



Our vision of Coeur d'Alene is of a beautiful safe city  
that promotes a high quality of life and sound economy  
through excellence in government

**GENERAL SERVICES COMMITTEE**  
**with**  
**Council Members Evans, English, & Wood**  
**May 11, 2026, 12:00 p.m.**  
**Library Community Room**  
**702 Front Avenue**

**AGENDA**

**\*\*\*ITEMS LISTED BELOW ARE CONSIDERED TO BE ACTION ITEMS**

**Item 1** Repeal of Chapter 5.64, Coeur d'Alene Municipal Code, Amusement Machines and Arcades

**STAFF REPORT BY:** Renata McLeod, Municipal Services Director

**Item 2** Approval of a Memorandum of Understanding with the Coeur d'Alene Regional Chamber of Commerce, Inc. for the 4<sup>th</sup> of July Parade and Fireworks Show for 2026, 2027, and 2028

**STAFF REPORT BY:** Renata McLeod, Municipal Services Director

**Item 3** Personnel Rule Amendment to Rule 27 – FLSA Exempt Employees

**STAFF REPORT BY:** Melissa Tosi, Human Resources Director

**Item 4** Approval of repair/ replacement of six gate operators for the Police Department in the amount of \$27,000.

**STAFF REPORT BY:** Lt. Bill Tilson Jr., Police Department

*The City of Coeur d'Alene will make reasonable accommodations for anyone attending this meeting who requires special assistance for hearing, physical or other impairments. Please contact Juanita Knight, Senior Legal Assistant, at (208) 769-2348 at least 72 hours in advance of the meeting date and time.*

**Item 5** Approval to declare three police vehicles as surplus and authorization for the surplus items to be sold.

**STAFF REPORT BY:** Lt. Bill Tilson Jr., Police Department

**Item 6** Amendment No. 1 to the Professional Services Agreement with Associated Underwater Services Inc. for Wastewater Outfall Maintenance Services in the amount of \$36,658.35

**STAFF REPORT BY:** Mike Becker, Capital Programs Manager

**Item 7** Professional Services Agreement with JUB Engineers for the 2026 Water Resource Recovery Facility (WRRF) Plan Update in the amount of \$1,278,800.00

**STAFF REPORT BY:** Mike Becker, Capital Programs Manager

## **ADJOURNMENT**

**This meeting is aired live on CDA TV Spectrum Cable Channel 1301, TDS Channel 5,  
and on Facebook live through the City's Facebook page.**

**GENERAL SERVICES  
STAFF REPORT**

**DATE:** May 11, 2026  
**FROM:** Renata McLeod, Municipal Services Director  
**RE:** Repeal of Chapter 5.64, Coeur d'Alene Municipal Code, Amusement Machines and Arcades

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**DECISION POINT:** Should the City Council repeal Chapter 5.64, Coeur d'Alene Municipal Code, entitled Amusement Machines and Arcades?

**HISTORY:** The City's Municipal Code regulating arcades was enacted in 1982. The City has not issued an Arcade License for at least 15 years. The Code was instituted to ensure safe places for youth to play arcade games. However, the Code only required a background check of the facility owner. Additionally, there aren't many business models that would qualify as an arcade. Similar businesses in Spokane Valley and Hayden are not licensed by their respective cities, but are treated as commercial businesses, with no background check requirement. The Code no longer serves a legitimate function. Therefore, staff recommends repeal of the Amusement Machines and Arcade code.

**FINANCIAL ANALYSIS:** Codification costs will be minimal for this repeal.

**DECISION POINT/RECOMMENDATION:** Council should repeal Chapter 5.64, Coeur d'Alene Municipal Code, Amusement Machines and Arcades.

**GENERAL SERVICES  
STAFF REPORT**

**DATE:** May 11, 2026  
**FROM:** Renata Mcleod, Municipal Services Director/City Clerk  
**SUBJECT:** Approval of a Memorandum of Understanding with the Coeur d'Alene Regional Chamber of Commerce, Inc. (Chamber) for the 4<sup>th</sup> of July Parade and Fireworks Show

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**DECISION POINT:** Should Council approve the proposed Memorandum of Understanding with the Coeur d'Alene Regional Chamber of Commerce, Inc., ("Chamber") for the 4th of July parade and fireworks show for 2026, 2027, and 2028?

**HISTORY:** At the July 19, 2022, Council meeting, Council requested that staff begin looking at options for entering into agreements with entities sponsoring the large special events held in the City. Agreements allow the City to negotiate with the sponsor to take on additional responsibilities, such as providing volunteers to man non-emergency intersections, placement of no-parking signs, use of certified flaggers, and payments in addition to the general established fees. The City has entered into two previous agreements with the Chamber for the 4<sup>th</sup> of July event. The current proposed Memorandum of Agreement (MOU) mirrors the requirements from the prior agreements, with clarifications deemed necessary after last year's event. The MOU clarifies the roles and responsibilities to ensure there are no questions on the day of the event. The Chamber 4<sup>th</sup> of July Parade and Fireworks Show has been a long-standing tradition in the community. The Parade takes place earlier in the day followed a long break in time before the evening firework display which requires substantial traffic control to handle disbursement after the show.

The Streets and Engineering Department crafted the traffic safety plan, which will remain in place for future events in the absence of significant changes to the event or the street system. This plan satisfies the requirements of the Manual on Uniform Traffic Control Devices (MUTCD). The Streets and Engineering Department has worked with the Chamber to provide flagger certification training and limit the number of volunteers needed at non-emergency intersections. Additionally, the Department has negotiated private traffic control requirements for the Chamber so that the cost, to the Chamber, will be approximately \$11,000.00.

**FINANCIAL ANALYSIS:** The fee included under the proposed MOU is Eight Hundred Sixty-six and 25/100 dollars (\$866.25) for 2026, a fee of Nine Hundred Nine and 56/100 dollars (\$909.56) for 2027, and a fee of Nine Hundred Fifty-five and 56/100 dollars (\$955.00) for 2028, with a refundable damage deposit of one thousand and no/100 dollars (\$1,000.00) in each year. There are some legal restrictions regarding covering event costs, including that the fee must be reasonably related to, and cannot be higher than, the actual costs to the City for the event. When there is a controversial political message which might offend a hostile crowd, it is unconstitutional to add to the fees the sponsor must pay. Further, a fee that is based on the content of the message violates the First Amendment. While there are additional costs for City

Departments with the 4<sup>th</sup> of July events, the Chamber has picked up additional costs as well. Last year the Chamber incurred approximately \$68,000.00 in expenses. It also estimates volunteer hours to have a value of \$9,399.60 for a total of \$77,399.60. The MOU outlines the responsibilities of the City and Chamber in order to level the amount of staff time needed for these types of community events.

The following are the City costs associated with the 2025 4<sup>th</sup> of July event, including the rental of lighting for the Park needed at the Fireworks breakup costing approximately \$1,500.00. Please note these are costs for the entire day and they are not specific to the hours of the two events that occur within the day. Police (July 3/4) \$44,835.00; Fire (July 4) \$14,000.00; Streets (July 4/5) \$2,591.00; Parks (July 3/4) \$5,370.00, for a total of \$68,296.00. Again, those costs are not just for the event time periods, but rather the days of activities within the community surrounding the 4<sup>th</sup> of July.

**DECISION POINT/RECOMMENDATION:** Council should approve the proposed Memorandum of Understanding with the Coeur d'Alene Regional Chamber of Commerce, Inc., (Chamber) for the 4th of July parade and fireworks show for 2026, 2027, and 2028.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CITY OF COEUR D’ALENE AND  
COEUR D’ALENE REGIONAL CHAMBER OF COMMERCE, INC.  
FOR  
4<sup>th</sup> of JULY PARADE AND FIREWORKS SHOW**

**I. PURPOSE:**

This Memorandum of Understanding is between the City of Coeur d’Alene, Idaho (“CDA”) and the Coeur d’Alene Regional Chamber of Commerce, Inc., (“CC”), and is intended to document the parties’ understanding of, and agreement to cooperate on, the 4<sup>th</sup> of July Parade and Fireworks Show (“Event”) for 2026, 2027, and 2028.

**II. RECITALS:**

WHEREAS, CDA is a municipal corporation organized and existing under the laws of the State of Idaho; and

WHEREAS, CC is a non-profit corporation organized and existing under the laws of the State of Idaho; and

WHEREAS, CC annually sponsors the Event in downtown Coeur d’Alene; and

WHEREAS, CDA and CC recognize the need for and efficiency of a Memorandum of Understanding (“MOU”) in establishing each party’s expectations, as well as the roles and responsibilities of each party, for the Event; and

WHEREAS, it is the mutual desire of CDA and CC to memorialize their understanding and agreement with respect to their cooperation on the Event; and

WHEREAS, this MOU creates a mutually beneficial solution for the parties involved.

NOW, THEREFORE, it is hereby agreed as follows:

**III. AGREEMENT:**

**A. CC hereby agrees:**

1. To sponsor a Parade on Saturday, July 4, 2026, Sunday, July 4, 2027, and Tuesday July 4, 2028, and pay CDA a fee of Eight Hundred Sixty-six and 25/100 dollars (\$866.25) for 2026, a fee of Nine Hundred Nine and 56/100 dollars (\$909.56) for 2027, and a fee of Nine Hundred Fifty-five and 56/100 dollars (\$955.00) for 2028, with a refundable damage deposit of one thousand and no/100 dollars (\$1,000.00) in each year. The fee and deposit shall be paid no later than June 1 of each year;

2. To be solely responsible for the organization and operation of the Parade, except as set out in paragraph III(B) of this MOU;
3. To meet with CDA at least fourteen (14) days prior to the date of the Parade to discuss the traffic control plan;
4. To provide at least one (1) qualified adult (“Monitors”) to monitor and oversee the traffic barricades used for the Parade at each intersection on E. Sherman Avenue needed for emergency services, which at this time are identified as Second, Third, Fourth, Eleventh, and Fifteenth Streets, subject to modification in the traffic control plan. However, Seventh Street shall have at least two (2) qualified adult monitors. A qualified adult is a responsible person over the age of eighteen (18) who has received adequate instruction/training regarding the proper methods of traffic control for parades;
5. To supervise the Monitors in a reasonable and professional manner, and to provide and require said Monitors to wear a safety vest at all times when on duty, and to carry identification showing that they are authorized to oversee the traffic control devices on behalf of CC;
6. That the Monitors are not employees, volunteers, or agents of CDA, but act entirely under the authority and responsibility of CC;
7. CC shall coordinate the towing of vehicles parked in violation of the signs with the Coeur d’Alene Police Department;
8. To assure that all traffic barricades supplied by CDA remain in their proper positions, in accordance with the traffic control plan, to ensure that traffic from side streets does not enter the Parade route until the Parade is completed;
9. That the Parade route shall be on Sherman Avenue from 15<sup>th</sup> Street to 1<sup>st</sup> Street, with an assembly area on Sherman Avenue from 15<sup>th</sup> Street to 23<sup>rd</sup> Street. CC will inform Parade participants to exit at the end of the Parade from Northwest Boulevard onto N. Government Way, and CC shall station personnel at that intersection to assure compliance;
10. That CC may begin staging for the Parade no earlier than 7:30 a.m., the day of the Event;
11. That the Parade shall start at 10:00 a.m., and be completed by 1:00 p.m., on the day of the Event, at which time CC will begin cleaning the Parade route. Clean-up of debris resulting from the Parade participants or spectators shall be completed no later than 4:00 p.m. on the day of the Event;
12. That it will participate in a debriefing session with CDA within one (1) week of the conclusion of the Event, or such other time as agreed by CDA;

13. That CC shall sponsor a community Fireworks display on Lake Coeur d'Alene off City Beach;
14. To hire a maximum of twenty (20) certified flaggers to assist with traffic control for traffic exiting the downtown area after the Fireworks display, the number to be determined by the parties at least sixty (60) days prior to the Event. CC will provide up to six (6) CC employee flaggers in addition to the 20 contractor flaggers. The number of contractor and employee flaggers will be determined each year by the parties at least ninety (90) days prior to the Event. In the event the parties cannot agree on the number of flaggers, the City shall set the number. CC will enter into a contract for the certified flaggers at least sixty (60) days prior to the Event and provide a copy of the contract to CDA;
15. That CC shall lease the following listed City parking lots on July 4, of each year, from 12:01 a.m. to 11:59 p.m.:
  - a. -City Hall lot
  - b. -Independence Point lot
  - c. -Museum lot
  - d. -Memorial Field Paved lot
  - e. -4th Street Parking Garage
  - f. -Coeur d'Alene Public Library
  - g. -McEuen Park Parking Facility
16. That consideration for the lease of parking lots shall be \$9.00 per space, payable to the City of Coeur d'Alene Parking Fund;
17. That payment for the lease shall be made on or before July 31 of each year;
18. That CC agrees that it will charge no more than \$20.00 per space for all leased parking spaces during the term of the lease; and
19. That CDA shall be allowed spaces at the Independence Point lot for the Police Department command trailer, and Fire Ambulance and staff vehicle, spaces at the City Hall lower lot for Police Department staging purposes, and spaces in front of the Human Rights Education Institute on July 4 of each year, as shown on the attached photographs as Exhibit "A."

20. That CC, including its agents, employees, licensees, and all parade participants, shall be allowed to distribute candy during the Parade in accordance with the following rules:
- A. Candy distribution should be done in a safe and responsible manner at all times.
  - B. Only authorized individuals or groups, such as parade volunteers or event organizers, should be designated as official candy distributors. Unauthorized individuals, including participants or spectators, should not distribute candy during the parade.
  - C. Candy Choices: Candy should be individually wrapped and in its original packaging.
  - D. Candy should be appropriate for all ages, taking into consideration potential choking hazards for young children.
  - E. CC is responsible for cleaning up any candy wrappers or debris left behind during the parade. It is important to leave the parade route clean and free of litter.
  - F. CC is responsible for enforcing these rules for the distribution of candy during the Parade.
21. That it will ensure the Fireworks display by the Hagadone Hospitality Co. (“HHC”) shall begin no earlier than 9:00 p.m. on the day of the Parade, and be completed by 11:00 p.m.;
22. To provide sufficient fixed street trash disposal containers and green cans capable of holding all trash generated by each Event, placed at convenient locations. The containers shall be emptied periodically as necessary in order to ensure, at all times, public access to and use of the containers, and that the streets remain free and clear of trash. The containers shall be removed no later than 10:00 a.m. on the day after the Event;
23. To maintain general liability insurance with limits of at least \$500,000.00, proof of which shall be provided to the City no later than June 1 of each year, naming CDA as an additional insured;
24. To hold harmless, and indemnify CDA, its officers, agents, and employees, from and against any and all damages or liability to the extent such arises out of the CC’s negligent acts, errors, or omissions, including costs and expenses for or on account of any and all legal actions or claims of any character resulting from injuries or damages sustained by persons or property;
25. Neither party shall be liable to the other for indirect, consequential, or incidental damages that may result from this Agreement or related projects. Each party shall be liable for any and all claims, damages, or suits arising from the acts, omission or negligence of its officers, agents and employees; and

26. To provide twelve (12) portable toilets for vendors and customers, placed in accordance with the traffic control plan. All portable toilets shall be equipped with, or shall be accompanied by, an approved hand washing/hand sanitizing station. Portable toilets shall be located so as to not obstruct existing structures, utilities, doorways, or pedestrian travel paths, and in such a manner as to not be potentially impacted by site conditions. All portable toilets shall be monitored and serviced by a person, firm or corporation engaged in the business of cleaning or emptying portable toilets and recharged at a sufficient frequency to prevent the escape of offensive odors or spillage. It is CC's responsibility to ensure that portable toilets are not used in a dangerous or inappropriate manner, and shall be secured during periods of inactivity. At least two (2) of the portable toilets shall be ADA compliant. Portable toilets shall be placed and operational prior to setup.

