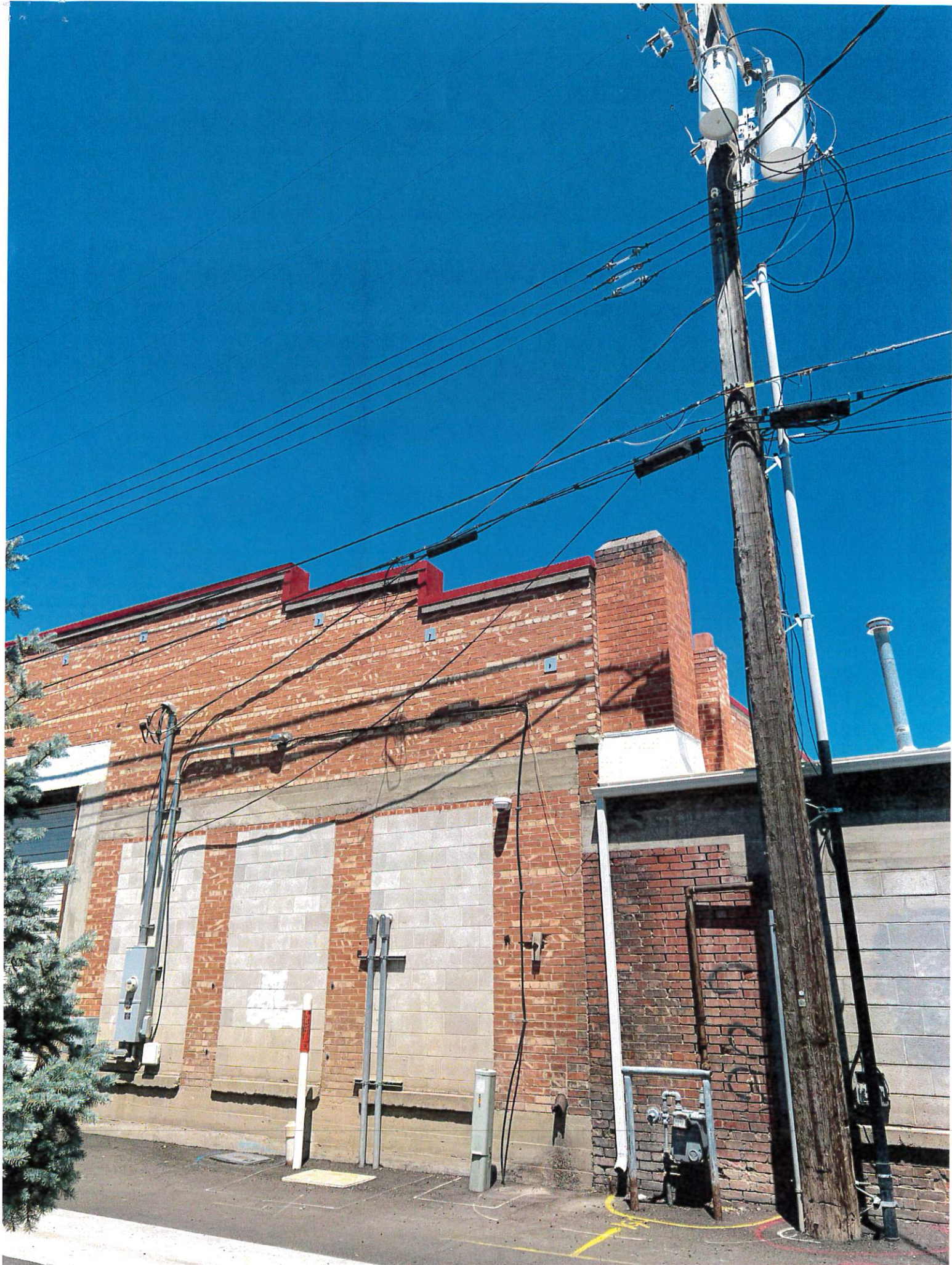
DISTRIBUTION DESIGNER

Idaho Power | Customer Operations
243 Blue Lakes Blvd S | Twin Falls, ID | 83301

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Date: Monday, September 12, 2022
To: Urban Renewal Agency of the City of Twin Falls
From: Phil Kushlan, Project Manager

ACTION ITEM

Request:

Consideration of a request to retain GGLO to develop a Master Plan for the proposed Old Towne 2 Revenue Allocation Area in the amount of \$195,500.

