



AGENDA BILL

<p>Agenda Subject: Resolution 1847 approving a Professional Services Agreement with Kimley-Horn and Associates, Inc. for PARCS Procurement Consultant Services</p>	<p>Date: December 11, 2023</p>
<p>Staff Contact: Zach Piepmeyer, P.E., Parking & Mobility Director</p>	<p>Attachments:</p> <ol style="list-style-type: none"> 1. Resolution 1847 2. Professional Services Agreement with Kimley-Horn and Associates, Inc.
<p>Action Requested: Adopt Resolution 1847 approving a Professional Services Agreement with Kimley-Horn and Associates, Inc. for PARCS Procurement Consultant Services.</p>	

Background

A Parking Access and Revenue Control System (PARCS) includes all software and hardware necessary to manage and control parking facility access, record transactions and collect revenue for a public parking system like ParkBOI. PARCS includes the gate hardware, signage, vehicle detection, card/ticket readers, vehicle counter displays, and ticket dispensers at vehicle entrances. It also includes the pay-on-foot kiosks located in garage vestibules, software that manages the various in-garage elements, and—in the case of the current ParkBOI system—on-site servers to store all system information.

The current PARCS within the ParkBOI system consists of two separate equipment types: five of the six ParkBOI garages include Scheidt & Bachmann equipment, procured and installed in 2014. The sixth and newest garage includes Amano PARCS equipment installed in 2018. While both types of PARCS equipment have provided basic functionality for the Agency, the Operator and the general public, much of the equipment is approaching the end of its useful life (10 years) and should be replaced with more modern, reliable, and efficient equipment that offers better functionality for all users.

State-of-the-art PARCS technologies provide operational enhancements that offer a high-level of customer service and parking management operations. Current PARCS trends include systems to implement a gated facility with automatic access for registered users (i.e. employees or other monthly pass holders) via License Plate Recognition (LPR) and ticketed or LPR entry for non-registered users. Non-registered users can utilize contactless mobile pay and pay-on-foot technology but often have the opportunity to receive validation in the form of a scannable barcode or QR code on a mobile device. Credit Card Pay-In-Lane options can be made available as a

back-up option for those who forget to pay before exiting and modern systems accept digital wallet payment methods (e.g. Apple Pay). Modern PARCS will be cloud-based, with options to customize user reports via data dashboard with real-time entry/exit/occupancy data feed.

The Agency anticipates a future Request for Proposals (RFP) for a third-party vendor to procure and install new PARCS equipment later in 2024. In preparation for that RFP, the Agency is engaging a consultant through this PARCS Procurement Consulting Services project to review and evaluate current PARCS equipment in the ParkBOI facilities, identify feasible new equipment options, recommend a preferred technology for the ParkBOI system, assist in preparing bid specifications for the RFP, evaluate vendor proposals and assist with equipment installation and testing.

Request for Qualifications

The Agency advertised a Request for Qualifications (RFQ) for PARCS Consultant Services on this project on August 28, 2023 and conducted a Pre-Submittal Meeting on September 7, 2023. Statements of Qualifications were due on September 21, 2023. The Agency received submittals from three firms:

- Desman
- Walker Consultants
- Kimley-Horn and Associates, Inc.

A four-person evaluation panel consisting of Agency and Operator staff reviewed and ranked the proposals, as follows:

Ranking	Firm	Total Points (400 Possible)
1	Kimley-Horn and Associates, Inc.	351
2	Walker Consultants	269
3	Desman	258

The Professional Services Agreement (“Agreement”) includes consultant services up through selection of a preferred PARCS vendor via RFP. Once a PARCS vendor is selected through the RFP process, an amendment to the Agreement will be prepared to cover testing and acceptance of the proposed PARCS system.

Fiscal Notes

The Agreement approves the not-to-exceed amount of \$107,056 for PARCS Procurement Consultant Services. The approved FY2024 budget includes sufficient funding for this Agreement.

Note the above cost is for PARCS Procurement Consultant Services only and does not include procurement of the new PARCS equipment.

Staff Recommendation

Adopt Resolution 1847 approving the Professional Services Agreement with Kimley-Horn and Associates, Inc. for PARCS Procurement Consultant Services.

Suggested Motion:

I move to adopt Resolution 1847 approving the Professional Services Agreement with Kimley-Horn and Associates, Inc. for PARCS Procurement Consultant Services.

RESOLUTION NO. 1847

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, FINDING KIMLEY-HORN AND ASSOCIATES, INC. AS THE BEST QUALIFIED CONSULTANT TO CONDUCT CONSULTANT SERVICES INCLUDED IN THE PARCS PROCUREMENT CONSULTING SERVICES PROJECT REQUEST FOR QUALIFICATIONS SOLICITED ON AUGUST 28, 2023; AUTHORIZING THE AGENCY'S EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES CONTRACT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR THE PARCS PROCUREMENT CONSULTING SERVICES; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY ACTION TO IMPLEMENT THE RESOLUTION INCLUDING THE EXPENDITURE OF FUNDS; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION is made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, and the Local Economic Development Act, as amended and supplemented, Chapter 29, Title 50, Idaho Code (collectively, the "Act"), as a duly created and functioning urban renewal agency for Boise City, Idaho (hereinafter referred to as the "Agency").