B. CDA hereby agrees:

1. To provide a traffic control plan for the Parade and Fireworks as attached as Exhibit "B." Among the elements of the plan shall be closure of E. Sherman Avenue from 23<sup>rd</sup> Street to Northwest Boulevard, Northwest Boulevard from E. Sherman Avenue to W. Garden Avenue, and Government Way from Northwest Boulevard to E. Wallace Avenue; and a hard closure at 2<sup>nd</sup> Street and E. Sherman Avenue thirty (30) minutes prior to the start of the Parade;
2. To meet with CC at least fourteen (14) days prior to the date of the Parade to discuss the traffic control plan;
3. That no more than three (3) days or less than two (2) days prior to the date of the Parade, CDA will place "No Parking" signs, approved and supplied by CDA, along the Parade route. CC is responsible for providing the appropriate information on the "No Parking" signs, CDA will insert the information and remove the signs following the Parade.
4. That the Coeur d'Alene Police Department shall coordinate with CC the towing of vehicles parked in violation of the "No Parking" signs;
5. To provide and set up traffic barricades needed to comply with the traffic control plan. Set up shall begin, and E. Sherman Avenue will be closed along the Parade route and the assembly area, at 5:00 a.m.;
6. To provide and set up a twelve-foot, three-tier aluminum bleacher against the curb on the east side of the bump out between Third Street and Fourth Street on Sherman Avenue, in front of the Rotary park, for CC's Parade commentator;
7. To remove the traffic barricades following the completion of the Parade;

8. To provide five (5) portable lights for City Park, three (3) portable light within the park, and two (2) portable light at Independence Point at no charge to CC. These lights will be placed by CDA prior to dusk and will be removed after the Fireworks display has been completed. The location of the portable lights may be changed at the direction of the Coeur d'Alene Police Department;
9. To provide fire inspections for food trucks which may be located in City Park on July 4, of each year, by a third party;
10. To provide and set up traffic barricades needed to control traffic exiting the downtown area after the Fireworks display has been completed. Set up of these barricades shall begin at 6:30 p.m.;
11. To provide to CC the following listed City parking lots on July 4, of each year, for CC's exclusive use (except as provided herein) from 12:01 a.m. to 11:59 p.m.:
  - a. City Hall lot
  - b. Independence Point lot
  - c. Museum lot
  - d. Memorial Field Paved lot
  - e. 4th Street Parking Garage
  - f. Coeur d'Alene Public Library
  - g. McEuen Park Parking Facility; and
  - h. To charge CC \$9.00 per space for the parking lots.

C. It is further agreed by all parties:

1. That lines of communication shall be kept open in order to discuss any concerns arising from the terms of this MOU and to reach mutually agreeable solutions in a timely manner.
2. That this MOU may be modified only by mutual written agreement.
3. Each party shall be liable for any and all claims, damages or suits arising from the acts, omissions or negligence of its own officers, agents and employees.

**IV. TERMINATION FOR CONVENIENCE:**

CDA may terminate this Agreement at any time by giving thirty (30) days' written notice to CC of such termination and specifying the effective date of such termination. In the event that CDA terminates this Agreement, any unused portion of the security deposit and the fees for Parades not held will be refunded by CDA. CC may terminate this Agreement at any time by giving thirty (30) days' written notice to CDA of such termination and specifying the effective date of such termination. In the event that CC terminates this Agreement, any unused portion of the security deposit will be refunded by CDA, but no portion of the Parade fees will be refunded.

Dated this \_\_\_\_ day of \_\_\_\_\_ 2026.

**CITY OF COEUR D'ALENE**

**COEUR D'ALENE REGIONAL CHAMBER OF  
COMMERCE, INC.**

\_\_\_\_\_  
Daniel K. Gookin, Mayor

\_\_\_\_\_  
Linda Coppess, President/CEO

**ATTEST:**

\_\_\_\_\_  
Renata McLeod, City Clerk

DRAFT

Exhibit "A"



Exhibit "A"



**Human Rights Educational Institute**



**GENERAL SERVICES  
STAFF REPORT**

**DATE:** May 11, 2026  
**FROM:** Melissa Tosi, Human Resources Director  
**SUBJECT:** Personnel Rule Amendment

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**Decision Point:** Should City Council approve amendments for Rule 27 – FLSA Exempt Employees?

**History:** This Rule needs updating from time-to-time when new classifications are adopted into the City’s classification and compensation plan. Additionally, there are general housekeeping updates, as well as needed additional language due to the recently approved fire department re-organization (see explanation of changes in Exhibit “1”).

The FLSA Exempt positions are being updated to reflect current titles, as well as recently approved classifications that fall under the Exempt designation.

The 20-minute driving response time to the City limits has been in the personnel rules for many years. Due to the challenge of housing in our area, and the specific exempt positions listed in this Rule, it is not essential for any of these positions to live within a 20-minute response time.

During the last contract negotiation, the City amended the entry level vacation accrual from 8 hours per month to 10 hours per month in the Lake City Employees Association Agreement based on a review and comparison of other cities and their vacation accruals. As we hire new FLSA Exempt employees, vacation accruals are a key recruiting tool and are necessary for internal equity with other employees. This proposal is to update the initial accrual to 10 hours per month. Additionally, since the City is on a bi-weekly pay schedule, vacation and sick accruals will reset the first day of the City’s new fiscal year.

With the recently approved fire re-organization, the Assistant Fire Chief and Fire Marshal need to be added to the social security language since they are not eligible for social security benefits. Also, the Assistant Fire Chief and Fire Marshal will be eligible for on-call compensation due to their obligation to be included in the monthly on-call rotation.

These proposed amendments to the Personnel Rules have been discussed by the Executive Team and posted for all employees to review.

**Financial:** There are no changes to costs associated with the Personnel Rule amendments. The associated costs with the Assistant Fire Chief and Fire Marshal have already been approved by council with the fire re-organization.

**Performance Analysis:** Authorizing the above noted Personnel Rule amendments will provide equity within departments, and an up-to-date policy with clear and consistent information.

**Decision Point/Recommendation:** City Council should approve the amendments for Rule 27 – FLSA Exempt Employees.

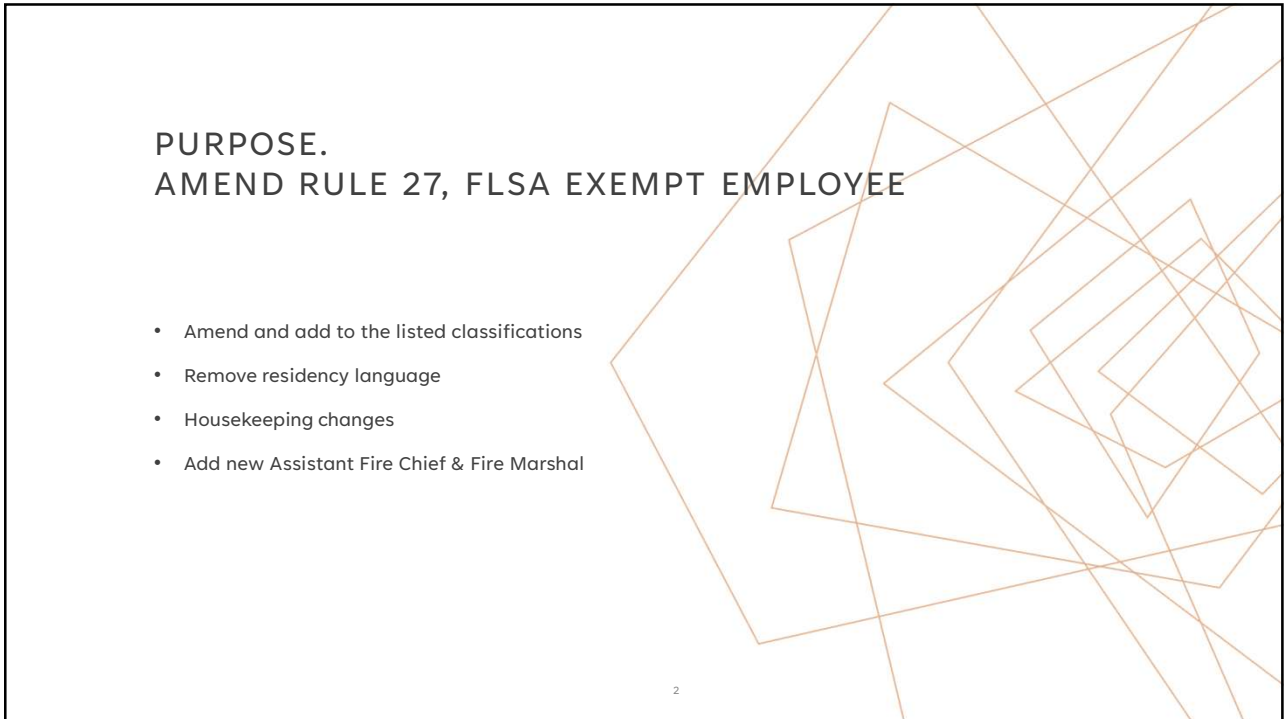
**Exhibit “1”**

**Personnel Rule 27  
FLSA Exempt Employees**

Section 2. Definitions	Amending list of classifications that fall under this Rule.
Section 3. Conditions of Employment	Delete Residency language of living within 20-minute driving response time to the city limits.
Section 5. Benefits	<ul style="list-style-type: none"><li>• Increase 1<sup>st</sup> through 3<sup>rd</sup> year vacation accrual from 8 hours per month to 10 hours per month.</li><li>• Clarify vacation and sick accruals reset the first day of the City’s new fiscal year due to bi-weekly payroll.</li><li>• Add Assistant Fire Chief and Fire Marshal to social security and on-call language.</li></ul>



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## RULE 27: FLSA EXEMPT EMPLOYEES

### Section 2. Definitions

- Amend current titles
- Add newly adopted classifications

### Section 3. Conditions of Employment

- Delete residency language
- The City Administrator is not and has not been requiring any FLSA Exempt position to live with-in 20 minutes of the city limits

### Section 5. Benefits

- Vacation
  - Increase 1<sup>st</sup> through 3<sup>rd</sup> year of service from 8 hours to 10 hours per month
- Vacation & Sick Housekeeping Amendment
  - Clarify vacation and sick accruals reset the first day of the City's new fiscal year due to bi-weekly payroll
- Additional Benefits
  - Add Assistant Fire Chief & Fire Marshal to social security language since they are not eligible for social security benefits
  - Add Assistant Fire Chief & Fire Marshal to on-call language due to their obligation to be included in the monthly administrative on-call rotation

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## CONCLUSION

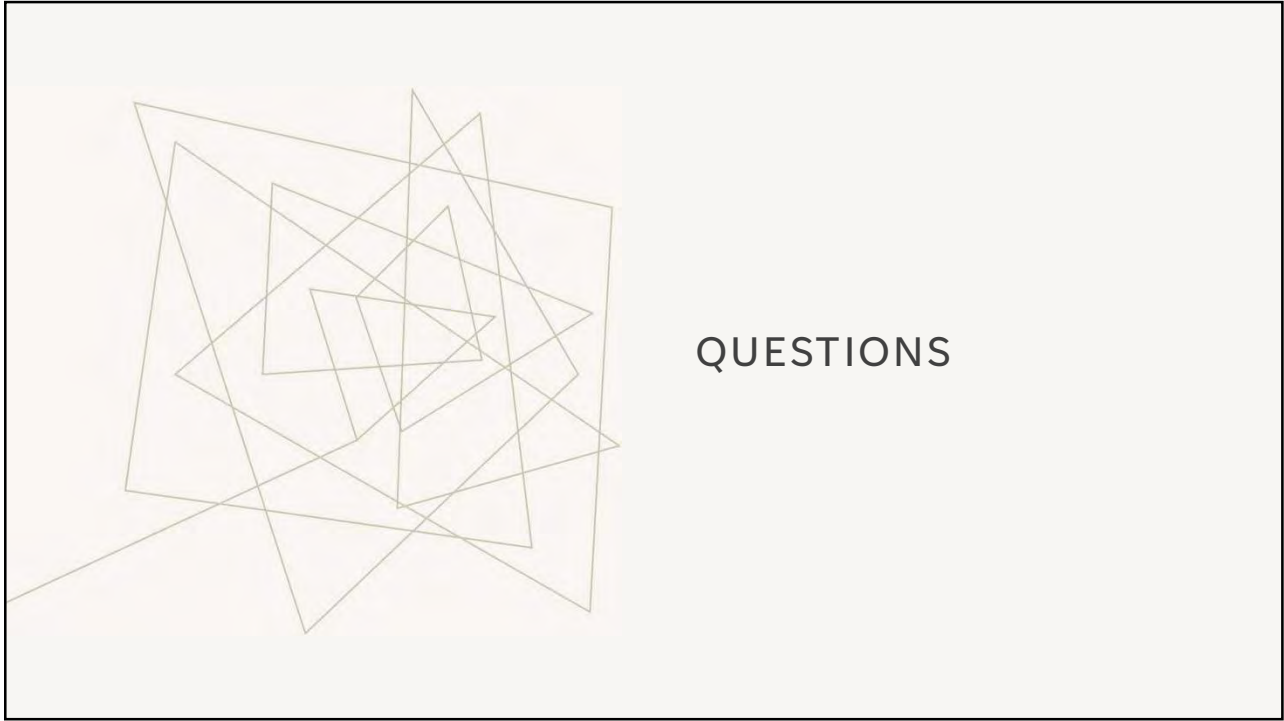
- Bring FLSA Exempt classifications list up-to-date
- Remove outdated residency language
- Increase entry vacation accrual for internal equity and to be more competitive with hiring needs
- Add benefits that are specific to fire due to the fire re-org
- Authorizing the amendments will provide equity within departments, and an up-to-date policy

## RECOMMENDATION

- Council should approve the amendments to Rule 27, FLSA Exempt Employees

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## RULE 27: FLSA EXEMPT EMPLOYEES

### SECTION 1. Purpose/Intent

The purpose of this rule is to establish consistent rules and policies for FLSA exempt employees other than Department Heads.

### SECTION 2. Definitions

For the purpose of this section, the following term has the following meaning:

- (a) FLSA Exempt: Employees responsible for management within a city department, and under the day to day guidance and supervision of the Department Head, includes the following positions: Accountant, Assistant Streets & Engineering Director Superintendent, Assistant Wastewater Director Superintendent, Assistant Water Director Superintendent, Senior Planner, Attorneys, ~~Comptroller, Assistant Fire Chief~~, Deputy Fire Chiefs, Fire Marshal, IT Network Administrator, Network Specialist, IT Database Application Developer, IT Systems Analyst Coordinator, IT Utility Operations Specialist, TV Production Coordinator, Police Captains, ~~Project Coordinator~~, Assistant Project Manager, Project Managers, Building Official, City Engineer/Lead Project Manager, Parks Superintendent, Recreation Superintendent and Capital Program Manager.

### SECTION 3. Conditions of Employment

- (a) FLSA Exempt: FLSA exempt employees are classified as exempt employees under the Fair Labor Standards Act and are ineligible to receive compensatory or overtime pay.
- ~~(b) Residency: At the discretion of the city administrator, certain FLSA exempt employees may be required to reside within a twenty (20) minute driving response time to the city limits.~~
- (~~b~~e) Duties: FLSA exempt employees' duties and responsibilities are outlined in the adopted job description for each position.
- (~~c~~d) Application of Personnel Rules: FLSA exempt employees are regulated by the personnel rules except as specifically provided by this rule or as otherwise provided by a written agreement.
- (~~d~~e) FLSA exempt employees follow the observed Holidays listed in Rule 11, Section 10.
- (~~e~~f) In addition to the personnel rules, FLSA exempt employees must follow all policies and procedures applicable to them that are approved by the City Council by resolution.

### SECTION 4. Appointment

- (a) Compensation: FLSA exempt employees will be appointed and paid a salary within the range identified in the currently adopted classification and compensation plan.
- (b) Promotional Appointments: Current city employees who are promoted to a FLSA exempt position will receive a minimum of a 10% salary increase and must use any

accrued compensatory time at a rate of at least 40 hours a year until the accrued compensatory leave balance is exhausted.

## **SECTION 5. Benefits**

### (a) Vacation:

- (1) Accrual Rate: Vacation accruals will be earned over twenty-four (24) pay periods rather than twenty-six (26) pay periods. This means in the two months when employees receive three wage disbursements, employees will not receive accruals on the third disbursement. Vacation leave for FLSA exempt employees will accrue as follows:
  - (i) 1<sup>st</sup> through 3<sup>rd</sup> Year of Service: **810** hours of leave accrues for each complete month of service; accrued at a rate of ~~four-five(54)~~ hours per pay period.
  - (ii) 4<sup>th</sup> through 5<sup>th</sup> Year of Service: 12 hours of leave accrues for each complete month of service; accrued at a rate of six (6) hours per pay period.
  - (iii) 6<sup>th</sup> through 10<sup>th</sup> Year of Service: 16 hours of leave accrues for each complete month of service; accrued at a rate of eight (8) hours per pay period.
  - (iv) After ten (10) or more Years of Service: 20 hours of leave accrues for each complete month of service; accrued at a rate of ten (10) hours per pay period.
- (2) Existing Accrual Rate: The employee will not lose any vacation leave accrued at the time the employee becomes an exempt employee.
- (3) Maximum Vacation Accrual: FLSA exempt employees may not accumulate more than 360 hours of vacation leave. Any excess vacation leave as of **the first day of the City's new fiscal year October 1<sup>st</sup> of each year** will be forfeited unless used by January 15<sup>th</sup> of the following year unless otherwise approved by the city administrator in writing.
- (4) Vacation Accrual During Leave: No vacation leave will be accrued after 60 consecutive days of absence.
- (5) Reporting Usage: Vacation usage must be reported on time records in half day increments.

