



**BOARD
OF
COMMISSIONERS
MEETING
November 3, 2025**

CAPITAL CITY DEVELOPMENT CORPORATION

Board of Commissioners Meeting
Board Room, Fifth Floor, 121 N. 9th Street
November 03, 2025, 12 p.m.

Live stream available at <https://ccdcb Boise.com/board-of-commissioners/>

AGENDA

I. **CALL TO ORDER**Chair Haney Keith

II. **ACTION ITEM: AGENDA CHANGES OR ADDITIONS**.....Chair Haney Keith

III. **ACTION ITEM: CONSENT AGENDA**

A. Expenses

1. Approve Paid Invoice Report for September 2025

B. Minutes and Reports

1. Approve Meeting Minutes for September 22, 2025

C. Other

1. Approve Resolution 1949: 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization. Task Order 24-004 for Professional Design Services with Cushing Terrell
2. Approve Resolution 1948: 170 S. 28th Street, Finch. Type 1 Participation Agreement with Finch I, LLC.

IV. **ACTION ITEM**

A. CONSIDER Resolution 1950: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Real Property Disposition PolicyAlexandra Monjar (15 minutes)

B. CONSIDER Resolution 1947: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Building Commissioning Services RFQ RankingAmy Fimbel (10 minutes)

V. **ADJOURN**

This meeting will be conducted in compliance with the Idaho Open Meetings Law and 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, Boise, Idaho or (208) 384-4264 (TTY Relay 1-800-377-3529).

Viewing Remotely: Members of the public may view the meeting with a smartphone or computer by clicking the link provided at <https://ccdcb Boise.com/board-of-commissioners/>. CCDC strives to make its public Board Meetings available to view remotely but cannot guarantee access due to platform failure, internet disruptions, or other technology malfunctions.



II.

AGENDA CHANGES OR ADDITIONS



III. CONSENT AGENDA



Paid Invoice Report

For the Period: 9/1/2025 through 9/30/2025

Payee	Description	Payment Date	Amount
Debt Service:			
Total Debt Payments:			-
Payroll:			
457(b)	Retirement Payment	9/3/2025	1,605.60
CCDC Employees	Direct Deposits Net Pay	9/3/2025	48,619.37
EFTPS - IRS	Federal Payroll Taxes	9/3/2025	19,726.62
Idaho State Tax Commission	State Payroll Taxes	9/3/2025	2,733.00
PERSI/Empower	Retirement Payment	9/1/2025	26,180.93
457(b)	Retirement Payment	9/17/2025	1,605.60
CCDC Employees	Direct Deposits Net Pay	9/17/2025	48,619.38
EFTPS - IRS	Federal Payroll Taxes	9/17/2025	19,726.62
Idaho State Tax Commission	State Payroll Taxes	9/17/2025	2,733.00
PERSI/Empower	Retirement Payment	9/15/2025	26,180.93
Total Payroll Payments:			196,125.45
Checks and ACH			
Various Vendors	Check and ACH Payments (See Attached)	9/30/2025	6,605,759.55

Total Cash Disbursements: **\$ 6,801,885.00**

I have reviewed and approved all cash disbursements in the month listed above.

Joey Chen
Finance Director

10/1/2025
Date

John Brunelle
Executive Director

10-1-25
Date

Report Criteria:

Summary report type printed
Check.Voided = no

Name	Check Amount	Check Issue Date
Abbey Louie LLC	6,000.00	09/30/2025
Total Abbey Louie LLC:	6,000.00	
Absolute Fire Protection LLC	105.00	09/29/2025
	375.00	09/29/2025
	100.00	09/29/2025
	375.00	09/29/2025
	100.00	09/29/2025
Total Absolute Fire Protection LLC:	1,055.00	
Acme Fast Freight	2,460.66	09/29/2025
Total Acme Fast Freight:	2,460.66	
Alpine Tree Service Inc.	3,031.11	09/29/2025
Total Alpine Tree Service Inc.:	3,031.11	
Atlas Technical Consultants LLC	932.10	09/29/2025
	1,610.90	09/29/2025
Total Atlas Technical Consultants LLC:	2,543.00	
Blue Cross of Idaho	35,866.05	09/01/2025
Total Blue Cross of Idaho:	35,866.05	
Boise City Dep of Arts & History	545,433.73	09/29/2025
Total Boise City Dep of Arts & History:	545,433.73	
Boise City Utility Billing	10.72	09/29/2025
Total Boise City Utility Billing:	10.72	
Boise State University	12,437.50	09/29/2025
Total Boise State University:	12,437.50	
Boise State University Foundation	6,000.00	09/29/2025
Total Boise State University Foundation:	6,000.00	
Boxcast Inc	53.25	09/29/2025
	1,679.76	09/29/2025

Name	Check Amount	Check Issue Date
Total Boxcast Inc:	1,733.01	
Broadstone Saratoga LP	1,873,289.00	09/30/2025
Total Broadstone Saratoga LP:	1,873,289.00	
Car Park	215,026.74	09/30/2025
	2,956.00	09/30/2025
	163,632.30	09/30/2025
Total Car Park:	381,615.04	
Caselle Inc.	1,058.00	09/01/2025
Total Caselle Inc.:	1,058.00	
City of Boise	3,805.25	09/29/2025
Total City of Boise:	3,805.25	
CSHQA	10,903.00	09/30/2025
Total CSHQA:	10,903.00	
Cushing Terrell Architects	12,749.36	09/30/2025
	3,281.14	09/30/2025
	4,730.64	09/30/2025
	12,995.97	09/30/2025
Total Cushing Terrell Architects:	33,757.11	
Desman Inc	1,050.00	09/29/2025
Total Desman Inc:	1,050.00	
Elam & Burke P.A.	265.00	09/29/2025
	518.50	09/29/2025
	1,643.00	09/29/2025
	1,802.00	09/29/2025
	49.50	09/29/2025
	132.50	09/29/2025
Total Elam & Burke P.A.:	4,410.50	
GGLO LLC	7,700.00	09/30/2025
	2,406.25	09/30/2025
	9,902.50	09/30/2025
Total GGLO LLC:	20,008.75	
Great Notion	8,000.00	09/30/2025

Name	Check Amount	Check Issue Date
Total Great Notion:	8,000.00	
Guho Corp.	292,284.05	09/30/2025
	777,590.43	09/30/2025
	763,741.23	09/30/2025
	22,379.80	09/30/2025
Total Guho Corp.:	1,855,995.51	
Hawkins Companies LLC	20,104.50	09/29/2025
	20,104.50	09/29/2025
Total Hawkins Companies LLC:	40,209.00	
Idaho Power	5.80	09/19/2025
Total Idaho Power:	5.80	
Idaho Records Management LLC	55.00	09/29/2025
Total Idaho Records Management LLC:	55.00	
Jed Split Creative	40,725.00	09/29/2025
Total Jed Split Creative:	40,725.00	
Jensen Belts Associates	9,213.00	09/30/2025
	7,029.33	09/30/2025
Total Jensen Belts Associates:	16,242.33	
Kimley-Horn and Associates Inc	16,822.52	09/30/2025
	4,210.00	09/30/2025
Total Kimley-Horn and Associates Inc:	21,032.52	
Kittelson & Associates Inc.	3,215.00	09/29/2025
Total Kittelson & Associates Inc.:	3,215.00	
KPFF Consulting Engineers	9,652.50	09/30/2025
	86,976.25	09/30/2025
Total KPFF Consulting Engineers:	96,628.75	
Lunation Communications LLC	7,700.00	09/30/2025
Total Lunation Communications LLC:	7,700.00	
McAlvain Construction Inc.	276,243.54	09/30/2025
	486,559.97	09/30/2025

Name	Check Amount	Check Issue Date
Total McAlvain Construction Inc.:	762,803.51	
McClatchy Company LLC	409.00	09/29/2025
	409.00	09/29/2025
Total McClatchy Company LLC:	818.00	
Okland Construction Company Inc	54,631.00	09/30/2025
Total Okland Construction Company Inc:	54,631.00	
Pro Care Landscape Management	392.12	09/29/2025
	493.16	09/29/2025
	357.00	09/29/2025
	181.00	09/29/2025
	65.00	09/29/2025
	65.00	09/29/2025
	50.00	09/29/2025
	256.00	09/29/2025
Total Pro Care Landscape Management:	1,859.28	
QRS Consulting LLC	25,330.71	09/29/2025
Total QRS Consulting LLC:	25,330.71	
Redevelopment Association of Idaho	15,000.00	09/29/2025
Total Redevelopment Association of Idaho:	15,000.00	
SB Studios	11,200.00	09/29/2025
Total SB Studios:	11,200.00	
Scheidt & Bachmann USA Inc.	2,127.51	09/29/2025
Total Scheidt & Bachmann USA Inc.:	2,127.51	
Security LLC - Plaza 121	14,859.33	09/01/2025
	342.51	09/29/2025
Total Security LLC - Plaza 121:	15,201.84	
Stability Networks Inc.	4,900.00	09/30/2025
	681.22	09/30/2025
	343.88	09/30/2025
Total Stability Networks Inc.:	5,925.10	
Story Commercial LLC	500.00	09/29/2025

Name	Check Amount	Check Issue Date
Total Story Commercial LLC:	500.00	
Syringa Networks LLC	910.46	09/29/2025
Total Syringa Networks LLC:	910.46	
Taft Stettinius & Hollister LLP	1,922.50	09/29/2025
Total Taft Stettinius & Hollister LLP:	1,922.50	
Terracon Consultants Inc	7,650.00	09/30/2025
Total Terracon Consultants Inc:	7,650.00	
The Land Group Inc.	3,998.55	09/30/2025
	2,616.25	09/30/2025
Total The Land Group Inc.:	6,614.80	
Tobin Rogers Photography LLC	826.66	09/29/2025
	900.00	09/29/2025
	902.50	09/29/2025
	990.00	09/29/2025
Total Tobin Rogers Photography LLC:	3,619.16	
Treasure Valley Coffee Inc	120.95	09/29/2025
Total Treasure Valley Coffee Inc:	120.95	
United Heritage	1,929.51	09/01/2025
Total United Heritage:	1,929.51	
US Bank - Credit Cards	9,384.48	09/08/2025
Total US Bank - Credit Cards:	9,384.48	
Veolia (Suez Water Idaho)	117.94	09/29/2025
	36.88	09/29/2025
	133.77	09/29/2025
	160.51	09/29/2025
	562.00	09/29/2025
Total Veolia (Suez Water Idaho):	1,011.10	
Veritas Material Consulting	4,060.00	09/30/2025
	1,120.00	09/30/2025
Total Veritas Material Consulting:	5,180.00	
Western Records Destruction	48.00	09/29/2025

Name	Check Amount	Check Issue Date
Total Western Records Destruction:	48.00	
Western Specialty Contractors	60,151.53	09/30/2025
	139,534.53	09/30/2025
Total Western Specialty Contractors:	199,686.06	
Western States Equipment	504.70	09/29/2025
Total Western States Equipment:	504.70	
Wright Brothers	434,970.72	09/30/2025
Total Wright Brothers:	434,970.72	
Xerox Corporation	252.15	09/29/2025
	281.67	09/29/2025
Total Xerox Corporation:	533.82	
Grand Totals:	6,605,759.55	

Report Criteria:

Summary report type printed
Check.Voided = no

MINUTES OF MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Board Room, Fifth Floor, 121 N. 9th Street
Boise, ID 83702
September 22, 2025

I. CALL TO ORDER:

Chair Haney Keith convened the meeting with a quorum at 12:00 p.m.

Roll Call attendance taken:

Present: Commissioner Drew Alexander, Commissioner Todd Cooper, Commissioner Jimmy Hallyburton, Commissioner Latonia Haney Keith, Commissioner Rob Perez, Commissioner Meredith Stead and Commissioner John Stevens.

Absent: Commissioner Lauren McLean and Commissioner Alexis Townsend.

Agency staff members present: John Brunelle, Executive Director; Zach Piepmeyer, Parking & Mobility Director; Doug Woodruff, Development Director; Alexandra Monjar, Senior Project Manager – Property Development; Kassi Brown – Project Manager; Mary Watson, General Counsel; Sandy Lawrence, Executive Assistant; and Agency legal counsel, Meghan Conrad.

II. ACTION ITEM: AGENDA CHANGES OR ADDITIONS

There were no changes or additions made to the agenda.

III. WORK SESSION

A. 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization: Feasibility and Analysis Update

Kassi Brown, Project Manager – Property Development and Ryan Cleverley, Ahlquist Development, gave a report.

B. River Myrtle – Old Boise District Status Update

Doug Woodruff, Development Director, gave a report.

IV. ACTION ITEM: CONSENT AGENDA

A. Expenses

1. Approve Paid Invoice Report for August 2025

B. Minutes and Reports

1. Approve Meeting Minutes for August 27, 2025

C. Other

1. Approve Resolution 1943: FY2026 Cooperative Agreement with Valley Regional Transit
2. Approve Resolution 1944: 521 W. Grove Street, Quitclaim to the City of Boise

3. Approve Resolution 1945: 1711 N. 31st Street, Residential Infill Development. Type 1 Participation Agreement with Cook Property Management, LLC

Commissioner Perez made a motion to approve the Consent Agenda.

Commissioner Cooper seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Hallyburton - Aye
Commissioner Haney Keith - Aye
Commissioner Perez - Aye
Commissioner Stead - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

V. ACTION ITEM

A. CONSIDER Resolution 1946: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Letter of Intent with the Young Men's Christian Association of Boise City, Idaho

Alexandra Monjar, Senior Project Manager – Property Development, gave a report.

Commissioner Stead to adopt Resolution 1946 approving and authorizing the Executive Director's execution of the Letter of Intent with The Young Men's Christian Association of Boise City, Idaho.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Hallyburton - Aye
Commissioner Haney Keith - Aye
Commissioner Perez - Aye
Commissioner Stead - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

VI. MEETING ADJOURNMENT

There being no further business to come before the Board, a motion was made by Commissioner Perez to adjourn the meeting. Commissioner Cooper seconded the motion. All commissioners agreed.

The meeting adjourned at 12:50 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 3RD DAY OF NOVEMBER 2025.

Latonia Haney Keith, Chair

Joey Chen, Secretary Pro Tem



AGENDA BILL

Agenda Subject: Consider Resolution 1949: 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization. Task Order 24-004 for Professional Design Services with Cushing Terrell.		Date: November 3, 2025
Staff Contact: Kassi Brown, Project Manager	Attachments: A. Resolution 1949 B. Task Order 24-004 C. Stair Tower Enclosure Feasibility Study and Alternative Analysis	
Action Requested: Adopt Resolution 1949 approving and authorizing the execution of Task Order 24-004 with Cushing Terrell for Professional Design Services on the 9th & Front ParkBOI Parking Garage Stair Tower Enclosure and Elevator Modernization.		

Background:

CCDC owns and operates six parking garages located throughout downtown and routinely assesses and studies each garage for general maintenance, enhanced user experience and improved security.

The 9th & Front ParkBOI parking garage, located at 312 S 9th Street, Boise, ID 83702, was originally built beginning in 1998. The Garage operates 24/7, contains 574 parking stalls on 8 floors of parking, and services over 1,000 vehicles daily.

An elevator condition assessment completed by VDA, Inc. in early 2024 determined that the three existing elevators are approaching the end of their service life and are in need of modernization. The garage also exhibits two external stair towers with open-air designs, which has resulted in accelerated wear and tear on the elevators and structure, itself. While CCDC has completed regular maintenance to preserve the structural integrity and safety of the towers, the Agency desires an effective solution which encloses the stair towers, protecting the structure from weather elements. This project aims to protect and extend the lifespan of CCDC's assets, while improving the functionality of the property and ensuring a safe environment for all users.

Design Team:

In January 2025, CCDC completed its RFQ process for a professional design team. An evaluation panel reviewed proposals and selected Cushing Terrell as the Design Professional of Record for the project. The Agency engaged Cushing Terrell under Task Order 24-002 to complete a Current Conditions Survey, provide CM/GC selection support and complete the Stair Tower Enclosure Feasibility Study and Alternative Analysis.

In April 2025, the Board approved Task Order 24-003 with Cushing Terrell for final design of the elevator modernization including specifications and construction drawings, assisting with bidding and construction administration services.

Because this project involves multiple complex components that must be carefully coordinated within a confined work area in an active public parking garage, the Agency is utilizing a CM/GC delivery method. Through a separate RFQ process conducted in March 2025, Andersen Construction was selected as the CM/GC and has been collaborating and providing valuable cost estimating and constructability guidance to the Agency and Cushing Terrell.

Stair Tower Enclosure Feasibility Study and Alternatives Analysis Findings:

Under Task Order 24-002, Cushing Terrell completed the Stair Tower Enclosure Feasibility Study which began with a facility condition assessment. This assessment evaluated the current condition of the existing infrastructure, including mechanical, electrical and fire protection systems. The assessment outlined both the opportunities and constraints for enclosing the stair towers and supporting the elevator modernization.

The assessment found that both towers show signs of moderate weather damage, despite the Agency conducting major rehabilitation projects in 2011 and 2021. Because of the open-air design, weather damage is also evident inside the elevator shafts and on top of the cabs. To prevent further damage and reduce long-term maintenance costs, Cushing Terrell strongly recommended enclosing both stair towers. Cushing Terrell also determined that the structural capacity of the existing stairways and platform system cannot support the additional structural loading associated with fully enclosing the stair towers. Any enclosure option would require a new, independent structural system.

Cushing Terrell then led Agency staff, along with representatives from Andersen Construction and The Car Park, through a series of design charrettes to evaluate options to enclose each stair tower. Options were evaluated against the project objectives and, although all the alternatives studied are feasible options, retaining the existing structure and enclosing a new structural steel frame with a perforated metal panel system emerged as the most balanced solution. This option reduces water intrusion, enhances long-term durability and provides the desired suicide deterrence. With the appropriate perforation size, the metal panel system will substantially limit weather exposure to the stairways and elevators.

Task Order 24-004 for Cushing Terrell includes guidance in selecting a preferred exterior skin design, full design of the two stair tower enclosures including construction drawings and assisting with bidding and construction administration services. Construction is expected to take 14 months with completion anticipated in 2027.

Fiscal Notes:

The FY2026 ParkBOI budget has sufficient funds to support Task Order 24-004 with a not-to-exceed amount of \$157,508.

Staff Recommendation:

Adopt Resolution 1949 approving and authorizing the execution of Task Order 24-004 with Cushing Terrell for Professional Design Services on the 9th & Front ParkBOI Parking Garage Stair Tower Enclosure and Elevator Modernization.

Suggested Motion:

I move to adopt Resolution 1949 approving and authorizing the execution of Task Order 24-004 with Cushing Terrell for Professional Design Services on 9th & Front ParkBOI Parking Garage Stair Tower Enclosure and Elevator Modernization.

RESOLUTION NO. 1949

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, APPROVING TASK ORDER 24- 004 WITH CUSHING TERRELL FOR PROFESSIONAL DESIGN SERVICES FOR THE 9TH & FRONT STAIR TOWER ENCLOSURE AND ELEVATOR MODERNIZATION PROJECT; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE TASK ORDER 24-004; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY ACTION TO IMPLEMENT THIS RESOLUTION; AUTHORIZING THE EXPENDITURE OF FUNDS INCLUDING A CONTINGENCY FOR UNFORESEEN EXPENSES; 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 Act, 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 Agency owns, maintains, and operates the ParkBOI public parking system which includes six (6) public parking garages and routinely assesses and studies each garage for general maintenance, enhanced user experience and improved security; and,

WHEREAS, on February 28, 2025, the Agency entered into Task Order 24-002 with Cushing Terrell to act on the Agency's behalf as the Design Professional for the 9th & Front Garage Stair Tower Enclosure and Elevator Modernization Project (the "Project"); and,

WHEREAS, the services associated with Task Order 24-002 contemplated (1) the evaluation of the two existing stair towers for structural integrity, public safety, and weather damage; (2) the preparation of concept design alternatives and a feasibility analysis to compare three design strategies for enclosing each stair tower; and (3) narratives describing the advantages of each enclosure option, including recommendation for the preferred alternative; and,

WHEREAS, the Stair Tower Enclosure Feasibility Study found both towers show signs of weather damage and recommended enclosing each stair tower to prevent further damage, enhance long-term durability and provide the desired suicide deterrence; and,

WHEREAS, at the September 22, 2025, Agency Board meeting the Agency presented the concept design alternatives to the Board of Commissioners and now plans to advance the Stair Tower Enclosure portion of the Project; and,

WHEREAS, Cushing Terrell has submitted a proposal to the Agency for the stair tower enclosure scope of work, including design development, construction documents, project bidding support, and construction administration services; and,

WHEREAS, the Agency Board of Commissioners finds it to be in the best public interest to approve Task Order 24-004 with Cushing Terrell for the 9th & Front Garage Stair Tower Enclosure and Elevator Modernization Project and to authorize the Agency Executive Director to execute same.

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 Task Order 24-004 between the Agency and Cushing Terrell, attached hereto as EXHIBIT A and incorporated herein by reference, is approved as to both form and content.

Section 3: That the Agency Executive Director is hereby authorized to execute Task Order 24-004 with Cushing Terrell for an amount not to exceed ONE HUNDRED FIFTY-SEVEN THOUSAND FIVE HUNDRED EIGHT DOLLARS (\$157,508); and further, is hereby authorized to execute all necessary documents required to implement Task Order 24-004, subject to representation by Agency legal counsel that all necessary conditions have been met.

Section 4: That the Agency Executive Director is hereby authorized to expend funds for professional design services detailed in Task Order 24-004 plus up to an additional ten percent (10%) for contingencies if determined necessary in his best judgment.

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 November 3, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on November 3, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
Latonia Haney Keith, Chair

ATTEST:

By: _____
Joey Chen, Secretary Pro Tem



**CUSHING TERRELL
2024-2029 ON-CALL DESIGN PROFESSIONAL SERVICES AGREEMENT**

TASK ORDER 24-004

CONSULTANT: Please use Task Order number and **PO# 260015** on all project-related invoices.

TO: Jason Butler, Principal-in-Charge
Cushing Terrell ("CONSULTANT")
800 W. Main St. #800
Boise, Idaho 83702
#208-336-4900
jasonbutler@cushingterrell.com

FROM: John Brunelle, Executive Director
Capital City Development Corporation ("CCDC")
121 N. 9th Street, Suite 501
Boise, Idaho 83702
208-384-4264
jbrunelle@ccdcboise.com

ORIGINAL AGREEMENT: 2024-2029 On-Call Design Professional Services Agreement
AGREEMENT DATE: July 25, 2024

TASK ORDER DATE: _____
NOT TO EXCEED \$157,508

1. PROJECT NAME: 9TH & FRONT STAIR TOWER ENCLOSURE AND ELEVATOR MODIFICATION

2. PROJECT DESCRIPTION

CCDC has engaged CONSULTANT to provide professional design services for the 9th & Front Stair Tower Enclosure and Elevator Modification project and now intends to complete the Stair Tower Enclosure portion of the project. The additional services include Preliminary Design Documents (65% Design), Construction Documents (100% Design), Project Bidding, and Construction Administration Support Services through project completion.

3. SERVICES TO BE PERFORMED

CONSULTANT shall perform the services described in CONSULTANT's proposal dated October 10, 2025, attached hereto as **Exhibit A**. CONSULTANT shall not incur charges for the Scope of Services in excess of the not-to-exceed amount for this Task Order without prior written approval from CCDC. CCDC's signature on this Task Order serves as Notice to Proceed.

4. SUBCONSULTANT(S).

Not applicable.

5. PAYMENT

- (a) Amount and Method of Payment: The total amount paid for this Task Order shall be an amount not to exceed **ONE HUNDRED FIFTY-SEVEN THOUSAND FIVE HUNDRED EIGHT DOLLARS (\$157,508)**. CCDC shall pay CONSULTANT for the Scope of Services performed under this Task Order based on hours expended on the Scope at the agreed upon rates.
- (b) Reimbursable Expenses. Payment for reimbursable expenses shall be included in the not-to-exceed limit of \$157,508.
- (c) Subconsultants. Payment to SUBCONSULTANTS, if applicable, is included in the not-to-exceed amount of \$157,508 for this Task Order. CONSULTANT shall assume responsibility for the amount and schedule of payments to the SUBCONSULTANT.
- (d) Invoices. CONSULTANT shall submit monthly invoices to CCDC for payment. Monthly invoices shall be in a format acceptable to CCDC and shall include the **PO# 260015** on the invoice. Each invoice shall specify charges as they relate to the tasks in the Scope of Services. Each invoice shall also specify current billing and previous payments, with a total of cost incurred and payments made to date.
- (e) 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 Task Order.

6. SCHEDULE

CONSULTANT shall begin work upon execution of this Task Order and work diligently toward completion of the services by July 2027, and as described in Exhibit A and outlined below:

- 65% Design January 4, 2026
- 100% Design March 22, 2026
- Bidding Support May 2026
- Construction Administration July 2027

7. DELIVERABLES / COPIES OF PRODUCTS

CONSULTANT shall submit the deliverables for each task described in the attached Exhibit A to CCDC in a manner approved by CCDC. CONSULTANT shall submit revised work products if requested by CCDC.

8. CONTRACT TERMS

Terms of the 2024-2029 On-Call Design Professional Services Agreement dated July 25, 2024 shall apply to the services performed and work products created under this Task Order.

End of Task Order # 24-004

IN WITNESS WHEREOF, CCDC and CONSULTANT have executed this Task Order as of the day and year last written below.

CAPITAL CITY DEVELOPMENT CORP.

CONSULTANT
CUSHING TERRELL

Jason Butler

Digitally signed by Jason Butler
DN: F=Jason Butler, OU=Cushing Terrell,
OU=Users, CN=Jason Butler, OU=Users,
OU=Users, DC=Cushing, DC=Terrell
Reason: I agree to the terms defined by
the payment of my signature on this
document.
Date: 2025.10.22 10:20:25-0800

John Brunelle, Executive Director

Jason Butler, Principal-in-Charge

Date: _____

Date: 10/22/2025

EXHIBIT(S)

A: CONSULTANT's proposal dated October 10, 2025

Budget Info / For Office Use	
Fund/District	401
Account	6125
Activity Code	25016
PO #	260015
Term. Date	July 9, 2027

EXHIBIT A

October 10, 2025



CCDC
121 N. 9th Street Ste. 501
Boise, ID 83702

Kassi Brown
kbrown@ccdcboise.com

**Re: Professional Services Proposal (TO-3)
9th and Front Stair Tower Enclosure
Construction Documents, Bidding & Construction administration**

Ms. Brown:

CTA Inc. (dba Cushing Terrell) is pleased to provide the professional services as outlined within the following information. We are excited to continue to work with you on this important project within our downtown!

Project Description: From the results of Task 2 (TO-1), expand on the conceptual design to enclose the two towers to further develop the design into complete construction documents, assistance with bidding and construction administration. This project aims to protect and extend CCDCs assets, while improving functionality of the property and ensuring a safe environment for all users.

The following proposal provides a description of Cushing Terrell's understanding of the project scope and discusses the scope of services Cushing Terrell will provide in each Task. We propose a lump sum fee of for the attached Scope of Work in the amount of \$157,508 (including reimbursables).

Thank you for this opportunity and your continued confidence in our team.

Sincerely,

CUSHING TERRELL

A handwritten signature in blue ink, appearing to read "Joshua Gregoire".

Joshua Gregoire, AIA
Project Manager | Architect
Cushing Terrell

cc: Cushing Terrell File – CCDC_ELEVATOR

cushingterrell.com

Scope of Work

Task 7: Stair Tower Enclosure Design Development (65% Design)

Cushing Terrell shall work with CCDC and ParkBOI to expand on the conceptual design and develop performance specifications and construction drawings that satisfies the program requirements: It is understood that the design will be a perforated metal panel system with steel skeleton structure at each of the stairway towers, and the elevator lobbies will be infilled with storefront systems that match the storefront on the existing elevator towers and neighboring Aspen Condos. Ease of maintenance, fall protection, protection of the existing stairway structures from weather elements, a design that harmonizes with the surrounding buildings, is feasibly constructable, and consideration of all local, state and federal design requirements are of priority. Cushing Terrell will submit to the City of Boise for Design Review at the conclusion of this phase. The City of Boise has confirmed that the design review will be a staff level review. Through the meeting in this task the ultimate pattern, texture, and color of the metal enclosure panels will be determined. Cushing Terrell shall facilitate the decision-making process by providing panel, perforation, texture, and color samples by the panel manufacturer. At the conclusion of this task, the goal is to have a selected panel manufacturer, perforation size / pattern, and panel color finalized.

Included in this task are design review meetings with CCDC every two weeks or as needed. (4 Total).

The general outline of the meetings will be as follows:

Meeting #1: Cushing Terrell will present (3) texture / color options of the metal panels, both in renderings and physical samples of materials / colors for selection. This meeting will also include a discussion on fall protection on the 8th and possibly additional floors and how far that protection should extend from the Elevator lobbies.

Meeting #2: From received feedback of Meeting #1. Cushing Terrell will modify the designs and refine the panel patterns into two options. CT will also present progress on the steel skeleton design and further refinement of the fall protection outside of the stairway towers and elevator lobbies. The goal of this meeting is to choose the final design path of the patterns and gather additional feedback on the skeleton structure and fall protection outside of the towers.

Meeting #3: This meeting will present the final perforated panel pattern / color selections for additional feedback and refinements to the fall protection design, including updates on the steel skeleton design and finer details on how each panel interacts and is supported by the skeleton structure.

Meeting #4: The final DD design will be presented including realistic renderings from all sides of each of the towers for final feedback. Each rendering will include how the design goals are achieved in the stairway and elevator towers as well as how fall protection is addressed outside the towers, particularly on the 8th floor. CT will have samples available of the selected final panel, texture and color. Any final feedback from this meeting will be incorporated into the design, and these designs will be submitted to the City of Boise for Design Review.

Before this task is complete, Cushing Terrell will conduct a Quality Control review of the plans and specifications to verify code compliance, coordination between disciplines, and completeness to the level of a Design Development package.

Deliverables: 65% Construction Documents including Plans and Specifications addressing program requirements. Selected Metal Pattern and Perforated Panel Specifications. Also included, CT will work with the CM/GC, Andersen Construction, in revising the preliminary cost estimate.

Task 8: Stair Tower Enclosure Construction Documents (100% Design)

Cushing Terrell shall provide technical specifications and final construction documents for the Project, including but not limited to Architectural, Structural, Mechanical, Electrical and Fire Protection plans and details. CCDC will review prior to permit submittal. Cushing Terrell shall prepare and submit final design documents to the City of Boise Building Department for approval.

Included in this task are design review meetings with CCDC every two weeks or as needed (5 Total)

Before this task is complete, Cushing Terrell will conduct a Quality Control review of the plans and specifications to verify code compliance, coordination between disciplines, and completeness to the level of a 100% Construction Document package.

Deliverables: 100% Construction Documents including Plans and Specifications addressing program requirements. Also included, CT will work with the CM/GC, Andersen Construction, as needed, in making any additional fine tuning of the Project Cost Estimate.

Task 9: Stair Tower Enclosure Project Bidding and Construction Administration Support Services

Bidding Services: Cushing Terrell shall provide assistance to CCDC and Andersen Construction, including: assisting CCDC and Andersen Construction with a sub pre-bid meeting, fielding questions during bidding, preparing any bid addenda, assisting CCDC and Andersen Construction in assessing costs and providing standard bidding services as requested.

