CAPITAL CITY DEVELOPMENT CORP

BOARD
OF
COMMISSIONERS
MEETING
August 10, 2026

CAPITAL CITY DEVELOPMENT CORPORATION
Board of Commissioners Meeting
Board Room, Fifth Floor, 121 N. 9th Street
August 10, 2026, at 12 p.m.

Live stream available at https://ccdcboise.com/board-of-commissioners/

A G E N D A

I. **CALL TO ORDER** .....Vice Chair John Stevens

II. **ACTION ITEM: AGENDA CHANGES OR ADDITIONS**.....Vice Chair John Stevens

III. WORK SESSION

A. FY2027-2031 Five-Year Capital Improvement Plan.....Doug Woodruff (10 minutes)

IV. ACTION ITEM: CONSENT AGENDA

A. Expenses
   1. Approve Paid Invoice Report for July 2026

B. Minutes and Reports
   1. Approve Meeting Minutes for July 13, 2026

C. Other
   1. Approve Resolution 1977: Capitol & Main ParkBOI Parking Garage Membrane Replacement Project. Public Works Construction Contract with Consurco, Inc.

V. ACTION ITEM

A. CONSIDER: Proposed FY2026 Amended Budget .....Joey Chen (5 minutes)

B. CONSIDER: Proposed FY2027 Original Budget .....Joey Chen (5 minutes)

C. CONSIDER: Resolution 1978: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Approval of Selection for Request for Proposals for Real Estate Broker Services .....Alexandra Monjar (5 minutes)

D. CONSIDER Resolution 1979: 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization. Amendment No. 3 to the CM/GC Contract with Andersen Construction Company of Idaho LLC .....Kassi Brown (10 minutes)

E. CONSIDER Resolution 1976: Approval of Request for Qualifications Ranking for ParkBOI Parking Operator Services 2026 .....Zach Piepmeyer (10 minutes)

F. CONSIDER Designation: 860 W. Sherwood, The Sherwood, Type 3 Transformative Assistance with Northwest Real Estate Capital Corp. .....Corrie Brending (5 minutes)

VI. ACTION ITEM: EXECUTIVE SESSION

Deliberate regarding hiring a public officer or employee wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need; and to consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code [Idaho Code Section 74-206(1)(a) and (d)].

VII. 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://ccdcboise.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.
WORK
SESSION

IV.
CONSENT AGENDA

Paid Invoice Report

For the Period: 7/1/2026 through 7/31/2026

Payee	Description	Payment Date	Amount
Debt Service:			
		Total Debt Payments:	-
Payroll:			
CCDC Employees	Direct Deposits Net Pay	7/8/2026	51,726.17
EFTPS - IRS	Federal Payroll Taxes	7/8/2026	20,992.98
Idaho State Tax Commission	State Payroll Taxes	7/8/2026	2,939.00
457(b)	Retirement Payment	7/8/2026	1,868.44
PERSI/Empower	Retirement Payment	7/6/2026	27,049.16
CCDC Employees	Direct Deposits Net Pay	7/22/2026	51,726.17
EFTPS - IRS	Federal Payroll Taxes	7/22/2026	20,993.00
Idaho State Tax Commission	State Payroll Taxes	7/22/2026	2,939.00
457(b)	Retirement Payment	7/22/2026	1,868.44
PERSI/Empower	Retirement Payment	7/20/2026	27,049.17
		Total Payroll Payments:	209,151.53
Checks and ACH			
Various Vendors	Check and ACH Payments (See Attached)	7/31/2026	1,333,167.88
		Total Cash Disbursements:	**$ 1,542,319.41**

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

Joey Chen

Finance Director

8/4/2026

Date

John Brunelle

Executive Director

8-4-26

Date

Report Criteria:
Summary report type printed
Check.Voided = no

Name	Check Amount	Check Issue Date
Abbey Louie LLC	5,750.00	07/31/2026
Total Abbey Louie LLC:	5,750.00	
Acme Fast Freight	857.59	07/29/2026
Total Acme Fast Freight:	857.59	
Ada County	36,078.00	07/29/2026
Total Ada County:	36,078.00	
Ada County Weed Pest Mosquito Abatement	140.30	07/29/2026
Total Ada County Weed Pest Mosquito Abatement:	140.30	
Alloway Lighting Company LLC	5,447.00	07/31/2026
Total Alloway Lighting Company LLC:	5,447.00	
Blue Cross of Idaho	40,163.40	07/01/2026
Total Blue Cross of Idaho:	40,163.40	
Boise City Utility Billing	11.78	07/28/2026
Total Boise City Utility Billing:	11.78	
Boxcast Inc	58.29	07/30/2026
Total Boxcast Inc:	58.29	
Brandon James Photo LLC	400.00	07/29/2026
Total Brandon James Photo LLC:	400.00	
Bridge Tower OpCo, LLC (W9)	4,529.00	07/30/2026
Total Bridge Tower OpCo, LLC (W9):	4,529.00	
Brunelle John	413.15	07/14/2026
Total Brunelle John:	413.15	
Car Park	176,797.62	07/31/2026
	203,461.50	07/31/2026

Name	Check Amount	Check Issue Date
Total Car Park:	380,259.12	
Caselle Inc.	13,288.80	07/01/2026
Total Caselle Inc.:	13,288.80	
Cator Ruma & Assoc CO	2,220.00	07/30/2026
Total Cator Ruma & Assoc CO:	2,220.00	
CenturyLink	4,456.00	07/29/2026
Total CenturyLink:	4,456.00	
City of Boise	281,312.39	07/15/2026
	1,600.00	07/30/2026
	211.00	07/30/2026
Total City of Boise:	283,123.39	
Community Planning Assoc	2,625.00	07/30/2026
Total Community Planning Assoc:	2,625.00	
CSHQA	4,280.50	07/30/2026
Total CSHQA:	4,280.50	
Cushing Terrell Architects	2,501.79	07/30/2026
	2,415.24	07/30/2026
Total Cushing Terrell Architects:	4,917.03	
Eide Bailly LLP	4,882.50	07/30/2026
Total Eide Bailly LLP:	4,882.50	
Elam & Burke P.A.	199.50	07/31/2026
	399.00	07/31/2026
	8,241.27	07/31/2026
	2,137.50	07/31/2026
Total Elam & Burke P.A.:	10,977.27	
Guho Corp.	11,405.84	07/31/2026
Total Guho Corp.:	11,405.84	
HRA VEBA Plan	5,729.48	07/17/2026
Total HRA VEBA Plan:	5,729.48	

Name	Check Amount	Check Issue Date
Idaho Power	1.90	07/20/2026
Total Idaho Power:	1.90	
Idaho Records Management LLC	55.00	07/30/2026
Total Idaho Records Management LLC:	55.00	
Jed Split Creative	1,451.50	07/29/2026
	2,850.00	07/29/2026
Total Jed Split Creative:	4,301.50	
Joey Chen	649.19	07/08/2026
Total Joey Chen:	649.19	
Kathy Wanner	50.87	07/30/2026
Total Kathy Wanner:	50.87	
KPFF Consulting Engineers	43,541.25	07/31/2026
	775.00	07/31/2026
Total KPFF Consulting Engineers:	44,316.25	
McAlvain Construction Inc.	317,374.44	07/31/2026
Total McAlvain Construction Inc.:	317,374.44	
McClatchy Company LLC	33.36	07/30/2026
	49.31	07/30/2026
Total McClatchy Company LLC:	82.67	
Monjar Alexandra	1,441.49	07/02/2026
Total Monjar Alexandra:	1,441.49	
Mosaic Public Partners LLC	11,250.00	07/31/2026
	11,250.00	07/31/2026
Total Mosaic Public Partners LLC:	22,500.00	
Northwest Engineering Service Inc. (W9)	686.00	07/30/2026
Total Northwest Engineering Service Inc. (W9):	686.00	
Okland Construction Company Inc	16,507.00	07/31/2026
Total Okland Construction Company Inc:	16,507.00	
Pro Care Landscape Management	402.00	07/30/2026

Name	Check Amount	Check Issue Date
	60.00	07/30/2026
	60.00	07/30/2026
Total Pro Care Landscape Management:	522.00	
Rehn & Associates	75.00	07/30/2026
	512.79	07/30/2026
	512.79	07/30/2026
	461.30	07/30/2026
Total Rehn & Associates:	1,561.88	
Schlake Marie	246.66	07/30/2026
Total Schlake Marie:	246.66	
Security LLC - Plaza 121	15,234.17	07/01/2026
	493.74	07/01/2026
Total Security LLC - Plaza 121:	15,727.91	
SMJ Consulting	762.50	07/30/2026
Total SMJ Consulting:	762.50	
Stability Networks Inc.	4,900.00	07/31/2026
	82.24	07/31/2026
	358.08	07/31/2026
	360.00	07/31/2026
Total Stability Networks Inc.:	5,700.32	
Synoptek LLC	50.00	07/29/2026
Total Synoptek LLC:	50.00	
Syringa Networks LLC	567.50	07/30/2026
Total Syringa Networks LLC:	567.50	
The Potting Shed	65.00	07/29/2026
Total The Potting Shed:	65.00	
The Trust Dept LLC (W9)	375.00	07/30/2026
	1,081.25	07/30/2026
Total The Trust Dept LLC (W9):	1,456.25	
Thomas Lippman	400.00	07/30/2026
Total Thomas Lippman:	400.00	

Name	Check Amount	Check Issue Date
Tobin T Rogers	2,200.00	07/30/2026
	2,600.00	07/30/2026
Total Tobin T Rogers:	4,800.00	
Treasure Valley Coffee Inc	120.95	07/30/2026
	104.33	07/30/2026
Total Treasure Valley Coffee Inc:	225.28	
United Heritage	1,991.67	07/01/2026
Total United Heritage:	1,991.67	
US Bank - Copier Lease	187.45	07/09/2026
Total US Bank - Copier Lease:	187.45	
US Bank - Credit Cards	10,545.71	07/09/2026
Total US Bank - Credit Cards:	10,545.71	
Veolia (Suez Water Idaho)	36.88	07/30/2026
	151.30	07/30/2026
	261.49	07/30/2026
Total Veolia (Suez Water Idaho):	449.67	
VEOLIA Water Idaho, INC.	53,616.07	07/15/2026
Total VEOLIA Water Idaho, INC.:	53,616.07	
Wash Worx LLC	1,500.00	07/30/2026
Total Wash Worx LLC:	1,500.00	
Westerberg Aston and Assoc.	2,000.00	07/30/2026
Total Westerberg Aston and Assoc.:	2,000.00	
Western States Equipment	497.71	07/29/2026
	314.55	07/29/2026
Total Western States Equipment:	812.26	
Grand Totals:	1,333,167.88	

Name	Check Amount	Check Issue Date

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
July 13, 2026

I. CALL TO ORDER:

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

Roll Call attendance taken:

Attended Virtually: Commissioner Drew Alexander, Commissioner Todd Cooper, Commissioner Jimmy Hallyburton, Commissioner Latonia Haney Keith, Commissioner Rob Perez, Commissioner Meredith Stead and Commissioner Alexis Townsend.

Absent: Commissioner John Stevens and Commissioner Lauren McLean.

Agency staff members present: John Brunelle, Executive Director; Doug Woodruff, Development Director; Joey Chen, Finance & Administration Director; Zach Piepmeyer, P.E, Parking & Mobility Director; Lana Graybeal, Director of External Affairs; Alexandra Monjar, Senior Project Manager – Property Development; Amy Fimbel, Senior Project Manager – Capital Improvements; Sandy Lawrence, Office Manager; and Mary Watson, General Counsel.

Attended Virtually: Agency legal counsel, Meghan Conrad.

II. ACTION ITEM: AGENDA CHANGES OR ADDITIONS

There were no changes or additions made to the agenda.