### (b) Sick Leave:

- (1) Accrual Rate: Sick leave accruals will be earned over twenty-four (24) pay periods rather than twenty-six (26) pay periods. This means in the two months when employees receive three wage disbursements, employees will not receive accruals on the third disbursement. FLSA exempt employees will accrue ten (10) hours for each month of service; accrued at a rate of five (5) hours per pay period.
- (2) Reporting Usage: Sick leave usage must be reported on time records in half day increments.
- (3) Sick Leave Bank: FLSA exempt employees are eligible to participate in the sick leave bank.
- (4) Maximum Sick Leave Accrual: FLSA exempt employees may not accumulate

more sick leave than is allowed for other employees as outlined in Rule 11, Section 4. FLSA exempt employees may select either of the two options for compensation for excess sick leave contained in Rule 11, Section 4.

(i) If employee selects Option 1: Employees having accumulated more than the usable balance of sick leave shall be paid for thirty-three and one-third percent (33 1/3%) of the excess leave forfeited on the first day of the City's new fiscal year October 1 of each year, and such payment shall be distributed directly into the employee's HRA VEBA account.

(ii) If employee selects Option 2: Upon retirement, FLSA exempt employees (with the exception of Deputy Fire Chiefs) shall be paid for thirty-five percent (35%) of the employee's banked excess sick leave. Deputy Fire Chiefs shall be paid for forty-one (41%) of employee's banked excess sick leave.

(c) Compensation/Performance Based Salary Increases:

(1) All FLSA exempt employees are eligible for a pay increase ranging from 5% to 8% 12 months after their appointment date and annually thereafter based on a performance evaluation from the department head.

(2) Maximum Salary: FLSA exempt employees' salaries cannot exceed the maximum amount authorized in the currently adopted classification and compensation plan.

(d) Cost of Living Increases: In addition to performance based salary increases, FLSA exempt employees will receive annual cost of living increase as approved by Council. Cost of living increases will be effective at the beginning of the pay period that includes October 1<sup>st</sup>.

(e) Car Assignment: The city administrator will authorize car assignments based upon adopted city policies for vehicle assignment and usage. The FLSA exempt employee must follow all adopted city policies for vehicle usage.

(g) Additional Benefits: FLSA exempt employees will receive the same VEBA, medical, dental and vision insurance, Social Security (F.I.C.A.), PERSI, life insurance, and long-term disability insurance authorized by the council for the employees represented by LCEA.

(1) Social Security for Assistant Fire Chief, Deputy Fire Chiefs, and Fire Marshal: Acknowledging that a referendum was held resulting in the loss of Social Security coverage ~~for the Deputy Fire Chiefs~~, the City agrees, in lieu of paying Social Security employer contributions, to contribute 6.2% ~~of the Deputy Fire Chiefs compensation~~ into their PERSI Choice plan with a required minimum employee match of 1%. This applies to any compensation that would have otherwise been taxable social security wages. If the Social Security tax obligation is, at any time changed for general employees, the City's contribution ~~to the Deputy Fire Chiefs~~ shall also be changed to the then-current Social Security employer rate.

(2) Administrative On-Call Compensation for Assistant Fire Chief, Deputy Fire Chiefs, and Fire Marshal: The Fire Chief shall create a quarterly on-call rotating weekly schedule for the Assistant Fire Chief, Deputy Fire Chiefs, and Fire Marshal. The City agrees to compensate ~~the Deputy Fire Chiefs~~ for a total of one hundred thirty-two (132) hours per fiscal year in recognition of their scheduled on-call service outside of their typical work schedule. The completed annual

schedule and hours shall be approved by the Fire Chief and submitted to the Human Resources Director for payment in conjunction with the fire department's annual holiday pay compensation report. If the Assistant Fire Chief, Deputy Fire Chiefs, or Fire Marshal does not complete the required on-call hours, compensation will be pro-rated accordingly. Compensation shall be paid on or before December 1<sup>st</sup> of each year for the entire preceding calendar year. Compensation shall be based on ~~Deputy Fire Chiefs'~~the employees base hourly rate of pay when work was completed and shall be paid once a year.

**GENERAL SERVICES COMMITTEE  
STAFF REPORT**

DATE: *May 11, 2026*

FROM: *Lt. Bill Tilson Jr., Coeur d'Alene Police*

SUBJECT: *Replacement of a total of 6 gate operators*

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**DECISION POINT:** Should the City Council approve \$27,000 to repair the gate operators at the Coeur d'Alene Police Department?

**HISTORY:** The Coeur d'Alene Police Department was built in the late 1990s with electronic gate controls for the east entrance and exit points along with the west entrance to the secure parking lot. Throughout the years of use, the equipment has broken down / been repaired several times. Most recently during a windstorm the operators became damaged again allowing the gates to swing freely open. Though some work was done, they still need repair / replacement.

Professionals in the fence automation business were contacted and confirmed 6 operators need replacement because the parts needed no longer exist for the archaic operators currently in use. Our building maintenance team has been instrumental in trying to repair the damage and validating the need for total replacement.

**FINANCIAL ANALYSIS:** This was an unanticipated repair / maintenance cost for this fiscal period. Two quotes were obtained. No other local companies contacted could perform the needed replacement.

**PERFORMANCE ANALYSIS:** The fencing system creates a secure parking location for law enforcement and their partners. This is mandated by The FBI's Criminal Justice Information Services Division under policy 5.9.5. Due to the fact our vehicles have access to sensitive data through digital and at times printed out means, along with the access to wireless access points to our network, we are compelled to provide physical protection to the building per section 5.9 Physical and Environmental Protection.

In addition, this is not a request for any new additions to security, merely upgrading obsolete equipment. This equipment aids in officer and civilian safety.

**DECISION POINT/RECOMMENDATION:** Council should approve the repair / replacement of 6 gate operators for the Police Department.



**PERSONAL PROPERTY & SERVICES PRICE  
REASONABLENESS FORM**

To: **Finance Department**

From:

Date:

**Required Action:** Complete for procurements of:

- Any titled or rolling stock for not more than \$50,000;
- Property with a useful life of one year and more that cost between \$20,000 - 50,000
- All property between \$50,000 and \$100,000;

Personal property or Service Description: \_\_\_\_\_

\_\_\_\_\_

Purchase in financial plan? Yes No If yes, budget amount in financial plan - \$ \_\_\_\_\_

If non-budgeted – Date Council approved: \_\_\_\_\_

Competitive Quotes Obtained:

1<sup>st</sup> vendor name and price: \_\_\_\_\_

2<sup>nd</sup> vendor name and price: \_\_\_\_\_

3<sup>rd</sup> vendor name and price: \_\_\_\_\_

If Competitive Quotes not obtained, provide Price Reasonableness Analysis: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Vendor Awarded: \_\_\_\_\_ Date: \_\_\_\_\_

New vendor to the City? Yes No *If yes, attach a completed W-9*

Department Head Signature: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Comptroller Approval Signature: \_\_\_\_\_



# JB Fencing

*Fences, Gates & More*

PO Box 3023 Hayden, ID 83835 208-651-3799 JBFencingAndMore@gmail.com

## ESTIMATE AGREEMENT

Customer Name: CDA City Police Department Date: 4-16-26  
Project Address: 3818 N Schreiber City/State: CDA, ID Zip Code 83815  
Phone: 208-889-9313 Email: tfranklin@cdaid.org

### Task To Be Completed:

- Install two CSLW24UL gate operators at East entrance gate. \$9,000
  - Install two CSLW24UL gate operators at East exit gate. We will be reusing the free exit loop. \$9,000
  - Install two CSLW24UL gate operators at West entrance gate. \$9,000
- We will be reusing existing operator pads and card readers.

Estimated time of completion: **30 days from start**

Estimated Cost: **\$ 27,000**

**Estimated costs are based on current material pricing. Amounts may change due to increases over time. Any major price changes will be discussed with client prior to purchase/completion.**

Project changes after signature by the client may be subject to additional costs and fees.

**Payment:** 50% deposit required to scheduled project start date. Final payment due upon completion of project.

\_\_\_\_\_  
JB Fencing Signature                      Date

\_\_\_\_\_  
Customer Signature                      Date

**Idaho Fence**  
**2430 W Seltice Way**  
**Post Falls, ID. 83854**



**Phone: (208) 687-2296**  
**Fax: (208) 687-2196**

**Date:** 4/18/2026

**Company:** City of CDA  
**Attn:** Tom Franklin

**RE:** gate automation update  
**Addenda:**

**Buy American/AIS:** N  
**Prevailing Wage:** N

**We propose to bid the following items:**

**BASE BID**

Item #		Unit	Quantity	Unit Price	Total
1	remove gate operators at police department (6) remove (1) double drive gate at policce department add new internal track aluminum slide gate with new slide gate operator.  replace (4) swing gate operators  remove (3) slide gate operators on ramsey RD replace all cantilever wheels, chains, and operators.	LS	1.00	\$71,122.65	\$71,122.65
				<b>Total</b>	<b>\$71,122.65</b> (Excludes WA. Tax)

**ADDS/ALTERNATES**

Feel free to reach out with any questions.

Aaron Derr

IDAHO ELECTRICAL CONTRACTOR #078155

Wa. Electrical contractor # IDAHOFC770CS

IDAHO ELE LIMITED INSTALLERS LICENSE #073724

[Aaron@idahofence.com](mailto:Aaron@idahofence.com)

CELL- (208) 818-9922

**Standard Exclusions:**

Bond, Staking, Grading, Clearing, Grubbing, Spoils Removal, Coring, Concrete Flatwork, Electrical, Traffic Control, Silt Fence, Temp Fence, Access Controls, Locks, Signage, Grounding, Power Supply To Gate Operators, Demolition, Permits, Engineering, Deferred Submittals, SWPPP, (Unless otherwise noted above). Non-Industry Standard Gate Hardware, Multiple Mobilizations, Stand-by Time

**Special Considerations::**

\*Gate Automation Excludes: Power Supply To Motor, Conduit, Raceways, Stub Ups, Grounding.

Card Readers, and Access Control unless otherwise specified

\*\*Price based on unrestricted access to work area for all installers, materials, trucks, and equipment. If access is restricted additional charges will apply.

**\*\*\*ATTENTION: REGARDLESS WHAT IS SHOWN ON THE PLANS, IF THE NEW FENCE LAYOUT CONFLICTS WITH ANY UTILITIES, AN APPROVED CHANGE ORDER WILL BE REQUIRED PRIOR TO CONTINUED WORK IN THE AFFECTED AREA.**

**GENERAL SERVICES COMMITTEE  
STAFF REPORT**

**DATE:** May 11, 2026  
**FROM:** Lt. Bill Tilson Jr., Police Department  
**SUBJECT:** Surplus Vehicles to Auction

---

**DECISION POINT:** Should the City Council declare three vehicles to be surplus and authorize their sale at auction?

**HISTORY:** The City purchased the following three vehicles for use by the Police Department:

P1595 – 2014 white Ford Explorer VIN: 1FM5K8AR8EGC08505, purchased in 2015 and in use until 2025. It served as a canine vehicle and excess idle time. The necessary repairs are too extensive and it is no longer a serviceable vehicle for police use. Mileage: 103,470

K616218: White 2013 Ford Interceptor VIN: 1FAHP2M86DG116977. This sedan was initially used in patrol in 2012, then used in traffic before being used as an administration vehicle. The vehicle also has mechanical and electrical issues, and is no longer a serviceable vehicle for police use. Mileage: 127,602

K580453: Gray 2015 Chevrolet Traverse VIN: 1GNKVGKD4FJ346730. This vehicle was purchased for use in Investigations and finally as a Community Action Team vehicle. This vehicle has transmission and steering problems, and the electrical equipment no longer works. Due to this, the vehicle is no longer serviceable as a police vehicle.

**FINANCIAL ANALYSIS:** Each vehicle needs repairs that meet/exceed the vehicle's value and they would still not be safe enough for emergency response/police use. The auction process takes up a portion of the winning bid, and the City will be given the rest for the general fund.

**PERFORMANCE ANALYSIS:** The vehicles' unreliability would not allow them to be transferred to another department and the costs for repairs outweigh their value to the City. All vehicles are decommissioned.

**DECISION POINT/RECOMMENDATION:** Council should declare the listed three vehicles to be surplus and authorize them to be sold at auction.

# PUBLIC WORKS/GENERAL SERVICES STAFF REPORT

**DATE:** May 11, 2026  
**FROM:** Mike Becker, Capital Programs Manager, WW Department  
**SUBJECT:** Professional Services Agreement Amendment No. 1 for Wastewater Outfall Maintenance Services

---

**DECISION POINT:** Should City Council approve Amendment No. 1 to the Professional Services Agreement (“PSA”) with Associated Underwater Services (“AUS”), Inc., in the amount of \$36,658.35 for wastewater outfall maintenance services?

**HISTORY:** The City’s wastewater treatment facility discharges treated effluent into the Spokane River through a single outfall structure constructed in 1985. This system consists of a 30-inch ductile iron pipe with ten discharge ports; each fitted with a riser and flexible diffuser. Depending on the river’s surface elevations, the outfall’s design discharge capacity ranges from 11.9 to 15.75 million gallons per day (“MGD”), assuming full operability.

In March 2025, the City retained AUS (Res. No. 25-013) to conduct an underwater inspection of our outfall. Findings indicated significant fluvial aggradation, allowing sediment intrusion through seven of the ten discharge ports, with one port fully obstructed. In comparison with a 2021 video, this condition has significantly progressed. Today, the system has reduced to approximately 50% of its original design capacity (5.9–7.9 MGD). Last year, the wastewater facility experienced numerous peak hourly flows exceeding 6.0 MGD stemming from storm events.

**PERFORMANCE ANALYSIS:** PSA Amendment No. 1 provides for removal of sediment deposition within the outfall and limited regrading of the surrounding riverbed channel to restore the outfall’s hydraulic discharge capacity and to deter the river’s natural sedimentation process. The work also includes replacement of corroded retainer rings and flexible diffusers while divers are mobilized.

The U.S. Army Corps of Engineers (USACE) and Idaho Department of Environmental Quality (IDEQ) have determined that this work qualifies as a minor activity as described under Nationwide Permit No. 3 (NWP-3) and does not require permitting.

Amendment No. 1 represents a continuation of the existing PSA and complies with Idaho Code § 67-2320(4), allowing phased work under an existing agreement. AUS has previously performed similar work using specialized underwater equipment required for in-water operations. If approved, PSA Amendment No. 1 would authorize AUS to restore outfall capacity and maintain reliable wastewater system operations. Their services will be completed by September 15, 2026.

# PUBLIC WORKS/GENERAL SERVICES STAFF REPORT

**FINANCIAL ANALYSIS:** A summary of costs is provided below:

<b>TASKS</b>	<b>SCOPE OF SERVICE DESCRIPTIONS</b>	<b>COSTS</b>
1-17	PSA (Res. 25-013)	\$75,530.00
A1.1	Add No. 1 Mobilization/ Demobilization	\$1,225.20
A1.2	Outfall Cleanout & Maintenance Work	\$35,433.15
	<b>Total Cost of Amendment No. 1</b>	<b>\$36,658.35</b>

**Total PSA with Amendment No. 1:**

**\$ 112,188.35**

The Wastewater Department has the budget authority within the current fiscal year's Wastewater Operating Fund (031-022-4354-7925) to support this amendment. PSA Amendment No. 1 and AUS's Project Proposal (Exhibit A) are attached.

**DECISION POINT/RECOMMENDATION:** City Council should approve Amendment No. 1 to the Professional Services Agreement (PSA) with Associated Underwater Services (AUS), Inc., in the amount of \$36,658.35 for wastewater outfall maintenance services.