WHEREAS, the Agency is empowered by the Law, among other things, to construct off-street parking facilities, to finance the construction, operation, and maintenance of such facilities, and to enter into agreements necessary or convenient to the exercise of such powers; and,

WHEREAS, the Act and the Downtown Urban Renewal Plans provide for the Agency to retain and engage technical experts, professional services, and planning services; and,

WHEREAS, the Agency complies with various provisions of the Idaho Code as may be applicable to the Agency for the selection of services; and,

WHEREAS, as a matter of fairness and transparency, the Agency has, by policy, provided for certain competitive selection processes for professional consulting and planning services retained by the Agency; and,

WHEREAS, the Agency owns and operates the ParkBOI public parking system ("ParkBOI") which includes six (6) parking garages with 3,154 spaces, in part as a significant investment in implementing the Downtown Urban Renewal Plans and providing for economic growth in downtown Boise; and,

WHEREAS, on August 12, 2013 the Board of Commissioners approved Resolution 1327 approving the procurement and installation of the current Parking Access Revenue Control System ("PARCS"); and

WHEREAS, the Agency regards ParkBOI as an important asset which requires updating the functionality of the PARCS system to ensure a high-level of customer service and parking management operations; and,

WHEREAS, the Agency has the need for professional expertise to assist with the procurement of the new PARCS system for ParkBOI; and,

WHEREAS, the Agency issued a Request for Qualifications for the PARCS Procurement Consulting Services ("RFQ") on August 28, 2023, and published requisite notice of the RFQ on August 28 and September 4, 2023, in the *Idaho Statesman* newspaper; and,

WHEREAS, as a result of the RFQ, the Agency received three (3) Statements of Qualifications ("SOQ") by the published deadline of 3:00 p.m. on September 21, 2023: Desman, Inc.; Kimley-Horn and Associates, Inc.; and Walker Associates (collectively, the "Respondents"); and, ,

WHEREAS, the Agency convened an evaluation panel of representatives from the Agency and the Agency's parking management company to review the Respondents' SOQs; and,

WHEREAS, the evaluation panel has recommended the selection of Kimley-Horn and Associates, Inc. to conduct the consultant services included in the RFQ; and,

WHEREAS, the Agency Board of Commissioners finds it to be in the best public interest to approve the evaluation panel's selection of Kimley-Horn and Associates, Inc. and to authorize the Agency Executive Director to negotiate and enter into a professional services agreement with Kimley-Horn and Associates, Inc. for PARCS Procurement Consultant Services.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Agency Board selects Kimley-Horn and Associates, Inc. as the consultant team to conduct the PARCS Procurement Consultant Services, based on the examination of the proposals by the Evaluation Panel and its recommendation to the Agency Board.

Section 3: That the Agency Executive Director is hereby authorized to negotiate and enter into a Professional Services Agreement with Kimley-Horn and Associates, Inc for an amount not to exceed \$107,056 to supply the services as stated in the November 28, 2023 proposal received by the Agency from Kimley-Horn and Associates, Inc., which proposal is attached to this resolution as Exhibit A and incorporated herein by this reference.

Section 4: That the Agency Executive Director is hereby authorized to execute all necessary documents required to implement the actions contemplated by the Professional Services Agreement, including the expenditure of funds, subject to representations by the Agency Staff and Agency legal counsel that all conditions precedent to such actions have been met; and authorizing any necessary technical corrections to the Agreement or other documents are acceptable upon advice from Agency's legal counsel that said changes are consistent with the

provisions of the Agreement and the comments and discussions received at the December 11, 2023, Agency Board meeting.

Section 5: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of Boise City, Idaho, on December 11, 2023. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on December 11, 2023.

URBAN RENEWAL AGENCY OF BOISE CITY

By: Commissioner Latonia Haney Keith
Latonia Haney Keith, Chair

ATTEST:

By: John Stevens
John Stevens, Vice Chair



KIMLEY-HORN AND ASSOCIATES, INC.

**PROFESSIONAL SERVICES AGREEMENT
PARCS PROCUREMENT CONSULTANT SERVICES**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the Urban Renewal Agency of Boise City, also known as Capital City Development Corporation, an independent public body, corporate and politic, exercising governmental functions and powers and organized and existing under the Idaho Urban Renewal Law of the State of Idaho, title 50, chapter 20, Idaho Code, and the Local Economic Development Act, title 50, chapter 29, Idaho Code (“CCDC”), and Kimley-Horn and Associates, Inc., a North Carolina corporation (“CONSULTANT”). CCDC and CONSULTANT may hereinafter collectively be referred to as the “Parties” and individually as a “Party.”

RECITALS

- A. CCDC has an ongoing need for nonexclusive consultant services related to the procurement of PARCS equipment for the ParkBOI garages.
- B. CCDC issued a request for qualifications for the PARCS Procurement Consultant Services Project which closed on September 21, 2023. The statements of qualifications received by the due date were evaluated, scored and ranked by a four-person panel. CCDC Executive Director selected the top ranked CONSULTANT to provide the services.
- C. CONSULTANT is specially trained, experienced, and competent to perform such services and has agreed to provide such services under the terms and conditions described herein.
- D. CCDC desires to retain CONSULTANT to provide non-exclusive professional services. As a public agency, CCDC reserves all rights to seek services from other consultants through any procedure deemed to be in the best interests of CCDC and in compliance with any applicable law, rule, or regulation.

NOW, THEREFORE, in consideration of the above Recitals, which are incorporated into this Agreement; the mutual covenants contained herein; and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

AGREEMENT

1. **SCOPE OF SERVICES.** Upon execution of this Agreement, CONSULTANT shall perform and furnish to CCDC all services as described in **Exhibit A**, (“Scope of Services” or “Scope”), incorporated herein by this reference, together with any amendments that may be agreed to in writing by the Parties.

Key Project Dates

Notice to Proceed	December 11, 2023 (Board Approval)
Task 2 – Assessment of Existing Facilities	April 1, 2024
Task 3 – Best Practices & Recommendations	April 1, 2024
Task 4 – Proposed PARCS Specifications	September 1, 2024

2. **EFFECTIVE DATE.** The effective date of this Agreement (“Effective Date”) shall be the date on which this Agreement was signed by the last of the Parties to execute it.

3. **TERM OF AGREEMENT.** This Agreement shall begin on the Effective Date and shall continue until: 1.) completion of services; or 2.) December 31, 2024. At CCDC’s sole discretion an extension may be granted.

4. **NOTICE TO PROCEED.** Services to be performed under this Agreement shall commence upon CCDC issuing a written notice to proceed. The written notice to proceed may be transmitted by U.S. Mail, courier, E-Mail or Fax. The receipt of the fully executed agreement is considered a written notice to proceed.

