



Bonner County

Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

AGENDA FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

February 18, 2025 – 9:00 A.M.

Bonner County Administration Building, 1500 Highway 2, Room 338, Sandpoint, ID

*****LIVESTREAM:** <https://www.youtube.com/channel/UCsFUpuVi8VtuATY4eAD7e4Q/videos>

You are invited to a Zoom Webinar

When: February 18, 2025 at 9:00 A.M. Pacific Time (US & Canada)

Topic: Bonner County Board of Commissioners' Meeting

Register in advance for this webinar:

<https://bonnercounty.zoom.us/j/96277340622>

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799 or +1 646 876 9923

*****For Those Electronically Participating:**

Use of the Zoom link is not intended as a substitute for in person or written participation in the proceedings of County business. It is possible to have technology issues with the Zoom link to include, but not limited to, difficulty hearing and being heard.

If you have information to communicate to the County, please come in person or send your information in writing. The County cannot assure that the information will be received via Zoom. Use of Zoom is at the risk of the user. Technology failure will not result in the County re-agendizing and/or accepting post deadline information on any given item or issue. In-person attendance is recommended.

****Amended****

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ADOPT THE ORDER OF AGENDA

CONSENT AGENDA – Action Item

- 1) Bonner County Commissioners' Minutes February 11, 2025
- 2) Invoice(s) Over \$5k: Risk (NW Autobody); Sheriff (Johnson Hicks)
- 3) Plat(s) for Approval: MLD0061-24, RK Ranch

CLERK –

- 1) Action Item: Discussion/Decision Regarding FY25 Claims Batch #19, **Totaling \$325,044.87**
- 2) Action Item: Discussion/Decision Regarding Increase in the Economic Development Professional (EDPRO) Grant Award, Grant # 006483, **Increase \$5,000**

SHERIFF – Daryl Wheeler

- 1) Action Item: Discussion/Decision Regarding Idaho Sheriff Connect Agreement; **\$8,467.25**

PLANNING – Jake Gabell & Alex Feyen

- 1) Action Item: Discussion/Decision Regarding County Surveyor Contract, Glahe & Associates
- 2) Action Item: Discussion/Decision Regarding County Surveyor Contract, Highland Surveying, LLC
- 3) Action Item: Discussion/Decision Regarding Final Plat, SS0002-24 Bahia del Sol, 1st Addition

ROAD & BRIDGE -Matt Mulder

- 1) Action Item: Discussion/Decision Regarding State & Local Agreement
- 2) Action Item: Discussion/Decision Regarding 2025 Rock Crushing Bid Advertisements*

AIRPORT – Dave Schuck

- 1) Action Item: Discussion/Decision Regarding Sandpoint Airport Obstruction Removal Ardurra Work Order 24-01
- 2) Action Item: Discussion/Decision Regarding Sandpoint Airport Land and Easement Acquisition Ardurra Work Order 24-02
- 3) Action Item: Discussion/Decision Regarding Priest River Airport Taxilane C Water Line Design and Construction Ardurra Work Order 25-001
- 4) Action Item: Discussion/Decision Regarding Priest River Airport Taxilane C Lot Line and Utility Easement Survey under Ardurra Work Order 25-002

BOCC –

- 1) Action Item: Discussion/Decision Regarding 2025 Annual Priest Lake Spring Festival

HUMAN RESOURCES REPORT

- 1) Discussion Regarding Open County Job Positions: Where posted, how to apply with tracking on how long they have been listed
- 2) Upcoming Training

DISTRICT 1 COMMISSIONER UPDATE

- 1) Citizen Concerns and Suggestions
- 2) Current High Priority Tasks

DISTRICT 2 COMMISSIONER DISTRICT DISCUSSION

- 1) Ongoing Issues/Concerns Updates
- 2) Litigation
- 3) Workshops Pending
- 4) Discussion Regarding Open Board/Commission Positions: Which boards have openings, also tracking of positions that will become open within 6 months' time
- 5) Questions from the Public

DISTRICT 3 COMMISSIONER REPORT

- 1) Summarization of Meetings During the Week
- 2) Community Events Attended During the Week

PUBLIC COMMENT*

EXECUTIVE SESSION – The Board of County Commissioners may meet to discuss the following items under Idaho Code § 74-206 (1) (a) Hiring, (b) Personnel, (c) Real Property, (d) Exempt, (f) Litigation. Please note that any posted miscellaneous or posted addition to agenda item may be interjected at any time during the Regular Business Meeting.

Public Comment* This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section, except in an emergency circumstance. Comments related to future public hearings should be held for the public hearing.

Any person needing special accommodations to participate in the above-mentioned meeting should contact the Commissioners' Office 48 hours prior to the meeting by calling (208) 265-1438.



Bonner County
Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

February 18, 2025

**CONSENT
AGENDA**

MEMORANDUM

To: Bonner County Commissioners

Adopting the Order of the Agenda as Presented

A suggested Motion would be: Based on the information before us, I move to Adopt the Order of the Agenda as presented.

Consent Agenda

The Consent Agenda Includes:

- 1) Bonner County Commissioners' Minutes February 11, 2025
- 2) Invoice(s) Over \$5k: Risk (NW Autobody); Sheriff (Johnson Hicks)
- 3) Plat(s) for Approval: MLD0061-24, RK Ranch

A suggested Motion would be: Based on the information before us, I move to approve the Consent Agenda as presented.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date



Bonner County

Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

February 11, 2025 – 9:00 AM

Bonner County Administration Building
1500 Highway 2, Room 338, Sandpoint, ID

On Tuesday, February 11, 2025, the Bonner County Commissioners met for their regularly scheduled meeting. Commissioners Domke and Korn were present, Commissioner Williams was excused. Commissioner Korn called the meeting to order at 9:00 a.m. The Invocation was presented by Charlyn Wright and the Pledge of Allegiance followed.

ADOPT THE ORDER OF AGENDA AS AMENDED

Commissioner Domke made a motion to amend the order by Removing the Risk Management Monthly Insurance Update and the District 2 Commissioner Discussion. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries. Commissioner Domke made a motion to adopt the Order of the Agenda as amended. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

CONSENT AGENDA – Action Item

- 1) Bonner County Commissioners' Minutes February 4, 2025
- 2) Invoices Over \$5k: Sheriff (2, Karpel Solutions & Confidential)

PUBLIC COMMENT:

- Doug Paterson – Asked about the invoices over \$5k

Commissioner Domke made a motion to adopt the Consent Agenda as presented. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

CLERK – Michael Rosedale

- 1) Action Item: Discussion/Decision Regarding FY25 Claims Batch #18, Totaling \$432,776.23

PUBLIC COMMENT:

- Jim Leighty – Asked about what Sheriff Wheeler stated, could not hear him

Commissioner Domke made a motion to approve payment of the FY25 Claims in Batch #18, totaling \$432,776.23. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

ELECTIONS – Tere Schultz

- 1) Action Item: Discussion/Decision Regarding Disposal of Election Records; Resolution Commissioner Domke made a motion to approve Resolution #2025-13 that allows the Elections Office to dispose of the election records listed above. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

INDIGENT/ASSISTANCE – Tere Schultz

1) Action Item: Discussion/Decision Regarding Destruction of Records; **Resolution**
Commissioner Domke made a motion to approve **Resolution #2025-14** for the Approval of the destruction of Indigent Assistance Office Records. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

SHERIFF – Daryl Wheeler

1) Action Item: Discussion/Decision Regarding Idaho Sheriff Connect Agreement; **\$8,467.25**

PUBLIC COMMENT:

- Wayne Martin – Has looked at this program, it looks very good
- Richard Minor – Asked what this app does
- Robert Frank – Asked if this app is available to all and what counties you would get updates for

Commissioner Korn asked about personal information and what would happen if there was a data breach, if any personal information would be sold.

- Jim Leighty – Agrees with Commissioner Korn regarding personal information and having to register is scraping their information
- Richard Minor – What is the name of the app and how is it accessed

Commissioner Domke briefly went over the terms and conditions of the app as well as the customer controls but does not see anything that answers Commissioner Korn's answers. Brief discussion followed. Commissioner Domke made a motion that we table the Sheriff's item for the Idaho Sheriff Connect agreement to a future meeting in order to obtain information from the software developer regarding the protection of personal data of the user. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

PROSECUTOR – Bill Wilson

1) Action Item: Discussion/Decision Regarding Prosecutor Office Position Reinstatement

PUBLIC COMMENT:

- Michael Rosedale – Highly in favor as the workload has drastically increased for a single civil attorney

Commissioner Domke made a motion that the Board of County Commissioners reinstate the prior staffing numbers allowing the Prosecutor's Office to hire an additional attorney. Commissioner Korn stepped down from the chair and seconded the motion. There was a brief discussion among the board. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

FAIRGROUNDS – Mark Knapp

1) Action Item: Discussion/Decision Regarding Purchase of Bleachers; **\$97,694.00**

Commissioner Domke asked about labor costs and ADA compliance. There was a discussion regarding ADA compliance.

Commissioner Domke made a motion to table the award of the Fairground Bleacher bid until such time as we are able to confirm if we are going to meet the ADA Compliance Regulations with the bleachers as designed and bid. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

BOCC – Commissioner Brian Domke

1) Action Item: Discussion/Decision Regarding Fair Bills Paid for with Tax Monies

Commissioner Domke made a motion to have the Bonner County Fair utilize Munis (or the current) billing system for all bills that are to be paid with Bonner County Taxing/Levy revenue. Commissioner Korn stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

2) Action Item: Discussion/Decision Regarding Bonner County Fair Board 5-Year Plan

RISK MANAGEMENT - *This item was removed.*

- 1) Action Item: Discussion/Decision Regarding 2025 Bond Renewal for Blanchard Gravel Pit; \$6,944.00

RISK MANAGEMENT MONTHLY INSURANCE UPDATE - *This item was removed.*

DISTRICT 1 COMMISSIONER UPDATE

- 1) Citizen Concerns and Suggestions
- 2) Current High Priority Tasks

DISTRICT 2 COMMISSIONER DISTRICT DISCUSSION - *This item was removed.*

DISTRICT 3 COMMISSIONER REPORT

- 1) Summarization of Meetings During the Week
- 2) Community Events Attended During the Week

PUBLIC COMMENT* Opened at 9:56 a.m.

- Wayne Martin – Submitted a packet of information; impressed with the meetings; briefly discussed what items are in the provided packet; discussed the proposed FY26 Fair Budget
- Jim Leighty – Regarding software purchases and contracts for the BCSO, can there be a category of what they are for
- Bill Wilson – Commented on the basis for higher costs for PRR's especially relating to reviewing of video requests; recommends narrowing the scope of review in the PRR
- Dave Bowman – Questioned the Emergency Exec this morning and how it qualifies for an emergency; commented Bill's PRR comment

The meeting was adjourned at 10:04 a.m.

Clerk: *Alisa Schoeffel*

The following is a summary of the Board of County Commissioners' Special Meetings (including Tax Cancellations, Assistance Meetings, Admin, and other) Executive Sessions, Emergency Meetings, and Hearings held during the week of February 4 – February 11, 2025. Copies of the complete meeting minutes are available upon request.

On Tuesday, February 4, 2025, a Special Meeting with HR and Marsh McClennan was held pursuant to Idaho Code § 74-204(2).

On Wednesday, February 5, 2025, Assistance was held pursuant to Idaho Code § 74-204(2).

On Wednesday, February 5, 2025, Tax Cancellations were held pursuant to Idaho Code § 74-204(2).

On Thursday, February 6, 2025, a Special Meeting with the Fair, Fair Board, Auditing, and Treasurer was held pursuant to Idaho Code § 74-204(2).

On Monday, February 10, 2025, a Road & Bridge Update was held pursuant to Idaho Code § 74-204(2).

On Tuesday, February 11, 2025, an Executive Session was held pursuant to Idaho Code § 74-206(1)(B) Personnel.

ATTEST: Michael W. Rosedale

By _____
Commissioner Asia Williams, Chair

By _____
Deputy Clerk

Date
BOCC Meeting

Minutes – February 11, 2025



Risk Management Bonner County

February 18, 2025

RISK Management
Consent Agenda Item

1

MEMORANDUM

To: Commissioners

Re: Pay invoices over \$5000: Northwest Autobody

Description:

Request for approval to order repairs to a EMS Ambulance repair for claim number 202501291531 for \$7691.36.

An EMS vehicle struck wood and rocks lining a driveway on 1/29/25 causing damage. EMS followed the Bonner County Risk Management policy and reported the incident in a timely manner and thus is eligible for 100% reimbursement.

Risk Management is seeking BoCC approval to pay for the repairs.

Approval: EMS, Auditor, Legal

Auditing Review: has questions for board

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review:  **APPROVED**

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: _____

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to BOCC
Copy to the Risk Manager
Copy to Auditing

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Commissioner Asia Williams, Chairman

NORTHWEST AUTOBODY & TOWING

"Committed to Excellence"

1305 Michigan St., SANDPOINT, ID 83864

Phone: (208) 263-6931

FAX: (208) 263-1915

Workfile ID: 4d7197a1

PartsShare: 8nxLzJ

Federal ID: 82-0508218

Final Bill**RO Number: 18350**Customer:
Bonner County EMS

Insurance:

Adjuster:

Phone:

Claim:

Loss Date:

Deductible:

Estimator:

Create Date:

Eric Donenfeld

1/30/2025

(503) 709-0622

2022 FORD Super Duty F-450 w/Dual Rear Wheels XL Regular Cab & Chassis 193" WB 108" 4WD 2D P/U 8-6.7L Turbocharged Diesel Diesel Direct Injection

VIN: 1FDUF4HTXNDA01531

Interior Color:

Mileage In:

Vehicle Out: 2/6/2025

License:

Exterior Color:

Mileage Out:

State:

Production Date:

Condition:

Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		REAR BUMPER						
2	E01	Repair	Bumper primed, w/o reverse sensors				6.0	Body	2.0
3	E01		Add for Clear Coat						0.8
4	E01		Repair back plate				3.0	Body	1.0
5	E01	Remove/Install	Back plate				3.0	Body	
6	E01	Remove/Install	Taillamps				2.0	Body	
7	E01		Pull Rt rear				2.0	Body	
8	E01		Repair Rt rear				13.0	Body	2.5
9	E01		Rocker panel				6.0	Body	1.0
10	E01		Remove lower molding				1.0	Body	
11	S01		Repair lower molding				1.0	Body	
12	E01	Remove/Install	Lower kick plate molding				0.5	Body	
13	E01	Remove/Install	Rt front plate				1.0	Body	
14	E01		Repair Rt plate				3.5	Body	1.5
15	E01		Repair Rt front				5.0	Body	2.0
16	E01		Seam seal	1	50.00T	Other	0.5	Body	

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts					50.00
Labor, Body			120.00	47.5	5,700.00
Labor, Refinish			120.00	10.8	1,296.00
Material, Paint					594.00
Material, Shop			2.00	6.0	12.00
Subtotal					7,652.00

Sales Tax	39.36
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T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

2/6/2025 8:18:41 AM

Final Bill

RO Number: 18350

2022 FORD Super Duty F-450 w/Dual Rear Wheels XL Regular Cab & Chassis 193" WB 108" 4WD 2D P/U 8-6.7L Turbocharged Diesel Diesel Direct Injection

Grand Total	7,691.36
Net Total	7,691.36

Estimate Version	Total \$
Original	7,913.01
Supplement S01	(221.65)

Insurance Total \$:	0.00
Received from Insurance \$:	0.00
Balance due from Insurance \$:	0.00

Customer Total \$:	7,691.36
Received from Customer \$:	0.00
Balance due from Customer \$:	7,691.36

DRAFT

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural



Bonner County

Sheriff's Office

MEMORANDUM

Date: February 18, 2025
To: Commissioners
From: Sheriff Daryl Wheeler
Re: Purchase of Radar and Sonar Unit

Description:

The Marine Division seeks to purchase one new radar and sonar unit to upgrade the capabilities of a Marine Division patrol vessel consistent with other vessels. This unit will improve the ability of Marine Deputies to operate vessels safely and identify targets above and below the water when necessary. New radar technology (Doppler) greatly enhances safe boat operations, particularly in low light or reduced visibility situations and areas

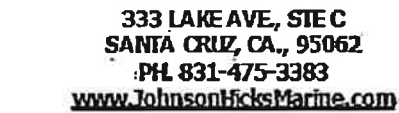
Donatini, Inc. (Johnson-Hicks) has provided a quote of \$5,346.20. Bonner County has purchased several units from Donatini, Inc., which provides competitive GSA pricing and excellent customer service in the past. As such, the Sheriff's Office believes they best suit our operational needs and seeks to purchase the equipment from Donatini, Inc. Sufficient funds are available in account #03479-7040 to cover this purchase.

Review: Auditor's Office 

Distribution: Original to BOCC
Original Letter of Commitment and copy of memo to Sheriff's Office
Copy to Auditor's Office

Consent agenda.

Recommendation Acceptance: ☐ Yes ☐ No _____ Date: _____
Commissioner Asia Williams, Chairwoman



Ref #:

(208) 946-6683

Ship To:
Bonner County Sheriff's Office
Marine Division
4001 N. Boyer Avenue
Sandpoint, ID 83864

PO #[illegible]

Total Parts	\$5,307.79
Total Labor	\$0.00
Shipping Fees	\$38.41
Total	\$5,346.20

THANK YOU FOR YOUR CONSIDERATION
Estimates are valid for 30 days only.
Government estimates valid for entire order only.

Bonner County Planning Department

"Protecting property rights and enhancing property value"

1500 Highway 2, Suite 208, Sandpoint, Idaho 83864

Phone (208) 265-1458 - Fax (866) 537-4935

Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov



Board of County Commissioners Memorandum

February 10, 2025

To: Board of County Commissioners
From: Dave Fisher, Bonner County Planner

Subject: Final plat, MLD0061-24 – RK Ranch

The above referenced plat is a minor land division dividing an 11.55 acre parcel into one (1) 6.55 acre lot and one (1) 5 acre lot. The property is zoned Rural 5 and meets the requirements of that zone. The property is served by individual well, individual septic, and Avista Utilities. The property is accessed off Loggers Lane, a 25' private easement. The parcel is located in a portion of Section 5, Township 55 North, Range 2 West, Boise Meridian, Idaho. The plat was approved by Bonner County on January 2, 2025.

The conditions of approval for this file have been completed. Notes and easements required by plat approval are shown on the final plat.

Distribution: Jake Gabell
Janna Brown
Dave Fisher

Recommendation: Staff recommends the Board approve the final plat of the above referenced file.

Consent Agenda

Recommendation Acceptance: ☐ Yes ☐ No

Commissioner Asia Williams, Chair

Date: _____



Bonner County
Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

February 18, 2025

CLERK
Item #1

MEMORANDUM

To: Bonner County Commissioners

Re: FY25 Claims in Batch #19

The Auditor's Office presented the FY25 Claims Batch #19, **Totaling \$325,044.87**

A suggested Motion would be: Based on the information before us, I move to approve payment of the FY25 Claims in Batch #19, totaling \$325,044.87.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date

ACCOUNTS PAYABLE WARRANT REPORT

DATE: 02/12/2025 WARRANT: boc1925 AMOUNT: \$ 325,044.87

COMMISSIONER'S APPROVAL REPORT

DRAFT

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
4568 AIMEE ARGABRITE 1 002	8460	00001 RD&RR GEN Invoice Net	INV	02/11/2025	41765 258.75 258.75 CHECK TOTAL	258.75	169954	-----
4568 AIMEE ARGABRITE 1 002	8460	00001 RD&RR GEN Invoice Net	INV	02/11/2025	41656 46.50 46.50 CHECK TOTAL	46.50	169955	-----
49 A-L COMPRESSED GASES 1 002	6640	00001 RD&RR GEN Invoice Net	INV	02/11/2025	0002221202 58.50 58.50 CHECK TOTAL	58.50	169959	-----
4960 ACCESS 1 006	7110	00001 DISTCT Invoice Net	INV	02/10/2025	11388219 1,006.52 1,006.52 CHECK TOTAL	1,291.17	169899	-----
4960 ACCESS 1 03451 2 03461	7110 7110	00001 SHERCLREC JAILDETENT Invoice Net	INV	02/10/2025	11388001 129.20 129.20 258.40 11387999 26.25 26.25 CHECK TOTAL	169912	169913	-----
1817 ALSCO 1 006	7430	00001 DISTCT Invoice Net	INV	02/10/2025	LSP02812672 223.73 223.73 CHECK TOTAL	223.73	169901	-----
4700 AMAZON CAPITAL SERVICE 1 03450	7430	00001 SHERADMIN Invoice Net	INV	02/11/2025	1G43-4WHH-6F4G 170.00 170.00 CHECK TOTAL	169937	169942	-----
4700 AMAZON CAPITAL SERVICE 1 03457	7040	00001 SHERAUTO Invoice Net	INV	02/11/2025	176P-J679-LM7P 181.00 181.00 CHECK TOTAL	169945	170047	-----
4700 AMAZON CAPITAL SERVICE 1 03451	6530	00001 SHERCLREC Invoice Net	INV	02/11/2025	1HHG-QFYL-HFYV 217.72 217.72 CHECK TOTAL	169945	170047	-----
4700 AMAZON CAPITAL SERVICE 1 34180	6530	00001 JUST-GENEX Invoice Net	INV	02/11/2025	1YD6-PTX1-74JY 133.56 133.56 CHECK TOTAL	170047	170070	-----
4700 AMAZON CAPITAL SERVICE 1 03452	8590	00001 SHERDETECT Invoice Net	INV	02/11/2025	1NPR-C9LT-36M9 46.89 46.89 CHECK TOTAL	170070		-----

DETAIL INVOICE LIST

CASH ACCOUNT: 000		1002	TREASURER ACCT/WARRANT ACCT		WARRANT: boc1925	02/12/2025	DUE DATE: 03/15/2025	
VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
4700 AMAZON CAPITAL SERVICE 1 00114 6670	00001	INV	03/01/2025	OTHER		179r-cvfq-qppj	170106	
	EXTWKSH					72.51		
	Invoice Net					72.51		
						CHECK TOTAL	821.68	
5147 AMERICAN BOARD OF MEDI 1 00106 6490	00001	INV	02/18/2025	EDUCATION		ABMDI2025	167078	
	CORONER					50.00		
	Invoice Net					50.00		
						CHECK TOTAL	50.00	
5077 AMERICAN WEST INDUSTRI 1 002 7418	00001	INV	02/11/2025	REPHTRUCKS		30125	169957	
	RD&R GEN					557.72		
	Invoice Net					557.72		
						CHECK TOTAL	1,616.59	
5077 AMERICAN WEST INDUSTRI 1 002 7750 2 002 7418	00001	INV	02/11/2025	SHIPANDFRT		30126	169958	
	RD&R GEN					35.81		
	RD&R GEN					1,023.06		
	Invoice Net					1,058.87		
5109 AMERIGAS PROPANE LP 1 002 6880	00001	INV	02/11/2025	FUELFORHEA		3173832956	169956	
	RD&R GEN					4,917.37		
	Invoice Net					4,917.37		
						CHECK TOTAL	4,917.37	
1900 AVISTA UTILITIES 1 00118 6930	00001	INV	02/10/2025	ELECTRIC		1155230000FEB25	169925	
	GENEXP					335.62		
	Invoice Net					335.62		
						CHECK TOTAL	815.81	
1900 AVISTA UTILITIES 1 02381 6980	00001	INV	02/11/2025	OTHER UTIL		3067800000JAN25	169936	
	LOCAL					480.19		
	Invoice Net					480.19		
						CHECK TOTAL	815.81	
1933 CLIFFORD R BANDY 1 002 7430	00001	INV	02/11/2025	REPLDGS		JAN25	169961	
	RD&R GEN					632.00		
	Invoice Net					632.00		
						CHECK TOTAL	632.00	
4886 BO CO TREASURER FTO PA 1 082 6156 2 082 6157	00000	INV	02/07/2025	SIMEDCLAIM		35696	169882	
	SI MEDICAL					161,240.82		
	SI MEDICAL					48,529.27		
	Invoice Net					209,770.09		
3830 BONNER COUNTY DAILY BE 1 00119 7690	00001	INV	02/07/2025	ADVERTISE		CHECK TOTAL	209,770.09	
	PERSONNEL					0000031439-01082025	169856	
	Invoice Net					200.00		
						200.00		
3830 BONNER COUNTY DAILY BE 1 00119 7690	00001	INV	02/07/2025			0000031895-01222025	169857	
	PERSONNEL					200.00		
	Invoice Net					200.00		
						CHECK TOTAL	209,770.09	

DETAIL INVOICE LIST

CASH ACCOUNT: 000		1002	TREASURER ACCT/WARRANT ACCT		WARRANT: boc1925	02/12/2025	DUE DATE: 03/15/2025	
VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1 00119	7690		PERSONNEL	ADVERTISE		225.00		
						Invoice Net		
						225.00		
						CHECK TOTAL		
						425.00		
5469 BONNER COUNTY ENGINEER	1 00123 7260		00000	INV	02/07/2025	FDP2024-0043		169850
						PLANNING		
						ENGINEER		
						120.00		
5469 BONNER COUNTY ENGINEER	1 00123 7260		00000	INV	02/07/2025	SS0005-21-2		169851
						PLANNING		
						ENGINEER		
						40.00		
5469 BONNER COUNTY ENGINEER	1 00123 7260		00000	INV	02/07/2025	ST0008-24-2		169852
						PLANNING		
						ENGINEER		
						40.00		
						200.00		
1949 BONNER COUNTY FAIR ASS	1 007 7520		00001	INV	02/07/2025	020725		169874
						FAIR		
						REPOTHER		
						364.03		
						364.03		
						CHECK TOTAL		364.03
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY9959		170075
						JAILDETENT		
						MEDICAL		
						31.52		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY9858		170079
						JAILDETENT		
						MEDICAL		
						90.00		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGZ0039		170080
						JAILDETENT		
						MEDICAL		
						53.71		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY3003		170083
						JAILDETENT		
						MEDICAL		
						17.84		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY4793		170084
						JAILDETENT		
						MEDICAL		
						83.13		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY4987		170085
						JAILDETENT		
						MEDICAL		
						6.41		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY6004		170086
						JAILDETENT		
						MEDICAL		
						110.08		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY6255		170087
						JAILDETENT		
						MEDICAL		
						51.16		
1953 BONNER GENERAL HEALTH	1 03461 8060		00001	INV	02/11/2025	SPGY3002		170088
						JAILDETENT		
						MEDICAL		
						15.63		

DETAIL INVOICE LIST

CASH ACCOUNT: 000		1002	TREASURER ACCT/WARRANT ACCT		WARRANT:	boc1925	02/12/2025	DUE DATE: 03/15/2025
VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY1477	170089		
					54.02			
					54.02			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY1681	170090		
					37.38			
					37.38			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY2617	170091		
					626.54			
					626.54			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY3765	170092		
					94.70			
					94.70			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY7763	170093		
					1,120.04			
					1,120.04			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY7944	170094		
					94.70			
					94.70			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY5626	170095		
					112.39			
					112.39			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY8844	170096		
					32.67			
					32.67			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY6448	170097		
					207.48			
					207.48			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY8835	170098		
					32.67			
					32.67			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY7710	170099		
					101.11			
					101.11			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY4432	170100		
					68.26			
					68.26			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY6657	170101		
					519.75			
					519.75			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SP13795924	170102		
					6.70			
					6.70			
1953 BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	SPGY4339	170103		
					868.27			
					868.27			
						CHECK TOTAL	4,436.16	

Bonner County



DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
4895 BOUNDARY COUNTY TRANS	1 03454 7420	00001	SHERSEARCH	INV 02/10/2025	2024-2025-62		169922	
			Invoice Net	REPEQUIP	10.00			
					CHECK TOTAL	10.00		
2103 BROWN'S NORTHSIDE	1 002 7750	00001	RD&BR GEN	INV 02/11/2025	W51016		169960	
	2 002 7418	RD&BR GEN	SHIPANDFRT	22.50				
		Invoice Net	REPHTRUCKS	1,177.02				
				CHECK TOTAL	1,199.52			
					CHECK TOTAL	1,199.52		
965 CANON FINANCIAL SVCIC	1 023 9350	00001	SOL WASTE	INV 02/11/2025	38548157		169935	
	2 023 6330	SOL WASTE	OFFICE	95.50				
		Invoice Net		48.15				
				CHECK TOTAL	143.65			
965 CANON FINANCIAL SVCIC	1 020 9350	00001	REVAL	INV 02/11/2025	38546938		170051	
	2 020 6790	REVAL	CAP - LEAS	377.00				
		Invoice Net	COPY MACH	135.33				
				CHECK TOTAL	512.33			
965 CANON FINANCIAL SVCIC	1 004 9350	00001	ELECTIONS	INV 02/11/2025	38546940		170064	
	2 004 7420	ELECTIONS	CAP - LEAS	164.00				
		Invoice Net	REPEQUIP	41.18				
				CHECK TOTAL	205.18			
965 CANON FINANCIAL SVCIC	1 01130 9350	00001	EXTOFFICE	INV 03/09/2025	38546749		170105	
	2 01130 6790	EXTOFFICE	CAP - LEAS	185.00				
		Invoice Net	COPY MACH	91.19				
				CHECK TOTAL	276.19			
					CHECK TOTAL	1,137.35		
966 CANON USA INC	1 00115 8950	00001	TECHNOLOG	INV 02/06/2025	6009839344		169847	
		Invoice Net	SOFTWARE	25.37				
966 CANON USA INC	1 00106 6720	00001	CORONER	INV 02/07/2025	25.37		169867	
		Invoice Net	SM ASSETS	163446404				
				735.00				
966 CANON USA INC	1 00106 7860	00001	CORONER	INV 02/07/2025	735.00		169868	
		Invoice Net	MISCXPENS	6010424417				
				2.81				
966 CANON USA INC	1 0006 7410	00001	DISTCT	INV 02/10/2025	2.81		169902	
		Invoice Net	REPOFFICE	6010799347				
				147.42				
966 CANON USA INC	1 0006 7410	00001	DISTCT	INV 02/10/2025	147.42		169903	
		Invoice Net	REPOFFICE	6010801082				
				53.27				
966 CANON USA INC	1 0006 7410	00001	DISTCT	INV 02/10/2025	53.27		169904	
		Invoice Net	REPOFFICE	6010797068				
				8.16				

DETAIL INVOICE LIST

CASH ACCOUNT: 000		1002	TREASURER ACCT/WARRANT ACCT		WARRANT: boc1925	02/12/2025	DUE DATE: 03/15/2025	
VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
966 CANON USA INC 1 03401 7410	00001 JUSTCLERK Invoice Net			INV	02/10/2025	6010803622	169926	
				REPOFFICE		21.70		
						21.70		
				CHECK TOTAL		993.73		
6078 CARDIO PARTNERS INC 1 01110 9000	00001 EMERGMGT Invoice Net			INV	02/07/2025	INV3554057	169865	
				GRNTCOUNTY		4,843.65		
						4,843.65		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 03451 7110	00001 SHERCLCREC Invoice Net			INV	02/10/2025	4219499723	169917	
				OTHER		22.41		
						22.41		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 03451 7110	00001 SHERCLCREC Invoice Net			INV	02/10/2025	4220396153	169918	
				OTHER		67.94		
						67.94		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 038 7710	00001 WATER Invoice Net			INV	02/11/2025	4218473016.2	169951	
				UNIFORMS		12.95		
						12.95		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 002 6560	00001 RD&BR GEN Invoice Net			INV	02/11/2025	4219909561	169963	
				LAUNDRY		64.96		
						64.96		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 002 6560	00001 RD&BR GEN Invoice Net			INV	02/11/2025	4219191964	169965	
				LAUNDRY		64.96		
						64.96		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 002 6560	00001 RD&BR GEN Invoice Net			INV	02/11/2025	4219496122	169966	
				LAUNDRY		79.26		
						79.26		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 002 6560	00001 RD&BR GEN Invoice Net			INV	02/11/2025	4219499763	169967	
				LAUNDRY		90.70		
						90.70		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 03451 7110	00001 SHERCLCREC Invoice Net			INV	02/11/2025	4217464215	170052	
				OTHER		67.94		
						67.94		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 002 6560	00001 RD&BR GEN Invoice Net			INV	02/11/2025	4220247019	170053	
				LAUNDRY		90.70		
						90.70		
				CHECK TOTAL		4,843.65		
186 CINTAS CORPORATION #60 1 002 6560	00001 RD&BR GEN Invoice Net			INV	02/11/2025	4220243456	170054	
				LAUNDRY		84.58		
						84.58		
				CHECK TOTAL		646.40		
6293 LEY ANNE MERICA 1 002 7000 2 002 6640 3 002 7418 4 002 7010	00001 RD&BR GEN Invoice Net			INV	02/11/2025	Jan25	169962	
				GASOLINE		388.16		
				SAFETY		13.99		
				REPHTRUCKS		29.67		
				DIESEL		487.31		
				Invoice Net		919.13		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK TOTAL	VOUCHER	CHECK
209 CLEARWATER SPRINGS	1 01261 7860	00000	INV	02/10/2025	83287Jan25	169891			
		MOTVEHSDP	MISCEXPENS		6.00				
		Invoice Net			6.00				
209 CLEARWATER SPRINGS	1 01262 7110	00000	INV	02/10/2025	83238Jan25	169892			
		MOTVEHPR	OTHER		16.19				
		Invoice Net			16.19				
		CHECK TOTAL			22.19				
2592 CO-OP GAS AND SUPPLY C	1 03453 6670	00001	INV	02/10/2025	49046	169906			
		SHERPATROL	OTHER		17.88				
		Invoice Net			17.88				
2592 CO-OP GAS AND SUPPLY C	1 00110 7000	00001	INV	02/11/2025	84144JAN25	169941			
	2 00110 7010	BLDGRD	GASOLINE		201.57				
		BLDGRD	DIESEL		132.92				
		Invoice Net			334.49				
2592 CO-OP GAS AND SUPPLY C	1 037 7040	00001	INV	02/11/2025	46905	169943			
		EBSNOW	REPAIR		10.34				
		Invoice Net			10.34				
2592 CO-OP GAS AND SUPPLY C	1 037 7040	00001	INV	02/11/2025	38808	169944			
		EBSNOW	REPAIR		145.52				
		Invoice Net			145.52				
2592 CO-OP GAS AND SUPPLY C	1 037 6720	00001	INV	02/11/2025	70040	169946			
		EBSNOW	SM ASSETS		15.99				
		Invoice Net			15.99				
2592 CO-OP GAS AND SUPPLY C	1 037 7040	00001	INV	02/11/2025	37942.2	169947			
		EBSNOW	REPAIR		42.34				
		Invoice Net			42.34				
2592 CO-OP GAS AND SUPPLY C	1 037 7040	00001	INV	02/11/2025	45879	169948			
		EBSNOW	REPAIR		58.74				
		Invoice Net			58.74				
2592 CO-OP GAS AND SUPPLY C	1 03457 8650	00001	INV	02/11/2025	72769.1	170042			
		SHERAUTO	TOOLSSML		29.36				
		Invoice Net			29.36				
2592 CO-OP GAS AND SUPPLY C	1 03457 8650	00001	INV	02/11/2025	49346	170044			
		SHERAUTO	TOOLSSML		4.89				
		Invoice Net			4.89				
2592 CO-OP GAS AND SUPPLY C	1 03457 8650	00001	INV	02/11/2025	31281	170046			
		SHERAUTO	TOOLSSML		70.92				
		Invoice Net			70.92				
2592 CO-OP GAS AND SUPPLY C	1 002 6540	00001	INV	02/11/2025	30898	170049			
		RD&ER GEN	SHOP		17.60				
		Invoice Net			17.60				
2592 CO-OP GAS AND SUPPLY C	1 03461 8590	00001	INV	02/11/2025	73136.1	170072			
		JAILDETENT	EQUIPMENT		16.04				
		Invoice Net			16.04				