Background:

From May 2021 to February 2022, the Agency Board members spent time in a series of visioning and planning workshops discussing the possibility of creating a new revenue allocation area (RAA) in the Downtown and Historical Warehouse Districts. In the process, the Board examined their roles to promote economic development and eliminate community blight. As a part of this process, the Board took a field trip and looked at the opportunities to make additional, meaningful improvements to the core of Twin Falls after RAA 4-1 closes in 2023. They identified the ideal geographical boundary for the new area.

The Board's vision for the new area included additional downtown housing, hotels, a convention center, continued small development on Main Avenue, and commercial and light industrial development (assembly) in the Historical Warehouse District. Several public infrastructure improvements were discussed, including funding to assist with relocating and traffic calming on the 2nd Avenues (US Highway 30), water and sewer lines, complete street improvements, fiber optics, power and gas upgrades, as well as parking lots/structures.

Staff and Consultants will take the Board's vision and transform it into the studies and ordinances needed to create a revenue allocation area and the corresponding plan. The first step in transforming the vision into reality is to determine the eligibility of the area for urban renewal activities by comparing conditions within a Study Area against state criteria in the Urban Renewal Statute. That review is called the "Eligibility Report."

The Agency hired Kushlan Associates to determine the eligibility of the Study Area for an urban renewal project pursuant to Idaho Code § 50-2008(a) ("Eligibility Report") as well as the required economic feasibility report at its May 9, 2022 Board Meeting at a total cost of \$55,000. At the meeting, staff shared the opportunity to construct a Master Plan for this area in addition to the eligibility and economic feasibility reports.

Kushlan Associates introduced GGLO to the URA's executive committee. GGLO presented their qualifications. They asked the URA executive team members to share their ideas for the area. GGLO refined their proposal based on the conversation. The master planning work will be supported by a market study conducted by EcoNW forecasting the type and amount of taxable investment that can be expected within the planning horizon.

Approval of this item will help in the development of a Master Plan for the area, including overarching vision summary, goals, objectives, vision summary, overall assessment of the area, placemaking opportunities as well as an infrastructure assessment. The cost of the Master Planning services is

\$155,500 and the Market Study is \$40,000. As a part of the project, GGLO will develop:

- Streetscape Improvements Framework;
- Initial Open Space & Public Amenities Plan;
- Rock Creek Trail and Restoration Plan;
- Urban Forestry Plan; and
- Sustainable Stormwater Management Plan.
- Community outreach and community engagement sessions (both onsite and virtual).

Mark Sindell and Samantha Jesser from GGLO are planning to present their proposal.

Approval Process:

A majority vote by the Board would approve moving forward with retaining GGLO.

Budget Impact:

As indicated in the proposal, the cost to develop a Master Plan for the Old Towne 2 project area is estimated to be \$195,500. This is a companion project to the work being done by Kushlan Associates, which was approved by the URA Board at its May 9, 2022, regular meeting. The cost of the proposal will be paid by the Urban Renewal Agency of the City of Twin Falls out of its General Fund Revenues. The URA's 2023 budget has \$150,000 for this work.

Regulatory Impact:

Idaho Code 50-2008 describes the process to create an Urban Renewal Plan. Specifically, 50-2008 (a), Preparation and Approval of Plan for Urban Renewal Project, states, *"An urban renewal project for an urban renewal area shall not be planned or initiated unless the local governing body has, by resolution, determined such area to be a deteriorated area or a deteriorating area or a combination thereof and designated such area as appropriate for an urban renewal project."*

50-2008 (b) states, *"An urban renewal agency may itself prepare or cause to be prepared an urban renewal plan, or any person or agency, public or private, may submit such a plan to an urban renewal agency. Prior to its approval of an urban renewal project, the local governing body shall submit such plan to the planning commission of the municipality, if any, for review and recommendations as to its conformity with the general plan for the development of the municipality as a whole. The planning commission shall submit its written recommendations with respect to the proposed urban renewal plan to the local governing body within sixty (60) days after receipt of the plan for review. Upon receipt of the recommendations of the planning commission, or if no recommendations are received within said sixty (60) days, then without such recommendations, the local governing body may proceed with the hearing on the proposed urban renewal project prescribed by subsection (c) hereof."*

Conclusion:

Staff recommends the Board approve the retention of GGLO for the development of a Master Plan for the Old Towne 2 URA District.