5. PAYMENT.

- (a) Amount and Method of Payment. CCDC agrees to pay CONSULTANT for the Scope of Services performed under this Agreement an amount not to exceed **ONE HUNDRED SEVEN THOUSAND FIFTY-SIX DOLLARS (\$107,056)**, based on the lump sum rates and reimbursables as described in Exhibit A. Payment for reimbursables shall be included in the not to exceed amount.
- (b) Reimbursable Expenses. Reimbursable expenses may include general out-of-pocket expenses, such as long-distance telephone charges, copying expenses, overnight or standard mailing expenses, travel-related expenses and the like, and shall be billed to CCDC at the actual cost to CONSULTANT with no mark-up.
- (c) NOTICE REQUIRED PRIOR TO OVERAGES. CONSULTANT must notify CCDC if CONSULTANT anticipates that costs for the Scope of Services will exceed the not-to-exceed limit set for this Agreement. CCDC will determine in its sole judgment if an amendment to the not-to-exceed limit is appropriate. Any amendment must be approved by CCDC in writing prior to the CONSULTANT incurring costs in excess of the not-to-exceed limit.
- (d) Invoices. Invoices shall be submitted to CCDC at the address for Notification listed herein or by email to accounting@ccdcbiose.com. Each invoice shall be in a

format acceptable to CCDC and shall specify charges as they relate to the tasks of the Agreement and shall include the assigned purchase order number, **PO# 240023**. Each invoice also shall specify current billing and previous payments, with a total of costs incurred and payments made to date.

- (f) Payment of Invoices. All invoices shall be paid by CCDC within thirty (30) days of receipt of invoice, subject to Correction of Deficiencies, herein set forth, and Termination provisions set forth below. Disputes of any invoiced amounts must be sent to CONSULTANT in writing within five (5) business days of billing.

6. CONSULTANT RESPONSIBILITIES. CONSULTANT assumes all responsibility for production and delivery of all materials and services detailed in this Agreement, whether or not the CONSULTANT is the manufacturer or producer of the materials or services. CONSULTANT shall supply, at CONSULTANT's sole expense, all equipment, tools, materials and/or supplies to accomplish the services specified in the Agreement. Further, CONSULTANT will be the sole point of contact on contractual matters, including payment of charges resulting from the use or purchase of items selected.

7. CONSULTANT WARRANTY. CONSULTANT represents that it possesses the requisite skill, knowledge, and experience necessary to perform the services under this Agreement. CONSULTANT warrants that its services under this Agreement shall be performed in a professional manner consistent with the professional skill and care ordinarily provided by parking professionals practicing in the same or similar locality under the same or similar circumstances. In the event of nonconformity, to the extent the professional standard of care for professionals has not been met, and without limitation upon any other remedy, CCDC shall have no financial obligation in regard to the nonconforming goods or services. This right is not to the exclusion of any other right that CCDC has in law or equity. Without limiting the foregoing, CONSULTANT recognizes its obligation to work with CCDC to correct any errors resulting from its negligence.

8. CONSULTANT RELIANCE. CONSULTANT shall be entitled to rely on the accuracy and completeness of any information furnished by CCDC, except in such circumstances that CONSULTANT should, in the exercise of reasonable care, consistent with the professional skill and care ordinarily provided by consultants practicing under the same or similar circumstances, know the information to be incorrect, unreliable or incomplete. CONSULTANT shall provide prompt notice to CCDC if CONSULTANT becomes aware of any errors, omissions, or inconsistencies in such information.

9. CORRECTING DEFICIENCIES. If a service or work product subject to a specific invoice does not meet the requirements of this Agreement as CCDC may reasonably determine, CCDC shall notify CONSULTANT in writing and identify specific deficiencies in the service or work product that do not meet the requirements. CONSULTANT shall have ten (10) business days to correct or modify the service or work product to comply with the requirements of the Agreement as set forth in the CCDC's written notice. If CCDC again reasonably determines the services or work product fails to meet the requirements, CCDC may withhold payment until deficiencies have been corrected to CCDC's reasonable satisfaction or may terminate this Agreement for cause as set forth in this Agreement.

10. RIGHT OF CONTROL. CCDC agrees that it will have no right to control or direct the details, manner, or means by which CONSULTANT accomplishes the results of the services performed hereunder. CONSULTANT has no obligation to work any particular hours or days or

any particular number of hours or days. CONSULTANT agrees, however, that its other contracts and services shall not interfere with the performance of the services outlined by this Agreement. CCDC agrees to coordinate project schedules, respective commencements, and deadlines with CONSULTANT as needed.

11. PROPRIETARY RIGHTS. All documents, reports, and any other data developed by CONSULTANT for CCDC in the performance of this Agreement, whether finished or not finished, shall become the property of CCDC, shall be forwarded to CCDC at its request, and may be used by CCDC as it sees fit. CCDC agrees that if it uses products prepared by CONSULTANT for purposes other than those intended in this Agreement, it does so at its sole risk and it agrees to hold CONSULTANT harmless therefrom.

12. CONFIDENTIALITY. The Parties acknowledge that the existence and the terms of this Agreement and any oral or written information exchanged between the Parties in connection with the preparation and performance of this Agreement are regarded as confidential information. Each Party shall maintain confidentiality of all such confidential information and, without obtaining the written consent of the other Party, it shall not disclose any relevant confidential information to any third parties, except for the information that: a.) is or will be in the public domain (other than through the receiving Party's unauthorized disclosure); b.) is under the obligation to be disclosed pursuant to the applicable laws or regulations or orders of the court or other government authorities; or c.) is required to be disclosed by any Party to its own officers, board members, legal counsels, or financial advisors regarding the transaction contemplated hereunder, provided that such officers, board members, legal counsels, or financial advisors shall be bound by the confidentiality obligations similar to those set forth in this Section. Disclosure of any confidential information by the staff members or agencies hired by any Party shall be deemed disclosure of such confidential information by such Party, which Party shall be held liable for breach of this Agreement. This Section shall survive the termination of this Agreement for any reason.