Construction Services: The Design Team shall provide support to CCDC during construction, including (but not limited to):

- It is understood that construction is estimated to take 14 months.
- Conduct a pre-construction conference with Contractor, Subcontractors and CCDC.
- Review and take appropriate action on material and product submittals, RFIs, substitution requests, and shop drawings. This proposal assumes a 10-day submittal review period and a 5-day RFI response period
- Regular on-site observation and monitoring of the contractor's progress and quality of construction to determine if the construction is proceeding in accordance with the Design Team's design intent and the construction documents; keep CCDC informed of the progress of construction. It is assumed meetings will be weekly as part of the OAC meetings, but the design team may increase that frequency on a case by case basis as questions arise in the field.
- Prepare for and attend weekly OAC Meetings, including taking and distributing meeting minutes.
- Render any interpretation or clarification necessary for the proper execution or progress of the construction.
- Document for CCDC all site visits and communications with the contractor.
- Provide substantial completion walk-through and prepare 'punch list' of items to be corrected and/or completed before the warranty period can commence.
- Analyze and approve change orders.
- Provide final completion observation and certification.
- Review Contractor pay requests and transmit to CCDC for final authorization and payment.

- Incorporate contractor markups into digital record drawings once the Project is complete.

Meeting and Schedule Summary

Cushing Terrell shall provide Project Management, including regular project status/update meetings with CCDC staff and other agency representatives, preparation of monthly invoices, and progress reports. Cushing Terrell shall attend regular meetings and coordination with CCDC, ParkBOI, and the AHJs. Cushing Terrell will lead each meeting and prepare Agenda and Meeting Minutes for each meeting. The following are the anticipated meeting frequency by Task:

Task 7: Tower Enclosure Design Development (65% Design)

November 4, 2025 – January 4, 2026

Anticipated Meetings (4 total)

CCDC Review Period (Task 7 Review)

January 5, 2026 – January 11, 2026

One Meeting for Task 7 Comment Review

Submit to City of Boise - Design Review (Staff Level)

January 12, 2026 – February 1, 2026 – Estimated at (3) weeks.

Task 8: Tower Enclosure Construction Documents (100% Design)

January 12, 2026 – March 22, 2026

Anticipated Meetings (5 total)

CCDC Review Period (Task 8 Review)

March 23, 2026 – March 29, 2026

One Meeting for Task 8 Comment Review

Submit to City of Boise and Building Department Review

March 30, 2026 – May 10, 2026 – Estimated at (6) weeks.

Task 9: Bidding and Construction Administration

May 11, 2026 – July 9, 2027

Weekly OAC Meetings

All work within Tasks 7 through 9 shall be completed by July 9, 2027.

Assumptions: and Exclusions:

1. It is understood that community engagement is not required by the design team.
2. The design team will coordinate building modeling to an LOD-300 level at 100% Construction Documents.
3. All sustainability studies and scope of work is excluded beyond the requirements of Boise City code requirements.
4. It is assumed that Capital City Development Corp. (CCDC) will pay all/any permit fees. All permit fees are excluded.

5. Cushing Terrell will process all documents and application material to receive AHJ approval, unless specifically excluded above. Cushing Terrell will revise and amend the plans and specifications as required to receive approval from all AHJs in each Task of Project.

FEE PROPOSAL		DATE: 10/14/2025					
 CUSHING TERRELL Boise, ID cushingterrell.com		PROJECT NAME: CCDC - 9th and Front Tower Enclosure DESIGN STAGE: Task 3 - CDs CUSHING TERRELL FILE NAME: GV_CCDC_ELEVATOR					
SECTION A. DIRECT LABOR COSTS							
SPECIALISTS	JOB TITLES	HOURS	RATES	AMOUNTS	SUB TOTALS	TOTALS	
PROJECT MANAGEMENT & COORDINATION	Architectural Principal	4	268.00	1,072.00			
	Engineering Principal						
	Director/Lead of Architectural	5	230.00	1,150.00			
	Project Manager	144	215.00	30,960.00			
					\$ 33,182.00		
ARCHITECTURAL	Project Architect	101	195.00	19,695.00			
	Architectural	36	128.00	4,608.00			
	Architectural Production	162	104.00	16,848.00			
					\$ 41,151.00		
LANDSCAPE ARCHITECTURE	Landscape Architect Senior						
	Landscape Architect				\$ -		
PLANNER	Planner Senior						
	Planner				\$ -		
INTERIOR DESIGN	Interior Designer Senior						
	Interior Designer				\$ -		
STRUCTURAL	Engineering - Structural Senior	130	221.00	28,730.00			
	Engineering - Structural		150.00				
	Engineering - Production	90	137.00	12,330.00			
					\$ 41,060.00		
MECHANICAL	Engineering - Mechanical Senior	23.5	235.00	5,522.50			
	Engineering - Mechanical	7.5	173.00	1,297.50			
	Engineering - Production	12	105.00	1,260.00			
					\$ 8,080.00		
REFRIGERATION	Engineering - Refrigeration Senior						
	Engineering - Refrigeration						
	Engineering - Production						
					\$ -		
ELECTRICAL	Engineering - Electrical Senior	50	221.00	11,050.00			
	Engineering - Electrical	20	147.00	2,940.00			
	Engineering - Production	70	114.00	7,980.00			
					\$ 21,970.00		
CIVIL	Engineering - Civil Senior						
	Engineering - Civil						
	Engineering - Production						
					\$ -		
OTHER SERVICES	Fire Protection Senior	20	200.00	4,000.00			
	Fire Protection	8	160.00	1,280.00			
	Fire Protection Production	19.5	130.00	2,535.00			
					\$ 7,815.00		
SUPPORT	Project Coordinator	10	117.00	1,170.00			
	Administrative Assistant	10	87.00	870.00			
	Graphics Designer						
					\$ 2,040.00		
TOTAL HOURS					922.5	\$ 155,298.00	A.
SECTION B. CONSULTANTS							
B1. [REDACTED]					\$ -		
B2. [REDACTED]					\$ -		
B3. [REDACTED]					\$ -		
					\$ -		B.
SECTION C. OTHER DIRECT COSTS							
C1. PRINTING					\$ 2,209.50		
C2. TRAVEL AND PER DIEM					\$ -		
C3. TELEPHONE, FAX							
C4. POSTAGE, DELIVERY							
C5. PHOTOGRAPHY, FILM							
C6. BASIC WEBSITE (check with graphics for fee estimate)							
					\$ 2,209.50		C.
I. TOTAL COST TO CLIENT THIS DESIGN STAGE					\$ 157,507.50		
PREPARED BY (Signature & Title)					10/15/2025		

Tower Enclosure Design

9th and Front - Tower Enclosure and Elevator Modernization

September 16, 2025

Capital City Development Corp. (CCDC) tasked Cushing Terrell to study option that address both the design for the elevator modernization and provide an alternate analysis that compares multiple ways to enclose each stair tower at the 9th & Front garage. This project aims to protect and extend the lifespan of CCDC's assets, while improving the functionality of the property and ensuring a safe environment for all users.

The considerations identified that the design should address were: An enclosure that fits the surrounding building aesthetic and context; is cost effective; is physically constructable; is low maintenance; effectively prevents weather from deteriorating the existing structure; and provide deterrence from climbing and potential falls.



Existing stair and elevator towers



West Stairway, 8th floor, looking northeast.



East Stairway, 8th Floor, looking north.



Typical rust and discoloration at handrails throughout facility



Typical staining at platforms

Cushing Terrell presented the following options to members of CCDC, ParkBOI and Andersen Construction over the past few months. The group evaluated how each option addressed the design goals and the results are as follows:

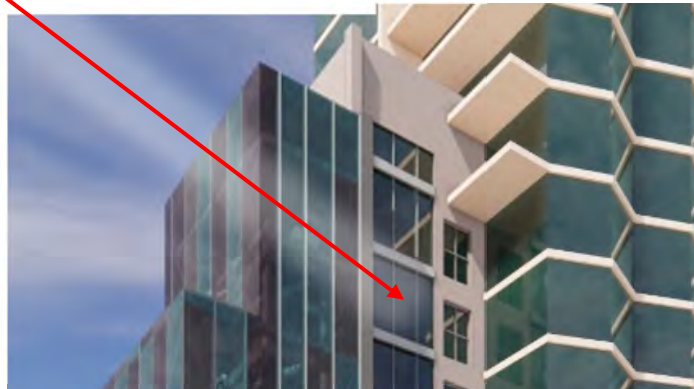
Option #1 - Separated Glass Curtain Wall Structure:

This option leaves the existing structure and would use a new steel skeleton and curtain wall sitting outboard to enclose the existing stairway towers. The openings in the elevator portion of the tower would be infilled with storefront. The roof structure on the 8th floor of both towers would be removed for this option. The lower landing of the east tower would be reconstructed to allow for clearances and be of precast concrete. The elevator towers would be repainted to blend with the theme.

Option 1.1 uses colored glass to match and complement with the existing Aspen Condos.



Storefront glazing – Typical in all options



Option 1.2 expands on the glass concept using ceramic “fritted” glass for an aesthetic effects and higher performance as shading/solar heat gain mitigation.



The anticipated construction costs for these options are estimated at approx. \$6 million to enclose both stair tower structures. Construction time would be approximately 14 months. While the glass design options could harmonize with the adjacent Aspen condos, it would be structurally infeasible to use glass mounted to the existing stairwell structures due to increased weight and wind load on the structure. There was also a maintenance cost concern as vandalism/destruction of glass in other structures is high.

Option #1 - Pros / Cons and additional considerations:

Pros:

- Complete enclosure/ protection from natural elements (wind, snow, rain)
- Visibility for safety and security
- Tinted or fritted glass mitigate solar heat gain
- Access to views for user experience
- Suicide prevention - prohibits climbing on / falling from structure

Cons:

- Higher cost of material
- Glass enclosure requires climate control to offset solar heat gain
- Weight of glass on structure will require more robust structural support system
- Cleaning of glass - ongoing maintenance
- Replacing broken glass over life of building
- Color matching of tinted glass/ glass texture will be challenging and costly
- Vandalism – glass encourages intentional damage, scratching and breakage

Additional Considerations:

- Potential to protect glass with added cable rail netting

Option #2 - Separated Perforated Metal Panel Clad Structure:

As with Option #1 this option retains the existing structure and would use the new steel skeleton but would be clad with perforated metal panels in lieu of a glass curtain wall. The openings in the elevator portion of the tower would be infilled with storefront glass, like Option #1, and would harmonize with the glass on the adjacent Aspen Condos. Both the roof structure on the 8th floor and the landing at the lower level of the east floor would be reconstructed as outlined in Option #1. The use of metal panel cladding in lieu of glass as shown in option 1, is metal panel is a lighter material and it puts less weight on the supporting structure, and it is a breathable façade system that will shelter from and mitigate solar heat gain.

Option 2.1: This option illustrated the possibility to adjust the perforation holes size in the metal panels. An image of aspen trees is shown on the perforated metal panels for illustrative purposes only.



*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design

Option 2.2: Like Option 2.1, this option is a variation in perforations of the metal to illustrate the possibilities of the custom metal panel perforations.



*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design

Option 2.3: This option is a variation in perforations of the metal to illustrate the possibilities of the custom metal panel perforations. The illustrative example shown below takes inspiration from the Star Garnet, Idaho's state gem. It incorporates color and texture to the panels to compliment the adjacent buildings and offer a focal point to the area with the purple color.



*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design



9th and Front Garage
Boise, ID 83702



The variations of Option #2 were estimated at \$4.8 million with a construction time of approximately 14 months.

The discussions about the option 2 versions resulted the design team receiving direction to minimize the custom patterns due to the challenges of future panel replacements, if damaged.

Option #2 - Pros / Cons and additional considerations:

Pros:

- Moderate protection from natural elements (wind, snow, rain) on concrete stair portion
- Façade provides solar shading.
- Perforations allow safety and security – visible and audible.
- Perforations allow natural ventilation and airflow, mitigating need for HVAC
- Access to views for user experience
- Suicide prevention - prohibits climbing on / falling from structure.

Cons:

- Panels susceptible to damage under certain conditions - requiring replacement.
- Steel structure is moderately exposed to elements.

Additional Considerations:

- Limiting of custom panels to allow for ease of future panel replacement.
- Potential to protect storefront glass with cable rail netting.

Option #3 - Construct New Enclosed Stair Towers:

This option removes the existing stairways but keeps the elevator towers and core structure of each tower. The concept would build new stairways with a smaller footprint, avoiding adjacencies to existing property lines, easements, and utility lines, all of which are challenges for constructing Options #1 and #2. As with Options #1 & #2, The openings in the elevator portion of the towers would be infilled with storefront glass, harmonizing with the existing Aspen Condos and maximizing reduction of exposure to precipitation from collecting on elevator lobby floor landings. As with the other options, the lower platform on the east tower would be reconstructed, but with this option, since the footprint is smaller, it would allow for additional pedestrian circulation space at the 8th and Front intersection, which is currently challenging with the proximity of vehicles and the street corner. Again, aligning with the previous options, the remaining portions of the existing towers would get repainted, and the 8th floor roof structures would be removed.

Option 3.1: This option illustrates the “fritted” glass option showing the Aspen Forest to the new structure with lines and angled glazing panels complimenting the angled storefront of the adjacent Aspen Condos.



*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design

Option 3.2: Mirroring Option #2, this would incorporate perforated and custom patterned panels to enclose the new stairways.



*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design

Option 3 was estimated at \$6 million to enclose both stair towers and with an extended construction time of 20 months. A Cast-in-place concrete option was also investigated but had an estimated cost of approximately \$8 million. While the new structure addresses the potential



9th and Front Garage
Boise, ID 83702



structural limitations and replaces the existing stairways that show signs of extended weather damage, the cost and extended construction time contribute to these options being less feasible.

Option #3 - Construct New Enclosed Stair Towers - Pros / Cons and additional considerations:

Pros:

- Smaller footprint
- Simple concrete structure is durable against elements
- Glass Façade provides thorough protection from elements (*Opt. 3.1, Glass enclosed version)
- Perforations allow safety and security – visible and audible (*Opt. 3.2, perforated metal panel version)
- Perforations allow natural ventilation and airflow, mitigating need for HVAC (*Opt 3.2, perforated metal panel version)
- Access to views for user experience
- Moderate protection from natural elements (wind, snow, rain) on concrete stair portion (*Opt. 3.2, perforated metal panel version)
- Suicide prevention - prohibits climbing on / falling from structure

Cons:

- Replacement of structure has a high cost
- Longer construction duration
- Construction access from Front Street not allowed.
- Color matching of tinted glass/ fritted glass pattern when replaced will be challenging, take longer to fabricate and costly (*Opt 3.1, Glass enclosed version)
- Vandalism – glass encourages intentional damage, scratching and breakage by vandals (*Opt. 3.1, Glass enclosed version)
- Panels susceptible to damage under certain conditions - requiring replacement. (*Opt. 3.2, perforated metal panel version)

Additional Considerations:

- Limiting of custom panels to allow for ease of future panel replacement.
- Potential to protect storefront glass with cable rail netting.

Investigation Summary:

Each of the options provide advantages and disadvantages. Cost and construction duration being the major weighing factors. Option #1 major factors include maintenance concerns and structural capacity due to the weight of the glass. Option #3 has additional factors that weigh against the constructability goal as this option would need construction access from Front Street and Idaho Department of Transportation will not allow Front Street to be closed for any significant amount of time. Weighing the pros and cons of each option Cushing Terrell recommends proceeding with a version of Option #2 as it best fits the program goals, can be constructed in a timely manner and is the most cost effective.



9th and Front Garage
Boise, ID 83702



Alternatively, CCDC could choose not to address the concerns at the stairway towers. The concrete stairways and their support structure will continue to become damaged from the weather. A retrofit project occurred several years ago to make repairs, if protection methods are not implemented, will continue to degrade and need significant repair work in the next 3-to-5 years. This significant repair work will continue on a 3-to-5-year interval until the stairways are protected. The intermediate repair work is not a long-term solution however, as major repairs or reconstruction will be required at a point if the pattern continues.

Fall protection is another major concern and the absence of any major protection continues to bring the structure to the forefront of the local media. Cushing Terrell believes the project goal to address this concern is of the highest priority as not acting would continue to allow the unsafe use of the structure. It is in the best interest of public safety to act and enclose the structure.

Proposed Design Solution and Recommendation:

The recommended design solution by Cushing Terrell, which the design team, contractor and stakeholder teams have developed after investigating multiple design solutions is "Option #2 - Separated Perforated Metal Panel Clad Structure".

This solution wraps the existing stair system with steel structural skeleton will support a perforated metal enclosure system. The perforated metal panels wrap the existing precast stair runs and mid-landings. The elevator lobbies / main floor level platforms will be enclosed with storefront glazing for enhanced protection from the weather. Cable mesh protection is proposed as a method to mitigate damage of the storefront from the interior.

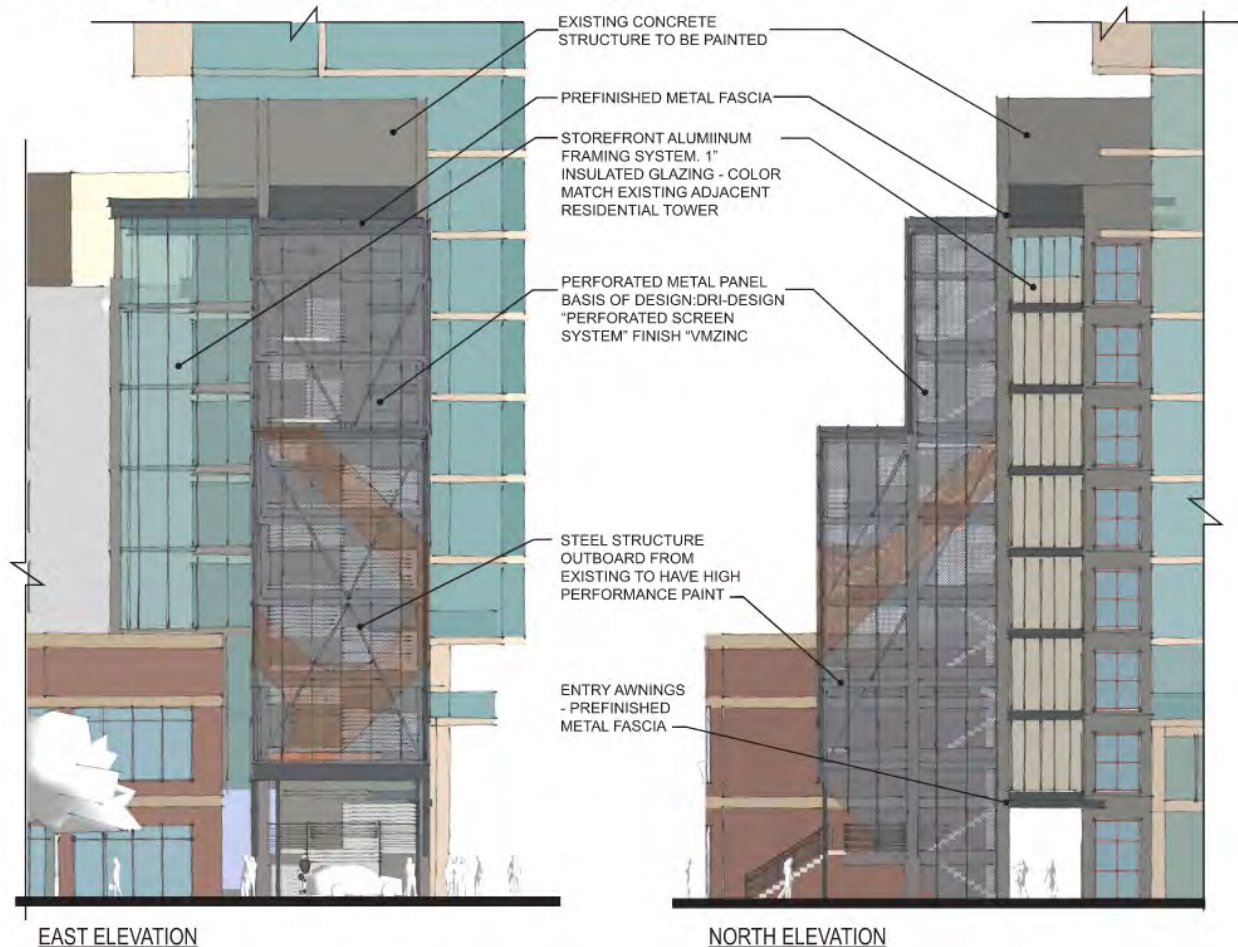
Stair metal enclosure portion:

- The enclosure will consist of a perforated metal cladding system that is lightweight and lessens the burden on the added structural framework. The design includes cutaway angles at the ground level street corners to reduce encroachment into the pedestrian pathway at the street corners.
- The metal panel patterns can be designed to be uniform and / or simplified in patterning and customization. The preliminary design scheme includes a uniform pattern on the primary field and a repeated custom pattern inset into the main façade for hinting at the history of the site and providing visual interest at the urban street corners. The illustrated example is a study of the potential of the material, of which the pattern and design will be selected at a later date.
- The perforated metal will dramatically reduce the intrusion of precipitation on the precast stairs.
- Fall protection is provided by the perforated panels enclosure system.
- Stair enclosures will be naturally ventilated.

EAST STAIR TOWER

EXISTING STAIR - PROPOSED OUTBOARD STRUCTURE & PERFORATED METAL PANEL CLADDING

NOTE: IMAGERY PROVIDED AS AN EXAMPLE, FINAL DESIGN - TBD



*Note: example pattern and color is shown for illustrative purposes only. Ultimate pattern, texture, color etc. to be determined during final design



8th & Front St. corner

*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design

Elevator lobbies / main floor level platforms:

- To prevent further corrosion of the elevator platforms, the elevator platforms will be enclosed with storefront glazing and limited solid walls, where glazing is unnecessary, to prevent the need for snow and ice melt - preventing the collection and intrusion of water in the platform surfaces.
- Cable mesh is proposed to protect the glass on levels 2-8, limit the impact of from breaking the glass.
- Elevated access path awnings are provided creating a threshold which will help protect the elevator landings from precipitation.



8th & Front St. corner

*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design



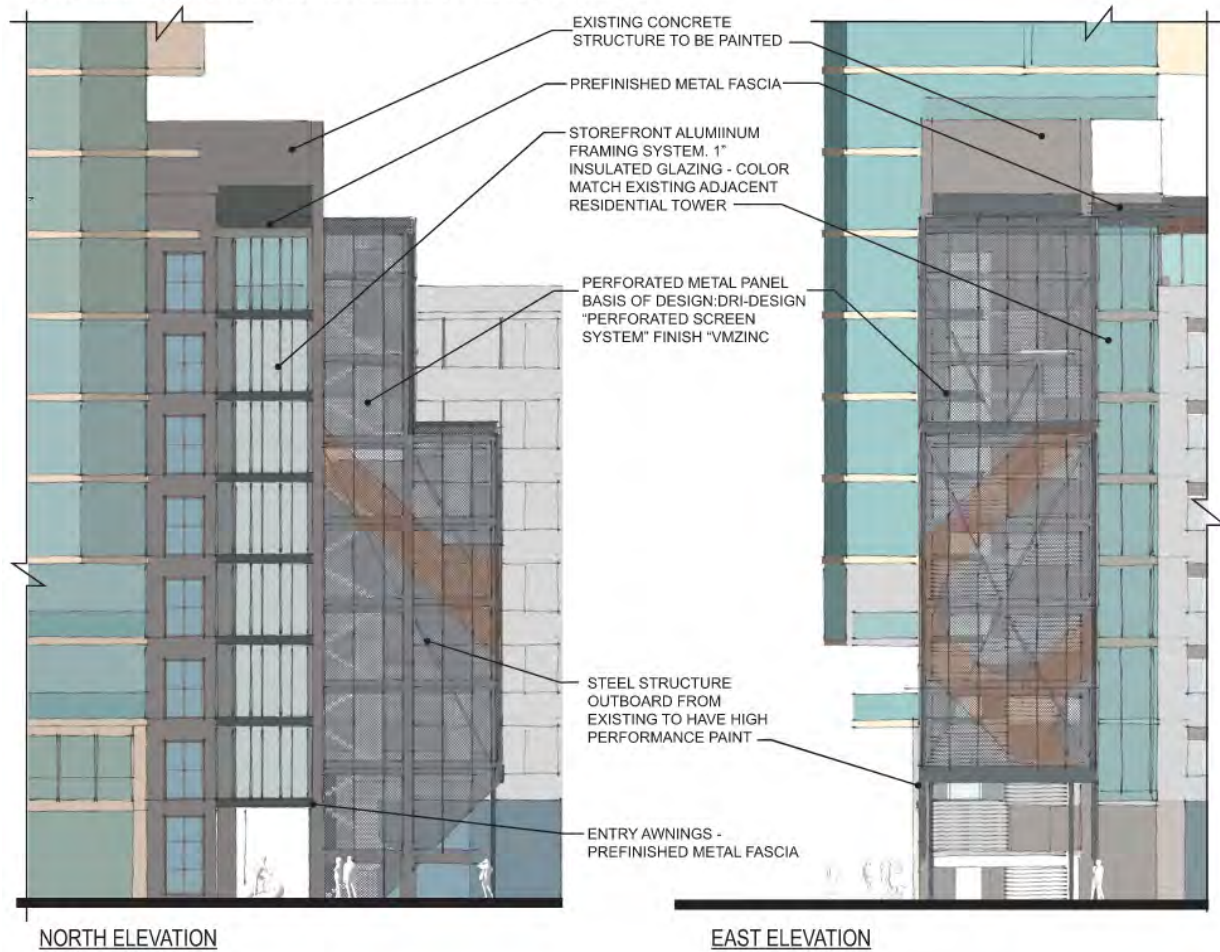
8th & Front St. corner

*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design

WEST STAIR TOWER

EXISTING STAIR - PROPOSED OUTBOARD STRUCTURE & PERFORATED METAL PANEL CLADDING

NOTE: IMAGERY PROVIDED AS AN EXAMPLE, FINAL DESIGN - TBD



*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design



9th & Front St. corner

*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design



9th & Front St. corner

*Note: example pattern and color is shown for illustrative purposes only.
Ultimate pattern, texture, color etc. to be determined during final design

Group	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
01-00-000-000	FOUNDATIONS			
	<u>Concrete</u>			
	Footings	20.00 each	2,875.00 /each	57,500
	New Landing and Stairs	2.00 each	18,000.00 /each	36,000
	<u>Concrete</u>	<u>24,923.00 sqft</u>	<u>3.75 /sqft</u>	<u>93,500</u>
	FOUNDATIONS	24,923.00 sqft	3.75 /sqft	93,500
04-00-000-000	EXTERIOR CLOSURE			
	<u>Safety</u>			
	Safety - Logistics - Site Requirements	1.00 lsum	150,000.00 /lsum	150,000
	Sidewalk and Lane Closures	1.00 lsum	100,000.00 /lsum	100,000
	<u>Safety</u>	<u>24,923.00</u>	<u>10.03</u>	<u>250,000</u>
	<u>Continuous Cleanup</u>			
	Final Clean Windows	19,468.00 sqft	2.00 /sqft	38,936
	<u>Continuous Cleanup</u>	<u>24,923.00</u>	<u>1.56</u>	<u>38,936</u>
	<u>Demo</u>			
	Demo Existing Roof Canopies	2.00 each	35,000.00 /each	70,000
	Demo Existing Stair/Landings from Level 1 to Ground	2.00 each	15,000.00 /each	30,000
	<u>Demo</u>	<u>24,923.00</u>	<u>4.01</u>	<u>100,000</u>
	<u>Steel</u>			
	Structural Steel	2.00 each	800,000.00 /each	1,600,000
	Metal Panel Excluded in this Option	0.00 sqft	0.00 /sqft	0
	<u>Steel</u>	<u>24,923.00 sqft</u>	<u>64.20 /sqft</u>	<u>1,600,000</u>
	<u>Entrances & Storefront</u>			
	Curtain Wall System	12,230.00 sqft	125.00 /sqft	1,528,750
	Storefront System	7,238.00 sqft	85.00 /sqft	615,230
	<u>Entrances & Storefront</u>	<u>15,965.00 sqft</u>	<u>134.29 /sqft</u>	<u>2,143,980</u>
	<u>Painting</u>			
	Paint Steel and Existing Concrete	24,923.00 sqft	4.00 /sqft	99,692
	<u>Painting</u>	<u>24,923.00 sqft</u>	<u>4.00 /sqft</u>	<u>99,692</u>
	EXTERIOR CLOSURE	24,923.00 sqft	169.83 /sqft	4,232,608
05-00-000-000	ROOFING			
	<u>Membrane Roofing Systems</u>			
	Roofing and Sheetmetal	1,352.00 sqft	75.00 /sqft	101,400
	<u>Membrane Roofing Systems</u>	<u>7,378.00 sqft</u>	<u>13.74 /sqft</u>	<u>101,400</u>
	ROOFING	24,923.00 sqft	4.07 /sqft	101,400
08-00-000-000	MECHANICAL			
	<u>Fire Protection</u>			
	Fire Sprinklers	2.00 each	35,000.00 /each	70,000
	<u>Fire Protection</u>	<u>24,923.00 sqft</u>	<u>2.81 /sqft</u>	<u>70,000</u>
	<u>Plumbing</u>			
	Plumbing for Storm Drains	2.00 each	15,000.00 /each	30,000
	<u>Plumbing</u>	<u>24,923.00 sqft</u>	<u>1.20 /sqft</u>	<u>30,000</u>
	<u>HVAC</u>			
	HVAC	2.00 each	40,000.00 /each	80,000
	<u>HVAC</u>	<u>24,923.00</u>	<u>3.21</u>	<u>80,000</u>
	MECHANICAL	24,923.00 sqft	7.22 /sqft	180,000
09-00-000-000	ELECTRICAL			



CCDC 9th & Front St. Stairway Enclosure

Option #1 Steel Skeleton & Curtain Wall
Concept Estimate No. 02 Revised for Sept. Board Meeting

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Group	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
	<u>Electrical Systems</u>			
	Electrical	2.00 sqft	30,000.00 /sqft	60,000
	<u>Electrical Systems</u>	24,923.00 sqft	2.41 /sqft	60,000
	ELECTRICAL	24,923.00 sqft	2.41 /sqft	60,000
12-00-000-000	SITEWORK			
	<u>Site Survey</u>			
	GPR Scanning Excluded	0.00 each	0.00 /each	0
	<u>Site Survey</u>	24,923.00 sqft	/sqft	
	<u>Demolition</u>			
	Demo Hardscapes at Ground Level	2.00 each	10,000.00 /each	20,000
	<u>Demolition</u>	24,923.00 sqft	0.80 /sqft	20,000
	<u>Foundation Excavation</u>			
	Trench and Prep for Footings and Stair Landing	20.00 each	1,250.00 /each	25,000
	Backfill	20.00 each	500.00 /each	10,000
	<u>Foundation Excavation</u>	24,923.00 sqft	1.40 /sqft	35,000
	<u>Site Utilities</u>			
	Reroute Utilities	2.00 each	40,000.00 /each	80,000
	<u>Site Utilities</u>	24,923.00 sqft	3.21 /sqft	80,000
	<u>Landscaping</u>			
	Patch Sidewalks and Landscaping	2.00 each	40,000.00 /each	80,000
	<u>Landscaping</u>	24,923.00 sqft	3.21 /sqft	80,000
	SITEWORK	24,923.00 sqft	8.63 /sqft	215,000