Attachments:

1. GGLO URD Master Plan Proposal for Old Towne 2

Authorization For Design Services

Date: September 12, 2022
Project: Twin Falls URA Master Plan
Project No.: 2022047

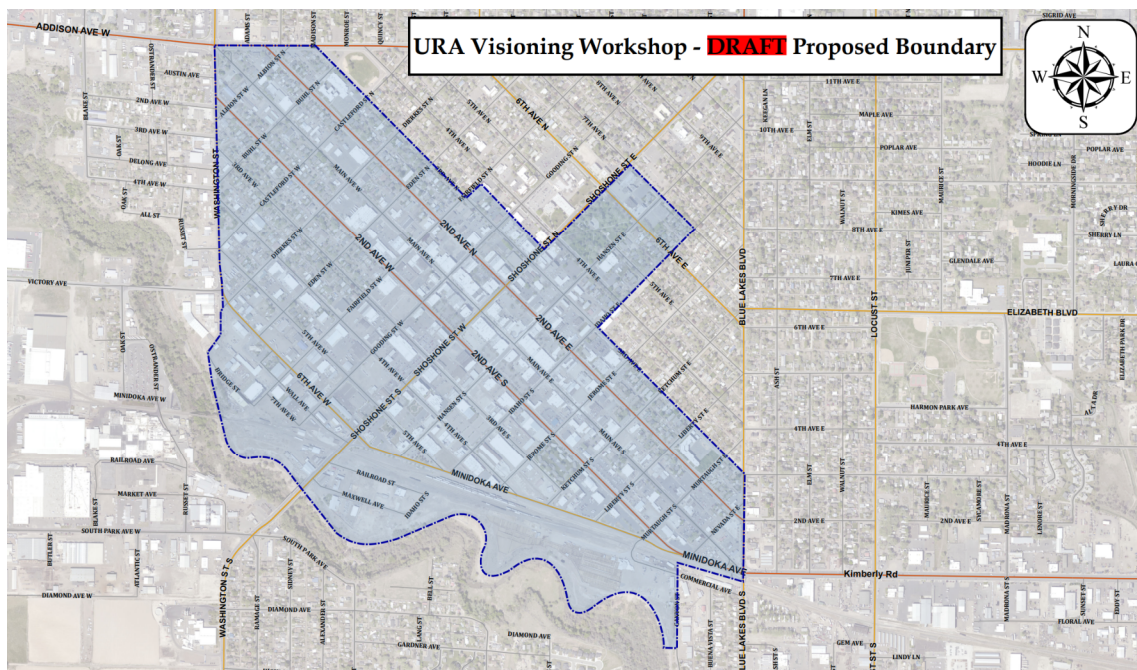
This document constitutes an interim working agreement and authorizes GGLO to begin design services as described below. Services will be performed and invoiced on either on lump sum or an hourly basis at GGLO's current hourly rates. A standard form of agreement, with details of the working relationship and terms, will be prepared by GGLO and the Twin Falls Urban Renewal Agency for review and approval within 60 days of approval and commencement of the scope of work outlined in this document.

Client:

Twin Falls Urban Renewal Agency
 Authorized Representative: Phil Kushlan

Project Description:

The intent of this scope of work is to develop an overall Master Plan as the basis for establishing a new Urban Renewal District for Downtown Twin Falls. The project boundary is as follows:



Scope of Services of this Authorization

Discovery

Tasks Include:

- Review prior planning materials, documents, zoning
- Assemble base files (City to provide GIS Data)
- Confirm Working Group and Stakeholders, Agency involvement
- Conduct Kick-Off Meeting to present schedule, deliverables, process, and public involvement plan
- Incorporate information from Economic Assessment (by ECONorthwest Consulting)
- Incorporate information from Infrastructure Assessment (by the City of Twin Falls)
- Establish primary goals, vision, and priorities
- Meet with Agency Representatives (Public Works, Planning, Transportation, Parks & Recreation, Fire Department) to confirm priorities and guidelines
- Conduct Team Coordination and bi-weekly Team Meetings
- Conduct Bi-Weekly Meetings with City/Urban Renewal Agency (URA) Working Group (via video conference). Working Group to include URA Chair, Vice Chair, Secretary, URA Project Manager, City of Twin Falls City Manager, representatives from Engineering and Public Works
- Present initial findings to Urban Renewal Agency Board at regularly scheduled Work Session
- Project Management & Administration

Deliverables: Discovery Package (11x17 pdf)

- Base files
- Timeline
- URA Presentation (Timeline, Process, Goals, Vision, Public Involvement Plan)

Public Involvement

Tasks Include:

- Develop Public Involvement Plan
- Conduct Stakeholder Meetings (1:1 and small groups), up to 10 meetings via video conference (ITD, Chamber of Commerce, Downtown Property Owners, Local Railroad Group, DEQ, Dept of Fish & Wildlife, College of Southern Idaho)
- Conduct 1:1 Interviews with URA Board Members
- Conduct the following Public Outreach Surveys (Survey Monkey) and Open House:
 - Online Survey #1: Discovery (Priorities, Visioning & Goals)
 - Online Survey #2: Draft Plan (Preferences)
 - Public Open House: Final Plan & Next Steps
- Provide content for public notice (Public Noticing to be by City)