III. ACTION ITEM: CONSENT AGENDA

A. Expenses
1. Approve Paid Invoice Report for June 2026

B. Minutes and Reports
1. Approve Meeting Minutes for June 8, 2026
2. Approve Special Meeting Minutes for June 24, 2026

C. Other
1. Approve Resolution 1974: Assignment of Pathway License Agreement to City of Boise

Commissioner Stead made a motion to approve the Consent Agenda.

Commissioner Hallyburton 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 Townsend - Aye

The motion carried 7 - 0.

IV. ACTION ITEM

A. CONSIDER Resolution 1975: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Amendment No. 2 to the CM/GC Agreement with Okland Construction Company, Inc.

Alexandra Monjar, Senior Project Manager – Property Development and Amy Fimbel, Senior Project Manager – Capital Improvements, gave a report.

Commissioner Perez moved to adopt Resolution 1975 approving and authorizing the execution of Amendment No. 2 to the CM/GC agreement with Okland Construction Company, Inc. for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility project.

Commissioner Stead 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 Townsend - Aye

The motion carried 7 - 0.

V. ACTION ITEM: EXECUTIVE SESSION

A motion was made by Commissioner Cooper to move into Executive Session at 12:21 p.m. to deliberate regarding hiring a public officer or employee wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need; and to consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code [Idaho Code Section 74-206(1)(a) and (d)]. Commissioner Stead seconded the motion. A roll call vote was taken.

Roll Call:
Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Hallyburton - Aye
Commissioner Haney Keith - Aye
Commissioner Perez - Aye
Commissioner Stead - Aye
Commissioner Townsend - Aye

The motion carried 7 - 0.

Commissioner Hallyburton left the Executive Session at 12:22 p.m. Discussion and deliberations regarding hiring a public officer or employee wherein the respective qualities

of individuals are to be evaluated in order to fill particular vacancy or need, and consideration of records exempt from disclosure as provided in chapter 1, title 74, Idaho Code occurred until 1:29 p.m.

A motion was made by Commissioner Perez to adjourn the executive session at 1:30p.m. and return to the public meeting.

Commissioner Townsend seconded the motion. A roll call vote was taken.

Roll Call:
Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Hallyburton - Absent
Commissioner Haney Keith - Aye
Commissioner Perez - Aye
Commissioner Stead - Aye
Commissioner Townsend - Aye

The motion carried 6 - 0.

The Board of Commissioners moved back into the public meeting for adjournment only.

No final action or final decisions were made during Executive Session.

VI. MEETING ADJOURNMENT

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

The meeting adjourned at 1:30 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 10TH DAY OF AUGUST 2026.

_____
John Stevens, Vice Chair

_____
Lauren McLean, Secretary

AGENDA BILL

Agenda Subject: Approve Resolution 1977: Capitol & Main ParkBOI Parking Garage, Membrane Replacement Project. Public Works Construction Contract with Consurco, Inc.	**Date:** August 10, 2026
Staff Contact: Aaron Nelson, Parking & Facilities Manager	**Attachments:** A. Photos of Capitol & Main Garage Rooftop B. Resolution No. 1977 C. Bid Results
Action Requested: Adopt Resolution No.1977 Awarding Consurco, Inc. the Public Works contract for the Capitol & Main Membrane Replacement Project	

Background:
The Agency prioritizes reinvestment to extend the service life and improve the appearance of its six public parking garages. A key component of this effort is maintaining traffic-bearing waterproofing membranes that protect the concrete and reinforcing steel from moisture and chloride intrusion, particularly at exposed rooftop levels.

The rooftop membrane at the Capitol & Main Parking Garage was initially installed in 2015 and has received periodic localized patch repairs since summer 2022 to mitigate intentional membrane damage caused by vehicle vandalism (e.g. “burnouts”).

Despite routine maintenance, including twice-annual power washing and periodic localized membrane patch repairs where vandalism has occurred, the membrane has continued to deteriorate. The ongoing vehicle vandalism has accelerated deterioration.

Additionally, areas of ponding water have been observed due to improper parking deck slopes and drain placement. These areas should be repaired by correcting the slope to ensure property drainage.

Given the age and condition of the membrane, along with continued damage and drainage issues, full replacement of the rooftop system is recommended as a more effective and long-term solution than continued localized repairs. The Capitol & Main ParkBOI Parking Garage, Membrane Replacement Project (project) was programmed to address these items.

Project Scope:
In March 2026, KPFF was engaged to evaluate existing conditions, prepare repair bid documents, and provide construction administration for the project, which includes removal and replacement of the rooftop waterproofing membrane and correction of localized drainage issues causing water ponding. The new membrane system is expected to have a 10- to 15-year service life.

Additional work includes repair of damaged Level 6 concrete columns, repair of a cracked masonry wall at the Idaho Street elevator tower, and installation of infrastructure to allow nightly rooftop closures for vehicles at the rooftop level. ParkBOI staff will deploy barricades to restrict vehicle access and reduce vandalism to the rooftop each night once this infrastructure is installed.

An additive alternate would extend a heavy-duty membrane across the entire rooftop deck, increasing durability and service life beyond the base bid, which included applying the heavy-duty membrane only to the vehicle drive-lane.

This project is necessary to protect the structure by preventing moisture and chloride intrusion into concrete and reinforcing steel. The project will preserve the existing structure and minimize further weather-related deterioration.

Procurement Process:
Idaho Code Section 67-2805(2) requires a formal, sealed bid process for public works construction projects anticipated to exceed $250,000 and selection of the lowest responsive bidder. The Agency advertised an Invitation to Bid for the Capitol & Main Membrane Replacement Project in the Idaho Statesman on July 8 and July 15, 2026. In an effort to receive as many competitive bids as possible, a notice also was emailed to the plan room at the Idaho Association of General Contractors as well as five separate contractors holding the requisite public works license.

Five bids were received by July 29, 3pm deadline as shown in the table below. Consurco, Inc. submitted the lowest responsive bid at $315,464 for the combined total of the base bid and the Additive Alternative #1.

Contractor	Base Bid	Additive Alternate #1	Total Bid Amount (Base Bid) +(Add Alt #1)
Consurco, Inc.	**$293,054**	**$22,410**	**$315,464**[1]
D&R Masonry	$361,835	$18,706	$380,541
Flynn BEC LP	$468,490	$30,829	$499,319
Sawtooth Fortified	$622,030	$103,960	$725,990
Cascade Industries	Non-Responsive[2]		

[1] Removing concrete column repair, block wall repair, slab grade repair, and gate mechanism installation, the effective bid unit price for the membrane removal and reapplication work associated with the low bid is $7.85/SF.
[2] Cascade Industries has a Class C Public Works license and can only bid up to $200,000 for a project. Due to that fact they were deemed non-responsive.

Project Schedule and Impacts:
Construction is scheduled to begin in mid-August 2026 and be completed by the end of September 2026. Portions of the rooftop level will be closed at various times during construction, temporarily reducing parking capacity by up to 90 spaces. Project phasing will be coordinated with the contractor to minimize impacts too parkers. ParkBOI will notify monthly parkers in advance and provide on-site signage for hourly parkers in advance of the project.

Fiscal Notes:
The Agency's FY2026 budget includes sufficient funds to proceed with the work for both the Base Bid and the Additive Alternate for heavy duty membrane.

Staff Recommendation:
Adopt Resolution No. 1977 recognizing Consurco, Inc. as the lowest responsive bidder for the Project and awarding the Capitol & Main Membrane Replacement Project for a total Base Bid of $293,054 with an Additive Alternative #1 bid of $22,410 for a project total of $315,464.

Suggested Motion:
I move to adopt Resolution No. 1977 recognizing Consurco, Inc. as the lowest responsive bidder; awarding the Capitol & Main Membrane Replacement Project contract to Consurco Inc for the total Base Bid and Additive Alternate #1 and authorizing the Executive Director to execute the contract and expend funds.

Attachment A: Photos of Capitol & Main Garage Rooftop

Example of Vandalism and Ponding Water

Example of Vandalism

RESOLUTION NO. 1977

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 CONSURCO, INC. IS THE QUALIFIED BIDDER WHICH SUBMITTED THE LOWEST RESPONSIVE BID FOR THE CAPITOL & MAIN GARAGE WATERPROOFING PROJECT; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A PUBLIC WORKS CONSTRUCTION CONTRACT WITH CONSURCO, INC. FOR THE CAPITOL & MAIN GARAGE WATERPROOFING PROJECT; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY ACTION TO IMPLEMENT THE RESOLUTION INCLUDING THE EXPENDITURE OF FUNDS AND 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, Idaho Code § 67-2805(2)(a) provides for a competitive sealed bidding process for procurement of public works construction valued in excess of $250,000; and,

WHEREAS, the Agency issued an Invitation to Bid for its Capitol & Main Garage Waterproofing Project (the "Project") on July 8, 2026, and published the requisite public notice of the Invitation to Bid in the *Idaho Statesman* newspaper on July 8 and July 15, 2026; and,

WHEREAS, in an effort to manage Project budget limits, the Agency requested that bidders provide a Base Bid plus one (1) Bid Alternate for the Project; and,

WHEREAS, the Agency received five (5) sealed bids by the due date and time of 3:00 p.m. on July 29, 2026, from the following companies: Cascade Industrial Services; Consurco, Inc.; D&R Masonry Restoration, Inc.; Flynn BEC LP; and Sawtooth Calking, Inc., doing business as Sawtooth Fortified; and,

WHEREAS, the administrative requirements of the bidding process for the Project required that bidders hold a valid Idaho public works license prior to bid opening, and that bidders name the subcontractors who will perform any plumbing, electrical, HVAC work; and,

WHEREAS, the Agency determined the bid received from Cascade Industrial Services ("Cascade") was non-compliant with the administrative requirements of the bidding process for the Project and therefore cannot be considered by the Agency Board because Cascade: a.) did not hold a valid Idaho public works license prior to bid opening, in accordance with Idaho Code

§ 54-1904; and, b.) failed to list the required subcontractors on its bid, in accordance with Idaho Code § 67-2310; and,

WHEREAS, Consurco, Inc., D&R Masonry Restoration, Inc., Flynn BEC LP, and Sawtooth Fortified each held the requisite Idaho public works license prior to bid opening, and the bids received from these companies were in compliance with the Agency's administrative requirements of the bidding process for the Project; and,

WHEREAS, Consurco, Inc. submitted the lowest responsive bid for the Base Bid plus the addition of Bid Alternate #1, which total bid amount is within the Agency's budget limits for the Project; and,

WHEREAS, Agency staff recommends to the Agency Board that the contract award for the Project be made to Consurco, Inc. as the qualified bidder that submitted the lowest responsive bid.

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

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

Section 2: That the Board hereby finds that Consurco, Inc. was the qualified bidder submitting the lowest responsive bid for the Capitol & Main Garage Waterproofing Project.

Section 3: That the Executive Director of the Agency is hereby authorized to negotiate and execute a public works construction contract with Consurco, Inc. for the total bid amount (Base Bid plus Bid Alternate #1) of THREE HUNDRED FIFTEEN THOUSAND FOUR HUNDRED SIXTY-FOUR AND 00/100 DOLLARS ($315,464), consistent with the Board's stated instructions at the August 10, 2026, Agency Board Meeting; and further, is hereby authorized to execute all necessary documents required to implement the actions contemplated by the contract, subject to representations by Agency legal counsel that all conditions precedent to those actions and the contract or other documents are acceptable and consistent with the comments and discussions received at the August 10, 2026, Agency Board Meeting.