Estimate Totals

Description	Amount	Totals
Direct Work Subtotal	4,882,508	4,882,508
General Conditions	723,769	
Liability Insurance	70,816	
Construction Contingency	283,855	
Fee	476,876	
Subtotal	1,555,316	6,437,824
Payment and Performance Bond - Excluded		
Design Fees - Excluded		
Engineering Design Fee - Excluded		
Testing & Inspections - Excluded		
Design Contingency - Excluded		
Permit & Plan Check - Excluded		
Builders Risk Insurance - Excluded		
Sub Guard or Sub Bond - Excluded		
Escalation - Excluded		
Subtotal		6,437,824
Total		6,437,824



CCDC 9th & Front St. Stairway Enclosure

Option #2 Steel Skeleton & Perf Metal Panels
Concept Estimate No. 02 Revised for Sept. Board Meeting

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Group	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
01-00-000-000	FOUNDATIONS			
	Concrete			
	Footings	20.00 each	2,875.00 /each	57,500
	New Landing and Stairs Excluded in this Option	0.00 each	0.00 /each	0
	Concrete	24,923.00 sqft	2.31 /sqft	57,500
	FOUNDATIONS	24,923.00 sqft	2.31 /sqft	57,500
04-00-000-000	EXTERIOR CLOSURE			
	Safety			
	Safety - Logistics - Site Requirements	1.00 lsum	150,000.00 /lsum	150,000
	Sidewalk and Lane Closures	1.00 lsum	100,000.00 /lsum	100,000
	Safety	24,923.00	10.03	250,000
	Continuous Cleanup			
	Final Clean Windows	7,238.00 sqft	2.00 /sqft	14,476
	Continuous Cleanup	24,923.00	0.58	14,476
	Demo			
	Demo Existing Roof Canopies	2.00 each	35,000.00 /each	70,000
	Demo Existing Stair/Landings from Level 1 to Ground Excluded	0.00 each	0.00 /each	0
	Demo	24,923.00	2.81	70,000
	Steel			
	Structural Steel	2.00 each	800,000.00 /each	1,600,000
	Metal Panel Allowance	12,230.00 sqft	20.00 /sqft	244,600
	Steel	24,923.00 sqft	74.01 /sqft	1,844,600
	Entrances & Storefront			
	Storefront System	7,238.00 sqft	85.00 /sqft	615,230
	Entrances & Storefront	15,965.00 sqft	38.54 /sqft	615,230
	Painting			
	Paint Steel and Existing Concrete	24,923.00 sqft	4.00 /sqft	99,692
	Painting	24,923.00 sqft	4.00 /sqft	99,692
	EXTERIOR CLOSURE	24,923.00 sqft	116.12 /sqft	2,893,998
05-00-000-000	ROOFING			
	Membrane Roofing Systems			
	Roofing and Sheetmetal	1,352.00 sqft	75.00 /sqft	101,400
	Membrane Roofing Systems	7,378.00 sqft	13.74 /sqft	101,400
	ROOFING	24,923.00 sqft	4.07 /sqft	101,400
08-00-000-000	MECHANICAL			
	Fire Protection			
	Fire Sprinklers	2.00 each	35,000.00 /each	70,000
	Fire Protection	24,923.00 sqft	2.81 /sqft	70,000
	Plumbing			
	Plumbing for Storm Drains	2.00 each	15,000.00 /each	30,000
	Plumbing	24,923.00 sqft	1.20 /sqft	30,000
	HVAC			
	HVAC	2.00 each	40,000.00 /each	80,000
	HVAC	24,923.00	3.21	80,000
	MECHANICAL	24,923.00 sqft	7.22 /sqft	180,000



CCDC 9th & Front St. Stairway Enclosure

Option #2 Steel Skeleton & Perf Metal Panels
Concept Estimate No. 02 Revised for Sept. Board Meeting

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Group	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
09-00-000-000	ELECTRICAL			
	Electrical Systems			
	Electrical	2.00 sqft	30,000.00 /sqft	60,000
	Electrical Systems	<u>24,923.00</u> sqft	<u>2.41</u> /sqft	<u>60,000</u>
	ELECTRICAL	24,923.00 sqft	2.41 /sqft	60,000
12-00-000-000	SITEWORK			
	Site Survey			
	GPR Scanning Excluded	0.00 each	0.00 /each	0
	Site Survey	<u>24,923.00</u> sqft	<u> </u> /sqft	
	Demolition			
	Demo Hardscapes at Ground Level	2.00 each	10,000.00 /each	20,000
	Demolition	<u>24,923.00</u> sqft	<u>0.80</u> /sqft	<u>20,000</u>
	Foundation Excavation			
	Trench and Prep for Footings and Stair Landing	20.00 each	1,250.00 /each	25,000
	Backfill	20.00 each	500.00 /each	10,000
	Foundation Excavation	<u>24,923.00</u> sqft	<u>1.40</u> /sqft	<u>35,000</u>
	Site Utilities			
	Reroute Utilities	2.00 each	40,000.00 /each	80,000
	Site Utilities	<u>24,923.00</u> sqft	<u>3.21</u> /sqft	<u>80,000</u>
	Landscaping			
	Patch Sidewalks and Landscaping	2.00 each	40,000.00 /each	80,000
	Landscaping	<u>24,923.00</u> sqft	<u>3.21</u> /sqft	<u>80,000</u>
	SITEWORK	24,923.00 sqft	8.63 /sqft	215,000

Estimate Totals

Description	Amount	Totals
Direct Work Subtotal	3,507,898	3,507,898
General Conditions	723,769	
Liability Insurance	53,453	
Construction Contingency	214,256	
Fee	359,950	
Subtotal	1,351,428	4,859,326
Payment and Performance Bond - Excluded		
Design Fees - Excluded		
Engineering Design Fee - Excluded		
Testing & Inspections - Excluded		
Design Contingency - Excluded		
Permit & Plan Check - Excluded		
Builders Risk Insurance - Excluded		
Sub Guard or Sub Bond - Excluded		
Escalation - Excluded		
Subtotal		4,859,326
Total		4,859,326

Group	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
01-00-000-000	FOUNDATIONS			
	Concrete			
	Footings	16.00 each	3,750.00 /each	60,000
	Concrete	<u>24,556.00 sqft</u>	<u>2.44 /sqft</u>	<u>60,000</u>
	FOUNDATIONS	24,556.00 sqft	2.44 /sqft	60,000
03-00-000-000	SUPERSTRUCTURE			
	Precast Concrete			
	Precast Columns, Beams, Landings	2.00 each	250,000.00 /each	500,000
	Precast Stairs and Landings	2.00 each	300,000.00 /each	600,000
	Precast Concrete	<u>24,556.00</u>	<u>44.80</u>	<u>1,100,000</u>
	SUPERSTRUCTURE	24,556.00 sqft	44.80 /sqft	1,100,000
04-00-000-000	EXTERIOR CLOSURE			
	Safety			
	Safety - Logistics - Site Requirements	1.00 lsum	165,000.00 /lsum	165,000
	Sidewalk and Lane Closures	1.00 lsum	110,000.00 /lsum	110,000
	Safety	<u>24,556.00</u>	<u>11.20</u>	<u>275,000</u>
	Continuous Cleanup			
	Final Clean Windows	7,860.00 sqft	2.00 /sqft	15,720
	Continuous Cleanup	<u>24,556.00</u>	<u>0.64</u>	<u>15,720</u>
	Demo			
	Demo Existing Roof Canopies	2.00 each	35,000.00 /each	70,000
	Demo Existing Stair/Landings all the way up	2.00 each	125,000.00 /each	250,000
	Demo	<u>24,556.00</u>	<u>13.03</u>	<u>320,000</u>
	Steel			
	Steel Roof Canopies	2.00 each	100,000.00 /each	200,000
	Metal Panel Allowance	9,123.00 sqft	20.00 /sqft	182,460
	New Stair Rails	2.00 each	225,000.00 /each	450,000
	Metal Panel Supports	9,123.00 sqft	18.00 /sqft	164,214
	Steel	<u>24,556.00 sqft</u>	<u>40.59 /sqft</u>	<u>996,674</u>
	Entrances & Storefront			
	Storefront System	7,860.00 sqft	85.00 /sqft	668,100
	Storefront System Vandalism Protection Allowance	7,860.00 sqft	40.00 /sqft	314,400
	Entrances & Storefront	<u>24,556.00 sqft</u>	<u>40.01 /sqft</u>	<u>982,500</u>
	Painting			
	Paint Existing Concrete	7,573.00 sqft	13.00 /sqft	98,449
	Painting	<u>24,556.00 sqft</u>	<u>4.01 /sqft</u>	<u>98,449</u>
	EXTERIOR CLOSURE	24,556.00 sqft	109.48 /sqft	2,688,343
05-00-000-000	ROOFING			
	Membrane Roofing Systems			
	Roofing and Sheetmetal	1,600.00 sqft	75.00 /sqft	120,000
	Membrane Roofing Systems	<u>24,556.00 sqft</u>	<u>4.89 /sqft</u>	<u>120,000</u>
	ROOFING	24,556.00 sqft	4.89 /sqft	120,000
08-00-000-000	MECHANICAL			
	Fire Protection			
	Fire Sprinklers	2.00 each	35,000.00 /each	70,000
	Fire Protection	<u>24,556.00 sqft</u>	<u>2.85 /sqft</u>	<u>70,000</u>
	Plumbing			
	Plumbing for Storm Drains	2.00 each	15,000.00 /each	30,000

Group	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
	<u>Plumbing</u>	<u>24,556.00 sqft</u>	<u>1.22 /sqft</u>	<u>30,000</u>
	<u>HVAC</u>			
	HVAC	2.00 each	40,000.00 /each	80,000
	<u>HVAC</u>	<u>24,556.00</u>	<u>3.26</u>	<u>80,000</u>
	MECHANICAL	24,556.00 sqft	7.33 /sqft	180,000
09-00-000-000	ELECTRICAL			
	<u>Electrical Systems</u>			
	Electrical	2.00 sqft	30,000.00 /sqft	60,000
	<u>Electrical Systems</u>	<u>24,556.00 sqft</u>	<u>2.44 /sqft</u>	<u>60,000</u>
	ELECTRICAL	24,556.00 sqft	2.44 /sqft	60,000
12-00-000-000	SITEWORK			
	<u>Site Survey</u>			
	GPR Scanning Excluded	0.00 each	0.00 /each	0
	<u>Site Survey</u>	<u>24,556.00 sqft</u>	<u>/sqft</u>	
	<u>Demolition</u>			
	Demo Hardscapes at Ground Level	2.00 each	10,000.00 /each	20,000
	<u>Demolition</u>	<u>24,556.00 sqft</u>	<u>0.81 /sqft</u>	<u>20,000</u>
	<u>Foundation Excavation</u>			
	Trench and Prep for Footings and Stair Landing	16.00 each	1,500.00 /each	24,000
	Backfill	16.00 each	500.00 /each	8,000
	<u>Foundation Excavation</u>	<u>24,556.00 sqft</u>	<u>1.30 /sqft</u>	<u>32,000</u>
	<u>Site Utilities</u>			
	Reroute Utilities	2.00 each	40,000.00 /each	80,000
	<u>Site Utilities</u>	<u>24,556.00 sqft</u>	<u>3.26 /sqft</u>	<u>80,000</u>
	<u>Landscaping</u>			
	Patch Sidewalks and Landscaping	2.00 each	40,000.00 /each	80,000
	<u>Landscaping</u>	<u>24,556.00 sqft</u>	<u>3.26 /sqft</u>	<u>80,000</u>
	SITEWORK	24,556.00 sqft	8.63 /sqft	212,000

Estimate Totals

Description	Amount	Totals
Direct Work Subtotal	4,420,343	4,420,343
General Conditions	775,467	
Liability Insurance	65,631	
Construction Contingency	263,072	
Fee	441,961	
Subtotal	1,546,131	5,966,474
Payment and Performance Bond - Excluded		
Design Fees - Excluded		
Engineering Design Fee - Excluded		
Testing & Inspections - Excluded		
Design Contingency - Excluded		
Permit & Plan Check - Excluded		
Builders Risk Insurance - Excluded		
Sub Guard or Sub Bond - Excluded		
Escalation - Excluded		
Subtotal		5,966,474
Total		5,966,474

PREFERRED DESIGN OPTION

EXISTING STAIR - PROPOSED OUTBOARD STRUCTURE & PERFORATED METAL PANEL CLADDING
NOTE: IMAGERY PROVIDED AS AN EXAMPLE, FINAL DESIGN - TBD



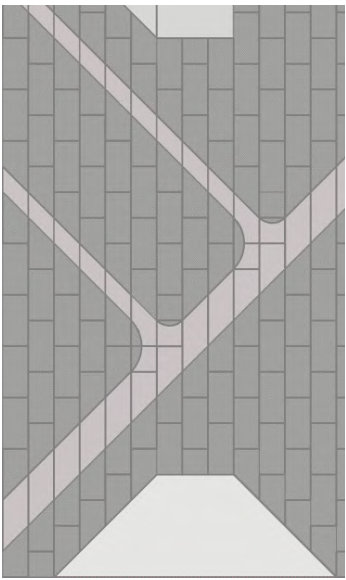
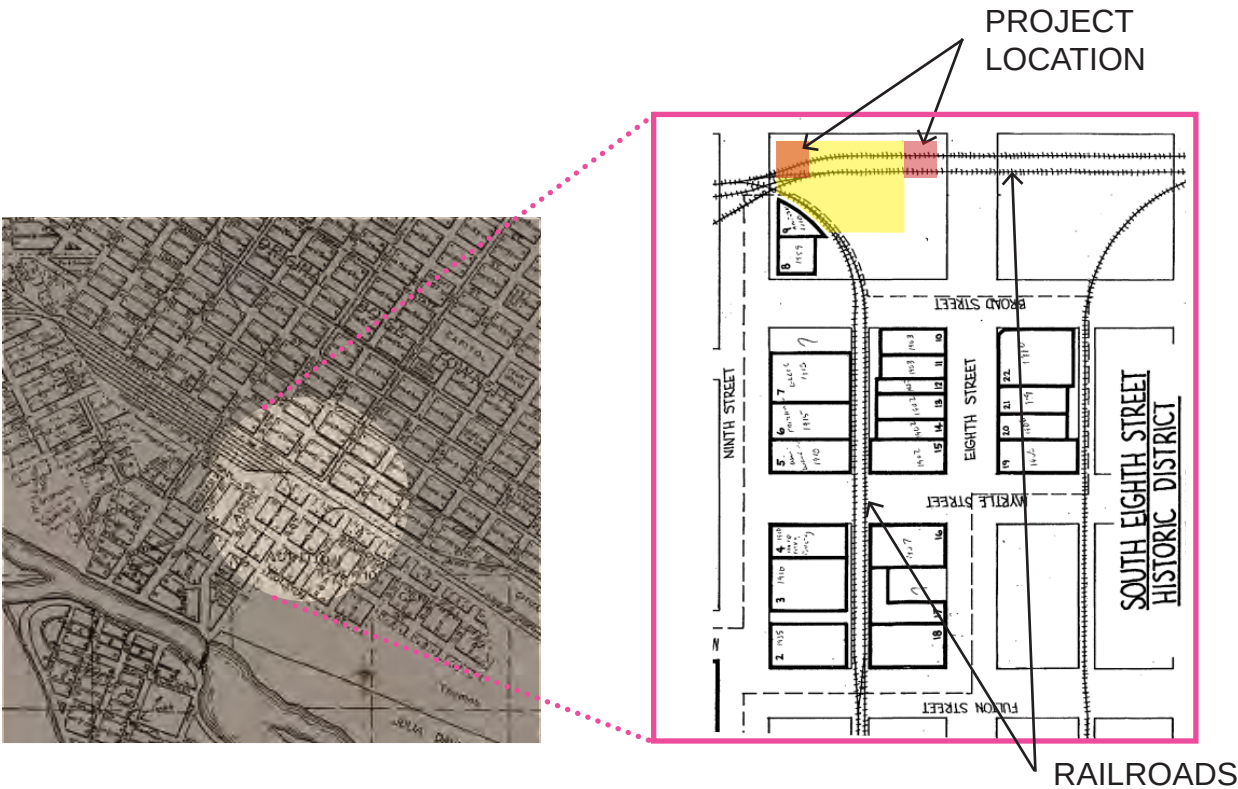
DESIGN GOALS:

- FITS ADJACENT BUILDING AESTHETIC
- CONSTRUCTIBLE
- COST EFFECTIVE
- LOW MAINTENANCE DESIGN
- PREVENTS WEATHER AND/OR ELEMENTS FROM DETERIORATING THE STRUCTURE
- FALL PROTECTION AND DETERRENCE FROM CLIMBING ON STRUCTURE

DESIGN ACCOMPLISHMENTS:

- SAFETY - FALL PROTECTION PROVIDED
- PERFORATED METAL PANEL CLADDING PROVIDES FALL PROTECTION SHELTER FROM ELEMENTS.
- PERFORATED METAL PATTERNS - REPETITIVE PATTERNS FOR EASE OF REPLACING DAMAGED PANELS IN THE FUTURE - EASE OF MAINTENANCE
- MINIMAL HVAC REQUIRED - STAIR TOWER ENCLOSURE IS NATURALLY VENTILATED AND SHADED FROM SUNLIGHT
- BLOCKS SNOW AND RAIN FROM ACCUMULATING ON HORIZONTAL SURFACES.

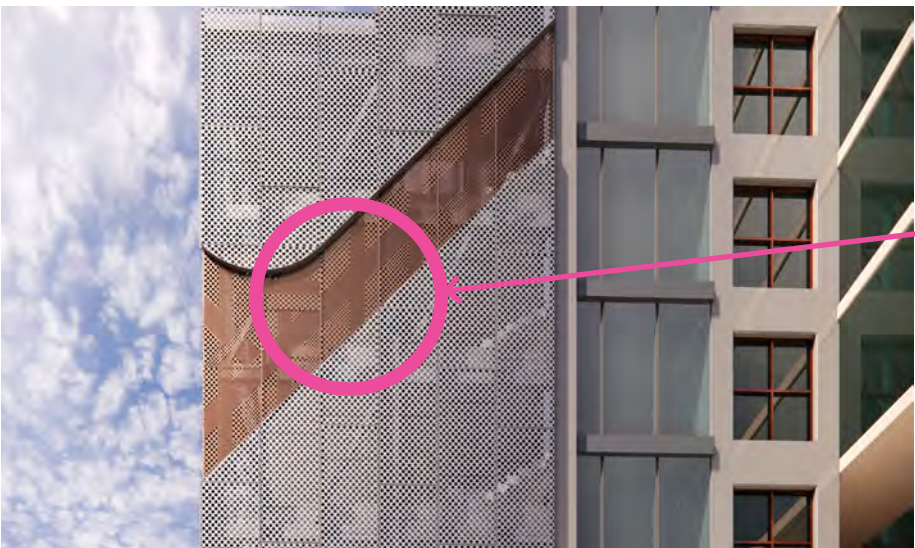
INSPIRATION - BOISE'S HISTORIC RAILROADS



FACADE PATTERN - RAILROAD LINES THROUGH THE CITY BLOCK

PREFERRED DESIGN OPTION

EXISTING STAIR - PROPOSED OUTBOARD STRUCTURE & PERFORATED METAL PANEL CLADDING
NOTE: IMAGERY PROVIDED AS AN EXAMPLE, FINAL DESIGN - TBD



INSPIRATION - BOISE'S HISTORIC RAILROADS



RAIL LINES



IRON



IRON -
CRYSTAL LATTICE
"WIDMANSTATTEN
PATTERN"
(VID-man-shtay-tin)



AGENDA BILL

Agenda Subject: Approve Resolution 1948: 170 S 28th Street, Finch. Type 1 Participation Agreement with Finch I, LLC.		Date: November 3, 2025
Staff Contact: Corrie Brending, Project Manager – Property Development	Attachments: 1) Resolution 1948 2) Type 1 Agreement	
Action Requested: Adopt Resolution 1948 approving the Type 1 Participation Agreement with Finch I, LLC and authorizing the Executive Director to execute the Agreement.		

Background:

The Finch project is an affordable housing development on 0.89 acres of currently vacant land at 170 S 28th Street in the 30th Street District. The project is being developed by Roundhouse Affordable.

The project consists of two four-story, wood-frame walk-up residential buildings totaling 40 units with 20 one-bedroom units, 14 two-bedroom units, and 6 three-bedroom units.

Finch is a Low-Income Housing Tax Credit (LIHTC) project that includes a mix of unit types and affordability levels. Four units will be reserved at 30% area median income as permanent Supportive housing. The remaining units are restricted across affordability levels ranging from 30% to 60% AMI, with 10% as market-rate units. A second phase is planned for the project and is expected to include an additional 40 units with construction estimated to begin in spring 2026.

Public improvements for this project include streetscape improvements along W. Fairview Avenue and S. 27th Street. These streetscape improvements will include new scored concrete sidewalks, silva cells, street trees, and historic streetlights.

The CCDC Board of Commissioners designated the project for One-Time Assistance through the Type 1 Participation Program at the August 2025 meeting. Eligible expenses for the project are estimated to be \$327,731 and the not-to-exceed amount for reimbursement per the Type 1 Participation Program policy is \$200,000.

This project addresses several criteria for Type 1 Participation, including activation of a dormant site, supporting affordable housing, and promoting connectivity and mobility. The Finch project meets the requirements of the Participation Program as approved by the CCDC Board and promotes the objectives of the 30th Street District Plan.

Project Summary:

- 170 S 28th Street
- 40 units
- 90% of units at 30% - 60% AMI and below
- 4 units for permanent supportive housing
- Public improvements including silica cell system, trees and sidewalk
- \$13.5 million Total Development Costs
- \$327,731 estimated eligible expenses
- \$200,000 maximum reimbursement

Timeline:

- February 2025 – Design Review Approval
- July 2025 – Applied for Participation
- July 2025 – Construction Began
- August 2025 – Type 1 Designation
- TODAY – Type 1 Agreement Approval
- Fall 2026 - Construction complete and CCDC reimburses approved expenses

Fiscal Notes:

Reimbursement will occur in FY2027 and will not exceed \$200,000 per the Type 1 Participation Program policy. The Agency's Five-Year Capital Improvement Plan programs sufficient funding for this 30th Street District Type 1 grant.

Staff Recommendation:

Authorize the Executive Director to execute the Type 1 Agreement with Finch I, LLC.

Suggested Motion:

I move to adopt Resolution 1948 approving the Type 1 Participation Agreement with Finch I, LLC and authorizing the Executive Director to execute the Agreement.

RESOLUTION NO. 1948

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, APPROVING A TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT BY AND BETWEEN THE AGENCY AND FINCH I, LLC, FOR SPECIFIED PUBLIC IMPROVEMENTS; AUTHORIZING THE AGENCY EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY NECESSARY DOCUMENTS, SUBJECT TO CERTAIN CONTINGENCIES; AUTHORIZING ANY TECHNICAL CORRECTIONS TO THE AGREEMENT; AUTHORIZING 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 City Council of the City of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the 30th Street Area Urban Renewal Plan (the "30th Street Plan"), and following said public hearing, the City adopted its Ordinance No. 6868 on December 4, 2012, approving the 30th Street Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the 30th Street Plan ("First Amendment to the 30th Street Plan"), and following said public hearing, the City adopted its Ordinance No. 26-18 on July 24, 2018, approving the First Amendment to the 30th Street Plan de-annexing certain parcels from the existing revenue allocation area and making certain findings; and,

WHEREAS, Finch I, LLC is a Delaware limited liability company registered to do business in the State of Idaho, which owns or controls certain real property addressed as 170 South 28th Street, Boise, Idaho, on which it plans to construct two four-story, wood-frame, residential buildings totaling forty (40) units with twenty (20) one-bedroom units, fourteen (14) two-bedroom units, and six (6) three-bedroom units (the "Project"); and,

WHEREAS, The Project is supported by Federal Low-Income Housing Tax Credits and includes a mix of unit types and affordability levels. Four units will be reserved at 30% area median income ("AMI") as permanent supportive housing. The remaining units are restricted across affordability levels ranging from 30% to 60% AMI, with 10% as market-rate units; and

WHEREAS, as part of the Project, Finch I, LLC intends to make public streetscape improvements including new scored concrete sidewalks, a suspended pavement system, street trees, and streetlights; and,

WHEREAS, the Agency Board has adopted the Participation Program Policy which includes the Type 1 Streetscape Grant Program under which the Agency can assist private and public development projects by funding improvements that benefit the public and are located in the public rights-of-way or a permanent public easement area; and,

WHEREAS, Finch I, LLC is requesting reimbursement for the Project's public improvements that meet the requirements of the Type 1 Streetscape Grant Participation Program; and,

WHEREAS, the Project is located in the 30th Street Urban Renewal District (the "District") and will contribute to enhancing and revitalizing the District; and,

WHEREAS, attached hereto as Exhibit A and incorporated herein as if set forth in full is the Type 1 Streetscape Grant Participation Agreement and exhibits thereto with Finch I, LLC, whereby Finch I, LLC will construct the Public Improvements and the Agency will reimburse certain expenses for Finch I, LLC to construct the Public Improvements as specified in the Agreement; and

WHEREAS, the Agency Board finds it in the best public interest to approve the Type 1 Streetscape Grant Participation Agreement with Finch I, LLC and to authorize the Agency Executive Director to execute same.

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 Type 1 Streetscape Grant Participation Agreement, between Finch I, LLC and the Agency, a copy of which is attached hereto as EXHIBIT A and incorporated herein as if set out in full, is hereby approved.

Section 3: That the Agency Executive Director is hereby authorized to sign and enter into the Type 1 Streetscape Grant Participation Agreement with Finch I, LLC and to execute all necessary documents required to implement the actions contemplated by the Agreement, subject to representations by the Agency staff and the Agency legal counsel that all conditions precedent to such actions have been met; and further, any necessary technical corrections to the Agreement or other documents are acceptable, upon advice from the Agency's legal counsel that said changes are consistent with the provisions of the Agreement and the comments and discussions received at the November 3, 2025, Agency Board meeting.

Section 4: That the Agency Executive Director is authorized to expend any and all funds contemplated by the Agreement and to perform any and all other duties required pursuant to said Agreement.

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 November 3, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on November 3, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

ATTEST: By: _____
Latonia Haney Keith, Chair

By: _____
Joey Chen, Secretary Pro Tem



TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT

THIS TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT ("Agreement") is entered into by and between the URBAN RENEWAL AGENCY OF BOISE, IDAHO, also known as Capital City Development Corporation, 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, as a duly created and functioning urban renewal agency for Boise City, Idaho ("CCDC"), and Finch I, LLC, a Delaware Limited Liability Company registered to do business in the State of Idaho ("Participant"). CCDC and Participant may be collectively referred to as the "Parties" and individually as a "Party."

RECITALS

A. The CCDC Board of Commissioners has adopted the Participation Program Policy which can assist private and public development projects with improvements that benefit the public and which are located in the public rights-of-way or a permanent public easement, called Eligible Expenses ("Eligible Expenses").

B. Participant owns or controls certain real property addressed as 170 South 28th Street, Boise, Idaho (the "Project Site") which is more accurately depicted on attached **Exhibit A**.

C. The Participant is planning to construct two four-story, wood-frame, residential buildings totaling forty (40) units with twenty (20) one-bedroom units, fourteen (14) two-bedroom units, and six (6) three-bedroom units (the "Project"). The Project is more accurately depicted on attached **Exhibit B**. The Project is located in the 30th Street Urban Renewal District ("30th Street").

D. The Project is supported by Federal Low-Income Housing Tax Credits and includes a mix of unit types and affordability levels. Four units will be reserved at 30% area median income ("AMI") as permanent supportive housing. The remaining units are restricted across affordability levels ranging from 30% to 60% AMI, with 10% as market-rate units.

E. The Participant is requesting reimbursement to make public streetscape improvements including new scored concrete sidewalks, suspended pavement system, street trees, and streetlights. Under the provisions of the 30th Street Plan ("Plan"), CCDC may enter into cooperative agreements to achieve the objectives of the urban renewal plan.

F. The Project meets the requirements of the Type 1 Participation Program and also promotes CCDC objectives by activating a dormant site, supporting affordable housing, and promoting connectivity and mobility. The Eligible Expenses are depicted on attached **Exhibit C** and listed on the Schedule of Eligible Expenses on attached **Exhibit D**.

G. CCDC deems it appropriate to assist the development of the Project to achieve the objectives set forth in the Plan and in accordance with CCDC's Participation Program Policy.

AGREEMENT

NOW, THEREFORE, in consideration of the above recitals which are not mere recitations but are covenants of the Parties that are binding upon them and form a portion of the consideration for the agreements contained herein; 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:

1. **Effective Date and Term.** 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. The Agreement Term shall commence on the Effective Date and continue until either: 1.) all obligations of each Party are complete; or 2.) eighteen (18) months from the Effective Date, whichever comes first. At CCDC's sole discretion an extension to the Term may be granted for a period not to exceed 180 days.

2. **Construction of the Project.** Participant agrees to construct the Project consistent with the following:

- a. The Project shall be constructed in accordance with the overall City of Boise ("City") infrastructure plans, policies, and design standards and with the applicable portions of the Streetscape Standards adopted as part of the Plan.
- b. The Parties agree that the Project is depicted on **Exhibit B and Exhibit C**, with cost estimates for Eligible Expenses described in the Schedule of Eligible Expenses in **Exhibit D**. Any other public improvements that are constructed by the Participant as part of the improvements to the Project Site are not eligible for reimbursement pursuant to this Agreement. Additionally, CCDC's reimbursement obligation is limited to the amount set forth in Section 6 of this Agreement.

3. **Initial Construction Funding.** Participant shall pay for all of the costs of construction for the Project. CCDC acknowledges that the Schedule of Eligible Expenses attached as **Exhibit D** is an estimate by Contractor and that actual costs for the Project, as well as each line item of cost, may be more or less than shown.

4. **Notification of Completion; Inspection.** Upon completion of construction and the improvements being open to the public, Participant shall notify CCDC in writing and request a final construction inspection and/or a meeting with CCDC to determine if the Project meets the requirements of this Agreement. At CCDC's sole discretion, CCDC may require proof of completion, such as a Certificate of Occupancy, before providing written confirmation of compliance. CCDC shall provide Participant with written confirmation that the Project has been completed in compliance with this Agreement.

5. **Determining Actual Payment after Completion of Construction.** Participant shall provide appropriate documentation ("Cost Documentation") to CCDC that Participant has expended funds for Eligible Expenses in order to receive payment under the terms of this Agreement. Any Cost Documentation shall be submitted within thirty (30) days of Participant's notification to CCDC that construction of the Project is complete and shall include:

TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT

- a. Schedule of values that includes line items for the Project approved by CCDC for reimbursement so they are identifiable and separate from other line items ("Schedule of Values").
- b. Invoices from Participant's general contractor, subcontractor(s), and material suppliers for each type of eligible cost item (e.g. concrete, pavers, benches, historic street lights). Invoices shall specify quantities and unit costs of installed materials and a percentage estimate of how much installed material was used for the Project in comparison to the amount used for the remainder of improvements to the Project Site.
- c. Explanation of any significant deviation between the initial cost estimates in **Exhibit D** and the actual costs in the Cost Documentation as requested by CCDC.
- d. A signed and notarized letter by Participant attesting that all materials have been paid for, that all subcontractors have been paid, that no liens exist on the work performed, and that the Cost Documentation is complete whereupon payment by CCDC shall constitute full accord and satisfaction of all the Agreement obligations.
- e. Additional documentation or clarifications may be required and requested by CCDC.
- f. Recorded easements for any public improvement work done outside of the public rights of way.
- g. The Participant attests that all requested reimbursement expenses are for eligible public improvements within the public right-of-way.