DETAIL INVOICE LIST

CASH ACCOUNT: 000		1002	TREASURER ACCT/WARRANT ACCT	WARRANT: boc1925	02/12/2025	DUE DATE: 03/15/2025
VENDOR	G/L ACCOUNTS	R	PO TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER CHECK
2592 CO-OP GAS AND SUPPLY C	00001		INV	02/12/2025	31897	
1 03479 7040	MARINE PTR		REPAIR		24.29	
	Invoice Net				24.29	
				CHECK TOTAL	788.40	
2544 COLEMAN OIL COMPANY	00001		INV	02/07/2025	CP-0219178	
1 03473 7000	JUST-PA		GASOLINE		53.50	169873
	Invoice Net				53.50	
2544 COLEMAN OIL COMPANY	00001		INV	02/07/2025	CP-0210183	
1 03473 7000	JUST-PA		GASOLINE		48.68	169875
	Invoice Net				48.68	
2544 COLEMAN OIL COMPANY	00001		INV	02/10/2025	INV-260656	
1 03457 7030	SHERAUTO		LUBRICANT		314.57	169915
	Invoice Net				314.57	
2544 COLEMAN OIL COMPANY	00001		INV	02/11/2025	CP-0221341	
1 002 7010	RD&BR GEN		DIESEL		901.26	169968
	Invoice Net				901.26	
2544 COLEMAN OIL COMPANY	00001		INV	02/11/2025	CP-0221861	
1 002 7000	RD&BR GEN		GASOLINE		170.02	169969
2 002 7010	RD&BR GEN		DIESEL		5,133.56	
	Invoice Net				5,303.58	
2544 COLEMAN OIL COMPANY	00001		INV	02/11/2025	INV-261423	
1 03457 7030	SHERAUTO		LUBRICANT		977.55	170108
	Invoice Net				977.55	
				CHECK TOTAL	7,599.14	
2564 COMPUNET INC.	00002		INV	02/11/2025	281729	
1 34180 8950	JUST-GENEX		SOFTWARE		1,216.00	169940
	Invoice Net				1,216.00	
				CHECK TOTAL	1,216.00	
1962 CORPORATE PAYMENT SYST	00001		INV	02/07/2025	5137JAN25	
1 03416 9020	PROSVAST		VICTIM AST		228.19	169878
	Invoice Net				228.19	
				CHECK TOTAL	228.19	
1962 CORPORATE PAYMENT SYST	00001		INV	02/07/2025	4328JAN25	
1 03473 6440	JUST-PA		TRAVEL		367.98	169879
	Invoice Net				367.98	
				CHECK TOTAL	367.98	
1962 CORPORATE PAYMENT SYST	00001		INV	02/07/2025	9481JAN25	
1 03473 7700	JUST-PA		CONTINGENC		578.48	169880
2 03473 6440	JUST-PA		TRAVEL		403.98	
3 03473 6440	JUST-PA		TRAVEL		233.98	
4 03473 6440	JUST-PA		TRAVEL		437.97	
	Invoice Net				1,654.41	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1962	CORPORATE PAYMENT SYST	00001	INV	02/07/2025				
	1 03473	JUST-PA	SM ASSETS			7219JAN25		
	2 03471	JUST-CIVIL	OFFICE			54.44		
	3 03473	JUST-PA	OFFICE			89.48		
	4 03473	JUST-PA	CRTHSE DOG			49.98		
	5 03473	JUST-PA	OFFICE			32.98		
	6 03473	JUST-PA	OFFICE			50.22		
	7 03473	JUST-PA	CONTINGENC			35.81		
	8 03473	JUST-PA	CONTINGENC			-22.89		
	9 03471	JUST-CIVIL	OFFICE			327.00		
		Invoice Net				42.92		
						659.94		
						CHECK TOTAL		
						1,654.41		
								169881
2003	CULLIGAN WATER CO.	00001	INV	02/07/2025				
	1 00123	PLANNING	OFFICE			256904JAN25		
		Invoice Net				58.65		
						58.65		
						CHECK TOTAL		
						58.65		
								169849
1089	DIRECT AUTOMOTIVE DIST	00001	INV	02/11/2025				
	1 03457	SHERAUTO	REPAIR			011I6991		
		Invoice Net				84.32		
						84.32		
						CHECK TOTAL		
						170068		
1089	DIRECT AUTOMOTIVE DIST	00001	INV	02/11/2025				
	1 03457	SHERAUTO	REPAIR			011I7138		
		Invoice Net				252.96		
						252.96		
						CHECK TOTAL		
						337.28		
								170074
3950	ELITE TIRE & SUSPENSIO	00001	INV	02/11/2025				
	1 037	EBSNOW	REPAIR			146690		
		Invoice Net				150.00		
						150.00		
						CHECK TOTAL		
						169949		
3950	ELITE TIRE & SUSPENSIO	00001	INV	02/11/2025				
	1 002	RD&RR GEN	TIRES			146617		
		Invoice Net				45.00		
						45.00		
						CHECK TOTAL		
						169972		
3950	ELITE TIRE & SUSPENSIO	00001	INV	02/11/2025				
	1 002	RD&RR GEN	TIRES			146702		
		Invoice Net				22.50		
						22.50		
						CHECK TOTAL		
						169973		
3950	ELITE TIRE & SUSPENSIO	00001	INV	02/11/2025				
	1 002	RD&RR GEN	TIRES			146694		
		Invoice Net				45.00		
						45.00		
						CHECK TOTAL		
						169974		
3950	ELITE TIRE & SUSPENSIO	00001	INV	02/11/2025				
	1 002	RD&RR GEN	TIRES			146695		
		Invoice Net				45.00		
						45.00		
						CHECK TOTAL		
						169976		
5518	ENTERPRISE FM TRUST	00002	INV	02/10/2025				
	1 00118	GENEXP	CAP - LEAS			606398-020625		
						2,504.20		
						CHECK TOTAL		
						307.50		
								169897

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
2	047 8994		GRANT	DEMGANTS		1,181.88		
			Invoice Net			3,686.08		
			CHECK TOTAL					
3188	EVERGREEN SUPPLY		00001	INV	02/11/2025	400707	169977	
1	002 6540		RD&BR GEN	SHOP		110.95		
			Invoice Net			110.95		
3188	EVERGREEN SUPPLY		00001	INV	02/11/2025	400708	169978	
1	002 6540		RD&BR GEN	SHOP		32.98		
			Invoice Net			32.98		
3188	EVERGREEN SUPPLY		00001	INV	02/11/2025	400827	169979	
1	002 6720		RD&BR GEN	SM ASSETS		34.86		
			Invoice Net			34.86		
			CHECK TOTAL			178.79		
3221	FEATHERSTON LAW FIRM		00001	INV	02/10/2025	66063	169905	
1	006 7100		DISTCT	LEGAL		150.00		
			Invoice Net			150.00		
			CHECK TOTAL			150.00		
5362	FLORES & ASSOCIATES LL		00001	INV	02/06/2025	670934	169846	
1	00118 7115		GENEXP	ADMINEEBEN		672.50		
			Invoice Net			672.50		
			CHECK TOTAL			672.50		
3822	FREIGHTLINER NORTHWEST		00001	INV	02/11/2025	PC001638630:01	169981	
1	002 7418		RD&BR GEN	REPHTRUCKS		63.51		
			Invoice Net			63.51		
3822	FREIGHTLINER NORTHWEST		00001	INV	02/11/2025	PC001638671:02	169982	
1	002 7750		RD&BR GEN	SHIPANDFRT		45.00		
2	002 7418		RD&BR GEN	REPHTRUCKS		358.80		
			Invoice Net			403.80		
3822	FREIGHTLINER NORTHWEST		00001	INV	02/11/2025	PC001638671:01	169983	
1	002 7418		RD&BR GEN	REPHTRUCKS		358.80		
			Invoice Net			358.80		
3822	FREIGHTLINER NORTHWEST		00001	INV	02/11/2025	PC001638630:02	169984	
1	002 7418		RD&BR GEN	REPHTRUCKS		190.53		
			Invoice Net			190.53		
3822	FREIGHTLINER NORTHWEST		00001	INV	02/11/2025	PC001638851:01	169985	
1	002 7418		RD&BR GEN	REPHTRUCKS		35.62		
			Invoice Net			35.62		
3822	FREIGHTLINER NORTHWEST		00001	INV	02/11/2025	PC001639022:01	169986	
1	002 7418		RD&BR GEN	REPHTRUCKS		12.91		
			Invoice Net			12.91		
3822	FREIGHTLINER NORTHWEST		00001	INV	02/11/2025	PC001638406:01	170061	
1	002 7418		RD&BR GEN	REPHTRUCKS		541.73		
			Invoice Net			541.73		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
310 GALLS PARENT HOLDINGS 1 00106 7860	00002 CORONER Invoice Net	INV	02/21/2025	MISCEXPENS		030238372 54.96 54.96 CHECK TOTAL	169869	-----
6098 GREEN ROCKET SECURITY 1 34180 8940	00000 JUST-GENEX Invoice Net	INV	02/11/2025	COMP SUPP		N14220 1,925.75 1,925.75 CHECK TOTAL	170008	-----
2219 GRIZZLY GLASS CENTER 1 024 6870	00001 TORT Invoice Net	INV	02/10/2025	INS - DEDU		WO H0169386 250.00 250.00 CHECK TOTAL	169896	-----
1232 HI-LINE INC 1 002 7750 2 002 7418	00001 RD&BR GEN RD&BR GEN Invoice Net	INV	02/11/2025	SHIPANDFRT REPHTRUCKS		11174471 27.72 94.03 121.75 CHECK TOTAL	169988	-----
3432 ICRMP 1 080 7860	00001 DRAINAGE Invoice Net	INV	02/07/2025	MISCEXPENS		16026-2025-1 2,612.00 2,612.00 CHECK TOTAL	169870	-----
3467 IDAHO DEPT OF WATER RE 1 002 8450	00001 RD&BR GEN Invoice Net	INV	02/11/2025	DUST AB RO		Feb25 100.00 100.00 CHECK TOTAL	170062	-----
3673 INTERNAL MEDICINE ASSO 1 03461 8060	00000 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL		342086P87710 54.48 54.48 CHECK TOTAL	170082	-----
5791 KARPEL COMPUTER SYSTEM 1 34180 8950	00000 JUST-GENEX Invoice Net	INV	02/11/2025	SOFTWARE		70841 24,225.00 24,225.00 CHECK TOTAL	170067	-----
507 KENWORTH SALES 1 002 7418	00001 RD&BR GEN Invoice Net	INV	02/11/2025	REPHTRUCKS		024P36631 96.60 96.60 CHECK TOTAL	169991	-----

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1350 LIPPERT EXCAVATION AND 1 03450 7430	00001 SHERADMIN Invoice Net	INV	02/11/2025	REPLDGS	24715	170056		
					1,025.00			
1350 LIPPERT EXCAVATION AND 1 01130 7400	00001 EXTOFFICE Invoice Net	INV	03/10/2025	REPGENER	1,025.00	170104		
					24701			
					230.00			
					230.00			
					CHECK TOTAL	1,255.00		
5695 DRUG TESTING EXPERTS 1 00119 6820	00001 PERSONNEL Invoice Net	INV	02/07/2025	DRUGTESTIN	336446	169854		
					296.00			
5695 DRUG TESTING EXPERTS 1 00119 6820	00001 PERSONNEL Invoice Net	INV	02/07/2025	DRUGTESTIN	296.00	169855		
					338915			
5695 DRUG TESTING EXPERTS 1 002 6820	00001 RD&BR GEN Invoice Net	INV	02/11/2025	DRUGTESTIN	222.00	169971		
					222.00			
					338398			
					554.00			
					554.00			
					CHECK TOTAL	1,072.00		
6361 MOORE ELIA KRAFT & STA 1 03471 7100	00001 JUST-CIVIL Invoice Net	INV	02/12/2025	LEGAL	238245	170113		
					4,165.00			
					4,165.00			
					CHECK TOTAL	4,165.00		
1422 MT. BALDY DENTAL 1 03461 8060	00001 JAILDETENT Invoice Net	INV	02/11/2025	MEDICAL	30JAN25CC	170073		
					390.00			
					390.00			
					CHECK TOTAL	390.00		
5148 MULTICARE CENTERS OF O 1 03479 6820	00001 MARINE PTR JAILDETENT Invoice Net	INV	02/10/2025	DRUGTESTIN	160710	169919		
					150.00			
2 03461 6820				DRUGTESTIN	150.00			
					300.00			
					CHECK TOTAL	300.00		
6018 GENUINE PARTS COMPANY 1 002 7030	00001 RD&BR GEN Invoice Net	INV	02/11/2025	LUBRICANT	217369	169993		
					71.76			
6018 GENUINE PARTS COMPANY 1 002 7418	00001 RD&BR GEN Invoice Net	INV	02/11/2025	REPHTRUCKS	71.76	169995		
					217115			
6018 GENUINE PARTS COMPANY 1 002 7040	00001 RD&BR GEN Invoice Net	INV	02/11/2025	REPAIR	104.35	169997		
					104.35			
					216946			
					38.51			
					38.51			
6018 GENUINE PARTS COMPANY 1 002 7010	00001 RD&BR GEN Invoice Net	INV	02/11/2025	DIESEL	216947	169999		
					99.90			
					99.90			

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
6018 GENUINE PARTS COMPANY	1 03457 7040	00001	SHERAUTO	INV	02/11/2025	217824	170040	
			Invoice Net	REPAIR		268.88		
6018 GENUINE PARTS COMPANY	1 002 7418	00001	RD&BR GEN	INV	02/11/2025	217925	170055	
			Invoice Net	REPHTRUCKS		22.85		
6018 GENUINE PARTS COMPANY	1 002 7418	00001	RD&BR GEN	INV	02/11/2025	217923	170058	
			Invoice Net	REPHTRUCKS		22.85		
						37.80		
						37.80		
						CHECK TOTAL	644.05	
2320 NORTH 40 OUTFITTERS	1 03479 8660	00001	MARINE PTR	INV	02/10/2025	47592/B	169911	
			Invoice Net	EQUIPSWL		131.94		
2320 NORTH 40 OUTFITTERS	1 002 6640	00001	RD&BR GEN	INV	02/11/2025	047568/B	170059	
			Invoice Net	SAFETY		23.79		
						23.79		
						CHECK TOTAL	155.73	
6331 NORTH IDAHO EYE INSTIT	1 03461 8060	00001	JAILDETENT	INV	02/11/2025	34407	170077	
			Invoice Net	MEDICAL		290.35		
6331 NORTH IDAHO EYE INSTIT	1 03461 8060	00001	JAILDETENT	INV	02/11/2025	30754	170078	
			Invoice Net	MEDICAL		64.69		
						64.69		
						CHECK TOTAL	355.04	
3794 NORTH IDAHO ORTHO & SP	1 03461 8060	00001	JAILDETENT	INV	02/11/2025	506392621	170076	
			Invoice Net	MEDICAL		198.63		
						198.63		
						CHECK TOTAL	198.63	
2344 NORTHSIDE WATER USERS	1 00118 6960	00001	GENEXP	INV	02/07/2025	1016FEB25	169860	
			Invoice Net	WATER		167.58		
						167.58		
						CHECK TOTAL	167.58	
9999 Richard Atteberry	1 00123 7810	00000	PLANNING	INV	02/07/2025	BLP2025-0028	169848	
			Invoice Net	REF, REIMB		405.00		
						405.00		
						CHECK TOTAL	405.00	
2788 OXARC	1 02381 7330	00001	LOCAL	INV	02/11/2025	0061934796	169933	
			Invoice Net	OPERATIONS		36.58		
2788 OXARC	1 002 6540	00001	RD&BR GEN	INV	02/11/2025	0061952063	170001	
			Invoice Net	SHOP		134.14		
						134.14		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
2788 OXARC 1 002 6540	00001 RD&BR GEN Invoice Net	INV	02/11/2025	0061936497 48.77 48.77 CHECK TOTAL	219.49	170002		
5203 PAPE MACHINERY INC 1 002 7580	00001 RD&BR GEN Invoice Net	INV	02/11/2025	15877257 25.49 25.49 4315466 347.36 347.36 CHECK TOTAL	372.85	170005		
5203 PAPE MACHINERY INC 1 002 7580	00001 RD&BR GEN Invoice Net	INV	02/11/2025	347.36 347.36 CHECK TOTAL		170006		
1479 PATRIOT FIRE PROTECTIO 1 03461 7110	00001 JAILDETENT Invoice Net	INV	02/10/2025	2321867 828.00 828.00 CHECK TOTAL	828.00	169914		
1481 PATTI'S ACTION AUTO SU 1 002 7422	00001 RD&BR GEN Invoice Net	INV	02/11/2025	109969-1 183.78 183.78 110515-1 119.98 119.98 CHECK TOTAL	303.76	170003		
1481 PATTI'S ACTION AUTO SU 1 002 7580	00001 RD&BR GEN Invoice Net	INV	02/11/2025	119.98 119.98 CHECK TOTAL		170060		
3833 PERSONNEL EVALUATION I 1 03461 6830 2 03453 6830	00000 JAILDETENT SHERPATROL Invoice Net	INV	02/11/2025	53789 100.00 50.00 150.00 150.00 CHECK TOTAL	150.00	170107		
5864 JACQUELINE SUE RUCKER 1 00123 7310	00000 PLANNING Invoice Net	INV	02/07/2025	030 675.00 675.00 CHECK TOTAL	675.00	169853		
5304 SANDPOINT FAMILY MEDIC 1 00119 6820	00001 PERSONNEL Invoice Net	INV	02/07/2025	56756JAN2025 250.00 250.00 CHECK TOTAL	250.00	169858		
6334 SECURE COURT SOLUTIONS 1 005 6820	00001 DRUGCT Invoice Net	INV	02/12/2025	P-100198 230.00 230.00 CHECK TOTAL	230.00	170112		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
2459 SELKIRK PRESS INC.	1 03473 7110	00001	JUST-PA	INV 02/07/2025		21715	169876	
			Invoice Net	OTHER		61.50		
2459 SELKIRK PRESS INC.	1 020 6800	00001	REVAL	INV 02/11/2025		61.50	170050	
			Invoice Net	STATIONERY		21818		
2459 SELKIRK PRESS INC.	1 004 7800	00001	ELECTIONS	INV 02/11/2025		277.50	170065	
			Invoice Net	PRINTING		277.50		
2459 SELKIRK PRESS INC.	1 004 7800	00001	ELECTIONS	INV 02/11/2025		531.00	170066	
			Invoice Net	PRINTING		531.00		
			ELECTIONS	INV 02/11/2025		21784		
			Invoice Net	PRINTING		180.55		
						180.55		
						CHECK TOTAL	1,050.55	
2878 SIRENNET.COM	1 03457 7040	00001	SHERAUTO	INV 02/11/2025		0281165	169938	
			Invoice Net	REPAIR		1,211.72		
						1,211.72		
						CHECK TOTAL	1,211.72	
2879 SIX ROBBLEES' INC	1 002 7422	00001	RD&BR GEN	INV 02/11/2025		05P68275	170016	
			Invoice Net	REPHEQUIP		33.32		
2879 SIX ROBBLEES' INC	1 002 7418	00001	RD&BR GEN	INV 02/11/2025		05P68142	170018	
			Invoice Net	REPHEQUIP		376.39		
2879 SIX ROBBLEES' INC	1 002 7418	00001	RD&BR GEN	INV 02/11/2025		05P68200	170021	
			Invoice Net	REPHEQUIP		191.44		
						191.44		
						CHECK TOTAL	601.15	
1611 SNAP ON TOOLS	1 03457 8650	00001	SHERAUTO	INV 02/11/2025		021125157108	170057	
			Invoice Net	TOOLSSML		186.80		
						186.80		
						CHECK TOTAL	186.80	
4158 STEVE PECK FABRICATION	1 002 7422	00001	RD&BR GEN	INV 02/11/2025		9067	170023	
			Invoice Net	REPHEQUIP		200.00		
						200.00		
						CHECK TOTAL	200.00	
5113 SUMMIT SAFETY LLC	1 002 6640	00001	RD&BR GEN	INV 02/11/2025		551444A	170025	
			Invoice Net	SAFETY		173.88		
						173.88		
						CHECK TOTAL	173.88	
6311 SUPREME POWER SPORTS	1 002 7580	00001	RD&BR GEN	INV 02/11/2025		28046	170010	
			Invoice Net	REPSMPART		143.54		
						143.54		

DETAIL INVOICE LIST

CASH ACCOUNT: 000	1002	TREASURER ACCT/WARRANT ACCT	WARRANT: boc1925	02/12/2025	DUE DATE: 03/15/2025			
VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
4746	SYRINGA HEIGHTS WATER 1 02381 6980	00001 LOCAL Invoice Net	INV	02/11/2025 OTHER UTIL		CHECK TOTAL 10227JAN25 101.58 101.58 CHECK TOTAL	169931	143.54
3349	THOMSON REUTERS WEST P 1 03452 9080	00001 SHERDETECT Invoice Net	INV	02/12/2025 INVEST CST		CHECK TOTAL 851419018 527.31 527.31 CHECK TOTAL	170111	101.58
3357	TIFCO INDUSTRIES 1 03457 7040	00001 SHERAUTO Invoice Net	INV	02/10/2025 REPAIR		CHECK TOTAL 72057946 142.00 142.00 CHECK TOTAL	169920	527.31
3357	TIFCO INDUSTRIES 1 03457 7040	00001 SHERAUTO Invoice Net	INV	02/10/2025 REPAIR		CHECK TOTAL 72058014 165.96 165.96 CHECK TOTAL	169921	
3357	TIFCO INDUSTRIES 1 002 6540	00001 RD&R GEN Invoice Net	INV	02/11/2025 SHOP		CHECK TOTAL 72060535 153.76 153.76 CHECK TOTAL	170036	
3357	TIFCO INDUSTRIES 1 002 6540	00001 RD&R GEN Invoice Net	INV	02/11/2025 SHOP		CHECK TOTAL 72060583 439.50 439.50 CHECK TOTAL	170037	901.22
4923	TRANSUNION RISK & ALTE 1 03473 7230	00001 JUST-PA Invoice Net	INV	02/07/2025 INVESTIGAT		CHECK TOTAL 429563-202501-1 100.00 100.00 CHECK TOTAL	169871	100.00
4548	TRUCKPRO LLC 1 002 7418	00001 RD&R GEN Invoice Net	INV	02/11/2025 REPHTRUCKS		CHECK TOTAL 274-0024325 48.39 48.39 CHECK TOTAL	170027	100.00
4548	TRUCKPRO LLC 1 002 7418	00001 RD&R GEN Invoice Net	CRM	02/11/2025 REPHTRUCKS		CHECK TOTAL 274-0024330 -48.39 -48.39 CHECK TOTAL	170034	
4548	TRUCKPRO LLC 1 002 7418	00001 RD&R GEN Invoice Net	INV	02/11/2025 REPHTRUCKS		CHECK TOTAL 274-0024323 18.69 18.69 CHECK TOTAL	170035	18.69
1682	TUCKER SNO CAT 1 036 7040	00001 PLSNOW Invoice Net	INV	02/11/2025 REPAIR		CHECK TOTAL IN69117 2,240.25 2,240.25 CHECK TOTAL	169950	2,240.25

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1708 UNITED DATA SECURITY	00000			INV	02/10/2025	143843		
1 01262	MOTVEHPR			OTHER		60.00		
	Invoice Net					60.00		
	CHECK TOTAL					60.00		
1708 UNITED DATA SECURITY	00001			INV	02/07/2025	143833		
1 03473	JUST-PA			OTHER		42.00		
	Invoice Net					42.00		
	CHECK TOTAL					42.00		
1714 UNITED PARCEL SERVICE	00001			INV	02/10/2025	00001Y2V32065		
1 03451	SHERCLREC			POSTAGE		92.26		
	Invoice Net					92.26		
	CHECK TOTAL					92.26		
1724 URBAN MTNING DEPOT	00001			INV	02/11/2025	022025		
1 023	SOL WASTE			SP WASTE		712.50		
	Invoice Net					712.50		
	CHECK TOTAL					712.50		
2919 WASTE MANAGEMENT OF ID	00001			INV	02/07/2025	0237111-1827-5		
1 00118	GENEXP			GARBAGE		208.65		
	Invoice Net					208.65		
2919 WASTE MANAGEMENT OF ID	00001			INV	02/07/2025	0237306-1827-1		
1 00118	GENEXP			GARBAGE		115.79		
	Invoice Net					115.79		
2919 WASTE MANAGEMENT OF ID	00001			INV	02/07/2025	0237206-1827-3		
1 00118	GENEXP			GARBAGE		1,361.94		
	Invoice Net					1,361.94		
2919 WASTE MANAGEMENT OF ID	00001			INV	02/07/2025	0237262-1827-6		
1 00118	GENEXP			GARBAGE		206.95		
	Invoice Net					206.95		
2919 WASTE MANAGEMENT OF ID	00001			INV	02/07/2025	0237110-1827-7		
1 00118	GENEXP			GARBAGE		25.35		
	Invoice Net					25.35		
2919 WASTE MANAGEMENT OF ID	00001			INV	02/11/2025	0237103-1827-2		
1 002	RD&BR GEN			GARBAGE		115.79		
	Invoice Net					115.79		
2919 WASTE MANAGEMENT OF ID	00001			INV	02/11/2025	0416443-1827-5		
1 002	RD&BR GEN			GARBAGE		125.13		
	Invoice Net					125.13		
	CHECK TOTAL					2,159.60		
5377 VESTIS GROUP INC	00002			INV	02/11/2025	GEG1-004389		
1 002	RD&BR GEN			SAFETY		288.23		
	Invoice Net					288.23		
	CHECK TOTAL					288.23		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
3548 WESTERN STATES EQUIPME	1 002 7422	00001	RD&R GEN	INV 02/11/2025	REPHEQUIP	IN003081458	170039	
			Invoice Net			124.52		
3548 WESTERN STATES EQUIPME	1 002 7030	00001	RD&R GEN	INV 02/11/2025	LUBRICANT	IN003080251	170041	
			Invoice Net			563.38		
3548 WESTERN STATES EQUIPME	1 002 7422	00001	RD&R GEN	INV 02/11/2025	REPHEQUIP	IN003085787	170043	
			Invoice Net			784.58		
3548 WESTERN STATES EQUIPME	1 002 7418	00001	RD&R GEN	INV 02/11/2025	REPHEQUIP	IN003050379	170045	
			Invoice Net			5,163.59		
3548 WESTERN STATES EQUIPME	1 002 7418	00001	RD&R GEN	INV 02/11/2025	REPHEQUIP	CM00183406	170048	
			Invoice Net			-5,163.59		
			Invoice Net			-5,163.59		
			Invoice Net			CHECK TOTAL	1,472.48	
3553 WEX BANK	1 03457 7000	00002	SHERAUTO	INV 02/10/2025	GASOLINE	102759200	169900	
			JAILDETENT		GASOLINE	13,424.20		
			MARINE PTR		GASOLINE	889.02		
			911OPS		GASOLINE	173.45		
			Invoice Net			80.34		
			Invoice Net			14,567.01		
			Invoice Net			CHECK TOTAL	14,567.01	
5915 WITHERSPOON BRAJCICH M	1 03471 7100	00001	JUST-CIVIL	INV 02/12/2025	LEGAL	2025 FEB -6	170114	
			Invoice Net			150.00		
			Invoice Net			150.00		
			Invoice Net			CHECK TOTAL	150.00	
5284 NORTHWEST FIBER LLC	1 00823 6920	00001	911TECH	INV 02/07/2025	TELEPHONE	208-197-1750FEB25	169859	
			Invoice Net			325.00		
5284 NORTHWEST FIBER LLC	1 03450 6900	00001	SHERADMIN	INV 02/10/2025	CELL PHONE	2082631783FEB25	169907	
			Invoice Net			117.08		
5284 NORTHWEST FIBER LLC	1 03450 6900	00001	SHERADMIN	INV 02/10/2025	CELL PHONE	2082630898FEB25	169908	
			Invoice Net			118.99		
5284 NORTHWEST FIBER LLC	1 03450 6900	00001	SHERADMIN	INV 02/10/2025	CELL PHONE	2082630898JAN25	169909	
			Invoice Net			118.99		
5284 NORTHWEST FIBER LLC	1 03450 6900	00001	SHERADMIN	INV 02/10/2025	CELL PHONE	2082631783JAN25	169910	
			Invoice Net			117.08		
5284 NORTHWEST FIBER LLC	1 00115 6920	00001	TECHNOLOG	INV 02/12/2025	TELEPHONE	208-265-5640FEB25	170115	
			Invoice Net			65.59		
			Invoice Net			65.59		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: boc1925 02/12/2025 DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
5284 NORTHWEST FIBER LLC	1 00115 6920	00001	TECHNOLOG	INV	02/12/2025	208-263-0644FEB25	170116	
			Invoice Net	TELEPHONE		62.59		
5284 NORTHWEST FIBER LLC	1 00115 6920	00001	TECHNOLOG	INV	02/12/2025	208-189-0226FEB25	170117	
			Invoice Net	TELEPHONE		330.00		
				CHECK TOTAL		1,255.32		-----
216 INVOICES						WARRANT TOTAL	325,044.87	325,044.87

WARRANT SUMMARY

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
001 00106	CORONER	50.00	61,766.10
001 00106	CORONER	735.00	61,766.10
001 00106	CORONER	57.77	61,766.10
001 00110	FACILITIES	201.57	97,788.23
001 00110	FACILITIES	132.92	97,788.23
001 00114	EXTENSION WORKSHOP	72.51	16,153.44
001 00115	TECHNOLOGY	458.18	392,687.63
001 00115	TECHNOLOGY	25.37	392,687.63
001 00118	GENERAL FUND EXPEN	335.62	723,122.72
001 00118	GENERAL FUND EXPEN	1,918.68	723,122.72
001 00118	GENERAL FUND EXPEN	167.58	723,122.72
001 00118	GENERAL FUND EXPEN	672.50	723,122.72
001 00118	GENERAL FUND EXPEN	2,504.20	14,222.00
001 00119	PERSONNEL	768.00	37,346.49
001 00119	PERSONNEL	425.00	37,346.49
001 00123	PLANNING	58.65	70,468.89
001 00123	PLANNING	200.00	70,468.89
001 00123	PLANNING	675.00	70,468.89
001 00123	PLANNING	405.00	70,468.89
001 00123	PLANNING	4,843.65	26,156.35
001 01110	EMERGENCY MANAGEM	91.19	16,153.44
001 01130	EXTENSION OFFICE	230.00	16,153.44
001 01130	EXTENSION OFFICE	185.00	1,379.00
001 01261	MOTOR VEHICLE - SA	6.00	18,832.24
001 01262	MOTOR VEHICLE - PR	76.19	18,832.24
	FUND TOTAL	15,295.58	
002 002	ROAD & BRIDGE	937.70	9,243,561.13
002 002	ROAD & BRIDGE	475.16	9,243,561.13
002 002	ROAD & BRIDGE	558.39	9,243,561.13
002 002	ROAD & BRIDGE	34.86	9,243,561.13
002 002	ROAD & BRIDGE	554.00	9,243,561.13
002 002	ROAD & BRIDGE	4,917.37	9,243,561.13
002 002	ROAD & BRIDGE	240.92	9,243,561.13
002 002	ROAD & BRIDGE	558.18	9,243,561.13
002 002	ROAD & BRIDGE	6,622.03	9,243,561.13
002 002	ROAD & BRIDGE	157.50	9,243,561.13
002 002	ROAD & BRIDGE	635.14	9,243,561.13
002 002	ROAD & BRIDGE	38.51	9,243,561.13
002 002	ROAD & BRIDGE	5,291.52	9,243,561.13
002 002	ROAD & BRIDGE	1,326.20	9,243,561.13
002 002	ROAD & BRIDGE	632.00	9,243,561.13
002 002	ROAD & BRIDGE	636.37	9,243,561.13
002 002	ROAD & BRIDGE	131.03	9,243,561.13
002 002	ROAD & BRIDGE	100.00	9,243,561.13
002 002	ROAD & BRIDGE	305.25	9,243,561.13
	FUND TOTAL	24,152.13	