1

**PROFESSIONAL SERVICES AGREEMENT  
AMENDMENT NO. 1  
to  
ASSOCIATED UNDERWATER SERVICES, INC.  
for  
OUTFALL MAINTENANCE SERVICES**



2

# WASTEWATER TREATMENT FACILITY OUTFALL



3

# WASTEWATER OUTFALL PROJECT (1985)



**OUTFALL PIPE & DISCHARGE PORTS**



**SPOKANE RIVER CONSTRUCTION**



4

# OUTFALL INSPECTION COMPARISONS



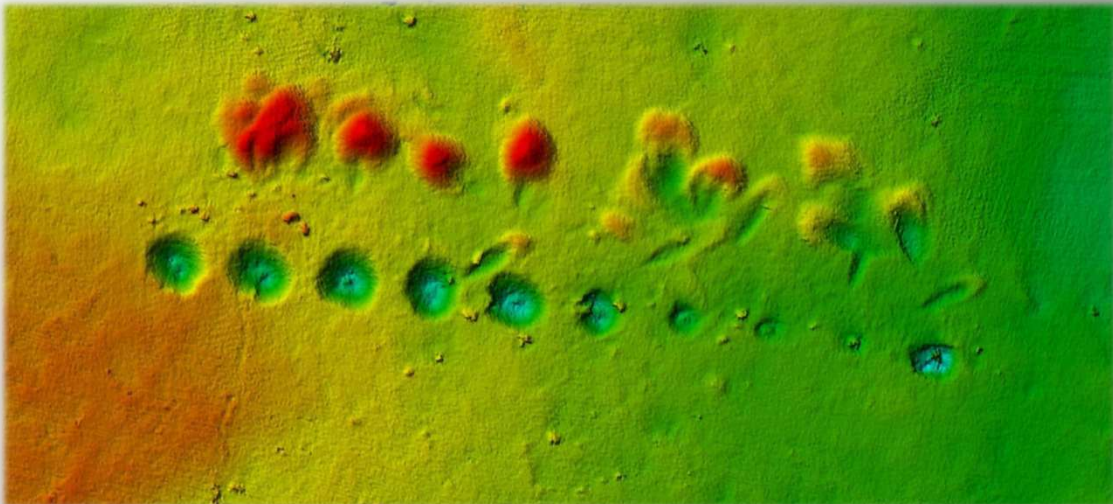
**DIFFUSER #8 (2021)**



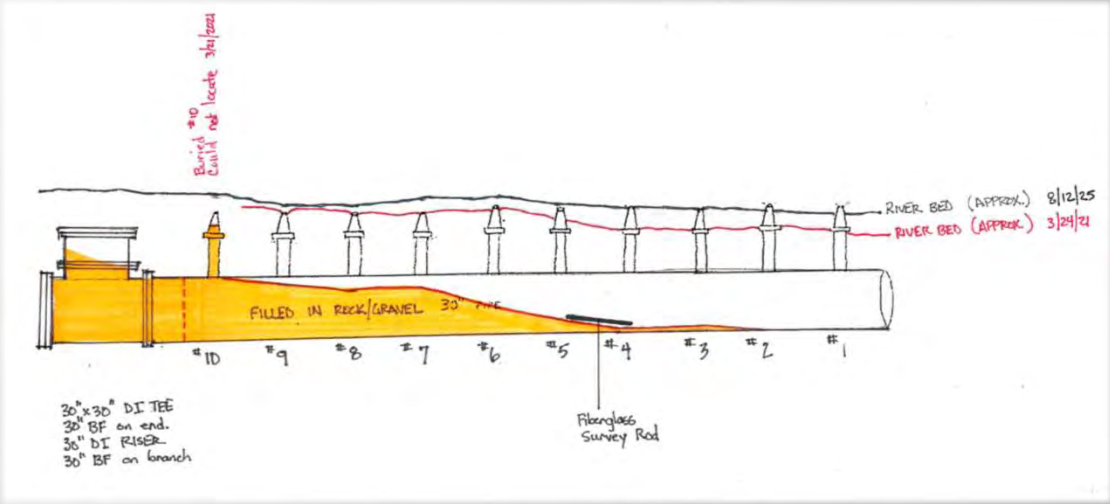
**DIFFUSER #8 (2025)**



# OUTFALL BATHYMETRIC SURVEY (2025)

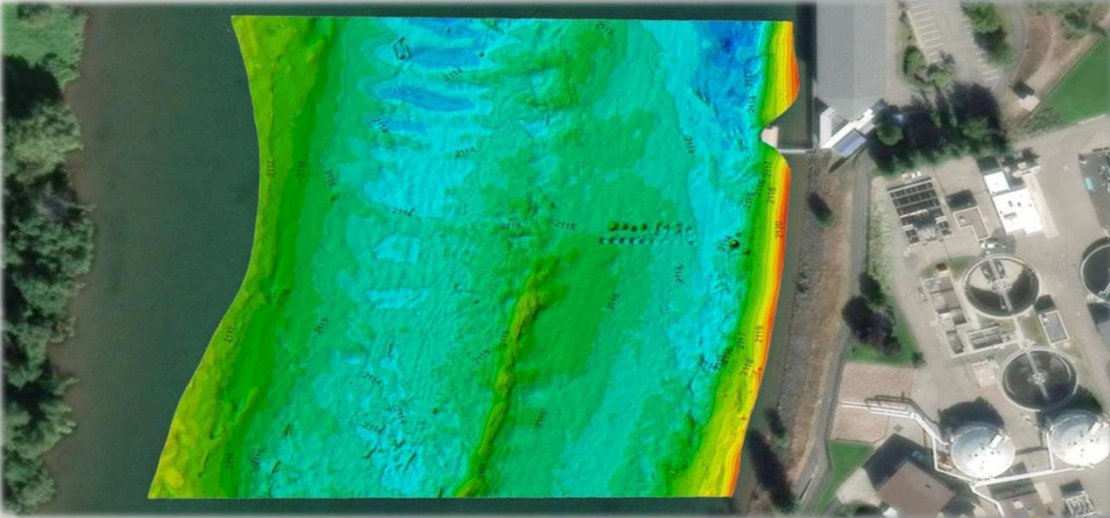


# OUTFALL INSPECTION SUMMARY



7

# RIVER BATHYMETRIC SURVEY (2025)



8

## **STAFF'S RECOMMENDATION:**

**CITY COUNCIL SHOULD APPROVE A PROFESSIONAL SERVICES AGREEMENT (PSA) AMENDMENT NO. 1 WITH ASSOCIATED UNDERWATER SERVICES (AUS), INC., IN THE AMOUNT OF \$36,658.35 FOR WASTEWATER OUTFALL MAINTENANCE SERVICES.**



9

## **QUESTIONS?**



10

**AMENDMENT NO. 01**  
**to**  
**PROFESSIONAL SERVICES AGREEMENT**  
**Between**  
**CITY OF COEUR D'ALENE AND ASSOCIATED UNDERWATER SERVICES, INC.**  
**For**  
**WASTEWATER OUTFALL PROJECT**

This Amendment to the Professional Services Agreement is made and entered into the **XX<sup>th</sup>** day of **May**, 2026, between the City of Coeur d'Alene, Kootenai County, Idaho, a municipal corporation organized and existing under the laws of the state of Idaho, hereinafter referred to as the "**City**," and Associated Underwater Services, Inc., a foreign corporation authorized to do business in the state of Idaho, with its principal place of business at 3901 E. Ferry Avenue, Spokane, Washington 99202-4645, hereinafter referred to as the "**Contractor**," pursuant to the terms and conditions as set forth herein.

W I T N E S S E T H:

WHEREAS, the **City** and the **Contractor** entered into the original Professional Services Agreement, for Professional Diving and Underwater Surveying Services for the Wastewater Department's Outfall Project on March 26, 2025; and

WHEREAS, the additional services as described in Exhibit "A" - Project Proposal for the Outfall Cleanout and Maintenance Project dated April 10, 2026, attached hereto, is a continuation of services to said Professional Services Agreement; and

WHEREAS, the **Contractor** is available and willing to furnish all the professional dive personnel, labor, and equipment to perform the Scope of Services under Exhibit "A"; and

WHEREAS, Section 10 of the Professional Services Agreement allows for modifications to the scope of services to be provided by the **Contractor** for additional reasonable compensation.

NOW, THEREFORE, in consideration of the terms, conditions and covenants of performance contained or incorporated herein, the **City** and the **Contractor** agree that the Professional Services Agreement entered into on the 26<sup>th</sup> day of March 2025 shall be amended as follows:

Section 1. Scope of Services

The scope of services is amended to include the scope of work, schedule, and compensation as described in Exhibit "A" hereto, entitled: Project Proposal for the City of Coeur d'Alene Outfall Cleanout and Maintenance – April 10, 2026.

Section 2. Compensation

For services as described under this Amendment, the **Contractor**'s total compensation for professional services, including all labor and overhead costs and expenses, sub-Contractor compensation, and sub-Contractor mark-up, shall be Thirty-six Thousand Six Hundred Fifty-eight and 35/100 Dollars (\$36,658.35). This brings total compensation under the Professional Services Agreement and Amendment No. 1 to One Hundred Twelve Thousand One Hundred Eighty-eight and 35/100 Dollars (\$112,188.35) for the Wastewater Outfall Project.

Section 3. Schedule

The Project Schedule for the services performed pursuant to this Amendment shall be as set out in Exhibit "A." Except as specifically provided herein, all terms and conditions of the original Professional Services Agreement remain in full force and effect.

CITY OF COEUR D'ALENE

ASSOCIATED UNDERWATER  
SERVICES, INC.

\_\_\_\_\_  
Daniel K. Gookin, Mayor

\_\_\_\_\_  
Nanci Donohue, President

ATTEST:

ATTEST:

\_\_\_\_\_  
Renata McLeod, City Clerk

\_\_\_\_\_  
Kelly Donohue, Secretary



**AUS**  
ASSOCIATED UNDERWATER SERVICES

# EXHIBIT A

# PROJECT PROPOSAL

## PROPOSAL PREPARED FOR

**City of Coeur d'Alene**  
**RE: Outfall Cleanout & Maintenance**  
**MBECKER@cdaid.org**  
**April 10, 2026**

## PROPOSAL PREPARED BY

**Casey Jones**  
**Estimator/Operations Manager**  
**Associated Underwater Services, Inc.**  
**Casey@ausdiving.com**  
**(509)981-6243**

**April 10, 2026**

**City of Coeur d'Alene**

**RE: Outfall Cleanout & Maintenance**

Associated Underwater Services, Inc. (AUS) is pleased to provide you with the following proposal for Outfall Cleanout & Maintenance AUS will provide surface supplied air commercial diving crew (OSHA, WISHA and ADCI approved) with all necessary diving equipment for project performance.

## SCOPE OF WORK

### Day-1 Monday

2-Crew Members 5-Hours

1. No outfall shut down
2. Launch boats and moor at U of I boat dock. Arrangements with the U-of-I operations manager, David Knife.
3. Setup equipment and prepare for Day 2.

### Day-2 Tuesday

4-Crew Members 8-Hours

1. No outfall shut down.
2. Relocate any material that has migrated in around the 30" T-flange to a downstream location.
3. Unbolt, remove and retain all but 2 SST bolts, nuts and washers from 30" blind flange located at the end cleanout. Bridge clamp optional. This will permit less time to remove the blind flange during the shutdown.
4. Any remaining dive time, relocate rocks and debris at each discharge port down to bottom of 10" ductile riser and outfall pipe flange fitting to a downstream location.

### Day-3 Wednesday

5-Crew Members 8-Hours, 2-Divers Concurrently During Shutdown

1. Outfall shut down (4 hours max – ~~08:00-12:00~~ **06:00 to 12:00**)
2. Diver 1: Remove the 30" ductile iron blind flange using the gantry crane on the AUS Boat and set it out of the way next to the 30" cleanout flange. Assuming a AWWA C110 class, weight is approx. **440 lbs.** Blind flange to remain off during the duration of the project.
3. Diver 1: Inspect rock and debris contents inside 30" pipe at the cleanout flange.
4. Diver1: Relocate accumulated rocks and debris inside 30" Outfall Pipe (manifold pipe) to downstream location.
5. Diver 2: Remove all 10 diffuser boots, retain SST bolts washers and nuts, dispose of corroded retainer ring assembly and hardware.
6. Diver 2: Take UT readings on the 10" ductile risers. (Diver 2 back on deck once this task is completed)
7. At the end of the 4 hours remove the Keen pump from the 30" pipe while the outfall is coming back online.
8. Confirm the outfall is back online. From a safe distance confirm that the flow through the outfall pipe is migrating the rock and debris to the 30" cleanout flange located at the end of the pipeline.
9. Diver to position himself upstream as effluent pump station is turned on to assess if continued clean out operations can be ongoing without a shutdown of the outfall. If yes, continue work of relocating rocks and debris from inside outfall pipeline through the 30" cleanout flange and the diffuser ports as dive time permits. If no, as remaining dive time, continue working on relocate rocks and debris at each discharge port down to bottom of 10" ductile riser and outfall pipe flange fitting to downstream location.

### Day-4 Thursday

4-Crew Members 8-Hours

1. No outfall shut down.

2. Finish any necessary cleaning inside the outfall and around each diffuser port.
3. Remove survey rod from inside the 30" pipeline (if accessible).
4. Replace old rubber 10" x 6" diffuser boot with new boot, retainer ring, use new SST fasteners. Secure an owner provided brass tag to label each port under a downstream bolt at boot level.

**Day-5 Friday**

4-Crew Members 8-Hours

1. No outfall shut down.
2. Contingent day to finish any remaining tasks (relocating material downstream as needed).

**Day-6 Monday**

4-Crew Members 8-Hours

1. Outfall shut down. (4 hours max – ~~08:00-12:00~~ **06:00 - 12:00**)
2. Return 30" blind flange and secure with a minimum of 4 SST bolts, washers and nuts.
3. Video inspection of work completed.
  - a. Verify each diffuser port has good flow.
  - b. Verify no leaks are present at the 30" blind flange.
  - c. Photo document each diffuser port with brass label and showing the material removed to bottom of 10" riser flange. These photos will be used to compare sedimentation filling up around the risers and gauge the timing on future maintenance projects.
4. Demobilize

Note: All turbidity plums will be kept to a minimum for the duration of this project.

**Tools to be Used:**

1. AUS Truck
2. AUS Dive Vessel
3. AUS Support Vessel
4. Shallow Water Dive Package
5. Diver Hot Water System
6. U/W Burn Gear
7. Welder (for U/W Burn Gear)
8. Generator
9. Video System
10. Hydraulic Power Unit
11. Hydraulic Impact Gun
12. Pneumatic Impact Gun
13. 6-Inch Keen Venturi Jet Pump System
14. Cygnus Ultra Sonic Thickness Meter

**PRICING**

TASK NO.	TASK DESCRIPTION	COST
1.	Mobilization/Demobilization	\$1,225.20
2.	Outfall Cleanout & Maintenance Work	\$35,433.15
<b>ESTIMATED TOTAL COST</b>		<b>\$36,658.35</b>

**ESTIMATED SCHEDULE**

TBD by City of Coeur d'Alene.

**Second Week in June , 2026**

## INCLUDES

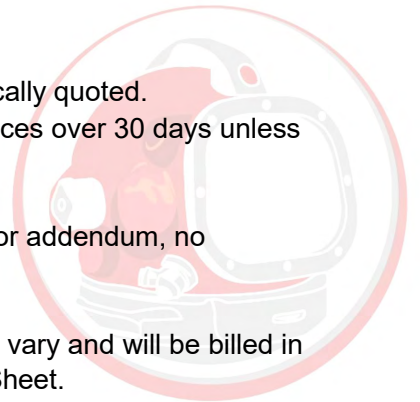
- All diving related submittals (Dive plan, AHA/JHA, EMP, and when applicable shall include equipment and diver certifications.)
- Shop mobilization and demobilization.
- Commercial diving crew (OSHA , WISHA and ADCI approved).
- All surface supplied air diving equipment (compressors, hoses, HP air, filters, volume tanks and topside communications).
- Crew Truck(s).
- Dive Station.
- Trailer(s)
- AUS diving vessels, 20–26-foot aluminum boat.
- Underwater Video – Digital, color, recordable in DVD or USB format.
- Diver hot water machine, for thermal protection.
- Sufficient fuel for the job.
- Required per diem, if applicable.
- All required diving safety equipment.
- Federally Required - USLH /Jones Act workers compensation insurances for work on navigational waterways. When USLH / Jones Act is not applicable, L&I will be used.
- All tools listed above in the scope of work section.

## EXCLUDES

- All permanent materials, unless specifically quoted.
- Sanitary facilities, unless specifically quoted.
- Sales Tax, Tariffs and Fees
- Environmental Controls (TESC, booms, curtains, containment(s), etc.) unless specifically quoted.
- Turbidity monitoring and controls.
- Builders Risk, Railroad and Airplane Insurances; Professional Liability / Errors and Omissions Insurances over 1M per occurrence; Pollution Insurances over 3M per occurrence, 6M aggregate.
- Engineering, Surveying (PLS) and Layouts.
- Utility locates.
- Bid bonding, unless specifically quoted.
- Unanticipated and/or unknown subsurface obstructions (rock, debris, hard packed sand, etc.).
- Liquidated Damages.
- Jobsite illumination (for work prior to sunrise and at dusk / night)
- Crane(s), rigging, signaling, load handling, manlift and man basket(s).
- Debris disposal, unless specifically quoted.

## NOTES

- Pricing is based on a single mobilization and demobilization, unless specifically quoted.
- Pricing is based on Terms – Net 30 upon receipt, 1.5% (18% APR) on invoices over 30 days unless specifically quoted otherwise.
- The proposal is based upon a mutually agreeable contract.
- This proposal is to become part of the contract and be attached via exhibit or addendum, no exceptions.
- Pricing is valid for the remainder of the T&M Rate Sheet.
- This is a time-and-materials quote. Actual hours and equipment usage may vary and will be billed in accordance with the rates outlined in the City of Coeur d’Alene T&M Rate Sheet.
- Consumables not specifically quoted in pricing will be billed at Cost + 15% (i.e. underwater burning consumables such as Broco rods).