Section 4: That the Executive Director is authorized to expend funds for the total bid amount (Base Bid plus Bid Alternate #1) plus up to 10% of the total bid amount for construction 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 August 10, 2026. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on August 10, 2026.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
John Stevens, Vice Chair

ATTEST:

By: _____
Lauren McLean, Secretary

Attachment C

Capitol & Main Garage Waterproofing Project
BIDS DUE: July 29, 2026 - 3:00 PM

Bid Results

CONTRACTOR	PWC License*	Signed Contractor's Affidavit Concerning Taxes	Addendum #1 Acknwldgd	Subcontractor List per Idaho Code § 67-2310	Unit Prices Bid Form 00 43 22 Submitted	Completed Signed Bid Form	BASE BID AMOUNT	ADD ALTERNATE #1	TOTAL BASE BID + ADD ALT
Consurco	PWC-C-14819	X	X	X	X	X	$293,054.00	$22,410.00	$315,464.00
D&R Masonry	4971691	X	X	X	X	X	$361,835.00	$18,706.00	$380,541.00
Flynn BEC LP	034555	X	X	X	X	X	$468,490.00	$30,829.00	$499,319.00
Sawtooth Fortified	051774	X	X	X	X	X	$622,030.00	$103,960.00	$725,990.00
Cascade Ind.	8381316**	X	X	NO	X	X	Non-Responsive		

**Public Works Licenses verified through State of Idaho Division of Occupational and Professional Licenses.*
***Public Works License is Class C and not valid for this project.*

CAPITAL CITY DEVELOPMENT CORP

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V.
ACTION ITEMS

AGENDA BILL

Agenda Subject: Consider: Proposed FY2026 Amended Budget	**Date:** August 10, 2026
Staff Contact: Joey Chen, Finance & Administration Director Holli Klitsch, Controller	**Attachments:** 1. *Proposed* FY2026 Amended Budget 2. *Proposed* Notice of Public Hearing

Action Requested:

1. Tentatively Approve *Proposed* FY2026 Amended Budget
2. Advertise Public Hearing at August 26, 2026 Special Board Meeting

Background:

The FY2026 Original Budget was adopted by the Agency Board in August 2025. Since then, the FY2026 Budget was amended once in May 2026, to increase from $50,064,149 to $52,318,824, a change of $2.3 million to complete capital projects that experienced construction delays in the River Myrtle – Old Boise District.

To reflect all other updated revenues, expenses, and projects, Agency staff proposes to amend the overall Agency budget one more time, from $52,318,824 to $29,270,335, now near the end of the fiscal year.

Fiscal Notes:

FY2026 Current Budget	$ 52,318,824
Proposed FY2026 Amended Budget	$ 29,270,335
Changes	*$ 23,048,489*

The budget document illustrates the sources and uses of all budgeted funds, summarizes all revenues and expenses, and provides comprehensive expenditure detail, and a narrative of notable changes.

Staff Recommendation:

Tentatively approve Proposed FY2026 Amended Budget and advertise the August 26, 2026 public hearing.

Suggested Motion:

I move to tentatively approve the FY2026 Amended Budget to new revenue and expense totals of $29,270,335 and set the time and date of Noon, August 26, 2026 for the statutorily-required public hearing on the Budget Amendment.

Attachment 1

FY2026 AMENDED BUDGET

October 1, 2025 - September 30, 2026

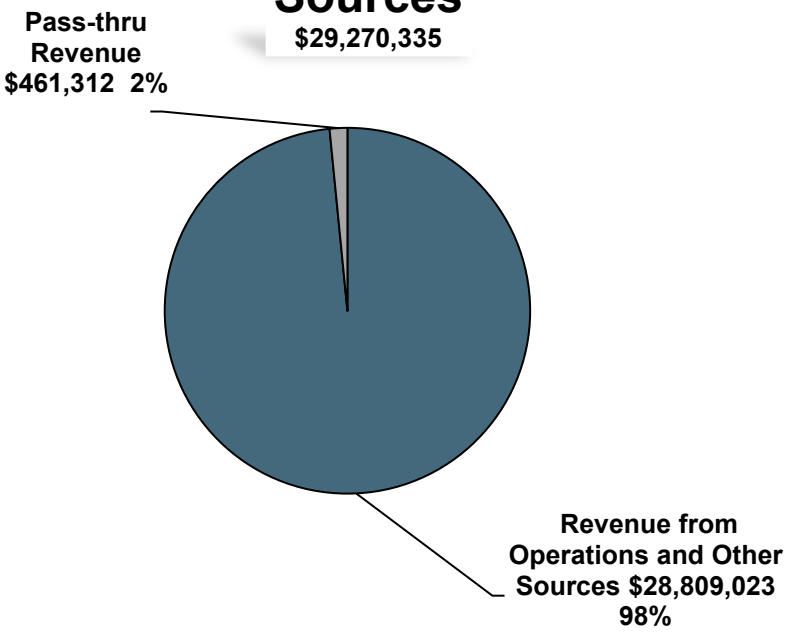
PROPOSED

CAPITAL CITY DEVELOPMENT CORP

FY2026 AMENDED Budget

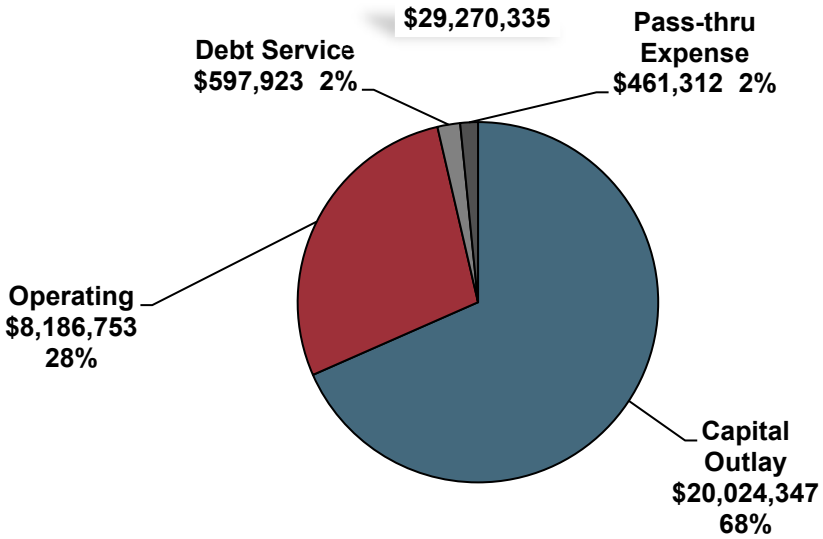
Sources

$29,270,335



Uses

$29,270,335



FY2026 AMENDED BUDGET REVENUE SUMMARY	2026 CURRENT**	2026 AMENDED	Changes
Revenue from Operations			
* Revenue Allocation (Tax Increment)	23,900,000	24,200,000	*300,000*
* Parking Revenue	9,745,401	9,936,230	*190,829*
Other Revenues (Various Reimbursements)	791,542	888,562	*97,020*
Subtotal	$ 34,436,943	$ 35,024,792	*$ 587,849*
Other Sources			
Misc. Revenues (Interest/Leases/Property Transactions)	552,000	1,146,200	*594,200*
Bond Financing	23,000,000	30,000,000	*7,000,000*
Use of (Transfer to) Working Capital Fund	(6,131,431)	(37,361,969)	*(31,230,538)*
Subtotal	$ 17,420,569	$ (6,215,769)	*$ (23,636,338)*
Subtotal - Revenue from Operations	**$ 51,857,512**	**$ 28,809,023**	***$ (23,048,489)***
Pass-Through Revenue			
Ada County Courthouse Corridor Leases	461,312	461,312	-
Subtotal	$ 461,312	$ 461,312	$ -
TOTAL REVENUE	**$ 52,318,824**	**$ 29,270,335**	***$ (23,048,489)***

EXPENSE SUMMARY	2026 CURRENT**	2026 AMENDED	Changes
Operating Expense			
Services & Operations	3,520,463	3,501,543	*(18,920)*
Personnel Costs	3,582,030	3,361,145	*(220,885)*
Facilities Management	731,049	599,845	*(131,204)*
Professional Services	1,180,100	724,220	*(455,880)*
Subtotal	$ 9,013,642	$ 8,186,753	*$ (826,889)*
Debt Service			
Debt Service	310,000	597,923	*287,923*
Subtotal	$ 310,000	$ 597,923	*$ 287,923*
Capital Outlay			
Office Furniture/Computer Equipment	50,000	71,000	*21,000*
* Capital Improvement Projects (part of CIP)	22,486,794	11,456,245	*(11,030,549)*
* Contractual Obligations (part of CIP)	1,363,890	2,054,683	*690,793*
* Parking Reinvestment Plan (PRP)	9,414,100	3,340,219	*(6,073,881)*
* ParkBOI System Expansion	9,092,028	2,994,942	*(6,097,086)*
* Mobility Projects	127,058	107,258	*(19,800)*
Subtotal	$ 42,533,870	$ 20,024,347	*$ (22,509,523)*
Subtotal - Expenses for Operations	**$ 51,857,512**	**$ 28,809,023**	**$ (23,048,489)**
Pass-Through Expense			
Ada County Courthouse Corridor Leases	461,312	461,312	-
Subtotal	$ 461,312	$ 461,312	$ -
TOTAL EXPENSE	**$ 52,318,824**	**$ 29,270,335**	**$ (23,048,489)**
	-	-	-

* *Detail Attached*

** *Original budget adopted in August 2025 totaling $50 million, as amended in May 2026 to increase the River Myrtle - Old Boise District expenditures and the overall budget totaling $52.3 million, is referred to as the 2026 current budget.*

FY2026 AMENDED BUDGET REVENUE DETAIL	2026 CURRENT**	2026 AMENDED	*Changes*
Revenue Allocation (Tax Increment)			
State Street District	2,200,000	2,300,000	*100,000*
Gateway East District	11,100,000	11,300,000	*200,000*
Shoreline District	1,400,000	1,400,000	-
30th Street District	1,800,000	1,800,000	-
Westside District	7,400,000	7,400,000	-
Subtotal	23,900,000	24,200,000	300,000
	-	-	-
Parking Revenue			
Hourly Parkers	7,107,357	7,363,113	*255,756*
Monthly Parkers	4,402,374	4,370,098	*(32,276)*
Validation / Special Events / Violation	456,890	387,148	*(69,742)*
Hotel Parking Revenue	244,522	265,327	*20,804*
First Hour Free Discount	(2,576,742)	(2,567,456)	*9,286*
Other Parking Revenues	111,000	118,000	*7,000*
Subtotal	9,745,401	9,936,230	*190,829*
	-	-	-

FY2026 AMENDED BUDGET EXPENSE DETAIL	2026 CURRENT**	2026 AMENDED	*Changes*
Capital Improvement Projects			
State Street District	1,312,189	269,435	*(1,042,754)*
Gateway East District	9,415,000	100,000	*(9,315,000)*
Shoreline District	1,825,000	176,356	*(1,648,644)*
30th Street District	1,562,000	1,068,690	*(493,310)*
Westside District	6,124,544	7,593,703	*1,469,159*
River Myrtle-Old Boise District	2,248,061	2,248,061	-
Subtotal	22,486,794	11,456,245	*(11,030,549)*
	-	-	-
Contractual Obligations			
State Street District	215,000	215,000	-
Gateway East District	234,000	1,075,358	*841,358*
30th Street District	257,234	257,234	-
Westside District	657,656	507,091	*(150,565)*
Subtotal	1,363,890	2,054,683	*690,793*
	-	-	-
Parking Reinvestment Plan			
New PARCS Equipment Purchase & Installation	888,100	766,000	*(122,100)*
9th & Front Elevator Modernization & Stairwell Enclosure	6,677,000	1,708,000	*(4,969,000)*
All Other Projects	1,849,000	866,219	*(982,781)*
Subtotal	9,414,100	3,340,219	(6,073,881)
	-	-	-
ParkBOI System Expansion			
^^1010 W. Jefferson St., Public Parking Facility and Commercial Space	9,092,028	2,994,942	*(6,097,086)*
	9,092,028	2,994,942	(6,097,086)
	-	-	-
Mobility Projects			
VRT Transit Assessment for Improvements	6,758	6,758	-
ParkBOI Initiatives	25,000	6,500	*(18,500)*
11th Street Mobility	16,500	15,200	*(1,300)*
Mobility Initiatives	18,800	18,800	-
City Go Contribution	60,000	60,000	-
Subtotal	127,058	107,258	*(19,800)*
	-	-	-

^^FY2026 amended budget includes $4.6M in the Westside District for this capital project.