Deliverables:

- Public Involvement Plan
- Stakeholder Meeting(s) Presentation
- Online Survey's and Summaries (X2)
- Public Open House Presentation

Draft Master Plan

Tasks Include:

- Develop Draft Master Plan Package
- Develop Streetscape Improvements Framework
- Develop initial Open Space & Public Amenities Plan
- Develop Rock Creek Trail and Restoration Plan
- Develop Urban Forestry and Sustainable Stormwater Management Plan
- Meet with Agency representatives to review draft materials, incorporate feedback
- Conduct Team Coordination and bi-weekly Team Meetings
- Conduct Bi-Weekly Meetings with City/Urban Renewal Agency (URA) Working Group (via video conference)
- Present Draft Master Plan to Urban Renewal Agency Board at Working Session
- Planning & Zoning Commission Presentation (consist with Comprehensive Plan)
- Present during City Council Working Session
- Project Management & Administration

Deliverables: Draft Master Plan Package (11x17 pdf)

- Goals & Vision Summary
- Overall Assessment
- Placemaking
- Infrastructure
- Streetscape Plan
- Rock Creek Trail & Restoration Plan
- Open Space & Public Amenities
- Land Use & Zoning Recommendations
- Implementation Plan: Phasing & Priorities Matrix, Operations, Maintenance & Programming Recommendations

Final Master Plan

Tasks Include:

- Refine elements of the Draft Master Plan, incorporating feedback from public process, agency outreach and working group
- Develop final rendered plans and exhibits
- Develop URA Board presentation materials
- Meet with Agency representatives to review draft materials, incorporate feedback
- Conduct Team Coordination and bi-weekly Team Meetings
- Conduct Bi-Weekly Meetings with City/Urban Renewal Agency (URA) Working Group (via video conference)
- Working Session with Urban Renewal Agency Board
- Planning & Zoning Commission Presentation (consistency with Comprehensive Plan)
- Present during City Council Working Session
- Present Final Master Plan to Urban Renewal Agency Board
- Project Management & Administration

Deliverables: Final Master Plan Package (11x17 pdf)

- Goals & Vision Summary
- Overall Assessment
- Public Involvement Summary
- Placemaking
- Streetscape & Infrastructure Framework Plan
- Rock Creek Trail & Restoration Plan
- Open Space & Public Amenities
- Land Use & Zoning Recommendations
- Implementation Plan: Phasing & Priorities Matrix, Operations, Maintenance & Programming Recommendations

Timeline (12 months):

Task	Timeline
Discovery	September-October 2022
Economic Assessment & Recommendations (ECONorthwest)	September-December 2022
Public Involvement	November 2022-March 2023
Draft Master Plan	November 2022-January 2023
Final Master Plan & Approval	February-April 2023
URD Public Process & Legal (to be completed by URA)	March-September 2023
URD Launch Target Date	October-December 2023

Compensation of this Authorization:

Task	Terms	Fee
Discovery	Fixed	\$15,000
Public Involvement	Hourly, Estimated	\$25,000
Draft Master Plan	Fixed	\$70,000
Final Master Plan & Approval	Fixed	\$40,000
Economic Assessment (ECONorthwest)	Hourly, NTE	\$40,000
Reimbursable Expenses	Estimated	\$5,500
Total		\$195,500

Approved By:

Authorized Client Representative

Date

GGLO Architecture, Interior Design,
Landscape Architecture, Planning and Urban Design, LLC

Date

Attachments: Terms of Agreement
 ECONorthwest Consulting Scope of Work

DATE: September 12, 2022
TO: Mark Sindell, Jeff Foster, Phil Kushlan; GGLO
FROM: Oscar Saucedo-Andrade, Bonnie Gee Yosick, Lorelei Juntunen; ECONorthwest
SUBJECT: Twin Falls URA Master Plan

Work Program

ECONorthwest to conduct an economic assessment of the study area to understand the existing market conditions of the area and seek a data-driven assessment of market potential of the area to inform the demand potential of best and highest uses along with a financial feasibility of those potential uses. This economic assessment is comprised of three main tasks along with limited technical support for the tax increment financing (TIF) evaluation and adoption process described in detail below.

Task 0: Kick-off Meeting

We will conduct an initial videoconference meeting with the project team to obtain information about the project such as available data to inform the analysis and discuss overall objectives for the project. This meeting will provide an understanding for desired uses in the project area and better guide this work program.