CCDC shall have the right to review the Cost Documentation and to obtain independent verification that the quantities of work claimed, the unit costs, and the total costs for eligible costs are commercially reasonable and consistent with the cost estimates provided by Participant to CCDC prior to construction. In the event Participant fails to timely deliver the Cost Documentation, CCDC may, in its discretion, elect to terminate its payment obligations under this Agreement by providing Participant with written notice of such default. Participant shall have thirty (30) days from such written notice to cure the default. In the event Participant fails to cure such a default, CCDC's payment obligations under this Agreement may be terminated in CCDC's sole discretion.

Within thirty (30) calendar days of CCDC's receipt of the Cost Documentation, CCDC will notify Participant in writing of CCDC's acceptance or rejection of the Cost Documentation and CCDC's determination of the Actual Eligible Expenses to be reimbursed. CCDC shall, in its discretion, determine the Actual Eligible Expenses following its review of the Cost Documentation, verification of the commercial reasonableness of the costs and expenses contained in such Cost Documentation, and comparison of the amounts in the Cost Documentation to the amounts in **Exhibit D**. IN NO EVENT SHALL THE TOTAL FOR THE ACTUAL ELIGIBLE COSTS EXCEED THE AMOUNT ALLOWED BY SECTION 6.

If Participant disagrees with CCDC's calculation of the Actual Eligible Costs, Participant must respond to CCDC in writing within three (3) business days explaining why Participant believes CCDC's calculation was in error and providing any evidence to support any such contentions Participant wants CCDC to consider. CCDC shall respond to Participant within three (3) business days with a revised amount for the Actual Eligible Costs or notifying Participant

CCDC will not revise the initial amount calculated. At that point, the determination of the Actual Eligible Costs will be final. CCDC'S DETERMINATION OF THE ACTUAL ELIGIBLE COSTS IS WITHIN ITS SOLE DISCRETION.

6. CCDC's Reimbursement Payment Amount. In accordance with the Participation Program, CCDC agrees to reimburse Participant's Actual Eligible Expenses not to exceed **TWO HUNDRED THOUSAND DOLLARS (\$200,000)**. Actual Eligible Expenses do not include soft costs such as architectural and engineering design, permits, traffic control, and mobilization. The payment for this Type 1 Agreement will be made as a one-time reimbursement.

7. Conditions Precedent to CCDC's Payment Obligation. CCDC agrees to reimburse Participant in the amount as determined in compliance with Sections 2, 5 and 6 no later than thirty (30) days after completion of all of the following:

- a. Project construction is complete and meets the specifications as described in the Recitals section of this Agreement and as shown in Exhibit B.
- b. CCDC receives Cost Documentation as described in Section 5 in a format acceptable to CCDC.
- c. CCDC provides written confirmation to the Participant that the Project has been constructed in compliance with this Agreement.

Participant's failure to comply with all Agreement provisions shall be a basis for termination of CCDC's reimbursement obligation.

8. Subordination of Reimbursement Obligations. The Parties agree this Agreement does not provide Participant with a security interest in any CCDC revenues for the Urban Renewal District Area in which the Project is located or any other urban renewal plan area, including but not limited to revenue from any "Revenue Allocation Area" (as defined in Title 50, Chapter 29 of the Idaho Code) or any revenue from CCDC's parking garages. Notwithstanding anything to the contrary in this Agreement, the obligation of CCDC to make the payments as specified in this Agreement shall be subordinate to all other CCDC obligations that have committed or in the future commit available CCDC revenues, including but not limited to revenue from any Revenue Allocation Area or any revenue from CCDC's parking garages, and may be subject to consent and approval by CCDC lenders.

9. Default. Neither Party shall be deemed to be in default of this Agreement except upon the expiration of forty-five (45) days [ten (10) days in the event of failure to pay money] from receipt of written notice from the other Party specifying the particulars in which such Party has failed to perform its obligations under this Agreement unless such Party, prior to expiration of said 45-day period [ten (10) days in the event of failure to pay money], has rectified the particulars specified in said notice of default. In the event of a default, the nondefaulting Party may do the following:

- a. The nondefaulting Party may terminate this Agreement upon written notice to the defaulting Party and recover from the defaulting Party all direct damages incurred by the nondefaulting Party.
- b. The nondefaulting Party may seek specific performance of those elements of this Agreement which can be specifically performed and recover all damages incurred

by the nondefaulting Party. The Parties declare it to be their intent that elements of this Agreement requiring certain actions be taken for which there are not adequate legal remedies may be specifically enforced.

- c. The nondefaulting Party may perform or pay any obligation or encumbrance necessary to cure the default and offset the cost thereof from monies otherwise due the defaulting Party or recover said monies from the defaulting Party.
- d. The nondefaulting Party may pursue all other remedies available at law, it being the intent of the Parties that remedies be cumulative and liberally enforced so as to adequately and completely compensate the nondefaulting Party.
- e. In the event Participant defaults under this Agreement, CCDC (the nondefaulting Party) shall have the right to suspend or terminate its payment under this Agreement, as more specifically defined in this Agreement, for so long as the default continues and if not cured, CCDC's obligation for payment shall be deemed extinguished. In addition, if CCDC funds shall have been paid, Participant shall reimburse CCDC for any such funds Participant received.

10. Captions and Headings. The captions and headings in this Agreement are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions, or agreements contained herein.

11. No Joint Venture or Partnership. CCDC and Participant agree that nothing contained in this Agreement or in any document executed in connection with this Agreement shall be construed as making CCDC and Participant a joint venture or partners. Participant must waive any vested interest rights granted by public utilities that would be paid by subsequent development, and provide documentation that the interest has been waived

12. Successors and Assignment. This Agreement is not assignable except that the Participant may assign Participant's rights or obligations under this Agreement to a third party only with the written approval of CCDC, at CCDC's sole discretion which cannot be reasonably denied.

13. Notices and Receipt. All notices given pursuant to this Agreement shall be in writing and shall be given by personal service, by United States mail, or by United States express mail or other established express delivery service (such as Federal Express) with postage or delivery charges prepaid and return receipt requested, or by electronic mail (e-mail) addressed to the appropriate Party at the address set forth below:

If to Participant: Finch I, LLC
 Attn: Patrick Boel
 VP, Development
 1100 W. Idaho Street, Ste. 630
 Boise, Idaho 83702-5661
 208-830-7168
 patrick@rndhouse.com

Participant's Registered Agent: Cogency Global Inc.
 10020 W. Fairview Ave. Ste. 104
 Boise, Idaho 83704

If to CCDC: John Brunelle, Executive Director
Capital City Development Corporation
121 N. 9th Street, Suite 501
Boise, Idaho 83702
208-384-4264
jbrunelle@ccdcboise.com

14. Applicable Law; Attorney Fees. This Agreement shall be construed and enforced in accordance with the laws of the State of Idaho. Should any legal action be brought by either Party because of breach of this Agreement or to enforce any provision of this Agreement, the prevailing Party shall be entitled to reasonable attorney fees, court costs, and such other costs as may be found by the Court.

15. Entire Agreement. This Agreement constitutes the entire understanding and agreement of the Parties. Exhibits to this Agreement are as follows:

Exhibit A	Project Site Map
Exhibit B	Project Depiction
Exhibit C	Public Improvement Plans
Exhibit D	Schedule of Eligible Expenses

16. Indemnification. Participant shall indemnify, defend, and hold CCDC and its officers, agents, and employees harmless from and against all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses, including reasonable architect and attorney fees (collectively referred to in this section as "Claim"), which may be imposed upon or incurred by or asserted against CCDC or its respective officers, agents, and employees relating to the construction or design of the Project or otherwise arising out of Participant's actions or inactions. In the event an action or proceeding is brought against CCDC or its respective officers, agents, and employees by reason of any such Claim, Participant, upon written notice from CCDC shall, at Participant's expense, resist or defend such action or proceeding. Notwithstanding the foregoing, Participant shall have no obligation to indemnify, defend, or hold CCDC and its respective officers, agents, and employees harmless from and against any matter to the extent it arises from the active negligence or willful act of CCDC or its respective officers, agents, or employees. The indemnification provisions set forth herein are intended to, and shall, survive the termination or completion of this Agreement.

17. Antidiscrimination During Construction. Participant, for itself and its successors and assigns, agrees that in the rehabilitation and/or construction of improvements on the Project Site provided for in this Agreement, the Participant and its agents will not discriminate against any person on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin or ancestry, marital status, age, or handicap.

18. Maintenance. Participant recognizes CCDC has no specific authority to accept maintenance responsibility of the Project or any improvements constructed by Participant and that no agreement has been reached with CCDC or City to accept any maintenance obligations for such improvements.

19. Promotion of Project. Participant agrees CCDC may promote the Project and CCDC's involvement with the Project. Such promotion includes reasonable signage at the Project

TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT

Site notifying the public of CCDC's involvement with the Project.

20. Anti-Boycott Against Israel Certification. In accordance with Idaho Code Section 67-2346, Participant, 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.

21. Certification Regarding Government of China. In accordance with Idaho Code Section 67-2359, if applicable, Participant, 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.

22. Prohibition on Contracts with Companies Boycotting Certain Sectors. In accordance with Idaho Code Section 67-2347A, Participant by entering into this Agreement, hereby certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of any individual or company because the individual or company: (a) 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 (b) Engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in section 18-3302(2)(d), Idaho Code. This section applies only to a contract that is between a public entity and a company with ten (10) or more full-time employees and has a value of One Hundred Thousand Dollars (\$100,000) or more that is to be paid wholly or partly from public funds of the public entity.

End of Agreement | *Signatures appear on the following page.*

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement with an Effective Date as of the last date written below.

CCDC:

The Urban Renewal Agency of Boise City, Idaho,
a public body, corporate and politic

John Brunelle, Executive Director

Date: _____

PARTICIPANT:

Finch I, LLC
a Delaware Limited Liability Company

By: Finch I Manager, LLC
a Delaware limited liability company
Its: Sole Member

By: Katherine Vila
Katherine Vila, Authorized Signatory

Date: 10-13-2025

Exhibits

- A: Project Site Map
- B: Project Depiction (renderings)
- C: Public Improvement Plans
- D: Schedule of Eligible Expenses

EXHIBIT A

PROJECT SITE MAP

R9323500930

S 28TH ST BOISE, ID 83702-0000

[View in the Assessor Online Property System](#)



EXHIBIT B

PROJECT DEPICTION (RENDERINGS)



Finch on 27th

Boise, ID Multifamily Residence

Design Review Commission
February 12, 2024
Commission Meeting

Phase One

Target Construction Start: July 2025
Target Completion: September 2026

- Building A + B (40 Units) + adjacent landscape
- Parking Loop
- Site Trash Enclosure
- Structured Parking
- Street Improvements (27th + Fairview)



Phase Two (NOT INCLUDED)

Target Construction Start: March 2026
Target Completion: March 2027

- Building C + D (40 Units) + adjacent landscape



STEPPED FACADE

Stepped facades and varied parapets create dynamic street front at the scale of both the pedestrian and the cityscape.

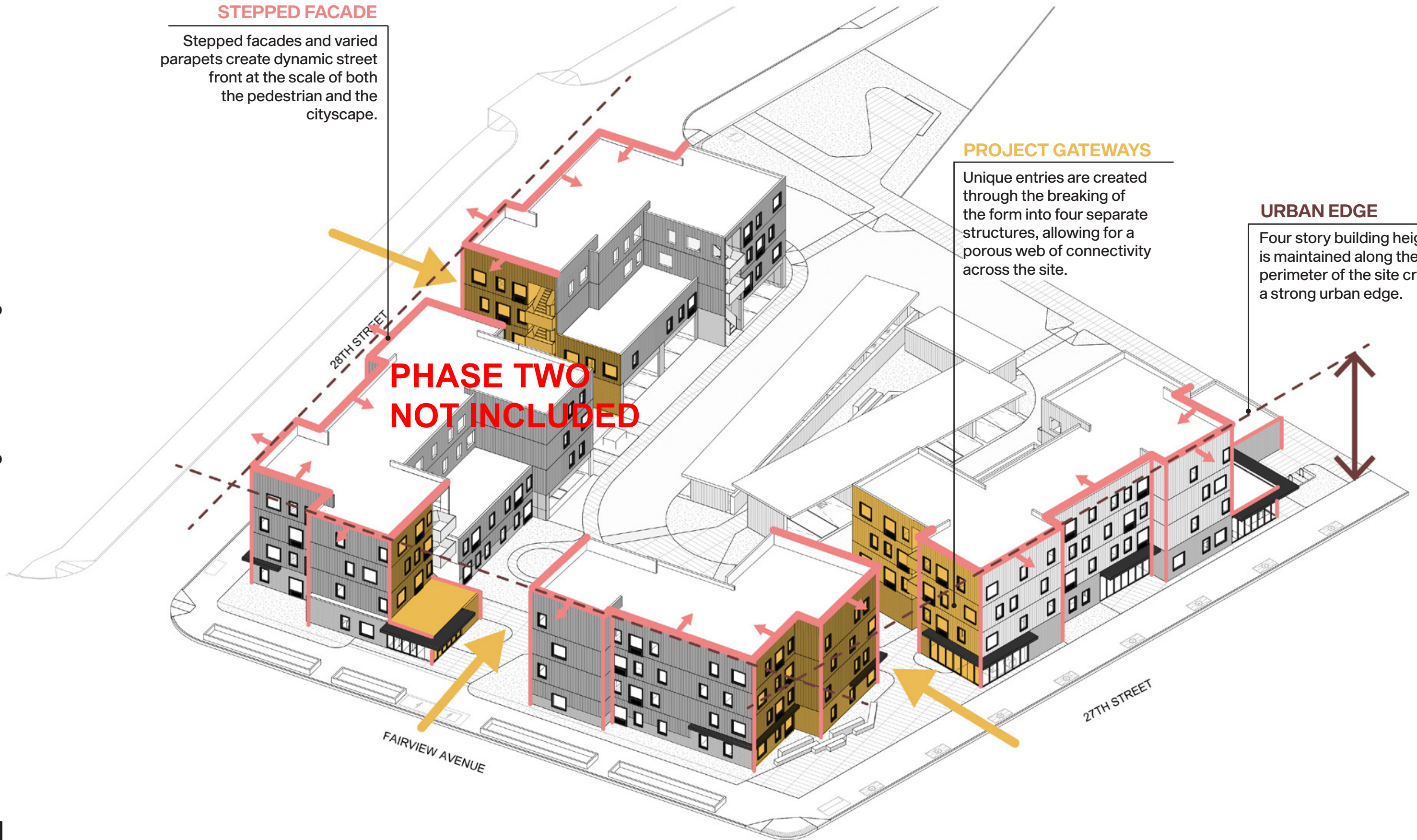
PROJECT GATEWAYS

Unique entries are created through the breaking of the form into four separate structures, allowing for a porous web of connectivity across the site.

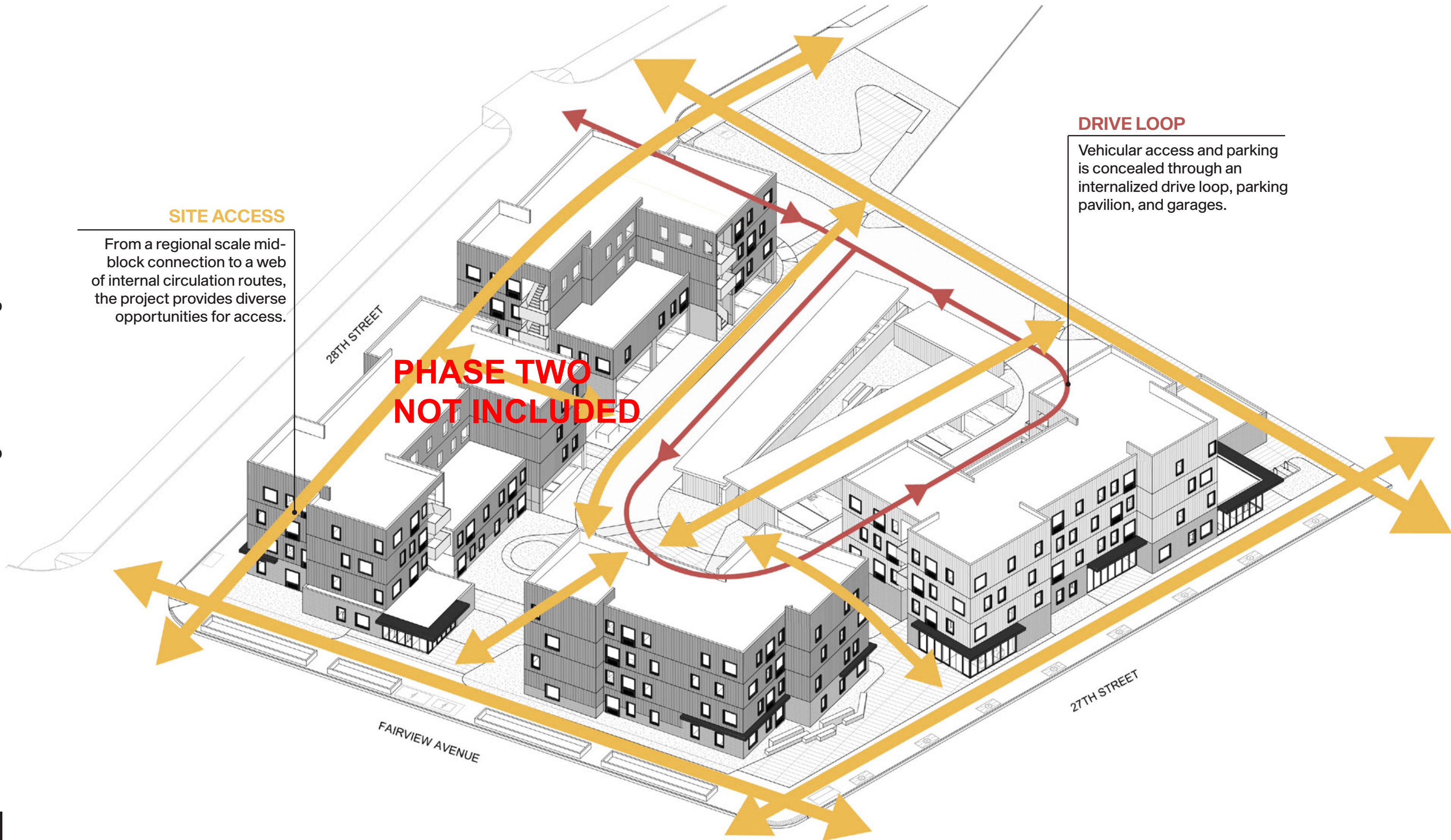
URBAN EDGE

Four story building height is maintained along the perimeter of the site creating a strong urban edge.

**PHASE TWO
NOT INCLUDED**



Formal Cohesion
Breaking Down the Scale



SITE ACCESS

From a regional scale mid-block connection to a web of internal circulation routes, the project provides diverse opportunities for access.

**PHASE TWO
NOT INCLUDED**

DRIVE LOOP

Vehicular access and parking is concealed through an internalized drive loop, parking pavilion, and garages.

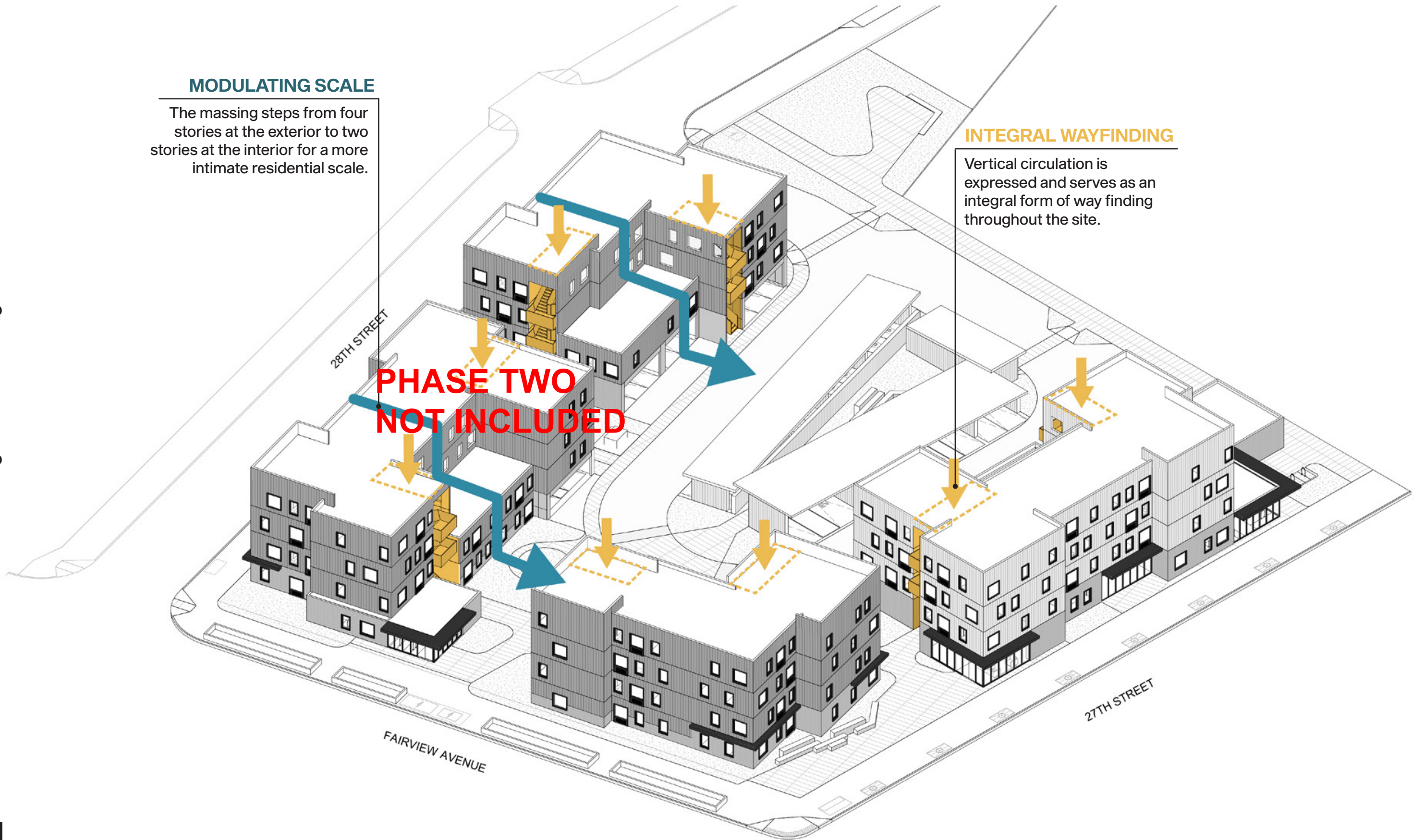
MODULATING SCALE

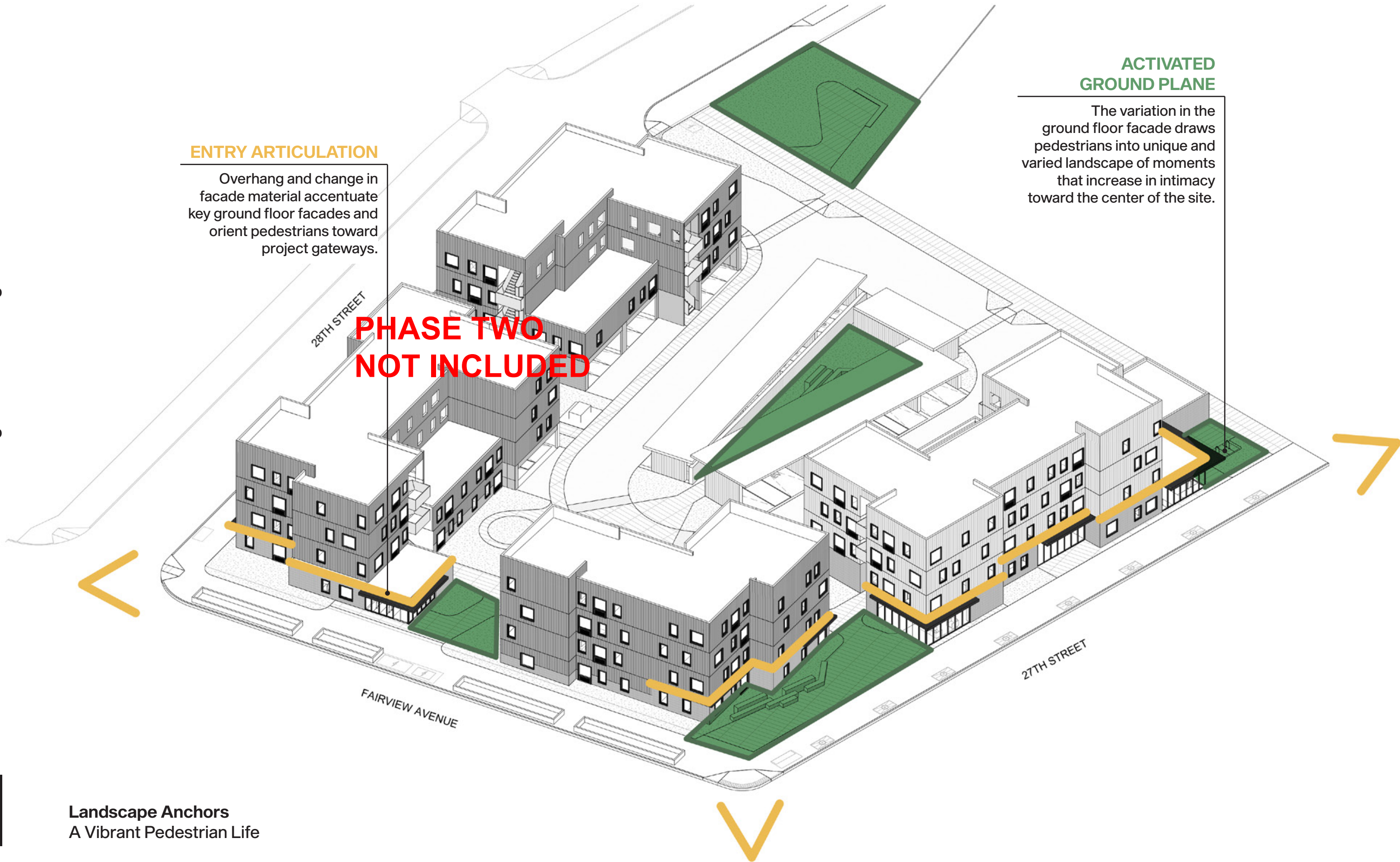
The massing steps from four stories at the exterior to two stories at the interior for a more intimate residential scale.

INTEGRAL WAYFINDING

Vertical circulation is expressed and serves as an integral form of way finding throughout the site.

**PHASE TWO
NOT INCLUDED**





ENTRY ARTICULATION

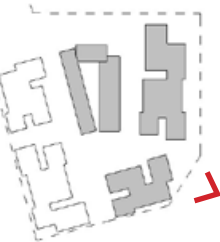
Overhang and change in facade material accentuate key ground floor facades and orient pedestrians toward project gateways.

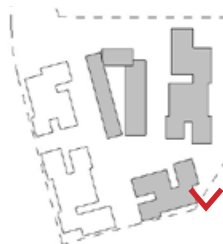
ACTIVATED GROUND PLANE

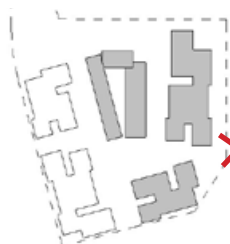
The variation in the ground floor facade draws pedestrians into unique and varied landscape of moments that increase in intimacy toward the center of the site.

PHASE TWO
NOT INCLUDED

Landscape Anchors
A Vibrant Pedestrian Life



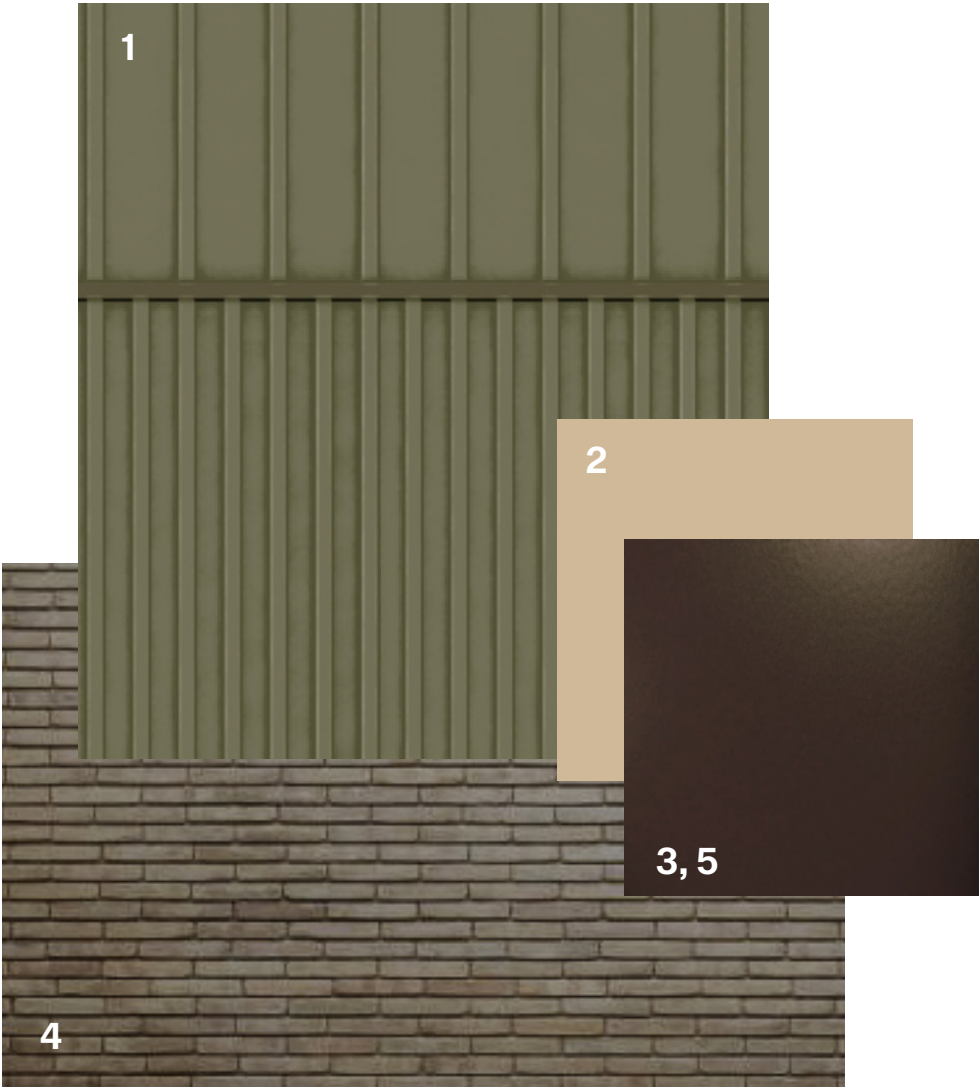




Building A Palette



Building B, C, + D Palette



- 1 Painted Fiber Cement Panel with Expressive Batten Pattern
- 4 Thin Brick Veneer

- 2 Vinyl Casework Windows
- 3 Painted Window Surround
- 5 Storefront Mullions + Awning

27th Street Facade

Downtown Design Guidelines

4.4 Building Materials (pg 63)

4.4.1 Quality Building Materials
“...all mulit-story commerical and mixed-use buildings shall utilize natural stone, **brick**, decorative concrete, and/or metal together with required window area **into the building’s base**. The base includes the first floor for buildings six stories or less, and at least the first two floors for taller buildings.”