13. RELATIONSHIP OF PARTIES. CONSULTANT is an independent contractor and is not an officer, employee, servant, or agent of CCDC. CCDC shall determine the services and work products to be done by CONSULTANT, but CONSULTANT shall determine the legal means by which it accomplishes the services and work projects specified by CCDC. This Agreement shall not be construed to create any employer-employee relationship between CCDC and CONSULTANT. CONSULTANT shall not be entitled to any benefits provided by CCDC to employees.

14. FEDERAL, STATE, AND LOCAL PAYROLL TAXES. Neither federal, state, or local income taxes nor payroll taxes of any kind shall be withheld and paid by CCDC on behalf of CONSULTANT or the employees of CONSULTANT. CONSULTANT shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes.

15. DISCRIMINATION PROHIBITED. In performing the services required by this Agreement, CONSULTANT shall not discriminate against any person on the basis of age, race or ancestry, color, national origin, disability or handicap, creed or religion, sex, sexual orientation, gender identity, gender expression, or marital status. Violation of this section shall constitute a material breach of this Agreement and be deemed grounds for cancellation, termination, or suspension of the Agreement by CCDC, in whole or in part, and may result in ineligibility to perform additional services for CCDC.

16. ACCESS TO RECORDS AND AUDITS. CONSULTANT shall maintain complete and accurate records with respect to costs incurred and manpower expended under this Agreement. All such records shall be maintained according to generally accepted accounting principles, shall be clearly identified, and shall be readily accessible. Upon request, such records shall be available for review by CCDC representatives for three (3) years after final payment.

17. SUBCONSULTANTS. CONSULTANT may propose the use of subconsultants ("SUBCONSULTANTS") for performance of a particular aspect of the services. CCDC shall have the right to approve the use of SUBCONSULTANTS and the amount and method of SUBCONSULTANTS' compensation prior to commencement of any services by SUBCONSULTANTS, and such approval shall be in writing. CCDC shall also determine whether the selection of SUBCONSULTANTS should be made through any required selection process or through a selection process CCDC deems in its best interest. CCDC shall have the right to approve any change in the use of SUBCONSULTANTS. Such changes in SUBCONSULTANTS shall be approved by CCDC in writing and shall not affect the amount of payment stated in the Agreement unless specifically authorized by CCDC in writing. CCDC shall have no liability to SUBCONSULTANTS and CONSULTANT shall be responsible for services performed or work product produced by the SUBCONSULTANTS and payment to SUBCONSULTANTS.

18. COORDINATION WITH OTHER CONSULTANTS. CONSULTANT recognizes that CCDC has or may enter into agreements with other consultants. Upon request, CONSULTANT agrees to coordinate with and work in conjunction with other Consultants when the need arises.

19. INDEMNIFICATION. CONSULTANT agrees to indemnify and hold harmless CCDC and its officers, agents, and employees from and against all claims, losses, actions, or judgments for damages or injury to persons or property, including attorney fees, to the extent arising from any negligent or tortious acts or omissions of CONSULTANT, its employees, or subconsultants.

20. INSURANCE. Prior to commencing services under this Agreement, CONSULTANT shall obtain at its sole cost and expense, and thereafter maintain for the term of this Agreement, at least the minimum insurance coverages set forth below. All insurance coverage shall be written on an occurrence basis and provided by a company or companies which are authorized to do business in Idaho. CONSULTANT shall provide to CCDC proof of insurance coverage before commencing its performance as herein provided. CONSULTANT shall notify CCDC a minimum of ten (10) days prior to cancellation of said policy or policies.

- (a) Worker's compensation as required by applicable law or regulation. If worker's compensation insurance is not required under the circumstances, CONSULTANT shall provide proof to CCDC that such coverage is not required.
- (b) Employer's liability insurance in the minimum amount required by applicable law or regulation.
- (c) Commercial general liability insurance policy with minimum coverage of \$1,000,000 per occurrence, and a minimum aggregate policy limit of \$2,000,000. The commercial general liability insurance policy shall name CCDC as an Additional Insured and protect its officers, agents, and employees from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONSULTANT's negligence during the performance of this Agreement.

- (d) Professional liability insurance with minimum limits of liability of \$1,000,000 per claim and \$1,000,000 aggregate.

21. DEFAULT AND TERMINATION.

- (a) FOR CAUSE. If through any cause CONSULTANT shall fail to perform any of the covenants or conditions of this Agreement or fails to fulfill its obligations in compliance with the schedule under this Agreement, and CONSULTANT does not cure such defects in performance within ten (10) days after receipt of written notice, CCDC shall thereupon have the right to terminate this Agreement. Upon termination for cause, CONSULTANT shall be paid an amount for the actual services satisfactorily performed in accordance with this Agreement through the default date. CONSULTANT shall provide CCDC all work products generated prior to date of termination. If CCDC fails to perform any of the covenants or conditions of this Agreement, CONSULTANT shall have the right to terminate this Agreement.
- (b) TERMINATION FOR CONVENIENCE OF CCDC. CCDC may terminate this Agreement for its convenience at any time, for any reason, upon giving ten (10) business days written notice. If this Agreement is terminated by CCDC for convenience, CONSULTANT shall be paid an amount for the actual services satisfactorily performed to the date of termination. Consultant shall also provide CCDC all work products of consulting generated to date of termination. Notwithstanding any other provision in this Agreement, CCDC may terminate this Agreement immediately if CONSULTANT becomes insolvent or voluntarily or involuntarily bankrupt, or if a receiver or other liquidating officer is appointed for substantially all of the business of the CONSULTANT or if CONSULTANT makes an assignment for the benefit of creditors.

22. DISPUTES. In the event that a dispute arises between CCDC and the CONSULTANT regarding application or interpretation of any provision of this Agreement, the aggrieved Party shall promptly notify the other Party to this Agreement of the dispute within ten (10) days after such dispute arises. If the Parties shall have failed to resolve the dispute within thirty (30) days after delivery of such notice, the Parties may first endeavor to settle the dispute in an amicable manner by mediation. If the Parties elect to mediate their dispute, the Parties will select a mediator by mutual agreement and agree to each pay half of the mediator's costs and fees. The mediation will take place in Boise, Idaho, unless otherwise agreed by the Parties in writing. Should the Parties be unable to resolve the dispute to their mutual satisfaction within thirty (30) days after such completion of mediation, each Party shall have the right to pursue any rights or remedies it may have at law or in equity. If the Parties do not mutually agree to mediate the dispute, either Party may pursue any rights or remedies it may have at law.