FY2026 AMENDED BUDGET

Summary

REVENUE

Tax Increment Revenue - $300k net increase in estimated FY2026 amended revenues as final property values received in October for State Street and Gateway East districts came in slightly higher than what was used to develop the FY2026 budget last summer.

Parking Revenue - $191k net increase as hourly and hotel parking revenues outperformed initial projections as demand was higher than anticipated.

Other Revenue (Various Reimbursements) – Increase of $97k is largely the result of changes in the cost-share agreement with Ada County Highway District (ACHD) for road reconstruction completed as part of the Agency's Bannock Street Streetscape Improvement project in the Westside District.

ACHD replaces current roadway surfaces while CCDC works on streetscapes and bike lanes. Through these interagency agreements one contractor is utilized thereby reducing construction inconveniences for citizens and businesses.

Misc. Revenues (Interest / Leases / Property Transactions) – Revised up by $594k for more interest income earned on investments held in the Local Government Investment Pool (LGIP).

Bond Financing Revenue – Increase of $7 million due to the 1010 West Jefferson Street Commercial Space and Public Parking Facility bond budget evolving from preliminary data last summer to an approved guaranteed maximum price (GMP) in July 2026.

Working Capital Fund - Synching with updated revenues and expenses, $37.4 million will be transferred to the working capital fund rather than $6.1 million shown in the current FY2026 budget.

The Agency's long-term business plan accounts for projected revenues and expenses and projects throughout the terms of all the Agency's urban renewal districts and is the basis for the use of the working capital fund.

EXPENDITURES

OPERATING EXPENSES

This expense category has an $827k decrease from current to amended. Significant contributors to this reduction include:

- Professional Services – Less spending than initially budgeted for in this expense category across all urban renewal district and parking funds.

DEBT SERVICE

Revised up by $288k for cost of issuance of Parking System Revenue Bonds, Series 2026.

CAPITAL OUTLAY

Capital Improvement Projects

$22.5 million in the FY2026 current budget for capital projects is decreased by $11 million. Four out of the five districts have less project spending than originally budgeted for this fiscal year. Alternatively, as the Westside District prepares to sunset at the end of FY2026, this district is accomplishing $1.5 million more than originally budgeted for capital project investments.

- Westside – $1.5 million net increase is due to realized savings from other district projects including Bannock Street Streetscape Improvements and unspent funds from prior years. These additional resources are reprogrammed to the 1010 West Jefferson Street Public Parking Facility and Commercial Space project.
- 30th Street, Shoreline, Gateway East, and State Street districts – $12.5 million net decrease is due to interagency coordination resulting in adjusting Agency investments to future years to better align with other public agency's' projects.
    - In the current FY2026 budget, Gateway East had $9 million programmed for partnership investments with other public agencies. The revised vision of the Lake Hazel Road alignment moved the timing of the Agency's $3.2 million investment to future years. Additionally, efforts to begin economic development opportunities originally budgeted for $3.7 million, have been placed on hold due to the airport master plan update.

Parking Reinvestment Plan (PRP) Projects

Significant adjustments made to the PRP include a $5 million decrease for project costs carried forward to fiscal years 2027 and 2028 for the 9th and Front Elevator Modernization and Stairwell Enclosure. Duration of design, bidding, and construction required more time than originally anticipated.

ParkBOI System Expansion

$6.1 million decrease for the 1010 West Jefferson Street Public Parking Facility and Commercial Space due to project costs carried forward to future years. This project is actively advancing and will continue into fiscal years 2027 and 2028.

Attachment 2

EXHIBIT A

CAPITAL CITY DEVELOPMENT CORPORATION
***PROPOSED* FISCAL YEAR 2026 AMENDED BUDGET**

AN AMENDED ESTIMATE OF REVENUES AND EXPENSES OF THE CAPITAL CITY DEVELOPMENT CORPORATION FOR THE FISCAL PERIOD BEGINNING OCTOBER 1, 2025 TO AND INCLUSIVE OF SEPTEMBER 30, 2026 (FISCAL YEAR 2026) AND NOTICE OF PUBLIC HEARING.

As required by Idaho Code, the Board of Commissioners of the Capital City Development Corporation has estimated the amount of money necessary for all purposes during Fiscal Year 2026 and prepared a proposed amended budget that includes an estimate of revenues and expenses and that reflects current Board policy on budget-related matters. As also required by Idaho Code, the amended budget will be entered into the minutes of the Agency and published in the Idaho Statesman newspaper. Citizens are invited to attend the budget hearing that begins at noon, August 26, 2026, at Capital City Development Corporation, 121 N. 9th St, Suite 501, Boise, Idaho. Citizens may submit written or oral comments concerning the Agency's proposed amended budget. A copy of the proposed amended budget is available at https://ccdcboise.com and also at Capital City Development Corporation (by appointment only) during regular business hours, weekdays, 8:00 a.m. to 5:00 p.m. Please notify CCDC at 208-384-4264 for any accommodations necessary for persons with disabilities.

GENERAL/SPECIAL REVENUE FUNDS:	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 ACTUAL	CURRENT FISCAL YEAR 2026 BUDGET	AMENDED FISCAL YEAR 2026 BUDGET
GENERAL OPERATIONS FUND				
Transfers	3,686,247	4,142,503	~~5,055,410~~	4,658,475
Other	311,446	321,658	~~309,435~~	337,231
Total Revenues	3,997,692	4,464,160	~~5,364,845~~	4,995,706
Total Expenses	3,997,692	4,464,160	~~5,364,845~~	4,995,706
RIVER-MYRTLE / OLD BOISE REV ALLOC FUND				
Revenue Allocation *(Property Tax Increment)*	14,747,489	14,319,743	~~0~~	0
Transfers	2,002,714	14,905,335	~~2,110,841~~	2,110,841
Other	5,019,754	3,667,245	~~143,834~~	143,834
Total Revenues	21,769,958	32,892,323	~~2,254,675~~	2,254,675
Total Expenses	21,769,958	32,892,323	~~2,254,675~~	2,254,675
WESTSIDE REVENUE ALLOCATION FUND*				
Revenue Allocation *(Property Tax Increment)*	5,504,571	6,325,606	~~7,400,000~~	7,400,000
Transfers	(3,444,755)	2,209,784	~~-944,762~~	122,066
Other	1,340,363	1,481,284	~~619,962~~	723,728
Total Revenues	3,400,179	10,016,673	~~7,075,200~~	8,245,794
Total Expenses	3,400,179	10,016,673	~~7,075,200~~	8,245,794
30TH STREET REVENUE ALLOCATION FUND				
Revenue Allocation *(Property Tax Increment)*	1,514,200	1,539,835	~~1,800,000~~	1,800,000
Transfers	(977,935)	(1,599,133)	~~45,234~~	(535,076)
Other	56,560	59,298	~~29,000~~	76,000
Total Revenues	592,826	0	~~1,874,234~~	1,340,924
Total Expenses	592,826	0	~~1,874,234~~	1,340,924
SHORELINE REVENUE ALLOCATION FUND				
Revenue Allocation *(Property Tax Increment)*	870,239	1,186,553	~~1,400,000~~	1,400,000
Transfers	(363,977)	(1,193,125)	~~483,000~~	(1,238,644)
Other	25,984	26,586	~~12,000~~	38,000
Total Revenues	532,246	20,014	~~1,895,000~~	199,356
Total Expenses	532,246	20,014	~~1,895,000~~	199,356
GATEWAY EAST REVENUE ALLOCATION FUND				
Revenue Allocation *(Property Tax Increment)*	7,781,613	9,652,189	~~11,100,000~~	11,300,000
Transfers	(6,597,777)	(9,501,661)	~~(1,523,000)~~	(10,471,642)
Other	176,877	237,606	~~107,000~~	362,000
Total Revenues	1,360,713	388,134	~~9,684,000~~	1,190,358
Total Expenses	1,360,713	388,134	~~9,684,000~~	1,190,358
STATE STREET REVENUE ALLOCATION FUND				
Revenue Allocation *(Property Tax Increment)*	1,621,687	1,785,271	~~2,200,000~~	2,300,000
Transfers	(1,587,267)	(1,802,201)	~~(630,811)~~	(1,832,565)
Other	23,860	30,080	~~18,000~~	32,000
Total Revenues	58,280	13,150	~~1,587,189~~	499,435
Total Expenses	58,280	13,150	~~1,587,189~~	499,435
PARKING FUND				
Parking Operation	9,140,831	9,579,719	~~9,690,401~~	9,874,230
Transfers	(6,164,547)	(4,625,450)	~~(10,894,032)~~	(30,364,655)
Other	825,540	1,049,046	~~23,787,312~~	31,034,512
Total Revenues	3,801,823	6,003,315	~~22,583,681~~	10,544,087
Total Expenses	3,801,823	6,003,315	~~22,583,681~~	10,544,087
TOTAL REVENUES	$ 35,513,718	$ 53,797,770	~~$ 52,318,824~~	$ 29,270,335
TOTAL EXPENSES	$ 35,513,718	$ 53,797,770	~~$ 52,318,824~~	$ 29,270,335

**Updated Termination Budget for Westside RAA.*

MOTION TO APPROVE THE PROPOSED AMENDED BUDGET PASSED BY THE BOARD OF COMMISSIONERS OF THE CAPITAL CITY DEVELOPMENT CORPORATION IN BOISE, IDAHO, THIS 10TH DAY OF AUGUST 2026. This is an accurate statement of the proposed expenditures and revenues as presented to the Board of Commissioners for Fiscal Year 2026 as amended. APPROVED BY THE CHAIR OF THE CAPITAL CITY DEVELOPMENT CORPORATION IN BOISE, IDAHO THIS 10TH DAY OF AUGUST 2026. John Stevens, Vice Chair. Lauren McLean, Secretary.

CAPITAL CITY DEVELOPMENT CORP

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AGENDA BILL

Agenda Subject: Consider: Proposed FY2027 Original Budget	**Date:** August 10, 2026
Staff Contact: Joey Chen, Finance & Administration Director Holli Klitsch, Controller	**Attachments:** 1. *Proposed* FY2027 Original Budget 2. *Proposed* Notice of Public Hearing
Action Requested: 1. Tentatively Approve *Proposed* FY2027 Original Budget 2. Advertise Public Hearing at August 26, 2026 Special Board Meeting	

Background:

The Agency's fiscal year runs from October 1 to the following September 30. Each fiscal year's Original Budget accounts for all revenues from all sources and all expenses for all Agency general operations, capital improvement projects, development contracts, parking activities, debt service and pass-through funds.

Fiscal Notes:

Proposed FY2027 Original Budget $ 80,004,223

The budget document illustrates the sources and uses of all budgeted funds, summarizes all revenues and expenses, and provides comprehensive expenditure detail and narrative of notable changes.

Staff Recommendation:

Tentatively approve FY2027 Original Budget and advertise the August 26, 2026 public hearing.

Suggested Motion:

I move to tentatively approve the FY2027 Original Budget totaling $80,004,223 and set the time and date of Noon, August 26, 2026, for the statutorily-required public hearing on the Agency's budget for the coming fiscal year.