Project Materiality
Material Location

Residential Facade (L02-L04)

- 1 Fiber Cement Panel with Expressive Batten Pattern
- 2 Vinyl Casework Windows

Ground Floor Facade (L01)

- 3 Thin Brick Veneer
- 4 Storefront Glazing
- 5 Rain Protection Overhang



Fairview Facade

Downtown Design Guidelines

4.4 Building Materials (pg 63)

4.4.1 Quality Building Materials
“...all multi-story commercial and mixed-use buildings shall utilize natural stone, **brick**, decorative concrete, and/or metal together with required window area **into the building’s base**. The base includes the first floor for buildings six stories or less, and at least the first two floors for taller buildings.”

Residential Facade (L02-L04)

- 1 Fiber Cement Panel with Expressive Batten Pattern
- 2 Vinyl Casework Windows

Ground Floor Resi Facade (L01)

- 3 Thin Brick Veneer at varied heights (Garden Wall + Full Height)*

Height of thin brick varies along street edge to avoid a singular ground floor datum across the site. Garden height proportionally works with the scale of the pedestrian at residential units.

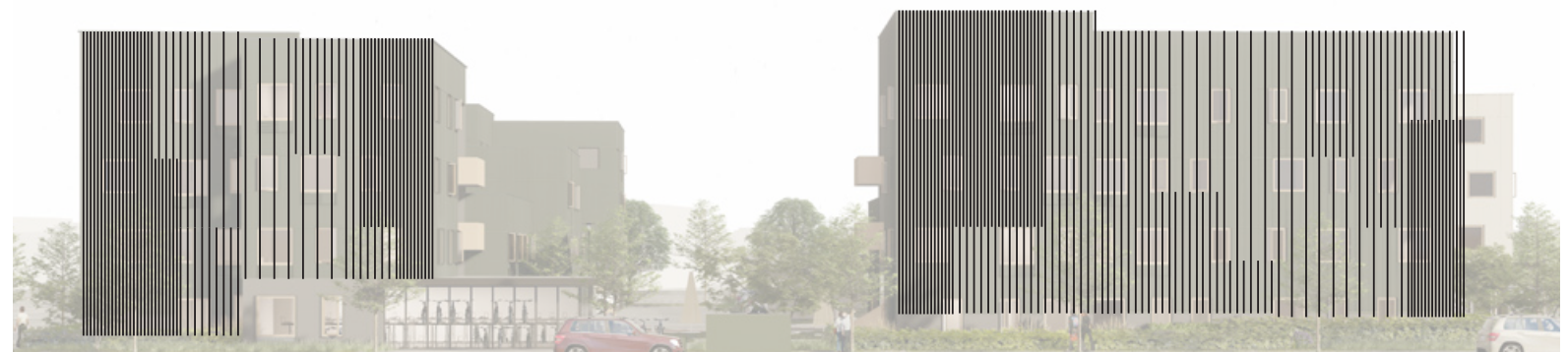
Project Materiality
Material Location



Dense



Corner

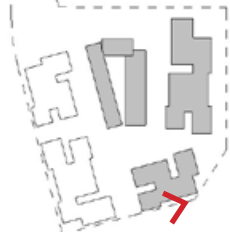


Project Materiality

Batten Patterning



Fairview
Pedestrian Level



Landscape Design
Finch Concept

Pocket Park

Bike Racks

Bench Seating

Flex Area w/
Natural Materials

S 28th St

PHASE TWO
NOT INCLUDED

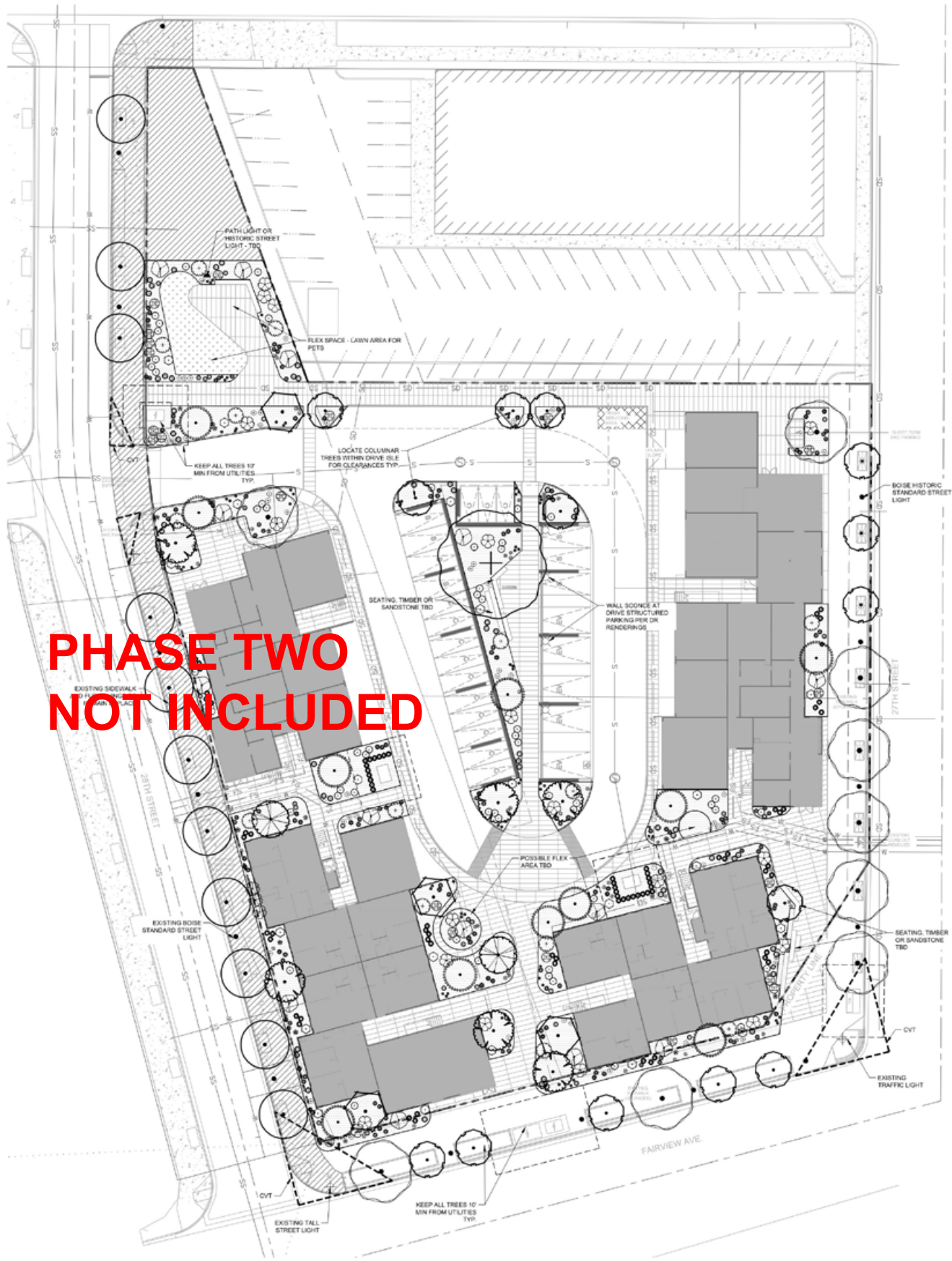
Bike Racks

S 27th St

Layered
Paving w/ Inlay
Concrete

Corner
Plaza

Fairview Ave



PHASE TWO
NOT INCLUDED



ACER GINNALA 'FLAME' - FLAME ASH MAPLE
MATURE DIMENSIONS: 20' x 20'



AMELANCHIER CANADENSIS - CANADIAN SERVICEBERRY
MATURE DIMENSIONS: 10' x 10' x 10'



FRAXINUS PENNSYLVANICA - GREEN ASH
MATURE DIMENSIONS: 30' x 10' x 10'



MALUS x 'SPRING SNOW' - SPRING SNOW CRABAPPLE
MATURE DIMENSIONS: 20' x 20'



QUERCUS MACROCARPA - BURR OAK
MATURE DIMENSIONS: 40' x 10' x 10'



QUERCUS ROBUR 'FASTIGIATA' - COLUMNAR ENGLISH OAK
MATURE DIMENSIONS: 30' x 10' x 10'



JUNIPERUS SCOPULORUM 'BLUE ARROW' - BLUE ARROW JUNIPER
MATURE DIMENSIONS: 10' x 10' x 10'



PINUS FLEXILIS 'VANDERWOLF' - PYRAMID PINE
MATURE DIMENSIONS: 20' x 10'



BACCHARIS PILULARIS - COYOTE BUSH
MATURE DIMENSIONS: 4' x 10' x 10'



CHAMAENERIA LILIIFOLIA - FERN BUSH
MATURE DIMENSIONS: 6' x 10' x 10'



PHYSOCARPUS OPULIFOLIUS 'JEFAM' - AMBER JUBILEE NINEBARK
MATURE DIMENSIONS: 10' x 10' x 10'



RHUS AROMATICA 'GRO-LOW' - GRO-LOW FRAGRANT SUMAC
MATURE DIMENSIONS: 2' x 10' x 10'



ARCTOSTAPHYLOS UVA-URSI - KINNIKINICK
MATURE DIMENSIONS: 6' x 10' x 10'



HESPERALOE PARVIFLORA - RED YUCCA
MATURE DIMENSIONS: 3' x 10' x 10'



BOUTELOUA GRACILIS - BLONDE AMBITION BLUE GRAMA
MATURE DIMENSIONS: 3' x 10' x 10'



FESTUCA CANADENSIS - DAVID FESCUE
MATURE DIMENSIONS: 1' x 10' x 10'



ELIOT/OTRACHON SEEDPOWERS - BLUE OAT GRASS
MATURE DIMENSIONS: 3' x 10' x 10'



LIATRIS PYCNOSTACHYA - GREAT BASIN WILDRYE
MATURE DIMENSIONS: 3' x 10' x 10'



MUHLENBERGIA CAPILLARIS - REDAL MIST PINK MUHLY GRASS
MATURE DIMENSIONS: 3' x 10' x 10'



PANICUM VIRGATUM - BLUE OAT GRASS
MATURE DIMENSIONS: 3' x 10' x 10'



ACHILLEA 'MOONSHINE' - MOONSHINE YARROW
MATURE DIMENSIONS: 1' x 10' x 10'



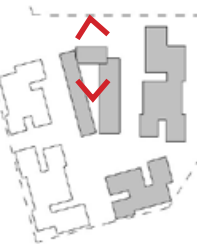
ECHINACEA PURPUREA 'MAMMOTH' - PURPLE CONEFLOWER
MATURE DIMENSIONS: 3' x 10' x 10'

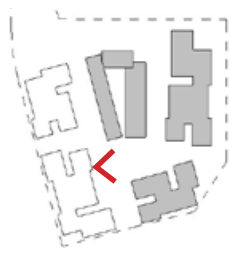






Parking Pavilion
Garden and Passageway







27th Street
Bike Hub at Pedestrian Path



Site Plan



DWELLING UNITS

PHASE I			PHASE II		
TYPE	UNIT #	%	TYPE	UNIT #	%
1 BED	20	50%	1 BED	20	50%
2 BED	14	35%	2 BED	14	35%
3 BED	6	15%	3 BED	6	15%
TOTAL	40		TOTAL	40	

SIDEWALK REQUIREMENTS

PER DOWNTOWN BOISE STREETSCAPE STANDARDS & SPECIFICATIONS MANUAL, THE STREETSCAPE ON 27TH STREET IS TO BE DESIGNED TO "TYPE 3: URBAN CONCRETE" STANDARDS. THIS INCLUDES AN 8" CONCRETE CURB ZONE, 4' WIDE FURNISHING ZONE, AND MINIMUM 8' WIDE PEDESTRIAN ZONE. TREES, SPACED APPX. 28'-32' APART ARE TO BE INSTALLED IN 4' X 8' TREE GRATES ADJACENT TO CURB.

THE STREETSCAPE ON FAIRVIEW IS TO CONFORM TO "TYPE 7: FAIRVIEW-MAIN GREEN STREET" STANDARDS. THIS INCLUDES AN 8' PEDESTRIAN ZONE ADJACENT TO A BIORETENTION PLANTER WITH TREES SPACED APPX. 52' APART.

TRASH ROOM REQUIREMENTS

THE PROJECT WILL INCLUDE AN INTERNAL SOLID WASTE ROOM PER BOISE PUBLIC WORKS SOLID WASTE DESIGN STANDARDS (POLICY 1), DEC. 2022. THE ROOM SHALL BE SERVICED EXTERNAL TO THE BUILDING ENVELOPE AND ADHERE TO ALL NOTED DESIGN STANDARDS, INCLUDING MIN 15' OVERHEAD DOOR CLEARANCE. A STAGING AREA OF 20' X 9' IS PROVIDED BEYOND 8' PAVED ACCESS RAMP FOR STAGING AND SERVICING.

MULTIFAMILY DEVELOPMENTS OF 51-100 TOTAL DWELLING UNITS REQUIRE 490 SF PLUS 4 SF FOR EACH ADDITIONAL UNIT ABOVE 50 UNITS AND A 12 FT WIDE DOOR. THEREFORE, A 600 SF SOLID WASTE ROOM INCLUDING RECYCLING SPACE IS REQUIRED FOR THE COMBINED 90 UNITS OF PHASE 1 & 2.

BICYCLE PARKING

PER 2019 CITY CODE OF BOISE CITY, IDAHO (ORD. 26-24, PASSED OCT. 1, 2024) SEE DRAWING FOR ENLARGED LAYOUT, DIMENSIONS, & EQUIPMENT SPECS

PHASE 1				
TYPE	SUB-TYPE	CALCULATION	CODE	TOTAL
SHORT TERM		1 SPACE / 10 DU	11-04-08-09-A	4
LONG TERM		1 SPACE / 1 FIRST BED + 3 SPACE / EACH ADD. BED	11-04-08-09-A	53
	STANDARD STALL (5' x 2.5')	≥ 50%	11-04-08-09-B-6	35
	STANDARD CARGO (10' x 3')	MIN. 10% OF TOTAL	11-04-08-09-A-2	6
	WALL-MOUNT STALL (4' x 2')	≤ 25%	11-04-08-09-C-1	12

PHASE 2				
TYPE	SUB-TYPE	CALCULATION	CODE	TOTAL
SHORT TERM		1 SPACE / 10 DU	11-04-08-09-A	4
LONG TERM		1 SPACE / 1 FIRST BED + 3 SPACE / EACH ADD. BED	11-04-08-09-A	54
	STANDARD STALL (5' x 2.5')	≥ 50%	11-04-08-09-B-6	36
	STANDARD CARGO (10' x 3')	MIN. 10% OF TOTAL	11-04-08-09-A-2	6
	WALL-MOUNT STALL (4' x 2')	≤ 25%	11-04-08-09-C-1	12

VEHICLE PARKING

PER 2019 CITY CODE OF BOISE CITY, IDAHO (ORD. 26-24, PASSED OCT. 1, 2024)

PHASE 1 & 2 OVERALL				
TYPE	CALCULATION	CODE	REQUIRED / ALLOWABLE	PROVIDED
STANDARD	NO MINIMUM		0	17
COMPACT	≤ 40% OF TOTAL	11-04-08-B-2-A	17	17
EV (STANDARD)	AT LEAST 20% OF TOTAL SPOTS, (LESS 1 ADA EV SPOT (SEE BELOW))	11-04-08-06-A	8	8
ADA (STANDARD)	MIN. 2 STANDARD ADA SPOT REQ. FOR RANGE OF 20-50 TOTAL SPOTS, (LESS 1 ADA EV SPOT (SEE BELOW))	11-04-08-04-A	1	1
ADA (EV + VAN ACCESSIBLE)	AT LEAST 1 SPOT FOR EVERY 6 ADA SPOTS TO BE VAN ACCESSIBLE, AT LEAST 5% OF TOTAL EV SPOTS BUT NOT LESS THAN 1 SPOT TO BE ADA EV	11-04-08-04-C-3 11-04-08-04-B-6	1	1
TOTAL SPOTS	NO MINIMUM			44

GARAGE			
TYPE	PHASE 1 TOTAL	PHASE 2 TOTAL	OVERALL TOTAL
STANDARD	6	4	10
COMPACT	0	4	4
ADA	1	0	1
EV	2	2	4
TOTAL	9	10	19

STRUCTURED PARKING			
TYPE	PHASE 1 TOTAL	PHASE 2 TOTAL	OVERALL TOTAL
STANDARD			7
COMPACT			13
ADA (VAN + EV)			1
EV			4
TOTAL			25

Amenity & Residential
Level 1



EXHIBIT C

PUBLIC IMPROVEMENT PLANS



MEP ENGINEER
DC ENGINEERING
440 E CORPORATE DR
MERIDIAN, ID 83642

STRUCTURAL ENGINEER
ALLY STRUCTURAL
CONSULTING LLC
2040419.10023

LANDSCAPE ARCHITECT
STACK ROCK GROUP
404 S 8TH STREET

CIVIL ENGINEER
NASSAU ENGINEERING
P.O. BOX 141444, MIAMI, FL 33114-0444

CLIENT
FINCH, LLC
1100 W. DRAVO ST.

PROJECT

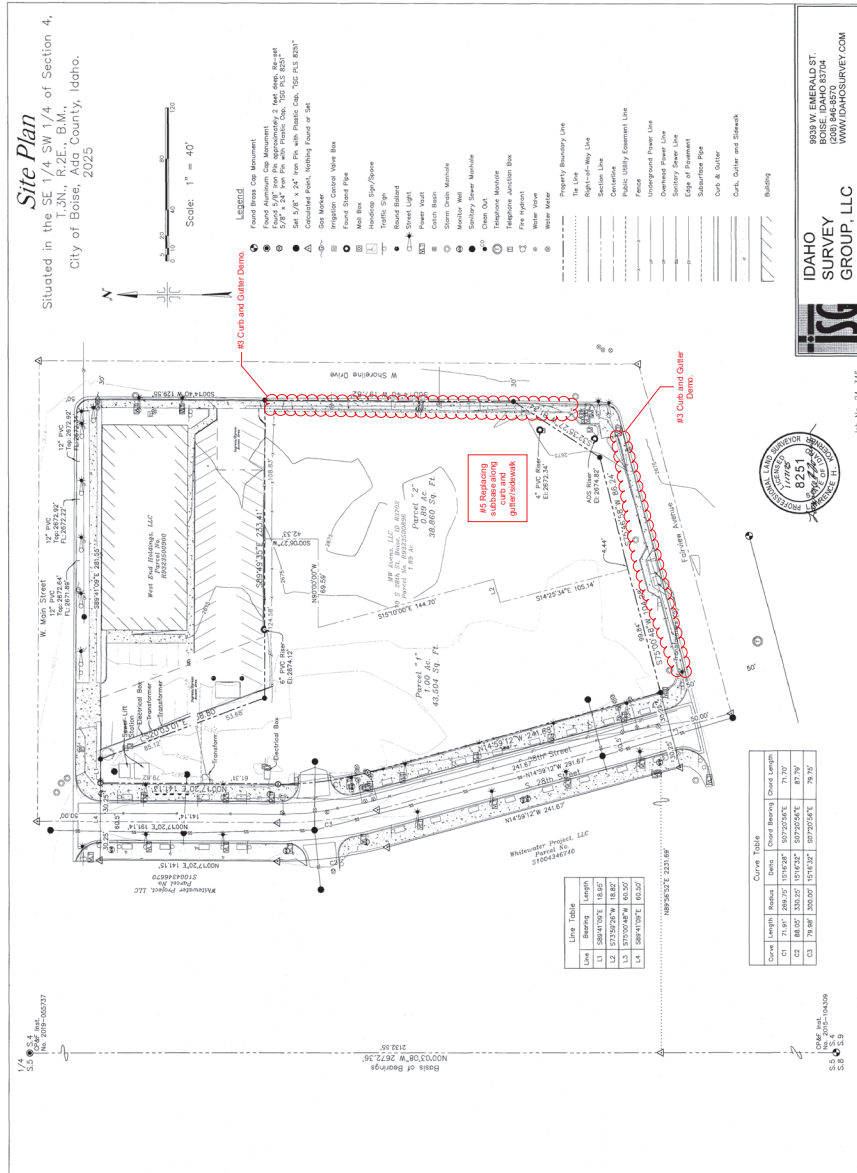
LICENSED
 ARCHITECT
 AR-267166

110 SE MAIN ST.
SUITE 300
PORTLAND, OR 97214

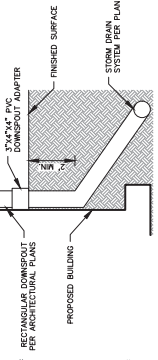
672 S LA FAYETTE PARK P
SUITE 29
LOS ANGELES, CA 90007

WWW.WESTOFWEST.COM

West of West



- CONSTRUCTION NOTES**
1. INSTALL CATCH BASIN TYPE III PER SPWC SD-402 AND DETAIL ON SHEET C01.
 2. INSTALL INLET CATCH BASIN TYPE IV (FOR ROLLED CURB) PER SPWC SD-404 AND DETAIL ON SHEET C01.
 3. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
 4. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
 5. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
 6. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
 7. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
 8. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
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 16. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
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 19. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.
 20. INSTALL 150" GALVANIZED SAND AND GREASE TRAP PER SPWC SD-404 AND DETAIL ON SHEET C01 OF APPROVED EQUAL.



ROOF DOWNSPOUT CONNECTION
NOT TO SCALE

#12 Irrigation within
silva/planter cells

#7 Scored Concrete
sidewalk along
Fairview and 27th st

#15 Replacing curb
and gutter along
27th Street

#39/41 Asphalt
demo. along curb
and gutter
replacement

#19/26 Tree
Grates and Frames

#12 Irrigation within
silva/planter cells

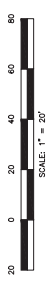
#7 Pre-cast
planters

#7 Scored
Concrete sidewalk
along Fairview and
27th st

#15 Replacing curb
and gutter along
Fairview Ave

CITY STAMP

C3.0





NOT FOR CONSTRUCTION
100% CONSTRUCTION
DOCUMENTS, GPM
April 25, 2025

[illegible]LANDSCAPE
PLANTING
PLAN

PROJECT NO.	24-3143
FORWARR BY	MW
CHK BY	EV
DRG NO.	

L-300

PLANT SCHEDULE			BOTANICAL / COMMON NAME	CONT.	CAL.	SIZE
TREES	CODE					
	HQ	Ace grassy Tree / Flame Ash Male 20H x 20" W, Class 1	SHAD		12"	
	NC	Andean tree candelabra / Candelabra Secondary 20-25H x 1-2.5D (Class 1)	SHAD		12"	
	V2	Scrubby perennial and erect	P			
	DB	Quercus tree / "Pillagers" / Columnar Angles Oak 35-40H x 12-20" W (Class 1)	SHAD		2"	
	TA	The species is a American Cedar 40-60H x 35-40" W (Class 1)	SHAD		2"	

EVERGREEN TREE			
	J.B.	Juniperus scopulorum 'Blue Arrow Juniper' 12-15 ft x 2 ft	8-10'
	P.V.	Brucefield's 'Vanderweide's Pyramid' 'Vanderweide's Pyramid Pine' 15-20 ft	10'-12' H

SYMBOL	CODE	BOTANICAL COMMON NAME	CONT.	FELD	SITE
	TR	Trichostema sp. - Coyote Brush			
	SH	Chimaphila nuttalliana - Pinesap			
	GR	Stellaria media - Chickweed			
	FB	Thymus alberti - Thyme			
	VP	Thymus alberti - Thyme			
	MO	Thymus alberti - Thyme			
	FR	Thymus alberti - Thyme			
	SL	Thymus alberti - Thyme			
	FR	Thymus alberti - Thyme			
	FL	Thymus alberti - Thyme			
	SD	Thymus alberti - Thyme			
	FR	Thymus alberti - Thyme			
	FL	Thymus alberti - Thyme			
	SL	Thymus alberti - Thyme			
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	SL	Thymus alberti - Thyme			
	FR	Thymus alberti - Thyme			</

[illegible][illegible]

#18 Street Trees

LANDSCAPE MATERIALS LEGEND:

	ENGINEERED WOOD CHIP INFILL FOR FLEX / AMENITY SPACE / FULL SURFACE
	800E HISTORIC STAND AND STREET LIGHT

LANDSCAPE REQUIREMENTS:

TREE ET BUFFER			
	CITY CODE (1) TREE PER 32 LINEAL FEET		
	DOWNTOWN BOOSE STREETSCAPE STANDARDS TYPE 4 (1) TREE PER 30 LINEAL FEET		
LINE #	LINEAL FT	TREES REQUIRED	TREES PROVIDED
1	24th St	8	8
2	25th St	240	0
3	26th St	240	0
4	27th St	240	0
5	28th St	240	0
6	29th St	240	0
7	30th St	240	0
8	31st St	240	0
9	32nd St	240	0
10	33rd St	240	0
11	34th St	240	0
12	35th St	240	0
13	36th St	240	0
14	37th St	240	0
15	38th St	240	0
16	39th St	240	0
17	40th St	240	0
18	41st St	240	0
19	42nd St	240	0
20	43rd St	240	0
21	44th St	240	0
22	45th St	240	0
23	46th St	240	0
24	47th St	240	0
25	48th St	240	0
26	49th St	240	0
27	50th St	240	0
28	51st St	240	0
29	52nd St	240	0
30	53rd St	240	0
31	54th St	240	0
32	55th St	240	0
33	56th St	240	0
34	57th St	240	0
35	58th St	240	0
36	59th St	240	0
37	60th St	240	0
38	61st St	240	0
39	62nd St	240	0
40	63rd St	240	0
41	64th St	240	0
42	65th St	240	0
43	66th St	240	0
44	67th St	240	0
45	68th St	240	0
46	69th St	240	0
47	70th St	240	0
48	71st St	240	0
49	72nd St	240	0
50	73rd St	240	0
51	74th St	240	0
52	75th St	240	0
53	76th St	240	0
54	77th St	240	0
55	78th St	240	0
56	79th St	240	0
57	80th St	240	0
58	81st St	240	0
59	82nd St	240	0
60	83rd St	240	0
61	84th St	240	0
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65	88th St	240	0
66	89th St	240	0
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68	91st St	240	0
69	92nd St	240	0
70	93rd St	240	0
71	94th St	240	0
72	95th St	240	0
73	96th St	240	0
74	97th St	240	0
75	98th St	240	0
76	99th St	240	0
77	100th St	240	0

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PLANT TYPE	MINIMUM SIZE
EVERGREEN TREES	0.0" HT. MIN.
ORNAMENTAL TREES	1.5" CALIPER MIN.
SHADE TREES	1.5" CALIPER MIN.
WOODY SHRUBS	3 GAL. MIN.
PERENNIALS	1 GAL. MIN.

- TREES SHALL BE PLANTED WITHIN 6" OF EXISTING DRAIN PIPE STRUCTURES OR FACILITIES, AT WITHIN 9" OF A FIRE HAZARD.
- ALL CONTAMINATION DURING THE CONSTRUCTION AND INSTALLATION OF THE LANDSCAPE REVISION SYSTEM NO TREES OR SHRUBS OVER 8" HIGH SHALL BE PLANTED WITHIN THE 40'x40' CLEAR CUT AREA.
- NO TREES OR SHRUBS OVER 8" HIGH SHALL BE PLANTED WITHIN THE 40'x40' CLEAR CUT AREA.
- VEGETATION TRUNCATED AT INTERSECTION.
- ALL PLANT MATERIAL WILL BE IN ACCORDANCE WITH LITFC LOW WATER USAGE REQUIREMENTS. XERISCAPING. NATIVE PLANTINGS WITH DRIP IRRIGATION THROUGHOUT.

