

# LIVE STREAMING & AUDIO RECORDING

*Now In Progress*



COLLABORATE. CREATE. **DEVELOP.** COMPLETE.

# Board of Commissioners

**Regular Meeting  
January 13, 2020**



# AGENDA

## I. Call to Order

Chair Zuckerman

## II. Agenda Changes/Additions

Chair Zuckerman

## III. Consent Agenda

### A. Expenses

1. Approval of Paid Invoice Report – December 2019

### B. Minutes & Reports

1. Approval of December 9, 2019 Meeting Minutes

### C. Other

1. Approve Resolution #1633 – 9025 Federal Way – Type 2 Participation Agreement
2. Approve Resolution #1638 – Employee Manual Update

# CONSENT AGENDA

Motion to Approve Consent Agenda

# AGENDA

## IV. Action Items

- A. CONSIDER: Defer election of officers from first regular meeting held in January, as stated in the CCDC amended and restated bylaws, to the first regular meeting in February (5 minutes).....Chair Zuckerman
- B. CONSIDER: Resolution #1639 – Approving Idaho Trust Bank Lease Amendment (10 minutes) ..... Max Clark
- C. CONSIDER: Setting date of March 9 for public meeting on Parking Rate Modifications (5 minutes) ..... Max Clark
- D. CONSIDER: Resolution #1640 – Approving Jensen Belts Associates Task Order 19-001: Westside Park DD/CD/CA (10 minutes) ..... Doug Woodruff
- E. CONSIDER: Resolution #1623 – Approving ranking for RFQ – Structural Engineering Services – 10th & Front Garage Structural Damage Prevention Project (10 minutes) ..... Kathy Wanner
- F. CONSIDER: Friend of the Court application in the Supreme Court action – Hoffman, Birnbaum, et. Al. vs City of Boise (5 minutes) ..... Ryan Armbruster

# CONSIDER: Defer election of Officers

Chair Zuckerman

# AGENDA

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# Idaho Trust Bank Lease Amendment

Max Clark  
Director of Parking & Mobility





Request:

Idaho Trust Bank (ITB)

Six parking spaces  
in 9<sup>th</sup> & Front Garage

Extend existing lease  
through December 2035

Occupied current location as part of BoDo Development

- 20 year lease approved in 2006
- 6 years remaining on the lease

Drive-Thru facility provides 24/7 banking and enables ADA access





ITB has been a good partner with Agency

ITB pays 150% of market rate per space

Unlikely to find another good use for space

# CONSIDER: Resolution No. 1639

## Suggested Motion:

I move to adopt Resolution No. 1639 approving Amendment No. 1  
to the Access, Use & Signage License Agreement between  
Agency and Idaho Trust Bank

# AGENDA

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# Setting Parking Rate Public Meeting Date

Max Clark  
Director of Parking & Mobility

# Background

- Prior to 2017: Rates adjusted every 4 years
- November 2017: Last rate deliberation.  
Board asked for more frequent review
- February 2018: Rates effective
- FY2019: No rate adjustment
- FY2020: Rate adjustment built into budget



# Current Wait Lists: General Monthly Spaces Only

Garage	Waitlist
9th & Main	63
Capitol & Main	34
9th & Front	28
Capitol & Myrtle	15
10th & Front	13
11 <sup>th</sup> & Front	49*
<b>Total</b>	<b>202</b>





# Rate Considerations

- Promote visitors to downtown businesses
  - Retain First Hour Free
  - Keep hourly rate \$3
- Encourage day-long visitors to use outer garages
  - Increase daily max rate at Capitol & Main, 9<sup>th</sup> & Main
  - Maintain daily max rate at outer garages
- Manage demand and reduce waitlist
  - Increase monthly rates at all garages
- Fund structural rehabilitation and mobility alternatives



# Proposed Timeline

- January 13: Set rate meeting date of March 9
- By February 4: Notice sent for publishing February 7; stakeholder notice mailed out by February 7
- March 9<sup>th</sup>: Conduct rate adjustment meeting
- May 1: Implement new rates



# CONSIDER: Setting March 9, 2020 Public Meeting date for Parking Rate Modifications

## Suggested Motion:

I move to schedule a public comment date for the Board meeting of March 9<sup>th</sup>, 2020 to consider adjusting parking rates effective no sooner than May 1, 2020; and authorize staff to take the necessary steps to prepare and publish public notice of the proposed rate increases; and to prepare and distribute notice of the proposed rate increases to current patrons and stakeholders.