- Water depth is assumed to be less than 20 feet of water, tides inclusive and altitude corrected
- Additional work outside the quoted scope will be performed on a time-and-materials basis. Please ask for time and material rates, if not provided.
- This project is subject to the requirements of RCW 39.12 Prevailing Wages on Public Works.
- Pricing is based on standard working hours of Monday through Friday between 05:00 and 18:00. Work performed outside these hours, on weekends, or on recognized holidays will be billed in accordance with applicable union agreements and/or prevailing wage requirements. Call outs after 17:00 PST will be billed at time and a half in accordance with local union regulations.
- All diving operations will be performed pursuant to the local union regulations.
- Diving and decompression will be in accordance with the US Navy Dive Manual, Revision 7.
- All diving shall be performed in accordance with required regulations, when applicable, including: WAC § 296-37; OSHA 29 CFR Part 1910, Subpart T; Cal OSHA, §7, Art. 153; ADCI, Consensus Standards (Edition 6.4) ; USACE, EM-385-1-1 (15 March 2024).; USBR RSHS Section 29.
- Site Conditions: Pricing assumes site conditions are consistent with those indicated in the bid documents. Unexpected or unknown conditions or obstructions may require price and/or schedule adjustments.
- Pricing assumes environmental conditions suitable for marine operations, including weather, sea state, tides, currents, and visibility. Adverse conditions or restricted access may result in adjustments to price and/or schedule.
- Site Access: Pricing assumes direct access to the project site for personnel, equipment, and materials. Delays, extended travel times, restricted routes and/or access, or impaired access not stated in the written bid documents may result in price and/or schedule adjustments.
- Schedule: Pricing assumes work will proceed in a continuous manner as outlined in the bid documents. Owner or General Contractor driven delays and/or schedule compression may result in adjustments to price and/or schedule.
- Force Majeure: If AUS is delayed at any time in the commencement or progress of the Work by any cause beyond the control of AUS which would deem performance impossible or impracticable, AUS shall be entitled to an equitable extension of the Contract Time. Causes include but are not limited to: (a) terrorism; (b) epidemics (c) labor disputes not involving AUS; (d) acts or omissions of Owner, Design Professional, or Others.
- AUS will comply with contractual change order procedures and will notify the Contractor upon identification of a change; however, work performed in response to field direction, regulatory requirements, or circumstances reasonably requiring immediate action to maintain safety is assumed to be compensable.
- CONFIDENTIALITY – This proposal may contain protected information pertaining to sensitive, financial, commercial, or proprietary business information of AUS. Except by parties designated by AUS in writing, this proposal or any information contained herein shall not be forwarded, copied, faxed, emailed or transferred to any party other than the designated party.

Thank you for the opportunity to be of service. Please feel free to contact me 24/7 at the below listed number should you have any questions or comments.

Warm regards,

**Casey Jones**  
 Estimator/Operations Manager  
 Associated Underwater Services, Inc.  
 Casey@ausdiving.com  
 (509)981-6243





# CITY OF COEUR D'ALENE T&M RATES

3901 E. Ferry Ave; Spokane, WA 99202  
 Ph: (509) 533-6500 / Fax: (509) 533-6505



Rates Effective: 04/01/2025 - 03/31/2027

## RATES FOR DIVING SERVICES:

LABOR:	Non-Navigable Water			
	L&I			
	ST	OT	DT	
Dive Supervisor	\$ 202.95	\$ 288.70	\$ 374.45	Per hour
Dive Master	\$ 135.35	\$ 187.25	\$ 239.20	Per hour
Diver	\$ 200.55	\$ 285.10	\$ 369.65	Per hour
Standby Diver	\$ 116.00	\$ 158.30	\$ 200.55	Per hour
Tender	\$ 114.40	\$ 155.90	\$ 197.35	Per hour
Assistant Tender	\$ 109.10	\$ 147.90	\$ 186.70	Per hour
Pilebuck / Travel Pay	\$ 101.85	\$ 139.85	\$ 177.85	Per hour
Shop	\$ 71.45	\$ 107.18	\$ 142.90	Per hour
Project Manager	\$ 120.00	\$ 164.25	\$ 208.50	Per man/per day
Penetration Pay: 25' +	\$ 2.00			Per foot
Depth Pay: 51'-100'	\$ 3.20			Per foot
101'-150'	\$ 4.75			Per foot

- ▶ Crew will receive a minimum of eight (8) hours pay when called out to work per Union Regulations.
- ▶ Minimum commercial diving crew size consists of 1-Tender, 1-Standby Diver, and 1-Diver per OSHA Regulations.
- ▶ Time plus one-half Saturday and over 8 hours per day and/or 40 hours per week
- ▶ Double Time Sundays and Holidays

## EQUIPMENT \*

Truck	\$ 90.00	Per Day
Mileage	\$ 0.66	Per Mile
Shallow Water Dive Package	\$ 120.00	Per Day
Recompression Chamber	\$ 200.00	Per Day
Equipment Trailer	\$ 50.00	Per Day
EZ dock Sections	\$ 25.00	Per section/ Per day
Skiff w/outboard	\$ 75.00	Per Day
Dive boat	\$ 350.00	Per Day
Underwater Video System	\$ 150.00	Per Day
Underwater Welding Gear	\$ 25.00	Per Day
Underwater Burning Gear	\$ 25.00	Per Day
Underwater Digital Camera	\$ 20.00	Per Day
Air Compressor	\$ 60.00	Per Day
Generator	\$ 40.00	Per Day
Welder	\$ 40.00	Per Day
Pneumatic Tools	\$ 35.00	Per Day
Pneumatic Chipping Gun / Air Chipper	\$ 35.00	Per Day
Diver Hot Water System	\$ 40.00	Per Day
Pressure Washer	\$ 70.00	Per Day
Hydraulic Power Unit	\$ 175.00	Per Day
Jet Pump (Keen)	\$ 50.00	Per Day
Rock Drill	\$ 45.00	Per Day
Tri-Pod Retrieval System	\$ 80.00	Per Day
Ultrasonic Thickness Meter	\$ 250.00	Per Day
Potentiometer	\$ 80.00	Per Day
Small Conex	\$ 50.00	Per Day

\*Other equipment not listed may be needed/used for a daily rate determined at time of use.

3rd Party Charges: (Vessels, Trucking, etc.) Cost + 15%  
 Consumables: (Burning Rod, O2, Fuel, Film, etc.) Cost + 15%  
 Materials: Cost + 15%

## AUS CERTIFICATIONS

California State Clearinghouse (WBE) – VON#19001120  
Idaho State –Disadvantaged Business Enterprise (DBE) - 20312427  
Oregon State – Disadvantaged Business Enterprise (DBE) - 12916  
Washington State – Disadvantaged Business Enterprise (DBE) – D2F0024066  
Washington State – Women Business Enterprise (WBE) - W2F0024066  
ADCI – Member No. 2085



## ASSOCIATION OF DIVING CONTRACTORS INTERNATIONAL

HAVING TO PLEDGE TO SUPPORT THE PURPOSES OF THIS ASSOCIATION

### ASSOCIATED UNDERWATER SERVICES, INC.

IS RECOGNIZED AS A GENERAL MEMBER FOR THE CURRENT YEAR

SCOPE OF WORK: COMMERCIAL DIVING AND MARINE SERVICES

# 2026



MEMBER # 2085

A handwritten signature in black ink, appearing to read 'P. Newsom'.

Phil Newsom  
Executive Director

[www.adc-int.org](http://www.adc-int.org)

## ACCEPTANCE OF PRICING

Associated Underwater Services, Inc. (AUS) requests written acceptance of this proposal within 60 days of the date of this proposal, or, if applicable, the necessary timeframe outlined in the RFP. If written acceptance is not given within the aforementioned timeframe(s), this proposal shall become null and void.

**Proposal Recipient:** City of Coeur d'Alene

**RE:** Outfall Cleanout & Maintenance

**Date Proposed:** Friday, April 10, 2026

Friday, April 10, 2026

### CLIENT AUTHORIZATION:

Name: **See City of CDA Contract**

Company: City of Coeur d'Alene

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

### AUS AUTHORIZATION:

Name: Casey Jones

Company: Associated Underwater Services, Inc. (AUS)

Title: Estimator/Operations Manager

Date: Friday, April 10, 2026

Signature:



# PUBLIC WORKS/GENERAL SERVICES STAFF REPORT

**DATE:** May 11, 2026  
**FROM:** Mike Becker, Capital Programs Manager, WW Department  
**SUBJECT:** Professional Services Agreement with JUB Engineers for the 2026 WRRF Facility Plan Update

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**DECISION POINT:** Should City Council approve a Professional Services Agreement (PSA) with JUB Engineers, Inc., for the Wastewater Department's 2026 Facility Plan Update in the amount of \$1,278,800.00?

**HISTORY:** The Facility Plan establishes a long-term framework for expansion of the City's Water Resource Recovery Facility (WRRF) while identifying near-term improvements needed to maintain permit compliance and meet capacity demands. Updating the facility plan also enables the City to pursue funding opportunities, including the low-interest State Revolving Fund loan program administered by the Idaho Department of Environmental Quality (IDEQ). This updated plan is expected to support the City's wastewater management needs for the next 10 to 20 years.

In accordance with Idaho Code § 67-2320, the Wastewater Department issued a Request for Qualifications for preparation of an updated comprehensive Facility Plan for the City's WRRF. Responses were received on November 25, 2025. An evaluation committee reviewed and scored all the submissions, resulting in the selection of the highest-ranked firm, JUB Engineers, Inc. Subsequent negotiations produced the attached scope of services and fee proposal.

**PERFORMANCE ANALYSIS:** The City's sanitary wastewater must be collected and treated in accordance with its discharge permit to protect the water quality of the Spokane River. JUB has played an instrumental role with neighboring Cities of Hayden, and Post Falls in their facility planning and engineering design services that support compliance with all federal, state, and local regulatory requirements.

JUB also has extensive experience supporting the City's Wastewater Department, including preparation of the last three (3) Sewer Collection System Master Plans and the last two (2) Compost Facility Plans, and are well qualified to complete this comprehensive Facility Plan Update. This update is critical to ensure the continued cost-effective management and operation of our WRRF.

**FINANCIAL ANALYSIS:** The Wastewater Department has sufficient budget authority within the 25/26 and 26/27 fiscal years to support this PSA.

**DECISION POINT/RECOMMENDATION:** City Council should approve a Professional Services Agreement (PSA) with JUB Engineers, Inc., for the Wastewater Department's 2026 Facility Plan Update in the amount of \$1,278,800.00.

**PROFESSIONAL SERVICES AGREEMENT**  
**for**  
**PROFESSIONAL ENGINEERING SERVICES**  
**FOR THE**  
**CITY OF COEUR D’ALENE WATER RESOURCE RECOVERY FACILITY**  
**2026 FACILITY PLAN UPDATE**

This Professional Services Agreement, hereinafter referred to as the “AGREEMENT,” is made and entered into this \_\_\_\_ day of month, 2026, between the CITY OF COEUR D’ALENE, Kootenai County, Idaho, a municipal corporation duly organized and existing under and by virtue of the laws of the state of Idaho, hereinafter referred to as the “CITY,” and J-U-B ENGINEERS, INC., a corporation authorized to do business in the state of Idaho, with its principal place of business at 745 W. Hanley Avenue, Suite 301, Coeur d’Alene, Idaho 83815, hereinafter referred to as “ENGINEER.”

WITNESSETH:

WHEREAS, in compliance with Idaho State Law and the CITY’s Procurement Policies, the ENGINEER has been selected to preform professional engineering services on the basis of the ENGINEER’s Response to the CITY’s Request for Statement of Qualifications titled *City of Coeur d’Alene Wastewater Department - 2026 Facility Plan Update* with associated Addendums, hereinafter referred to as “PROJECT DOCUMENTS”; and

WHEREAS, it was deemed by the CITY to be in the best interests of the CITY to retain the ENGINEER for the CITY’s Water Resource Recovery Facility, formally known as the Advanced Wastewater Treatment Facility, 2026 Facility Plan Update and hereinafter referred to as the “PROJECT”; and

WHEREAS, the ENGINEER has been awarded the AGREEMENT for said PROJECT, in accordance with the PROJECT DOCUMENTS, which are incorporated herein by reference, and are on file at the office of the City Clerk of the CITY.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

For and in consideration of the covenants and agreements made and to be performed by the CITY as set forth herein, the ENGINEER shall complete this PROJECT, furnishing all equipment, labor and services according to the PROJECT DOCUMENTS and the scope of services as described in Section 2 hereof at its sole cost and expense.

**SECTION 1. EMPLOYMENT OF ENGINEER.**

The CITY agrees to engage the ENGINEER, and the ENGINEER agrees to perform the scope of services as described in Section 2 hereof.

## SECTION 2. SCOPE OF SERVICES.

- A. The ENGINEER shall perform the services described in the ENGINEER's, **Scope of Services, Basis of Fee, and Schedule** attached hereto and incorporated herein by reference as Attachment "1."
- B. The ENGINEER shall perform all the necessary ancillary services respecting the tasks set forth in Attachment "1."

## SECTION 3. PERSONNEL.

- A. The ENGINEER represents that it has or will secure at its own expense all personnel required to perform its services under the AGREEMENT. Such personnel shall not be employees of or have any contractual relationship with the CITY.
- B. All of the services required hereunder will be performed by the ENGINEER or under its direct supervision, and all personnel engaged in the PROJECT shall be fully qualified and shall be authorized under state and local law to perform such services.
- C. The ENGINEER must employ ninety-five percent (95%) bona fide Idaho residents as employees on any job under the AGREEMENT except where, under the AGREEMENT, fifty (50) or fewer persons are employed by the ENGINEER, in which case the ENGINEER may employ ten percent (10%) nonresidents; provided, however, in all cases the ENGINEER must give preference to the employment of bona fide residents in the performance of said PROJECT.

## SECTION 4. WORKERS' COMPENSATION

The ENGINEER agrees to maintain Worker's Compensation coverage on all employees, including employees of subconsultants, during the term of the AGREEMENT as required by Idaho Code Sections 72-101 through 72-806. Should the ENGINEER fail to maintain such insurance during the entire term hereof, the ENGINEER shall indemnify the CITY against any loss resulting to the CITY from such failure, either by way of compensation or additional premium liability. The ENGINEER shall furnish to the CITY, prior to commencement of the PROJECT, such evidence as the CITY may require guaranteeing contributions which will come due under the Employment Security Law including, at the option of the CITY, a surety bond in an amount sufficient to make such payments. The ENGINEER shall furnish the CITY certificates of the Worker's Compensation coverage required herein.

## SECTION 5. TIME OF PERFORMANCE.

The services of the ENGINEER shall commence upon execution of the AGREEMENT by the CITY and shall, subject to the applicable standard of care, be completed on or before the anticipated completion date in the schedule summarized within Attachment "1". The period of performance may be extended for additional periods only by the mutual written agreement of the parties.

## SECTION 6. COMPENSATION.

Subject to the provisions of the AGREEMENT, the CITY shall pay the ENGINEER for Time and Materials charged to the PROJECT with a ceiling amount not exceeding One Million, two-hundred seventy-eight thousand, eight-hundred and no/100 (\$1,278,800.00) for the Tasks, as specified within Attachment "1" unless otherwise authorized in writing by the CITY.

## SECTION 7. METHOD AND TIME OF PAYMENT.

Monthly progress payments must be submitted by the 10<sup>th</sup> of the month for work completed in the previous calendar month. Partial payment shall be made by the end of each calendar month on a duly certified estimate of the work completed in the previous calendar month. Final payment shall be made thirty (30) days after completion of all work and acceptance by the City Council, provided the ENGINEER has provided a copy of the completed and approved request for tax release (ID CR-3), if applicable.

## SECTION 8. TERMINATION OF AGREEMENT FOR CAUSE.

If, through any cause within the ENGINEER's reasonable control, the ENGINEER shall fail to fulfill in a timely and proper manner its obligations under the AGREEMENT, or if the ENGINEER shall violate any of the covenants, agreements, or stipulations of the AGREEMENT, the CITY shall provide the ENGINEER a written statement of the deficiency and shall provide a reasonable time to remedy the deficiency. If the ENGINEER fails to cure the deficiency, the CITY shall have the right to terminate the AGREEMENT by giving written notice to the ENGINEER of such termination and specifying the effective date thereof. Such written notice shall be provided to the ENGINEER at least five (5) days before the effective date of such termination. In that event, all finished or unfinished hard copy documents, data, studies, surveys, and reports or other materials prepared by the ENGINEER under the AGREEMENT shall, at the option of the CITY, become its property, and the ENGINEER shall be entitled to receive just and equitable compensation for any work completed as of the effective date of the termination on such documents and materials. Equitable compensation shall not exceed the amount reasonably billed for work actually done and expenses reasonably incurred. The ENGINEER may terminate the AGREEMENT due to the City's material breach of contract with seven (7) days' written notice, unless breach is cured within the notice period.