Task 1: Market Analysis

Using data from CoStar and other available secondary sources, we will conduct a market analysis of the area to understand the existing market conditions and trends of the area's residential and commercial real estate market. We will summarize recent rental market trends in the most applicable local submarket. This analysis will likely include standard metrics including vacancy, rent escalation, and the balance of deliveries and absorption. The market analysis will assess the performance of limited commercial uses such as retail, office, industrial, and flex. It will include limited survey of comparable rental multifamily, retail, and office spaces proximate to the study area. To the extent data are available, this survey would document each comparable project with respect to size, age, vacancy, lease, rate, tenant, and unit mix.

Task 2: Programming & Demand Potential

This task will utilize the information gathered in Task 1 and provide a summary of demand potential of expected highest and best uses. We will summarize existing market trends in the project area with a narrative of the recent development trends (deliveries) and demand drivers that will help provide a conservative estimate of demand potential.

Task 3: Financial Feasibility

This task will assess at a high-level the financial feasibility of potential uses in the project area. We will identify prototypes that reflect a reasonable range of possible development outcomes based on the existing zoning to assess the viability of such uses and summarize any identified

zoning and development standards that might limit development feasibility. We may supplement this feasibility analysis with conversations with local brokers and real estate professionals to further understand the local leasing environment and ground truth our analysis.

Task 4: Support for TIF Evaluation

We will support the Project Team with limited technical assistance related to TIF which may include reviewing real estate property evaluation estimates and TIF revenue projections of the project area.

Task 5: Final Report and Presentation

Upon completion of Tasks 1 through 4, we will prepare a report summarizing our findings, including a summary of all analyses conducted in this work program. We will also develop a conclusion-oriented presentation deck to be used in meetings with City Council and relevant bodies. This task will also include a presentation with the client to discuss key findings and address questions.

Task 6: City Council and Board Presentation Meetings

To support the adoption of the Master Plan, a representative of ECONorthwest will attend two virtual videoconference meetings and up to two in-person meetings with City Council and Boards. We will utilize the presentation developed in Task 5 as a basis of our findings and briefings with City Council and Boards.

Time and Fee Proposal

The scope of work presented above could be completed within eight to twelve weeks of an executed contract or notice to proceed. Our expected budget for this project would be \$40,000 inclusive of data expenses, billed on a time-and-materials basis.

Terms of Agreement

Date of Agreement: September 12, 2022
Project: Twin Falls URA Master Plan
Project No.: 2022047

I. COMPENSATION

Compensation for Professional Services is billed on an hourly basis or as a percentage of project completion. Compensation for Supplemental Services shall be billed on an hourly basis according to the billing rate schedule below, or as agreed to prior to the commencement of the services.

II. 2022 HOURLY BILLING RATES

Principal III	\$320
Principal II	\$280
Principal I	\$240
Senior Architect III	\$220
Senior Architect II	\$210
Senior Architect I	\$200
Architect II	\$170
Architect I	\$160
Architectural Designer II	\$140
Architectural Designer I	\$125
Senior Landscape Architect III	\$210
Senior Landscape Architect II	\$195
Senior Landscape Architect I	\$175
Landscape Architect II	\$165
Landscape Architect I	\$150
Landscape Designer II	\$140
Landscape Designer I	\$125
Senior Urban Designer III	\$220
Senior Urban Designer II	\$210
Senior Urban Designer I	\$200
Urban Designer IV	\$170
Urban Designer III	\$160
Urban Designer II	\$140
Urban Designer I	\$125
Administration I	\$110
Intern	\$110

The rates and multiples set forth above may be adjusted as required by GGLO compensation practices.

III. SUBCONSULTANTS

The costs of subconsultants for engineering, model construction, artist's renderings, etc., when required and authorized by the Owner, shall be billed at a multiple of one and one-tenth (1.10) times the expense incurred by GGLO.

IV. REIMBURSABLE EXPENSES

Reimbursable expenses are charged in addition to compensation for Professional Services and include printing and reproduction; postage, delivery charges; transportation, air travel, parking; and automobile use. Unless agreed otherwise, reimbursable expenses shall be billed at a multiple of one and one-tenth (1.10) times the expenses incurred by GGLO.

V. INVOICING AND PAYMENTS

Invoices shall be submitted monthly for services and reimbursable expenses incurred during the preceding month. Services shall be billed on an hourly basis. Payments are due and payable upon receipt of the invoice by the Owner. Failure of the Owner to notify GGLO in writing of any disputes with the amount of any monthly invoices, within thirty (30) days of receipt by the Owner, shall be considered acceptance of those invoices for payment under this agreement.