WARRANT SUMMARY

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

FUND ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
004 004	ELECTIONS			
004 004	ELECTIONS			
004 004	ELECTIONS			
	004-00-00-000-7420-			
	004-00-00-000-7800-			
	004-00-00-000-9350-			
	FUND TOTAL	916.73		1,194.45
005 005	DRUG COURT			
	005-00-00-000-6820-			
	FUND TOTAL	230.00		22,044.94
006 006	DISTRICT COURT			
006 006	DISTRICT COURT			
006 006	DISTRICT COURT			
006 006	DISTRICT COURT			
	006-00-00-000-7100-			
	006-00-00-000-7110-			
	006-00-00-000-7410-			
	006-00-00-000-7430-			
	FUND TOTAL	1,589.10		235,813.86
007 007	FAIR			
	007-00-00-000-7520-			
	FUND TOTAL	364.03		209,635.97
008 00822	911 OPERATIONS			
008 00822	911 OPERATIONS			
008 00823	911 TECHNOLOGY			
	008-00-22-000-7000-			
	008-00-22-000-7110-			
	008-00-23-000-6920-			
	FUND TOTAL	431.59		56,224.30
020 020	REVALUATION			
020 020	REVALUATION			
020 020	REVALUATION			
	020-00-00-000-6790-			
	020-00-00-000-6800-			
	020-00-00-000-9350-			
	FUND TOTAL	789.83		347,216.93
023 023	SOLID WASTE			
023 023	SOLID WASTE			
023 023	SOLID WASTE			
023 02381	SW - LOCAL			
023 02381	SW - LOCAL			
	023-00-00-000-6530-			
	023-00-00-000-7320-			
	023-00-00-000-9350-			
	023-00-81-000-6980-			
	023-00-81-000-7330-			
	FUND TOTAL	1,474.50		5,415,194.85
024 024	TORT			
	024-00-00-000-6870-			
	FUND TOTAL	250.00		57,064.72
034 03401	JUSTICE - CLERKS			
034 03416	PROSECUTOR - VAST			
034 03450	SHERIFF - ADMINIST			
	034-01-00-000-7410-			
	034-73-16-000-9020-			
	034-72-50-000-6900-			
	FUND TOTAL	21.70		7,808.64
	REPAIRS/MAINT - OFFICE			
	VICTIM ASSISTANCE			
	UTILITIES - CELLULAR T			
	FUND TOTAL	472.14		120,150.87
	FUND TOTAL	250.00		499,692.37

WARRANT SUMMARY

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

FUND ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
034	03450 SHERIFF - ADMINIST	034-72-50-000-7430-		
034	03451 SHERIFF - CLERICAL	034-72-51-000-6530-		
034	03451 SHERIFF - CLERICAL	034-72-51-000-6530-		
034	03451 SHERIFF - CLERICAL	034-72-51-000-6750-		
034	03452 SHERIFF - DETECTIV	034-72-52-000-8590-		
034	03452 SHERIFF - DETECTIV	034-72-52-000-9080-		
034	03453 SHERIFF - PATROL	034-72-53-000-6670-		
034	03453 SHERIFF - PATROL	034-72-53-000-6830-		
034	03454 SHERIFF - SEARCH &	034-72-54-000-7420-		
034	03457 SHERIFF - AUTO SHO	034-72-57-000-7000-		
034	03457 SHERIFF - AUTO SHO	034-72-57-000-7030-		
034	03457 SHERIFF - AUTO SHO	034-72-57-000-7040-		
034	03457 SHERIFF - AUTO SHO	034-72-57-000-8650-		
034	03461 JAIL - DETENTION	034-78-61-000-6820-		
034	03461 JAIL - DETENTION	034-78-61-000-6830-		
034	03461 JAIL - DETENTION	034-78-61-000-7000-		
034	03461 JAIL - DETENTION	034-78-61-000-7110-		
034	03461 JAIL - DETENTION	034-78-61-000-8060-		
034	03471 JUSTICE - CIVIL LI	034-71-00-000-6530-		
034	03471 JUSTICE - CIVIL LI	034-71-00-000-7100-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-6440-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-6530-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-6720-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-7000-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-7110-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-7230-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-7700-		
034	03473 JUSTICE - PROSECUT	034-73-00-000-9040-		
034	03479 JUSTICE - MARINE P	034-79-00-000-6820-		
034	03479 JUSTICE - MARINE P	034-79-00-000-7000-		
034	03479 JUSTICE - MARINE P	034-79-00-000-7040-		
034	03479 JUSTICE - MARINE P	034-79-00-000-8660-		
034	03480 JUSTICE - GENERAL	034-18-00-000-6530-		
034	03480 JUSTICE - GENERAL	034-18-00-000-8940-		
034	034180 JUSTICE - GENERAL	034-18-00-000-8950-		
036	036 PRIEST LAKE SNOWMO	036-00-00-000-7040-		
037	037 EAST BONNER SNOWMO	037-00-00-000-6720-		
037	037 EAST BONNER SNOWMO	037-00-00-000-7040-		
038	038 WATERWAYS	038-00-00-000-7710-		
		REPAIRS/MAINT - BLDGS/	1,195.00	499,692.37
		SUPPLIES - OFFICE	217.72	499,692.37
		POSTAGE	92.26	499,692.37
		PROF. SVCS - OTHER	287.49	499,692.37
		EQUIPMENT	46.89	499,692.37
		INVESTIGATIVE COSTS	527.31	499,692.37
		SUPPLIES - OTHER	17.88	499,692.37
		BACKGROUND CHECKS	50.00	499,692.37
		REPAIRS/MAINT - EQUIPM	10.00	499,692.37
		VEHICLES - FUEL, GASOL	13,424.20	499,692.37
		VEHICLES - LUBRICANTS	1,292.12	499,692.37
		VEHICLES - REPAIR/MAIN	2,306.84	499,692.37
		TOOLS & SMALL EQUIPMEN	291.97	499,692.37
		DRUG TESTING	150.00	527,461.90
		BACKGROUND CHECKS	100.00	527,461.90
		VEHICLES - FUEL, GASOL	889.02	527,461.90
		PROF. SVCS - OTHER	957.20	527,461.90
		MEDICAL	5,434.31	527,461.90
		EQUIPMENT	16.04	527,461.90
		SUPPLIES - OFFICE	132.40	376,392.33
		PROF. SVCS - LEGAL	4,315.00	376,392.33
		TRAVEL	1,443.91	120,150.87
		SUPPLIES - OFFICE	136.01	120,150.87
		SMALL ASSETS AND EQUIP	54.44	120,150.87
		VEHICLES - FUEL, GASOL	102.18	120,150.87
		PROF. SVCS - OTHER	103.50	120,150.87
		PROF. SVCS - INVESTIGA	100.00	120,150.87
		CONTINGENCY ACCOUNT	882.59	120,150.87
		COURTHOUSE DOG	32.98	120,150.87
		DRUG TESTING	150.00	74,028.58
		VEHICLES - FUEL, GASOL	173.45	74,028.58
		VEHICLES - REPAIR/MAIN	24.29	74,028.58
		EQUIPMENT - SMALL PART	131.94	74,028.58
		SUPPLIES - OFFICE	133.56	1,234.64
		COMPUTER - SUPPORT & U	1,925.75	10,826.06
		SOFTWARE AND SOFTWARE S	25,441.00	56,357.98
		FUND TOTAL	63,311.28	
		VEHICLES - REPAIR/MAIN	2,240.25	29,615.05
		FUND TOTAL	2,240.25	
		SMALL ASSETS AND EQUIP	15.99	21,875.26
		VEHICLES - REPAIR/MAIN	406.94	21,875.26
		FUND TOTAL	422.93	
		UNIFORMS	12.95	47,401.53

WARRANT SUMMARY

WARRANT: boc1925 02/12/2025

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FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
		12.95	
047 047	GRANTS		
	047-00-00-000-8994-		
	EMERGENCY MNGT GRANTS	1,181.88	2,506,902.29
	FUND TOTAL	1,181.88	
080 080	DRAINAGE DISTRICT		
	080-00-00-000-7860-		
	MISCELLANEOUS EXPENSES	2,612.00	-2,612.00
	FUND TOTAL	2,612.00	
082 082	SELF INSURED MEDIC		
082 082	082-00-00-000-6156-		
	SELF INSURED MEDIC	161,240.82	-969,695.71
	082-00-00-000-6157-	48,529.27	-318,338.09
	FUND TOTAL	209,770.09	
WARRANT SUMMARY TOTAL		325,044.87	
GRAND TOTAL		325,044.87	

Bonner County



WARRANT LIST BY VOUCHER

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
167078	5147 AMERICAN BOARD OF MEDICOLEG	ABMDI2025		INV	02/18/2025	50.00	ABMDI maintenance fee
169846	5362 FLORES & ASSOCIATES LLC	670934		INV	02/06/2025	672.50	HSA Admin Fee February
169847	966 CANON USA INC	6009839344		INV	02/06/2025	25.37	JSTORMS-Canon-Maint-02
169848	9999 Richard Atteberry	BLP2025-0028		INV	02/07/2025	405.00	Reimbursement of BLP n
169849	2003 CULLIGAN WATER CO.	256904JAN25		INV	02/07/2025	58.65	Bottled water
169850	5469 BONNER COUNTY ENGINEERING	FDP2024-0043		INV	02/07/2025	120.00	Professional engineeri
169851	5469 BONNER COUNTY ENGINEERING	SS0005-21-2		INV	02/07/2025	40.00	Professional engineeri
169852	5469 BONNER COUNTY ENGINEERING	ST0008-24-2		INV	02/07/2025	40.00	Professional engineeri
169853	5864 JACQUELINE SUE RUCKER	030		INV	02/07/2025	675.00	Professional services
169854	5695 DRUG TESTING EXPERTS	336446		INV	02/07/2025	296.00	Pre employment drug te
169855	5695 DRUG TESTING EXPERTS	338915		INV	02/07/2025	222.00	Pre employment drug te
169856	3830 BONNER COUNTY DAILY BEE	0000031439-01082025		INV	02/07/2025	200.00	Advertisement
169857	3830 BONNER COUNTY DAILY BEE	0000031895-01222025		INV	02/07/2025	225.00	Advertisement
169858	5304 SANDPOINT FAMILY MEDICINE	56756JAN2025		INV	02/07/2025	250.00	Pre employment drug te
169859	5284 NORTHWEST FIBER LLC	208-197-1750FEB25		INV	02/07/2025	325.00	9-1-1 CIRCUITS
169860	2344 NORTHSIDE WATER USERS ASSN.	1016FEB25		INV	02/07/2025	167.58	DRIVERS LICENSE BLDG W
169861	2919 WASTE MANAGEMENT OF IDAHO I	0237111-1827-5		INV	02/07/2025	208.65	62067-85003 COURTHOUSE
169862	2919 WASTE MANAGEMENT OF IDAHO I	0237306-1827-1		INV	02/07/2025	115.79	10-91011-73000 JUSTIC
169863	2919 WASTE MANAGEMENT OF IDAHO I	0237206-1827-3		INV	02/07/2025	1,361.94	62114-65000 SHERIFF/JA
169864	2919 WASTE MANAGEMENT OF IDAHO I	0237262-1827-6		INV	02/07/2025	206.95	8-49284-85000 ADMIN BL
169865	6078 CARDIO PARTNERS INC	INV3554057		INV	02/07/2025	4,843.65	EM 3-Defibtech Lifelin
169866	2919 WASTE MANAGEMENT OF IDAHO I	0237110-1827-7		INV	02/07/2025	25.35	62067-75005 PUB DEF/PR
169867	966 CANON USA INC	163446404		INV	02/07/2025	735.00	Canon printer invoice
169868	966 CANON USA INC	6010424417		INV	02/07/2025	2.81	December-January Canon
169869	310 GALLS PARENT HOLDINGS LLC	030238372		INV	02/21/2025	54.96	Badge holder invoice f

WARRANT LIST BY VOUCHER

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DUE DATE: 03/15/2025

VOUCHER	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
169870	3432 ICRMP	16026-2025-1		INV	02/07/2025	2,612.00	ANNUAL PREMIUM FOR DRA
169871	4923 TRANUNION RISK & ALTERNATI	429563-202501-1		INV	02/07/2025	100.00	Acct. #429563 Feb. 202
169872	1708 UNITED DATA SECURITY	143833		INV	02/07/2025	42.00	Ticket #247020 - Docum
169873	2544 COLEMAN OIL COMPANY	CP-0219178		INV	02/07/2025	53.50	Fuel #Acct. #801464 In
169874	1949 BONNER COUNTY FAIR ASSOCIAT	020725		INV	02/07/2025	364.03	REIMBURSE HOME DEPOT I
169875	2544 COLEMAN OIL COMPANY	CP-0210183		INV	02/07/2025	48.68	Fuel Acct. #801464 Inv
169876	2459 SELKIRK PRESS INC.	21715		INV	02/07/2025	61.50	Inv. # 21715 -Business
169878	1962 CORPORATE PAYMENT SYSTEMS	5137JAN25		INV	02/07/2025	228.19	January 2025 Visa Char
169879	1962 CORPORATE PAYMENT SYSTEMS	4328JAN25		INV	02/07/2025	367.98	January 2025 Visa Char
169880	1962 CORPORATE PAYMENT SYSTEMS	9481JAN25		INV	02/07/2025	1,654.41	January 2025 Visa Char
169881	1962 CORPORATE PAYMENT SYSTEMS	7219JAN25		INV	02/07/2025	659.94	January 2025 Visa Char
169882	4886 BO CO TREASURER FTO PACIFIC	35696		INV	02/07/2025	209,770.09	9184 PS Medical and Ph
169890	1708 UNITED DATA SECURITY	143843		INV	02/10/2025	60.00	Priest River shred
169891	209 CLEARWATER SPRINGS	83287Jan25		INV	02/10/2025	6.00	Ponderay water
169892	209 CLEARWATER SPRINGS	83238Jan25		INV	02/10/2025	16.19	Priest River water
169896	2219 GRIZZLY GLASS CENTER	WO H0169386		INV	02/10/2025	250.00	CLAIM # 202412120580
169897	5518 ENTERPRISE FM TRUST	606398-020625		INV	02/10/2025	3,686.08	PLANNING AND FIRE MITI
169899	4960 ACCESS	11388219		INV	02/10/2025	1,006.52	File storage
169900	3553 WEX BANK	102759200		INV	02/10/2025	14,567.01	Fuel Charges JAN25
169901	1817 ALSCO	LSP02812672		INV	02/10/2025	223.73	Entry Mat Maintenance
169902	966 CANON USA INC	6010799347		INV	02/10/2025	147.42	Copier Maintenance Cle
169903	966 CANON USA INC	6010801082		INV	02/10/2025	53.27	Copier Maintenance Dis
169904	966 CANON USA INC	6010797068		INV	02/10/2025	8.16	Copier Maintenance Cou
169905	3221 FEATHERSTON LAW FIRM	66063		INV	02/10/2025	150.00	Attorney Fees CV09-23-

WARRANT LIST BY VOUCHER

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DUE DATE: 03/15/2025

VOUCHER	VENDOR	NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
169906	2592	CO-OP GAS AND SUPPLY CO	49046		INV	02/10/2025	17.88	Propane for home heati
169907	5284	NORTHWEST FIBER LLC	2082631783FEB25		INV	02/10/2025	117.08	wireless Charges JAN25
169908	5284	NORTHWEST FIBER LLC	2082630898FEB25		INV	02/10/2025	118.99	wireless Charges JAN25
169909	5284	NORTHWEST FIBER LLC	2082630898JAN25		INV	02/10/2025	118.99	wireless Charges DEC24
169910	5284	NORTHWEST FIBER LLC	2082631783JAN25		INV	02/10/2025	117.08	wireless Charges DEC24
169911	2320	NORTH 40 OUTFITTERS	47592/B		INV	02/10/2025	131.94	XL Gloves, Snow Brush,
169912	4960	ACCESS	11388001		INV	02/10/2025	258.40	Shredding Services JAN
169913	4960	ACCESS	11387999		INV	02/10/2025	26.25	Shredding Services JAN
169914	1479	PATRIOT FIRE PROTECTION	2321867		INV	02/10/2025	828.00	Annual Inspection of F
169915	2544	COLEMAN OIL COMPANY	INV-260656		INV	02/10/2025	314.57	75w90 Synthetic Gear O
169916	1714	UNITED PARCEL SERVICE	00001Y2V32065		INV	02/10/2025	92.26	Shipping Charges
169917	186	CINTAS CORPORATION #606	4219499723		INV	02/10/2025	22.41	BCSO Mats
169918	186	CINTAS CORPORATION #606	4220396153		INV	02/10/2025	67.94	BCSO Mats
169919	5148	MULTICARE CENTERS OF OCCUPA	160710		INV	02/10/2025	300.00	Drug Screens, Cyr, Mas
169920	3357	TIFCO INDUSTRIES	72057946		INV	02/10/2025	142.00	Velcro Firesleeve Hose
169921	3357	TIFCO INDUSTRIES	72058014		INV	02/10/2025	165.96	Drill Bits, Utility Cu
169922	4895	BOUNDARY COUNTY TRANSLATOR	2024-2025-62		INV	02/10/2025	10.00	Monthly Black Mountain
169925	1900	AVISTA UTILITIES	1155230000FEB25		INV	02/10/2025	335.62	BLUE LAKE GRANGE HALL
169926	966	CANON USA INC	6010803622		INV	02/10/2025	21.70	GQM64536/AV0PM COPIER
169931	4746	SYRINGA HEIGHTS WATER DIST	10227JAN25		INV	02/11/2025	101.58	SW UPLAND WATER
169933	2788	OXARC	0061934796		INV	02/11/2025	36.58	SW CYLINDER RENTAL JAN
169934	1724	URBAN MINING DEPOT	022025		INV	02/11/2025	712.50	SW E WASTE
169935	965	CANON FINANCIAL SERVICES IN	38548157		INV	02/11/2025	143.65	SW COPIER LEASE AND OV
169936	1900	AVISTA UTILITIES	3067800000JAN25		INV	02/11/2025	480.19	SW CLARK FORK ELECTRIC
169937	4700	AMAZON CAPITAL SERVICES INC	1G43-4WHH-6F4G		INV	02/11/2025	170.00	1 Button Remote Securit

WARRANT LIST BY VOUCHER

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR	NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
169938	2878	SIRENNET.COM	0281165		INV	02/11/2025	1,211.72	Filler Plates, Power S
169940	2564	COMPUNET INC.	281729		INV	02/11/2025	1,216.00	SQL Server 2022 Editio
169941	2592	CO-OP GAS AND SUPPLY CO	84144JAN25		INV	02/11/2025	334.49	SW FUEL
169942	4700	AMAZON CAPITAL SERVICES INC	1T6P-J679-LM7P		INV	02/11/2025	181.00	Metal Polishing Kit
169943	2592	CO-OP GAS AND SUPPLY CO	46905		INV	02/11/2025	10.34	weld Stl Tube
169944	2592	CO-OP GAS AND SUPPLY CO	38808		INV	02/11/2025	145.52	Battery's and parts
169945	4700	AMAZON CAPITAL SERVICES INC	1HHG-QFYL-HFYV		INV	02/11/2025	217.72	Staples, Toner, Pens,
169946	2592	CO-OP GAS AND SUPPLY CO	70040		INV	02/11/2025	15.99	Shovel
169947	2592	CO-OP GAS AND SUPPLY CO	37942.2		INV	02/11/2025	42.34	Tarps
169948	2592	CO-OP GAS AND SUPPLY CO	45879		INV	02/11/2025	58.74	Fuse and Parts
169949	3950	ELITE TIRE & SUSPENSION	146690		INV	02/11/2025	150.00	Tire Rotation
169950	1682	TUCKER SNO CAT	IN69117		INV	02/11/2025	2,240.25	Trunnion Hanger
169951	186	CINTAS CORPORATION #606	4218473016.2		INV	02/11/2025	12.95	Uniform
169952	2919	WASTE MANAGEMENT OF IDAHO I	0237103-1827-2		INV	02/11/2025	115.79	D3 trash bin pickup Ja
169953	2919	WASTE MANAGEMENT OF IDAHO I	0416443-1827-5		INV	02/11/2025	125.13	D1 trash bin pickup Ja
169954	4568	AIMEE ARGABRITE	41765		INV	02/11/2025	258.75	Three Road Name Signs,
169955	4568	AIMEE ARGABRITE	41656		INV	02/11/2025	46.50	One Road Name Sign
169956	5109	AMERIGAS PROPANE LP	3173832956		INV	02/11/2025	4,917.37	D2 Propane for Heating
169957	5077	AMERICAN WEST INDUSTRIES	30125		INV	02/11/2025	557.72	1TK36, Spinner Motors
169958	5077	AMERICAN WEST INDUSTRIES	30126		INV	02/11/2025	1,058.87	1TK36, welded Hydraul
169959	49	A-L COMPRESSED GASES	0002221202		INV	02/11/2025	58.50	D2, HiVis Gloves
169960	2103	BROWN'S NORTHSIDE	W51016		INV	02/11/2025	1,199.52	2TK18, Driveline and U
169961	1933	CLIFFORD R BANDY	JAN25		INV	02/11/2025	632.00	D2 Shop, Electrical wo
169962	6293	LEY ANNE MERICA	Jan25		INV	02/11/2025	919.13	CF, Fuel, Sea Foam

WARRANT LIST BY VOUCHER

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR	NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
169963	186 CINTAS CORPORATION	#606	4219909561		INV	02/11/2025	64.96	D3 Laundry
169965	186 CINTAS CORPORATION	#606	4219191964		INV	02/11/2025	64.96	D3 Laundry
169966	186 CINTAS CORPORATION	#606	4219496122		INV	02/11/2025	79.26	D1 Laundry
169967	186 CINTAS CORPORATION	#606	4219499763		INV	02/11/2025	90.70	D2 Laundry
169968	2544 COLEMAN OIL COMPANY		CP-0221341		INV	02/11/2025	901.26	R&B Vehicle Fuel
169969	2544 COLEMAN OIL COMPANY		CP-0221861		INV	02/11/2025	5,303.58	R&B Vehicle Fuel
169971	5695 DRUG TESTING EXPERTS		338398		INV	02/11/2025	554.00	R&B January 2025 Scree
169972	3950 ELITE TIRE & SUSPENSION		146617		INV	02/11/2025	45.00	3TK37, Flat Repair
169973	3950 ELITE TIRE & SUSPENSION		146702		INV	02/11/2025	22.50	1TK36, wheel Switch
169974	3950 ELITE TIRE & SUSPENSION		146694		INV	02/11/2025	45.00	3TK35, Flat Repair
169976	3950 ELITE TIRE & SUSPENSION		146695		INV	02/11/2025	45.00	1TK35, Flat Repair
169977	3188 EVERGREEN SUPPLY		400707		INV	02/11/2025	110.95	D3 - CF, Brake Cleaner
169978	3188 EVERGREEN SUPPLY		400708		INV	02/11/2025	32.98	D3 - CF, Ice Melt
169979	3188 EVERGREEN SUPPLY		400827		INV	02/11/2025	34.86	D3 - CF, Driver, Wrenc
169981	3822 FREIGHTLINER NORTHWEST		PC001638630:01		INV	02/11/2025	63.51	1TK35, Shk/ABS Assembl
169982	3822 FREIGHTLINER NORTHWEST		PC001638671:02		INV	02/11/2025	403.80	1TK35, 1TK47, Bolster
169983	3822 FREIGHTLINER NORTHWEST		PC001638671:01		INV	02/11/2025	358.80	1TK35, 1TK47, Bolster
169984	3822 FREIGHTLINER NORTHWEST		PC001638630:02		INV	02/11/2025	190.53	1TK35, Shk/ABS Assembl
169985	3822 FREIGHTLINER NORTHWEST		PC001638851:01		INV	02/11/2025	35.62	3TK36, Sensor
169986	3822 FREIGHTLINER NORTHWEST		PC001639022:01		INV	02/11/2025	12.91	3TK35, Clutch Spring
169988	1232 HI-LINE INC		11174471		INV	02/11/2025	121.75	D2 Trucks, Cross Link
169991	507 KENWORTH SALES		024P36631		INV	02/11/2025	96.60	3TK37, Tie Rods
169993	6018 GENUINE PARTS COMPANY		217369		INV	02/11/2025	71.76	3PU29, Motor Oil
169995	6018 GENUINE PARTS COMPANY		217115		INV	02/11/2025	104.35	D3 Trucks, Filter Stoc
169997	6018 GENUINE PARTS COMPANY		216946		INV	02/11/2025	38.51	1PU16, Hose

WARRANT LIST BY VOUCHER

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR	NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
169999	6018	GENUINE PARTS COMPANY	216947		INV	02/11/2025	99.90	1GR21, Diesel Fuel Add
170001	2788	OXARC	0061952063		INV	02/11/2025	134.14	D1, Oxygen
170002	2788	OXARC	0061936497		INV	02/11/2025	48.77	D3, Oxygen
170003	1481	PATTI'S ACTION AUTO SUPPLY	109969-1		INV	02/11/2025	183.78	2TR10, Hood Latch, Spa
170005	5203	PAPE MACHINERY INC	15877257		INV	02/11/2025	25.49	D3 Chainsaws, Gauge
170006	5203	PAPE MACHINERY INC	4315466		INV	02/11/2025	347.36	D3 Pole Saw, Repair
170008	6098	GREEN ROCKET SECURITY INC	N14220		INV	02/11/2025	1,925.75	Yubikeys
170010	6311	SUPREME POWER SPORTS	28046		INV	02/11/2025	143.54	D2, Chainsaw Parts
170016	2879	SIX ROBBLEES' INC	05P68275		INV	02/11/2025	33.32	2L006, Wheel Indicator
170018	2879	SIX ROBBLEES' INC	05P68142		INV	02/11/2025	376.39	2ST01, Rotor and Brake
170021	2879	SIX ROBBLEES' INC	05P68200		INV	02/11/2025	191.44	2TK29, Oversize Load S
170023	4158	STEVE PECK FABRICATION LLC	9067		INV	02/11/2025	200.00	1EX01, Cylinder Repair
170025	5113	SUMMIT SAFETY LLC	551444A		INV	02/11/2025	173.88	D3, Coat and Sweatshir
170027	4548	TRUCKPRO LLC	274-0024325		INV	02/11/2025	48.39	D3 Trucks, Inner Caps
170034	4548	TRUCKPRO LLC	274-0024330		CRM	02/11/2025	-48.39	D3 Trucks, Return, Inn
170035	4548	TRUCKPRO LLC	274-0024323		INV	02/11/2025	18.69	3TK31, Brake Pad
170036	3357	TIFCO INDUSTRIES	72060535		INV	02/11/2025	153.76	D1, Hairpins, Screws,
170037	3357	TIFCO INDUSTRIES	72060583		INV	02/11/2025	439.50	D3, Tubing, Ties, Wash
170038	5377	VESTIS GROUP INC	GEG1-004389		INV	02/11/2025	288.23	D3, First Aid Supplies
170039	3548	WESTERN STATES EQUIPMENT CO	IN003081458		INV	02/11/2025	124.52	3L005, Edge, Nuts and
170040	6018	GENUINE PARTS COMPANY	217824		INV	02/11/2025	268.88	Brake Shoe Backing Pla
170041	3548	WESTERN STATES EQUIPMENT CO	IN003080251		INV	02/11/2025	563.38	3GR28, Oil
170042	2592	CO-OP GAS AND SUPPLY CO	72769.1		INV	02/11/2025	29.36	Plug, Scraper wall, Pu
170043	3548	WESTERN STATES EQUIPMENT CO	IN003085787		INV	02/11/2025	784.58	3GR28, Wear Plates

WARRANT LIST BY VOUCHER

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR	NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
170044	2592 CO-OP GAS AND SUPPLY CO	49346			INV	02/11/2025	4.89	Box of sheet metal scr
170045	3548 WESTERN STATES EQUIPMENT CO	IN003050379			INV	02/11/2025	5,163.59	3TK, will Credit, Cont
170046	2592 CO-OP GAS AND SUPPLY CO	31281			INV	02/11/2025	70.92	Strip Brsh, Flap Wheel
170047	4700 AMAZON CAPITAL SERVICES INC	1YD6-PTX1-74JY			INV	02/11/2025	133.56	Replacement Battery, B
170048	3548 WESTERN STATES EQUIPMENT CO	CM00183406			CRM	02/11/2025	-5,163.59	3TK, Under Warrant, Co
170049	2592 CO-OP GAS AND SUPPLY CO	30898			INV	02/11/2025	17.60	D3, Fork Lift Fuel
170050	2459 SELKIRK PRESS INC.	21818			INV	02/11/2025	277.50	#10 window envelopes
170051	965 CANON FINANCIAL SERVICES IN	38546938			INV	02/11/2025	512.33	CONTRACT & USAGE
170052	186 CINTAS CORPORATION #606	4217464215			INV	02/11/2025	67.94	BCSO Mats
170053	186 CINTAS CORPORATION #606	4220247019			INV	02/11/2025	90.70	D2 Laundry
170054	186 CINTAS CORPORATION #606	4220243456			INV	02/11/2025	84.58	D1 Laundry
170055	6018 GENUINE PARTS COMPANY	217925			INV	02/11/2025	22.85	D1 Trucks, windshield
170056	1350 LIPPERT EXCAVATION AND PIPE	24715			INV	02/11/2025	1,025.00	Snow Removal, Sanding,
170057	1611 SNAP ON TOOLS	021125157108			INV	02/11/2025	186.80	Tap, Hammer Set, Test
170058	6018 GENUINE PARTS COMPANY	217923			INV	02/11/2025	37.80	D3 Trucks, Filter Stoc
170059	2320 NORTH 40 OUTFITTERS	047568/B			INV	02/11/2025	23.79	3PU19, Welding Helmet
170060	1481 PATTI'S ACTION AUTO SUPPLY	110515-1			INV	02/11/2025	119.98	2JJ01, Fuel Cap and Fi
170061	3822 FREIGHTLINER NORTHWEST	PC001638406:01			INV	02/11/2025	541.73	1TK35, 1TK47, Bolster
170062	3467 IDAHO DEPT OF WATER RESOURC	Feb25			INV	02/11/2025	100.00	IDWR water Use Permit
170064	965 CANON FINANCIAL SERVICES IN	38546940			INV	02/11/2025	205.18	Contract & Usage Chrg
170065	2459 SELKIRK PRESS INC.	21770			INV	02/11/2025	531.00	window Envelopes
170066	2459 SELKIRK PRESS INC.	21784			INV	02/11/2025	180.55	Polling Place Laws Pos
170067	5791 KARPEL COMPUTER SYSTEMS INC	70841			INV	02/11/2025	24,225.00	Annual Maintenance/Ext
170068	1089 DIRECT AUTOMOTIVE DISTRIBUT	01116991			INV	02/11/2025	84.32	Tire Pressure Sensors
170070	4700 AMAZON CAPITAL SERVICES INC	1NPR-C9LT-36M9			INV	02/11/2025	46.89	Power Bank Laptop Char

WARRANT LIST BY VOUCHER

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR	NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
170072	2592	CO-OP GAS AND SUPPLY CO	73136.1		INV	02/11/2025	16.04	Propane for Old Town R
170073	1422	MT. BALDY DENTAL	30JAN25CC		INV	02/11/2025	390.00	Oral Eval, Xrays, Extr
170074	1089	DIRECT AUTOMOTIVE DISTRIBUT	011117138		INV	02/11/2025	252.96	Tire Pressure Sensors
170075	1953	BONNER GENERAL HEALTH	SPGY9959		INV	02/11/2025	31.52	IV, Metabolic Panel, C
170076	3794	NORTH IDAHO ORTHO & SPORTS	506392621		INV	02/11/2025	198.63	Office Visit, Xray of
170077	6331	NORTH IDAHO EYE INSTITUTE P	34407		INV	02/11/2025	290.35	Injections - JS
170078	6331	NORTH IDAHO EYE INSTITUTE P	30754		INV	02/11/2025	64.69	Biometry, Determine Re
170079	1953	BONNER GENERAL HEALTH	SPGY9858		INV	02/11/2025	90.00	Mammography - BS
170080	1953	BONNER GENERAL HEALTH	SPGZ0039		INV	02/11/2025	53.71	Mammography - BS
170082	3673	INTERNAL MEDICINE ASSOCIATE	342086P87710		INV	02/11/2025	54.48	TTE w/Doppler Complete
170083	1953	BONNER GENERAL HEALTH	SPGY3003		INV	02/11/2025	17.84	IV, Complete CBC, Sed
170084	1953	BONNER GENERAL HEALTH	SPGY4793		INV	02/11/2025	83.13	Electrocardiogram - PP
170085	1953	BONNER GENERAL HEALTH	SPGY4987		INV	02/11/2025	6.41	Electrocardiogram Repo
170086	1953	BONNER GENERAL HEALTH	SPGY6004		INV	02/11/2025	110.08	MRI of joint w/o dye -
170087	1953	BONNER GENERAL HEALTH	SPGY6255		INV	02/11/2025	51.16	MRI joint w/o dye - HH
170088	1953	BONNER GENERAL HEALTH	SPGY3002		INV	02/11/2025	15.63	IV, Sed Rate, C-reacti
170089	1953	BONNER GENERAL HEALTH	SPGY1477		INV	02/11/2025	54.02	Ultrasound - WW
170090	1953	BONNER GENERAL HEALTH	SPGY1681		INV	02/11/2025	37.38	Ultrasound - WW
170091	1953	BONNER GENERAL HEALTH	SPGY2617		INV	02/11/2025	626.54	Pharmacy, ER Visit - C
170092	1953	BONNER GENERAL HEALTH	SPGY3765		INV	02/11/2025	94.70	ER Dept Visit - CC
170093	1953	BONNER GENERAL HEALTH	SPGY7763		INV	02/11/2025	1,120.04	IV, ER Visit, Metaboli
170094	1953	BONNER GENERAL HEALTH	SPGY7944		INV	02/11/2025	94.70	ER Dept Visit - CC
170095	1953	BONNER GENERAL HEALTH	SPGY5626		INV	02/11/2025	112.39	ER Visit - SM
170096	1953	BONNER GENERAL HEALTH	SPGY8844		INV	02/11/2025	32.67	ER Dept Visit - SM

WARRANT LIST BY VOUCHER

WARRANT: boc1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
170097	1953 BONNER GENERAL HEALTH	SPGY6448		INV	02/11/2025	207.48	ER Dept Visit - RM
170098	1953 BONNER GENERAL HEALTH	SPGY8835		INV	02/11/2025	32.67	ER Dept Visit - RM
170099	1953 BONNER GENERAL HEALTH	SPGY7710		INV	02/11/2025	101.11	Electrocardiogram, ER
170100	1953 BONNER GENERAL HEALTH	SPGY4432		INV	02/11/2025	68.26	CT Angiography Chest -
170101	1953 BONNER GENERAL HEALTH	SPGY6657		INV	02/11/2025	519.75	Pharmacy, Muscle Image
170102	1953 BONNER GENERAL HEALTH	SP13795924		INV	02/11/2025	6.70	Xray exam of chest 1 v
170103	1953 BONNER GENERAL HEALTH	SPGY4339		INV	02/11/2025	868.27	IV, Xray of Chest, Ang
170104	1350 LIPPERT EXCAVATION AND PIPE	24701		INV	03/10/2025	230.00	January snow removal
170105	965 CANON FINANCIAL SERVICES IN	38546749		INV	03/09/2025	276.19	Contract charge & mete
170106	4700 AMAZON CAPITAL SERVICES INC	179r-cvfd-qppj		INV	03/01/2025	72.51	Binders for Master Gar
170107	3833 PERSONNEL EVALUATION INC	53789		INV	02/11/2025	150.00	web Based pre-employme
170108	2544 COLEMAN OIL COMPANY	INV-261423		INV	02/11/2025	977.55	5w30 Bulk oil, 365 so1
170109	2592 CO-OP GAS AND SUPPLY CO	31897		INV	02/12/2025	24.29	white Spraypaint, wash
170111	3349 THOMSON REUTERS WEST PAYMEN	851419018		INV	02/12/2025	527.31	Investigative Charges
170112	6334 SECURE COURT SOLUTIONS LLC	P-100198		INV	02/12/2025	230.00	JANUARY SCRAM
170113	6361 MOORE ELIA KRAFT & STACEY L	238245		INV	02/12/2025	4,165.00	File #9118 - Cimbalik
170114	5915 WITHERSPOON BRAJCICH MCPHEE	2025 FEB -6		INV	02/12/2025	150.00	Acct. # 11705-001M_Rob
170115	5284 NORTHWEST FIBER LLC	208-265-5640FEB25		INV	02/12/2025	65.59	COURTHOUSE PHONES
170116	5284 NORTHWEST FIBER LLC	208-263-0644FEB25		INV	02/12/2025	62.59	COURT CLERKS CC MACHIN
170117	5284 NORTHWEST FIBER LLC	208-189-0226FEB25		INV	02/12/2025	330.00	SHERIFF DATA LINES
WARRANT TOTAL						325,044.87	

** END OF REPORT - Generated by Nichole Janes **



Bonner County

Auditor

February 18, 2025

Memorandum

Clerk
Item # 2

To: Commissioners

From: Auditor's Office

Re: EDPRO Grant Award

On Jan 22, 2025 the Idaho Department of Commerce notified Pend Oreille Economic Partnership of a one time award increase of \$5000, this is in addition to the original grant award. The Auditor's office helps partner with POEP to facilitate this grant, which helps local businesses in Bonner County.