Attachment 1

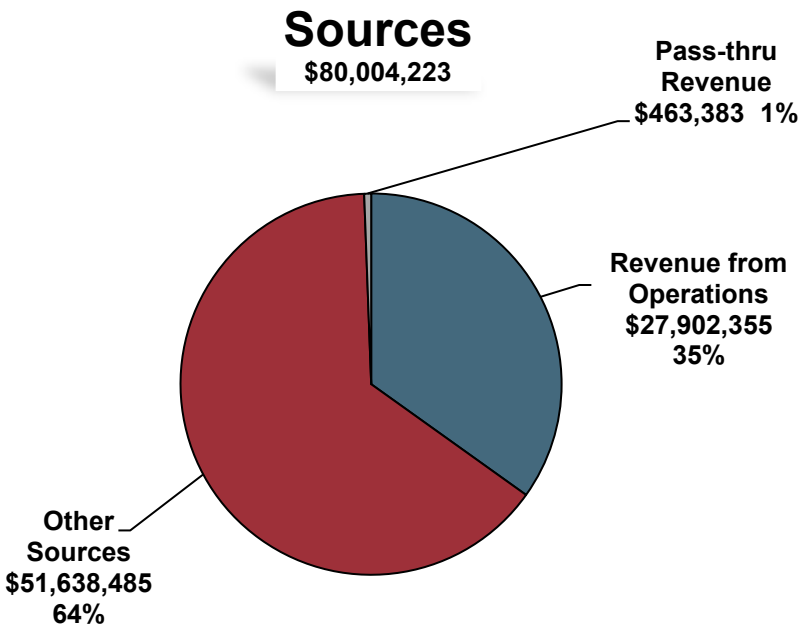
FY2027 ORIGINAL BUDGET

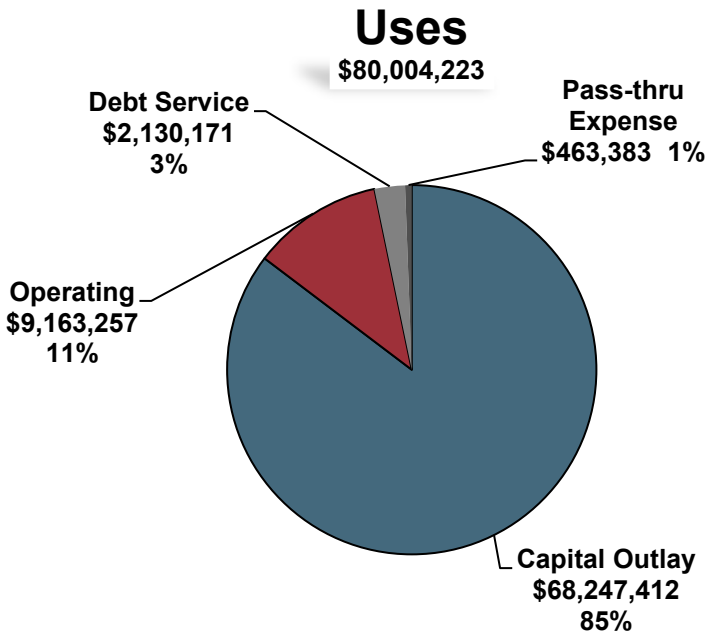
October 1, 2026 - September 30, 2027

PROPOSED

CAPITAL CITY DEVELOPMENT CORP

FY2027 ORIGINAL Budget





FY2027 ORIGINAL BUDGET REVENUE SUMMARY	2026 CURRENT	2026 AMENDED	2027 ORIGINAL
Revenue from Operations			
* Revenue Allocation (Tax Increment)	23,900,000	24,200,000	16,900,000
* Parking Revenue	9,745,401	9,936,230	10,885,355
Other Revenues (Various Reimbursements)	791,542	888,562	117,000
Subtotal	$ 34,436,943	$ 35,024,792	$ 27,902,355
Other Sources			
Misc. Revenues (Interest/Leases/Property Transactions)	552,000	1,146,200	812,833
Bond Financing	23,000,000	30,000,000	-
Use of (Transfer to) Working Capital Fund	(6,131,431)	(37,361,969)	50,825,651
Subtotal	$ 17,420,569	$ (6,215,769)	$ 51,638,485
Subtotal - Revenue from Operations	**$ 51,857,512**	**$ 28,809,023**	**$ 79,540,840**
Pass-Through Revenue			
Ada County Courthouse Corridor Leases	461,312	461,312	463,383
Subtotal	$ 461,312	$ 461,312	$ 463,383
TOTAL REVENUE	**$ 52,318,824**	**$ 29,270,335**	**$ 80,004,223**

EXPENSE SUMMARY	2026 CURRENT	2026 AMENDED	2027 ORIGINAL
Operating Expense			
Services & Operations	3,520,463	3,501,543	3,518,601
Personnel Costs	3,582,030	3,361,145	3,799,640
Facilities Management	731,049	599,845	665,506
Professional Services	1,180,100	724,220	1,179,510
Subtotal	$ 9,013,642	$ 8,186,753	$ 9,163,257
Debt Service			
Debt Service	310,000	597,923	2,130,171
Subtotal	$ 310,000	$ 597,923	$ 2,130,171
Capital Outlay			
Office Furniture/Computer Equipment	50,000	71,000	30,000
* Capital Improvement Projects (part of CIP)	22,486,794	11,456,245	21,428,229
* Contractual Obligations (part of CIP)	1,363,890	2,054,683	6,022,194
* Parking Reinvestment Plan (PRP)	9,414,100	3,340,219	8,646,000
* ParkBOI System Expansion	9,092,028	2,994,942	31,970,988
* Mobility Projects	127,058	107,258	150,001
Subtotal	$ 42,533,870	$ 20,024,347	$ 68,247,412
Subtotal - Expenses for Operations	**$ 51,857,512**	**$ 28,809,023**	**$ 79,540,840**
Pass-Through Expense			
Ada County Courthouse Corridor Leases	461,312	461,312	463,383
Subtotal	$ 461,312	$ 461,312	$ 463,383
TOTAL EXPENSE	**$ 52,318,824**	**$ 29,270,335**	**$ 80,004,223**
	-	-	-

* *Detail Attached*

FY2027 ORIGINAL BUDGET REVENUE DETAIL	2026 CURRENT	2026 AMENDED	2027 ORIGINAL
Revenue Allocation (Tax Increment)			
State Street District	2,200,000	2,300,000	2,300,000
Gateway East District	11,100,000	11,300,000	11,300,000
Shoreline District	1,400,000	1,400,000	1,400,000
30th Street District	1,800,000	1,800,000	1,900,000
Westside District	7,400,000	7,400,000	-
Subtotal	23,900,000	24,200,000	16,900,000
	-	-	-
Parking Revenue			
Hourly Parkers	7,107,357	7,363,113	7,657,638
Monthly Parkers	4,402,374	4,370,098	4,652,825
Validation / Special Events / Violation	456,890	387,148	428,861
Hotel Parking Revenue	244,522	265,327	305,126
First Hour Free Discount	(2,576,742)	(2,567,456)	(2,217,094)
Other Parking Revenues	111,000	118,000	58,000
Subtotal	9,745,401	9,936,230	10,885,355
	-	-	-

FY2027 ORIGINAL BUDGET EXPENSE DETAIL	2026 CURRENT	2026 AMENDED	2027 ORIGINAL
Capital Improvement Projects			
State Street District	1,312,189	269,435	1,299,229
Gateway East District	9,415,000	100,000	13,690,000
Shoreline District	1,825,000	176,356	3,372,000
30th Street District	1,562,000	1,068,690	3,067,000
Westside District	6,124,544	7,593,703	-
River Myrtle-Old Boise District	2,248,061	2,248,061	-
Subtotal	22,486,794	11,456,245	21,428,229
	-	-	-
Contractual Obligations			
State Street District	215,000	215,000	215,000
Gateway East District	234,000	1,075,358	5,807,194
30th Street District	257,234	257,234	-
Westside District	657,656	507,091	-
Subtotal	1,363,890	2,054,683	6,022,194
	-	-	-
Parking Reinvestment Plan			
New PARCS Equipment Purchase & Installation	888,100	766,000	-
9th & Front Elevator Modernization & Stairwell Enclosure	6,677,000	1,708,000	6,311,000
All Other Projects	1,849,000	866,219	2,335,000
Subtotal	9,414,100	3,340,219	8,646,000
	-	-	-
ParkBOI System Expansion			
1010 W. Jefferson St., Public Parking Facility and Commercial Space	9,092,028	2,994,942	31,970,988
Subtotal	9,092,028	2,994,942	31,970,988
	-	-	-
Mobility Projects			
VRT Transit Assessment for Improvements	6,758	6,758	6,401
ParkBOI Initiatives	25,000	6,500	25,000
11th Street Mobility	16,500	15,200	16,200
Mobility Initiatives	18,800	18,800	42,400
City Go Contribution	60,000	60,000	60,000
Subtotal	127,058	107,258	150,001
	-	-	-

FY2027 ORIGINAL BUDGET

Summary

REVENUE

INCREMENT VALUES

The combined increment value of all taxable property in the Agency's urban renewal districts is expected to decrease 28 percent since last year, from $2.7 billion to $1.9 billion. This decrease is due to the sunset of the Westside District in FY2026. For a better comparison, excluding Westside, total increment value is estimated to increase 4 percent or $77 million in contrast to the prior year.

INCREMENT VALUES		
Urban Renewal District	**FY2026 Final**	**FY2027 Estimates**
State Street	$255,248,085	$267,920,400
Gateway East	$1,244,142,934	$1,284,587,500
Shoreline	$156,690,273	$157,993,500
30th Street	$200,107,983	$222,587,800
Westside	$810,159,588	$0
TOTAL	**$2,666,348,863**	**$1,933,089,200**

TAX INCREMENT REVENUE

FY2026 amended to FY2027 original total increment revenue is expected to decrease by 30 percent or $7.3 million to a new total of $16.9 million. This decrease is attributed to the sunset of the Westside District in FY2026. Excluding the Westside District, the four active districts' increment revenues stay consistent in FY2027, compared to FY2026. Based on preliminary levy information from several taxing districts, the levy rate is expected to decrease 2 percent from the prior year.

INCREMENT REVENUE			
Urban Renewal District	**FY2026 Amended**	**FY2027 Estimates**	**$ Change**
State Street	$2,300,000	$2,300,000	$0
Gateway East	$11,300,000	$11,300,000	$0
Shoreline	$1,400,000	$1,400,000	$0
30th Street	$1,800,000	$1,900,000	$100,000
Westside	$7,400,000	$0	($7,400,000)
TOTAL	**$24,200,000**	**$16,900,000**	**($7,300,000)**

PARKING REVENUE

Parking revenue is budgeted at $10.9 million for FY2027, increasing by $949k in comparison to the FY2026 amended budget.

Hourly Parking Revenue

- Based on current trends, an increase of 4 percent is forecasted for FY2027 over the FY2026 amended budget. This increase is anticipated as overall garage visits continue to rise slightly along with minimal changes to certain hourly rate categories described below.

Monthly Parking Revenue

- An increase of 6 percent is predicted for this revenue category. The assumptions include parking activities growth and the approved rate changes as described below.

Parking Rate Changes – effective August 1, 2026

- Hourly Rates: Remain at $3.00, but daily maximum rates have increased between $1-$3 depending on the garage. The "First Hour Free" discount will only apply between the hours of 5:00 a.m. to 8:00 p.m.
- Monthly Rates: Standard monthly passes increased by $5 to $10 per month, bringing the range to between $135 and $195 depending on the garage.

WORKING CAPITAL FUND - FY2027 budget will use $50.8 million from the working capital fund.

Integral to the Agency's long-term business plan, the working capital fund accounts for projected / estimated revenues and expenses and projects throughout the terms of all the Agency's urban renewal districts.

EXPENDITURES

OPERATING EXPENSES

Services and Operations

Parking services and operations budget is $2.7 million of the total $3.5 million budgeted for this expense category. Parking services and operations expenses include costs to operate and maintain all six agency owned parking garages. For fiscal year 2027, additional proactive measures are planned to ensure working order of all garages.