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# Resolution No.1640

## Approving Jensen Belts Associates Task Order 19-001: Westside Park DD/CD/CA

Doug Woodruff

Assistant Director Placemaking & Infrastructure



# Project Background

- December approval of Westside Park concept master plan, direction to advance with technical drawings
- Jensen Belts Associates
  - Pre-qualified Design Professional
  - 2017 RFP seeking services: concept through construction
  - Best qualified and highest ranked respondent
- Concept master plan consultant (with GGLO as sub-consultant)

# Task Order 19-001

- Professional design services
  - Final Design
  - Bidding & Permitting
  - Construction Administration
- Jensen Belts Associates – Landscape Architect of record
  - GGLO – design vision guidance
  - Quadrant Consulting - engineering
- Contract amount \$188,500
- Resolution authorizes a 10% contingency





# Next Steps

## **CCDC & Parks dept. Open House**

January 14 from 6:00pm to 7:30pm  
BOISE Plaza lobby, 1111 W Jefferson

## **Artist, Matthew Mazzotta, Outdoor Living Room**

January 21 from 11:00am to 1:00pm  
Main + Marketplace breezeway (next to escalator)

## **Parks Commission, consider concept master plan**

January 23 at 4:00pm  
City Hall





# CONSIDER: Resolution 1640

## Suggested Motion:

I move to adopt Resolution No. 1640 approving Jensen Belts Associates Task Order 19-001 for Westside Park final design and construction administration services.

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# CONSIDER: Resolution No. 1623

Structural Engineering Services

10<sup>th</sup> & Front Garage Structural Damage Prevention Project

Kathy Wanner

Contracts Specialist

# BACKGROUND

## 10<sup>th</sup> & Front Garage

- Built in 1978
  - Last three years – concrete rehab projects
  - Structural engineering required
- 
- 2019 Design Professionals On Call Roster
  - No Structural Engineers
- 
- December 2019 – Request for Qualifications specific for Structural Engineer



# THE PROCUREMENT PROCESS

Qualification Based Selection Process	
RFQ Issued	December 2, 2019
Public Notice	December 2 and 9, 2019
Submissions Due	December 19, 2019 by 2pm
Evaluations	December 20, 2019 – Jan 3, 2020
CCDC Board Consideration	January 13, 2020

## THE EVALUATION

EVALUATION	
Organizational Qualifications	35
Personnel Qualifications	30
Related Project Experience	35

## THE RANKING

RANKING	
1	Desman, Inc.
2	Walker Consultants
3	KPFF Consulting Engineers
4	AHJ Engineers
5	HECO Engineers

# CONSIDER: Resolution No. 1623

Structural Engineer – 10<sup>th</sup> & Front Garage Structural Damage Prevention

## Suggested Motion:

I move to adopt Resolution No. 1623 approving the ranking for the RFQ - Structural Engineering Services for the 10<sup>th</sup> & Front Garage Structural Damage Prevention Project and authorize the Executive Director to negotiate and execute a professional services agreement for structural engineering services for the 10<sup>th</sup> & Front Garage Structural Damage Prevention Project.

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# CONSIDER: Friend of the Court Application

Ryan Armbruster  
Elam & Burke – CCDC Agency Counsel

# AGENDA

## V. Information/Discussion Items

- A. CCDC Monthly Report (5 minutes)..... John Brunelle

## VI. Adjourn

# INFORMATION: CCDC Monthly Report

John Brunelle  
CCDC Executive Director

# Adjourn

*This meeting is being conducted in a location accessible to those with physical disabilities. Participants may request reasonable accommodations, including but not limited to a language interpreter, from CCDC to facilitate their participation in the meeting. For assistance with accommodation, contact CCDC at 121 N 9th St, Suite 501 or (208) 384-4264 (TTY Relay 1-800-377-3529).*