Auditing recommends approving and having the Chair sign the grant amendment. Pend Oreille Economic Partnership has agreed to fund any additional grant match required. This grant does not cost Bonner County any money.

Auditing Review:

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review:

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review:

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC
_____ Copy to

A suggested motion would be: **Based on the information before us I move to approve and authorize the chair to sign the grant amendment as presented.**

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date



**RURAL IDAHO ECONOMIC DEVELOPMENT PROFESSIONAL GRANT
STATE OF IDAHO – DEPARTMENT OF COMMERCE
AMENDMENT**

GRANTEE: BONNER COUNTY

RECITALS

WHEREAS, Bonner County was awarded an EDPRO Grant # 006483 on July 01, 2024.

WHEREAS, Bonner County was awarded additional funds on January 23, 2025.

AGREEMENT

NOW THEREFORE, in consideration of the foregoing and the mutual promises and consideration herein, and the recitals set forth above, the Parties agree as follows:

2. Grant Amount. The amount of assistance awarded under this Agreement is \$35,000.00. The Grantee and their partners agree to provide a minimum of \$16,500.00 in matching funds as identified in the Grantee's application.

All other terms and conditions remain in full force and effect.

IN WITNESS HEREOF, the parties have executed this Agreement on the dates set forth below.

STATE OF IDAHO
DEPARTMENT OF COMMERCE
DIRECTOR
THOMAS F. KEALEY

BONNER COUNTY
BONNER COUNTY
COMMISSIONER CHAIR

Signature

Signature

Date

Date



Bonner County Sheriff's Office

4001 N Boyer Road • Sandpoint, ID 83864 • Phone: (208) 263-8417

Memorandum

Date: January 28, 2025
To: Board of County Commissioners
From: Sheriff Daryl Wheeler
Re: Idaho Sheriff Connect Agreement

Description:

The Bonner County Sheriff's Office is requesting approval to enter an agreement with Idaho Sheriff Connect for a period of 1 year (renewable annually thereafter) to build and maintain a mobile app in the amount of \$8,467.25. The cost will be divided between the Sheriff's office, Jail, Marine Division and Dispatch. The Bonner County Sheriff's Office has adequate funds in its 03450/7860 (Sheriff Patrol/Misc. Expenses) account, the Jail has adequate funds in its 03461/7860 account (Jail/Misc. Expenses), The Marine Division has adequate funds in its 03479/7860 account (Marine/Misc. Expenses), and 00822/7860 account (Dispatch/Misc. Expenses) to purchase this mobile app.

Auditing Review:

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review:

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring

Legal Review:

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution:

Original to be sent to the Sheriff's Office
Copy to Auditing

A suggested motion would be: **Madam Chairman based on the information before us, I move to accept and approve the agreement. I further move for the Chairman to sign the Agreement Document administratively.**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Commissioner Asia Williams, Chairman

DRAFT

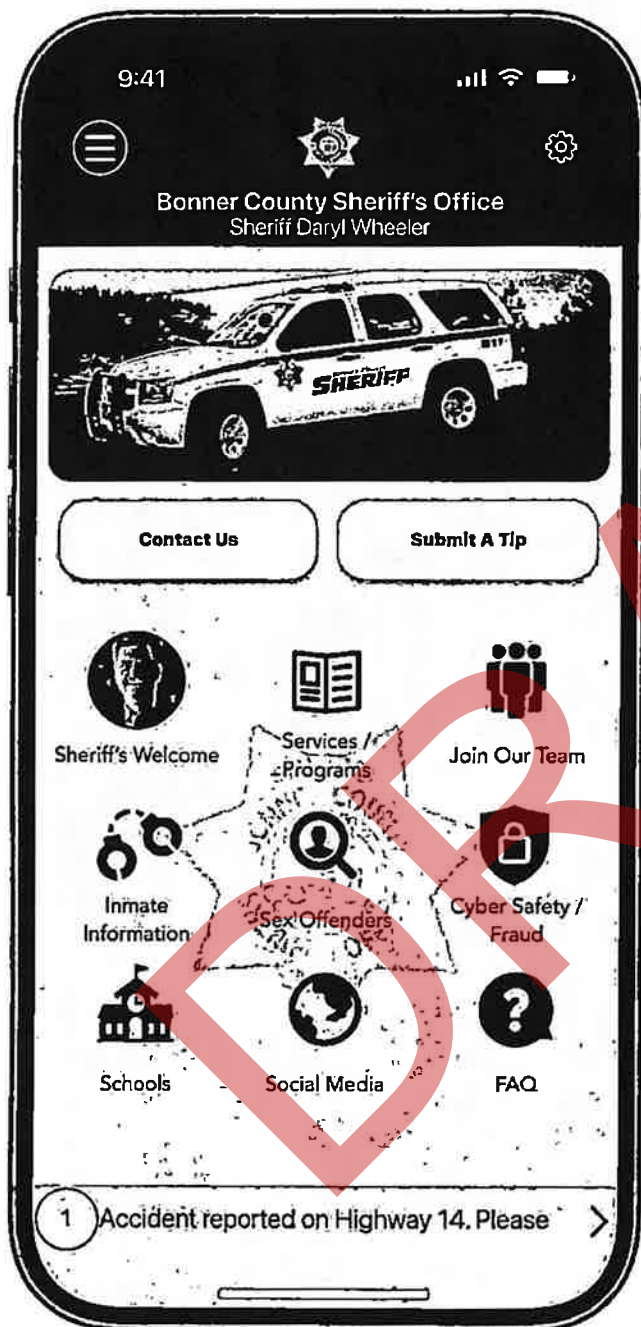


BONNER COUNTY SHERIFF'S OFFICE, ID



ID Sheriff Connect

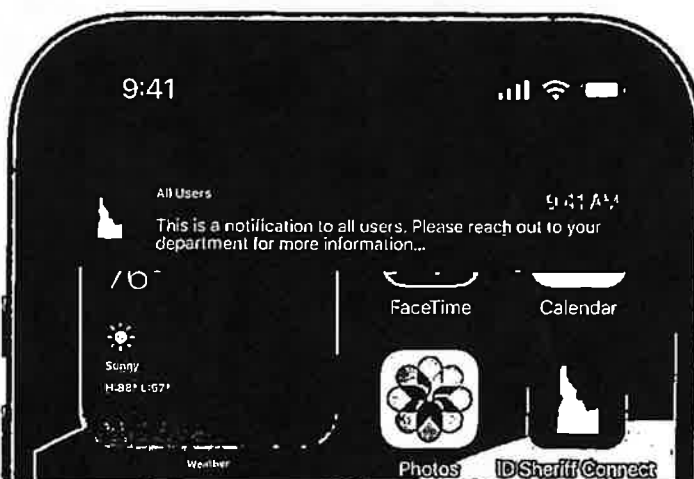
Custom Menu in Idaho Sheriff Connect App



Connect with your community through the Idaho Sheriff Connect app

- 1 Download "ID Sheriff Connect" from your App store.
- 2 Search "Bonner County" within the app.
- 3 Instantly connect with your department.

Built by:  **THESHERIFFAPP.COM**
CUSTOM SHERIFF APPS



Kevin Cummings - kevin@thesheriffapp.com - 334.221.0782

The sample was created only as an illustration of how a customized app for your agency might look. The images, features and design are fully customizable and this only serves as an illustration of the possibilities.





BONNER COUNTY SHERIFF OFFICE, ID (IDAHO SHERIFF CONNECT)

Sheriff Connect

Prepared for

Bonner County Sheriff Office, ID

4001 North Boyer Road

Sandpoint, ID 83864

United States

Daryl Wheeler

Sheriff

dwheeler@bonnerso.org

OCV LLC

PO Box 2010

Opelika, AL 36803

US

1 YOUR INVESTMENT

#20241209-165503875

Issued

December 9,
2024

Expires

February 28, 2025

The pricing of this agreement shall continue for a period of 1 year (Renewable annually thereafter)

Products & Services	Billing Frequency	Quantity	Unit price	Price
Mobile App Set Up		1	\$1,000.00	\$0.00 after 100% discount
Mobile App Annual Maintenance (Idaho Sheriff Connect)	Annually	1	\$6,746.00 /year	\$6,746.00 /year
Inmate Search / VINE Integration	Annually	1	\$1,721.25 /year	\$1,721.25 /year
Digital Marketing Kit Digital Downloads Only		1	\$995.00	\$0.00 after 100% discount

Annual subtotal \$8,467.25

One-time subtotal \$0.00

after \$1,995.00 discount

Year One Total \$8,467.25

2

LET'S WORK TOGETHER

OCV, LLC proposes to develop an iPhone and Android app for Bonner County Sheriff Office, ID.

THIS AGREEMENT is made between OCV, LLC ("Host") having an address at 809 2nd Avenue, Opelika, AL. 36801 and Bonner County Sheriff Office, ID ("Client") having a mailing address at 4001 North Boyer Road, , Sandpoint, ID 83864 and is effective from Date Customer Signs Proposal to End Date: 1 year Following Signature (Renewable Annually Thereafter)

1. **SERVICES:** Host agrees to provide custom mobile app development services and support.

2. BILLING AND PAYMENT:

Annual Maintenance / Subscription Payment Schedule - 2026 and Beyond

Total Annual Maintenance / Subscription Fee - Annual fee billed annually on contract anniversary date.

3. ***TERM AND TERMINATION:** The term of this agreement shall begin as of the effective date (date of signatures of both parties) and shall continue thereafter for a period of 1 year.

*At the end of the initial contract period, Host will contact the customer for a renewal confirmation. Confirmation is typically communicated through email or other electronic means. Host will also send a renewal invoice 30 days prior to the expiration of this agreement. Receiving the invoice without renewal confirmation does not lock the customer into renewal. Customer will have 30 days to decline renewal. Host retains ownership of all intellectual property rights associated with the services, its technology and any enhancements or modifications thereof.

4. **AMENDMENTS:** This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.

5. **ACCEPTANCE OF TERMS:** Use of services provided by Host constitutes acceptance of the terms and conditions contained in this agreement and any amendments thereto.

3 OCV, LLC TERMS AND CONDITIONS

1. **MOBILE APP CREATION AND REVIEW PERIOD:** Upon execution of this contract, the OCVapps team will go to work on designing and building your app(s). At the design phase, we will solicit your initial design ideas, existing graphics and logos and use any other existing asset that you have to set the direction. A mock up / prototype will be developed using graphics and be sent to you for approval/ review. This will happen prior to the start of coding. Upon electronic approval of the prototype images, OCV, LLC will begin coding your app (contingent on having all information from the customer).

Upon completion of the code, OCV will review and test the app at all levels. Once the app passes our internal review and processes, we will upload it to the Apple iTunes Store/Google Play store for official App review and release.

Upon acceptance of the app within the iTunes store/ Google Play store, we will notify you via email/phone. After the App is released in the stores we will train you how to use the control panel and how to update your app. Total elapsed time estimate: ~ 45 - 60 days after all information is provided to Host project management staff.

2. OCV, LLC Features: Features will be solidified after contract acceptance.

3. CUSTOMER/OCV CONTROL: An OCVapp exists in two parts: the "features" and "content". The features remain static in nature. The "content" is the update-able features that the client can update. OCV will work with your team to ensure that you can edit the "content" via RSS feeds and a custom web accessible control panel. Unless requested of OCV by the client, only the client can make changes to the content within the control panel.

4. PUSH NOTIFICATION AND OTHER ALERT NOTIFICATIONS: An OCVapp may be instrumented with a Push notification or other Alert terminology. OCV does not warranty, suggest, or advertise that an OCVapp is designed for life saving immediate warnings. The OCVapp push notification and alert systems are simply intended to give a central location for end users to see the latest information. While it will be the intent of a push notification to be delivered to your OCVapp, it is not something that can be guaranteed. Due to the technical limitations, multiple internet connections and outside factors that are out of the control of OCV, we suggest that our warnings will almost always be delivered in less than a minute. Some instances will show quicker and others slower. There is a chance that during a storm or other emergency, information may slow due to power outages, mobile phone network shortages or outages and many other factors. In severe situations, the feed may not happen at all.

Note: Never assume that the end user has received the push notification. Due to the requirements of the marketplace, push notifications are opt-in services. A user can turn off the notifications at any time or uninstall the app.

5. Warranties Disclaimer: Due to the many links in the overall national and regional communication networks and infrastructure (national/regional cellular/mobile communication networks and their traffic management, land-phone lines and regional switching networks, power grids, etc.) all of which are completely outside the control or monitoring of OCV, OCV disclaims any and all warranties with respect to the Client's use of an App developed by OCV, direct or indirect, including but not limited to warranties of merchantability and fitness for a particular purpose. In no event shall OCV, its affiliates, business partners, service providers, employees, agents, representatives, or shareholders be liable to customer for any incidental, consequential, indirect, special, or punitive damages (including damages due to: service failures, business or service interruptions, etc.) for any aspect of its service outside of OCV's direct control.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

This Agreement, constitutes the entire Agreement between the parties with respect to the subject matter hereof, and as of the date this Agreement is executed by both Parties, shall supersede any previous agreements or

understandings, written or oral, between the Parties. All modifications to the applicable Compensation arrangement shall be in writing and signed by both Parties and shall not supersede the terms of this Agreement.

The Agreement shall commence on date of customer signature.

The total cost of the agreement is outlined in Section One (1) - Your Investment.

Signature

Signature

Date

Printed name

Countersignature

Countersignature

Date

Printed name

Download

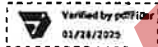
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CONTRACT ADDENDUM No. 1

BOYCOTTING ISRAEL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the 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).

GOVERNMENT OF CHINA- Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS- To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the 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 §§ 18-8701 et seq.).



Kevin Cummings

01/28/2025

Agent for Contractor

Date



Bonner County Planning Department

"Protecting property rights and enhancing property value"

1500 Highway 2, Suite 208, Sandpoint, Idaho 83864

Phone (208) 265-1458 - Fax (208) 265-1463

Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov

February 18, 2025

Memorandum

Planning Dept.
Item # 1

To: Commissioners

From: Planning Department

Re: County Surveyor Contract - Glahe & Associates

Bonner County is required by Idaho law to appoint a county surveyor, as outlined in Idaho Code Title 31, Chapter 27. Historically, the county has appointed two surveyors to ensure adequate coverage and expertise in managing surveying needs. Glahe & Associates has provided surveying services to the county under a long-standing contract, which has remained unchanged since 2005. The attached updated contract has been reviewed and approved by Auditing, Risk, and Legal.

Auditing Review: Complete on 2/7/25

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget.

Risk Review: Complete on 2/7/25

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved.

Legal Review: Complete on 2/7/25

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC
_____ Copy to Planning Dept.

A suggested motion would be:

Mrs. Chairwoman, based on the information before us I move that we approve the contract with Glahe & Associates and appoint Tyson Glahe as a County Surveyor.

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date

CONTRACTOR AGREEMENT FOR PROFESSIONAL SERVICES FOR BONNER COUNTY

Now therefore in consideration of the foregoing and the mutual promises and conveyances herein contained, this agreement (hereinafter, the "Agreement") between Bonner County, 1500 Hwy. 2, Sandpoint, ID 83864, herein referred to as "County" and Glahe & Associates, Sandpoint, ID 83864, herein referred to as "Contractor" is entered into this __ day of _____, 2025, for providing professional services to the County as further defined herein. The County and the Contractor are referred to collectively in this Agreement as the "parties" to the Agreement, and are each individually a "party" to this Agreement.

1. SERVICES

The Contractor will perform Services for the County during the Term of this Agreement on a non-exclusive basis. The parties agree that the Contractor maintains independent discretion as to how to perform the Services provided for in this Agreement. Scope of work:

Subject to the terms and conditions of this Agreement, Contractor will perform the following Services for the County during the Term of this Agreement:

- A. Review draft plats for compliance with Idaho State Code.
- B. Review and sign final plats as County Surveyor.
- C. Conduct field surveys and/or consult with Bonner County, when requested.

2. CONTRACT TERM AND TERMINATION

This Agreement commences on the Effective Date and will continue until terminated as provided below.

The parties may terminate this Agreement by providing a thirty (30) day written notice to the nonterminating party. Upon notice of termination, Contractor shall: promptly discontinue all work, unless the termination notice directs otherwise; promptly return to the County any property provided by the County pursuant to this Agreement; and deliver or otherwise make available to the County all data, reports, estimates, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services in this Agreement, whether completed or in progress. Upon termination by County, the County may take over the work and may award another party a contract to complete the Services contemplated by this Agreement.

The County may terminate this Agreement immediately and without prior notice if Contractor refuses to or is unable to perform the Services, is in breach of any material provision of this Agreement, or if the County is dissatisfied with the quality of Contractor's Services.

3. RELATIONSHIP OF PARTIES

It is the express intention of the parties that Contractor performs the Services as an independent contractor. Nothing in this Agreement will in any way be construed to constitute Contractor as an agent, employee, or representative of the County, and the Contractor has no authority to make

representations that Contractor is an agent, employee, or serving in any other capacity for the County under this Agreement.

The Contractor will furnish his own tools, supplies, and materials necessary to accomplish the Services provided for in this Agreement.

The Contractor is not be entitled to any state, county, or local employee benefits, statutory or otherwise.

The parties agree that neither the Contractor nor the Contractor's employees, if any, are employees of the County, under the meaning or application of any federal or state unemployment, insurance, or worker's compensation laws, or otherwise, and the parties agree that the Contractor assumes all liability and obligations imposed by one or more of these laws and will hold the County harmless there from.

4. COMPENSATION

The Contractor shall be compensated in accordance with the chart below for services performed. Bills shall be by monthly invoice to be paid by the County under its usual cycle of invoice receipt and payment.

Office Hourly Rates

Expert Witness PLS	\$350.00
Principal Licensed Surveyor (PLS)	\$175.00
Office Mapping/Calculations (non-PLS)	\$125.00

Field Hourly Rates

One Man Survey Crew	\$135.00
Two Man Survey Crew	\$205.00
Three Man Survey Crew	\$275.00

The Contractor shall be responsible for all federal and state taxes, Social Security, and Medicare taxes. Contractor shall indemnify the County and hold the County, its agents and department harmless from any claims for these obligations and taxes.

5. DISCRIMINATION

Contractor agrees not to discriminate against any person in the performance of this Agreement, because of race, sex, religion, mental or physical disability, veteran status, national origin, age, or any other class of persons protected under state or federal law.

6. ASSIGNMENT

Neither this Agreement nor any rights under this Agreement may be assigned or otherwise transferred by Contractor, in whole or in part, whether voluntarily or by operation of law, without the prior written consent of the County. Contractor may not utilize a subcontractor or other third

party to perform its duties under this Agreement without the prior written consent of the County. Any assignment in violation of the foregoing will be null and void.

7. CONFIDENTIALITY OF INFORMATION

Any and all reports, research, analysis, and data, subject to this agreement, whether statistical or otherwise, prepared by Contractor shall become the property of County for such as it shall deem appropriate and shall not be disclosed to any persons without prior written consent of the County. Contractor will take all reasonable precautions to prevent any unauthorized use or disclosure of any and all reports, research, analysis, and data during the Term of this Agreement.

8. WAIVER

Any waiver of the provisions of this Agreement or of a party's rights or remedies under this Agreement must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Agreement or its rights or remedies at any time, will not be construed as a waiver of the party's rights under this Agreement and will not in any way affect the validity of the whole or any part of this Agreement or prejudice the party's right to take subsequent action. Exercise or enforcement by either party of any right or remedy under this Agreement will not preclude the enforcement by the party of any other right or remedy under this Agreement or that the party is entitled by law to enforce.

9. GOVERNING LAW

This Agreement shall be interpreted according to the laws of the state of Idaho. Contractor also hereby consents to the personal jurisdiction of the state and federal courts located in Bonner County, Idaho and agrees that the venue for any lawsuit or action commenced in accordance with this Agreement shall be either in the courts of Bonner County or, to the extent permitted or required by law, the U.S. District Court for the District of Idaho.

10. ATTORNEY'S FEES

In the event of a legal proceeding of any kind instituted under this Agreement or to obtain performance of any kind under this Agreement, the prevailing party shall be awarded such additional sums as the Court may adjudge for reasonable attorney's fees and to pay all costs and disbursements incurred in such proceeding.

11. COMPLETE AGREEMENT

This Agreement constitutes the entire understanding of the parties with respect to the subject matter of this Agreement and supersedes all previous communications, representations, understandings, and agreements, either oral or written, between the parties with respect to said subject matter. This Agreement may not be amended or modified except in writing and when signed by the Contractor and an authorized representative of the County.

IN WITNESS WHEREOF, the parties have executed this a
Agreement this _____ day of _____ 2025, (the "Effective Date").

Tyson Glahe, Glahe & Associates

BONNER COUNTY BOARD OF COMMISSIONERS

Asia Williams, Chairwoman

Ron Korn, Commissioner

Brian Domke, Commissioner

ATTEST: Michael W. Rosedale, Clerk

By Deputy Clerk:

Date

Legal: _____

CONTRACT ADDENDUM No. 1

BOYCOTTING ISRAEL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the 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).

GOVERNMENT OF CHINA- Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS- To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the 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 §§ 18-8701 et seq.).

Agent for Contractor

Date



Bonner County Planning Department

"Protecting property rights and enhancing property value"

1500 Highway 2, Suite 208, Sandpoint, Idaho 83864

Phone (208) 265-1458 - Fax (208) 265-1463

Email: planning@bonnercountvid.gov - Web site: www.bonnercountvid.gov

February 18, 2025

Memorandum

Planning Dept.
Item # 2

To: Commissioners

From: Planning Department

Re: County Surveyor Contract - Highland Surveying LLC

Bonner County is required by Idaho law to appoint a county surveyor, as outlined in Idaho Code Title 31, Chapter 27. Historically, the county has appointed two surveyors to ensure adequate coverage and expertise in managing surveying needs. Highland Surveying LLC is a new contract and is needed to reduce a perceived conflict of interest. The attached updated contract has been reviewed and approved by Auditing, Risk, and Legal.

Auditing Review: Complete on 2/7/25

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget.

Risk Review: Complete on 2/7/25

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved.

Legal Review: Complete on 2/7/25

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC
_____ Copy to Planning Dept.

A suggested motion would be:

Mrs. Chairwoman, based on the information before us I move that we approve the contract with Highland Surveying LLC and appoint Grand Dorman as a County Surveyor.

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date

CONTRACTOR AGREEMENT FOR PROFESSIONAL SERVICES FOR BONNER COUNTY

Now therefore in consideration of the foregoing and the mutual promises and conveyances herein contained, this agreement (hereinafter, the "Agreement") between Bonner County, 1500 Hwy. 2, Sandpoint, ID 83864, herein referred to as "County" and Highland Surveying LLC, PO Box 432, Moyie Springs, ID 83845, herein referred to as "Contractor" is entered into this ___ day of _____, 2025, for providing professional services to the County as further defined herein. The County and the Contractor are referred to collectively in this Agreement as the "parties" to the Agreement, and are each individually a "party" to this Agreement.

1. SERVICES

The Contractor will perform Services for the County during the Term of this Agreement on a non-exclusive basis. The parties agree that the Contractor maintains independent discretion as to how to perform the Services provided for in this Agreement. Scope of work:

Subject to the terms and conditions of this Agreement, Contractor will perform the following Services for the County during the Term of this Agreement:

- A. Review draft plats for compliance with Idaho State Code.
- B. Review and sign final plats as County Surveyor.
- C. Conduct field surveys and/or consult with Bonner County, when requested.

2. CONTRACT TERM AND TERMINATION

This Agreement commences on the Effective Date and will continue until terminated as provided below.

The parties may terminate this Agreement by providing a thirty (30) day written notice to the nonterminating party. Upon notice of termination, Contractor shall: promptly discontinue all work, unless the termination notice directs otherwise; promptly return to the County any property provided by the County pursuant to this Agreement; and deliver or otherwise make available to the County all data, reports, estimates, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services in this Agreement, whether completed or in progress. Upon termination by County, the County may take over the work and may award another party a contract to complete the Services contemplated by this Agreement.

The County may terminate this Agreement immediately and without prior notice if Contractor refuses to or is unable to perform the Services, is in breach of any material provision of this Agreement, or if the County is dissatisfied with the quality of Contractor's Services.

3. RELATIONSHIP OF PARTIES

It is the express intention of the parties that Contractor performs the Services as an independent contractor. Nothing in this Agreement will in any way be construed to constitute Contractor as an agent, employee, or representative of the County, and the Contractor has no authority to make

representations that Contractor is an agent, employee, or serving in any other capacity for the County under this Agreement.

The Contractor will furnish his own tools, supplies, and materials necessary to accomplish the Services provided for in this Agreement.

The Contractor is not be entitled to any state, county, or local employee benefits, statutory or otherwise.

The parties agree that neither the Contractor nor the Contractor's employees, if any, are employees of the County, under the meaning or application of any federal or state unemployment, insurance, or worker's compensation laws, or otherwise, and the parties agree that the Contractor assumes all liability and obligations imposed by one or more of these laws and will hold the County harmless there from.

4. COMPENSATION

The Contractor shall be compensated in accordance with the chart below for services performed. Bills shall be by monthly invoice to be paid by the County under its usual cycle of invoice receipt and payment.

Office Hourly Rates

Expert Witness PLS	\$350.00
Principal Licensed Surveyor (PLS)	\$175.00
Office Mapping/Calculations (non-PLS)	\$125.00

Field Hourly Rates

One Man Survey Crew	\$135.00
Two Man Survey Crew	\$205.00
Three Man Survey Crew	\$275.00

The Contractor shall be responsible for all federal and state taxes, Social Security, and Medicare taxes. Contractor shall indemnify the County and hold the County, its agents and department harmless from any claims for these obligations and taxes.

5. DISCRIMINATION

Contractor agrees not to discriminate against any person in the performance of this Agreement, because of race, sex, religion, mental or physical disability, veteran status, national origin, age, or any other class of persons protected under state or federal law.

6. ASSIGNMENT

Neither this Agreement nor any rights under this Agreement may be assigned or otherwise transferred by Contractor, in whole or in part, whether voluntarily or by operation of law, without the prior written consent of the County. Contractor may not utilize a subcontractor or other third

party to perform its duties under this Agreement without the prior written consent of the County. Any assignment in violation of the foregoing will be null and void.

7. CONFIDENTIALITY OF INFORMATION

Any and all reports, research, analysis, and data, subject to this agreement, whether statistical or otherwise, prepared by Contractor shall become the property of County for such as it shall deem appropriate and shall not be disclosed to any persons without prior written consent of the County. Contractor will take all reasonable precautions to prevent any unauthorized use or disclosure of any and all reports, research, analysis, and data during the Term of this Agreement.

8. WAIVER

Any waiver of the provisions of this Agreement or of a party's rights or remedies under this Agreement must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Agreement or its rights or remedies at any time, will not be construed as a waiver of the party's rights under this Agreement and will not in any way affect the validity of the whole or any part of this Agreement or prejudice the party's right to take subsequent action. Exercise or enforcement by either party of any right or remedy under this Agreement will not preclude the enforcement by the party of any other right or remedy under this Agreement or that the party is entitled by law to enforce.

9. GOVERNING LAW

This Agreement shall be interpreted according to the laws of the state of Idaho. Contractor also hereby consents to the personal jurisdiction of the state and federal courts located in Bonner County, Idaho and agrees that the venue for any lawsuit or action commenced in accordance with this Agreement shall be either in the courts of Bonner County or, to the extent permitted or required by law, the U.S. District Court for the District of Idaho.

10. ATTORNEY'S FEES

In the event of a legal proceeding of any kind instituted under this Agreement or to obtain performance of any kind under this Agreement, the prevailing party shall be awarded such additional sums as the Court may adjudge for reasonable attorney's fees and to pay all costs and disbursements incurred in such proceeding.

11. COMPLETE AGREEMENT

This Agreement constitutes the entire understanding of the parties with respect to the subject matter of this Agreement and supersedes all previous communications, representations, understandings, and agreements, either oral or written, between the parties with respect to said subject matter. This Agreement may not be amended or modified except in writing and when signed by the Contractor and an authorized representative of the County.

IN WITNESS WHEREOF, the parties have executed this a
Agreement this _____ day of _____ 2025, (the "Effective Date").

Grant Dorman, Managing Member, Highland Surveying LLC

BONNER COUNTY BOARD OF COMMISSIONERS

Asia Williams, Chairwoman

Ron Korn, Commissioner

Brian Domke, Commissioner

ATTEST: Michael W. Rosedale, Clerk

By Deputy Clerk:

Date

Legal: _____

CONTRACT ADDENDUM No. 1

BOYCOTTING ISRAEL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the 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).

GOVERNMENT OF CHINA- Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS- To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the 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 §§ 18-8701 et seq.).

Agent for Contractor

Date



Bonner County

Planning Department

February 18, 2025

Memorandum

Planning
Item # 3

To: Commissioners

From: Alex Feyen, Assistant Director

Re: Final Plat, SS0002-24 Bahia del Sol, 1st Addition

The above referenced plat is requesting to subdivide two (2) properties, totaling 15.71-acres into nine (9) lots ranging in size from 18,914 square foot to 6.76-acres. The property is zoned Suburban. The project is located off Fiesta Shores Drive and Bonita Bay Lane, both Bonner County owned and privately maintained public rights-of-way in Section 2, Township 56 North, Range 02 West, Boise-Meridian, Idaho. The preliminary plat was approved by Bonner County on January 02, 2025.