DEBT SERVICE – The Agency is budgeting $2.1 million for principal and interest payments related to the Parking System Revenue Bonds, Series 2026.

CAPITAL OUTLAY

Capital Improvement Plan (CIP) Projects

$21.4 million + $6 million contractual obligations = $27.4 million total CIP

Highlights of capital projects planned for FY2027 include the following:

- 30th Street – Westend Commercial Blocks Initiative with district stakeholders to identify missing public infrastructure; Real estate acquisition to increase the Agency's ability to catalyze redevelopment of underutilized land; Continued support of key housing partnerships including Whitewater Townhomes, Finch Apartments, and New Path 2.
- Shoreline – Lusk Multi-family Development to deliver public parking, over 300 affordable homes, and public improvements to surrounding streets; Downtown Riverfront Improvements will bring greenbelt pathway enhancements and enliven the riverfront; Shoreline Park Master Plan will bring stakeholders and neighbors together to plan park improvements to meet today's needs and enhancements for the anticipated development of tomorrow.
- Gateway East – Industrial Market Study to identify adjacent possibilities coming from the Micron expansion, airport third runway, and Lake Hazel Road corridor connection; Railroad Multi-use Pathway will bring a much-needed mobility connection from Federal Way to the future Lake Hazel Road; Early engineering and survey work on South Eisenmann Road to prepare for utility upgrades; Lake Hazel Road construction potentially through partnership with Boyer Company's development of city property.
- State Street – Continued partnership on multiple housing development projects including Roe Street Multi-family Homes; Assisting the City of Boise and ACHD with right-of-way design standards; Economic development initiatives to inform and accelerate transit-oriented infill development at four key transit stop hubs.

Parking Reinvestment Plan (PRP) Projects

$8.6 million. Project summary and amounts are in attached detail pages. Specifically, we want to highlight the following parking project planned for FY2027:

- 9th and Front Elevator Modernization and Stairwell Enclosure budgeted for $6.3 million.

ParkBOI System Expansion

- 1010 West Jefferson Street Public Parking Facility and Commercial Space budgeted for $32 million in the Parking Fund.

Mobility Projects

- $150k. All budgeted projects and amounts are in attached detail pages.

Pass-Through Revenue and Expense

Ada County Courthouse Corridor Leases are comprised of two agreements:

- Lease revenue of approximately $146k per year paid by Civic Plaza and passed through to Ada County for parcels 3A and 3C (master ground lease) and condominium units 201A and 202 (supplemental ground lease).
- Parking access revenue of $317k is paid annually by the University of Idaho for access to the Idaho Water Center and passed through to trustee US Bank.

Per independent auditor review, the debt service on the Series 2016 Lease Revenue Bonds GBAD Expansion Project ($23.1 million) conduit financing is shown as a note disclosure in the Agency's financial statements. That passed-through amount does not appear on CCDC's balance sheet or income statement, so it is not included in Agency budgets.

Attachment 2

EXHIBIT A
CAPITAL CITY DEVELOPMENT CORPORATION
***PROPOSED* FISCAL YEAR 2027 ORIGINAL BUDGET**

AN ESTIMATE OF REVENUES AND EXPENSES OF THE CAPITAL CITY DEVELOPMENT CORPORATION FOR THE FISCAL PERIOD BEGINNING OCTOBER 1, 2026 TO AND INCLUSIVE OF SEPTEMBER 30, 2027 (FISCAL YEAR 2027), AND NOTICE OF PUBLIC HEARING.

As required by Idaho Code, the Board of Commissioners of the Capital City Development Corporation has estimated the amount of money necessary for all purposes during Fiscal Year 2027 and prepared a proposed budget that includes an estimate of revenues and expenses and that reflects current Board policy on budget-related matters. As also required by Idaho Code, the budget will be entered into the minutes of the Agency and published in the Idaho Statesman newspaper. Citizens are invited to attend the budget hearing that begins at noon, August 26, 2026 at Capital City Development Corporation, 121 N. 9th St, Suite 501, Boise, Idaho. Citizens may submit written or oral comments concerning the Agency's proposed budget. A copy of the proposed budget is available at https://ccdcboise.com and also at Capital City Development Corporation (by appointment only) during regular business hours, weekdays, 8:00 a.m. to 5:00 p.m. Please notify CCDC at 208-384-4264 for any accommodations necessary for persons with disabilities.

GENERAL/SPECIAL REVENUE FUNDS:	FISCAL YEAR 2025 ACTUAL	AMENDED FISCAL YEAR 2026 BUDGET	ORIGINAL FISCAL YEAR 2027 BUDGET
GENERAL OPERATIONS FUND			
Transfers	4,142,503	4,658,475	5,345,350
Other	321,658	337,231	338,173
Total Revenues	4,464,160	4,995,706	5,683,523
Total Expenses	4,464,160	4,995,706	5,683,523
RIVER-MYRTLE / OLD BOISE REV ALLOC FUND			
Revenue Allocation *(Property Tax Increment)*	14,319,743	-	-
Transfers	14,905,335	2,110,841	-
Other	3,667,245	143,834	-
Total Revenues	32,892,323	2,254,675	-
Total Expenses	32,892,323	2,254,675	-
WESTSIDE REVENUE ALLOCATION FUND			
Revenue Allocation *(Property Tax Increment)*	6,325,606	7,400,000	-
Transfers	2,209,784	122,066	-
Other	1,481,284	723,728	-
Total Revenues	10,016,673	8,245,794	-
Total Expenses	10,016,673	8,245,794	-
30TH STREET REVENUE ALLOCATION FUND			
Revenue Allocation *(Property Tax Increment)*	1,539,835	1,800,000	1,900,000
Transfers	(1,599,133)	(535,076)	1,171,333
Other	59,298	76,000	50,667
Total Revenues	-	1,340,924	3,122,000
Total Expenses	-	1,340,924	3,122,000
SHORELINE REVENUE ALLOCATION FUND			
Revenue Allocation *(Property Tax Increment)*	1,186,553	1,400,000	1,400,000
Transfers	(1,193,125)	(1,238,644)	2,016,667
Other	26,586	38,000	25,333
Total Revenues	20,014	199,356	3,442,000
Total Expenses	20,014	199,356	3,442,000
GATEWAY EAST REVENUE ALLOCATION FUND			
Revenue Allocation *(Property Tax Increment)*	9,652,189	11,300,000	11,300,000
Transfers	(9,501,661)	(10,471,642)	8,040,861
Other	237,606	362,000	241,333
Total Revenues	388,134	1,190,358	19,582,194
Total Expenses	388,134	1,190,358	19,582,194
STATE STREET REVENUE ALLOCATION FUND			
Revenue Allocation *(Property Tax Increment)*	1,785,271	2,300,000	2,300,000
Transfers	(1,802,201)	(1,832,565)	(737,104)
Other	30,080	32,000	21,333
Total Revenues	13,150	499,435	1,584,229
Total Expenses	13,150	499,435	1,584,229
PARKING FUND			
Parking Operation	9,579,719	9,874,230	10,885,355
Transfers	(4,625,450)	(30,364,655)	34,777,039
Other	1,049,046	31,034,512	927,883
Total Revenues	6,003,315	10,544,087	46,590,277
Total Expenses	6,003,315	10,544,087	46,590,277
TOTAL REVENUES	$ 53,797,770	$ 29,270,335	$ 80,004,223
TOTAL EXPENSES	$ 53,797,770	$ 29,270,335	$ 80,004,223

MOTION TO APPROVE THE PROPOSED BUDGET PASSED BY THE BOARD OF COMMISSIONERS OF THE CAPITAL CITY DEVELOPMENT CORPORATION IN BOISE, IDAHO, THIS 10TH DAY OF AUGUST 2026. This is an accurate statement of the proposed expenditures and revenues as presented to the Board of Commissioners for Fiscal Year 2027. APPROVED BY THE CHAIR OF THE CAPITAL CITY DEVELOPMENT CORPORATION IN BOISE, IDAHO THIS 10TH DAY OF AUGUST 2026. John Stevens, Vice Chair. Lauren McLean, Secretary.

CAPITAL CITY DEVELOPMENT CORP

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AGENDA BILL

Agenda Subject: Consider Resolution 1978: 1010 West Jefferson Street Commercial Space and Public Parking Facility. Approval of Selection for Request for Proposals for Real Estate Broker Services	**Date:** August 10, 2026
Staff Contacts: Alexandra Monjar Senior Project Manager	**Attachments:** A: Resolution 1978 B. Request for Proposals issued June 10, 2026
Action Requested: Adopt Resolution 1978 approving the selection of Story Commercial, LLC to provide Real Estate Broker Services for the 1010 West Jefferson Street Commercial Space and Public Parking Facility project and authorizing the Executive Director to negotiate and execute a broker services agreement with Story Commercial, LLC.	

Background:

Capital City Development Corp. (CCDC or the Agency) is engaging a real estate broker to assist with the disposition of 1010 W. Jefferson Street Commercial Space and Public Parking Facility (1010 Jefferson) ground floor commercial condominiums. 1010 Jefferson advances the goals of the Westside Urban Renewal District by developing a public parking facility that will serve existing and future businesses and the surrounding community. The Agency is developing this project to catalyze development of nearby underutilized property 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.

1010 Jefferson's building program includes a 446-stall public parking structure on levels two through six, including 6 with EV charging stations. This garage will be the seventh in the Agency's ParkBOI system. The ground floor of the project features a family-friendly public plaza along 11th Street that enhances pedestrian connections and supports active ground floor retail, and a secure public bicycle storage facility (BikeBOI). The ground floor commercial space will be divided into multiple condominiums with common and limited common areas. Commercial condominiums will include the approximately 12,070 square foot YMCA Kissler Family Early Education Center[1] designed to serve 124 children and their families, and five (5) condominiums totaling approximately 8,000 square feet, each designed for active use, and intended for disposition to buyers to be determined.

[1] The disposition of this condominium is pursuant to a distinct disposition process. Prior to CCDC's efforts to develop 1010 Jefferson, 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 to develop the Kissler Family Early Education Center.

In November 2025, the CCDC Board of Commissioners (Board) approved Resolution 1950 approving the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility which established a fair and transparent process for disposition of the five retail condominiums. Following the specific policy, the Agency prepared a request for proposals (RFP) for the disposition of commercial condominiums which was published on January 7, 2026, and noticed multiple times in the *Idaho Statesman* newspaper. The Agency also publicized the RFP on LinkedIn and LoopNet. While interest in the RFP was encouraging, the Agency received only one response by the RFP deadline of April 7, 2026, which was deemed unresponsive.

RFP for Real Estate Broker Services:
Per the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility, in the event of unsuccessful disposition following the RFP process, the Agency could choose to dispose of the condominium spaces by other means including by hiring a real estate broker. To ensure a fair and transparent process for hiring a broker, Agency staff prepared the Request for Proposals for Real Estate Broker Services which was published and noticed in the *Idaho Statesman* newspaper on June 10, 2026, and noticed again on June 17, 2026. Three (3) firms submitted proposals by the deadline (in alphabetical order):

- CBRE, Inc.,
- Story Commercial, LLC., and,
- TOK Commercial.

A panel consisting of Agency team members evaluated all three proposals according to the criteria specified in the RFP. Interviews with the top two respondents were conducted. The Agency evaluation panel's recommendation is to select Story Commercial, LLC to perform the services included in the RFP for Real Estate Broker Services.

Story Commercial, LLC is the Agency's top choice because of the firm's relevant and extensive experience representing public agencies with real property disposition, proven success creating neighborhood-scale retail destinations in urban areas, and a proposal that included a strategic marketing plan that focuses on local owner-operator businesses.