## SECTION 9. TERMINATION FOR CONVENIENCE.

The CITY may terminate the AGREEMENT at any time by giving thirty (30) days' written notice to the ENGINEER of such termination and specifying the effective date of such termination. In that event, all finished or unfinished hard and electronic copies of documents, data, studies, surveys, and reports or other materials prepared by the ENGINEER under the AGREEMENT shall, at the option of the CITY, become its property. The ENGINEER shall be entitled to receive compensation not to exceed the amount reasonably billed for work actually done and expenses reasonably incurred as of the effective date of the termination.

## SECTION 10. MODIFICATIONS.

The CITY may, from time to time, require modifications to the scope of services in Attachment "1," to be performed under the AGREEMENT. The type and extent of such modifications to the scope of services cannot be determined at this time. However, the ENGINEER agrees to do such work as ordered in writing by the CITY, and the CITY agrees to compensate the ENGINEER for such work accomplished, as determined by written amendment to the AGREEMENT. The parties agree to negotiate in good faith for reasonable compensation for additional work outside the original scope of services.

## SECTION 11. NON-DISCRIMINATION.

A. The ENGINEER will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, sexual orientation and/or gender identity/expression.

B. The ENGINEER shall comply, if applicable, with the Regulations relative to non-discrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of the Agreement. In addition, the ENGINEER shall comply with the requirements of Chapter 9.56, Coeur d'Alene Municipal Code.

C. The ENGINEER, with regard to the PROJECT performed by it during the Agreement, shall not discriminate on the grounds of race, color, national origin, sexual orientation, and/or gender identity/expression, in the selection and retention of subconsultants, including procurement of materials and leases of equipment. The ENGINEER shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Agreement covers a program set forth in Appendix B of the Regulations or discrimination prohibited by Chapter 9.56, Coeur d'Alene Municipal Code.

D. The ENGINEER shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the CITY or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions.

## SECTION 12. ANTI-BOYCOTT ISRAEL CERTIFICATION.

Pursuant to Idaho Code § 67-2346, the ENGINEER certifies that it is not currently engaged in and will not for the duration of the contract engage in, a boycott of goods or services from Israel or territories under its control.

SECTION 13. CHINESE OWNERSHIP CERTIFICATION.

Pursuant to Idaho Code § 67-2359, the ENGINEER certifies that it is not currently owned or operated by the government of the People’s Republic of China and will not for the duration of the AGREEMENT be owned or operated by the government of the People’s Republic of China.

SECTION 14. ABORTION AFFILIATE CERTIFICATION.

Pursuant to Idaho Code § 18-8703, the ENGINEER 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 Abortion Act,” Idaho Code §§ 18-8701 et seq.

SECTION 15. FOSSIL FUELS/FIREARMS ANTI-BOYCOTT CERTIFICATION.

Pursuant to Idaho Code § 67-2347A, the ENGINEER certifies that it is not currently engaged in, and will not for the duration of the AGREEMENT engage in, a boycott of any individual or company because the individual or company engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in section 18-3302(2)(d), Idaho Code.

SECTION 16. ASSIGNABILITY.

A. The ENGINEER shall not assign any interest in the AGREEMENT and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the CITY thereto. Provided, however, that claims for money due or to become due to the ENGINEER from the CITY under the AGREEMENT may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished in writing promptly to the CITY.

B. The ENGINEER shall not delegate duties or otherwise subcontract work or services under the AGREEMENT without the prior written approval of the CITY.

SECTION 17. INTEREST OF ENGINEER.

The ENGINEER covenants that neither it nor its owners or officers presently have an interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under the AGREEMENT. The ENGINEER further covenants that, in the performance of the AGREEMENT, no person having any such interest shall be employed on the PROJECT.

SECTION 18. FINDINGS CONFIDENTIAL.

Any reports, information, data, etc., given to or prepared or assembled by the ENGINEER under the AGREEMENT which the CITY requests to be kept confidential shall not be made

available to any individual or organization by the ENGINEER without the prior written approval of the CITY, except if required by law.

SECTION 19. PUBLICATION, REPRODUCTION AND USE OF MATERIALS.

No material produced, in whole or in part, under the AGREEMENT shall be subject to copyright in the United States or in any other country. The CITY shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under the AGREEMENT. The ENGINEER shall provide copies of such PROJECT to the CITY upon request. The CITY may make and retain copies of Documents for information and reference in connection with use on the PROJECT by the CITY. Such Documents are not intended or represented to be suitable for reuse by the CITY or others on extensions of this PROJECT or on any other project. Any such reuse or modification without written verification or adaptation by the ENGINEER, as appropriate for the specific purpose intended, will be at the CITY's sole risk and without liability or legal exposure to the ENGINEER and the ENGINEER's subconsultants. To the extent allowed by law, the CITY shall indemnify and hold harmless the ENGINEER and ENGINEER's subconsultants from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom.

SECTION 20. AUDITS AND INSPECTION.

The ENGINEER shall provide access for the CITY and any duly authorized representatives to any books, documents, papers, and records of the ENGINEER that are directly pertinent to the AGREEMENT for the purpose of making audit, examination, excerpts, and transcriptions. The ENGINEER shall retain all records pertinent to the project for three years after final payment and all other pending matters are closed.

SECTION 21. JURISDICTION; CHOICE OF LAW.

Any civil action arising from the AGREEMENT shall be brought in the District Court for the First Judicial District of the State of Idaho at Coeur d'Alene, Kootenai County, Idaho. The laws of the state of Idaho shall govern the rights and obligations of the parties.

SECTION 22. NON-WAIVER.

The failure of the CITY at any time to enforce a provision of the AGREEMENT shall in no way constitute a waiver of the provisions, nor in any way affect the validity of the AGREEMENT or any part thereof, or the right of the CITY thereafter to enforce each and every protection hereof.

SECTION 23. PERMITS, LAWS AND TAXES.

The ENGINEER shall acquire and maintain in good standing all permits, licenses and other documents necessary to its performance under the AGREEMENT, including all necessary licenses and certifications for its employees. Subject to the standard of care, all actions taken by the ENGINEER under the AGREEMENT shall comply with all applicable statutes, ordinances, rules,

and regulations. The ENGINEER shall pay all taxes pertaining to its performance under the AGREEMENT, if applicable.

#### SECTION 24. RELATIONSHIPS OF THE PARTIES.

The ENGINEER shall perform its obligations hereunder as an independent ENGINEER of the CITY. The CITY may administer the AGREEMENT and monitor the ENGINEER's compliance with the AGREEMENT but shall not supervise or otherwise direct the ENGINEER except to provide recommendations and to provide approvals pursuant to the AGREEMENT.

#### SECTION 25. INTEGRATION.

The AGREEMENT, and all appendices and amendments thereto, embody the entire agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein, and the AGREEMENT shall supersede all previous communications, representations or agreements, either oral or written, between the parties.

#### SECTION 26. HOLD HARMLESS.

A. The ENGINEER shall save, hold harmless, indemnify, and defend the CITY, its officers, agents and employees from and against any and all damages or liability arising out of the acts, errors, omissions, or negligence, including costs and expenses, for or on account of any and all legal actions or claims of any character resulting from injuries or damages sustained by any person or persons or property arising from the ENGINEER's performance of the AGREEMENT and not arising from the ENGINEER's professional services and covered by general liability insurance. To this end, the ENGINEER shall maintain general liability insurance in at least the amount set forth in Section 28(A).

B. The ENGINEER shall hold harmless, and indemnify the CITY, its officers, agents, and employees from and against damages or liability to the extent arising out of the ENGINEER's negligent acts, errors, or omissions, including costs and expenses for or on account of any and all legal actions or claims of any character resulting from injuries or damages sustained by persons or property to the extent arising from the ENGINEER's negligent performance of professional services under the AGREEMENT. To this end, the ENGINEER shall maintain Errors and Omissions insurance in at least the amounts set forth in Section 28(B).

C. Neither party shall be liable to the other for indirect, incidental, or consequential damages resulting from the AGREEMENT or related PROJECTS.

#### SECTION 27. NOTIFICATION.

Any notice under the AGREEMENT may be served upon the ENGINEER or the CITY by mail at the following addresses:

[CITY]  
City of Coeur d'Alene  
710 E. Mullan Ave.  
Coeur d'Alene, ID 83814  
Attn.: Mike Becker, Capital Programs Manager

[ENGINEER]  
J-U-B ENGINEERS, Inc  
745 W. Hanley Ave, Suite 301  
Coeur d'Alene, Idaho 83815  
Attn: Levi Shoolroy, P.E.

SECTION 28. STANDARD OF PERFORMANCE AND INSURANCE.

A. The ENGINEER shall maintain general liability insurance, naming the CITY, its entities, and its representatives as additional insureds, in the amount of at least one million dollars (\$1,000,000.00) for property damage or personal injury, death or loss as a result of any one occurrence or accident regardless of the number of persons injured or the number of claimants, it being the intention that the minimum limits shall be those provided for by Idaho Code § 6-924.

B. In the performance of professional services, the ENGINEER will use that degree of standard of care and skill ordinarily exercised under similar circumstances by members of the ENGINEER's profession. Should the ENGINEER or any of the ENGINEER's employees be found to have been negligent in the performance of professional services from which the CITY sustains damage, the ENGINEER has obtained Errors and Omission Insurance with limits of at least five hundred thousand dollars (\$500,000.00). The ENGINEER shall maintain, and furnish proof thereof, coverage for a period of two years following the completion of the project.

C. The ENGINEER shall obtain and maintain auto liability insurance with limits in the amount of at least five hundred thousand dollars (\$500,000.00) for the duration of the project.

D. Prior to the PROJECT under the AGREEMENT, the ENGINEER shall furnish to the CITY certificates of the insurance coverages required herein, which certificates must be approved by the City Attorney. Certificates shall provide for at least thirty (30) days' notice to policy holder, prior to cancellation of the policy for any reason. In addition, the ENGINEER shall promptly notify the CITY when the policy is canceled.

IN WITNESS WHEREOF, the Mayor and City Clerk of the CITY OF COEUR D'ALENE have executed the AGREEMENT on behalf of the CITY, the City Clerk has affixed the seal of said CITY hereto, and the ENGINEER has caused the same to be signed by its President, and its seal to be affixed hereto, the day and year first above written.

CITY OF COEUR D'ALENE

J-U-B ENGINEERS, INC.

\_\_\_\_\_  
Daniel K. Gookin, Mayor

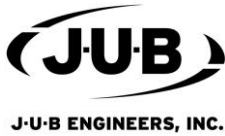
\_\_\_\_\_  
\_\_\_\_\_, President

ATTEST:

ATTEST:

\_\_\_\_\_  
Renata McLeod, City Clerk

\_\_\_\_\_  
Secretary:



**J-U-B ENGINEERS, Inc.  
AGREEMENT FOR PROFESSIONAL SERVICES**

**Attachment 1 – Scope of Services, Basis of Fee, and Schedule**

**PROJECT NAME:** 2026 WRRF Facility Plan Update

**CLIENT:** City of Coeur d’Alene (ID)

**J-U-B PROJECT NUMBER:** RP-25-00021

**CLIENT PROJECT NUMBER:** Click or tap here to enter text.

**ATTACHMENT TO:**

**AGREEMENT DATED:** Click or tap to enter a date.; **or**

**AUTHORIZATION FOR CONTRACT AMENDMENT #X; DATED:** Click or tap to enter a date.

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

**PART 1 - PROJECT UNDERSTANDING**

J-U-B’s understanding of this project’s history and CLIENT’s general intent and scope of the project are described as follows:

The City of Coeur d’Alene’s Water Resource and Recovery Facility (WRRF) generally consists of the following processes:

- Preliminary Treatment: Influent screening and grit removal
- Influent pumping
- Primary clarification
- Secondary Treatment: Trickling filters followed by solids contact tanks and secondary clarifiers
- Tertiary Membrane Filtration (TMF)
- Disinfection using gaseous chlorine and dechlorination using sulfur dioxide gas and effluent pumping
- Solids handling and stabilization: primary and secondary solids thickening, anaerobic digestion, digester gas management, and dewatering.
- Composting of dewatered solids (offsite) – evaluation of the composting facility is not included in this facility plan.
- Foul air containment and treatment using a biotower and biofilter.

The City is seeking a comprehensive evaluation of the existing WRRF’s condition and capacity through projected Build-Out conditions, which were established in the 2024 Collection System Master Plan and appear to be within a 20-year horizon. The resulting Capital Improvement Plan (CIP) will be used to inform the City’s upcoming five-year budgeting process in early 2027 as well as provide a resource for strategic treatment planning and budgeting for the next 20 years.

## PART 2 - SCOPE OF SERVICES BY J-U-B

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

### A. Task 100: Project Management

1. The following subtasks are included. Reference Exhibit 1-A Summary of Tasks and Activities for activities, assumptions and exclusions, workshops, and deliverables.

Task	Subtask	Title
100	001	Administration
100	002	Workshops

### B. Task 200: Facility Plan Development

1. The following subtasks are included. Reference Exhibit 1-A Summary of Tasks and Activities for activities, assumptions and exclusions, workshops, and deliverables.

Task	Subtask	Title
200	001	Internal Coordination
200	002	QC Reviews
200	003	Compiling Deliverables
200	004	Compile Process Data
200	005	WRRF Site Visits
200	100	Executive Summary
200	101	Introduction
200	102	Existing Environment
200	103	Flows and Loads
200	104	Permit Conditions
200	105	Existing WRRF Evaluation
200	106	Development of Improvements
200	107	Recommended Plan
200	108	Capital Improvement Plan

### C. Task 300: Disinfection Upgrades to Convert to Liquid Systems

1. The following subtasks are included. Reference Exhibit 1-A Summary of Tasks and Activities for activities, assumptions and exclusions, workshops, and deliverables.

Task	Subtask	Title
300	001	Preliminary Design
300	002	Final Design – Reserved; scope to be determined upon conclusion of preliminary design

### D. Task 900: Management Reserve Fund

1. The Management Reserve Fund establishes a pre-authorized budget for additional tasks that may be requested by the CLIENT's Authorized Representative and performed by J-U-B upon mutual agreement of scope, budget, and schedule.
2. J-U-B will not exceed the pre-authorized amount without CLIENT approval.
3. Potential Tasks are as follows:

Task	Subtask	Title
900	001	Supplemental Sampling for Biowin
900	002	IDPES Permit Assistance

Task	Subtask	Title
900	003	Detailed Equipment Evaluation
900	004	Detailed Structural Evaluation of Existing Structure(s)
900	005	Development of Improvements: Biological System Alternatives
900	006	Development of Improvements: Solids Treatment Improvement
900	007	Development of Improvements: Enhancing Existing Processes
900	008	Compost Facility Plan Update
900	009	Site Expansion (new parcels)
900	010	Public Involvement

### PART 3 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES

- A. **CLIENT-Provided Work** - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project including, but not limited to:
1. Provide on-going review of J-U-B's work and timely considerations of policy issues within a time acceptable to the CLIENT and J-U-B.
  2. Provide record drawings, reports, design memoranda, record drawings, planning studies etc. of the existing facility.
  3. Catalog existing equipment at the WRRF, including model numbers, serial numbers, manufacturers O&M manuals, etc.
  4. Provide current operating budget for the WRRF, as well as improvements planned by the WRRF operations staff in the next 5- and 10-year horizons.
  5. Provide operating and discharge monitoring report (DMR) data as available for the facility.
  6. Complete any laboratory analyses deemed necessary and prudent during the course of the work, as mutually agreed to by CLIENT and J-U-B. Tests that cannot be performed by the WRRF operators will be performed by an independent laboratory and paid for by the CLIENT. The CLIENT will also perform the sampling.
  7. Assist with physical investigations of WRRF components, including access, ventilation, and other safety needs.
  8. Environmental studies, clearances, surveys, permits, mitigation plans, etc.
  9. Give prompt written notice to J-U-B whenever CLIENT observes or otherwise becomes aware of any situation that affects the scope or time of performance of J-U-B's services, or any defect or nonconformance in J-U-B's services, the Work, or in the performance of any Contractor.
  10. Arrange to provide access to CLIENT property for J-U-B and its agents.
- B. **Additional Services** - CLIENT reserves the right to add future tasks for subsequent phases or related work to the scope of services upon mutual agreement of scope, additional fees, and schedule. These future tasks, to be added by amendment at a later date as Additional Services, may include:
1. Topographical survey, boundary survey, property line mapping, negotiations and preparation of legal descriptions for easements, identifying new land parcels for acquisition or treatment.
  2. Additional workshops and/or presentations in excess of those specifically noted.
  3. Industrial monitoring, analytical work, source tracing, review of internal facility procedures (e.g. washdown, pretreatment, etc.), and related discharge conditions.
  4. Detailed site planning including specific process locations, access, accommodation of surrounding land uses, exhibits, etc.
  5. Alternative process configurations (e.g. fermentation, alternate biological treatment systems, sidestream nutrient treatment, digestion alternatives, etc.) unless specifically noted otherwise above.