23. ATTORNEY FEES. Should any litigation be commenced between the Parties hereto concerning this Agreement, the prevailing Party shall be entitled, in addition to any other relief as may be granted, to costs and reasonable attorneys' fees as determined by a court of competent jurisdiction. This provision shall be deemed to be a separate contract between the Parties and shall survive any default, termination, or forfeiture of this Agreement.

24. NONWAIVER. Failure of either Party to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

25. NOTICES. Any and all notices required to be given by either of the Parties hereto, unless otherwise stated in this Agreement shall be in writing and be deemed communicated when delivered in person, by courier, or mailed in the United States mail, certified, return receipt requested, addresses as follows:

To CCDC:

John Brunelle, Executive Director
Capital City Development Corporation
121 N. 9th Street, Suite 501
Boise, Idaho 83702
#208-384-4264
jbrunelle@ccdcoise.com

To CONSULTANT:

Robert W. Prunty III, P.E.
Kimley-Horn and Associates, Inc.
950 Bannock Street, Suite 100
Boise, Idaho 83702
#602-906-1100
rob.prunty@kimley-horn.com

Telephone numbers and e-mail addresses are for convenience and not to be used for notices required to be in writing. Informal notices and communication may be delivered in person or by telephone, mail, courier, e-mail, or fax. Either Party may, by written notice, change the contact information listed above.

26. GENERAL ADMINISTRATION AND MANAGEMENT. The Executive Director of CCDC or his/her designee shall be CCDC's representative and shall oversee and approve all services to be performed, coordinate all communications, review and approve all invoices, and carry out any and all tasks as may be required of CCDC under this Agreement.

27. TIME IS OF THE ESSENCE. Time is of the essence for each and every provision of this Agreement and will be strictly followed by the Parties. Except for the obligation to make payments under this Agreement, neither Party shall have liability or be deemed in breach due to delays caused by fire, riot, acts of God or state, war, or any other cause beyond the delayed Party's reasonable control; however, it is understood that the Parties shall use reasonable efforts which are consistent with their industries accepted practices to resume performance as soon as practicable under the circumstances.

28. ENTIRE AGREEMENT. This Agreement, along with any and all Exhibits, attached hereto and incorporated herein by reference, contains the entire Agreement of the Parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith. This Agreement covers services or work products CONSULTANT has not completed, but does not cover services or work products that have been completed and CCDC has paid CONSULTANT'S fee.

29. AMENDMENTS. This Agreement may be amended only in writing, upon mutual agreement of both CCDC and CONSULTANT.

30. ASSIGNMENT. It is expressly agreed and understood by the Parties hereto that CONSULTANT shall not have the right to assign, transfer, hypothecate, or sell any of its rights under this Agreement except upon the prior express written consent of CCDC.

31. COUNTERPARTS. This Agreement may be executed in any number of counterparts. Such counterparts shall be deemed to be original instruments. Counterparts together shall constitute one (1) agreement.

32. GOVERNING LAW. Any dispute under this Agreement, or related to this Agreement, shall be decided in accordance with the laws of the State of Idaho.

33. SEVERABILITY. If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will nevertheless remain in full force and effect.

34. SUCCESSORS IN INTEREST. The provisions of this Agreement shall be binding upon and shall inure to the benefit of the Parties hereby, and their respective successors and assigns.

35. THIRD PARTY BENEFICIARIES. CCDC and CONSULTANT are the only Parties to this Agreement. The Parties do not intend that any non-party or third party will have any rights whatsoever under this Agreement.

36. ANTI-BOYCOTT AGAINST ISRAEL CERTIFICATION. In accordance with Idaho Code section 67-2346, CONSULTANT, by entering into this Agreement, hereby certifies that it is not currently engaged in, or for the duration of this Agreement will not engage in, a boycott of goods or services from the State of Israel or territories under its control.

37. CERTIFICATION REGARDING GOVERNMENT OF CHINA. In accordance with Idaho Code Section 67-2359, effective July 1, 2023, CONSULTANT, by entering into this Agreement, hereby certifies that it is not currently owned or operated by the government of China and will not, for the duration of the Agreement, be owned or operated by the government of China.

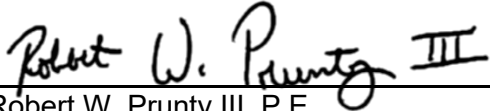
END OF AGREEMENT | Signatures appear on the following page.

IN WITNESS WHEREOF, CCDC and CONSULTANT have executed this Agreement with an effective date as of the last date written below.

CAPITAL CITY DEVELOPMENT CORP.

**CONSULTANT:
KIMLEY-HORN AND ASSOCIATES, INC.**

John Brunelle, Executive Director



Robert W. Prunty III, P.E.

Date: _____

Date: 12 - 04 - 2023

EXHIBITS

A. Consultant's Proposal Dated November 28, 2023

Budget Info / For Office Use	
Fund/District	401
Account	6125
Activity Code	24020
PO #	240023
Current Scope Completion	December 31, 2024



November 28, 2023

Zach Piepmeyer
Parking & Mobility Director, Capital City Development Corp
121 N 9th St, Suite 501
Boise, ID 83702

Re: Parking Access and Revenue Control System Design
Professional Services Agreement

Dear Mr. Piepmeyer:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this letter agreement (the "Agreement") to the Capital City Development Corp. ("Client" or "Owner" or "City") for providing professional design services related to Parking Access and Revenue Control System ("PARCS") Design and Procurement.