Amounts unpaid thirty (30) days after the date of the invoice shall bear interest at the rate of one and one-half percent (1-1/2%) per month, or the maximum amount allowed by law, whichever is less. In addition, GGLO may, after giving written notice to the Owner, suspend services until all amounts due are paid in full, and the Owner shall indemnify, defend and pay any claims and expenses incurred by GGLO resulting from such work stoppage and expenses from collection of amounts past due.

VI. OTHER CONDITIONS

1. Limitation of Liability: The Owner and GGLO have discussed the risks, rewards and benefits of the project and GGLO's total fee for services. The risks have been allocated such that the Owner agrees that, to the fullest extent permitted by law, GGLO's total liability to the Owner for any and all injuries, claims, losses, expenses, damages or claims expenses arising out of this agreement from any cause or causes, shall not exceed the total amount of GGLO's total fee for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, or breach of contract.

2. Design of Alterations: Inasmuch as the remodeling and/or rehabilitation of an existing structure requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money, or destroying otherwise adequate or serviceable portions of the building, the Owner agrees that, except for negligence on the part of GGLO, the Owner will hold harmless, indemnify and defend GGLO from and against any and all claims, damages and costs arising out of assumptions made regarding existing conditions related to the professional services provided under this Agreement.

3. Design Without Construction Review: The Owner understands that there may be misinterpretations of GGLO's plans and specifications during construction which may lead to errors and subsequent damage. In the event that the Owner elects to proceed with the work without GGLO providing regular and on going construction contract administration services, the Owner agrees to indemnify, hold harmless and defend GGLO against any and all claims which may arise out of the acts of a Contractor performing work not in compliance with the intent of the design documents.

4. Design of Studies: Because preliminary studies require that assumptions be made regarding existing conditions and some of these assumptions may not be verifiable without expending additional

resources, studies are based upon Owner-provided information and are prepared in response to specific program requirements and limitations. Studies are subject to additional site investigation, design development and regulatory review. Information provided in a study is not to be relied upon for any purpose without the express written consent of GGLO. The Owner hereby agrees to hold harmless, indemnify and defend GGLO from and against any and all claims, damages and costs arising out of professional services provided related to preliminary studies under this agreement.

5. Ownership of Documents: The Owner acknowledges GGLO's construction documents as instruments of professional service. All reports, plans, specifications, field data and notes, and other documents, including all documents on electronic media, prepared by GGLO as instruments of service shall remain the property of GGLO. GGLO will provide the Owner with record electronic files of the Contract Documents, conforming to GGLO's standard specifications for software and file format. The Owner agrees, to the fullest extent permitted by law, to indemnify and hold GGLO harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of any use or modification of the construction documents by the Owner or any person or entity that acquires or obtains the plans and specifications from or through the Owner without the written authorization of GGLO.

6. Claims Notification: Washington State Law requires that GGLO notify clients entering into contract for the sale, construction or substantial remodel of a residence, that all potential claimants who allege construction defects against a construction professional, shall serve the construction professional with a notice of the claim 45 days before suit can be brought.

7. Termination or Suspension: If the project is suspended by the Owner for more than 30 consecutive days, GGLO shall be compensated for services performed prior to notice of such suspension. When the project is resumed, GGLO's fees for the remaining services and the time schedules shall be equitably adjusted. In the event of termination not the fault of GGLO, GGLO shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due.

8. Statute of Limitations: Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run no later than either the date of Substantial Completion for acts or failures to act occurring prior to Substantial Completion or the date of issuance of the final Certificate for Payment for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when GGLO's services are substantially completed.



Date: Monday, September 12, 2022
To: Urban Renewal Agency of the City of Twin Falls
From: Jesse Schuerman, URA Staff Engineer

ACTION ITEM

Request:

Consideration of a request for EHM Engineers, Inc. to perform a Phase II Assessment on the recently purchased property at 164 3rd Avenue South for an amount not to exceed \$28,000. *(This action item has been amended since the August 12, 2022 meeting to clarify the scope of the Environmental Assessment.)*

Background:

The Phase I Environmental Assessment reported three environmental concerns and recommended a Phase II Environmental Assessment be completed to investigate and clean up the potential contaminants. First, the excavation of an open test pit at the property's west corner to test soils at depth for the presence of VOC's (volatile organic compounds). Second, the subsurface exploration of another vent pipe. Third, the identification, classification, and sampling of a possible Motor Vehicle Waste Disposal Well located beneath or near the identified floor drain in the southeast service bay.

This work is an underground investigation on the property, which will determine if abatement of contaminated materials will be required in a Phase 3 Environmental Assessment.