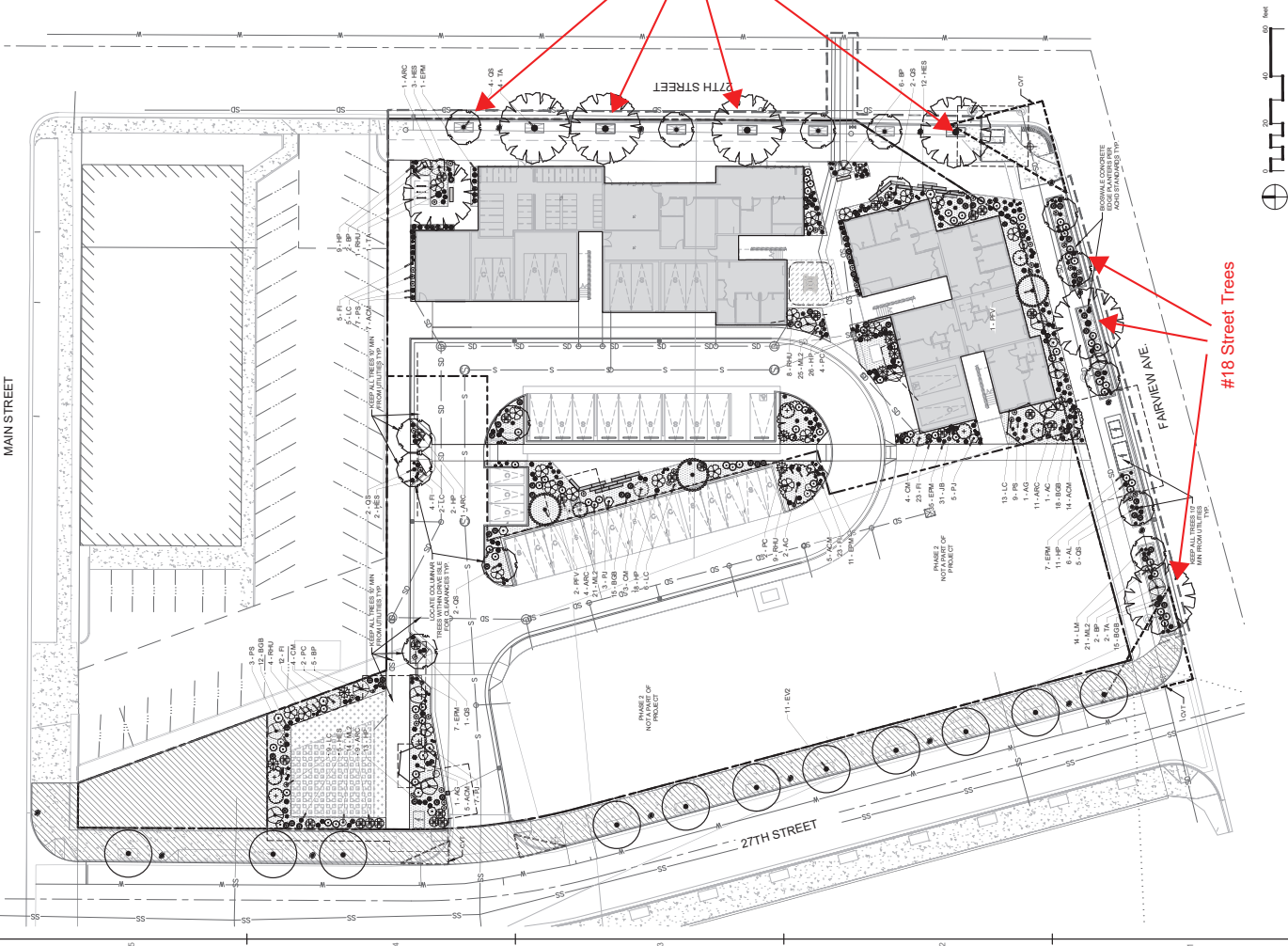
[illegible]

EXHIBIT D

SCHEDULE OF ELIGIBLE EXPENSES

CCDC Participation Program

Type 1 Eligible Expenses

Actual Eligible Costs To Be Determined by CCDC

Project Name:
Finch

Plan Date:
April 4, 2025

By:
West of West

ALL SCOPE MUST BE 1) LOCATED ON PUBLIC IMPROVEMENT PERMIT AND 2) IN THE PUBLIC RIGHT OF WAY

#	ITEM DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	TOTAL COST
SITE PREPARATION: DIVISIONS 2 and 31					
1	Surface demolition	0	0	0	0
2	Asphalt demolition	0	0	0	0
3	Curb and gutter demolition	LF	16.00	250	4,000
4	Saw cut	0	0	0	0
5	Replace subbase	Ea.	3,500	1	3,500
6	Stand alone tree removal	0	0	0	0
SIDEWALK WORK: DIVISION 32					
7	Scored concrete sidewalk	SF	11.92	8,128	96,883
8	Dry laid brick	0	0	0	0
9	Pedestrian ramp	0	0	0	0
10	Truncated dome	0	0	0	0
11	Lawn parkway	0	0	0	0
12	Irrigation	SF	11.62	920	10,690
OTHER: DIVISION 32					
13	Asphalt repair	0	0	0	0
14	Concrete curb cut	0	0	0	0
15	Vertical curb and gutter (6")	LF	11.92	336	4,005
16	Meyers cabinet	0	0	0	0
17	Water meter	0	0	0	0
SITUATIONAL FURNISHINGS: DIVISION 32					
18	Street trees	Ea.	813.43	14	11,388
19	Tree grates & frames	Ea.	2,752.00	8	22,016
20	Trench drain cover	0	0	0	0
21	Historic street light	Ea.	10,500	8	84,000
22	Bench	0	0	0	0
23	Bike rack	0	0	0	0
24	Litter receptacle	0	0	0	0
25	Pre-cast planter	SF	21.76	840	18,280
OTHER:					
26	Silva Cell	SF	34.50	2,330	80,385
27	TBD		0	0	0
Total Streetscape Costs:					335,147

CCDC Participation Program Eligible Costs Application Form

Actual Eligible Costs To Be Determined by CCDC

INFRASTRUCTURE & UTILITIES: (In right-of-way)

	UNIT	UNIT PRICE	QUANTITY	TOTAL COST
STORM WATER MITIGATION: DIVISION 33				
28 Surface demo		0	0	0
29 Surface prep		0	0	0
30 Finish materials (permeable pavers, etc.)		0	0	0
UTILITIES: DIVISION 33				
31 Power line (new/relocation/extension)		0	0	0
32 Water line (new/relocation/extension)		0	0	0
33 Sewer line (new/relocation/extension)		0	0	0
34 Geothermal Line (new/relocation/extension)		0	0	0
35 Natural gas line (new/relocation/extension)		0	0	0
36 Phone line (new/relocation/extension)		0	0	0
37 Fiber line (new/relocation/extension)		0	0	0
38 ACHD power box relocation		0	0	0
STREET: DIVISIONS 2, 31 and 32				
39 Asphalt demolition	SF	12.30	870	10,700
40 Road sub-base and prep		0	0	0
41 Asphalt paving	SF	10.50	870	9,135
PATH:				
42 Surface demolition		0	0	0
43 Surface prep		0	0	0
44 Paving material		0	0	0
ALLEY:				
45 Asphalt demolition		0	0	0
46 Alley sub-base and prep		0	0	0
47 Asphalt paving		0	0	0
PLAZA:				
48 Surface demolition		0	0	0
49 Surface prep		0	0	0
50 Paving material		0	0	0
OTHER:				
51 TBD		0	0	0
52 TBD		0	0	0
Total Infrastructure & Utilities Costs:				19,835

CCDC Participation Program
Eligible Costs Application Form
 Actual Eligible Costs To Be Determined by CCDC

SITE:

53	Brownfield Environmental Assessment	0	0	0
54	Brownfield Environmental Remediation	0	0	0
55	Clearance	0	0	0
56	Grading	0	0	0

OTHER:

57	TBD	0	0	0
58	TBD	0	0	0

Total Site Costs: 0

Historic Register Building Façade Restoration Costs:

59	TBD, Qualifying Costs	0	0	0
60	TBD, Qualifying Costs	0	0	0
61	TBD, Qualifying Costs	0	0	0
62	TBD, Qualifying Costs	0	0	0

Total Façade Restoration Costs: 0

SUBTOTAL ELIGIBLE COSTS: 354,982

5% General Conditions (limit per program policy) 17,749

TOTAL ELIGIBLE COSTS: 372,731

Important Note:

Each program where eligible costs are identified will only pay for those approved expenses not otherwise paid for by another public entity.



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IV. ACTION ITEMS



AGENDA BILL

Agenda Subject: Consider Resolution 1950: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Real Property Disposition Policy		Date: November 3, 2025
Staff Contact: Alexandra Monjar, Senior Project Manager	Attachments: A. Resolution 1950 B. Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility (Westside District)	
Action Requested: Adopt Resolution 1950 approving and authorizing the adoption of the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility (Westside District).		

Background:

The 1010 W. Jefferson Street Commercial Space and Public Parking Facility (“1010 Project”) advances the goals of the Westside Urban Renewal District by developing a mixed-use public parking facility to catalyze development of nearby underutilized property. The 1010 Project will serve existing and future businesses and the surrounding community, and its design emphasizes safety, comfort, accessibility, sustainability, and activation of adjacent streets to reflect Boise’s identity, expand mobility options and fosters connection for all who live, work and visit downtown.

The 6.5-story structure will provide approximately 425 parking stalls, with electric vehicle (“EV”) charging available at 1% of total stalls upon completion and utility capacity to upgrade to EV charging at 20% of stalls in the future. The ground floor includes approximately 22,000 square feet of active commercial space including a public, secure bicycle storage facility (“BikeBOI”). The project is anchored by a public plaza adjacent to 11th Street that includes retail patio space, family amenities and guides pedestrians to the commercial space entrances and feature stair tower of the public parking garage.

The ground floor commercial space will be sub-divided into multiple condominiums for disposition. One (1) approximately 12,070 square-foot condominium is intended for disposition to the Young Men’s Christian Association of Boise City, Idaho, for use as the Kissler Family Early Education Center pursuant to a distinct disposition process¹. The remaining commercial space will be divided into five (5) commercial units intended for disposition through a competitive process (the

¹ Prior to CCDC’s efforts to develop the 1010 Project, the Agency entered into the Block 68 South Mixed-Use Housing & Mobility Hub Project Disposition and Development Agreement with Block 68 Development LLC. Pursuant to the Mutual Termination and Release of that Agreement, CCDC and Block 68 Development LLC entered the Assignment and Assumption of Reservation Agreement (YMCA), by which CCDC assumed the rights and obligations of the original reservation agreement between YMCA and Block 68 Development LLC.

“Competitive Disposition Units”). Several units are configured to allow for consolidation if desired by selected purchasers.

Need for a Project-Specific Disposition Policy:

Idaho Code § 50-2011 authorizes CCDC to dispose of real property through a competitive disposition process as outlined in code or “under such reasonable competitive bidding procedures **as it shall prescribe**”. The goals and considerations for disposition of the Competitive Disposition Units are distinct and specific, warranting a prescribed disposition policy for the 1010 Project.

The standard disposition process outlined in code provides guidance on setting a disposition price at “not less than [the property’s] fair value for uses”. Such process considers several factors and requires performing a reuse appraisal which allows urban renewal agencies to write down land to a price below fair market value. This land write-down makes development feasible for intended purposes that would otherwise not be financially viable. CCDC has successfully used this process for multiple disposition projects intended for developing specific uses, such as workforce housing.

The unique circumstances for property disposition as part of the 1010 Project that warrant a specific, prescribed disposition policy include:

- The primary purpose of the 1010 Project is not disposition of real property for specific commercial uses, but development of a public parking garage.
- Inclusion of active commercial space on the ground floor is required by City of Boise development code.
- While CCDC intends to own and operate the public parking facility in the 1010 Project, CCDC does not intend to compete with private development of commercial space or to own and operate commercial property.
- CCDC does not intend to incentivize disposition of commercial condominiums with a land write-down process. Fair reuse appraisals are expensive and time consuming. Given CCDC’s intent to dispose of units at fair market value prices, the additional time and expense of performing reuse appraisals is not warranted.
- CCDC’s prior dispositions were for full parcels of real property whereas the Competitive Disposition Units in the 1010 Project are core and shell condominiums.
- The Westside District will receive its final year of revenue allocation proceeds in 2026. Post-disposition, CCDC will not have long-term public management and oversight regarding the uses of the Competitive Disposition Units.

Given these considerations, a unique disposition policy for the 1010 Project can better align disposition with standard commercial practices for condominium sales to facilitate a more prudent and efficient use of public time and resources.

Key Policy Components:

The proposed Real Property Disposition Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility includes the following framework:

1. CCDC will perform a competitive disposition process by issuing a request for proposals (“RFP”) with more than thirty (30) days for respondents to submit proposals.
2. The RFP will include clear parameters for disposition including that:
 - a. CCDC is offering condominium units for sale as core and shell to the highest-ranked proposer based on criteria as identified and set forth in the RFP. Criteria will include the proposed purchase price, which should reflect a fair market value, and at its face exceed the fair value for uses price. CCDC will not accept a price that is less than the anticipated development cost for each unit.

- b. CCDC will not provide any funding to any purchaser for buildout of any unit.
 - c. Purchase of a commercial condominium unit will not include any rights to parking stalls in the parking garage.
 - d. Purchaser will have to provide significant financial information to evidence funds available to both close on and perform build-out of the unit.
3. The disposition process to the selected purchaser of a unit will include multiple documents, including, but not limited to: a letter of intent, reservation and/or option agreement, and purchase and sale agreement and/or development agreement.
4. The RFP will include additional details such as the RFP schedule, required submission materials, evaluation criteria and scoring, and so on.

Timeline:

Upon Board adoption of this disposition policy, staff will proceed with the competitive disposition through RFP process with the intent to publish the RFP in November. Responses would be due in early 2026. The Agency would then request Board approval of proposal rankings with negotiation of disposition agreements with selected purchasers to follow. The Agency would intend to enter reservation or option agreements with selected purchasers prior to beginning construction on the 1010 Project, anticipated in summer 2026. Closings would occur following final plat recording, anticipated in fall 2027.

Fiscal Notes:

The final purchase prices of Competitive Disposition Units will be determined through the RFP process. The Board will review all purchase terms in disposition agreements at future meetings. Closings will follow recordation of the final plat, anticipated in Fall 2027, at which time CCDC will receive the full purchase prices.

Staff Recommendation:

Adopt Resolution 1950 approving and adopting the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility (Westside District) for disposition of the Competitive Disposition Units.

Suggested Motion:

I move to adopt Resolution 1950 approving and adopting the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility (Westside District).

RESOLUTION NO. 1950

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, APPROVING AND ADOPTING THE REAL PROPERTY DISPOSITION POLICY SPECIFIC TO THE 1010 W. JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE APPROPRIATE ACTION TO IMPLEMENT THE DISPOSITION POLICY; TO MAKE ANY NECESSARY TECHNICAL CHANGES TO THE DISPOSITION POLICY; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, also known as Capital City Development Corporation, 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, Chapter 29, Title 50, Idaho Code (collectively, the "Urban Renewal Law"), a duly created and functioning urban renewal agency, hereinafter referred to as the "Agency."

WHEREAS, the City Council of the City of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the Urban Renewal Plan Westside Downtown Urban Renewal Project (the "Westside Plan"), and following said public hearing, the City adopted its Ordinance No. 6108 on December 4, 2001, approving the Westside Plan, establishing the Westside Plan revenue allocation area (the "Westside District") and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the Urban Renewal Plan Westside Downtown Urban Renewal Project ("First Amendment to the Westside Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance 45-20 on December 1, 2020, approving the First Amendment to the Westside Plan, and annexing two (2) geographical areas adjacent and contiguous to the northern boundary of the existing Westside District into the Westside District and making certain findings; and,

WHEREAS, the Westside District, as amended, is referred to herein as the "Westside District"; and,

WHEREAS, in order to achieve the objectives of the Westside Plan, the Agency is authorized to acquire real property for the revitalization of areas within the Westside District; and,

WHEREAS, the Agency owns certain real property in the Westside District addressed as 1010 West Jefferson Street, Boise, Idaho, 83702 (the "Property"); and,

WHEREAS, the 1010 W. Jefferson Street Commercial Space ("Commercial Space") and Public Parking Facility ("Parking Facility") (collectively the "1010 Project") advances the goals of the Westside District by developing a mixed-use public Parking Facility to catalyze development of nearby underutilized property. The 1010 Project will serve existing and future businesses and the surrounding community, and its design emphasizes safety, comfort, accessibility,

sustainability, and activation of adjacent streets to reflect Boise's identity, expand mobility options and fosters connection for all who live, work and visit downtown; and

WHEREAS, the Parking Facility will provide approximately 425 parking stalls. The ground floor Commercial Space includes approximately 22,000 square feet of active commercial space. The 1010 Project is anchored by a public plaza adjacent to 11th Street that includes retail patio space, family amenities and guides pedestrians to the Commercial Space entrances and feature stair tower of the Parking Facility; and

WHEREAS, the Commercial Space will be sub-divided into multiple condominiums for disposition. One (1) approximately 12,070 square-foot condominium is intended for disposition to the Young Men's Christian Association of Boise City, Idaho, for use as the Kissler Family Early Education Center pursuant to a distinct disposition process. The remaining Commercial Space will be divided into five (5) commercial units intended for disposition through a competitive process (the "Competitive Disposition Units"). Several units are configured to allow for consolidation if desired by selected purchasers; and

WHEREAS, Idaho Code § 50-2011 authorizes the Agency to dispose of real property through a competitive disposition process as outlined in Idaho Code or "under such reasonable competitive bidding procedures as it shall prescribe." The goals and considerations for disposition of the Competitive Disposition Units are distinct and specific, warranting a prescribed disposition policy for the 1010 Project; and

WHEREAS, Agency staff and legal counsel has prepared the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility (Westside District) ("Disposition Policy"), attached as Exhibit A to this Resolution and incorporated herein by reference; and

WHEREAS, Agency staff and legal counsel have reviewed the Disposition Policy, attached hereto as Exhibit A and incorporated herein as if set out in full and recommend approval of the Disposition Policy; and

WHEREAS, the Board of Commissioners of the Agency find it in the best public interest to approve the Disposition Policy and authorize the Chair, Vice-Chair, or Executive Director and Secretary to take all actions to implement the Disposition Policy.

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 Disposition Policy, a copy of which is attached hereto as EXHIBIT A and incorporated herein by reference, be and the same hereby is approved and adopted by the Agency Board.

Section 3: That the Agency Chair, Vice-Chair, or Executive Director is hereby authorized to take all action to implement the Disposition Policy; and further, Agency staff is authorized to make any necessary technical changes to the Disposition Policy upon advice from the Agency's legal counsel that said changes are consistent with the provisions of the Disposition Policy and the comments and discussions received at the November 3, 2025, Agency Board

meeting; and further, the Agency is authorized to perform any and all other duties required pursuant to said Disposition Policy.

Section 4: 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 November 3, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on November 3, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
Latonia Haney Keith, Chair

ATTEST:

By: _____
Joey Chen, Secretary Pro Tem
4913-7412-0054, v. 1

**Real Property Disposition Policy Specific to the 1010 W. Jefferson Street
Commercial Space and Public Parking Facility
(Westside District)**

The 1010 W. Jefferson Street Commercial Space and Public Parking Facility Project (the “Project”) is located within the Westside District revenue allocation area (the “Westside District”). The Westside District will receive its final year of revenue allocation proceeds in 2026. Capital City Development Corporation (CCDC), pursuant to Idaho Code § 50-2905(8), intends to retain the Public Parking Garage portion of the Project and the revenues generated from the Parking Garage following termination of the Westside District; however, CCDC intends to dispose of the ground floor commercial space.

Background

Developing a public parking facility with active ground-floor commercial space at 1010 W. Jefferson Street was originally contemplated as part of a much larger multi-block catalytic revitalization project referred to as the Block 68 Project, which was formally terminated in November 2024. A significant component of the Block 68 Project was CCDC funding for the planned public parking garage, which has long been contemplated in the Westside District to support future revitalization and infill efforts in that part of the City of Boise. As part of the Block 68 Project wind-up, and the continued need for a public parking garage in the area, CCDC pivoted to development and construction of the Project.

The Project’s inclusion of active ground floor uses is a requirement of City of Boise development code. CCDC does not intend to own and operate commercial property and therefore will dispose of the ground floor commercial spaces, which includes approximately six (6) commercial units, recognizing several of the units are configured in a way where consolidation of units is possible.

As part of the Block 68 Project termination and wind-up, CCDC and the developer entered into an Assignment and Assumption of the Reservation Agreement, dated December 18, 2024, which related to disposition of one (1) of the commercial units to the Young Men’s Christian Association of Boise City, Idaho (YMCA) for the YMCA Kissler Family Early Education Center (“Early Learning Center”), which unit includes approximately 12,000 square feet (10,000 indoor and 2,000 outdoor) for operation as a childcare facility to be operated by the YMCA, serving approximately 123 children ages six weeks to five years. CCDC and YMCA have entered into a letter of intent concerning disposition of the Early Learning Center unit, which unit price is based on the allocated development cost of the unit, consistent with the terms contemplated in the Block 68 Project.

Except for the YMCA Early Learning Center unit, this Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility (the “Disposition Policy”) will apply to the competitive disposition of the remaining ground floor commercial units, referred to as Commercial Unit A1, Commercial Unit A2 (Commercial Units A1 and A2 may be disposed of separately or as one unit), Commercial Unit B1, Commercial Unit B2 (Commercial Units B1 and B2 may be disposed of separately or as one unit), and Commercial Unit C (the “Competitive Disposition Units”). This Policy is necessary to address the unique disposition circumstances, to address the public policy goals and considerations, to provide public awareness of the disposition process, and to ensure consistency with implementation of the process.

Statutory Authority

CCDC has the authority to dispose of commercial real property pursuant to Idaho Code § 50-2011. The statute provides parameters for a competitive disposition process:

An urban renewal agency may dispose of real property in an urban renewal area to private persons only under such reasonable competitive bidding procedures *as it shall prescribe* or as hereinafter provided in this subsection. An urban renewal agency *may*, by public notice by publication in a newspaper having a general circulation in the community (thirty (30) days prior to the execution of any contract to sell, lease or otherwise transfer real property and prior to the delivery of any instrument of conveyance with respect thereto under the provisions of this section) invite proposals from and make available all pertinent information to private redevelopers or any persons interested in undertaking to redevelop or rehabilitate an urban renewal area, or any part thereof. Such notice shall identify the area, or portion thereof, and shall state that proposals shall be made by those interested within thirty (30) days after the date of publication of said notice, and that such further information as is available may be obtained at such office as shall be designated in said notice. The urban renewal agency shall consider all such redevelopment of rehabilitation proposals and the financial and legal ability of the persons making such proposals to carry them out, and may negotiate with any persons for proposals for the purchase, lease or other transfer of any real property acquired by the agency in the urban renewal area. The urban renewal agency may accept such proposal as it deems to be in the public interest and in furtherance of the purposes of this act. The agency may execute such contract in accordance with the provisions of subsection (a) and deliver deeds, leases and other instruments and take all steps necessary to effectuate such contract.

Idaho Code § 50-2011(b) (emphasis added).

The statute also provides guidance on setting the disposition price at “not less than [the property’s] fair value for uses,” which amount is permitted to be less than the cost of acquiring the real property. The fair value for uses considers a number of factors as set forth below and is primarily established by an appraisal prepared by an independent third-party appraiser:

Such real property or interest *shall be sold*, leased, otherwise transferred, or retained *at not less than its fair value for uses* in accordance with the urban renewal plan ... *even though such fair value may be less than the cost of acquiring and preparing the property for redevelopment. In determining the fair value of real property for uses in accordance with the urban renewal plan, an urban renewal agency shall take into account and give consideration to the uses provided in such plan; the restrictions upon, and the covenants, conditions and obligations assumed by the purchaser or lessee or by the urban renewal agency retaining the property; and the objectives of such plan for the prevention of the recurrence of slum or blighted areas.* The urban renewal agency in any instrument of conveyance to a private purchaser or lessee may provide that such purchaser or lessee shall be without power to sell, lease or otherwise transfer the real property without the prior written consent of the urban renewal agency until he has completed the construction of any or all improvements which he has obligated himself to construct thereon. Real property acquired by an urban renewal agency which, in accordance with the provisions of the urban renewal plan, is to be transferred, shall be transferred as rapidly as feasible in the public interest consistent with the carrying out of the provisions of the urban renewal plan. Any contract for such transfer and the urban renewal plan (or such part or parts of such contract or plan as the urban renewal agency may determine) may be recorded in the land records of the county in such manner as to afford actual or constructive notice thereof.

Idaho Code § 50-2011(a) (emphasis added).

Disposing of real property for not less than the fair value for uses allows for a land write-down that is intended to make a project financially feasible, particularly for projects where CCDC seeks to dispose of real property for a specific purposes – e.g. workforce housing when fair market value housing or an office building may be more marketable on the site.

Disposition Policy for the Commercial Space

CCDC has the statutory authority to establish a competitive disposition process for “reasonable competitive bidding procedures *as it shall prescribe*.” Idaho Code § 50-2011(b) (emphasis added).

Unlike CCDC’s other real property dispositions, the policy goals and considerations concerning the Competitive Disposition Units are distinct and specific to the Project:

- The primary purpose of the Project is to develop a public parking garage, not to compete with private development of commercial space.
- Inclusion of active ground floor uses is a requirement of City of Boise development code.
- CCDC does not intend to own and operate commercial property.
- CCDC primarily intends to deliver the units as core and shell with insulated exterior walls, glazing, and doors; buildout by purchasers is expected.
- CCDC normally disposes of real property for redevelopment, not commercial condominiums.
- While CCDC has an interest in the mix of uses in the Competitive Disposition Units, CCDC is not intending to incentivize disposition and use through a land write-down process. Rather, the generation of revenue from sales proceeds through a fair market value price exceeding a fair value for uses price is warranted.
- Fair re-use appraisals are expensive and can take a minimum of six months, if not longer, to complete. As CCDC is winding up the Westside District it does not make sense to incur these expenses, or create unnecessary delay in the disposition, particularly as CCDC does not intend to write down the land to make the sale financially feasible for the purchaser.
- The Westside District will receive its final year of revenues in 2026. There will not be long-term public management and oversight of the Competitive Disposition Units. The market will drive the ultimate use of each Unit, which may change over time depending on market conditions.

A unique Disposition Policy for this Project can better align this process with standard commercial practices to facilitate a more prudent/efficient use of public time and resources.

Therefore, for this Project, CCDC will dispose of the Competitive Disposition Units as follows:

1. CCDC will engage in a competitive disposition process by issuing a request for proposals (RFP). Respondents will have more than thirty (30) days to respond.
2. The RFP will make clear that:

- a. CCDC is offering commercial condominium units for sale delivered at closing as core and shell to the highest-ranked proposer based on identified criteria set forth in the RFP, including respondent's proposed purchase price, which should align with the fair market value of the unit. CCDC is not intending to use its statutory authority to make the Competitive Disposition Units financially feasible through a land write-down process, therefore, there will not be an independent third-party appraisal to determine the fair value for uses for any Competitive Disposition Units. Through this process, the purchase price will exceed a fair value for uses price.
 - i. The respondent's proposed purchase price is one criteria in the qualitative disposition process. CCDC does not have to select the highest proposed purchase price; however, the purchase price should reflect a price that reflects a fair market value transaction exceeding on its face the fair value for uses price. CCDC will not accept a price that is less than the anticipated development cost for each Competitive Disposition Unit. A price based on the anticipated development cost for each Competitive Disposition Unit also on its face exceeds the fair value for uses price.
- b. Purchase of Competitive Disposition Units does not include guaranteed or reserved parking stalls in the parking garage.
- c. CCDC participation in the Project does not provide funding to any purchaser for buildout of any Competitive Disposition Unit.
- d. The Competitive Disposition Units are condominium units that will be governed by a condominium association, condominium declarations, and CC&Rs.
- e. Purchaser will have to provide significant financial information as set forth in the RFP, or as may be further requested by CCDC, to evidence funds available to close on the Competitive Disposition Unit following recording of the plat. CCDC will not finance the sale and will not delay closing for financing
- f. Purchaser will have to provide significant financial information as set forth in the RFP, or as may be further requested by CCDC, to evidence funds available to build-out the Competitive Disposition Unit immediately following closing and within any time parameters as set

forth in a negotiated purchase and sale agreement and/or development agreement.

3. Following selection, the purchaser of a Competitive Disposition Unit will enter into documents evidencing the sale, including, but not limited to, a letter of intent, reservation agreement and/or option agreement, and purchase and sale agreement and/or development agreement.
4. All other details, such the RFP schedule, submission materials and requirements, evaluation criteria and scoring, and other Project details shall be clearly set forth in the RFP.

Reservation of Disposition Options

To the extent the RFP does not result in selection of purchasers for one or all of the Competitive Disposition Units, then CCDC reserves the right to convey through a different disposition process, including through a land write-down process utilizing a fair value for uses price as set forth under Idaho Code Section 50-2011, or through a surplus disposition process, or by hiring a broker to locate purchasers.



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AGENDA BILL

Agenda Subject: Consider Resolution 1947: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. RFQ Ranking for Building Commissioning Agent Services		Date: November 3, 2025
Staff Contacts: Amy Fimbel Senior Project Manager	Attachments: A: Resolution 1947 B. Request for Qualifications issued October 3, 2025 C: Proposal Scoring	
Action Requested: Adopt Resolution 1947 approving the ranking for the RFQ - Building Commissioning Agent Services for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility and authorize the Executive Director to negotiate and execute a professional services agreement for commissioning services.		

Background:

The Agency is engaging a building commissioning agent to assist with the design and commissioning of the equipment and systems at the 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Redevelopment of the site into a mixed-use public parking facility began in November 2024, with KPFF, Inc. selected for design services in January 2025. Okland Construction was approved as the Construction Manager in March 2025, and the project received Design Review approval from the City of Boise in August 2025. The facility is expected to become the seventh garage in the ParkBOI public parking system and advances the goals of the Westside Urban Renewal District by developing a mixed-use public parking facility that will serve existing and future businesses and the surrounding community.

The commissioning agent's role includes reviewing design documents, developing a commissioning plan, leading contractors in system testing, inspecting constructed systems, and ensuring compliance with Boise Green Building Code. The systems to be commissioned include HVAC, plumbing, electrical, emergency power, security, fire protection, lighting, elevators, EV charging, solar panels, geothermal, and building envelope systems at the ground floor.

Idaho Code § 67-2320 requires that public agencies initially engage engineering professionals based on their qualifications and demonstrated experience. Agency staff prepared a Scope of Services outlining the specific qualifications and experience desired for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility. The information was formalized in a Request for Qualifications document, which also included the criteria used to evaluate firms (See *Attachment B*).

In accordance with statutory requirements, the Agency published the notice of the Request for Qualifications inviting building commissioning firms to submit Statements of Qualifications (“SOQs”) no later than October 17, 2025. The notice was published in the *Idaho Statesman* newspaper on October 3 and 10, 2025. Four (4) firms submitted SOQs by the deadline.

A four-person evaluation panel consisting of Agency and consultant team members evaluated the SOQs according to the pre-determined evaluation criteria specified in the RFQ. Upon completion of the evaluation process, the scoring indicated that NorthWest Engineering Service, Inc. is the best qualified and highest ranked proposer for this project. See *Attachment C* for the scoring details.

In accordance with Idaho Code § 67-2320(2), securing the services of the commissioning firm will involve negotiating with the highest ranked firm for a contract to perform the services at a reasonable and fair price. If the Agency is unable to negotiate a satisfactory contract, negotiations may be pursued with the next highest-ranked firm for a contract at a reasonable and fair price. This statutory process ensures that the public receives a fair price for professional services.

Fiscal Notes:

The professional services agreement will define the terms of the contractual relationship between the Agency and the chosen firm, including the hourly rates charged for professional services. The FY2026 approved budget and future year forecasts include sufficient funds for building commissioning agent services.

Staff Recommendation:

Adopt Resolution 1947 approving the RFQ ranking and authorizing the Executive Director to negotiate and execute a professional services agreement with NorthWest Engineering Service, Inc. for building commissioning agent services for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility in accordance with the requirements set forth by state statute.

Suggested Motion:

I move to adopt Resolution 1947 approving the RFQ ranking and authorizing the Executive Director to negotiate and execute a professional services agreement with NorthWest Engineering Service, Inc. for building commissioning agent services for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility.

Attachment A

Resolution 1947

RESOLUTION NO. 1947

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 NORTHWEST ENGINEERING SERVICE, INC. AS THE BEST QUALIFIED CONSULTANT TO CONDUCT BUILDING COMMISSIONING AGENT SERVICES FOR THE 1010 W. JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY IN ACCORDANCE WITH IDAHO CODE SECTION 67-2320; AUTHORIZING THE AGENCY EXECUTIVE DIRECTOR TO NEGOTIATE THE PROFESSIONAL SERVICES AGREEMENT BASED ON THE RANKING AND TO EXECUTE THE AGREEMENT AND ANY OTHER NECESSARY DOCUMENTS OR AGREEMENTS, SUBJECT TO CERTAIN CONTINGENCIES; 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 City Council of the City of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the Westside Downtown Urban Renewal Plan (the "Westside Plan"), and following said public hearing, the City adopted its Ordinance No. 6108 on December 4, 2001, approving the Westside Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the Urban Renewal Plan Westside Downtown Urban Renewal Project ("First Amendment to the Westside Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance 45-20 on December 1, 2020, annexing two (2) geographical areas adjacent and contiguous to the northern boundary of the Westside Project Area into the existing revenue allocation area and making certain findings; and,

WHEREAS, the Agency is empowered by the Act to construct off-street parking facilities, to issue bonds, 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) public 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, using the real property it owns, addressed as 1010 W. Jefferson Street, Boise, the Agency intends to develop a multi-story, mixed-use public parking facility to further enhance economic vitality and advance the objectives of the Westside Plan; and,

WHEREAS, in January 2025, following a Request for Qualifications, KPFF, Inc. was selected as the design professional for the 1010 W. Jefferson St. Commercial Space and Public Parking Facility (the "Project"); and,

WHEREAS, on March 10, 2025, the Agency Board of Commissioners approved Resolution 1919 approving Okland Construction Company, Inc. as the Construction Manager/General Contractor for the Project; and,

WHEREAS, on August 13, 2025, the Project received Design Review approval from the City of Boise; and,

WHEREAS, the Agency now has the need for professional expertise related to building commissioning agent services to assist with the design and construction of the Project; and,

WHEREAS, the Agency issued a Request for Qualifications for the Building Commissioning Agent Services ("RFQ") on October 3, 2025, and published requisite notice of the RFQ on October 3 and October 10, 2025, in the *Idaho Statesman* newspaper; and,

WHEREAS, as a result of the RFQ, the Agency received four (4) Statements of Qualifications ("SOQ") by the published deadline of 3:00 p.m. on October 17, 2025: Blue Sky Consulting Services, LLC, Musgrove Engineering, P.A., NorthWest Engineering Service, Inc., and Resolut Cx; and,

WHEREAS, the SOQs were evaluated for compliance with the technical requirements prescribed in the RFQ, and were scored and ranked based on qualifications and demonstrated competence by a four-person panel; and,

WHEREAS, the panel has recommended the selection of NorthWest Engineering Service, 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 recommendation of NorthWest Engineering Service, Inc. and to authorize the Agency Executive Director to negotiate and enter into a professional services agreement with NorthWest Engineering Service, Inc. for the Project.