Project Understanding

The CCDC owns and operates six (6) parking decks consisting of a total 3,154 parking stalls:

1. 11th and Front
2. 10th and Front
3. 9th and Main
4. 9th and Front
5. Capitol and Main
6. Capitol and Myrtle

Five of the facilities are currently operating a S&B Entervo PARCS for all access control; and one runs the Amano Overture PARCS. With recent technology changes and outdated equipment, the client wishes to upgrade to a maintainable PARCS platform that also enhances the operations and parking offerings to customers. For this Project, Kimley-Horn will provide the following services limited to: Facility Analysis, Functional Specification Development, Procurement Support, and Project Management Services with additional services that can be included once a vendor has been selected.

It is Kimley-Horn's understanding that the implementation will be conducted in one project, although individual facilities will be phased to limit operational impacts to the overall system. As such, the tasks below assume the full replacement and implementation of the entire system in one, distinct bid package. If the project is bid and constructed in multiple phases, and only components are implemented, the scope and fee shall be renegotiated.

Within this proposal, "Vendor" refers to the PARCS provider. Inclusive with their team will be any Designers and Contractors.

- "Contractor" refers to the construction contractor(s) who will be engaged by and contracted directly to the Vendor to install the system including civil infrastructure (curbs, data cabling, conduit, bollards, electrical cabling, etc.).

It is Kimley-Horn's understanding that the Client desires to review, evaluate, and potentially implement

some combination of the following PARCS technology and operational components with the goals below:

- Makes use of state-of-the-art technology.
- Provides a high level of system reliability, minimizing down-time for maintenance/repairs and system malfunction.
- Minor repairs can be addressed by the parking operator (with proper training) and parts are readily available.
- Accepts multiple forms of payment, including digital wallets, cash, and credit card.
- Eliminates or reduces the need for physical paper tickets and receipts.
- Eliminates or reduces the need for physical access cards.
- Is easy for end users to understand and navigate, regardless of familiarity with ParkBOI facilities.
- Processes entry/exits efficiently and consistently.
- Provides continuous and robust garage use and revenue data to CCDC and its operator in an easy-to-use format (i.e. dashboard).
- Is expandable to future ParkBOI garage locations.

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

Task 1: Project Management

Kimley-Horn will facilitate bi-weekly progress meetings to discuss progress on the project deliverables and schedule, and review open action items. Kimley-Horn will also update the progress schedule and provide monthly progress summaries during the billing cycles. This task is limited to:

1.1 Meetings

- a. One virtual Kick-off meeting with the project team and Core Team that includes the CCDC Project Management Team and The Car Park Management Team to discuss the expected schedule, discuss dates for the site assessment, get an overview of the existing challenges, and discuss desired functionality with the new system.
- b. One virtual progress meeting of up to 30 minutes every other week (bi-weekly meetings) to discuss the project's progress for up to 10 months. Up to two (2) Kimley-Horn representatives will attend all meetings. Kimley-Horn will provide an agenda prior to each meeting and a summary of action items for all parties involved.
- c. Two virtual meetings to present progress to the board. Up to two (2) Kimley-Horn representatives will attend the meetings and will work with the CCDC project management team to facilitate content for up to 15 minute presentations.

1.2 Deliverables

- a. Monthly progress reports attached to the monthly invoices with progress made and tasks performed.
- b. Bi-weekly agendas and meeting summaries for all meetings described in section 1.1.

Task 2: Assessment of Existing Facilities and Needs Assessment

- 2.1 Prepare a formal Request for Information (RFI) to obtain specific documentation about each facility from the Owner. Available documentation may include, but is not limited to, as-builts, and/or construction documents for each of the parking facilities, existing transaction breakdown for cash and credit cards and existing maintenance contracts with vendors. Site visits will be scheduled after this data has been obtained.
- 2.2 Perform limited visual field observations of the current PARCS equipment, PARCS software, parking facilities, and offices that will be integrated with the new system for the locations noted above. Site observations will be performed by up to three (3) Kimley-Horn representatives over a period of one (1) day, along with the on-site meeting with Client staff. During this time, Kimley-Horn representatives will meet on-site with the operator and project team to oversee how parking is managed and identify communication and electrical equipment rooms at the facilities. In the field meeting, Kimley-Horn will assess the possibility of installing License Plate Recognition and other technologies to be considered as part of the assessment and recommendations task.
- 2.3 Prepare an assessment report that documents the existing equipment, documents existing challenges for the hardware and software and documents stakeholder input. The report will be limited to the following chapters.
 - a. An assessment of the existing conditions of the facilities and operations that describes the existing PARCS.
 - b. A description of the existing operations and challenges.
 - c. A summary of the stakeholder meetings and challenges within the existing system and operations.
- 2.4 Meetings
 - a. Attend one (1) on-site meeting with Client staff to review Project goals, schedule, and next steps. Up to three (3) Kimley-Horn representatives will attend the meeting and site-walk.
 - b. Facilitate up to a total of five (5) virtual stakeholder meetings with stakeholders selected by Client. The CCDDC Project Manager and Kimley-Horn will coordinate attendance for stakeholders required at these meetings. It is anticipated that stakeholders may include representatives from the public, hotels, and any other interested party that might provide feedback on the parking operations. Up to two (2) Kimley-Horn representatives will attend each meeting.
 - c. Attend one (1) virtual meeting to discuss the Draft Existing Facility Analysis Report. This meeting will occur at the same time as the review for the Task 3 submittal.
- 2.5 Deliverables
 - a. Submit one (1) 90% Draft Report as a digital PDF file. Following the submission of this draft report, Kimley-Horn will attend one virtual meeting with the Client as indicated above. The City will have three (3) weeks to review the report and provide a consolidated set of comments back to Kimley-Horn. These comments will be incorporated into the Final Report. The report in this deliverable will be submitted in conjunction with the report from Task 3 as one single deliverable.

- b. Submit one (1) Final Report. The report in this deliverable will be submitted in conjunction with the report from Task 3 as one single deliverable.

Task 3: Best Practices and Recommendations Report

3.1 Kimley-Horn will prepare a best practice and recommendations report that documents the research performed on technologies that could be applied at the sites. The report will include recommendations for the new PARCS at each facility based on the site observations, stakeholder input from Task 2, and the best practices in this Task. The report will be limited to the following chapters.