The applicant's engineer has provided improvements and a cost estimate. Both were reviewed and approved by the County Engineers. The applicant has provided a surety agreement per Bonner County Revised Code and a Bond for 150% of the remaining improvements in accordance with the surety agreement conditions and final plat approval.

The conditions of approval for this file have been completed. Notes and easements required by plat approval are shown on the final plat.

Auditing Review: N/A

Risk Review: N/A

Legal Review: Bullock

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC

_____ Copy to: Jake Gabell, Alex Feyen, Janna Brown

A suggested motion would be: I move to approve the surety agreement between Bonner County and Darwin W. Brown and Carolyn J. Brown., for Bahia del Sol, 1st Addition, in the amount shown for the completion of the improvements shown on the engineer's cost estimate, and further approve the final plat of Providence Subdivision, Planning File No. S0002-23 and authorize the chair to sign the final plat.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date

SURETY AGREEMENT

THIS SURETY AGREEMENT (the "Agreement") is made and entered into this 28 day of January, 2025 (the "Effective Date"), by and between Darwin W. Brown and Carolyn J. Brown, a duly formed Idaho Partnership in good standing with a principal place of business at 747 S Sagle Road, Sagle, ID 83860, hereinafter referred to as the "Applicant," and the Bonner County Commissioners, hereinafter referred to as the "County." The Applicant and the County may hereinafter be referred to individually as a "Party" and collectively as the "Parties".

WHEREAS, the Applicant is required to post security for the construction and/or installation of the following improvements (the "Improvements") by the laws of the State of Idaho, and applicable ordinances of Bonner County, to wit:

To confirm the required surety of \$1,053,093.00 (which equals 150% of the project engineer's estimated costs for completion of the Improvements), the *Engineer's Opinion of Preliminary Project Costs*, dated December 18, 2024, by project engineer B. Scott Brown, PE, estimating the cost of completing road, stormwater, sewer and water improvements, is attached hereto as Exhibit 1.

WHEREAS, the Improvements are to be constructed by the Applicant with regard to certain real property described, as follows:

That property depicted on preliminary plat SS0002-24 on file in the Bonner County Planning Department.

NOW, THEREFORE, for the mutual promises and obligations made by the Parties herein, and for good and sufficient consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties, intending to be legally bound, do hereby agree as follows:

1. The Applicant hereby covenants and agrees to post security in the amount of One Million, Fifty-Three Thousand, Ninety-Three Dollars (\$1,053,093.00) for construction and installation of the Improvements, and the County hereby agrees to accept said security, each in accordance with the terms and conditions of this Agreement.

2. The Applicant, simultaneously with the execution of this Agreement, does hereby deposit with the County Performance Bond No. 023226044 dated 01/28/2025, in the total amount of One Million, Fifty-Three Thousand, Ninety-Three Dollars (\$1,053,093.00) attached hereto as Exhibit 2, hereinafter referred to as the "Surety," as security for the complete performance, construction and installation of the above described improvements.

3. The Applicant shall complete construction and installation of the Improvements on or before (2) two years from the Effective Date of this Agreement, otherwise the Surety shall be immediately forfeited to the County, and the entire face amount of the Surety, One Million, Fifty-Three Thousand, Ninety-Three Dollars (\$1,053,093.00) shall be immediately due and payable to the County, and said Surety may be drawn by the County to the full amount thereof.

4. The Surety shall be made in the name of the "Bonner County Commissioners," authorizing the Chair to sign for the release or modification thereof. The Surety shall be held by the Bonner County Treasurer.

5. There are no third-party beneficiaries to this Agreement.

6. If at any time during the term of this Agreement Ohio Casualty Insurance Company shall: a) lose its "A" rating from A. M. Best & Company; or b) become unable to meet its financial obligations as and when they become due and owing; or c) enter into any form of liquidation, receivership or bankruptcy proceeding, whether voluntary or involuntary; or d) cease to be licensed to do business in Idaho, Applicant shall within 10 business days inform the County in writing of said changes and shall immediately replace Performance Bond #023226044 dated 01/28/2025 with a replacement bond which complies with Bonner County Ordinances.

7. In the event that the Applicant fails or refuses for any reason whatsoever to complete the Improvements on or before the date set forth in paragraph Number 3 hereof, the County shall have the right to cash, or make demand for, and receive payment of the full-face amount of the Surety, and to do so without any protest or recourse of any nature by the Applicant. Furthermore, should the County choose to complete the bonded Improvements (which decision is in the sole and exclusive discretion of the County) the County, its agents, contractors or designees shall have the right to enter the subject property as necessary to carry out the completion of the Improvements.

8. In case of default by the Applicant, the County shall have the option, in its sole and exclusive discretion, to complete the Improvements or not. If the County elects to complete the Improvements, and the total cost to the County of constructing the Improvements is less than the total amount of the Surety actually redeemed by the County in cleared funds, the difference between the actual cost to the County of constructing and installing the Improvements and the amount of the Surety actually redeemed by the County in cleared funds shall be paid to the Applicant, less an administrative and overhead charge by the County equal to twelve percent (12%) of the total cost to the County of constructing and installing the Improvements. However, if the County elects to complete the improvements, and the total cost to the County of constructing the Improvements is greater than the amount of the Surety actually redeemed by the County in cleared funds, then the Applicant hereby agrees to reimburse and hold harmless the County for any and all additional costs incurred by the County in constructing and installing the Improvements, together with an administrative and overhead charge by the County equal to twelve percent (12%) of the total cost to the County of constructing and installing the Improvements.

9. This Agreement shall be binding on all of the Applicant's successors in interest, and any such successor in interest must comply with all the obligations of this Agreement, including but not limited to the maintenance of a valid and enforceable surety bond as set forth herein.

10. Applicant shall notify the County in writing within ten (10) business days in the event that either the Applicant or the Surety issuer becomes insolvent, enters into receivership, involuntary bankruptcy, bankruptcy, defaults, or otherwise become unable to complete the bonded infrastructure and/or honor ___ Performance _ Bond # _023226044_ dated _01/28/2025_.

11. In the event the Applicant completes construction of the Improvements on or before the date set forth in paragraph Number 3 hereof, the Applicant shall maintain the Surety in full force and effect for one (1) year after the date of first acceptance of the completed work by the County upon receiving notice by the Bonner County Planning Department, pursuant to and under the direction of the County Commissioners, that the Improvements have been constructed and installed in accordance with all applicable plans, plats, specifications, regulations and other requirements, and that the Improvements have been approved by Bonner County (the "First Acceptance"). Within thirty (30) calendar days following the one-year anniversary of the First Acceptance, the Bonner County Treasurer shall release the Surety to the Applicant. If construction and installation of the Improvements is not completed within one (1) year of the Effective Date of this Agreement, the Applicant shall provide a detailed status report to the County advising of construction and installation progress, and confirming that this Agreement and the surety bond posted in accordance herewith remain in full force and effect under the terms of this Agreement and the surety standards of Bonner County Revised Code 12-644(C).

12. The Surety warranting the construction and installation of the Improvements,

and guaranteeing the repair of any defects in Improvements which occur within one year after First Acceptance of the completed Improvements by the Board, may or may not be reduced by the Board, in the Board's sole and exclusive discretion, by one-half (1/2) for that one year. This Agreement shall be valid for a period not to exceed two (2) calendar years from the date of First Approval. At any time prior to the expiration date of this Agreement, the Applicant may make a written request to the Planning Director for a single extension of this Agreement for a period not to exceed two (2) years. As a condition of granting such an extension, the County may require a revised estimate, at the Applicant's expense, to determine if the original amount of the Surety is sufficient to cover the cost of the construction or reconstruction of the Improvements, and shall have the authority to increase the amount of the Surety if the revised estimate supports such. The County may consider such request for extension at any regular business meeting. The extension request must be approved or denied by the County prior to the expiration date of this Agreement.

13. In the event that the Surety lapses, and/or Applicant fails to comply with the requirements of this Agreement and/or associated Bonner County Ordinances in effect at the time of the execution of this Agreement, Bonner County Planning Department shall file a petition for vacation of the approved plats supported by this Agreement, and the County may grant said vacations in accordance with Idaho Code Title 50, Chapter 13 "Plats and Vacations" and assess against the Surety and/or the Applicant any and all costs the County has incurred.

14. Applicant agrees to promptly reimburse all costs, including but not limited to attorneys' fees and costs, expert witness fees, court reporting fees, engineering fees, transportation costs, room and board of witnesses and attorneys, and/or Bonner County employees' time incurred by the County in order to enforce this Agreement, the performance of the Surety, and/or any litigation resulting from Applicant's and/or it's Surety's non-compliance with the terms of this Agreement.

15. Applicant agrees to indemnify, defend and hold harmless the County, in the first instance, from and against any claims, suits, and/or judgments issued by any court of competent jurisdiction related in any way to Applicant's failure to comply with this Agreement.

16. This Agreement shall be governed by and construed under Idaho law, except for Idaho choice of law provisions, which shall not apply. Any litigation involving any dispute arising under this Agreement shall be filed solely and exclusively in Bonner County District Court, to the exclusion of any other available forum. Applicant knowingly and expressly waives any and all defenses to the selected forum, including but not limited to personal jurisdiction and *forum non-conveniens*.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and date first written above.

APPLICANT:

BONNER COUNTY:

Devin W. Brown

Carolyn J. Brown

ATTEST: Michael W. Rosedale, Clerk

By: Bonner County Deputy Clerk

Date: _____



BONNER COUNTY ROAD & BRIDGE

1500 Hwy 2 Ste 101 • Sandpoint, ID 83864 • Phone: (208) 255-5681 – Fax: (208) 263-9084
E-mail: roads@co.bonner.id.us

ROAD &
BRIDGE
Item #1

February 18, 2025

To: Bonner County Commissioners

From: Matt Mulder, PE Road and Bridge Staff Engineer

Re: State and Local Agreement – Fed-Aid Bridge Grant - Merritt Bridge Repairs –Design

In December 2023, the Road & Bridge Department submitted a grant application for the *Local Federal Aid Incentive Program: Bridge FY2024*. The application requested a project to repair The Merritt Bridge over the Pend Oreille River (Wisconsin Street) south of the City of Priest River. We have been selected for award of this grant project with an anticipated project cost of \$3,660,000.00

This bridge is Bonner County's longest bridge and the steel pilings are due for rehabilitation to address corrosion and prevent the substructure from degrading further into the poor condition category. Cleaning and an underwater pile-wrap solution is proposed. Additionally, an epoxy seal coat of the concrete driving surface deck is proposed as well.

The Local Highway Technical Assistance Council (LHTAC), who serves as a liaison and administrator between local state governments and these federal grant funding projects has forwarded us the attached State and Local Agreement (SLA) which will commit Bonner County to accepting the award and moving into project design, along with making an initial match payment in the amount of \$10,000 due at the signing of this agreement through the ITD Pay Portal. Funds would come from 002-9000 – "County Grant Match" which has a remaining balance of \$693,000.00

Construction is anticipated to occur in FY2028-2029, but is subject to being rescheduled to meet program budget constraints. Bonner County must pay a 7.34% cash match on project costs, with the total match anticipated to be \$268,644.00. Match payments will be made throughout design expenditures, with a final lump sum match for construction costs due before construction bidding, likely in FY2028.

Auditing Review Email Attached

Legal Review: By LHTAC, standard agreement

Risk Review: N/A No acquisitions or activities

A suggested motion would be: **I move the Board of Bonner County Commissioners approve the State and Local Agreement for Project No A024(620) – Key Number 24620 to design repairs to the Merritt Bridge, and make an initial payment of \$10,000 to LHTAC.**

Recommendation Acceptance: ☐ yes ☐ no _____ date: _____

Commissioner Asia Williams, Chairwoman

**STATE/LOCAL AGREEMENT
(PROJECT DEVELOPMENT)
PROJECT NO. A024(620)
MERRITT BRIDGE REPAIRS
KEY NO. 24620**

PARTIES

THIS AGREEMENT is made and entered into this _____ day of _____, _____, by and between the IDAHO TRANSPORTATION BOARD, by and through the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State, and **BONNER COUNTY**, acting by and through its BOARD OF COMMISSIONERS, hereafter called the Sponsor.

PURPOSE

The Sponsor has requested that the State include in its Idaho Transportation Investment Program Federal-Aid Project No. A024(620), described as Merritt Bridge Repairs. Project development is to be performed by Sponsor's staff/Consultant Engineers. The purpose of this Agreement is to set out the terms and conditions to accomplish the project development phase of this project.

NOTE: Securing the services of a consultant for project development services must follow the process outlined in the Idaho Transportation Department Guidelines for Local Public Agency Projects.

Since certain functions under this Agreement are to be performed by the State, requiring the expenditure of funds, and since the State can only pay for work associated with the State Highway System, the Sponsor is fully responsible for all costs incurred by the State related to the project.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

The Parties agree as follows:

SECTION I. GENERAL

1. It is necessary to develop construction plans and specifications in order that federal participation may be obtained in the construction costs of the project. Federal-aid for project development and right of way is available on this project.
2. Federal participation in the project is at the rate of 92.66%; local participation is 7.34%. Scheduled funding for this project is listed in the approved Idaho Transportation Investment Program, and subsequent revisions. Current estimated funding is as follows:
 - a. Project Development - \$360,000
(PE)-\$10,000 (PL)-\$50,000 (PC)-\$300,000
 - b. Construction (CN) - \$2,800,000
 - c. Construction Engineering - \$500,000
(CE)-\$10,000 (CL)-\$84,000 (CC)-\$406,000
 - d. Total Estimated Project Costs - \$3,660,000
3. The Sponsor's match for this project will be provided in cash in the amount of 7.34 percent of the entire project (current estimate \$268,644).
4. Funds owed by the Sponsor shall be remitted to the State through the ITD payment portal at:
<https://apps.itd.idaho.gov/PayITD> .
5. This project shall be designed to State Standards as defined in the current version of the Idaho Transportation Department's Design Manual, or as subsequently revised. The current version of the Design Manual can be viewed at the following web site:
<http://itd.idaho.gov/manuals/ManualsOnline.htm>.
6. All information, regulatory and warning signs, pavement or other markings, and traffic signals required and warranted will be developed as a part of the plans, regardless of whether the work is done as a portion of the contract or by the Sponsor's forces.
7. If the project is terminated by the Sponsor prior to completion, the Sponsor shall repay to the State all federal funds received for the project, and shall be liable to the State for any un-reimbursed incidental

expenses as provided for in Section II, Paragraph 1 of this Agreement.

8. Sufficient Appropriation. It is understood and agreed that the State and the Sponsor are governmental agencies, and this Agreement shall in no way be construed so as to bind or obligate the State or the Sponsor beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. The State and the Sponsor reserve the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the State to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

SECTION II. That the State shall:

1. Provide the following services incidental to the project development:
 - a. Assist Sponsor in the selection of a Consulting Engineer and negotiations as needed, and furnish the Agreement for Engineering Services and any supplements thereto, to be used between the Sponsor and Consultant Engineers on this project.
 - b. Review Preliminary Environmental Evaluation and recommend other appropriate environmental documentation.
 - c. Furnish to the engineers copies of materials test reports and other data applying to the project and available to the State.
 - d. Provide a hearing officer to conduct a formal public hearing as necessary.
 - e. Assign State personnel or assist in hiring a qualified relocation agent consultant to determine relocation entitlements and assistance which might be required by the project.

- f. File with the Federal Highway Administration applications for exceptions to AASHTO Standards when appropriate and for government land withdrawals for rights-of-way and airport clearance.
 - g. If requested by the Sponsor, assist in negotiations with public carriers and utilities for agreements on behalf of the Sponsor.
 - h. Review the Consultant plans, estimates, reports and environmental studies, and issue notice of approval.
 - i. Supply roadway summary sheets and such standard drawings as may be required to supplement the plans.
 - j. Print and assemble plans, special provisions, specifications and contracts.
 - k. Advertise for bids and let the construction contract. Prior to construction, the parties will enter into a separate agreement covering responsibilities of the parties relating to construction.
- 2. Within sixty (60) days of receipt of appropriate documentation from the Sponsor showing expenditure of funds for project development, reimburse the Sponsor for eligible expenses at the approved Federal-aid rate.
 - 3. Bill the Sponsor for costs incurred by the State under this Agreement for project development, if those costs exceed the amount set out in Section III, Paragraph 1.
 - 4. Bill the Sponsor for any federal funds to be repaid by the Sponsor if the project is terminated by the Sponsor prior to completion, and the Sponsor has been reimbursed with federal funds for preliminary engineering and/or right-of-way acquisition.
 - 5. Appoint the Local Highway Technical Assistance Council as the contract administrator for the State.

SECTION III. That the Sponsor shall:

1. Pay to the State, before the State begins the incidental services referred to in Section II, Paragraph 1, the sum of **TEN THOUSAND DOLLARS (\$10,000)**, estimated to be the total expense to the State referred to in Section I, Paragraph 2. In addition, pay to the State the cost of all incidental services provided by the State upon receipt of the billing provided for in Section II, Paragraph 3. These funds will be credited towards the Sponsor's match on the project.
2. Sponsor warrants that it will repay any federal reimbursements on this project if the project is terminated by the Sponsor prior to completion.
3. With the assistance of the State, hire a consultant for development of the project.
4. Make timely payment of all consultant invoices throughout the design of the project. Periodically the Sponsor may submit allowable Consultant invoices and receipts to the State showing payment of same. The State will reimburse the Sponsor for eligible expenses less the Sponsor's match.
5. Advertise for and hold a formal public hearing if required in accordance with the Idaho Open Meetings Law.
6. Coordinate the relocation of utilities within the right-of-way of the project. Federal-aid utility relocations will be processed in accordance with the applicable provisions of 23 CFR and the Sponsor's utility policies and procedures.
7. Right of Way
 - a. Acquire all rights-of-way and easements needed to provide for construction and maintenance of the project.
 - b. Employ an approved certified general appraiser to complete all appraisals and an independent certified general appraiser to review appraisals required for the project unless the property value meets the requirements in Idaho Code Section 54-4105(5) and 45 CFR 24.102.

- c. Review the appraisal reviewer's statement of the estimated fair market value and approve an amount to be just compensation for each parcel to be acquired.
- d. Provide a monthly right-of-way status report (ITD-2161, and forward it to the project manager.
- e. Before initiating negotiations for any real property required for right-of-way, establish, in writing, an amount considered to be just compensation, under Idaho law, Federal Regulations or any other applicable law, and make a prompt offer to acquire the property for the full amount established.
- f. Make a good faith effort, in accordance with Real Property Acquisition Policies Act of 1970, to acquire the real property by negotiation. Employ a State Approved Negotiator if necessary.
- g. Inform the property owner, in those cases where he indicates a willingness to donate a portion of his real property for rights-of-way, of all his rights including his right to full compensation in money for land and damages, if any, in accordance with Idaho Code.
- h. Provide relocation assistance and payments for any displaced person, business, farm operation, or nonprofit organization in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; 49 CFR 24; 23 CFR 710; the Idaho Real Property Acquisition Act of 1971; Title 40, Chapter 20; and Title 58, Chapter 11; Idaho Code, as amended, and regulations promulgated thereunder. No individual or family shall be displaced until decent, safe and sanitary replacement housing is available to the relocatees for immediate occupancy. In addition, advise the State of any relocations required by the project and upon request of the State, authorize the State to negotiate on the Sponsor's behalf for all relocation assistance and payments, the cost of which will be assumed by the Sponsor at the time of negotiation.

- i. Ensure to the greatest extent practicable that no person lawfully occupying the real property shall be required to move from his home, farm or business without at least ninety (90) days written notice prior to advertisement of the project.
8. Before advertisement for bids, provide a certification that all rights-of-way, easements, permits, materials sources and agreements necessary for the construction of the project have been acquired in accordance with the provisions of this Section. Provide a value of any right-of-way donations obtained, which may be credited as a matching share.
9. Evaluate the impact the project might have on the quality of the human environment and prepare and furnish to the State an environmental evaluation that includes cultural resources and any other documentation required by the National Environmental Policy Act.
10. At all required public hearings, furnish all necessary exhibits and provide for a representative of the Sponsor to describe the project; present information about the location and design, including alternates; discuss the tentative schedules for rights-of-way acquisitions and construction; discuss the Sponsor's relocation assistance program; discuss the economic, sociological, and environmental effects of the project; and answer all questions concerning the project.
11. Comply with Attachment 1 attached hereto and made a part hereof. By this agreement Sponsor agrees to comply with and be bound to the Civil Rights provisions of Title VI of the Federal Code and to generally insert those provisions in all contracts that it enters into that are federally funded on this project. If property acquired for this project with Federal financial assistance is transferred, the recipient of the property will be subject to Attachment 1 if the property is used for the same purpose it was originally acquired or for another purpose involving similar services or benefits to the general public. Sponsor should contact the State prior to disposing of any property acquired under this agreement.

12. Maintain all project records, including source documentation for all expenditures and in-kind contributions, for a period of three (3) years from the date of final acceptance. If any litigation, claim, negotiation, or audit has been started before expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
13. Comply with all other applicable State and Federal regulations.

EXECUTION

This Agreement is executed for the State by its Division Administrator, and executed for the SPONSOR by the BOARD OF COMMISSIONERS, attested to by the CLERK, with the imprinted Corporate Seal of BONNER COUNTY.

IDAHO TRANSPORTATION DEPARTMENT

Division Administrator

ATTEST:

BONNER COUNTY

Clerk

Commissioner

(SEAL)

Commissioner

By regular/special meeting
on _____.

Commissioner

wd: 24620 SLA PD

ATTACHMENT 1

1050.20 Appendix A:

During the performance of work covered by this Agreement, the Consultant for themselves, their assignees and successors in interest agree as follows:

1. **Compliance With Regulations.** The Consultant shall comply with all regulations of the United States Department of Transportation relative to Civil Rights, with specific reference to Title 49 CFR Part 21, Title VI of the Civil Rights Act of 1964 as amended, and Title 23 CFR Part 230 as stated in the ITD EEO Special Provisions and Title 49 CFR Part 26 as stated in the appropriate ITD DBE Special Provisions.
<http://apps.itd.idaho.gov/apps/ocr/index.aspx>
2. **Nondiscrimination.** The Consultant, with regard to the work performed by them during the term of this Agreement, shall not in any way discriminate against any employee or applicant for employment; subcontractor or solicitations for subcontract including procurement of materials and equipment; or any other individual or firm providing or proposing services based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations, either by bidding or negotiation, made by the Consultant for work or services performed under subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be made aware by the Consultant of the obligations of this Agreement and to the Civil Rights requirements based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
4. **Information and Reports.** The Consultant shall provide all information and reports required by regulations and/or directives and sources of information, and their facilities as may be determined by the State or the appropriate Federal Agency. The Consultant will be required to retain all records for a period of three (3) years after the final payment is made under the Agreement.
5. **Sanctions for Noncompliance.** In the event the Consultant or a Subconsultant is in noncompliance with the EEO Special Provisions, the State shall impose such sanctions as it or the appropriate Federal Agency may determine to be appropriate, including, but not limited to:
 - Withholding of payments to the Consultant until they have achieved compliance;
 - Suspension of the agreement, in whole or in part, until the Consultant or Subconsultant is found to be in compliance, with no progress payment being made during this time and no time extension made;
 - Cancellation, termination or suspension of the Agreement, in whole or in part;
 - Assess against the Consultant's final payment on this Agreement or any progress payments on current or future Idaho Federal-aid Projects an administrative remedy by reducing the final payment or future progress payments in an amount equal to 10% of this agreement or \$7,700, whichever is less.
6. **Incorporation of Provisions.** The Consultant will include the provisions of paragraphs 1 through 5 above in every subcontract of \$10,000 or more, to include procurement of materials and leases of equipment unless exempt by the Acts, the Regulations, and directives pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the State or the appropriate Federal Agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the State to enter into any litigation to protect the interest of the State. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

1050.20 Appendix E

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with all non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 4 71, Section 4 7123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 et seq).

Implementation Procedures

This agreement shall serve as the Sponsor's Title VI plan pursuant to 23 CFR 200 and 49 CFR 21.

For the purpose of this agreement, "Federal Assistance" shall include:

1. grants and loans of Federal funds,
2. the grant or donation of Federal property and interest in property,
3. the detail of Federal personnel,
4. the sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the Sponsor, or in recognition of the public interest to be served by such sale or lease to the Sponsor, and
5. any Federal agreement, arrangement, or other contract which has as one of its purposes, the provision of assistance.

The Sponsor shall:

1. Issue a policy statement, signed by the Sponsor's authorized representative, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Sponsor's organization and to the general public. Such information shall be published where appropriate in languages other than English.
2. Take affirmative action to correct any deficiencies found by ITD or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this agreement. The Sponsor's authorized representative shall be held responsible for implementing Title VI requirements.

3. Designate a Title VI Coordinator who has a responsible position in the organization and easy access to the Sponsor's authorized representative. The Title VI Coordinator shall be responsible for initiating and monitoring Title VI activities and preparing required reports.
4. Adequately implement the civil rights requirements.
5. Process complaints of discrimination consistent with the provisions contained in this agreement. Investigations shall be conducted by civil rights personnel trained in discrimination complaint investigation. Identify each complainant by race, color, national origin, sex, or disability; the nature of the complaint; the date the complaint was filed; the date the investigation was completed; the disposition; the date of the disposition; and other pertinent information. A copy of the complaint, together with a copy of the Sponsor's report of investigation, will be forwarded to ITD's EEO Office – External Programs within 10 days of the date the complaint was received by the Sponsor.
6. Collect statistical data (race and sex) of participants in, and beneficiaries of the Transportation programs and activities conducted by the Sponsor.
7. Conduct Title VI reviews of the Sponsor and sub-recipient contractor/consultant program areas and activities. Revise where applicable, policies, procedures and directives to include Title VI requirements.
8. Attend training programs on Title VI and related statutes conducted by ITD's EEO Office.
9. Participate in an annual review of the Sponsor's Title VI Program, the purpose of which is to determine to what extent the Sponsor has complied with Title VI requirements including the ADA. This review is conducted one year from the date of approval of the Non-Discrimination Agreement and then annually on the same date. The format for the Title VI review will be provided each year to the Sponsor for completion. A determination of compliance will be made by ITD's EEO Office based on the information supplied in the review. This review of the Sponsor's Title VI Program may also include an on-site review in order to determine compliance.

Discrimination Complaint Procedure

Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the Sponsor. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the Sponsor's Title VI Coordinator for review and action.

In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:

- a) The date of alleged act of discrimination; or
- b) Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

In either case, the Sponsor or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative.

Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the Sponsor, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the Sponsor's investigative procedures.

Within 10 days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as ITD and USDOT.

The Sponsor will advise ITD within 10 days of receipt of the allegations. Generally, the following information will be

included in every notification to ITD:

- a) Name, address, and phone number of the complainant.
- b) Name(s) and address(es) of alleged discriminating official(s).
- c) Basis of complaint (i.e., race, color, national origin or sex)
- d) Date of alleged discriminatory act(s).
- e) Date of complaint received by the Sponsor.
- f) A statement of the complaint.
- g) Other agencies (state, local or Federal) where the complaint has been filed.
- h) An explanation of the actions the Sponsor has taken or proposed to resolve the issue raised in the complaint.

Within 60 days, the Title VI Coordinator will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the Sponsor's authorized representative. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

Within 90 days of receipt of the complaint, the Sponsor's authorized representative will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with ITD, or USDOT, if they are dissatisfied with the final decision rendered by the Sponsor. The Title VI Coordinator will also provide ITD with a copy of this decision and summary of findings upon completion of the investigation.

Contacts for the different Title VI administrative jurisdictions are as follows:

Idaho Transportation Department
Equal Employment Opportunity Office – External Programs
EEO Manager
PO Box 7129
Boise, ID 83707-1129
208-334-8884

Federal Highway Administration
Idaho Division Office
3050 Lakeharbor Lane, Suite 126
Boise, ID 83703
208-334-9180

Sanctions

In the event the Sponsor fails or refuses to comply with the terms of this agreement, the ITD may take any or all of the following actions:

1. Cancel, terminate, or suspend this agreement in whole or in part;
2. Refrain from extending any further assistance to the Sponsor under the program from which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Sponsor.
3. Take such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the Sponsor;
4. Refer the case to the Department of Justice for appropriate legal proceedings.

Distribution: EEO Office
Revised: 03-09, 08-10, 08-17



BONNER COUNTY ROAD & BRIDGE

1500 Highway 2, Suite 101 • Sandpoint, ID 83864 • Phone: (208) 255-5681 – Fax: (208) 263-9084
E-mail: roads@bonnercountyid.gov

Date: Feb 18th, 2025

To: Board of County Commissioners

From: Matt Mulder, PE – Road and Bridge Staff Engineer

Re: 2025 Rock Crushing Bid Advertisements

R&B
Item # 2

Road & Bridge has budgeted for crushed rock and gravel under Line 02-8430 – “Crushed Rock/gravel” which has a value of \$987,250.00 and also under 002-8440 – “Sand” which has a value of \$260,000. We are seeking approval to put the crushing work out to bid. Please reference the attached Bid Advertisements for Districts 1, 2, & 3.

Distribution: 1 Copy to Road & Bridge

Legal Approval: N/A, No contract yet

Auditing Approval: Email Attached

Risk: N/A, no acquisitions or activities.

A suggested motion would be: **I move to approve the Notice of Advertisements for Rock Crushing in Districts 1, 2, & 3.**

Recommendation Acceptance: ☒ yes ☐ no _____ Date: _____
Asia Williams, Chairwoman

**2025 Rock Crushing
District 1
Bonner County, Idaho**

NOTICE OF ADVERTISEMENT FOR BIDS

Sealed Bids will be received by Bonner County at the office of the Commissioners of said County on or before the 10th day of March 2025 until the hour of 10:00 a.m. for the **2025 Rock Crushing - District 1**. Bids will be opened in the Office of the Commissioners at the Bonner County Administration Building at said date and time. All interested individuals are welcome to attend.

The project generally consists of crushing three-quarter inch minus gravel, rock chips, rip rap, and traction sand in District 1, Bonner County.

Bid forms, bidder's instructions, and specifications and contract forms may be examined at the following location:

- Bonner County Road & Bridge Office, 1500 Highway 2, Suite 101, Sandpoint, ID 83864, Phone 208-255-5681.

Copies may be obtained at the Road & Bridge Office.

All bids shall be presented or otherwise delivered to the Clerk of the Board of County Commissioners under seal with a concise statement marked on the outside thereof identifying the expenditure to which the bid pertains.

All bids shall contain one of the following forms of bidder's security in an amount equal to 5% of the amount bid: (a) Cash, (b) Cashiers Check made payable to the County, (c) Certified Check made payable to the County, or (d) bidder's bond executed by a qualified Idaho Surety Company, made payable to the County. Bids will remain subject to acceptance for 45 days after the bid opening.

Davis-Bacon Wage Rates will not be applicable to this project.

The right is reserved to reject any or all Bids.

Dated this 18th day of February, 2025.

Asia Williams, Chairwoman

ATTEST: County Clerk

By: _____
Deputy Clerk

Publish: February 21st & 28th, 2025

**2025 Rock Crushing
District 2
Bonner County, Idaho**

NOTICE OF ADVERTISEMENT FOR BIDS

Sealed Bids will be received by Bonner County at the office of the Commissioners of said County on or before the 10th day of March 2025 until the hour of 10:00 a.m. for the **2025 Rock Crushing - District 2**. Bids will be opened in the Office of the Commissioners at the Bonner County Administration Building at said date and time. All interested individuals are welcome to attend.

The project generally consists of crushing three-quarter inch minus gravel, 2.5" minus, rock chips, and rip rap, in District 2, Bonner County.

Bid forms, bidder's instructions, and specifications and contract forms may be examined at the following location:

- Bonner County Road & Bridge Office, 1500 Highway 2, Suite 101, Sandpoint, ID 83864, Phone 208-255-5681.

Copies may be obtained at the Road & Bridge Office.

All bids shall be presented or otherwise delivered to the Clerk of the Board of County Commissioners under seal with a concise statement marked on the outside thereof identifying the expenditure to which the bid pertains.

All bids shall contain one of the following forms of bidder's security in an amount equal to 5% of the amount bid: (a) Cash, (b) Cashiers Check made payable to the County, (c) Certified Check made payable to the County, or (d) bidder's bond executed by a qualified Idaho Surety Company, made payable to the County. Bids will remain subject to acceptance for 45 days after the bid opening.

Davis-Bacon Wage Rates will not be applicable to this project.

The right is reserved to reject any or all Bids.

Dated this 18th day of February, 2025.

Asia Williams, Chairwoman

ATTEST: County Clerk

By: _____
Deputy Clerk

Publish: February 21st & 28th, 2025

**2025 Rock Crushing
District 3
Bonner County, Idaho**

NOTICE OF ADVERTISEMENT FOR BIDS

Sealed Bids will be received by Bonner County at the office of the Commissioners of said County on or before the 10th day of March 2025 until the hour of 10:00 a.m. for the **2025 Rock Crushing - District 3**. Bids will be opened in the Office of the Commissioners at the Bonner County Administration Building at said date and time. All interested individuals are welcome to attend.

The project generally consists of crushing 2.5" minus gravel and rock chips in **District 3**, Bonner County.

Bid forms, bidder's instructions, and specifications and contract forms may be examined at the following location:

- Bonner County Road & Bridge Office, 1500 Highway 2, Suite 101, Sandpoint, ID 83864, Phone 208-255-5681.