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 NorthWest Engineering Service, Inc. as the consultant team to provide the Building Commissioning Agent 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 NorthWest Engineering Service, Inc. for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility, and in the event an agreement cannot be reached, that the Agency Executive Director is authorized to negotiate the agreement with the next ranked proposer, and so forth, in accordance with Idaho Code § 67-2320.

Section 4: That the Agency Board authorizes the Agency Executive Director, upon successful negotiations, to finalize, sign, and enter into the Professional Services Agreement consistent with the Board's stated instructions at the November 3, 2025, Agency Board Meeting and further authorizes the Agency Executive Director to execute all necessary documents required to implement the actions contemplated by the Agreement, subject to representations by Agency legal counsel that all necessary conditions have occurred; and further, the Agency Executive Director is authorized to perform any and all other duties required pursuant to the Professional Services Agreement, including the expenditure of funds.

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 November 3, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on November 3, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
Latonia Haney Keith, Chair

ATTEST:

By: _____
Joey Chen, Secretary Pro Tem

Attachment B

Request for Qualifications – issued October 3, 2025



REQUEST FOR QUALIFICATIONS

BUILDING COMMISSIONING AGENT SERVICES 1010 W. JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY

SUBMITTALS DUE: October 17, 2025 by 3 P.M. local time

October 3, 2025

Dear Respondent:

In accordance with the qualification-based selection process set forth in Idaho Code § 67-2320, Capital City Development Corporation (CCDC) seeks a consultant to provide building commissioning agent services for equipment and systems to be designed and installed in the new 1010 W. Jefferson Street Commercial Space and Public Parking Facility in downtown Boise.

Written Statements of Qualifications (SOQs) must be delivered **electronically** prior to **3:00 p.m. local time, October 17, 2025** to bids@ccdcboise.com. A selection committee will evaluate the SOQs on the basis specified in this RFQ and may interview the top ranked firms.

CCDC reserves the right to reject any and all proposals, to waive any irregularities in the proposals received, and to accept the proposal that is in the best interest of CCDC and the public. The issuance of this RFQ and the receipt and evaluation of proposals does not obligate CCDC to award a contract. CCDC will pay no submission-related expenses incurred by Respondents. CCDC may cancel this process at any time prior to execution of a contract without liability.

CCDC appreciates your interest in meeting the needs of the agency and the citizens of Boise.



Kathy Wanner
Contracts Manager



121 N 9TH ST, SUITE 501 BOISE, ID 83702
208-384-4264 WWW.CCDCBOISE.COM

Request for Qualifications

Building Commissioning Agent Services

Project Background

Capital City Development Corporation (CCDC) invests resources in public amenities including public parking to attract and lower barriers for private development in its districts. The high cost of consolidating parking into structures continues to stymie redevelopment and contribute to the increasing price point of development downtown. CCDC's system of public parking garages (ParkBOI) are examples of how structured parking can cultivate commerce, encourage high-quality land use, and contribute to a sense of place.

In November 2024, CCDC began its effort to redevelop 1010 W. Jefferson Street into a multi-story, mixed-use public parking facility. Following a Request for Qualifications (RFQ), KPFF, Inc. was selected in January 2025 to provide design services. In March 2025, the CCDC Board approved Okland Construction Company, Inc. as the Construction Manager/General Contractor (CM/GC), and on August 13, 2025, the project received Design Review approval from the City of Boise. The facility is expected to become the seventh garage in the ParkBOI public parking system and advances the goals of the Westside Urban Renewal District by developing a mixed-use public parking facility that will serve existing and future businesses and the surrounding community.

The six-story structure will provide approximately 425 parking stalls, 1% of which will be equipped with electric vehicle charging stations on completion, with utility capacity to install charging stations at up to 20% of stalls. The project will also include 22,000 +/- square feet of active ground floor commercial space which will be divided into condominiums for disposition. A 12,000 +/- square-foot condominium is intended to be used as an early education center by the Treasure Valley YMCA. Other owners and uses will be determined through a competitive disposition process. CCDC will also own and operate a 687 +/- square foot public, secure bicycle storage facility on the ground floor.

The project will be designed to meet the City of Boise's Green Building Code and CCDC is investigating the potential to include a rooftop photovoltaic system or geothermal system to offset or reduce power use. The project is anchored by an 11th Street public plaza that includes retail patio space, family amenities and guides pedestrians inward toward the ground floor commercial spaces and public parking stair tower.

More project information is available on CCDC's website at <https://ccdcb Boise.com/ccdc-projects/1010-w-jefferson-st/>.

Scope of Services

CCDC is seeking a qualified firm to perform building commissioning services for equipment and systems to be designed for and installed in the new **1010 W. Jefferson Street Commercial Space and Public Parking Facility** in downtown Boise. The systems to be commissioned may include, but are not limited to: HVAC systems and controls, plumbing, electrical/secured power, emergency generator and/or inverter system, security camera system, fire alarm system, fire protection, lighting controls, elevators, EV charging stations, solar panels, geothermal systems, and building envelope systems at the ground floor. The target construction budget is \$30M. See the [60% Design Development Plans](#) linked here for the full project scope.

The selected consultant will be responsible for reviewing the design documents, developing a commissioning plan, assisting with development of specifications, leading contractors in testing systems, inspecting constructed systems, and documenting work. The overall goal is to ensure that the project functions as designed, meets the owner's operational needs, and complies with Boise Green Building Code certification requirements.

The selected consultant will work closely with the design team, led by the prime consultant KPFF, Inc., architecture lead Pivot North Architecture, mechanical/electrical engineer Cator Ruma & Associates, Co., landscape architect The Land Group, Inc., and Okland Construction as the Construction Manager/General Contractor.

The following list summarizes the desired consultant scope of work:

- The Commissioning Agent shall develop a comprehensive commissioning plan during the construction document phase in coordination with the design consultant and the owner. The plan shall include consolidated information from the design consultants to form an operational concept manual providing general information on the building systems.
- The Commissioning Agent shall provide commissioning documentation in electronic form to the design consultant for inclusion in the project construction documents. This documentation shall delineate the contractor's responsibilities related to commissioning and communication with the Commissioning Agent. These documents are expected to cover general commissioning requirements, extent and scope of commissioning, manufacturer testing requirements, pre-functional checklists and testing requirements, and functional testing protocols. The intent is to ensure that the contractor tests individual equipment prior to arrival of the Commissioning Agent for the full system testing.
- The Commissioning Agent shall plan and conduct commissioning meetings during the design and construction phases and will be responsible for distributing meeting minutes.
- The Commissioning Agent shall prepare test and balance specifications and verify the testing.
- The Commissioning Agent shall review preliminary construction documents for function and clarity and provide written review comments on both preliminary and final construction documents.
- The Commissioning Agent shall review approved submittals and shop drawings for commissioned equipment/systems. This review does not replace or supersede the design engineer's review and approval but is intended to keep the Commissioning Agent informed of approved installations and support commissioning preparations.
- The Commissioning Agent shall review relevant construction correspondence (i.e. RFIs, design revisions, change orders) related to commissioned systems to stay informed of any changes or clarifications made during construction.
- The Commissioning Agent is expected to work independently or with contractors, as needed, to functionally test, adjust, and document the operation of all commissioned building systems. Coordination with CCDC, the design team, and CM/GC contractor is expected throughout all phases of the commissioning effort.
- A comprehensive final commissioning report documenting the testing and inspection of all systems and equipment is required.
- The Commissioning Agent shall review and advise on contractor-prepared operation and maintenance manuals and participate in training sessions for building operators.
- The Commissioning Agent shall provide documentation required to support Boise Green Building Code certification.

- The Commissioning Agent shall return to the facility approximately 22 months into the 2-year warranty period to review, with CCDC, parking garage operator, and building owners or their agents, the current building operation and the condition of any outstanding items related to original and seasonal commissioning.

Subconsultants

Subconsultants may be included as part of the Consultant team, if necessary, to assure adequate coverage of the technical expertise required to fulfill the full scope of services defined in this RFQ.

Schedule

Work by the selected Respondent is expected to begin immediately in November 2025, upon successful fee proposal negotiation and execution of a professional services agreement. CCDC intends to begin construction of 1010 W. Jefferson Street in Summer 2026, with project completion anticipated in Fall 2027. Key project milestones are outlined in the following table.

Milestone	Date
100% Design Development	October 20, 2025
50% Construction Documents	December 12, 2025
95% Construction Documents	February 6, 2026
Permit Set	March 9, 2026
Permitting	March-May 2026
Construction Bidding	April-May 2026
Construction Start	July 2026
Construction Completion	November 2027
Commissioning	December 2027

Request for Clarification or Questions

Any Respondent wishing to request clarification or ask a question related to the RFQ may submit a written inquiry to Kathy Wanner, Contracts Manager, at kwanner@ccdcboise.com. All requests must be received in writing no later than 3:00 p.m. local time on October 13, 2025.

Addenda

If it becomes necessary to revise any part of this RFQ, addenda will be issued. It is the Respondent's responsibility to check for addenda prior to submitting their Statement of Qualifications (SOQ). Failure to do so may result in the SOQ being declared non-responsive. Respondents shall acknowledge any addenda incorporated into their submittal within their cover letter.

Required Content

All responses to this RFQ shall include the following information in a clear and concise manner, organized according to the outline provided below. SOQs shall not exceed ten (10) pages in length, excluding front and back cover pages, exhibits A and B, team member resumes, and example documentation described in item H below. A minimum font size of 11 must be used.

A. RFQ Submittal Cover Sheet (Exhibit A) 0 points

B. RFQ Waiver & Release (Exhibit B) 0 points

C. Cover Letter 5 points

Provide a signed cover letter with introductory information. The letter should reference the RFQ by name and include a concise summary of the Respondent's organization and its relevant experience. Identify the key individual who will serve as the Project Manager for this project, including their phone number, physical address, email address, and a summary of their qualifications. Acknowledge any addenda issued for the RFQ.

D. Firm Qualifications 20 points

Provide a summary of the Respondent's organization and its capabilities. Include information on the organization's history, size, resources, areas of special expertise, service philosophy, office location(s), and the number of staff at each location. Describe the firm's commissioning experience with the design, specification, and installation phases of building systems. Provide a list of the building systems with which your firm has experience. Include experience related to the planning and delivery of operations and maintenance (O&M) training. Highlight the firm's competitive advantages that make it the best partner for this specific project.

E. Project Team 20 points

Describe the individuals who will perform the various tasks associated with the commissioning services outlined in this RFQ, including their specific responsibilities and physical office locations. List any subconsultants and their respective roles. For each individual, provide a summary of their experience, relevant project examples, qualifications, certifications and length of time with the firm. Resumes for all key personnel shall be included in an appendix. Each resume should not exceed two pages and will not count toward the page limit.

F. Project Approach 20 points

Describe how your team will fulfill the complete Scope of Work outlined in the RFQ while collaborating with other members of the project team, including CCDC, the design team, AHJs and contractors. Provide an overview of your commissioning workflow, along with a graphical schedule illustrating the proposed timeline for completing project tasks within the desired timeframe.

If field services are to be provided by staff located outside the local area, include a narrative explaining how these services will be delivered efficiently and effectively. Address how your team will accommodate short-notice inspections and accommodate last-minute changes.

G. Relevant Experience 25 points

Provide a brief description of up to three projects completed within the past five years where the Respondent provided commissioning services similar to those requested in this RFQ. Preference will be given to mixed-use, multi-tenant parking garage facilities with condominium owners associations. For each project, include a summary of the commissioned facility, project completion date, a description of the firm's role and the commissioned systems, commissioning costs, any green building code certifications supported, and any unique challenges encountered along with solutions devised. Include a client reference with contact information for each project.

H. Example Documentation 10 points

Provide a sample commissioning plan and final report previously prepared by the Respondent's firm. This submission will not count toward the page limit.

Evaluation of SOQs

SOQs will be evaluated based on review of the Respondent's submittal by a selection committee that may include CCDC employees and consultants. Before a company is selected, CCDC may conduct reference investigations or contact Respondents to receive further information. CCDC may interview one or more of the top ranked companies to evaluate and determine the performance record and ability of the Respondents to perform the work anticipated and to determine the quality of the services being offered. By submitting a SOQ, the Respondent authorizes CCDC to conduct reference investigations as needed and to conduct interviews where the Respondents will be evaluated based on the information described in this RFQ.

Qualification-Based Selection

Selection will be based on the procurement rules set forth in Idaho Code § 67-2320. Final selection is made by the CCDC Board of Commissioners. CCDC has the right to waive or alter submission requirements or to reject any or all SOQs, consistent with Idaho law. It is the Proposer's responsibility to conform to all applicable federal, state, and local statutes or other applicable legal requirements. The information provided herein is intended to assist Proposers in meeting applicable requirements but is not exhaustive, and CCDC will not be responsible for any failure by any Proposer to meet applicable requirements.

Contract Form

The successful Respondent will provide CCDC with professional services and represent CCDC's best interests within set budgets and as contracted. A sample agreement is attached to this RFQ (Exhibit C).

General Conditions

Reserved Rights

CCDC reserves the right to act in the public best interest and in furtherance of the purposes of the Idaho Code Title 50, Chapter 20 (Idaho Urban Renewal Law) and Idaho Code Title 67, Chapter 28 (Purchasing by Political Subdivisions). CCDC reserves the right to waive any formalities or defects as to form, procedure, or content with respect to this RFQ and any irregularities in the SOQs received, to request additional data and information from any and all Respondents, to reject any submissions based on real or apparent conflict of interest, to reject any submissions containing inaccurate or misleading information, and to accept the SOQ that is in the best interest of CCDC and the public. The issuance of this RFQ and the receipt and evaluation of SOQs does not obligate CCDC to select a company nor award a contract. CCDC may in its discretion cancel, postpone, or amend this RFQ at any time without liability.

Public Records

CCDC is a public agency. All documents in its possession are public records subject to inspection and copying under the Idaho Public Records Act, Idaho Code § 74-101 through §74-126. The Public Records Act contains certain exemptions – including an exemption for trade secrets. Trade secrets include a formula, pattern, compilation, program, computer program, device, method, technique, or process that derives economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by other persons and is subject to the efforts that are reasonable under the circumstances to maintain its secrecy.

If any Respondent claims any part of a SOQ is exempt from disclosure under the Idaho Public Records Act, the Respondent must: 1.) Indicate by marking the pertinent document "CONFIDENTIAL"; and, 2.) Include the specific basis for the position that it be treated as exempt

from disclosure. Marking the entire SOQ as “Confidential” is not in accordance with Idaho Public Records Act and will not be honored.

CCDC, to the extent allowed by law and in accordance with these Instructions, will honor a nondisclosure designation. By claiming material to be exempt from disclosure under the Idaho Public Records Act, Respondent expressly agrees to defend, indemnify, and hold CCDC harmless from any claim or suit arising from CCDC’s refusal to disclose such materials pursuant to the Respondent’s designation. Any questions regarding the applicability of the Public Records Act should be addressed to your own legal counsel prior to submission.

Response Instructions

Please submit your SOQ to bids@ccdcb Boise.com no later than **3:00 p.m. (local time) on October 17, 2025**. Late submissions will not be considered.

Exhibits to this RFQ

- A: RFQ Submittal Cover Sheet
- B: RFQ Waiver and Release
- C: Sample Agreement

EXHIBIT A

**RFQ: BUILDING COMMISSIONING SERVICES
1010 W JEFFERSON ST COMMERCIAL SPACE AND PUBLIC PARKING FACILITY
SUBMITTAL COVER SHEET
(REQUIRED FOR SUBMISSION)**

TO: Capital City Development Corporation
Attn: Kathy Wanner, Contracts Manager
121 N. 9th Street, Suite 501
Boise, Idaho 83702

FROM:

Company Name: _____

Mailing Address: _____

Physical Address: _____

Telephone: _____ Fax: _____

E-mail Address: _____

Company officer responsible to CCDC for services contemplated by this RFQ:

SIGNATURE: X _____

Print Name and Title: _____

EXHIBIT B

RFQ: BUILDING COMMISSIONING SERVICES 1010 W JEFFERSON ST COMMERCIAL SPACE AND PUBLIC PARKING FACILITY

REQUIRED WAIVER & RELEASE (REQUIRED FOR SUBMISSION)

The undersigned has read this waiver and release and fully accepts the Capital City Development Corporation's (CCDC) discretion and non-liability as stipulated herein, and expressly for, but not limited to, CCDC's decision to proceed with a qualification-based selection process in response to the Request for Qualifications (RFQ) to select a company to supply building commissioning services to CCDC for the project.

- A. Discretion of CCDC: The Proposer submitting a response to this RFQ agrees that CCDC has the right to, unless contrary to applicable state law:
- a. Modify or suspend any and all aspects of the process seeking proposals and making any decisions concerning the services RFQ;
 - b. Obtain further information from any person, entity, or group regarding the Proposer, and to ascertain the depth of Proposer's capability and experience for supplying the services and in any and all other respects to meet with and consult with any Proposer or any other person, entity, or group;
 - c. Waive any formalities or defects as to form, procedure, or content with respect to CCDC's RFQ to select a building commissioning services firm and any response by any Proposer thereto;
 - d. Accept or reject any sealed proposal received in response to the RFQ, including any sealed proposal submitted by the undersigned; or select any one proposal over another in accordance with the selection criteria; and
 - e. Accept or reject all or any part of any materials or statements, including, but not limited to, the nature and type of proposal.
- B. Non-Liability of CCDC:
- a. The undersigned agrees that CCDC shall have no liability whatsoever of any kind or character, directly or indirectly, by reason of all or any decision made at the discretion of CCDC as identified above.
 - b. The undersigned, including all team members, have carefully and thoroughly reviewed the RFQ and has found it to be complete and free from ambiguities and sufficient for their intended purpose.

Proposer's Signature: **X** _____

Print Name: _____

Print Title: _____

Name of Firm: _____

Date: _____



NAME OF FIRM

PROFESSIONAL SERVICES AGREEMENT
PROJECT NAME

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the Urban Renewal Agency of the 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 **NAME OF FIRM, TYPE OF FIRM** ("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 **[NATURE OF SERVICES]**.
- B. On [DATE], CCDC issued a Request for [qualifications / proposals] for [name of project]. On [DATE], The CCDC Board of Commissioners adopted Resolution # [number] approving the rankings of the RFQ and authorizing the Executive Director to negotiate and execute a professional services agreement with the top ranked firm, **CONSULTANT** to provide services for [name of project/type of work].
- 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.
- 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.) **DATE.** 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) Method of Payment. CCDC agrees to pay CONSULTANT based on time and expenses an amount not to exceed [amount in words; caps] (amount in numbers; dollar sign) for the Scope based on the time expended by CONSULTANT.
 - (b) Hourly rates. CONSULTANT shall perform services at the hourly rates set forth in Exhibit [letter].
 - (c) 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. Reimbursable expenses are included in the not-to-exceed limit stated in Section 3(a) above.
 - (d) 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.
 - (e) Invoices. CONSULTANT shall submit monthly invoices for payment by mailing them to CCDC, 121 N 9th Street, Suite 501, Boise, Idaho 83702 or via email to accounting@ccdcb Boise.com. Monthly invoices shall be in a format acceptable to CCDC, and shall include the **PO# XXXXXX** on the invoice. Each invoice shall specify charges as they relate to the tasks in the Scope of Services. Each invoice

shall also specify current billing and previous payments, with a total of cost 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 [NATURE OF SERVICE] 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, defend, 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, arising from any negligent or tortious acts or omissions of CONSULTANT, its employees, or subconsultants. In case any action or proceeding is brought against CCDC or its officers, agents, or employees by reason of negligent or tortious acts or omissions of CONSULTANT, its employees, or subconsultants, CONSULTANT, upon written notice from CCDC, shall resist or defend such action or proceeding at CONSULTANT's expense.

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.
- (e) Cybersecurity liability insurance with limits not less than \$1,000,000 for all claims and includes third party. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by CONSULTANT in this Agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering fraud, funds transfer fraud, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach response costs, regulatory fines and penalties as well as credit monitoring expenses.

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.
- (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@ccdcboise.com

To CONSULTANT:

Name of Consultant, Title
Firm Name
Address
Address
#telephone
email

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.

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. In accordance with Idaho Code Section 67-2346, effective July 1, 2021, CONSULTANT, by entering into this Agreement, hereby certifies that it is not currently engaged in, and 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. This provision does not apply to the following agreements: 1.) Those with a total potential dollar value of less than \$100,000; or 2.) Those with any CONSULTANT having fewer than 10 employees.

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.

38. PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING CERTAIN SECTORS. In accordance with Idaho Code Section 67-2347A, effective July 1, 2024, CONSULTANT by entering into this Agreement, hereby certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of any individual or company because the individual or company: (a) 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 (b) Engages in or supports the

manufacture, distribution, sale, or use of firearms, as defined in section 18-3302(2)(d), Idaho Code. This section applies only to a contract that is between a public entity and a company with ten (10) or more fulltime employees and has a value of one hundred thousand dollars (\$100,000) or more that is to be paid wholly or partly from public funds of the public entity.

END OF AGREEMENT | Signatures appear on the following page.

SAMPLE

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: [ADD NAME]

John Brunelle, Executive Director

Name, Title

Date: _____

Date: _____

EXHIBITS

A. Consultant's Proposal Dated XXXXXXXXXX

Attachment C

Proposal Scoring

Capital City Development Corporation

Building Commissioner - 1010 W Jefferson

RFQ DUE: October 17, 2025 3pm



CAPITAL CITY
DEVELOPMENT CORP

FIRM	Possible Points	Blue Sky Consulting				Musgrove Engineering				NWESI				Resolut Cx			
Rater		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Criteria																	
RFQ Submittal Cover Sheet*	0																
RFQ Waiver & Release*	0																
Cover Letter	5	5	5	5	4	3	4	3	2	3	4	3	2	3	4	4	3
Firm Qualifications	20	17	17	15	11	14	18	17	13	19	17	19	15	15	12	14	16
Project Team	20	17	16	15	15	16	16	16	16	16	15	15	16	12	14	18	13
Project Approach	20	16	16	16	15	16	14	18	16	16	15	18	18	10	11	14	17
Relevant Experience	25	20	19	20	12	16	17	20	20	22	19	25	19	13	16	20	18
Example Documentation	10	9	10	8	5	7	10	10	10	10	10	8	10	10	10	8	9
Totals	100	84	83	79	62	72	79	84	77	86	80	88	80	63	67	78	76
		308				312				334				284			
		2	1	3	4	3	3	2	2	1	2	1	1	4	4	4	3
AVERAGE		77				78				84				71			
RANKING		3				2				1				4			

*All firms submitted required Submittal Cover Sheet and Waiver & Release



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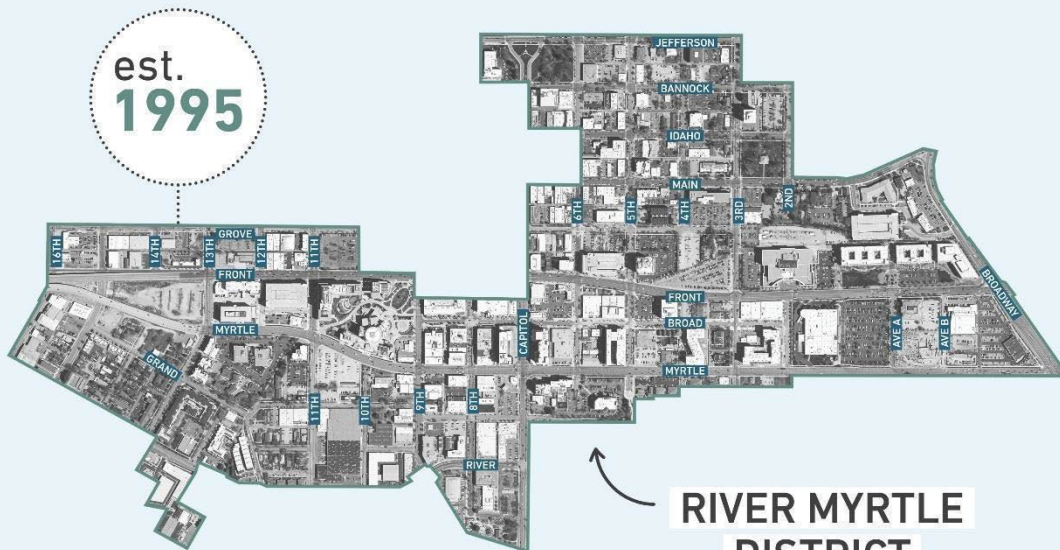
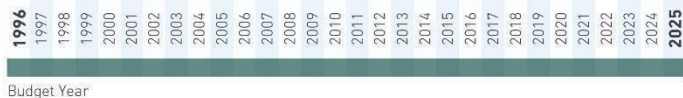


DATE: November 3, 2025
TO: Latonia Haney Keith, Chair
Board of Commissioners
FM: John Brunelle, Executive Director
RE: CCDC Monthly Report

RIVER MYRTLE - OLD BOISE DISTRICT



303 ACRES



DISTRICT MAP



Economic Development

1201 W. Grove St. - The Broadstone Saratoga - PP Type 4:

A 334-unit, mixed-use development with 377 parking spaces and ground floor retail. With \$100 million in total development costs, the Agency expects to reimburse \$1.9 million for alley improvements, streetscapes, and utility work. The project coordinates overlapping public improvements with the Rebuild Linen Blocks on Grove Street capital project between 12th and 13th Streets. The Board approved the Type 4 Capital Improvement Project Coordination participation agreement in June 2023. Construction of the project was completed at the beginning of September, and reimbursement was paid on September 30th. *Project Lead: Corrie Brending*

705 S. 8th St. - South 8th Street and Greenbelt Site Improvements - PP Type 4: A partnership with the City of Boise to assist with Greenbelt realignment, public right-of-way improvements, and upgrades to optimize connectivity, circulation, and safety adjacent the Greenbelt. The Board designated the project on August 14, 2023, and approved the final Type 4 agreement on July 16, 2024. Construction of the eligible public improvements are underway. The Board approved an amendment in May to increase the reimbursement obligation and adjust the schedule, milestones and term of the agreement. The city celebrated the completion of the mobility and safety improvements at a dedication event on October 29, 2025. Reimbursement was issued to the City of Boise in October 2025. *Project Lead: Amy Fimbel*

Infrastructure

3rd Street Streetscape Improvements – Front Street to Jefferson Street: This project will make streetscape improvements and road intersection adjustments to 3rd Street and Main Street to improve the safety and functionality of the rights-of-way for pedestrians, cyclists, and vehicles. The design will be coordinated with ACHD's Bannock Street Neighborhood Bikeway project. Jensen Belts Associates was selected through a competitive RFQ process and is under contract to provide a topographic survey, schematic design, design review approval, construction documents, and construction administration. The project received City of Boise Design Review approval in March 2024, and the design team has completed construction documents and permitting. The Agency is contracting with Guho Corp. for pre-construction and construction services. Construction began in December 2024 and will be completed in November 2025. The rebuilding of 3rd Street, between Grove Street and Idaho Street, including a raised intersection at Grove Street and urban streetscape elements, is complete and open to pedestrian and vehicular traffic. Work is now focused on 3rd Street north of Idaho Street to Jefferson Street. *Project Lead: Toby Norton*

Capitol Boulevard Streetscape Improvements, Boise River to Myrtle Street: This project includes streetscape improvements designed to improve safety and accessibility, featuring a pedestrian crossing at Fulton Street, the replacement of existing non-compliant facilities with ADA compliant ones and the overall reconstruction of streetscapes that meet the City of Boise's Streetscape Standards. These improvements will advance the safety and functionality of the right-of-way for pedestrians, cyclists, and vehicles. The Land Group serves as Design Professional and Guho Corp. as the approved CM/GC. Construction crews have completed work on the east side of the roadway and at the Fulton Street intersection. All traffic control has been removed, and the roadway and intersections are open to both vehicle and pedestrian traffic. Completion of the project is anticipated at the end of October. *Project Lead: Megan Pape*

PARTICIPATION PROGRAM

Type 1: One-time assistance. Reimbursements up to \$200k for eligible expenses. Developer-matched.

Type 2: General assistance. Reimbursed by project-generated tax increment revenue. Scorecard dependent.

Type 3: Transformative Assistance. Large-scale or unproven projects. Often includes public parking. \$6 private to \$1 public minimum investment required.

Type 4: Capital Improvement Coordination. Most often used for public/public projects.

Type 5: Disposition of CCDC-owned property.