- a. A list of best practices of PARCS technology and features with pros/cons for implementing for the CCDC parking locations. Kimley-Horn will also include best practices for communications plans at a higher level to discuss components to consider.
- b. List a general description of recommended equipment at each location. It is expected that the equipment will be provided by the same vendor or with subs under their contract.
- c. Develop a draft Engineer's Opinion of Probable Cost (OPC) for the recommended equipment and for the anticipated parking facility upgrades. The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that each vendor will abide to the costs shown. Kimley-Horn will provide a range of costs based on recent bids and usual costs for this type of project and technology.

3.2 Meetings

- a. Attend one (1) virtual meeting to discuss the Best Practices and Recommendations Report. The report in this deliverable will be submitted in conjunction with the report from Task 2 as one single deliverable.

3.3 Deliverables

- a. Submit one (1) 90% Draft Report as a digital PDF file. Following the submission of this draft report, Kimley-Horn will attend one meeting with the Client as indicated above. The City will have three weeks to review the report and provide a consolidated set of comments back to Kimley-Horn. These comments will be incorporated into the Final Report. The report in this deliverable will be submitted in conjunction with the report from Task 2 as one single deliverable.
- b. Submit one (1) Final Report. The report in this deliverable will be submitted in conjunction with the report from Task 2 as one single deliverable.

Task 4: Proposed PARCS System Evaluation and Equipment Specifications

4.1 Develop draft PARCS technical specifications for the hardware and software selected by the Client based on the recommendations from Task 3. The functional PARCS technical

specifications will describe what the Client will provide and what is expected from the selected Vendor. It is assumed that the technical specifications will be developed as a standalone document, which will be incorporated for inclusion into the Client's request for proposal (RFP) when selecting a Vendor. This overall RFP will include the procurement and contracting requirements, provided by the Client. The technical specifications will consist of:

- Description of the Existing System
 - Communications and Power information for the vendor
 - Technical requirements for both hardware and software
 - Maintenance requirements
 - Warranty requirements
 - Training requirements
 - Testing requirements
 - Performance requirements
 - Cost Matrix for vendor to complete that includes pricing for each facility, and all costs for a 5-year period (to include maintenance costs, any software fees and possible integrations).
- 4.2 Update the draft Engineer's Opinion of Probable Cost developed during the recommendations task (Task 3) based upon the final system technical specifications and anticipated lane modifications.
- 4.3 Meetings
- a. Attend up to two (2) virtual Design meetings with the Client to review system design and specifications. Up to two (2) Kimley-Horn representatives will attend each meeting.
 - b. Attend one (1) virtual 95% Draft meeting to review the draft PARCS specifications. Up to two (2) Kimley-Horn representatives will attend the meeting.
- 4.4 Deliverables:
- c. Submit one (1) 90% Draft Technical Specification as a digital PDF file. Following submission of this draft, Kimley-Horn will attend one meeting with the Client as indicated above. The Client will have three weeks to review the specifications/drawings and provide comments back to Kimley-Horn. These comments will be incorporated into the Final Technical Specifications.
 - d. Submit one (1) Final Technical Specification as a digital PDF file.

Task 5: Request for Proposals and Vendor Selection

Kimley-Horn will assist with packaging the Request for Proposal (RFP) document, review proposals by prospective Vendors, and participate in the interview process for prospective Vendors. Kimley-Horn's support will be limited to:

- 5.1 Kimley-Horn will collaborate with the Client to develop the RFP document. It is understood that the Client will provide the boilerplate outline for the RFP, and that Kimley-Horn will provide the requirements and recommendations on evaluation metrics to be included in the document. The technical specifications developed in Task 4 will be incorporated as a standalone document, as an attachment within the overall RFP.
- 5.2 Prepare list of qualified Vendors that Kimley-Horn recommends the Client solicit for bids at a minimum. It is assumed that this will be a public procurement and any Vendor may submit.

- 5.3 Respond to Vendor requests for information (RFI) during the procurement process. Up to 10 hours of support is anticipated for response to questions and development of addendum content.
- 5.4 Proposal review: Kimley-Horn will review up to five (5) Vendor proposals, provide feedback to the Client, and develop an evaluation matrix in accordance with the evaluation metrics.
- 5.5 Kimley-Horn will virtually attend the Vendor interviews (vendor interviews to be required to be in person) and provide the assessment team with subjective / objective input based on the evaluation criteria. Kimley-Horn will not be a voting member of the assessment team. Kimley-Horn will attend the interviews virtually and final selection meeting with two (2) Kimley-Horn representatives present. It is assumed that Kimley-Horn will attend the interviews virtually over a one-day period and will be limited to three (3) Vendors.
- 5.6 Review best and final offers of up to two (2) Vendors.
- 5.7 Review the contract with the vendor and update the PARCS specifications addended to the contract to exclude agreed-upon exceptions and add proposed vendor innovations.
- 5.8 Meetings:
 - a. Attend up to two (2) virtual Procurement coordination meetings with Client's representatives. Up to two (2) Kimley-Horn representatives will attend the meeting.
 - b. Attend one (1) virtual Vendor pre-proposal meeting. Up to two (2) Kimley-Horn representatives will attend the meeting for up to one hour.
 - c. Attend one (1) virtual contract negotiation meeting to assist with the technical details and specifications for the Vendor contract. Two (2) Kimley-Horn staff members will be present at each negotiation meeting for up to 1 hour each.
- 5.9 Deliverables:
 - a. Kimley-Horn will submit written responses for questions from the vendor RFI process for any items related with the specifications developed.
 - b. Kimley-Horn will provide a summary assessment of each vendor that provides a proposal with questions to ask during the interviews.
 - c. Kimley-Horn will provide a summary assessment of final vendors that are part of the interview process. Kimley-Horn will review up to three vendors for interviews.
 - d. Kimley-Horn will provide comments on the contract for items related to the technical specifications and request for clarification on functionalities/exceptions for the vendor during the vendor negotiation process.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then-current hourly rates. No out-of-scope services will be performed without prior consent by CCDC in the form of a task order amendment. Additional services we can provide include, but are not limited to, the following:

- 1. Parking technology peer evaluation.
- 2. Layout drawings.
- 3. Development of request for information prior to procurement document development.
- 4. Civil/electrical/low voltage design plans for lane modifications to support new equipment.