Copies may be obtained at the Road & Bridge Office.

All bids shall be presented or otherwise delivered to the Clerk of the Board of County Commissioners under seal with a concise statement marked on the outside thereof identifying the expenditure to which the bid pertains.

All bids shall contain one of the following forms of bidder's security in an amount equal to 5% of the amount bid: (a) Cash, (b) Cashiers Check made payable to the County, (c) Certified Check made payable to the County, or (d) bidder's bond executed by a qualified Idaho Surety Company, made payable to the County. Bids will remain subject to acceptance for 45 days after the bid opening.

Davis-Bacon Wage Rates will not be applicable to this project.

The right is reserved to reject any or all Bids.

Dated this 18th day of February, 2025.

Asia Williams, Chairwoman

ATTEST: County Clerk

By: _____
Deputy Clerk

Publish: February 21st & 28th, 2025



Bonner County

AIRPORTS

February 18, 2025

Memorandum

AIRPORTS
Item # 1

To: Commissioners

From: AIRPORTS

Re: Sandpoint Airport Obstruction Removal Ardurra Work Order 24-01

This Work Order shall be attached to, made a part of, and incorporated by reference into the 2023 Master Professional Services Agreement between Bonner County, Idaho and the Ardurra Group, Inc.

This Work Order includes professional services for the removal of trees located inside the Sandpoint Airport's Runway Protection Zones and Approach Surfaces. These professional services shall be provided during all elements of the Project.

Fees for this work order amount to \$137,603.

97.5% of these fees will be funded by FAA and ITD grants. The county match is \$3,440 and are allocated in the Airports budget.

☒ **APPROVED**

Auditing Review: Approved

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

☒ **APPROVED**

Risk Review: Approved

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: Approved

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: ☒ Original to BOCC
☒ Copy to Airports, Auditing

A suggested motion would be: **Based on the information before us I move that the county accept this work order and that the Chair sign administratively.**

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date

WORK ORDER SZT 24-01
Sandpoint Airport
Sandpoint, Idaho

Obstruction Removal
(Runway 02 & 20 Approach & RPZ)

This Work Order shall be attached to, made a part of, and incorporated by reference into the 2023 Master Professional Services Agreement between Bonner County, Idaho and the Ardurra Group, Inc.

SCOPE OF WORK

This Work Order includes professional services for the removal of trees located inside the Sandpoint Airport's Runway Protection Zones and Approach Surfaces. The Scope of Work is described in detail on the attached Exhibit A.

FEES

Fees for this project will be billed as follows:

Tasks 1-3 Design (Lump Sum): \$95,957.01

Tasks 4-5 Bidding & Construction (Time & Materials): \$41,645.67

Total: \$137,602.68

A detailed fee proposal, dated December 3, 2024, is attached as Exhibit B.

IN WITNESS WHEREOF, Client and Consultant have made and executed this WORK ORDER SZT 24-01 to the AGREEMENT the day and year first above written.

FOR: BONNER COUNTY, IDAHO

Signature: _____
By: Asia Williams
Title: County Commissioner
Date: _____

FOR: ARUDRRA GROUP, Inc.

Signature: _____
By: Alton W. Dail III, P.E.
Title: Project Manager
Date: _____



WORK ORDER SZT 24-01 EXHIBIT A – Scope of Work Sandpoint Airport Sandpoint, Idaho

Obstruction Removal (Runway 02 & 20 Approach & RPZ)

Bonner County, Idaho (Owner) has selected Ardurra Group, Inc. (Consultant) to provide professional engineering services at the Sandpoint Airport (Airport) under a Master Services Agreement. This Scope of Work describes the professional services to be provided for the removal of trees that are located inside the Runway Protection Zone (RPZ) of Runway 02 & 20, as recommended by the Airport's Master Plan Update (MPU), herein after referred to as the "Project."

The Project will conduct tree removal on the following parcels as identified in the MPU:

- Parcels 30, 47, & 53.

INTRODUCTION:

The Airport is located in Sandpoint, Idaho. The Airport has one paved runway (Runway 2/20) and has a fleet mix ranging from general aviation aircraft up to corporate jets using the airfield for business and recreation.

Obstruction Removal

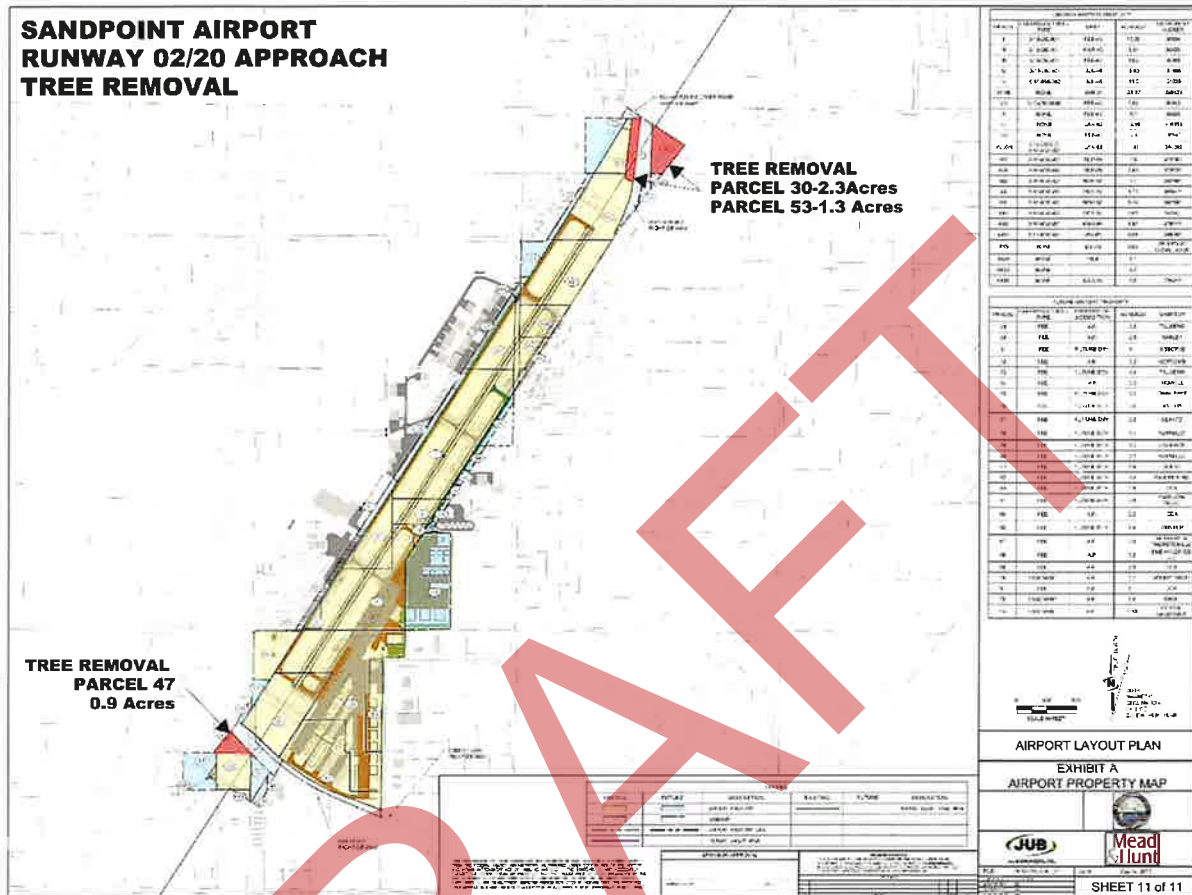
The Airport currently owns Parcel 47. Parcel 30 is owned by the City of Sandpoint. Parcel 53 consists of public right-of-way owned by the City of Sandpoint. These Parcels will be cleared of all trees. Parcel 53 is anticipated to require the replanting of low growing vegetation to stabilize a steep slope on the parcel. The removal of trees on Parcel 53 is anticipated to require a public outreach effort due to the work being located within public right-of way. In addition, tree removal on Parcel 53 will require traffic control due to the potential of trees to land on the roadway when removed.

One set of contract and bid documents will be prepared for the Obstruction Removal element of the project. In preparation of this scope of work, the Engineer will assume design and construction observation services will be completed in 2025.

The Project will be funded in part by Federal Aviation Administration (FAA) Bipartisan Infrastructure Law (BIL) Grant funding. The match for general aviation airports in the State of Idaho for FY 2025 and 2026 is 95.0%. An Idaho Transportation Department (ITD) Airport Aid Program Grant is anticipated to provide 2.5% of the matching funds. The Owner will provide the remaining matching funds required.

Professional services shall be provided during all elements of the Project. Professional services anticipated include services necessary to accomplish the following:

- Contract Administration
- Planning and Formulation
- Environmental Services
- Grant Administration
- Grant Application Preparation
- Final Report Preparation
- Contract Document Preparation
- Specifications
- Bidding
- Construction Administration & Inspection
- Grant Closeout
- Quarterly & Annual Reporting
- Coordination



FEE STRUCTURE:

Fees for services under Tasks 1-3 will be paid on a lump sum basis. Fees for Tasks 4-5 will be paid on a time and materials basis.

ANTICIPATED STAFFING:

Ardurra is the Prime Consultant for the Project. The Consultant will provide contract/project management services under the scope of work. The Project Manager will lead all elements of the professional services. Production staff will include aviation planners, project engineers, environmental specialists, construction managers, and support staff.

The Consultant will subcontract a portion of the professional services to other firms. For this project, subconsultants are anticipated to provide services for survey.

AVAILABLE INFORMATION:

- Airport Master Plan (JUB, September 2015)
- Airport Layout Plan (ALP) drawing set (JUB, May 2015)
- Environmental Assessment for the Sandpoint Airport Runway and Taxiway Improvements (JUB, June 2019)



SCHEDULE:

The following approximate milestone dates are anticipated:

ACTIVITY	TARGET COMPLETION
Draft Scope of Work	November 1, 2024
Finalize Professional Services Agreement	December 1, 2024
Finalize Categorical Exclusion	December 15, 2024
Submit FAA AIP Grant Application	January 15, 2025
Preliminary Design Completion	February 1, 2025
Final Plans, Specifications & Design Report to FAA	February 15, 2025
Bid Solicitation	March 1, 2025
Bid Opening	March 30, 2025
FAA Grant Award	July 2025
Issue Notice of Award	July 2025
Execute Contract	August 2025
Pre-Construction Conference	August 2025
Start Construction	September 2025
Complete Construction	October 2025
Grant Closeout	April 2026

Note: This schedule is approximate. Certain elements of the Project, such as parcel owner negotiations and FAA coordination, are outside the consultant's control.

ASSUMPTIONS:

This scope of services and estimated fees are based on the following assumptions:

1. An Airport Diagram Update is not necessary for the Project.
2. No civil engineering design services or geotechnical engineering services are required for the Project.
3. A biological assessment, Categorical Exclusion, or environmental assessment is not included in the scope of work. It is assumed that all NEPA requirements will be met thru a documented categorical exclusion, excluding Environmental Due Diligence Audit.
4. This Scope of Work and associated fees assume a routine bidding process. Services related to bid protests, re-bidding, negotiations, or other similar irregularities are not included.
5. This Scope of Work and associated fees assume a routine construction process. Excessive delays or time overruns during construction are not anticipated and will require an amendment to services. Services related to warranty inspections or construction are also not anticipated and will require an amendment, if necessary.
6. Permit and agency review fees are not included within this scope of work.



SCOPE OF PROFESSIONAL SERVICES

TASK 1 - ADMINISTRATION

During the Project, the following general administrative services shall be provided.

- 1.1. Work Order: Prepare a Work Order specifically addressing this Project. The Work Order shall include a detailed Scope of Professional Services narrative. Submit the scope to FAA and Owner for review. Modify the scope of work as necessary, based on comments received. The Work Order shall also include a detailed cost proposal based on estimates of professional service man hours and hourly rates.
- 1.2. IFE Coordination: Provide the scope of work and a blank cost proposal spreadsheet to the Owner. This information will be used in obtaining an Independent Fee Estimate from a third-party engineering consultant. One teleconference is anticipated to describe and discuss the Project scope.
- 1.3. FAA/Owner Coordination: Advise and coordinate with Owner and FAA on administrative and management tasks. Assume one hour per week of coordination by the Project Manager for 20 weeks.
- 1.4. Pre-Design Conference: Prepare for and participate in a pre-design conference with the FAA and Airport staff. The Pre-Design conference will take place via teleconference. The FAA Airports Northwest Mountain Region pre-design checklist will be used as a guideline for this meeting. Prepare minutes to document the discussion from the meeting and distribute to Airport staff and FAA.
- 1.5. Project Management and Administration: Project management and administration includes monthly cost accounting and budget analysis, invoicing, and monitoring of Project progress.
- 1.6. Grant Administration: Assist the Owner with Grant Administration tasks.
 - 1.6.1. Grant Application: Prepare a Grant Application for submittal to FAA. The Consultant will prepare a draft and a final Grant Applications. This application will include the following:
 - SF-424 Application for Federal Assistance
 - 5100-100 Application for Development Projects (Parts II-IV)
 - CIP Data Sheet
 - Standard DOT Title VI Assurances
 - Certifications for Contracts, Grants, Loans and Coop. Agreements
 - Title VI Pre-Award Sponsor Checklist
 - FAA ACs Req. for Use in AIP Funded and PFC Approved Projects
 - Grant Assurances Airport Sponsors
 - Sponsor Certifications
 - 1.6.2. Periodic Budget Updates: Provide periodic Project budget updates to the Owner during prosecution of the work.
 - 1.6.3. Quarterly Performance Reports: Prepare and submit a Quarterly Performance Report once every three months. It is anticipated that three reports for each of the two grants will be prepared and submitted.
 - 1.6.4. Annual Reports: Prepare and submit annual federal financial reports SF-271 and SF-425 once each fiscal year. It is anticipated that reporting will be required for one fiscal year for each of the two grants.
 - 1.6.5. FAA Request For Reimbursement (RFR) Assistance: Develop and provide FAA Reimbursement documentation to the Owner. This includes an Invoicing Summary Sheet, Form 271, and supporting documentation. The Owner will submit the documents to the FAA for approval. This task includes the submission of four (4) reimbursement requests for each of the two grants.
- 1.7. Environmental Services: This task consists of environmental services needed to complete this project, primarily the preparation of a documented Categorical Exclusion (Catex). The Catex must be completed and approved by the FAA by January 15, 2025, in accordance with FAA grant guidelines.



- 1.7.1. Environmental Information Review: Review historical environmental data available from the Airport. Identify any potential impacts the Project may have on the environment.
- 1.7.2. Categorical Exclusion (CatEx) Form: Develop a CatEx Form for this project. Use past information gathered from the recently completed CatEx's at the airport. Submit a draft form to the Airport Authority and FAA for review.
- 1.7.3. FAA/Owner Coordination: Coordinate with the Airport Authority and FAA regarding the draft form and any comments received.
- 1.7.4. Finalize CatEx Form: Revise and resubmit the CatEx form to the FAA for approval. Include time to revise the document and production of the form and supporting documentation.
- 1.7.5. Inadvertent Discovery Plan (IDP): The IDP will outline procedures to enact if archaeological materials are encountered during construction activities. The IDP will be developed in accordance with relevant Idaho Code, Title 27, Chapter 5. The completed IDP will be referenced into the Documented Catex and will be carried forward into the construction plans and specifications.
- 1.8. DBE Administration: Assist the OWNER with the following Disadvantaged Business Enterprise (DBE) Administrative tasks.
 - 1.8.1. Annual Reporting: Prepare and submit the annual Uniform Report of DBE Awards, Commitments and Payments. Services for annual reporting during fiscal years 2024 and 2025 are included. Report to be submitted electronically through the DBE-Connect Website.
 - 1.8.2. DBE Goals: Update 3 year DBE Goals for FY 24-26 to include new project. Research and compile documentation on DBE and total firms within the market area using U.S. Census data and the OMBWBE directory. Calculate a revised DBE goal and update the narrative summarizing the findings, using the FAA goal setting tool. Submit revised DBE goals to the Owner for review, then submit via FAA Civil Rights Connect.
 - 1.8.3. Program Plan Update: Prepare and submit updated DBE program plan based on new guidance provided under FAA 2024 Reauthorization Act.
- 1.9. CIP Development: Update the Capital Improvement Plan (CIP) for submittal to ITD Aero and FAA. Update the CIP cost estimates for various projects based on estimated costs.
- 1.10. Project Closeout: Prepare Project closeout items identified in the previous task. The Final Closeout Report shall conform to the FAA's Engineering Guidance ANM 620-05 for Final Construction Reports. The Consultant will provide an AIP Project Closeout Checklist within the appendices of the draft and final reports. The checklist will identify the applicable sections that apply to this phase of the Project. The Consultant will also prepare the FAA SF-271 and SF-425 forms. Assume one revision to the closeout report. Assist the Owner with overall budget status analysis and reports, closeout documentation review, and coordination with the FAA, as requested.
- 1.11. Record Drawings: Using information provided by the contractor and collected by the Resident Project Representative (RPR) during construction, prepare record drawings for the Project.

Task 1 Deliverables:

- Scope of Work, Fee Proposal, Work Order, and IFE Spreadsheet, draft and final electronic .pdf.
- Predesign Meeting Agenda & Minutes, electronic .pdf.
- Grant Application(s) and Owner Certifications, draft and final electronic .pdf.
- Grant Quarterly Reports, electronic .pdf.
- Annual Federal Financial Reports, electronic .pdf.
- Grant RFRs, electronic .pdf.
- Documented Categorical Exclusion draft and final, electronic .pdf.
- Independent Discovery Plan, draft and final, electronic .pdf.



- Capital Improvement Plan, electronic .pdf
- Closeout Report, electronic .pdf
- Record Construction Drawings, electronic .pdf.

TASK 2 – FIELD DATA COLLECTION

The following tasks outline the field data necessary to design the Project.

- 2.1 Site Visit: Conduct one site visit to the airport to inspect the parcels with trees requiring removal. Work will include developing exhibits showing the general locations, sizes, and extents of trees on each parcel. Findings will be summarized in the Engineer's Design Report.
- 2.2 Survey: Conduct survey of tree locations and heights on Parcels 30 and 53. Survey is limited to trees only and does not include a complete topographic survey. Tree heights will be analyzed for impacts to the Runway 20 approach surface. Develop a base map and profile in AutoCAD format to show tree locations and heights in relation to the runway threshold and approach surface.
- 2.3 Travel Time: Travel time required for services under this task.

Task 2 Deliverables:

- None.

TASK 3 – DESIGN

Design tasks shall include the preparation of a design report, final cost estimate, construction plans, technical specifications, including bid and contract documents. Consultant shall prepare a set of documents suitable for obtaining competitive bid using the simplified acquisition process and award of a contract to a low responsive responsible bidder.

- 3.1 Public Outreach: Coordinate with the City of Sandpoint regarding scope of work, project limits, and project schedule for tree removal on Parcel 30 and 53. Attend one (1) city council meeting and one (1) Bonner County commissioner's meeting to present the Project. Prepare exhibits depicting the safety impacts of the trees in relation to the airport's runway. Include information on new trees that will be planted to replace the existing vegetation.
- 3.2 Preliminary Plans: Prepare preliminary design plans for tree removal on each parcel.
- 3.3 Traffic Control Plan: Prepare traffic control plan for removal of trees on Parcel 53. Submit traffic control plan to Owner and City for review. Update traffic control plan based on comments received.
- 3.4 Preliminary Design Review Meeting: Conduct Preliminary design review meeting with Owner via Teams meeting. Meeting will include the project manager and project engineer. Incorporate comments received during preliminary design review process into final project design plans.
- 3.5 Construction Safety and Phasing Plan: Prepare and submit Construction Safety and Phasing Plan (CSPP) to OEAAA for FAA airspace for review. Documents to include plan sheets, narrative, and safety checklist.
- 3.6 Engineer's Design Report: Prepare Engineer's Design Report to include FAA plan review checklists.
- 3.7 Specifications: Prepare construction specifications based on FAA AC 150/5370-10 "Standards for Specifying Construction on Airports". Prepare Contract Documents required for solicitation of Bids and execution of contracts following bid award.
- 3.8 Bid Documents: Prepare Bid Invitation and send to Owner selected bidders, Instructions to Bidders, Bid Schedule, Agreement, Bond Forms, Notice of Award, Notice to Proceed and other Contract Documents required for solicitation of Bids and execution of contracts following bid award.
- 3.9 Cost Estimate: Prepare a final estimate of quantities and costs for construction.
- 3.10 Final Design Review: Participate in final design review meeting at the Airport Manager's office.



Task 3 Deliverables:

- Public Outreach Exhibits, electronic .pdf.
- Construction Plans, electronic .pdf.
- CSPP, electronic .pdf.
- Contract documents and Specifications, electronic .pdf.
- Engineer's Design Report, electronic .pdf.
- Bid Documents, electronic .pdf.
- Cost Estimate, electronic .pdf.

TASK 4 - BIDDING SERVICES

Bidding task shall include the following services:

- 4.1 Bid Administration: Administer the bid solicitation process by supplying no fewer than three (3) owner-designated licensed public works contractors by written means via electronic delivery. The solicitation shall describe physical delivery method to submit bid, the date and time by which a bid proposal must be received by the County Commissioners Office providing a reasonable time to respond to the solicitation. Consultant assumes bids will be below \$150,000 and bids will be solicited to comply with State Statute 67-2805 and FAA Order 5100.38, Appendix U.
- 4.2 Pre-Bid Conference: Prepare a detailed Pre-Bid Conference agenda and conduct a Pre-Bid Conference to familiarize bidders and interested parties with the construction project scope and requirements. Prepare and issue minutes of the conference after the meeting. The meeting will be held at the Airport with the Project Manager and Project Engineer in attendance.
- 4.3 Questions/Addenda: Respond to contractor questions and issue addenda or other clarifications, if required.
- 4.4 Bid Review: Assist the Owner with review and analysis of bids received. Evaluate qualifications of bidders and responsiveness to bidding criteria. Prepare Bid Tabulations for submittal to Owner and FAA.
- 4.5 Recommendation of Award: Assist Owner in coordination of bid award to the lowest responsive bidder. Provide a recommendation to award letter to the Owner and assist Owner with request to FAA for concurrence in award. Prepare Notice of Award and other contract documents for execution. Review Agreement, bonds, and insurance documents submitted by Contractor. Assist Owner and Contractor in processing documents for project.
- 4.6 FAA/Owner Coordination: Coordinate with the Owner and FAA during this task.
- 4.7 Travel Time: Travel time required for services provided under this task.

Task 4 Deliverables:

- Pre-bid Conference Agenda, electronic .pdf.
- Bid Tabulation, electronic .pdf
- Price/Cost Analysis, electronic .pdf
- Engineer's Recommendation of Award, electronic .pdf
- Notice of Award, electronic .pdf
- Construction Agreement, electronic .pdf



TASK 5 - CONSTRUCTION SERVICES

- 5.1 Pre-Construction Coordination: Conduct Pre-Construction Conference; prepare and issue minutes of the Pre-Construction conference; advise the FAA of the Pre-Construction Conference dates; and include FAA items on conference agenda. Complete FAA Pre-Construction conference checklist.
- 5.2 Submittals: Review Contractor's Proposed Project Schedule and Safety Plan Compliance Document. Assist Contractor identifying document submittal requirements. Coordinate construction activity schedule with Owner. Review, comment and process Contractor material submittals.
- 5.3 Construction Observation: Provide one part-time project representative to monitor and document construction activity; schedule compliance and conformance of work with plans and specifications; document construction quantities; record significant conversations, situations, events or changed conditions; document input or visits from local authorities and officials; prepare and submit weekly inspection reports; maintain a project diary; and assist Owner with review of Contractor wage and EEO compliance submittals documentation. (Estimate at 10 hours/day, 1 day/week and 3 weeks to complete construction).
- 5.4 Office Support: Provide office administration assistance to the Project Representative with senior design management or other personnel as required. Anticipate 4 hours per week for 3 weeks.
- 5.5 Pay Requests: Meet with contractor for each pay request to field-verify all quantities related to work completed and progress. Upon completion of quantity verification, review and approve Contractor Pay Requests. Submit approved pay requests to the OWNER for approval and signature.
- 5.6 Inspections: Conduct Final Completion Inspection with the OWNER and Contractor. Advise and coordinate with FAA of inspection date. Produce final completion inspection certificate and document "punch list" items. It is anticipated that senior management personnel and project representative will attend the Final Completion Inspections.
- 5.7 FAA/Owner Coordination: Coordinate with OWNER and FAA throughout the construction process.
- 5.8 Travel time required for services under this task.

Task 5 Deliverables:

- Pre-Construction Conference Agenda, electronic .pdf.
- Notice to Proceed, electronic .pdf.
- FAA Weekly Construction Reports, electronic .pdf.
- Contractor Pay Requests, electronic .pdf.
- Certificate of Substantial Completion, electronic .pdf.
- Certificate of Final Completion, electronic .pdf.

Work Order SZT 24-01
Obstruction Removal (Runway 02 & 20 Approach)
Exhibit B - Fee Summary

Sandpoint Airport
Sandpoint, Idaho
December 3, 2024

1. Prime Labor Fee

Classification	Title	Hours	Rate/Hour	Cost
PM	Project Manager	227	\$ 79.20	\$ 17,978.40
PE	Project Engineer	168	\$ 52.20	\$ 8,769.60
SE	Staff Engineer	142	\$ 42.90	\$ 6,091.80
EM	Environmental Manager	22	\$ 74.34	\$ 1,635.48
ES	Environmental Specialist	36	\$ 37.02	\$ 1,332.72
PL	Planner	36	\$ 57.70	\$ 2,077.20
CM	Construction Manager	106	\$ 42.90	\$ 4,547.40
AD	Administrative Assistant	22	\$ 43.10	\$ 948.20
				\$ 43,380.80
			Certified Overhead Rate	167.59%
				\$ 72,701.88
Total Direct Prime Labor Fee				\$ 116,082.68

2. Subconsultant Fees

Description	Cost
Subtotal Subconsultant Fees (From Labor & Fee Worksheet)	\$ 4,150.00
Assumption of Risk	\$ 400.00
Total Subconsultant Fees:	\$ 4,550.00

3. Reimbursable Expenses

Total Reimbursable Expenses (From Labor & Fee Worksheet)	\$ 4,970.00
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PROFIT	\$ 12,000.00
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TOTAL WORK ORDER FEE	\$ 137,602.68
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Work Order SZT 24-01
Obstruction Removal (Runway 02 & 20 Approach)
Exhibit B - Labor & Fee Worksheet

Sandpoint Airport
Sandpoint, Idaho
December 3, 2024

Task	Description	Labor Classification Labor Rate	PM	PE	SE	EM	ES	PL	CM	AD	Total Hours	Total Direct Prime Labor	Subconsultant Fees	Reimbursable Expenses
TASK 1 - ADMINISTRATION														
1.1	Work Order		4								4	\$ 316.80	\$ -	\$ -
1.2	IFE Coordination		2								2	\$ 158.40	\$ -	\$ -
1.3	FAA/Owner Coordination		4								4	\$ 316.80	\$ -	\$ -
1.4	Pre-Design Conference		8								8	\$ 633.60	\$ -	\$ -
1.5	Project Management & Administration		40							22	62	\$ 4,116.20	\$ -	\$ 200.00
1.6	Grant Administration													
1.6.1	Grant Application		2					8			10	\$ 620.00	\$ -	\$ -
1.6.2	Budget Updates		4								4	\$ 316.80	\$ -	\$ -
1.6.3	Quarterly Reports		2	4							6	\$ 367.20	\$ -	\$ -
1.6.4	Annual Reports		4								4	\$ 316.80	\$ -	\$ -
1.6.5	Request for Reimbursement		10								10	\$ 792.00	\$ -	\$ -
1.7	Environmental Services													
1.7.1	Information Review				2	6					8	\$ 370.80	\$ -	\$ -
1.7.2	Draft Catex				8	10					18	\$ 964.92	\$ -	\$ 100.00
1.7.3	FAA/Owner Coordination		1		4						5	\$ 376.56	\$ -	\$ -
1.7.4	Finalize Catex		1		4	12					17	\$ 820.80	\$ -	\$ -
1.7.5	Inadvertent Discovery Plan				4						4	\$ 237.36	\$ 1,250.00	\$ -
1.8	DBE Administration													
1.8.1	Annual Reporting							8			8	\$ 461.60	\$ -	\$ -
1.8.2	DBE Goals							12			12	\$ 692.40	\$ -	\$ -
1.8.3	Program Plan Update							8			8	\$ 461.60	\$ -	\$ -
1.90	CIP		6	2							8	\$ 579.60	\$ -	\$ -
1.10	Project Closeout		4	10	16						30	\$ 1,525.20	\$ -	\$ -
1.11	Record Drawings		1	2	4				4		11	\$ 526.80	\$ -	\$ 80.00
Subtotal, Task 1			93	18	20	22	28	36	4	22	243	\$ 15,032.24	\$ 1,250.00	\$ 380.00
TASK 2 - FIELD DATA														
2.1	Site Visit		6				6				12	\$ 697.32	\$ -	\$ -
2.2	Survey		2	2							4	\$ 262.80	\$ 2,900.00	\$ -
2.3	Travel Time		2				2				4	\$ 232.44	\$ -	\$ 110.00
Subtotal, Task 2			10	2	0	0	8	0	0	0	20	\$ 1,192.56	\$ 2,900.00	\$ 110.00

Work Order SZT 24-01 Obstruction Removal (Runway 02 & 20 Approach) Exhibit B - Labor & Fee Worksheet												Sandpoint Airport Sandpoint, Idaho December 3, 2024			
Labor Classification Labor Rate	PM	PE	SE	EM	ES	PL	CM	AD	Total Hours	Total Direct Prime Labor	Subconsultant Fees	Reimbursable Expenses			
	\$79.20	\$52.20	\$42.90	\$74.34	\$37.02	\$57.70	\$42.90	\$43.10							
TASK 3 - DESIGN SERVICES															
3.1 Public Outreach	20	10	6						36	\$ 2,363.40	\$ -	\$ 200.00			
3.2 Preliminary Plans	8	10	40						58	\$ 2,871.60	\$ -	\$ 400.00			
3.3 Traffic Control Plan	2	16	20						38	\$ 1,851.60	\$ -	\$ 600.00			
3.4 Review Meeting	2	4							6	\$ 367.20	\$ -	\$ 60.00			
3.5 CSPP	2	4	8						14	\$ 710.40	\$ -	\$ 80.00			
3.6 Design Report	2	10	4						16	\$ 852.00	\$ -	\$ -			
3.7 Specifications	4	30							34	\$ 1,882.80	\$ -	\$ -			
3.8 Bid Documents	2	10							12	\$ 680.40	\$ -	\$ -			
3.9 Cost Estimate	2	4							6	\$ 367.20	\$ -	\$ -			
3.10 Final Review Meeting	2	8	40						50	\$ 2,292.00	\$ -	\$ 60.00			
Subtotal, Task 3	46	106	118	0	0	0	0	0	270	\$ 14,238.60	\$ -	\$ 1,400.00			
TASK 4 - BIDDING SERVICES															
4.1 Bid Administration	4	4							8	\$ 525.60	\$ -	\$ 600.00			
4.2 Pre-Bid Conference	8	8							16	\$ 1,051.20	\$ -	\$ -			
4.3 Questions/Addenda	4	4	4						12	\$ 697.20	\$ -	\$ -			
4.4 Bid Review	2	8							10	\$ 576.00	\$ -	\$ -			
4.5 Recommendation of Award	6	4							10	\$ 684.00	\$ -	\$ -			
4.6 FAA/Owner Coordination	4								4	\$ 316.80	\$ -	\$ -			
4.7 Travel Time	4								4	\$ 316.80	\$ -	\$ 110.00			
Subtotal, Task 4	32	28	4	0	0	0	0	0	64	\$ 4,167.60	\$ -	\$ 710.00			
TASK 5 - CONSTRUCTION SERVICES															
5.1 Pre-Construction Coordination	8	4					8		20	\$ 1,185.60	\$ -	\$ -			
5.2 Submittals	2	6					6		14	\$ 729.00	\$ -	\$ -			
5.3 Construction Observation	4						50		54	\$ 2,461.80	\$ -	\$ 2,100.00			
5.4 Office Support	10	4					8		22	\$ 1,344.00	\$ -	\$ -			
5.5 Pay Requests	4						6		10	\$ 574.20	\$ -	\$ -			
5.6 Inspections	4						10		14	\$ 745.80	\$ -	\$ -			
5.7 FAA/Owner Coordination	10								10	\$ 792.00	\$ -	\$ -			
5.8 Travel Time	4						14		18	\$ 917.40	\$ -	\$ 270.00			
Subtotal, Task 5	46	14	0	0	0	0	102	0	162	\$ 8,749.80	\$ -	\$ 2,370.00			
Project Subtotal, Tasks 1-5	227	168	142	22	36	36	106	22	759	\$ 43,380.80	\$ 4,150.00	\$ 4,970.00			



Bonner County

AIRPORTS

February 18, 2025

Memorandum

AIRPORTS
Item # 2

To: Commissioners

From: AIRPORTS

Re: Sandpoint Airport Land and Easement Acquisition Ardurra Work Order 24-02

This Work Order shall be attached to, made a part of, and incorporated by reference into the 2023 Master Professional Services Agreement between Bonner County, Idaho and the Ardurra Group, Inc.