Staff asked EHM to provide a not to exceed cost to provide the services involved in the Phase II Assessment. Considering this subsurface investigation has unknown factors, including relying on a local excavation company, and Magic Valley Labs, the not to exceed cost is higher than expected, but understandable. Each Item cost is identified and clarified in the attached Authorization for Professional Services.

Approval Process:

Approval with a majority vote from the Urban Renewal Board.

Budget Impact:

The cost to perform the Phase II Environmental Assessment and associated work will not exceed \$28,000.

Regulatory Impact:

None.

Conclusion:

URA approval will allow the Chairman to sign the revised Authorization for Professional Services and authorize EHM Engineers, Inc. to perform the work to complete the Phase II Environmental Assessment and associated work.

Attachments:

1. EHM - 164 3rd Av S - Phase II Proposal

AUTHORIZATION FOR PROFESSIONAL SERVICES

DATE: September 1st, 2022

PROJECT NAME: 164 3rd Ave. S.- TFURA Phase II
Environmental Assessment

PROJECT NUMBER: _____-22

CLIENT: Twin Falls Urban Renewal Agency
Attn: Jesse Schuerman
jschuerman@tffd.org

*Hereby requests and authorizes EHM Engineers, Inc., to perform the following services:
hereby requests and authorizes EHM Engineers, Inc., to perform the following services:*

SCOPE:

Provide the following engineering services for the property located at 164 3rd Ave. S., Twin Falls, Idaho

Item 1) TEST HOLE INVESTIGATION & SOIL SAMPLING

- A) EHM Engineers, Inc. will contract with a local excavator to excavate an open test pit near the property's west corner to test soils at depth for the presence of VOC's. Soil samples will be taken at five and ten feet of depth.
- B) Soil samples will be delivered to Magic Valley Labs for their analysis to determine if petroleum products are present and at what contamination levels.
- C) EHM Engineers, Inc. will call DigLine prior to excavation.
- D) Any private locates will be the responsibility of the Client.

Item 2) VENT PIPE INVESTIGATION & SOIL SAMPLING

- A) EHM Engineers, Inc. will contract with a local excavator to locate any underground storage tank system that may be present.
- B) Soil samples will be taken at five and ten feet of depth. Samples will be delivered to Magic Valley Labs for their analysis to determine if petroleum products are present and what contamination levels.
- C) EHM Engineers, Inc. will call DigLine prior to excavation.
- D) Any private locates will be the responsibility of the Client.

Item 3) MOTOR VEHICLE WASTE DISPOSAL WELL INVESTIGATION & SOIL SAMPLING

- A) EHM Engineers, Inc. will identify, classify, and sample at the location of a possible Motor Vehicle Waste Disposal Well located near the floor drain in the southeast service bay inside the on-site structure.



EHM Engineers, Inc.

BUILDING THE FUTURE ON A FOUNDATION OF EXCELLENCE

Item 4) PHASE 2 ENVIRONMENTAL SITE ASSESSMENT

- A) EHM Engineers, Inc. shall coordinate with the site owner, lead the site investigations, collect and deliver soil samples, and complete the written Phase 2 Environmental Site Assessment report in conformance with ASTM E 1903-11.

COMPENSATION to be on the basis of:

Item 1A	-	Lump Sum \$7,000
Item 1B	-	Direct Cost from Magic Valley Labs (estimated \$1,200-\$1,500)
Item 2A	-	Time & Materials (not to exceed \$5,000)
Item 2B	-	Direct Cost from Magic Valley Labs (estimated \$1,200-\$1,500)
Item 3	-	Time & Materials (not to exceed \$5,000)
Item 4	-	Lump Sum \$8,000

MISCELLANEOUS:

All services shall be completed in conformance with all applicable local and State codes, regulations and standards. All fees for permits, agencies, plan checks, utility models, and construction costs are the responsibility of the Client. All materials and mileage will be billed per the attached rate schedule. Additional services, project management, or design requested beyond the above described and attached scopes of work will be billed additional according to the attached rate schedule.

The proposal and fee schedule is valid for a period of 90 days. EHM reserves the right to issue a new proposal for any work requested by the client after that time frame has expired.

Services covered by this authorization shall be performed in accordance with PROVISIONS included.

APPROVED for:
CLIENT

By: _____

Title: _____

Date: _____

ACCEPTED for:
EHM ENGINEERS, INC.

Matt Ahrens, E.I.T.
Project Engineer

09/1/2022

621 North College Rd., Suite 100 • Twin Falls, Idaho 83301 • [208] 734-4888 • Fax [208] 734-6049
3501 W. Elder St., Suite 100 • Boise, Idaho 83705 • [208] 386-9170 • Fax [208] 386-9076



EHM ENGINEERS, INC.