5. Communications and electrical design plans to support new technology, centralized cloud-based system.
6. Lane queueing analysis for all facilities.
7. Parking supply/demand study.
8. Parking rate study.
9. Additional design or construction meetings.
10. Structural design.

At this point, Kimley-Horn cannot assess and determine the meetings required for the PARCS Implementation Task until the PARCS technologies and vendor(s) are selected and under contract. After the procurement process has been finalized and the Client starts discussions with the potential vendor(s), Kimley-Horn will assess with the City the expected schedule, meetings, and phasing for the project. Some of the potential tasks that can be scoped are:

1. Factory Acceptance Testing
2. Lane Acceptance Testing
3. Final Acceptance Testing
4. Weekly Coordination Meetings
5. Site Visits
6. Review submittals from selected vendor
7. Design and Configuration Meetings

Information Provided By Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

1. Current operational procedures manuals to identify efficiencies that can be provided with new equipment and software.
2. Current revenue and occupancy reports for a sample week/month/year
3. Facility layouts for each garage/lot in CAD/PDF format
4. List of facilities within the scope of this project
5. List of stakeholder contacts
6. List of current technologies of interest
7. RFP boilerplate language and upfront documentation

Schedule

We will provide our services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule. See Attachment A for a proposed schedule.

Fee and Expenses

Lump Sum Tasks

Kimley-Horn will perform the services in Tasks 1 - 5 for the total lump sum fee below. Individual task



amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

Task 1: Project Management	\$	\$18,690.00
Task 2: Assessment of Existing Facilities	\$	\$40,796.00
Task 3: Best Practices and Recommendations Report	\$	\$14,970.00
Task 4: Proposed PARCS System Evaluation and Equipment Specifications	\$	\$22,460.00
Task 5: Request for Proposals and Vendor Selection	\$	\$10,140.00
<hr/>		
Total Lump Sum Fee	\$	\$107,056.00

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 30 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Cost Plus Tasks

Kimley-Horn will perform work listed under Additional Services – when requested by the Client, and the PARCS Implementation task (to be scoped once a vendor has been selected), on a labor fee plus expense basis. Labor fee will be billed on an hourly basis according to our then-current rates.

~~Direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project will be billed hourly. All permitting, application, and similar project fees will be paid directly by the Client. Should the Client request Kimley-Horn to advance any such project fees on the Client's behalf, an invoice for such fees, with a fifteen (15%) markup, will be immediately issued to and paid by the Client.~~ *RWP III*

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

Please email all invoices to accounting@ccdcoise.com

Please copy [Zach Piepmeyer zpiepmeyer@ccdcoise.com](mailto:Zach.Piepmeyer@ccdcoise.com)

We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.



Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "K. Smith", with a horizontal line underneath.

By: Kenneth Smith, P.E.
Project Manager

A handwritten signature in black ink, reading "Robert W. Prunty III", with a horizontal line underneath.

Robert W. Prunty III, P.E.
Shareholder / Senior Project Manager
Designated Contract Signing Authority

Subtasks	Month 1				Month 2				Month 3				Month 4				Month 5				Month 6				Month 7				Month 8				Month 9				Month 10				Month 11				Month 12			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Task 1: Project Management																																																
1.1	Kickoff Meeting																																															
1.2	Bi-Weekly Client Conference Calls (up to 11 months)																																															
1.3	Monthly Reports																																															
Total																																																
Task 2: Assessment of Existing Facilities																																																
2.1	Site Visit and Stakeholder Interviews																																															
2.2	Data request and analysis																																															
2.3	Assessment Report Draft																																															
2.4	Assessment Report Final																																															
Total																																																
Task 3: Best Practices and Recommendations Report																																																
3.1	Best Practices and Recommendations Report Draft																																															
3.2	Best Practices and Recommendations Report Final																																															
Total																																																
Task 4 : Proposed PARCS System Evaluation and Equipment Specifications																																																
4.1	Draft PRCS Specs																																															
4.2	Draft Review Meeting (Virtual)																																															
4.3	Final PRCS Specs																																															
4.4	Final Metrics																																															
4.5	Final EOPCC																																															
Total																																																
Task 5: Requests for Proposal																																																
5.1	Evaluation Matrix																																															
5.2	Pre-Proposal Meeting (Virtual)																																															
5.3	Vendor Question Response																																															
5.4	Proposal Review																																															
5.5	Interviews (Online)																																															
5.6	Contract Negotiation Meetings (Online)																																															
Total																																																

Subtasks	Local Liaison	Technology Expert QC	PM/ Local Liaison	Analyst	Admin	Expenses	Subtask Labor Total	Total Fee
	Tim Nicholson	Nick Mazzenga/ Jeremiah Simpson	Kenneth Smith/ Nicolette Womack	Sonia Panic	Admin			
Task 1: Project Management								
Total	0	9	48	38	11	\$ -	\$ 18,690.00	\$ 18,690.00
Task 2: Assessment of Existing Facilities								
Total	3	32	57	90	0	\$ 4,176.00	\$ 36,620.00	\$ 40,796.00
Task 3: Best Practices and Recommendations Report								
Total	3	11	20	40	0	\$ -	\$ 14,970.00	\$ 14,970.00
Task 4 : Proposed PARCS System Evaluation and Equipment Specifications								
Total	0	12	37	67	0	\$ -	\$ 22,460.00	\$ 22,460.00
Task 5: Requests for Proposal								
Total	0	2	23	28	0	\$ -	\$ 10,140.00	\$ 10,140.00
Project Total:	6	66	185	263	11	\$ 4,176.00	\$ 102,880.00	\$ 107,056.00