The Project is anticipated to include the acquisition of the following parcel interests:

- Parcel 43 – Acquire the entire 0.30 Acre parcel via fee simple acquisition.
- Parcel 45 – Acquire 0.30 Acres of the overall 7.00 Acre parcel via fee simple acquisition.
- Parcel 49 – Acquire 0.70 Acres via fee simple acquisition and a 2.10 Acre avigation easement over a portion of the 9.63 Acre parcel.
- Parcel 51 - Acquire the entire 0.93 Acre parcel via fee simple acquisition.

97.5% of the fees associated will be funded by FAA and ITD grants. The county match is \$13,421 and is allocated in the Airports budget.



APPROVED

Auditing Review: Approved

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.



APPROVED

Risk Review: Approved

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: Approved

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: X Original to BOCC

 X Copy to Airports, Auditing

A suggested motion would be: **Based on the information before us I move that the county accept this work order and that the Chair sign administratively.**

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date



WORK ORDER SZT 24-02 EXHIBIT A – Scope of Work Sandpoint Airport Sandpoint, Idaho

Land/Easement Acquisition (Runway 02 RPZ/Approach)

Bonner County, Idaho (Owner) has selected Ardurra Group, Inc. (Consultant) to provide engineering services at the Sandpoint Airport (Airport) under a Master Services Agreement. This Scope of Work describes the professional services to be provided for the acquisition of fee simple land and aviation easements as recommended by the Airport's Master Plan Update (MPU), for the protection of the Runway 02 Runway Protection Zone (RPZ) and approach surface, herein after referred to as the "Project."

The Project is anticipated to include the acquisition of the following parcel interests:

- Parcel 43 – Acquire the entire 0.30 Acre parcel via fee simple acquisition.
- Parcel 45 – Acquire 0.30 Acres of the overall 7.00 Acre parcel via fee simple acquisition.
- Parcel 49 – Acquire 0.70 Acres via fee simple acquisition and a 2.10 Acre aviation easement over a portion of the 9.63 Acre parcel.
- Parcel 51 - Acquire the entire 0.93 Acre parcel via fee simple acquisition.

The Project is anticipated to include the development of a stormwater easement on the following parcel as part of the negotiations for the above mentioned parcels:

- Parcel XIII.

INTRODUCTION:

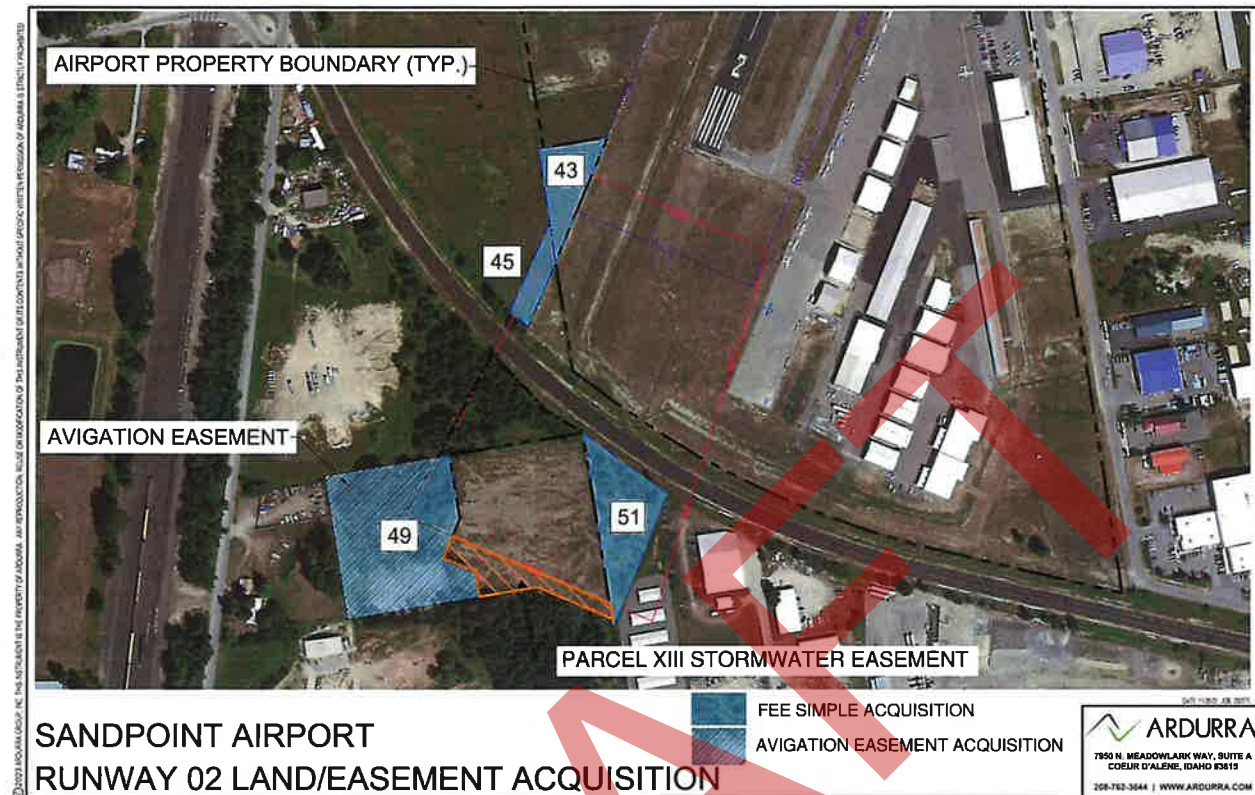
The Airport is located in Sandpoint, Idaho. The Airport has one paved runway (Runway 2/20) and has a fleet mix ranging from general aviation aircraft up to corporate jets using the airfield for business and recreation.

Land Acquisition

The parcels to be acquired consist of vacant land, excluding a portion of Parcel 49 which contains a storage unit. Portions of the parcels identified for acquisition under the Project are located within the Runway Protection Zone (RPZ) of Runway 02. The acquisition of these parcels is necessary in order to comply with Federal Aviation Administration (FAA) AC 150/5300-13B Airport Design, Section 3.13. The RPZ is a trapezoidal area "beyond the runway end to enhance the safety and protection of people and property on the ground" (FAA AC 150/5300-13 Airport Design). Under FAA design criteria, "the airport must own the landing area...[and] the airport owner must have sufficient interest in the Runway Protection Zones to protect the Runway Protection Zones from both obstructions and incompatible land use" (FAA AC 150/5300-13 Airport Design).

The remaining portions of the parcels to be acquired are either located beneath the runway approach surface or immediately adjacent to the approach surface and are recommended for acquisition to control incompatible land use and obstructions to the Part 77 airspace.

The Figure below shows the locations of the proposed property acquisitions.



The Project will be funded in part by a combination of FAA Airport Improvement Program (AIP) and Bipartisan Infrastructure Law (BIL) Grant funding. The match for general aviation airports in the State of Idaho for FY 2025 and 2026 is 95.0%. An Idaho Transportation Department (ITD) Airport Aid Program Grant is anticipated to provide 2.5% of the matching funds. The Owner will provide the remaining matching funds required.

Professional services shall be provided during all elements of the Project. Professional services anticipated include services necessary to accomplish the following:

- Contract Administration
- Planning and Formulation
- Land Acquisition Support
- Easement Acquisition Support
- Boundary Survey and Monumentation
- Replatting & Legal Descriptions
- Appraisal & Review Appraisal
- Grant Administration
- Grant Application Preparation
- Final Report Preparation
- Grant Closeout
- Quarterly & Annual Reporting
- Coordination

FEE STRUCTURE:

Fees for services under the scope of work will be paid on a time and materials basis.

ANTICIPATED STAFFING:

Ardurra is the Prime Consultant for the Project. The Consultant will provide contract/project management services under the scope of work. The Project Manager will lead all elements of the professional services. Production staff will include aviation planners, project engineers, and support staff.

The Consultant will subcontract a portion of the professional services to other firms. For this project, subconsultants are anticipated to provide services for survey, re-platting, legal descriptions, appraisals, and review appraisals.



AVAILABLE INFORMATION:

- Airport Master Plan (JUB, September 2015)
- Airport Layout Plan (ALP) drawing set (JUB, May 2015)
- Environmental Assessment for the Sandpoint Airport Runway and Taxiway Improvements (JUB, June 2019)

SCHEDULE:

The following approximate milestone dates are anticipated:

ACTIVITY	TARGET COMPLETION
Draft Scope of Work	November 15, 2024
Finalize Professional Services Agreement	December 15, 2024
Submit FAA AIP Grant Applications (AIP & BIL)	January 15, 2024
Finalize Appraisal (Land/Easement Acquisition)	March 1, 2026
Finalize Review Appraisal (Land/Easement Acquisition)	April 1, 2025
Finalize Offer Letters (Land/Easement Acquisition)	May 1, 2025
Executed Buy/Sell Agreements (Land/Easement Acquisition)	May 26, 2025
Execute FAA Grant Offers (AIP & BIL)	July 2025
Grant Closeout	October 2025

Note: This schedule is approximate. Certain elements of the Project, such as parcel owner negotiations and FAA coordination, are outside the consultant's control.

ASSUMPTIONS:

This scope of services and estimated fees are based on the following assumptions:

1. An Airport Diagram Update is not necessary for the Project.
2. No civil engineering design services or geotechnical engineering services are required for the Project.
3. No bidding or construction services are required for the Project.
4. A biological assessment, Categorical Exclusion, or environmental assessment is not included in the scope of work. It is assumed that all NEPA requirements have been met thru the previous environmental assessment completed by JUB Engineers (2019) and a documented categorical exclusion prepared under Ardurra Work Order 24-01 Obstruction Removal (2024).
5. This Scope of Work and associated fees assume a routine acquisition process and a willing seller. Services related to multiple offer letters, boundary disputes, condemnation, or extended negotiations with the parcel owners may require an amendment, if necessary.
6. Permit and agency review fees are not included within this scope of work.
7. Certifying property titles or filing purchase deeds are specifically excluded from the scope of work.
8. No relocation services are required for the project.
9. One appraisal and one review appraisal will be prepared for each individual parcel.
10. Legal services to include the preparation of legal documents is excluded from the scope of work.
11. Preparation or abandonment of utility easements and rights-of-way is excluded from the scope of work.



SCOPE OF PROFESSIONAL SERVICES

TASK 1 - ADMINISTRATION

During the Project, the following general administrative services shall be provided.

- 1.1. Work Order: Prepare a Work Order specifically addressing this Project. The Work Order shall include a detailed Scope of Professional Services narrative. Submit the scope to FAA and Owner for review. Modify the scope of work as necessary, based on comments received. The Work Order shall also include a detailed cost proposal based on estimates of professional service man hours and hourly rates.
- 1.2. IFE Coordination: Provide the scope of work and a blank cost proposal spreadsheet to the Owner. This information will be used in obtaining an Independent Fee Estimate from a third-party engineering consultant. One teleconference is anticipated to describe and discuss the Project scope.
- 1.3. FAA/Owner Coordination: Advise and coordinate with Owner and FAA on administrative and management tasks. Assume one hour per week of coordination by the Project Manager for 32 weeks.
- 1.4. Project Management and Administration: Project management and administration includes monthly cost accounting and budget analysis, invoicing, and monitoring of Project progress.
- 1.5. Sub-Consultant Management. The services of subconsultants to conduct survey and appraisals will be required to assist in the purchase of each parcel to be acquired. Coordinate with subconsultant(s) regarding contracting procedures, contract execution, invoicing, project schedule, budget, and deliverables.
- 1.6. Grant Administration: Assist the Owner with Grant Administration tasks.
 - 1.6.1. AIP Grant Application: Prepare an AIP Grant Application for submittal to FAA. The Consultant will prepare a draft and a final Grant Applications. This application will include the following:
 - SF-424 Application for Federal Assistance
 - 5100-100 Application for Development Projects (Parts II-IV)
 - CIP Data Sheet
 - Standard DOT Title VI Assurances
 - Certifications for Contracts, Grants, Loans and Coop. Agreements
 - Title VI Pre-Award Sponsor Checklist
 - FAA ACs Req. for Use in AIP Funded and PFC Approved Projects
 - Grant Assurances Airport Sponsors
 - Sponsor Certifications
 - 1.6.2. BIL Grant Application: Prepare an BIL Grant Application for submittal to FAA. The Consultant will prepare a draft and a final Grant Applications. This application will include the following:
 - SF-424 Application for Federal Assistance
 - 5100-100 Application for Development Projects (Parts II-IV)
 - CIP Data Sheet
 - Standard DOT Title VI Assurances
 - Certifications for Contracts, Grants, Loans and Coop. Agreements
 - Title VI Pre-Award Sponsor Checklist
 - FAA ACs Req. for Use in AIP Funded and PFC Approved Projects
 - Grant Assurances Airport Sponsors
 - Sponsor Certifications
 - 1.6.3. Periodic Budget Updates: Provide periodic Project budget updates to the Owner during prosecution of the work.
 - 1.6.4. Quarterly Performance Reports: Prepare and submit a Quarterly Performance Report once every three months. It is anticipated that three reports for each of the two grants will be prepared and submitted.



- 1.6.5. Annual Reports: Prepare and submit annual federal financial reports SF-271 and SF-425 once each fiscal year. It is anticipated that reporting will be required for one fiscal year for each of the two grants.
- 1.6.6. FAA Request For Reimbursement (RFR) Assistance: Develop and provide FAA Reimbursement documentation to the Owner. This includes an Invoicing Summary Sheet, Form 271, and supporting documentation. The Owner will submit the documents to the FAA for approval. This task includes the submission of four (4) reimbursement requests for each of the two grants.
- 1.7. Project Closeout: Prepare Project closeout items identified in the previous task. The Final Closeout Report shall conform to the FAA's Engineering Guidance ANM 620-05 for Final Construction Reports. The Consultant will provide an AIP Project Closeout Checklist within the appendices of the draft and final reports. The checklist will identify the applicable sections that apply to this phase of the Project. The Consultant will also prepare the FAA SF-271 and SF-425 forms. Assume one revision to the closeout report.
- 1.8. Update Exhibit A: Update Airport Property Map with property acquisition information. Coordinate Owner signature and submittal of the document to the FAA.
- 1.9. Closeout Documentation Support: Assist the Owner with overall budget status analysis and reports, closeout documentation review, and coordination with the FAA, as requested.

Task 1 Deliverables:

- Scope of Work, Fee Proposal, Work Order, and IFE Spreadsheet, Draft and Final electronic .pdf.
- Grant Applications (AIP and BIL) and Owner Certifications, Draft and Final electronic .pdf.
- Grant Quarterly Reports, electronic .pdf.
- Annual Federal Financial Reports, electronic .pdf.
- Grant RFRs, electronic .pdf.
- Closeout Report, electronic .pdf
- ALP Exhibit A, electronic, .pdf

TASK 2 – PARCEL 43 ACQUISITION

The following tasks include services for the fee simple acquisition of Parcel 43. This task assumes the entire parcel will be purchased and not replats, boundary line adjustments, or avigation easements are required.

- 2.1 Research: Order title report to provide the legal descriptions, confirm ownership and determine encumbrances on the parcel. Complete office calculations, review legal description, and title report to determine the location of the existing parcel boundary. This scope of work assumes no encumbrances. If encumbrances are encountered in the title search, a separately negotiated scope and fee will be prepared to address the encumbrances. Complete research at the local Assessor and Recorder's offices to gather records of survey, plats, deeds, corner records and right of way plans.
- 2.2 Property Owner Outreach: Contact landowner via certified letter to notify them of the Airport's intent and purpose in purchasing the designated easement/parcel with an explanation of rights and entitlements, prior to appraisal. This will include a request for permission to access private property. Letter to cover the federal land acquisition process and proposed acquisition schedule, utilizing the following guidance documents:
 - FAA Advisory Circular 150/5100-17, Land Acquisition and Relocation Assistance for Airport Improvement Program (AIP) Assisted Projects, including Change 7, dated 7/10/2017;
 - FAA brochure "Land Acquisition for Public Airports"
- 2.3 Phase I ESA: Conduct environmental due diligence audit, Phase I ESA in accordance with FAA Order 1050.19 and in line with ASTM Standard E1527-21 (40 CFR 312) to determine if current or historical property uses could pose a threat to the environment and/or human health. The EDDA will outline any applicable testing and documentation related to the potential for hazardous building materials within the subject parcels. Conduct background research including but not limited to aerial photographs, city directories, topographic maps, and



- public agency records of the project area. Conduct Environmental Database Resources (EDR) Report records review. Conduct Visual site assessment. Conduct interview with property owners (both current and prior). Document findings in narrative report. If necessary, provide recommendations for further action. Subject draft report to FAA and Owner for review and comment. One (1) round of comments is anticipated. Incorporate FAA and Owner comments into the Final EDDA report.
- 2.4 Boundary Survey: Complete field work to determine the existing boundary of the property involved in the acquisition. Install any missing property corners. If necessary, prepare and file Record of Survey for monuments set during survey. File the Record of Survey with local recorder's office.
 - 2.5 Property Inspection: Conduct inspection of the property. Conduct interview with property owner.
 - 2.6 Comparable Research: Research comparable sales and other data from available sources. Confirm sales prices and other market influences on value with owner, developers, and others familiar with the market. Estimate value for the subject property and the rights to be taken by the easement.
 - 2.7 Acquisition Impacts: Consider the impact of the acquisition as it may relate to damages to the remainder. Examine cost to cure measures, if any, which might mitigate these damages.
 - 2.8 Final Appraisal Report: Describe the findings and establish an estimate of Just Compensation for the acquisition in a narrative report with appropriate attachments, maps, photographs, and supplements. Appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. Provide appraisal report to Owner and the FAA for their concurrence. The Owner shall have an appraisal review process in place, as described in FAA AC 150/5100-17. The task will be completed by a subconsultant.
 - 2.9 Review Appraisal: Conduct independent review of the final appraisal report. Examine all pertinent information in the appraisal report to include; a review of Highest and Best Use conclusions, examine valuation methods use, analyze exhibits, check mathematical calculations. Prepare narrative reports which describe the review process and set forth the reasoning behind review conclusions. Review appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. This task will be completed by subconsultant.
 - 2.10 Offer Letter: Review with Owner and FAA Just Compensation amounts provided by the appraiser. Assist Owner with preparation of Offer Letter and coordinate offer submittal to property owner. The Owner's attorney will prepare the draft written offer of just compensation for FAA review. The Owner's attorney will prepare the Certificate of Title, and if necessary, to subordinate any encumbrances. Consultant will assist with this process as needed. The Owner will present the offer letter with attached purchase and sales agreement to the property owner. The offer will be explained orally and in writing. Said offer, shall be made only after the FAA has reviewed and concurred with the recommended just compensation.
 - 2.11 Owner Coordination: Coordinate with Owner for Property Closing, transfer of funds, and recording deed.
 - 2.12 Travel Time: Travel time required for services under this task.

Task 2 Deliverables:

- Property Owner Outreach Letter, electronic .pdf.
- Phase I ESA Report, Draft and Final electronic .pdf.
- Record of Survey (if required), electronic .pdf.
- Final Appraisal Report, electronic .pdf.
- Review Appraisal Report, electronic .pdf.



TASK 3 – PARCEL 45 ACQUISITION

The following tasks include services for the fee simple acquisition of Parcel 45. This task assumes that a portion of parcel will be purchased via fee simple requiring a replat, boundary line adjustment, and record of survey. The task assumes that no avigation easements will be acquired over the parcel.

- 3.1 Research: Order title report to provide the legal descriptions, confirm ownership and determine encumbrances on the parcel. Complete office calculations, review legal description, and title report to determine the location of the existing parcel boundary. This scope of work assumes no encumbrances. If encumbrances are encountered in the title search, a separately negotiated scope and fee will be prepared to address the encumbrances. Complete research at the local Assessor and Recorder's offices to gather records of survey, plats, deeds, corner records and right of way plans.
- 3.2 Phase I ESA: Conduct environmental due diligence audit, Phase I ESA in accordance with FAA Order 1050.19 and in line with ASTM Standard E1527-21 (40 CFR 312) to determine if current or historical property uses could pose a threat to the environment and/or human health. The EDDA will outline any applicable testing and documentation related to the potential for hazardous building materials within the subject parcels. Conduct background research including but not limited to aerial photographs, city directories, topographic maps, and public agency records of the project area. Conduct Environmental Database Resources (EDR) Report records review. Conduct Visual site assessment. Conduct interview with property owners (both current and prior). Document findings in narrative report. If necessary, provide recommendations for further action. Subject draft report to FAA and Owner for review and comment. One (1) round of comments is anticipated. Incorporate FAA and Owner comments into the Final EDDA report.
- 3.3 Boundary Survey: Complete field work to determine the existing boundary of the property involved in the acquisition. Install any missing property corners. If necessary, prepare and file Record of Survey for monuments set during survey. File the Record of Survey with local recorder's office.
- 3.4 Replat/Lot Line Adjustment: Conduct replat and lot line adjustment to incorporate the new boundary of the acquired parcel into existing airport property. Prepare metes and bounds legal description with exhibit map for inclusion in the property deed for the new easement/parcel boundary. Prepare replat application and coordinate with local agencies for processing. File replat with local recorder's office.
- 3.5 Property Inspection: Conduct inspection of the property. Conduct interview with property owner.
- 3.6 Comparable Research: Research comparable sales and other data from available sources. Confirm sales prices and other market influences on value with owner, developers, and others familiar with the market. Estimate value for the subject property and the rights to be taken by the easement.
- 3.7 Acquisition Impacts: Consider the impact of the acquisition as it may relate to damages to the remainder. Examine cost to cure measures, if any, which might mitigate these damages.
- 3.8 Final Appraisal Report: Describe the findings and establish an estimate of Just Compensation for the acquisition in a narrative report with appropriate attachments, maps, photographs, and supplements. Appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. Provide appraisal report to Owner and the FAA for their concurrence. The Owner shall have an appraisal review process in place, as described in FAA AC 150/5100-17. The task will be completed by a subconsultant.
- 3.9 Review Appraisal: Conduct independent review of the final appraisal report. Examine all pertinent information in the appraisal report to include; a review of Highest and Best Use conclusions, examine valuation methods use, analyze exhibits, check mathematical calculations. Prepare narrative reports which describe the review process and set forth the reasoning behind review conclusions. Review appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. This task will be completed by subconsultant.



3.10 Offer Letter: Review with Owner and FAA Just Compensation amounts provided by the appraiser. Assist Owner with preparation of Offer Letter and coordinate offer submittal to property owner. The Owner's attorney will prepare the draft written offer of just compensation for FAA review. The Owner's attorney will prepare the Certificate of Title, and if necessary, to subordinate any encumbrances. Consultant will assist with this process as needed. The Owner will present the offer letter with attached purchase and sales agreement to the property owner. The offer will be explained orally and in writing. Said offer, shall be made only after the FAA has reviewed and concurred with the recommended just compensation.

3.11 Owner Coordination: Coordinate with Owner for Property Closing, transfer of funds, and recording deed.

3.12 Travel Time: Travel time required for services under this task.

Task 3 Deliverables:

- Phase I ESA Report, Draft and Final electronic .pdf.
- Record of Survey (if required), electronic .pdf.
- Fee Simple Metes and Bounds Legal Description and Exhibit, electronic .pdf.
- Replat, electronic .pdf.
- Final Appraisal Report, electronic .pdf.
- Review Appraisal Report, electronic .pdf.

TASK 4 – PARCEL 49 ACQUISITION

The following tasks include services for the fee simple acquisition of Parcel 49. This task assumes that a portion of parcel will be purchased via fee simple requiring a replat, boundary line adjustment, and record of survey. The task assumes an avigation easement will be acquired over a portion of the parcel.

- 4.1 Research: Order title report to provide the legal descriptions, confirm ownership and determine encumbrances on the parcel. Complete office calculations, review legal description, and title report to determine the location of the existing parcel boundary. This scope of work assumes no encumbrances. If encumbrances are encountered in the title search, a separately negotiated scope and fee will be prepared to address the encumbrances. Complete research at the local Assessor and Recorder's offices to gather records of survey, plats, deeds, corner records and right of way plans.
- 4.2 Phase I ESA: Conduct environmental due diligence audit, Phase I ESA in accordance with FAA Order 1050.19 and in line with ASTM Standard E1527-21 (40 CFR 312) to determine if current or historical property uses could pose a threat to the environment and/or human health. The EDDA will outline any applicable testing and documentation related to the potential for hazardous building materials within the subject parcels. Conduct background research including but not limited to aerial photographs, city directories, topographic maps, and public agency records of the project area. Conduct Environmental Database Resources (EDR) Report records review. Conduct Visual site assessment. Conduct interview with property owners (both current and prior). Document findings in narrative report. If necessary, provide recommendations for further action. Subject draft report to FAA and Owner for review and comment. One (1) round of comments is anticipated. Incorporate FAA and Owner comments into the Final EDDA report.
- 4.3 Boundary Survey: Complete field work to determine the existing boundary of the property involved in the acquisition. Install any missing property corners. If necessary, prepare and file Record of Survey for monuments set during survey. File the Record of Survey with local recorder's office.
- 4.4 Replat/Lot Line Adjustment: Conduct replat and lot line adjustment to incorporate the new boundary of the acquired parcel into existing airport property. Prepare metes and bounds legal description with exhibit map for inclusion in the property deed for the new easement/parcel boundary. Prepare replat application and coordinate with local agencies for processing. File replat with local recorder's office.
- 4.5 Avigation Easement: Prepare exhibit depicting limits of property boundary and avigation easement for use by



FAA and Owner. Prepare metes and bounds legal description for avigation easement.

- 4.6 Property Inspection: Conduct inspection of the property. Conduct interview with property owner.
- 4.7 Comparable Research: Research comparable sales and other data from available sources. Confirm sales prices and other market influences on value with owner, developers, and others familiar with the market. Estimate value for the subject property and the rights to be taken by the easement.
- 4.8 Acquisition Impacts: Consider the impact of the acquisition as it may relate to damages to the remainder. Examine cost to cure measures, if any, which might mitigate these damages.
- 4.9 Final Appraisal Report: Describe the findings and establish an estimate of Just Compensation for the acquisition in a narrative report with appropriate attachments, maps, photographs, and supplements. Appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. Provide appraisal report to Owner and the FAA for their concurrence. The Owner shall have an appraisal review process in place, as described in FAA AC 150/5100-17. The task will be completed by a subconsultant.
- 4.10 Review Appraisal: Conduct independent review of the final appraisal report. Examine all pertinent information in the appraisal report to include; a review of Highest and Best Use conclusions, examine valuation methods use, analyze exhibits, check mathematical calculations. Prepare narrative reports which describe the review process and set forth the reasoning behind review conclusions. Review appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. This task will be completed by subconsultant.
- 4.11 Offer Letter: Review with Owner and FAA Just Compensation amounts provided by the appraiser. Assist Owner with preparation of Offer Letter and coordinate offer submittal to property owner. The Owner's attorney will prepare the draft written offer of just compensation for FAA review. The Owner's attorney will prepare the Certificate of Title, and if necessary, to subordinate any encumbrances. Consultant will assist with this process as needed. The Owner will present the offer letter with attached purchase and sales agreement to the property owner. The offer will be explained orally and in writing. Said offer, shall be made only after the FAA has reviewed and concurred with the recommended just compensation.
- 4.12 Owner Coordination: Coordinate with Owner for Property Closing, transfer of funds, and recording deed.
- 4.13 Travel Time: Travel time required for services under this task.

Task 4 Deliverables:

- Phase I ESA Report, Draft and Final electronic .pdf.
- Record of Survey (if required), electronic .pdf.
- Fee Simple Metes and Bounds Legal Description and Exhibit, electronic .pdf.
- Avigation Easement Metes and Bounds Legal Description and Exhibit, electronic .pdf.
- Replat, electronic .pdf.
- Final Appraisal Report, electronic .pdf.
- Review Appraisal Report, electronic .pdf.



TASK 5 – PARCEL 51 ACQUISITION

The following tasks include services for the fee simple acquisition of Parcel 51. This task assumes the entire parcel will be purchase and not replat, boundary line adjustments, or avigation easements are required.

- 5.1 Research: Order title report to provide the legal descriptions, confirm ownership and determine encumbrances on the parcel. Complete office calculations, review legal description, and title report to determine the location of the existing parcel boundary. This scope of work assumes no encumbrances. If encumbrances are encountered in the title search, a separately negotiated scope and fee will be prepared to address the encumbrances. Complete research at the local Assessor and Recorder's offices to gather records of survey, plats, deeds, corner records and right of way plans.
- 5.2 Phase I ESA: Conduct environmental due diligence audit, Phase I ESA in accordance with FAA Order 1050.19 and in line with ASTM Standard E1527-21 (40 CFR 312) to determine if current or historical property uses could pose a threat to the environment and/or human health. The EDDA will outline any applicable testing and documentation related to the potential for hazardous building materials within the subject parcels. Conduct background research including but not limited to aerial photographs, city directories, topographic maps, and public agency records of the project area. Conduct Environmental Database Resources (EDR) Report records review. Conduct Visual site assessment. Conduct interview with property owners (both current and prior). Document findings in narrative report. If necessary, provide recommendations for further action. Subject draft report to FAA and Owner for review and comment. One (1) round of comments is anticipated. Incorporate FAA and Owner comments into the Final EDDA report.
- 5.3 Boundary Survey: Complete field work to determine the existing boundary of the property involved in the acquisition. Install any missing property corners. If necessary, prepare and file Record of Survey for monuments set during survey. File the Record of Survey with local recorder's office.
- 5.4 Property Inspection: Conduct inspection of the property. Conduct interview with property owner.
- 5.5 Comparable Research: Research comparable sales and other data from available sources. Confirm sales prices and other market influences on value with owner, developers, and others familiar with the market. Estimate value for the subject property and the rights to be taken by the easement.
- 5.6 Acquisition Impacts: Consider the impact of the acquisition as it may relate to damages to the remainder. Examine cost to cure measures, if any, which might mitigate these damages.
- 5.7 Final Appraisal Report: Describe the findings and establish an estimate of Just Compensation for the acquisition in a narrative report with appropriate attachments, maps, photographs, and supplements. Appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. Provide appraisal report to Owner and the FAA for their concurrence. The Owner shall have an appraisal review process in place, as described in FAA AC 150/5100-17. The task will be completed by a subconsultant.
- 5.8 Review Appraisal: Conduct independent review of the final appraisal report. Examine all pertinent information in the appraisal report to include; a review of Highest and Best Use conclusions, examine valuation methods use, analyze exhibits, check mathematical calculations. Prepare narrative reports which describe the review process and set forth the reasoning behind review conclusions. Review appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. This task will be completed by subconsultant.
- 5.9 Offer Letter: Review with Owner and FAA Just Compensation amounts provided by the appraiser. Assist Owner with preparation of Offer Letter and coordinate offer submittal to property owner. The Owner's attorney will prepare the draft written offer of just compensation for FAA review. The Owner's attorney will prepare the Certificate of Title, and if necessary, to subordinate any encumbrances. Consultant will assist with this process as needed. The Owner will present the offer letter with attached purchase and sales agreement to the property owner. The offer will be explained orally and in writing. Said offer, shall be made only after the FAA has



reviewed and concurred with the recommended just compensation.

5.10 Owner Coordination: Coordinate with Owner for Property Closing, transfer of funds, and recording deed.

5.11 Travel Time: Travel time required for services under this task.

Task 5 Deliverables:

- Phase I ESA Report, Draft and Final electronic .pdf.
- Record of Survey (if required), electronic .pdf.
- Final Appraisal Report, electronic .pdf.
- Review Appraisal Report, electronic .pdf.

TASK 6 – PARCEL XIII STORMWATER EASEMENT

The following tasks include services for the development of a stormwater easement over a portion of Parcel XIII. This task assumes that the Owner will grant a stormwater easement over a portion of the parcel located outside of the RPZ requiring an appraisal, review appraisal, boundary survey, and legal description.

- 6.1 Research: Order title report to provide the legal descriptions, confirm ownership and determine encumbrances on the parcel. Complete office calculations, review legal description, and title report to determine the location of the existing parcel boundary. This scope of work assumes no encumbrances. If encumbrances are encountered in the title search, a separately negotiated scope and fee will be prepared to address the encumbrances. Complete research at the local Assessor and Recorder's offices to gather records of survey, plats, deeds, corner records and right of way plans.
- 6.2 Phase I ESA: Conduct environmental due diligence audit, Phase I ESA in accordance with FAA Order 1050.19 and in line with ASTM Standard E1527-21 (40 CFR 312) to determine if current or historical property uses could pose a threat to the environment and/or human health. The EDDA will outline any applicable testing and documentation related to the potential for hazardous building materials within the subject parcels. Conduct background research including but not limited to aerial photographs, city directories, topographic maps, and public agency records of the project area. Conduct Environmental Database Resources (EDR) Report records review. Conduct Visual site assessment. Conduct interview with property owners (both current and prior). Document findings in narrative report. If necessary, provide recommendations for further action. Subject draft report to FAA and Owner for review and comment. One (1) round of comments is anticipated. Incorporate FAA and Owner comments into the Final EDDA report.
- 6.3 Boundary Survey: Complete field work to determine the existing boundary of the property involved in the acquisition. Install any missing property corners. If necessary, prepare and file Record of Survey for monuments set during survey. File the Record of Survey with local recorder's office.
- 6.4 Stormwater Easement: Prepare exhibit depicting limits of property boundary and stormwater easement for use by FAA and Owner. Prepare metes and bounds legal description for avigation easement.
- 6.5 Property Inspection: Conduct inspection of the property.
- 6.6 Comparable Research: Research comparable sales and other data from available sources. Confirm sales prices and other market influences on value with owner, developers, and others familiar with the market. Estimate value for the subject property and the rights to be taken by the easement.
- 6.7 Acquisition Impacts: Consider the impact of the acquisition as it may relate to damages to the remainder. Examine cost to cure measures, if any, which might mitigate these damages.
- 6.8 Final Appraisal Report: Describe the findings and establish an estimate of Just Compensation for the acquisition in a narrative report with appropriate attachments, maps, photographs, and supplements. Appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. Provide appraisal



report to Owner and the FAA for their concurrence. The Owner shall have an appraisal review process in place, as described in FAA AC 150/5100-17. The task will be completed by a subconsultant.