Story Commercial, LLC has proposed a commission of five percent (5%) of the gross sales price for transactions in which the buyer is unrepresented, or six percent (6%) split evenly with a buyer's licensed representation. Should a unit's gross sales price differ from its Fair Market Value, the commission would be based on the higher of the two, as determined by a third-party appraiser (such scenario is not anticipated by CCDC). Commission covers the full scope of brokerage services, including valuation, pricing strategy, buyer/user outreach and screening, marketing, offer negotiation, and coordination through closing. Reimbursable expenses are not anticipated and any extraordinary expenses for which Story Commercial, LLC would seek reimbursement would require CCDC's written approval. The proposed engagement term is two years, or six months following substantial completion of the commercial condominium units, whichever occurs later.

Next Steps:
Upon Board approval, the Agency will negotiate and execute a broker services agreement with Story Commercial, LLC. Work would commence immediately upon engagement. Within the first 30 to 45 days, Story Commercial, LLC would complete a Broker Opinion of Value and positioning analysis for each unit, incorporating the construction schedule, shell delivery condition, and

condominium cost obligations in each unit's pricing recommendation. Targeted outreach to qualified buyers/users would begin shortly thereafter, continuing through the construction period. The goal will be to have buyers under contract prior to project completion with letters of intent and reservation agreements and purchase agreements, subject to Board approval, implemented as buyers are identified.

Fiscal Notes:
The broker services agreement will define the terms of the contractual relationship between the Agency and Story Commercial, LLC, including commission (five percent or six percent depending on buyer representation). Costs of disposition will be paid from sales proceeds. Transactions are expected to occur in Fall/Winter 2027 or shortly following substantial completion of the project.

Staff Recommendation:
Adopt Resolution 1978 approving and authorizing the negotiation and execution of a broker services agreement with Story Commercial, LLC for 1010 Jefferson.

Suggested Motion:
I move to adopt Resolution 1978 approving and authorizing the negotiation and execution of a professional services agreement with Story Commercial, LLC for real estate broker services for 1010 Jefferson.

Attachment A

Resolution 1978

RESOLUTION NO. 1978

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, SELECTING STORY COMMERCIAL, LLC FOR REAL ESTATE BROKER SERVICES ASSOCIATED WITH THE CONDOMINIUM DISPOSTION SERVICES FOR THE 1010 W. JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY; AUTHORIZING THE APPROVAL AND EXECUTION OF AN AGREEMENT BETWEEN THE AGENCY AND STORY COMMERCIAL, LLC; 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 Westside Plan 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, the Agency owns and operates the ParkBOI public parking system 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, Idaho 83702, the Agency is developing a multi-story, mixed-use public parking facility, known as 1010 Jefferson (the "Project"), to further enhance economic development and advance the objectives of the Westside Plan; and,

WHEREAS, the Agency has the need for professional real estate broker services related to disposition of the commercial condominium units on the ground floor of the Project; and,

WHEREAS, the Agency issued a Request for Proposals for Real Estate Broker Services ("RFP") on June 10, 2026, and published notice of the RFP on June 10 and June 17, 2026, in the *Idaho Statesman* newspaper; and,

WHEREAS, the Agency received proposals from the following three (3) firms by the published RFP deadline of 3:00 p.m. on June 26, 2026: CBRE, Inc., Story Commercial, LLC, and TOK Commercial; and,

WHEREAS, an Agency selection committee reviewed, evaluated, and scored the proposals received in response to the RFP and based on those evaluations, interviewed the two highest-ranked firms: Story Commercial, LLC and TOK Commercial; and,

WHEREAS, following completion of the interviews and in consideration of the proposal evaluations, the Agency recommends the selection of Story Commercial, LLC as the Real Estate Broker for the Project and to perform the services outlined in the RFP; and,

WHEREAS, the Agency Board of Commissioners finds it to be in the best public interest to approve the selection of Story Commercial, LLC as the Real Estate Broker for the Project and to authorize the Agency Executive Director to negotiate and enter into a professional services agreement.

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 affirms Story Commercial, LLC as the selected firm to provide the Real Estate Broker Services, based on the examination of the proposals by the selection committee 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 Story Commercial, LLC for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility Real Estate Broker Services.

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 August 10, 2026, 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 August 10, 2026. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on August 10, 2026.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
John Stevens, Vice Chair

ATTEST:

By: _____
Lauren McLean, Secretary

Attachment B

Request for Proposals for Real Estate Broker Services

REQUEST FOR PROPOSALS

REAL ESTATE BROKER SERVICES
1010 W. JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY

SUBMITTALS DUE: June 24, 2026 by 3 P.M. local time

June 10, 2026

Dear Respondent:

Capital City Development Corporation (CCDC) is developing a mixed-use, six-story public parking garage at 1010 W. Jefferson Street that includes ground floor commercial condominium units and 446 parking stalls. Groundbreaking is planned for July 2026, pending final approvals, with an anticipated opening in November 2027. The Agency will own and operate the public garage as part of the ParkBOI parking system and intends to dispose of the five ground-floor commercial condominium units.

The Agency seeks proposals from qualified real estate brokers to assist with the disposition of commercial condominium units beginning immediately with the intention of completing disposition during construction.

Proposals must be delivered electronically prior to **3:00 p.m. local time, June 24, 2026** to kwanner@ccdcboise.com. A selection committee will evaluate the submittals on the bases specified in this RFP and may interview the top ranked respondents. Agency Board review and final approval of the selected respondent is required.

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

Kathy Wanner

Kathy Wanner
CCDC Contracts Manager

CAPITAL CITY DEVELOPMENT CORP

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

Real Estate Broker Services
1010 W. Jefferson Street Commercial Space and Public Parking Facility
REQUEST FOR PROPOSALS:
June 10, 2026

Background
CCDC is Boise, Idaho's urban renewal agency and a special purpose unit of local government. CCDC partners with other local governments and private developers to reinvest tax increment revenue generated by five urban renewal districts into public improvements in those districts.

CCDC invests in public infrastructure including public parking to attract development and to lower barriers to private investment in its districts. CCDC owns and operates six parking garages under the "ParkBOI" name that are located throughout the downtown area and that help encourage real estate and economic development.

In November 2024 CCDC began work to redevelop 1010 W. Jefferson Street into a public parking facility with active uses on the ground floor (the "1010 W. Jefferson Street Commercial Space and Public Parking Facility" or "1010 Jefferson").

In November 2025 the CCDC Board of Commissioners approved the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility for disposition of commercial condominiums. Following this policy, CCDC issued a request for proposals for condominium purchasers and did not receive any responsive bids by the proposal deadline. The policy allows CCDC to now hire a broker to assist with disposition of the condominiums.

Property Overview
CCDC plans to begin construction of 1010 Jefferson in July 2026 with completion by November 2027. The building will be divided into multiple condominiums including:

- Five ground floor commercial condominiums ranging in size from approximately 1,200 to 2,500 square feet in a cold, dark shell condition. CCDC is seeking real estate broker services for the disposition of these condominiums. Four of the units are possible to combine into two larger units approximately 4,000 square feet each. See Attachment B for additional information and depictions of each unit.

- 10th & Jefferson Garage, with 446 parking stalls on levels 2 through 6. The garage will be owned by CCDC and operated by ParkBOI with monthly and hourly parking available to the public for purchase on a first-come, first-served basis.

- The YMCA Kissler Family Early Education Center, an approximately 12,070 square foot unit on the ground floor. This condominium will be owned by the YMCA and is designed to provide childcare service to approximately 124 children ages six weeks to five years. Services will be offered to employer co-op members supporting their workforce with near-site childcare as well as the public. Disposition of this

condominium is not included in this RFP for real estate broker services. Through prior development agreements, disposition is being handled separately.

The project also features a plaza on 11th Street with family-friendly amenities, comfortable pedestrian links between the ground floor condominiums, parking stair towers, and the new CapEd Downtown YMCA adjacent to the project. The project's design incorporates sustainability with engagement of the 11th Street Bikeway, including a secure public bicycle parking facility ("BikeBOI"), meeting the City of Boise's Green Building Code, and using the City of Boise's geothermal system.

Additional information and project details can be found at www.ccdcboise.com/1010-jefferson

Project Objectives
Through the disposition of the commercial condominiums, CCDC has two primary objectives:

1. Activate the neighborhood and encourage additional private investment. CCDC desires owners and users who:
   - Generate consistent pedestrian activity throughout the day and week.
   - Create synergies with anchor owners (CCDC and YMCA) and businesses in and adjacent to the project.
   - Offer goods and services that respond to the daily needs of nearby residents, downtown workers, Boise High School students and staff, and YMCA visitors and staff, and/or visitors to downtown Boise.
   - Fill gaps in goods, services, or experiences not currently available in the Westside District and blocks surrounding the project site
   - Create enduring economic value and employ locally oriented business practices and workforce investment with a long-term commitment to the property.

2. Recover costs of development of the condominiums by disposing of the condominiums at fair market value.

Scope of Services
The selected broker will provide services specific to this transaction, including, but not limited to:

1. Market and Pricing Analysis & Strategy
   - Provide a Broker Opinion of Value (BOV)
   - Recommend pricing strategy
   - Identify and develop a pool of target buyers and users
   - Develop a tailored marketing plan
   - Prepare listing materials
   - Implement targeted outreach to developers and investors (not just MLS exposure)

2. Buyer Solicitation & Screening
   - Respond to inquiries and coordinate site tours as necessary
   - Identify and engage qualified buyers
   - Assist in evaluating buyer qualifications and development capacity

3. Managing Offers & Negotiations
   - Consult Agency in evaluating offers

- Successfully negotiate key terms of purchase and sale agreements on Agency's behalf
- Coordinate with Agency staff, legal counsel, and selected buyers in preparation of agreements

4. Transaction Management
   - Support due diligence processes
   - Coordinate with title, escrow, and other parties
   - Assist through closing

5. Public Process Support
   - Attend public meetings and assist with presentations to the Agency Board

Minimum Qualifications
Respondents must:
- Hold an active real estate broker license in the State of Idaho
- Demonstrate experience with commercial condominium property transactions in the Boise market, preferably in Downtown Boise
- Have experience marketing commercial condominiums while under development
- Demonstrate familiarity with CCDC and/or public sector real estate transactions

Schedule
Work by consultant is expected to begin immediately upon execution of a professional services agreement by July 2026. CCDC desires to have buyers for condominiums identified with reservation or other similar agreements by project completion in Fall 2027.

Request for Clarification or Questions
Any respondent who wishes to request clarification or ask a question related to the RFP may submit a written notification to: Kathy Wanner, Contracts Manager at kwanner@ccdcboise.com. The request must be received in writing prior to 5:00 pm local time June 17, 2026.

Addenda
In the event it becomes necessary to revise any part of this RFP, addenda will be issued. It is the respondent's responsibility to check for addenda prior to submitting their proposal.

Submission Requirements
Please submit your response as one (1) pdf document as outlined below to kwanner@ccdcboise.com no later than 3:00 p.m. (local time) on June 24, 2026. Late submissions will not be considered.

To be considered responsive to this RFP, the submission shall be organized per the outline given below. Please ensure that the submittal cover sheet, cover letter, and project team qualifications accompany the proposal. A minimum 11-point font size shall be used throughout all submission materials.

A. Submittal Cover Sheet and Waiver and Release Form {Pass/Fail}
Complete and sign Attachment A

B. Cover Letter {Pass/Fail}

Page limit: Two (2) pages

Provide a signed cover letter with introductory information. This letter should reference the RFP by name, provide a concise summary of the respondent's organization, identify the key individual who will be the listing agent (including their phone number, physical address and email address) and their relevant experience, and generally introduce CCDC to the capabilities of the individual or firm. Acknowledge any addenda issued for the RFP.