6. Developing more alternatives than noted in the base scope of services.
7. Detailed troubleshooting or stress testing of the existing processes, including pollutant or nutrient profiling throughout the facility.
8. Detailed design-level hydraulic modeling.
9. Diffuser, outfall, and mixing zone analysis.
10. Evaluation of the offsite composting facilities.
11. Pilot testing equipment.
12. Biosolids permitting applications or Sludge Management Plans.
13. Public involvement.
14. Grant/loan applications for funding improvements.
15. Payment of any fees required by regulatory agencies.
16. Wetland delineations; geotechnical studies; hazardous material evaluations.
17. Energy efficiency evaluations or audits.
18. Pre-design, design, construction support, and related activities for implementing improvements developed in the facility plan.

#### **PART 4 - BASIS OF FEE AND SCHEDULE OF SERVICES**

- A. CLIENT shall pay J-U-B for the identified Services in PART 2 as follows:
  1. For Time and Materials fees:
    - a. For all services performed on the project, Client shall pay J-U-B an amount equal to the cumulative hours charged to the Project by each class of J-U-B's personnel times J-U-B's standard billing rates.
    - b. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.05.
  2. J-U-B may alter the distribution of compensation between individual tasks and subtasks to be consistent with services actually rendered while not exceeding the total project amount.
- B. **Period of Services**
  1. The estimated project duration is noted in the table below and the fee reflects this expected duration. If delays occur beyond 6 months from the total duration noted below that are not the result of J-U-B's actions, the compensation amount for J-U-B's services may be appropriately adjusted, as mutually agreed upon, to account for changes to J-U-B's standard billing rates, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.
- C. CLIENT acknowledges that J-U-B's schedule commitments outlined in Part 4 are subject to the standard of care and J-U-B will not be responsible for delays beyond our direct control.
- D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2.

Task Number	Task Name	Fee Type	Amount	Anticipated Schedule
100	Project Management	Time and Materials (Estimated Amount Shown)	\$135,200	Concurrent with Task 200
200	Facility Plan Development	Time and Materials (Estimated Amount Shown)	\$891,300	<ul style="list-style-type: none"> <li>• Chapters 1 – 4 (Draft): 3 months from NTP</li> <li>• Chapter 5 (Draft): 6 months from NTP <sup>(a)</sup></li> <li>• Chapter 6 (Draft): 10 months from NTP <sup>(a)</sup></li> <li>• Client Review Draft: 13 months from NTP <sup>(a)</sup></li> <li>• Final: within 45 days of receipt of comments on Client Review Draft</li> </ul>
300	Disinfection Upgrades	Time and Materials (Estimated Amount Shown)	\$36,500	Draft PER and Plans within 4 months of NTP; Final within 45 days of receipt of comments on Draft
900	Management Reserve	Time and Materials (Estimated Amount Shown)	\$215,800	As mutually agreed to by CLIENT and J-U-B
<b>Total:</b>			\$1,278,800	

(a) Assumes receipt of comments within 30 days of issuance of preceding draft.

E. The above fees were developed from the Work Breakdown Structure (WBS) attached as Exhibit 1-B.

#### **PART 5 - CERTIFICATIONS AND DELIVERABLES**

- A. Certification Concerning Boycott's: Pursuant to Idaho Code section 67-2346, J-U-B certifies that it is not currently engaged in, and will not for the duration of the Agreement engage in, a boycott of goods or services from Israel or territories under its control. Furthermore, J-U-B certifies that it will not, for the duration of this Agreement, engage in a boycott of goods and services from companies that engage in or support the following industries: fossil-fuel based energy, timber, minerals, hydroelectric power, nuclear energy, agriculture, or firearms.
- B. Certification Concerning Abortion Providers: Pursuant to Idaho Code 18-87, J-U-B certifies that it is not currently an abortion provider and will not become one during the term of this Agreement.
- C. Certification Concerning Government Ownership or Operation. Pursuant to Idaho Code section 67-2359, J-U-B certifies that is not owned or operated by the government of China and will not for the duration of this contract.
- D. Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com.
- E. The Client understands and agrees that Artificial Intelligence (AI) may be used as a tool on the Project, which may include AI features that are integral to design and other software. Results of AI and software applications will be reviewed and, if necessary, modified by J-U-B prior to submittal as a Deliverable.

**Exhibit(s):**

- Exhibit 1-A: Tasks and Activities
- Exhibit 1-B: Work Breakdown Structure

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*For internal J-U-B use only:*

PROJECT LOCATION (STATE): Idaho

TYPE OF WORK: City

R&D: Yes

DISCIPLINE: Water Treatment

PROJECT DESCRIPTION(S):

- (a) Wastewater Treatment (S04-T)*
- (b) Choose an item.*

**Exhibit 1-A: Summary of Tasks and Activities**

**Date:** 4/12/2026

Task	Subtask	Title	Purpose	Subtasks / Activities	Workshops	Deliverables
100	-	Project Management				
100	001	Administration	Provide effective oversight, coordination, and documentation of the Facility Plan project, maintaining control over project planning, execution, communication, quality, finances, and closeout activities to achieve successful project delivery in alignment with City expectations.	<ul style="list-style-type: none"> <li>- Set up project into J-U-B's financial and record keeping systems for document retention and project controls.</li> <li>- Execute subconsultant agreements</li> <li>- Develop project approach, intermediate milestones, and work plan.</li> <li>- Assemble and disseminate background information to design team.</li> <li>- Regularly monitor project status, budget and schedule.</li> <li>- Review the project schedule monthly and provide updates as appropriate.</li> <li>- Conduct resource management and allocation based on project schedules and activities.</li> <li>- Provide a monthly invoice including a summary letter ("report") of project status, budget, and schedule.</li> <li>- Provide ongoing document handling and filing.</li> <li>- Archive paper and electronic files and records.</li> <li>- Communicate the project completion to CLIENT</li> <li>- Close financial billing and accounting records in J-U-B's financial and record-keeping systems.</li> </ul>	- Monthly informal check-ins	<ul style="list-style-type: none"> <li>- Project Schedule</li> <li>- Monthly status reports / invoices</li> </ul>
100	002	Workshops	Provide structured, collaborative meetings held at key points in the project to gather input, review interim conclusions, brainstorm alternatives for evaluation, review CLIENT REVIEW DRAFT documents, and review schedule and deliverables.	<ul style="list-style-type: none"> <li>- Regularly scheduled meetings with City / Consultant. City expects a member of the City Council will attend all workshops as a Council "liaison".</li> <li>- J-U-B's and Carollo's project manager and process lead(s) (as appropriate) will attend in person; other design professionals will attend virtually, as required.</li> </ul>	<p>Workshops will occur concurrent with Task activities described below. Will track effort in this task/subtask.</p> <p>Final Presentation to City Council: Develop technical content and assist in presentation material; attend Council Meeting but presentation will be made by City Staff.</p>	- Workshop Agendas, Materials, and Notes.
200	-	Facility Plan Development				
200	001	Internal Coordination	Coordinate analysis and findings among technical team members.	Conduct regular meetings with J-U-B and Carollo staff as appropriate and necessary for the work progression.	Regularly scheduled meetings.	N/A
200	002	QC Reviews	Provide review that verifies that project deliverables are complete, align with City goals, and are ready for submission before they move to the next phase.	Conduct internal reviews coinciding with project deliverables, and as considered appropriate by J-U-B, for quality control and assurance.	N/A	-
200	003	Compiling Deliverables	Provide final quality, organization, and packaging step before submission.	<ul style="list-style-type: none"> <li>- Prepare the WRRF Facility Plan Update by compiling the chapters developed in previous tasks, assemble appendices, and deliver copies to City and IDEQ (final).</li> <li>- Review and respond to City / Agency comments.</li> <li>- Conduct internal review and coordination of comments.</li> </ul>	N/A	<ul style="list-style-type: none"> <li>- Chapters 1 - 4 PROGRESS PRINT</li> <li>- Chapters 1 - 5 PROGRESS PRINT: respond to / incorporate City comments from prior draft and issue Chapter 5</li> <li>- Chapters 1 - 6 PROGRESS PRINT: respond to / incorporate City comments from prior draft and issue Chapter 6</li> <li>- CLIENT REVIEW DRAFT of compiled Facility Plan</li> <li>- Respond to / integrate City comments and issue FINAL Facility Plan</li> </ul>
200	004	Compile Process Data	Gather the factual, technical, and contextual information needed for the Facility Plan Update.	<ul style="list-style-type: none"> <li>- Develop a Data Request table of information considered necessary for evaluation and analysis of the facility.</li> <li>- Assemble data, including influent and effluent flows, influent loading constituents, process monitoring data, operating data, etc. It is expected that the City has the data readily available in Excel format.</li> </ul>	-	Data Request
200	005	WRRF Site Visits	Early-phase task to verify real-world conditions, reduce uncertainty, and give the project team firsthand understanding of the WRRF.	<ul style="list-style-type: none"> <li>- Site visit to visually observe the existing condition of the WRRF and solicit operator input on current operations, limitations, and deficiencies. The following disciplines will be represented: Process Mechanical, Structural, and Electrical / Instrumentation.</li> <li>- If a detailed evaluation of a specific structure or component of the facility is desired, the work can be added as an Additional Service.</li> </ul>	Site Tour: Liquid and Solids Stream Processes (combined with Kick-Off Meeting)	-

**Exhibit 1-A: Summary of Tasks and Activities**

Date: 4/12/2026

Task	Subtask	Title	Purpose	Subtasks / Activities	Workshops	Deliverables
200	100	Executive Summary	Provide a concise, high-level overview of a rest of the Facility Plan to give decision-makers the essential information they need quickly and without reading the entire document.	Summarize the chapters of the Facility Plan Update.		With CLIENT REVIEW DRAFT and FINAL
200	101	Chapter 1 - Introduction	Sets the stage for the entire document, orients the reader to the facility, establishes context and facility history, and clearly establish goals of the update.	<ul style="list-style-type: none"> <li>- Define project vision, goals, criteria, and project guiding principles.</li> <li>- Define ability / need for integrating with other City planning documents and planning horizon.</li> <li>- Summarize the facility history, including previous planning efforts.</li> <li>- Present plan organization and content.</li> </ul>	- Workshop #1 - Project Kickoff Meeting	Initial submission: Chapters 1 - 4 PROGRESS PRINT
200	102	Chapter 2 - Existing Environment	Provides a general overview and background of the City's current municipal wastewater treatment facility site and surrounding area.	<ul style="list-style-type: none"> <li>- Review and summarize recent planning documents, e.g. the 2024 Collection System Master Plan.</li> <li>- Establish the current and future service area / planning boundaries.</li> <li>- Review recent service area population trends and extrapolate into the future for the planning horizon.</li> <li>- Summarize current users by type and function, including SIUs.</li> <li>- Preliminary review of environmental conditions in the planning area and proximity to the plant per IDEQ Facility Planning Checklist ENG-02.</li> </ul>	Workshop #2 – Review Basis of Design (Chapters 1 through 4)	Initial submission: Chapters 1 - 4 PROGRESS PRINT
200	103	Chapter 3 - Flows and Loads	Establish <i>What is Coming In</i> today and projected through the planning period.	<ul style="list-style-type: none"> <li>- Characterize and document the recent WRRF influent / effluent flows and loads (BOD, TSS, TKN, NH3, and TP) for the prior 5 years.</li> <li>- I/I Evaluation: an I/I evaluation is not included in the scope of services.</li> <li>- Review growth assumptions and projected build-out population from the <u>2024 Collection System Master Plan</u>. City will review with their Planner and consider if a factor of safety or additional growth allowance should be factored in to the growth estimates. The planning period is defined as the Build-Out scenario for the 2024 study.</li> <li>- Separation of SIU contributions, including analysis of potential future discharges or allowances, is not included in the scope.</li> <li>- Develop future flows and loads for the planning period based on observed influent conditions and assumed growth rate.</li> <li>- Review flow and load projections with the City (during a workshop) and determine if an additional allowance is desired.</li> <li>- It is assumed that the CDA WRRF will not accept septage receiving</li> </ul>	Workshop #2 – Review Basis of Design (Chapters 1 through 4)	Initial submission: Chapters 1 - 4 PROGRESS PRINT
200	104	Chapter 4 - Permit Conditions and Discharge Requirements	Summarize known permit conditions and identify potential long-range permit drivers for the facility to determine <i>What must go out</i> .	<ul style="list-style-type: none"> <li>- Summarize the existing permit conditions (issued Sept 2025).</li> <li>- Explore the regulatory and permitting environment and prepare a summary of current water quality drivers on the Spokane River and downstream water segments. Qualitatively discuss potential long-range water quality drivers that could impact the facility.</li> <li>- Meet with DEQ to discuss potential long-range water quality drivers that could impact the facility's discharge to the Spokane River, including current or potential TMDLs affecting the Spokane River.</li> <li>- The Facility Plan will assume biosolids must be treated sufficiently for use at the City's Compost Facility. Long-range permit drivers for biosolids disposal will not be considered in the Facility Plan.</li> <li>- The Facility Plan will assume existing IPDES permit conditions apply for the next 5 to 10 years. Based on discussions with the City, this window is appropriate since rate studies are updated every 5 years and a facility plan update would likely be done within the next 10 years to stay ahead of the curve.</li> </ul>	Workshop #2 – Review Basis of Design (Chapters 1 through 4)	Initial submission: Chapters 1 - 4 PROGRESS PRINT

**Exhibit 1-A: Summary of Tasks and Activities**

**Date:** 4/12/2026

Task	Subtask	Title	Purpose	Subtasks / Activities	Workshops	Deliverables
200	105	Chapter 5 - Existing WRRF Evaluation	Evaluate the WRRF's current equipment / process condition, operating conditions, capacity, performance, and ability to maintain permit			Initial submission: Chapters 1 - 5 PROGRESS PRINT
	105.01		Summarize overall process schematic and major processes	<ul style="list-style-type: none"> <li>- Develop an aerial map of the facility and identify existing components.</li> <li>- Develop an overall process schematic(s).</li> <li>- Incorporate HGL diagrams from prior reports / plans</li> <li>- List major processes within the WRRF (note: composting is not included in the facility plan)</li> </ul>		
	105.02		Current equipment / process condition	<ul style="list-style-type: none"> <li>- Discuss operations with staff during site visits.</li> <li>- Incorporate site visit observations (by process mechanical, structural, and electrical / instrumentation) into process summaries.</li> <li>- Compile data provided by City for existing equipment (e.g. pumps, motors, valves, etc.)</li> <li>- Review current condition of major process equipment and estimate probable remaining life.</li> <li>- Determine approximate age of existing structures.</li> <li>- Determine probable life of equipment based on category (not on a case-by-case basis).</li> </ul>		
	105.03		Current operating conditions and capacity	<ul style="list-style-type: none"> <li>- Document existing modes / ranges of operation, utilizing information from the 2018 Facility Plan, prior PER's, and record drawings as data are available.</li> <li>- Present current operating design criteria and compare to regulatory / literature values.</li> <li>- Define redundancy requirements.</li> <li>- For each major treatment process, provide a brief description, summarize available design criteria, and list operational deficiencies as identified by operations staff and observed during the site visit.</li> <li>- Identify existing capacities, design criteria, and redundancy requirements for main treatment processes. Capacities from past studies, previously reported facility design criteria, calculations for individual processes, observed performance, operator input, and general literature or manufacturer values will be used.</li> <li>- Establish a planning-level mass balance for the facility based on current loading and operating parameters. Review estimate against process logs provided by CLIENT.</li> <li>- Estimate capacity at current operating conditions and qualitatively determine if additional capacity could be realized with process modifications.</li> <li>- Summarize current loading versus estimated capacity (on a percentage basis) on a process-by-process basis based on the evaluation noted in the preceding items. A detailed capacity evaluation to determine the maximum number of equivalent residential units (ERUs) that can be served at the facility will not be completed. If required, the work can be completed under the Management Reserve task.</li> </ul>		
	105.04		Biological System Deep-Dive (TF/SC/TMF)	<ul style="list-style-type: none"> <li>- Develop a plant-wide Biowin model and calibrate to existing operating conditions --&gt; Additional testing and process data may be required to support model calibration - see Task 900-001.</li> <li>- Review EPS issues in the TMF and determine potential root causes.</li> </ul>	Workshop #3 - Existing WRRF Biological Evaluation	
	105.05		Historical WRRF performance	<ul style="list-style-type: none"> <li>- Present historical effluent quality compared to current and known future permit limits for the prior 5 years.</li> <li>- Summarize self-reported permit violations.</li> </ul>		
	105.06		Likelihood / Consequence of Failure	<ul style="list-style-type: none"> <li>- Based on the equipment / process condition, operating conditions, and capacity, determine the resulting risk for each major process (or subprocess as appropriate) for the facility.</li> </ul>		