- 6.9 Review Appraisal: Conduct independent review of the final appraisal report. Examine all pertinent information in the appraisal report to include; a review of Highest and Best Use conclusions, examine valuation methods use, analyze exhibits, check mathematical calculations. Prepare narrative reports which describe the review process and set forth the reasoning behind review conclusions. Review appraisal shall conform to the FAA appraisal requirements, the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP) and the reporting requirements of the Appraisal Institute. This task will be completed by subconsultant.

6.10 Owner Coordination: Coordinate with Owner for services required under this Task.

6.11 Travel Time: Travel time required for services under this task.

Task 6 Deliverables:

- Phase I ESA Report, Draft and Final electronic .pdf.
- Record of Survey (if required), electronic .pdf.
- Stormwater Easement Metes and Bounds Legal Description and Exhibit, electronic .pdf.
- Final Appraisal Report, electronic .pdf.
- Review Appraisal Report, electronic .pdf.



Bonner County

AIRPORTS

February 18, 2025

Memorandum

AIRPORTS
Item # 3

To: Commissioners

From: AIRPORTS

Re: Priest River Airport Taxilane C Water Line Design and Construction Ardurra Work Order 25-001

This Work Order shall be attached to, made a part of, and incorporated by reference into the 2023 Master Professional Services Agreement between Bonner County, Idaho and the Ardurra Group, Inc.

The Project will extend domestic water line to loop from the end of the existing line near existing hangars and tie-into the water line to the north. This water line will serve for fire protection and services for hangar development area. The City of Priest River is requiring the waterline extension to approve this taxilane construction (See the letter from Mayor Connolly dated September 9, 2024). Project work is located on Parcel F as identified on the 2017 ALP.

97.5% of the fees associated will be funded by FAA and ITD grants. The county match is \$748.68 and is allocated in the Airports budget.



APPROVED

Auditing Review: Approved

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.



APPROVED

Risk Review: Approved

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: Approved

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: X Original to BOCC

 X Copy to Airports, Auditing

A suggested motion would be: **Based on the information before us I move that the county accept this work order and that the Chair sign administratively.**

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date



WORK ORDER 1S6 25-001 PRIEST RIVER AIRPORT (1S6) TAXILANE C WATERLINE DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES

This Work Order shall be attached to, made a part of, and incorporated by reference into a Professional Services Master Agreement between Bonner County, Idaho and Ardurra Group, Inc., dated July 12, 2023.

SCOPE OF WORK

The Scope of Work, dated January 14, 2025, for this effort, is attached as Exhibit A. The document describes the anticipated work effort and schedule in detail.

FEES

Fees for services provided under this Work Order have been determined and will be billed using method(s) listed below as defined in the Professional Services Master Agreement and as shown in Exhibit B:

➤ Tasks 1-7 (Lump Sum)	\$18,984.60
➤ SubConsultants	\$4,290.00
➤ Reimbursable Expenses	\$1,072.00
➤ Profit	\$5,600.00
➤ Work Order Fee Total:	\$29,946.60

Fees have been determined based on the Engineer's current certified hourly rates.

IN WITNESS WHEREOF, Owner and Engineer have made and executed this WORK ORDER 1S6 25-001 as part of the Professional Services Master Agreement the day and year first above written.

FOR: Bonner County, Idaho

By: _____

Title: Chair, Board of County Commissioners

Date: _____

FOR: Ardurra Group, Inc.

By: Trey Dail, P.E.

Title: Aviation Group Leader

Date: January 14, 2025

EXHIBIT A – SCOPE OF WORK

for

PRIEST RIVER AIRPORT (S16)

BONNER COUNTY, IDAHO

TAXILANE C - WATERLINE (DESIGN & CONSTRUCTION ADMIN)

INTRODUCTION:

The Priest River Airport (Airport) is a public airport located in the city of Priest River, Idaho (City). The airport is owned by Bonner County (Owner) and serves northern Idaho. This Scope of Work describes design and construction administration services to be provided for a project described as follows: (1) waterline extension for fire suppression and water service at the Taxilane C Development Area (Project). Taxilane will provide space to support four (4) new hangar sites. See graphic attached at the end of this scope showing existing utilities and proposed hangar locations.

Funding for the Project is anticipated to be provided by FAA, Bonner County, Idaho and the City of Priest River.

The Project is anticipated to include the following components and services:

1. Domestic Waterline Extension - AIP

Extend domestic waterline to loop from end of existing line and tie-into line to the north. Waterline will serve for fire protection and services for hangar development area. The City of Priest River is requiring the waterline extension to approve this taxilane construction (See the letter from Mayor Connolly dated September 9, 2024). Project work is located on Parcel F as identified on the 2017 ALP.

Construction of this Project is anticipated to be contracted through requesting contract change order from existing Public Works Contractors selected for AIP Project (no public bid process due to amending the existing contract). Construction elements will include survey; trench excavation; bedding; waterline installation; backfill; and site restoration. This scope of work includes the development of one set of contract documents for submittal to Idaho Department of Environmental Quality (DEQ) and record drawings for submittal after completion. No public bidding services are included. Contract documents and agreements will be prepared for project work to be constructed under one construction phase. In preparation of this scope of work, the Engineer will assume that services will be provided from January 2025 – August 2025. It is noted that the Project's construction may be delayed depending on the availability of funding.

PROFESSIONAL SERVICES:

Professional services to be provided shall include:

- Contract Administration
- Preliminary Design of Domestic Waterline
- Coordination with City Water & Fire Depts.
- Final Design Documents
- DEQ Design Submittal
- Contract Change Order Documents
- Construction Observation
- Final Completion Inspection
- Record Drawings
- DEQ Record Drawing Submittal

All work will be accomplished in accordance with current Idaho Standards for Public Works Construction

(ISPMC), DEQ standards, and FAA standards.

FEE STRUCTURE:

Services and associated expenses under this Scope of Work will be paid on a Lump Sum basis for services (Tasks 1-7).

AVAILABLE INFORMATION:

Ardurra will make use of existing data from the airport to meet the requirements of this SOW before undertaking additional data collection. The following information is available for review as necessary:

- Airport Master Plan (MPU), T-O Engineers, September 14, 2016
- Airport Layout Plan (ALP), T-O Engineers, March 2017
- Project Plans, Specifications, Design Information, Design Reports and Geotechnical reports from previous projects completed by T-O Engineers at the Airport.
- Project Plans, Specifications and Design Report for AIP 015 – Construct Apron and Taxilane C dated February 2024.

ASSUMPTIONS:

This scope of work and estimated fees are based on the following assumptions:

1. Approval from the City of Priest River and DEQ will be necessary prior to construction.
2. There are no flood plains or wetlands associated with this project.
3. The Owner shall be responsible for payment of all agency review and/or application/permit fees.
4. Utility locators will mark the underground lines utilizing the 811 one-call service prior to the Engineer conducting the topographic survey.
5. Construction will be under a contract change order to existing construction contract.
6. Construction administration and observation services will be performed during one construction season. This Scope of Work and associated fees assume a routine construction process. Excessive delays or time overruns during construction are not anticipated and may require an amendment to services.
7. This Scope of Work and associated fees assume a routine contract change order process. Services related to being unable to reach an agreement or other contracting issues are not included.

EXCLUSIONS:

Services that are not included in the scope of work and fee, but may be provided with an additional scope of services, are as follows:

1. Permit fees.
2. City and County funding agreement for payment of waterline installation.
3. Supplemental Specifications outside of ISPMC Standards.
4. Sanitary Sewer Design Services.
5. Geotechnical services.
6. Architectural design services.
7. Structural design services.

8. Condominium Plat Survey Services.
9. Existing Waterline Pothole Services.
10. Bidding Services.
11. More than one (1) call to the 811 utility locate service and one (1) trip to the field to survey the location of underground utility marks.
12. Anything not specifically listed and/or described below.

SCHEDULE:

The following approximate milestone dates are anticipated:

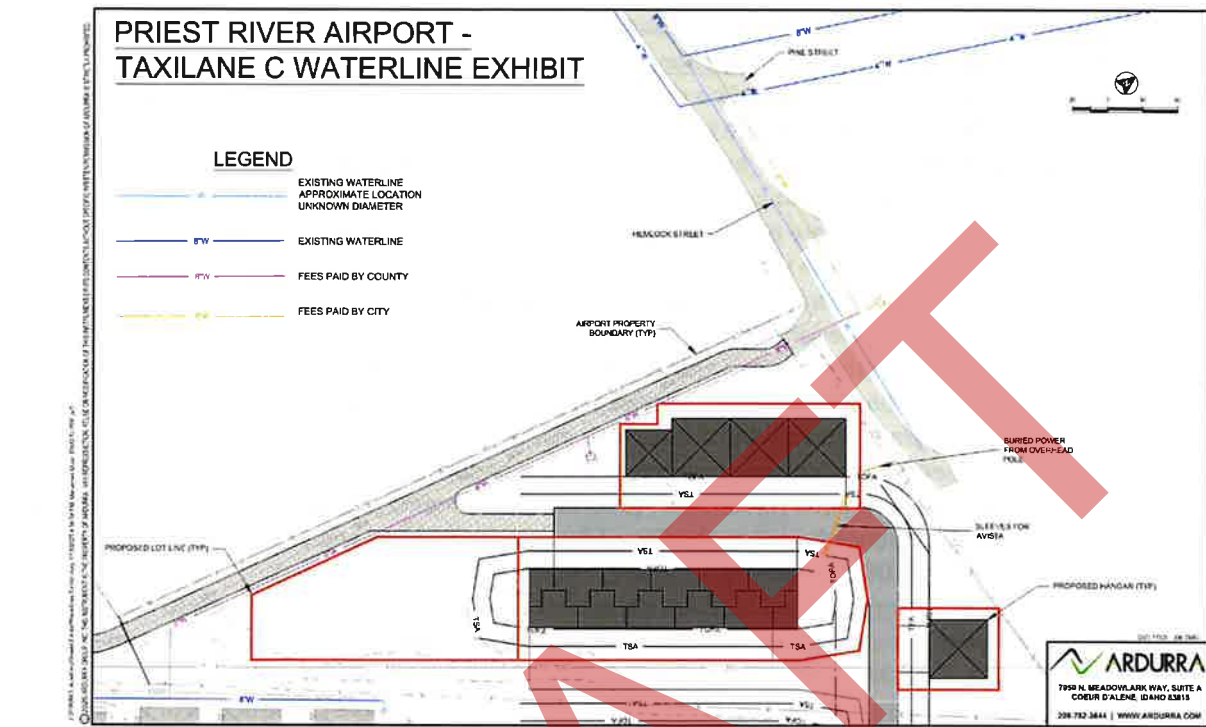
ACTIVITY	TARGET COMPLETION
Submit Draft Scope of Consultant Services to Owner/FAA	January 14, 2025
Finalize Professional Services Agreement	January 28, 2025
Existing Site Survey - Utilities	February 24, 2025
Preliminary Design Review Meeting	March 3, 2025
Final Design Meeting/Submittal to DEQ and City of Priest River	March 10, 2025
Negotiate Contract Change Order for Waterline	April 15, 2025
Construction Observation	May 2025
Final Completion Inspection	May 15, 2025
Record Drawings	July 2025

SCOPE OF PROFESSIONAL SERVICES:

A detailed description of professional services required to accomplish the Project are identified in the following sections of this scope of work.

1. Existing Site Conditions Survey and Control Points: With assistance from a qualified survey subconsultant, conduct site survey of all existing utilities, structures, fence lines, and pavement edges. Utility locates will be requested for this design survey. Survey will tie into, set, or establish three points to be used for construction layout. All ground shots will be taken in a manner capable of creating 1-foot contours and spot elevations on hard surfaces with an accuracy of +/- 0.03 feet and on natural ground surfaces within 0.10 feet. To comply with Idaho Code 55-1613 we will complete records research to determine if any survey monuments are present within the site. If survey monuments are present, we will survey their location and show them on the base mapping. To comply with Idaho Code 54-1230 we will notify all land lease owners that we will be surveying on their leased property by visiting the buildings on each of the

- properties and informing them what we are there. If no one is present we will leave a door hanger with pertinent information as related to Idaho Code 24-1230.
2. Domestic Water Layout & Coordination: Coordinate with the City of Priest River and fire department regarding the waterline extension layout providing two alternatives for Owner selection. Draft layouts to include installation of two (2) new fire hydrants, and four (4) new service stubs. Prepare exhibits, appropriate setbacks from utility lines including utility easements, applications, and preliminary drawings showing proposed improvements.
 3. Preliminary Design: Prepare preliminary construction drawings of the waterline elements for review and discussion with the Contractor and Owner (65% Design). Estimated three (3) sheets to include: (2) domestic water plan and profile sheets and a water detail sheet. Coordinate details of preliminary design with the Owner and City. Estimate of 1 meeting with Owner and City. Summarize meeting minutes and distribute to all participants.
 4. Final Design: Incorporate comments received during the preliminary design review process into the final design plans. Provide the Owner with electronic stamped and sealed copies of the final design documents. Develop specifications and bid schedule for waterline construction. This scope of work assumes one (1) iteration to contract documents during final design. Prepare and submit Site Disturbance Permit to the City of Priest River Building and Zoning. Submit finalized waterline plans to DEQ for permit. Estimate 3 sheets for final design plans.
 5. Contract Administration: Send finalized design documents to contractor for price to do the waterline work. Review pricing, prepare contract change order for county execution and FAA concurrence. Coordinate contract documentation.
 6. Construction Observation: Review submittals for waterline. Observe construction of water line for conformance with the DEQ approved plans. Engineer to be on-site for verification of piping prior to burial. On-site engineering representative is necessary for the water pressure testing. Assume waterline can be installed and tested in a one-week (5 working days).
 7. Record Drawings: The Contractor shall provide the Engineer redlined as-built plans on 22"x34" paper or electronic PDFs, as well as testing data. The Engineer will develop As-Constructed Drawings. These drawings shall note all project revisions and improvements specific to waterlines and electric utility. Provide the Owner with electronic PDFs of the Record Drawings. Submit As-Constructed Drawings with final testing reports to DEQ and City of Priest River for project completion.



Taxilane C - Waterline Extension for Fire
EXHIBIT B - BASIS OF COST ANALYSIS (LUMP SUM)
230653 - #1

January 14, 2025

A. LABOR COSTS

Title		Hours	Hourly Rate	Cost
PM	Project Manager	28.0	\$ 66.75	\$ 1,869.00
PE	Project Engineer	22.0	\$ 51.95	\$ 1,142.90
SE	Staff Engineer	100.0	\$ 38.22	\$ 3,822.00
AD	Administrative Assistant	6.0	\$ 43.46	\$ 260.76
Prime Labor Costs				\$ 7,094.66
Overhead (1.6759)				\$ 11,889.94
Total Direct Cost				\$ 18,984.60

B. SUBCONSULTANT PROFESSIONAL FEES/EXPENSES:

Description	Cost
Topographical Survey - Glahe	\$ 3,900.00
Assumption of Risk	\$ 390.00
Subtotal, Subconsultant Fees/Expenses	\$ 4,290.00

C. REIMBURSABLE EXPENSES:

Description	No.	Unit Cost	Cost
Mileage (16 trips * 100 miles)	1600	\$ 0.67	\$ 1,072.00
Subtotal, Reimbursable Expenses			\$ 1,072.00

PROFIT	\$5,600.00
TOTAL PROJECT FEE	\$29,946.60

EXHIBIT B - BASIS OF COST ANALYSIS

Owner: Priest River Airport
Project Title: Taxilane C - Waterline Extension for Fire

Project No: 230653 - A
Project Manager: ces

Date: 1/14/2025

TASK NO.	TASK DESCRIPTION	LABOR CLASSIFICATION				HOUR TOTALS	TASK TOTALS
		LABOR RATE	PM	PE	SE	AD	
		\$66.75	\$51.95	\$38.22	\$43.46		
Lump Sum Tasks 1-7							
1	Existing Site Survey - Outside of Airport PL	2.0				4.0	\$ 307.34
2	Domestic Water Layout and Coordination	4.0	8.0		24.0	36.0	\$ 1,599.88
3	Preliminary Design	4.0	6.0		16.0	26.0	\$ 1,190.22
4	Final Design	4.0	6.0		8.0	18.0	\$ 884.46
5	Contract Administration	4.0	2.0		4.0	10.0	\$ 523.78
6	Construction Observation	6.0			40.0	46.0	\$ 1,929.30
7	Record Drawings	4.0			8.0	14.0	\$ 659.68
	TOTAL LABOR	28.0	22.0	100.0	6.0	156.0	\$ 7,094.66



Bonner County

AIRPORTS

February 18, 2025

Memorandum

AIRPORTS
Item # 4

To: Commissioners

From: AIRPORTS

Re: Priest River Airport Taxilane C Lot Line and Utility Easement Survey under Ardurra Work Order 25-002

This Work Order shall be attached to, made a part of, and incorporated by reference into the 2023 Master Professional Services Agreement between Bonner County, Idaho and the Ardurra Group, Inc.

This Project will conduct survey for new hangar lease lots. Each lease lot will include corner pins, legal description, and exhibit showing the layout. This work will be completed using a qualified survey subconsultant. Survey work is anticipated to take place after the taxilanes have been paved and final grading is complete. Four lots will be created for lease as part of this survey. We will also conduct survey for water and sewer mains on the Priest River Airport (Parcel F and near EMS). This survey will result in a legal description and exhibit map of the proposed easement area.

97.5% of the fees associated with this work will be funded by FAA and ITD grants. The county match is \$502.50 and is allocated in the Airports budget.

Auditing Review: Approved

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: Approved

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: Approved

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: ☒ Original to BOCC
☒ Copy to Airports, Auditing

A suggested motion would be: **Based on the information before us I move that the county accept this work order and that the Chair sign administratively.**

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date



WORK ORDER 1S6 25-002 PRIEST RIVER AIRPORT (1S6) TAXILANE C - LOTLINE AND UTILITY EASEMENT SURVEYING

This Work Order shall be attached to, made a part of, and incorporated by reference into a Professional Services Master Agreement between Bonner County, Idaho and Ardurra Group, Inc., dated July 12, 2023.

SCOPE OF WORK

The Scope of Work, dated January 14, 2025, for this effort, is attached as Exhibit A. The document describes the anticipated work effort and schedule in detail.

FEES

Fees for services provided under this Work Order have been determined and will be billed using method(s) listed below as defined in the Professional Services Master Agreement and as shown in Exhibit A:

➤ Tasks 1-3 (Lump Sum)	\$2,733.22
➤ SubConsultants	\$16,500.00
➤ Reimbursable Expenses	\$67.00
➤ Profit	\$800.00
➤ Work Order Fee Total:	\$20,100.22

Fees have been determined based on the Engineer's current certified hourly rates.

IN WITNESS WHEREOF, Owner and Engineer have made and executed this WORK ORDER 1S6 25-002 as part of the Professional Services Master Agreement the day and year first above written.

FOR: Bonner County, Idaho

By: _____

Title: Chair, Board of County Commissioners

Date: _____

FOR: Ardurra Group, Inc.

A digital signature in black ink, appearing to be "Alton W. Dail III".
Digitally signed by Alton W. Dail III
Date: 2025.01.14 09:23:07-08'00'

By: Trey Dail, P.E.

Title: Aviation Group Leader

Date: January 14, 2025

EXHIBIT A – SCOPE OF WORK

for

PRIEST RIVER AIRPORT (S16)

BONNER COUNTY, IDAHO

TAXILANE C - LOT LINE AND UTILITY EASEMENT SURVEYING

INTRODUCTION:

The Priest River Airport (Airport) is a public airport located in the city of Priest River, Idaho (City). The airport is owned by Bonner County (Owner) and serves northern Idaho. This Scope of Work describes survey services to be provided for a project described as follows: (1) surveys with legal descriptions for new lease lots at the Taxilane C Development Area (Project) and (2) surveys for utility easement for water and sewer main on Airport. Taxilane will provide space to support four (4) new hangar sites. See graphic attached at the end of this scope showing proposed hangar lot locations.

Funding for the Project is anticipated to be provided by Bonner County, Idaho.

The Project is anticipated to include the following components and services:

1. Lot Line Surveys

Conduct survey for new hangar lease lots. Each lease lot will include corner pins, legal description, and exhibit showing the layout. This work will be completed using a qualified survey subconsultant. Survey is anticipated to take place after the taxilanes have been paved and final grading is complete. Four lots will be created for lease as part of this survey.

2. Utility Easement Surveys

Conduct survey for water and sewer mains on the Priest River Airport (Parcel F and near EMS). This survey will result in a legal description and exhibit map of the proposed easement area.

The Engineer will assume that services will be provided after construction is complete in May of 2025. It is noted that the Project's construction may be delayed depending on the availability of funding.

PROFESSIONAL SERVICES:

Professional services to be provided shall include:

- Contract Administration
- Coordination of Surveying
- Legal Descriptions and Exhibits

FEE STRUCTURE:

Services and associated expenses under this Scope of Work will be paid on a Lump Sum basis for services (Tasks 1-3).

AVAILABLE INFORMATION:

Ardurra will make use of existing data from the airport to meet the requirements of this SOW before undertaking additional data collection. The following information is available for review as necessary:

- Airport Master Plan (MPU), T-O Engineers, September 14, 2016

- Airport Layout Plan (ALP), T-O Engineers, March 2017
- Project Plans, Specifications, Design Information, Design Reports and Geotechnical reports from previous projects completed by T-O Engineers at the Airport.
- Project Plans, Specifications and Design Report for AIP 015 – Construct Apron and Taxilane C dated February 2024.

ASSUMPTIONS:

This scope of work and estimated fees is based on the following assumptions:

1. Engineer shall utilize hangar layout previously developed for the site for layout of new lotlines.
2. There are no flood plains or wetlands associated with this project.

EXCLUSIONS:

Services that are not included in the scope of work and fee, but may be provided with an additional scope of services, are as follows:

1. Permit fees.
2. City and County funding agreement for payment of waterline installation.
3. Geotechnical, Civil, Architectural and Structural design services.
4. Condominium Plat Survey Services.
5. More than one (1) call to the 811 utility locate service and one (1) trip to the field to survey the location of underground utility marks.
6. Anything not specifically listed and/or described below.

SCHEDULE:

The following approximate milestone dates are anticipated:

ACTIVITY	TARGET COMPLETION
Submit Draft Scope of Consultant Services to Owner	January 14, 2025
Finalize Professional Services Agreement	January 28, 2025
Existing Site Survey – Utilities/Property Lines	February 24, 2025
Lot Line Exhibits, Legal Descriptions and Corners	July 2025

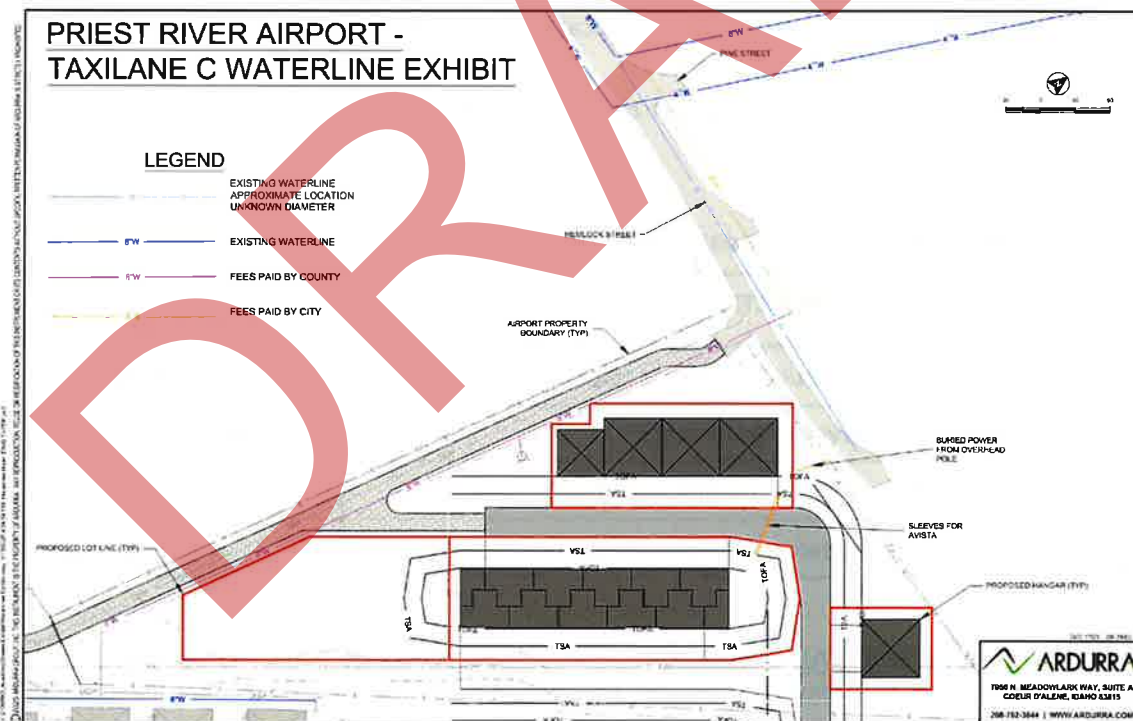
SCOPE OF PROFESSIONAL SERVICES:

A detailed description of professional services required to accomplish the Project are identified in the following sections of this scope of work.

1. Existing Site Conditions Survey and Control Points: With assistance from a qualified survey subconsultant, conduct site survey of all existing utilities, structures, fence lines, and pavement

edges. Utility locates will be requested for this design survey. Survey will tie into, set, or establish three points to be used for construction layout. All ground shots will be taken in a manner capable of creating 1-foot contours and spot elevations on hard surfaces with an accuracy of +/- 0.03 feet and on natural ground surfaces within 0.10 feet. To comply with Idaho Code 55-1613 we will complete records research to determine if any survey monuments are present within the site. If survey monuments are present, we will survey their location and show them on the base mapping. To comply with Idaho Code 54-1230 we will notify all land lease owners that we will be surveying on their leased property by visiting the buildings on each of the properties and informing them what we are there. If no one is present we will leave a door hanger with pertinent information as related to Idaho Code 24-1230.

2. **Lease Lot Survey:** With assistance from a qualified survey subconsultant, conduct a survey of lease lots based on buildings provided in the site plan. Assume four lots will be developed from this scope of work consisting of a T-Hangar Lot, Condominium Lot, Conventional Hangar Lot, and Fixed Base Operator (FBO) Lot. Lots will be marked with rebar and caps on each corner and legal descriptions will be created for each lot as shown on the exhibit below. Exhibits depicting lot boundary will be created to accompany the legal descriptions.
3. **Utility Easement:** With assistance from a qualified survey subconsultant, conduct a survey of utility easements for existing water and sewer lines on Parcel F and south; and prepare a legal description. Prepare an exhibit to accompany Utility Easement legal description.



Taxilane C - Lotline and Utility Easement Surveying
EXHIBIT B - BASIS OF COST ANALYSIS (LUMP SUM)
230653 - #2

January 14, 2025

A. LABOR COSTS

	Title	Hours	Hourly Rate	Cost
PM	Project Manager	14.0	\$66.75	\$ 934.50
AD	Administrative Assistant	2.0	\$ 43.46	\$ 86.92
Subtotal, Labor Costs		16.0		\$ 1,021.42
			Overhead (1.6759)	\$ 1,711.80
			Total Direct Cost	\$ 2,733.22

B. SUBCONSULTANT PROFESSIONAL FEES/EXPENSES:

Description	Cost
Lotline and Utility Easement Legal Descriptions - Glahe	\$ 15,000.00
Assumption of Risk	\$ 1,500.00
Subtotal, Subconsultant Fees/Expenses	\$ 16,500.00

C. REIMBURSABLE EXPENSES:

Description	No.	Unit Cost	Cost
Mileage (1 trip * 100 miles)	100	\$ 0.67	\$ 67.00
Subtotal, Reimbursable Expenses			\$ 67.00

PROFIT	\$800.00
TOTAL PROJECT FEE	\$20,100.22

EXHIBIT B - BASIS OF COST ANALYSIS

Owner: Priest River Airport
Project Title: Utility Ease & Lotline Survey

Project No: 230653 - #2
PM ces

Date: 1/14/2025

LABOR CLASSIFICATION		PM	AD	HOUR	TASK
LABOR RATE		\$66.75	\$43.46	TOTALS	TOTALS
TASK NO.	TASK DESCRIPTION				
Lump Sum Tasks 1-3					
1	Existing Site Survey - Utilities	2.0	2.0	4.0	\$ 220.42
2	Lease Lot Survey	6.0	0.0	6.0	\$ 400.50
3	Utility Easement Legal	6.0	0.0	6.0	\$ 400.50
TOTAL LABOR		14.0	2.0	16.0	\$ 1,021.42



Bonner County

Board of Commissioners

February 18, 2025

Memorandum

BOCC
Item #1

BOCC

Re: 2025 Annual Priest Lake Spring Festival – Coolin Parade

The Commissioners received a letter dated January 27, 2025 from the Coolin Civic Organization requesting permission to conduct a Parade on May 24th in conjunction with the annual Priest Lake Spring Festival. The Spring Festival is managed by the Coolin Civic Organization. The festival includes a parade, craft fair, quilt display, bake sale and run events which draws approximately 2,000 local residents and tourists to the area.

The Coolin Civic Organization is also requesting permission for road closures and the assistance of at least two Bonner County Sheriff Officers to help with traffic and crowd control.

- The intersection of Cavanaugh Bay Rd at Missouri Street
- The intersection of Cavanaugh Bay and Dickensheet Roads (Bayview Dr.)
- The intersection of Dickensheet Road and St. Louis Avenue on the parade return route.

The Coolin Civic Organization will work directly with the Sheriff's Office to assure a unified effort to control traffic and maintain safety. If approved by the Bonner County Commissioner's, the Coolin Civic Organization will correspond with the Bonner County Road and Bridge Department for permitting purposes.

Auditing Review: There are no finances involved with this item. Auditing review is not necessary

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: Approved by Christian Jostlein (Risk) on 02/06/2025 by email

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.



APPROVED

Legal Review: *Shilson*

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to Jaime Yob, Coolin Civic Organization
PO Box 123, Coolin, ID 83821
_____ Copies to R&B, BCASD, BCSO

A suggested motion would be: **Based on the information before us I move approve the letter to the Coolin Civic Organization granting them permission to hold a parade on May 24, 2025 in conjunction with the annual Priest Lake Spring Festival.**

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chair

Date



Bonner County
Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

February 18, 2025

Jaime Yob
Coolin Civic Organization
PO Box 123
Coolin, ID 83821

Re: 2025 Annual Priest Lake Spring Festival – Coolin Parade

The Bonner County Commissioners have received your letter dated January 27, 2025 and have approved your request for permission to conduct the Coolin Parade on May 24, 2025 in conjunction with the annual Priest Lake Festival. The parade route is approved as outlined in your letter.

Sincerely,

Bonner County Board of Commissioners

Commissioner Asia Williams, Chair

cc: Sheriff;
BCASD; and
Road & Bridge

RECEIVED

FEB 03 2025

Bonner County BOCC



Coolin Civic Organization
PO Box 123
Coolin, ID 83821

January 27, 2025

Bonner County Commissioners
1500 Highway 2 Suite 308
Sandpoint, ID 83864

Dear Commissioners:

The Coolin Civic Organization has begun to plan our 47th Priest Lake Spring Festival scheduled for May 24th & 25th, 2025. Bonner County resources are integral to this planning, so we are once again requesting permission to conduct the festival. Saturday, May 24th is the most well-attended day and consists of a parade, craft fair, quilt display and brat booth. Sunday, May 25th will bring morning run events and the second day of the craft fair.

Specifically, we're once again seeking Commissioner approval so that coordination with the Sheriff's Office is accomplished for law enforcement presence, and Road & Bridge Department for road closures/right-of-way use permitting can be obtained. The parade route on Saturday, May 24th follows:

- Staging of parade entries on Missouri Street adjacent to the Coolin Community Park;
- Start at the intersection of Cavanaugh Bay Road and Missouri Street;
- Travel west on Cavanaugh Bay Road and turn northwest onto Dickensheet Road/Bayview Drive to St. Louis Ave;
- Turn north on St. Louis Ave then east on Missouri Street, returning to the area adjacent to the Coolin Community Park.

Two Bonner County Sheriff officers will be requested to accomplish road closures. Specifically, they are needed at the following intersections and times:

- One officer and patrol car to block Cavanaugh Bay Road at Missouri Street beginning at 11:45 AM until approximately 12:30 PM.
- A second officer and patrol car to block Dickensheet Road/Bayview Drive and Cavanaugh Bay Road where they intersect in front of the Mooseknuckle BBQ Burgers and Brews, from 11:45 AM until the final parade entrant passes, approximately 1:00 PM.

Separate correspondence will be sent to the Bonner County Sheriff's Office concerning this request and we look forward to working with them to ensure a safe and controlled event. Upon your approval we will also coordinate with the Bonner County Road and Bridge Department to obtain the necessary Right-of-Way Use and Encroachment permit.

Our community organization appreciates Bonner County's continued support, along with your prompt attention to this request. Written notification of your decision may be mailed to:

Jaime Yob
Coolin Civic Organization
PO Box 123
Coolin, ID 83821

Should you have any questions or require additional information please contact me at 509-954-2452, or email priestlakespringfestival@gmail.com

Sincerely,

Jaime Yob
President, Coolin Civic Organization