Mobility

Boise City Canal Multi-Use Pathway, 3rd Street to Broadway Avenue: As identified in the 2022 City of Boise Pathway Master Plan and the 2020 Old Boise Blocks Visioning Report, this project includes the construction of a non-motorized, multi-use pathway generally aligned with the Grove Street corridor. The Pathway provides a continuous east-west connection beginning at the pedestrian crossing at Broadway Avenue and terminating at 3rd Street. In summer 2024, CCDC initiated and completed acquisition of the necessary permanent and temporary easements needed to facilitate construction. The Land Group was designated as the Design Professional of Record, and Wright Brothers, The Building Company, Eagle LLC was awarded the construction contract through a two-step pre-qualification process, with Board approval granted at the August 28 Board meeting. Construction began in December 2024. Construction on the pathway project is now wrapping up, with project completion anticipated at the end of October. *Project Lead: Megan Pape*

Place Making

Rebuild Linen Blocks on Grove Street: This project will catalyze infrastructure improvements on Grove Street between 10th and 16th Streets. CCDC conducted an inclusive, community-driven visioning process for the project from September 2020 to June 2021. The process included a series of stakeholder visioning meetings and public surveys and resulted in a final visioning document. GGLO led the design effort, and Guho Corp. is the Construction Manager/General Contractor (CM/GC). Guho started construction in June 2023 and as of September 8, 2025, Substantial Completion has been reached on the last remaining block of Grove Street – 15th Street to 16th Street. Final closeout of the project is complete, and CCDC is hosting the Linen District Harvest Block Party on November 6. The event will celebrate the completion of the Rebuild Linen Blocks on Grove Street project and will take place on Grove Street between 14th Street and 15th Street. *Project Lead: Amy Fimbel*

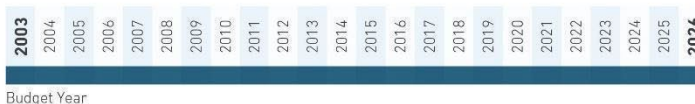
Special Projects

RMOB Public Art - City of Boise Broad Street Sculpture - PP Type 4: The Arts & History Commission approved the design in October 2020. CCDC supported the project through funding and involvement in the selection process. Fabrication of the sculpture is complete, and Boise City Department of Arts & History is storing the sculpture until the completion of the Ovation Apartments to avoid potential damage to the sculpture. *Project Lead: Megan Pape*

WESTSIDE DISTRICT



157 ACRES



est.
2002



WESTSIDE
DISTRICT

DISTRICT MAP



Economic Development

1010 W. Jefferson St. – Commercial Space and Public Parking Facility: At the December 2024 meeting, the Agency presented to the Board the opportunity to redevelop 1010 W. Jefferson St. into a multi-purpose parking facility with 300-500 parking stalls and active ground floor uses. In January, the Agency selected KPFF, Inc. to provide design services, and the Board approved Task Order 2 with KPFF, Inc. in February for schematic design. In March, the Board authorized the Agency to contract with Okland for preconstruction services. The project received Design Review approval from the City of Boise in August, and the Board approved Task Order 24-004 with KPFF, Inc. to complete design services. In September, the Board approved a Letter of Intent with the Treasure Valley YMCA for The Kissler Family Early Education Center condominium included on the ground floor of the project. The inclusion of a daycare center in the project supports the goals of the Agency and the West Side District to encourage economic development and provide infrastructure to support additional private investment and mixed-use redevelopment. The Agency will request Board approval for a unique policy for competitive disposition of the five other ground floor commercial condominiums. The Agency recently issued a Request for Qualifications to engage a commissioning agent to perform design review, inspect and test building systems during construction, and to commission systems on completion and review and test during warranty periods to ensure the building functions as desired. The Agency will request Board approval for its RFQ response rankings at its November meeting. *Project Lead: Alexandra Monjar*

1010 W. Jefferson St. – Existing Facilities: The Agency converted the parking lots on each side of the building to public parking, with a \$5 flat fee and a payment system through ParkMobile. In October 2024, the parking rate was increased to \$8/day to address demand and bring pricing in line with other paid parking facilities in the vicinity. The Car Park manages the lot. Agency continues to coordinate with the adjacent YMCA construction project to the north of the 1010 building. The building will be registered as vacated to the City and any other authorities on October 31, 2025. All regular janitorial and maintenance items will be

ceased as appropriate for a vacated building. The anticipated timeline for demolition is late January 2026.
Project Lead: Aaron Nelson

1111 W. State St. (Agency Owned Property): Formerly known as Block 69 North, this half-block parcel was acquired by the Agency through a land exchange with the YMCA in September 2024. Prior to the exchange, the previous owner cleared the property of all improvements. The property is currently vacant, and the Agency is using the property as a construction staging area in support of multiple Agency Capital Improvements Projects throughout downtown. *Project Lead: Aaron Nelson*

1522 W. State St. - 16th & State - PP Type 2: This seven-story mixed-use building with 104 residential units and 1,600 square feet of ground-floor retail on the site of an old gas station includes workforce housing with 38 units reserved for rent-restricted, income-qualified residents. Public improvements eligible for CCDC reimbursement include streetscapes along 16th and State Streets. Utility upgrades include water line relocations and stormwater management infrastructure. Total Development Costs are estimated at \$25 million, and Eligible Expenses are at \$657,655. The project is requesting the use of CIP funds dedicated to housing developments that are to be completed before the expiration of the Westside District. The Board approved the final agreement in March 2023, and construction is underway. *Project Lead: Corrie Brending*

821 W. State St. – Idaho Wheat Commission – PP Type 1: The Agency received a Type 1 application from the Idaho State Building Authority for a four story, mixed-use building which will replace the Idaho Wheat Commissions existing office building and provide space for additional tenants. Public improvements include new sidewalks, trees, silva cell systems, streetlights, and bike racks. The Board approved the Type 1 Agreement at the August 11, 2025; meeting and construction is underway. *Project Lead: Kassi Brown*

Infrastructure

Bannock Street Streetscape Improvements - 12th Street to 16th Street: This project will make streetscape improvements on both sides of Bannock Street between 12th Street and 16th Street to improve connectivity for all modes of travel from the West Downtown neighborhood into downtown. The design aligns with ACHD's Bannock Street Neighborhood Concept. To maximize public investment, the Agency has entered into an Interagency Agreement with ACHD to include ACHD's planned pavement rehabilitation and the replacement of the underground Boise City Canal Bridge crossing on Bannock east of 14th in the project scope. CSHQA is leading the design effort, and McAlvain Construction is the Construction Manager/General Contractor (CM/GC). The Board approved the contract amendment for construction at the December 2024 Board meeting and construction started January 2025. Construction of the improvements on Bannock Street between 13th Street and 16th Street was completed in September 2025. McAlvain Construction will return in Spring 2026 to complete the final block of improvements between 12th and 13th Streets. *Project Lead: Amy Fimbel*

Mobility

8th Street Improvements, State Street to Franklin Street: This The project will increase mobility options and improve safety for cyclists and pedestrians between the North End Neighborhood and Boise State University. The proposed 8th Street bike facilities will connect to a future east west ACHD Franklin Street Bikeway.

CCDC's project will underground overhead power and telecommunication lines and make streetscape and transit improvements between State and Franklin streets. Kittelson & Associates led the design effort, and McAlvain Construction is the Construction Manager/General Contractor (CM/GC). The Board approved the contract amendment for construction at the December 2024 Board meeting, and construction began in January 2025. Construction was completed in September 2025, and the project has since been closed out.
Project Lead: Amy Fimbel

Special Projects

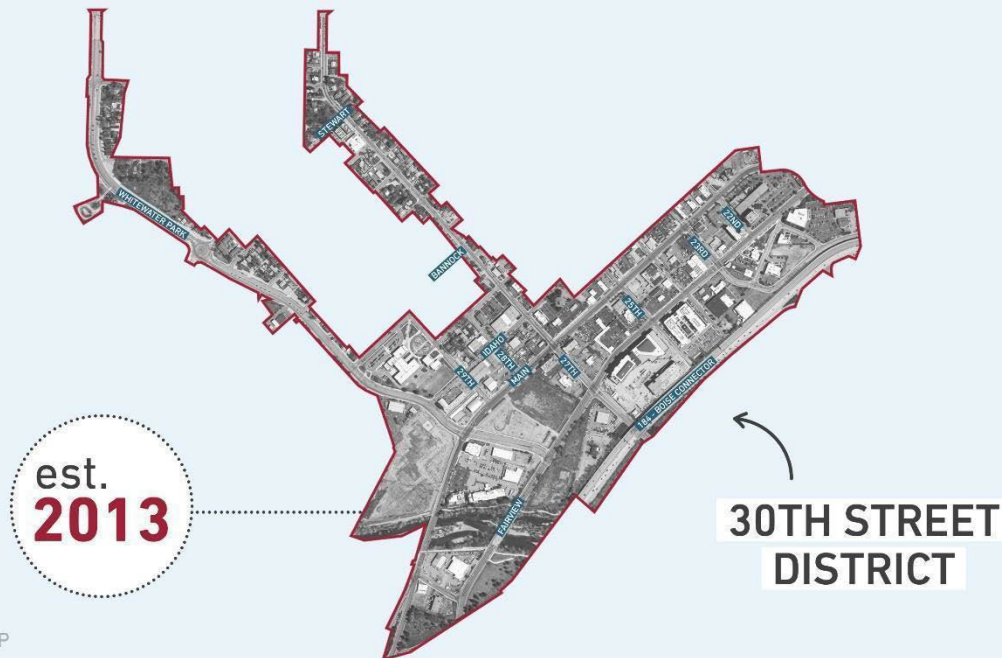
Westside Public Art - Downtown Traffic Box Art - PP Type 4: Boise City Department of Arts & History requested assistance to re-wrap traffic boxes that need replacement. There are seventeen traffic boxes in the Westside District that need replacement. The project was designated as eligible for Type 4 Capital Project Coordination Assistance at the October 2023 Board Meeting. The final agreement was approved

by the Board in December 2023. Reimbursement was issued to the Boise City Department of Arts & History in October 2025. *Project Lead: Megan Pape*

30TH STREET DISTRICT



213 ACRES



DISTRICT MAP



Economic Development

2618 W. Fairview Ave. - LOCAL Fairview - PP Type 2: Subtext plans to construct this seven-story, 271-unit, mixed-use project. The development will have approximately 8,500 square feet of ground floor commercial space with the existing Capri Restaurant retained and incorporated into the design. The public improvements eligible for CCDC reimbursement include streetscapes along Fairview Avenue and 27th Street. Utility upgrades and expansion work include upgrading and undergrounding power, new underground fiber, and phone lines, and expanding the sewer mainline. Total Development Costs are estimated at \$81 million, and Eligible Expenses are at \$1.2 million. The Board approved a final agreement in April 2023. *Project Lead: Corrie Brending*

114 N. 23rd St. - New Path 2 - PP Type 3: This second phase of New Path, a permanent supportive housing development, is comprised of 96 multi-family units and space for ancillary support services. This project is being developed by Pacific West Communities, Inc. with Low-Income Housing Tax Credits (LIHTC) and support from the City of Boise. This development will provide housing for individuals and couples who are exiting homelessness or facing homelessness and earning less than 60% of the area median income for Ada County, though residents will be earning substantially below this. There is an estimated \$250,000 in eligible expenses for streetscape and public utility upgrades. The Board approved a final agreement in October 2023, and construction of New Path 2 began in October 2024. *Project Lead: Corrie Brending*

170 S. 28th St. - Finch – PP Type 1: Roundhouse: The Agency received an application for Type 1 assistance from Roundhouse Affordable for a 40-unit affordable housing development that consists of two

four-story, wood-frame walk-up residential buildings. The Finch is a Low-Income Housing Tax Credit (LIHTC) project that includes a mix of unit types and affordability levels ranging from 30% to 60% AMI, with 10% of units at market rate. Public improvements will include new scored concrete sidewalks, Silva cells, street trees, and historic streetlights along W. Fairview Avenue and S. 27th Street. The Board designated the project for Type 1 assistance at the August 11, 2025, meeting. A final agreement has been prepared and is before the Board for approval at the November 3rd Board meeting. *Project Lead: Corrie Brending*

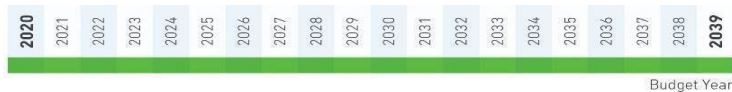
Infrastructure

West End Water Renewal Infrastructure - PP Type 4: The City of Boise is undertaking construction of a new lift station and pressure discharge pipe needed to serve multiple incoming mixed-use developments in the 27th Street and Fairview Avenue area. These improvements will provide the backbone to replace miles of substandard gravity sewer lines as further development happens at the western end of the 30th Street District. The city has requested a 50/50 cost share for funding this important project, and CCDC has committed approximately \$1.6 million. The Board approved the final agreement in April 2023. An amendment to extend the agreement is required due to delays in receiving materials for the project. The project is now complete, and cost documentation has been submitted for review. *Project Lead: Corrie Brending*

SHORELINE DISTRICT



195 ACRES



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2019



SHORELINE
DISTRICT

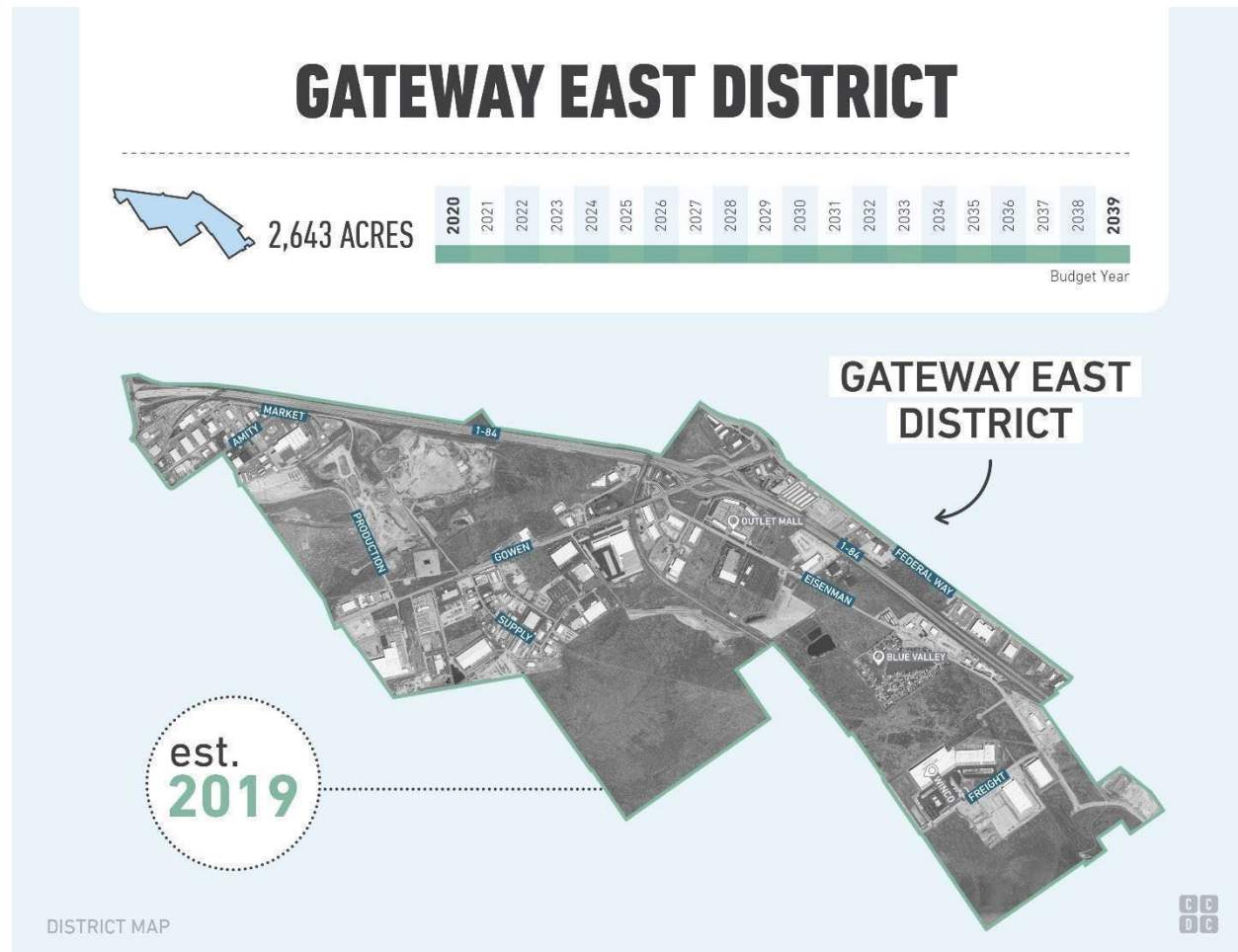
DISTRICT MAP



Economic Development

1025 S. Capitol Blvd. – Capitol Campus: J. Fisher Companies plans to construct a two-phase project on property owned by the City of Boise and Boise State University. The project is to include mixed-use affordable housing, structured parking, office space, and a hotel. The J. Fisher team has been working with the agency on a Type 3 Participation Program application. They have submitted a draft application and are preparing additional requested materials. J. Fisher Companies presented the project during a work session on April 14th. Once the application is complete and the project has received design review approval from the City of Boise, it can be brought to the Board for designation. *Project Lead: Corrie Brending*

15th and 16th Streets Corridor Public Investment and Redevelopment Study: The Agency has engaged with GGLO to study redevelopment opportunities that could be made possible by potential traffic reconfigurations along the 15th Street and 16th Street corridors, including reestablishing an urban street grid. This study will also assess public and private investment opportunities. *Project Lead: Alexandra Monjar, Kassi Brown*



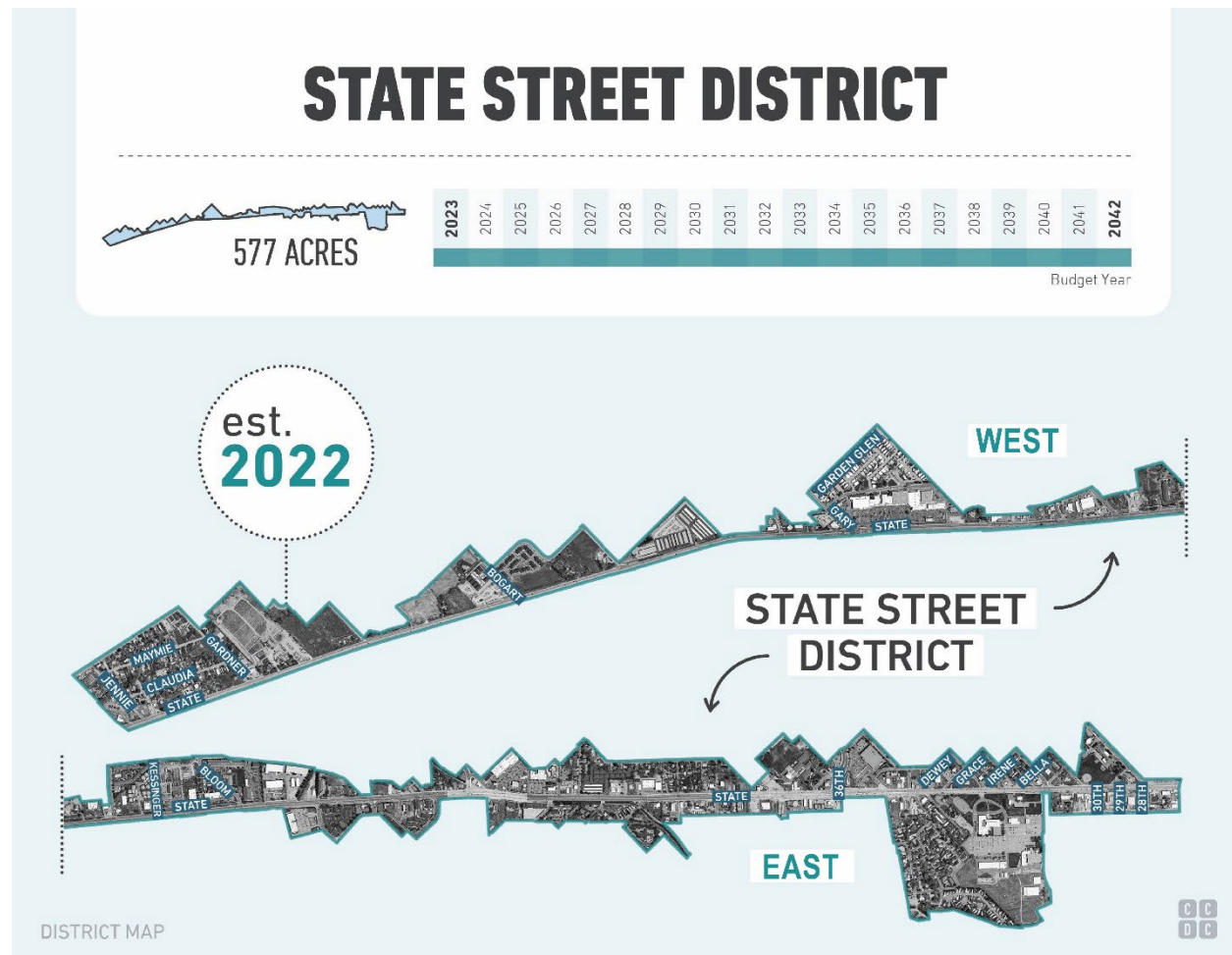
Economic Development

2392 E. WinCo Ct. - Eastport Logistics - PP Type 4: Eastport Logistics is a 44-acre Industrial development project located in the Gateway East District at 2392 East WinCo Court. The planned uses are a mix of warehouse, distribution, and manufacturing for a total of approximately 687,000 square feet between four buildings, and approximately 800 on-site parking stalls with 90 of those stalls for truck/trailer parking. The developer, Lincoln Property Company, estimates total development costs will be \$101,500,000. Lincoln Property Company has requested assistance under the Type 4 Program for the nearly \$8.7-million of public utility and roadway infrastructure planned for the project. The Board approved the Type 4 Designation in October 2024, and construction is underway. *Project Lead: Corrie Brending*

951 E. Gowen Rd. - Red River Logistics and Commerce Centers - PP Type 2: The Board approved an Agreement to participate in the extension and public dedication of Production Street and associated utility and streetscape improvements. This street extension is included in the Gateway East District Plan and will open opportunities for additional development on adjacent vacant parcels. Construction of the structures is complete, and the project is awaiting acceptance of the new street by ACHD. *Project Lead: Corrie Brending*

2500 W. Freight St. - Boise Gateway 3 - PP Type 2: In December 2022, the Board designated this Boyer Company project to receive Type 2 Participation assistance for utility and roadway improvements. The project is a 185,000 square foot speculative warehouse building designed to accommodate up to four tenants per lot bound by Eisenman Road, WinCo Court, and Freight Street. The agreement was approved

by the Board in February 2024 and includes the option for the developer to construct an additional building on the site within the term of the agreement to further catalyze development in Gateway East. An amendment was approved by the Board in October to include Building 4 in the agreement with expected completion in March of 2026. *Project Lead: Corrie Brending*



Economic Development

2426 N. Arthur St. - Wilson Station - PP Type 3: Wilson Station is a mixed-use, affordable housing development comprised of 102 multi-family units and ground floor commercial space intended to be a day care. This project was developed by Pacific West Communities, Inc. with Low-Income Housing Tax Credits (LIHTC) and the City of Boise's Housing Land Trust. This unique model allows the developer to enter a below market long-term lease with the City of Boise, which owns the underlying land. With this financial structure, the project can maintain affordable rental rates for residents earning 30%-80% of the Area Median Income. There is an estimated \$860,000 in eligible expenses for streetscape and public utility upgrades. The Board designated the project for Type 3 Transformative Assistance in April 2023 and approved a final agreement in October 2023. The project is finished, and cost documentation is expected to be completed early in fiscal year 2026. *Project Lead: Alexandra Monjar*

1620 N. 31st St. - 31St. Street Apartments - PP Type 1: The Agency received a Type 1 application from Tai June Properties, LLC for residential development on the corner of 31st Street and Bella Street. The new construction consists of five residential units, each approximately 1,707 square feet with three bedrooms and two and a half bathrooms. Long-term bike storage will be provided, along with nine parking spaces for residents and guests. Public improvements include new sidewalks, trees, landscaping, and stormwater mitigation upgrades. The Board approved the Type 1 Agreement at the February 10, 2025, meeting and construction is underway. *Project Lead: Kassi Brown*

8306 W. State St. – Property Acquisition – PP Type 5: The Board approved the Purchase and Sale Agreement for the acquisition of property at 8306 W State Street at the Board meeting on February 10, 2025. The PSA included a purchase price of \$1,750,000 and a due diligence period of 30 days with the option of a 30-day extension. During the initial due diligence period, the Agency completed an appraisal, ALTA survey, and phase one environmental site assessment. The results from the review of the due diligence materials did not produce any concerns about continuing with closing on the property. The due diligence period expired on April 11th, and the Agency closed on the property on April 24th. A hazardous materials inspection has been completed, and demolition is expected to take place by the end of the year. *Project Lead: Corrie Brending*

1711 N 31st St. - Residential Development – PP Type 1: The Agency received a Type 1 application from Cook Property Management, LLC for an infill residential development at 1711 N 31st Street. The project consists of three new single-family homes, each consisting of three bedrooms and three and a half bathrooms, and a detached garage with second story ADU. Public improvements include new sidewalks, trees, alleyways, and utility upgrades. Cook Property Management, LLC will also construct additional sidewalks to the south of their property, on the west side of 31st Street, to connect to the current sidewalks at Bella Street. Making this connection will provide safer pedestrian routes to nearby public transit and businesses along State Street. The Board approved the Type 1 Agreement at the September 22, 2025, meeting and construction is underway. *Project Lead: Kassi Brown*

AGENCY WIDE – ALL DISTRICTS

Parking & Mobility

ParkBOI Rate and Product Analysis: Current hourly and monthly pass rates were implemented in spring 2022 and have not been updated since. The Agency selected Kimley Horn to assist with an evaluation of current rates and to make recommendations on future rates to be implemented in 2026. Kimley Horn will evaluate ParkBOI system performance, parking demand, future ParkBOI budgetary needs, local Boise market trends, as well as data from other comparable cities to develop their recommendations. Staff anticipate making a formal recommendation to the Board in early 2026 with implementation of new rates in winter/spring 2026. *Project Lead: Zach Piepmeyer*

Capitol and Myrtle Garage Elevator Modernization: The Agency is updating and modernizing the elevator at the Capitol & Myrtle Garage. The current unit is 20+ years old, and replacement parts are no longer available. The Agency advertised an RFP, and a Pre-bid meeting was held on February 20, 2024. Final bids were due March 13 at 3pm. Four bids were received, and Barrier Building Inc was the lowest bidder (\$430,000). The board approved the project during the April meeting, and the project is underway. The lead time to receive the necessary parts for the elevator modernization is 28 weeks with delivery anticipated in late December 2024. Barrier Building is constructing the new elevator control room on the first floor of the garage with elevator upgrades commencing in early January 2025. City and state inspections were conducted on March 12, and a 60-day temporary operation certificate was issued. Punch list items are complete, and the city has signed a completion certificate. There are a few outstanding items left to be completed. The project is now complete as of September, and the Agency has collected all close-out documents. *Project Lead: Aaron Nelson*

Capitol and Myrtle Garage Rout & Seal Repairs: The Agency hired Jacobs Engineering Group as a design professional to provide services as follows: Provide construction documents and drawings, bid support, construction administration through project completion. Board approved the project May 12, 2025. Notice to proceed was issued on May 12 with a mobilization date on June 30, 2025. The project was completed in September 2025. *Project Lead: Aaron Nelson*

10th & Front Garage Structural Repairs Phase 3: The Agency hired Desman for the third phase of structural concrete slab repairs focusing on (25) beam repair located on Level 3. Desman will provide final design services based on a previous 2020 assessment identifying the locations of structural repair needs. Desman will also provide assistance during bidding and services during construction. Bid Opening for the project was held on March 26th at 3pm with Sawtooth Caulking submitting the lowest responsive bid. The



Agency approved the bid award in April 2025. Construction started as of May 2025 and will be completed in November 2025. *Project lead: Aaron Nelson*

City Go: This partnership of Valley Regional Transit, the City of Boise, ACHD Commuteride, Boise State University, St Luke's Hospital, Downtown Boise Association, and CCDC involves marketing its alternative transportation products and services to the downtown community. The CCDC Board approved a renewed Memorandum of Understanding for City Go at its October 2020 meeting. VRT's FY26 annual financial request of CCDC to be considered at the September 2025 Board Meeting. *Project Lead: Zach Piepmeyer*

Parking Access and Revenue Collection System (PARCS) Replacement: The existing system for controlling public entry/exit and payment for parking within five of the six ParkBOI facilities is approaching 10 years in service in 2024. Although the existing system is still operational, its functionality is limited compared to newer technologies, and industry best practice is for PARCS replacement every 10 years. Through an RFQ process, the Agency selected Kimley-Horn & Associates to assist with analyzing the current facilities and current PARCS equipment, investigate current PARCS technologies on the market that would be suitable for ParkBOI facilities, lead stakeholder outreach to define desirable PARCS characteristics, assist the Agency in developing a formal Request for Proposals (RFP) to procure the new PARCS, and manage the installation and testing phase of the project. The consultant prepared the final Existing Conditions, PARCS Assessment and Best Practices Report in late March 2024 and developed final specifications for the future PARCS system. The Agency advertised the RFP in September 2024 with proposals due on October 21, 2024. Four proposals were received by the deadline. The Agency identified Amano-McGann, Inc. as the highest ranked proposer and approved an agreement to complete the PARCS installation at the May 2025 Board Meeting. Installation of the new PARCS began in early August 2025. As of October 22, 2025, all 6 ParkBOI garages now have the new PARCS equipment fully installed and operational. Prior to final acceptance, a 30-day Operational Completion Test (OCT) will be conducted beginning October 30, 2025. *Project Lead: Zach Piepmeyer*

9th & Front Stair Tower Enclosure and Elevator Modernization: This two-part project at the 9th & Front ParkBOI parking garage consists of the modernization of three elevators and the potential enclosure of two stair towers. An assessment completed in early 2024 determined that the three existing parking garage elevators are approaching the end of their service life and need modernization. The garage also exhibits two external stair towers with open-air designs that require regular maintenance to ensure the structural integrity and safety of the towers. This project will address both the design for the elevator modernization and provide an alternate analysis that compares multiple ways to enclose each stair tower. This project aims to protect and extend the lifespan of CCDC's assets, while improving the functionality of the property and ensuring a safe environment for all users. Cushing Terrell was selected as the design professional of record and Andersen Construction as the CM/GC. The elevator's modernization scope of work is currently out to bid, and approval of Cushing Terrell's next Task Order to design the stair tower enclosure will be requested at the November 3, 2025, meeting. *Project Lead: Kassi Brown*

Condominium Associations

Building Eight Condominiums Association		
CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	Capitol & Myrtle Parking Garage (Unit 2)	35%
Raymond Management	Hampton Inn & Suites (Unit 1)	62.5%
Hendricks	Retail Units (Units 3 & 4)	2.5%



Condo Board Meetings		
Last Meeting	Next Meeting	Next Report Due
September 25, 2024	November 2025	December 31, 2025
Issues/Comments:	A meeting was held, and the main topic of discussion was current repair to work and upcoming PARCS replacement effort.	

Front Street Condominium Association CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	9th & Front Parking Garage	25.76%
GBAD		2.00%
Aspen Condominiums	Aspen Lofts	52.17%
Hendricks	BoDo Retail Units	20.07%
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
September 17, 2024	November 2025	November 30, 2025
Issues/Comments:		

U.S. Bank Plaza Condominium Association CCDC Contact: Mary Watson		
Member	Unit	Percent Interest



LN City Center Plaza/ Clearwater Analytics	A, 1A, 1B, 1C, 1H, 1K, 1L, 2C, 3C, 5A, 6A, 7A, 8A, 9A	77.372%
CCDC	1F, 1G, 1J, 2B, 4B, 5B	6.861%
GBAD	4A	3.040%
Boise State University	1D, 1E, 2A, 3A, 3B	6.131%
Valley Regional Transit	B1, B2, B3	6.429%
Sawtooth Investment Mgmt.	10A	0.167%
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
October 23, 2024	October 20, 2025, 4pm	TBD
Issues/Comments:		

Capitol Terrace Condominium Association CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	Capitol & Main Parking Garage	50%
Hawkins Companies	Main + Marketplace	50%
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
September 24, 2024	December 2025	February 2026

Issues/Comments:	The Association will buy escalator cleaner and save on yearly service cleaning; ParkBOI is looking to add cameras to the garage.
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Downtown Parking Condominiums Association CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	9th & Main Parking Garage	93.51%
Les Bois Holdings, LLC	Commercial, Main Street side	2.03%
Eastman Building, LLC	Commercial, Idaho Street side	4.46%
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
September 23, 2025	September 2026	September 2026
Issues/Comments:	The annual meeting was held on September 23, 2025, at 2 p.m.	

ACME Fast Freight Condominium Association CCDC Contact: Zach Piepmeyer		
Member	Unit	Percent Interest
CCDC	11th & Front Parking Garage, 30.1% (Units 402, 403, 501, 502)	28.485%
Ball Ventures Ahlquist	11th & Front Parking Garage, 69.9% (Units 104, 105, 201, 202, 301, 302, 401)	66.490%
Boise Metro Chamber	Boise Chamber Offices	5.025%



	(Units 101, 102, 203)	
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
Last meeting in 2023; last report filed 12/5/2024	TBD	January 2026
Issues/Comments:		

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