**Exhibit 1-A: Summary of Tasks and Activities**

**Date:** 4/12/2026

Task	Subtask	Title	Purpose	Subtasks / Activities	Workshops	Deliverables
200	106	Chapter 6 - Development of Improvements	Prepare a range of WRRF liquid stream solutions to address operational challenges/deficiencies, accommodate growth, and stay ahead of permit requirements through the planning period.	<i>Assumption: It is assumed that improvements to the facility will consist of applying current technologies, unless noted otherwise. If alternative technologies are desired, the work will be completed as an Additional Service.</i>		Initial submission: Chapters 1 - 6 PROGRESS PRINT
	106.01		Establish preliminary planning criteria and objectives.	- Collaborative work session with the City at the onset of Chapter 6 to coalesce conclusions from Chapter 5 and brainstorm potential improvements for the facility.	Workshop #4 - Brainstorming Potential Improvements and Review No Action Assessment	
	106.02		No Action Alternative	Evaluate the facility if no changes are made during the planning period, other than necessary maintenance and replacement of existing equipment. Processes projected to be above 100% capacity will require capacity upgrades to maintain a reliable level of service, and processes projected to be at or above 85% capacity should be considered for improvements / capacity upgrades during the planning period.	Workshop #4 - Brainstorming Potential Improvements and Review No Action Assessment	
	106.03		Regional Facility	Not determined to be feasible / practical	N/A	
	106.04		Biological System Alternatives	- The base scope does not include work in this subtask. The No Action alternative will evaluate the capacity and viability of continued use of the existing processes. In subtask 106.08, base improvements will be identified for continued operation of the processes. - The City may consider authorizing a deep-dive into alternative process configurations based on the findings above. If desired, the scope can be modified by Additional Service. See also Management Reserve subtask 900.005.		
	106.05		Solids Treatment Improvements	- Utilize the No Action Alternatives capacity evaluation to determine potential improvements to the existing solids handling and anaerobic digestion processes for build-out loading conditions, assuming continued use of the existing mesophilic digestors. The analysis will be at the overall process level for major component sizing. - Estimate timing of improvements to stay ahead of growth and feasibility of phasing new construction. - The City may consider authorizing a deep-dive into the solids process based on the findings above. If desired, the scope can be modified by Additional Service. See also Management Reserve subtask 900.006.		
	106.06		Reuse: evaluate to advance prior reuse evaluations and present potential implementation costs.	- Evaluate existing performance / effluent quality compared to IDAPA 58.01.17 Recycled Water Rules for Class A reuse. - Evaluate capacity / ability to achieve Class A with existing components; assumes diversion of flow from the TMF through the existing closed-vessel UV system. - Identify necessary improvements to achieve Class A to 1 mgd capacity. - Estimate cost savings if 1 mgd is not discharged to the river, i.e. reduction in chemical usage resulting in relaxed total phosphorus target; assume reuse period is May 1 through September 15. - EXCLUSIONS: evaluation does not include determining potential Class A reuse sites, estimating cost for distribution, stakeholder engagement for potential sites, permit coordination / application with DEQ, pilot test program, public involvement, etc.		
	106.07		Enhancing Existing Processes	The base scope does not include work in this subtask. Depending on the results of the No Action evaluation, the City may determine that some processes warrant further evaluation and development of alternatives. See also Management Reserve subtask 900.007.		
	106.08		Maintaining Existing Processes (replace in-kind)	- Develop Capital Improvement Projects for each major process to address needs identified through the planning period. It is assumed that 'minor' equipment (e.g. pumps, motors, valves, etc.) are budgeted appropriately by the City through O&M. These projects are generally expected to be \$250,000 or larger. - Does not include evaluating specific manufacturers. - Electrical and Controls Improvements. H2E has been replacing panels and looked at arc-flash, but did not look at age / condition of electrical gear. Need to evaluate standby power needs.	Workshop #5 - Review of Potential Improvements	

**Exhibit 1-A: Summary of Tasks and Activities**

**Date:** 4/12/2026

Task	Subtask	Title	Purpose	Subtasks / Activities	Workshops	Deliverables
	106.09		Site Master Planning (50,000 ft level)	<ul style="list-style-type: none"> <li>- Develop a site master plan based on conclusions developed above. Layouts will be conceptual in nature, identifying likely areas of expansion rather than specific locations, elevations, sizes, etc. of improvements.</li> <li>- Conceptually identify ability to phase improvements from a process reliability and constructability standpoint.</li> <li>- Estimate space needed for current levels of treatment. Layouts assume the existing property boundary remains unchanged.</li> <li>- Conceptually identify areas for additional / quaternary treatment in the future.</li> <li>- Identify if existing components should be relocated / repurposed to recapture space for future upgrades or treatment.</li> </ul>	Workshop #6 - Site Master Planning	
200	107	Chapter 7 - Recommended Plan	Compile potential alternatives, establish evaluation criteria and overall ranking.	<ul style="list-style-type: none"> <li>- Develop Decision-Making Framework</li> <li>- Identify Evaluation Criteria</li> <li>- Facilitate City Input and Alignment</li> <li>- Develop Evaluation Metrics and Scoring Methods</li> </ul>	Workshop #7 - Select Preferred Alternatives and Draft CIP	Chapter 7
200	108	Chapter 8 - Capital Improvement Plan	Prioritize improvements for implementation, establish a detailed 5-year CIP and 20-year conceptual plan for the WRRF, estimate potential impact to rates	This task primarily consists of conducting workshops to rank, group, and prioritize projects for implementation at the facility.	Workshop #8 - Review Draft Report	Chapter 8
300	-	<b>Disinfection Upgrades to Convert to Liquid Systems</b>				
300	001	Preliminary Design	Develop a preliminary design for converting the existing gas disinfection and de-chlorination systems to liquid feed systems (sodium hypochlorite and SBS).	<ul style="list-style-type: none"> <li>- Conduct a site visit during Kick-Off Meeting to review existing components, desired improvements, potential location for new feed systems, instrumentation and control systems, and related items.</li> <li>- Review historical gaseous chlorine and SO 2 feed rates; review historical effluent disinfection performance. Develop recommended design dose based on historical performance.</li> <li>- Determine weekly usage rate and storage requirements. It is assumed that 12.5% solution strength will be used and ~4,000 gal deliveries will be received.</li> <li>- Review feed pump options with City staff and determine pump configuration (duplex, triplex, other) for each feed system. It is understood that the City has pre-procured some equipment items already.</li> <li>- Contact equipment vendors for pumps (skids), tanks, and other equipment.</li> <li>- Develop preliminary plans and process schematic for new feed systems.</li> <li>- Determine storage tank locations and storage requirements (IBC requirements, temperature stability, etc.).</li> <li>- Develop a preliminary construction sequencing plan and demolition plans for removing existing disinfection</li> </ul>	Workshop 400-1: Kick-Off Meeting Workshop 400-2: Concept Review Workshop 400-3: Review final City and DEQ Comments	<ul style="list-style-type: none"> <li>- PER for Client Review</li> <li>- Sealed final PER for Client and submission to DEQ</li> <li>- Address DEQ comments (letter or addendum assumed)</li> </ul>
300	002	Final Design	To be determined upon conclusion of preliminary design			
900	-	<b>Management Reserve</b>				
900	001	Supplemental Sampling	Provide the analysis team a deeper, more complete, accurate, and targeted understanding of what is entering, moving through, and leaving the facility—beyond what is required by routine regulatory monitoring.	Supplemental testing and sampling data request: includes location, samples, testing, grab or composite, and frequency: Influent, Primary Effluent, Trickling Filter Effluent, SC Effluent, TMF Effluent, Side streams.	-	Supplemental Data Collection Request
900	002	Regulatory Coordination	Assist City with regulatory discussions or negotiations that could affect future permit conditions.	<ul style="list-style-type: none"> <li>- Assist City with IDPES Permit discussions with regulatory agencies.</li> <li>- Conduct meetings with DEQ and/or Ecology to refine and better understand potential long-term water quality and/or biosolids regulations that could impact the facility.</li> <li>- Evaluate and establish hypothetical future permit conditions into the analysis, e.g. TN limit, temperature limits, etc.</li> </ul>		
900	003	Detailed Equipment Evaluation	Assist City in evaluating individual equipment items in further detail based on a review of current operations, date of original installation, improvements in process equipment (current offerings), and other readily available information.			

**Exhibit 1-A: Summary of Tasks and Activities**

**Date:** 4/12/2026

Task	Subtask	Title	Purpose	Subtasks / Activities	Workshops	Deliverables
900	004	Detailed Structural Evaluation of Existing Structure(s)	Evaluate existing structures and estimate potential useful life based on a review of available record drawing information, date of construction, changes in code since original date of construction, non-destructive testing, and other readily available information.			
900	005	Development of Improvements	Biological System Alternatives	<ul style="list-style-type: none"> <li>- Utilize Biowin model (Task 105) to evaluate the following options for enhancing the biological system for facility build-out:                             <ol style="list-style-type: none"> <li>1) retaining the TF, expanding the SC, retaining the TMF;</li> <li>2) retaining the TF and SC, and expanding the TMF,</li> <li>3) removing the TF/SC and converting to activated sludge using an MBR.</li> </ol> </li> <li>- Identify site layout requirements for each alternative.</li> <li>- Estimate timing of improvements to stay ahead of growth and feasibility of phasing new construction.</li> <li>- Develop order of magnitude cost estimates for comparison of the alternatives.</li> <li>- Develop evaluation criteria with City input and determine preferred biological approach.</li> <li>- Create exhibits for site layout and update CIP</li> </ul>	Workshop TBD	
900	006	Development of Improvements	Solids Treatment Improvements / High-Rate Digestion	<ul style="list-style-type: none"> <li>- Review potential for repurposing existing unused components for storage or additional digestion capacity.</li> <li>- Identify expansion requirements for solids handling and digestion.</li> <li>- Develop screening-level summary of two to three high rate digestion alternatives for consideration by the City, and advance potentially feasible alternatives for further consideration.</li> <li>- Create exhibits for site layout and update CIP</li> </ul>	Workshop TBD	
900	007	Development of Improvements	Enhancing Existing Processes	<ul style="list-style-type: none"> <li>- Grit: Evaluate alternative grit removal systems (vortex or stacked tray) and impact on the facility (e.g. biosolids).</li> <li>- TMF: incorporate TMF design conclusions.</li> <li>- Conversion to UV disinfection (with liquid hypo and SBS backup)</li> <li>- Gravity Thickening: evaluate ability to add additional units versus an alternate thickening approach (e.g. RST).</li> <li>- Primary scum / thickened PS and TWAS pumping</li> <li>- Solids Storage: Evaluate options for adding digested solids storage (currently ~3 days). Includes reviewing ability to repurpose Digester #2.</li> <li>- Replace older centrifuge (scheduled to be replaced in 2019) with screw press</li> <li>- Biofilter and biotower: review foul air capture, conveyance, and treatment</li> <li>- Create exhibits for site layout and update CIP</li> </ul>	Workshop TBD	
900	008	Compost Facility Evaluation	Update the existing Compost Facility Plan (completed in 2017)			
900	009	Site Expansion	Evaluate potential to expand the facility to adjacent land parcels.			
900	010	Public Involvement	Provide public interface specialists to engage stakeholders on proposed or potential improvements at the facility or in the community (e.g. reuse)			

**EXHIBIT 1-B: WORK BREAKDOWN STRUCTURE**

Task Number	Subtask Number	Task/Subtask Name / Activity Description	Shoolroy, Levi Engineer – Discipline Lead -	Cummings, Mark Program Manager	Conn, Ruel Program Manager	Cutler, Kylie Project Engineer I	Schmidt, Lauren Project Engineer II	Boyd, Brandon Project Designer	Krallman, Scott Project Engineer - Senior	Holder, William CAD Designer - Senior	Holland, Katie Administrative Assistant	Hogsett, Mitchell Project Engineer - Lead	Schuster, Jessie Project Engineer - Lead	Baune, Jon Program Manager	Watkins, Raymond Program Manager - Senior	Barker, Matthew Project Engineer - Lead	Utecht, Kimberly Project Accountant - Lead	Yake, Christopher GIS Analyst - Senior	Studebaker, Jesse Professional Land Surveyor	Baden, Andrew Project Engineer - Senior		J-U-B Expenses	Subconsultant Expenses	Total Compensation
100		Project Management	157	6	50	72	26	0	0	0	4	0	2	0	16	0	16	0	0	0	0	\$0	\$49,800	\$135,200
100	001	Administration	105	4	4	8	0	0	0	0	4	0	0	0	0	0	16	0	0	0	0	\$0	\$16,800	\$52,300
100	002	Workshops	52	2	46	64	26	0	0	0	0	0	2	0	16	0	0	0	0	0	0	\$0	\$33,000	\$82,900
200		Facility Plan Development	263	62	205	634	438	186	0	86	92	56	28	8	24	40	0	8	8	0	0	\$8,300	\$432,000	\$891,300
200	001	Internal Coordination	24	0	24	24	24	0	0	0	0	0	0	0	6	0	0	0	0	0	0	\$0	\$37,300	\$61,700
200	002	QC Reviews	14	52	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$25,900	\$43,200
200	003	Compiling Deliverables	5	0	0	10	0	0	0	0	10	0	0	0	0	0	0	0	0	0	0	\$5,000	\$3,200	\$12,500
200	004	Compile Process Data	5	0	0	20	0	24	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$4,400	\$13,300
200	005	WRRF Site Visits	10	8	10	18	16	0	0	8	0	0	8	0	8	0	0	0	8	0	0	\$2,800	\$22,700	\$46,900
200	100	Executive Summary	8	0	0	16	16	0	0	0	8	0	0	0	0	0	0	0	0	0	0	\$0	\$2,600	\$12,100
200	101	Introduction	4	0	0	26	0	0	0	12	6	0	0	2	0	0	0	8	0	0	0	\$500	\$3,700	\$15,300
200	102	Existing Environment	4	0	0	0	0	36	0	0	8	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$7,300
200	103	Flows and Loads	6	0	28	0	0	102	0	0	8	0	0	6	0	0	0	0	0	0	0	\$0	\$0	\$26,600
200	104	Permit Conditions	10	0	0	0	0	0	0	0	6	56	0	0	0	0	0	0	0	0	0	\$0	\$6,100	\$22,100
200	105	Existing WRRF Evaluation	81	0	50	254	176	24	0	24	16	0	8	0	0	0	0	0	0	0	0	\$0	\$176,500	\$310,000
200	106	Development of Improvements	58	2	63	170	182	0	0	12	16	0	12	0	10	40	0	0	0	0	0	\$0	\$104,600	\$227,400
200	107	Recommended Plan	22	0	20	68	0	0	0	20	6	0	0	0	0	0	0	0	0	0	0	\$0	\$28,500	\$57,300
200	108	Capital Improvement Plan	12	0	10	28	24	0	0	10	8	0	0	0	0	0	0	0	0	0	0	\$0	\$16,600	\$35,700
300		Disinfection Upgrades to Convert to Liquid Systems	4	0	16	0	0	0	78	40	6	0	0	0	8	0	0	0	0	4	0	\$0	\$0	\$36,500
300	001	Preliminary Design	4	0	16	0	0	0	78	40	6	0	0	0	8	0	0	0	0	4	0	\$0	\$0	\$36,500
300	002	Final Design - Reserved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0
900		Management Reserve	76	6	26	216	80	16	0	28	16	0	0	0	0	0	0	0	0	0	0	\$0	\$118,300	\$215,800
900	001	Supplemental Sampling for Biowin	2	0	0	4	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$13,100	\$16,900
900	002	IDPES Permit Assistance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0
900	003	Detailed Equipment Evaluation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0
900	004	Detailed Structural Evaluation of Existing Structure(s)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0
900	005	Development of Improvements: Biological System Alternatives	24	4	4	104	0	0	0	8	4	0	0	0	0	0	0	0	0	0	0	\$0	\$40,500	\$71,300
900	006	Development of Improvements: Solids Treatment Improvement	12	0	0	24	0	0	0	8	4	0	0	0	0	0	0	0	0	0	0	\$0	\$28,400	\$38,300
900	007	Development of Improvements: Enhancing Existing Processes	38	2	22	84	80	0	0	12	8	0	0	0	0	0	0	0	0	0	0	\$0	\$36,300	\$89,400
900	008	Compost Facility Plan Update	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0
900	009	Site Expansion (new parcels)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0
900	010	Public Involvement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0
<b>Total Hours</b>			<b>500</b>	<b>74</b>	<b>297</b>	<b>922</b>	<b>544</b>	<b>202</b>	<b>78</b>	<b>154</b>	<b>118</b>	<b>56</b>	<b>30</b>	<b>8</b>	<b>48</b>	<b>40</b>	<b>16</b>	<b>8</b>	<b>8</b>	<b>4</b>	<b>0</b>			<b>3,107</b>
<b>Total Costs</b>																						<b>\$8,300</b>	<b>\$600,100</b>	<b>\$1,278,800</b>