TERMS AND CONDITIONS TO AGREEMENT FOR ENGINEERING AND SURVEYING SERVICES

1. AUTHORIZATION TO PROCEED

Signing this form shall be construed as authorization by CLIENT for EHM ENGINEERS, INC., to proceed with the work, unless otherwise provided for in the authorization.

2. OUTSIDE SERVICES

When technical or professional services are furnished by an outside source, when approved by CLIENT, an additional 15% shall be added to the cost of these services for EHM ENGINEERS, INC. administrative costs.

3. COST ESTIMATES

Any cost estimates provided by EHM ENGINEERS, INC., will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures, EHM ENGINEERS, INC. cannot warrant that bids or ultimate construction costs will not vary from these cost estimates.

4. PROFESSIONAL STANDARDS

EHM ENGINEERS, INC., shall be responsible, to the level of competency presently maintained by other practicing professional engineers in the same type of work in CLIENT'S community, for the professional and technical soundness, accuracy and adequacy of all designs, drawings, specifications, and other work and materials furnished under this authorization. EHM ENGINEERS, INC., makes no other warranty, express or implied.

5. LIMITATION OF PROFESSIONAL LIABILITY

EHM ENGINEERS, INC., liability for damages due to professional negligence will be limited to a sum not to exceed \$50,000.00 or the fee, whichever is greater.

CLIENT further agrees to notify any Contractor and Subcontractor who may perform work in connection with any design, report or study prepared by EHM ENGINEERS, INC., of such limitation of Professional Liability for design, defects, errors, omissions or professional negligence, and to require, as a condition precedent of their performing their work a like indemnity and limitation of liability on their part as against EHM ENGINEERS, INC.

6. TERMINATION

Either CLIENT or EHM ENGINEERS, INC., may terminate this Authorization by giving thirty (30) days written notice to the other party. In such event CLIENT shall forthwith pay EHM ENGINEERS, INC., in full for all work performed prior to effective date of termination. If no notice of termination is given, relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization.

7. LEGAL EXPENSES

In the event of any controversy, resulting in litigation, the party adjudged to be in default by a Court of competent jurisdiction shall pay to the aggrieved party all court costs, including a reasonable attorney's fee. By signing this agreement, the parties hereto agree that the State of Idaho shall have jurisdiction over all parties and the subject matter of this agreement. In connection therewith, it is further agreed that all controversies shall be determined under the laws of the State of Idaho.

8. PAYMENT TO EHM ENGINEERS, INC.

Monthly invoices will be issued by EHM ENGINEERS, INC., for all work performed or materials furnished under the terms of this agreement. All amounts for which invoices are mailed shall be due and payable by the NET 30 DAYS after the billing date of said invoice. If the amount of said invoice, or any part thereof, is not paid within said period, then and in that event, the amount not paid shall bear interest from the date of billing at the rate of 1.5% per month for an annual rate of 18%.

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3501 W. Elder St., Suite 100 • Boise, Idaho 83705 • [208] 386-9170 • Fax [208] 386-9076



**Basic Fee Schedule
January 2022**

Personnel

Senior Consultant Engineer	\$	220.00/hr
Principal	\$	180.00/hr
Senior Structural Engineer	\$	180.00/hr
Structural Engineer	\$	130.00/hr
Senior Professional Engineer	\$	180.00/hr
Professional Engineer	\$	125.00/hr
Engineer	\$	110.00/hr
Professional Land Surveyor	\$	125.00/hr
Survey Manager	\$	90.00/hr
Survey Technician	\$	75.00/hr
Survey Crew		
Two Man	\$	165.00/hr
Three Man	\$	180.00/hr
Satellite Survey RTK GPS		
One Man	\$	150.00/hr
Two Man	\$	190.00/hr
Three Man	\$	220.00/hr
Survey Crew w/Robotics Total Station		
One Man	\$	170.00/hr
Two Man	\$	190.00/hr
Three Man	\$	220.00/hr
Senior Designer	\$	120.00/hr
Designer	\$	85.00/hr
CAD Draftsman	\$	75.00/hr
Inspector	\$	70.00/hr
Engineer Technician	\$	70.00/hr
Laboratory Technician	\$	70.00/hr
Senior Engineer Technician	\$	90.00/hr
Secretary	\$	50.00/hr
Seismic Monitoring Technician	\$	165.00/hr

Miscellaneous

Mileage	\$	0.50/mile
Materials		Invoice + 15%
Per Diem – if required (overnight)		
Meals		Direct Cost
Room		Direct Cost

Work on Weekends, Holidays and after 5:00 P.M. or before 7:00 A.M. will be billed at 1½ times rates listed.