C. Project Team Qualifications {15 pts}

Page limit: Two (2) pages per resume

Please provide resumes for the lead broker and any supporting team members. Include professional licenses, credentials, designations, number and value of commercial transactions, and highlight local market expertise. Explain both the lead broker and firm's availability and capacity.

D. Proposal {85 total pts}

Page limit: Six (6) pages

Your proposal should address the following information in a clear and concise manner, as it will be used to determine the best qualified respondent for this project.

a. Relevant Experience {20 pts}

Describe similar projects marketed and sold. Provide transaction values and timelines. Describe challenges encountered and how they were resolved. Describe your experience supporting downtown and mixed-use street-level activation with local examples if available.

b. Marketing and Disposition Strategy {20 pts}

How will you help create a vibrant ground-floor commercial environment? How will you establish fair market value? What is your recommended pricing strategy and general marketing plan or outreach strategy? What is your firm's recommended timeline for disposition?

c. Ability to Attract Active Business Users {20 pts}

What strategies will be employed for attracting businesses aligned with project objectives? What is your experience recruiting retail and service businesses?

d. Public Agency Experience {10 pts}

Describe projects completed for public agencies. Explain your experience with transparency requirements and experience working under procurement rules. Relevant experience may include urban renewal agencies, economic development agencies, municipal projects, etc.

e. Pricing and Fee Structure {10 pts}

Please propose your desired commission structure. Detail any additional reimbursable expenses. Describe your proposed contract terms desired for the broker services agreement with CCDC.

f. References and Past Performance {5 pts}

Please provide three references from similar public or mixed-use projects, preferably in the Boise or greater Boise area. CCDC will contact references to evaluate respondent's responsiveness, ability to meet schedule, achievement of pricing goals, and quality of reporting.

Evaluation of Proposals
Proposals will be evaluated based on review of the respondent's submissions and qualifications by a selection committee that may include CCDC employees and consultants. Before a respondent is selected, CCDC may conduct reference investigations or contact respondents to receive further information. CCDC may interview one or more of the top ranked respondents to evaluate and determine their performance record and ability to perform the anticipated work and to determine the quality of the services being offered. By submitting a proposal, 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 RFP.

GENERAL CONDITIONS

Compliance with Regulations
Respondents shall be responsible for complying with all applicable provisions of the Idaho Code, local, state, and federal laws and regulations as related to submittals of this project or provision of the services.

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 RFP and any irregularities in the proposals 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 proposal or proposals that are in the best interest of CCDC and the public. The issuance of this RFP and the receipt and evaluation of proposals does not obligate CCDC to select a respondent nor award a contract. CCDC may in its discretion cancel, postpone, or amend this RFP 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 – one of which that is potentially applicable to part of your response is 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. Prices quoted in a proposal are not trade secrets.

If any respondent claims any part of a proposal 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 proposal 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.

Attachments to this RFP:

A. Submittal Cover Sheet and Waiver and Release Form
B. Unit Depictions

ATTACHMENT A

RFP: REAL ESTATE BROKER SERVICES
1010 W. JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY
SUBMITTAL COVER SHEET & WAIVER AND RELEASE FORM
(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 select a company to supply broker services to CCDC.

A. Discretion of CCDC: The Respondent submitting a response to this RFP agrees that CCDC has the right to, unless contrary to applicable state law:

1) Modify or suspend any and all aspects of the process seeking proposals and making any decisions concerning the services RFP;
2) Obtain further information from any person, entity, or group regarding the Respondent, and to ascertain the depth of Respondent's capability and experience for supplying the services and in any and all other respects to meet with and consult with any Respondent or any other person, entity, or group;
3) Waive any formalities or defects as to form, procedure, or content with respect to CCDC's RFP to select broker services and any response by any Respondent thereto;
4) Accept or reject any proposal received in response to the RFP, including any proposal submitted by the undersigned; or select any one proposal over another in accordance with the selection criteria; and
5) 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:

1) 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.
2) The undersigned, including all team members, have carefully and thoroughly reviewed the RFP and has found it to be complete and free from ambiguities and sufficient for their intended purpose.

Respondent or Company Name:_____

Address: _____

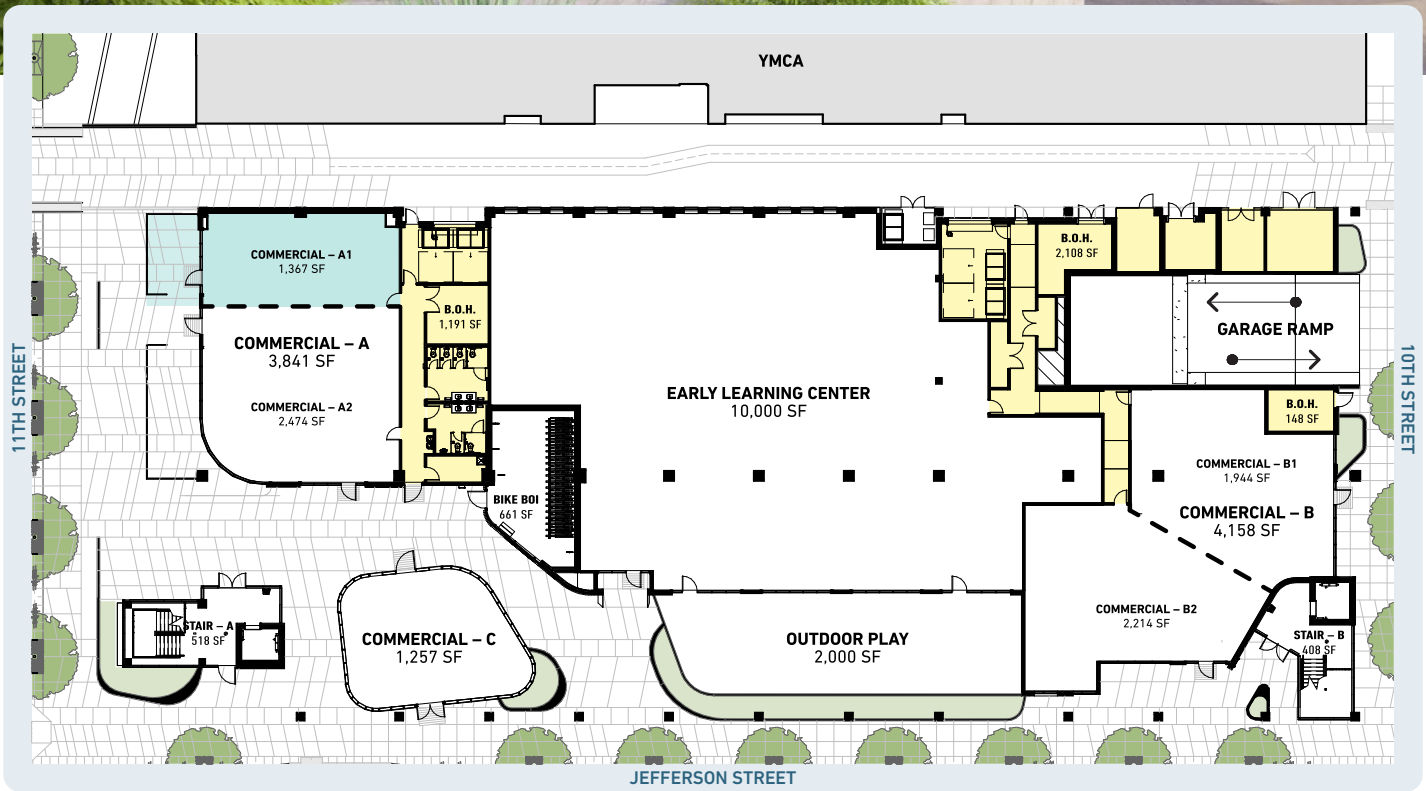
Telephone: _____ E-mail Address: _____

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

SIGNATURE: X_____

Print Name and Title: _____

COMMERCIAL – A1



INCLUDES 242 SQUARE FEET OF PATIO SEATING/OUTDOOR AREA

SHARED RESTROOMS IN LIMITED COMMON AREA AVAILABLE FOR OCCUPANT'S USE

MAY BE COMBINED WITH COMMERCIAL – A2

1,367 total square feet

INDOOR SPACE: 1,125 SQUARE FEET
PATIO SEATING/OUTDOOR AREA: 242 SQUARE FEET

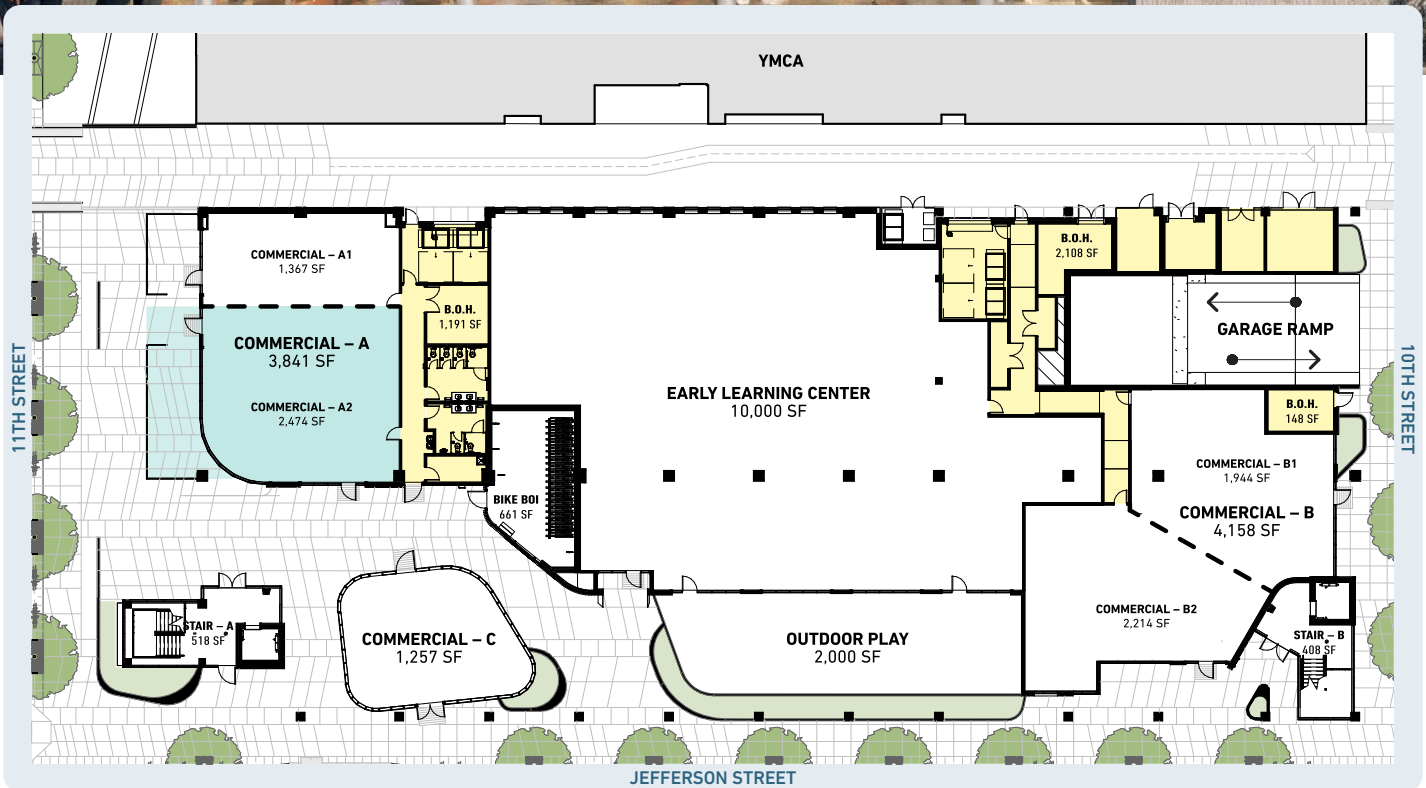
INCLUDES OWNERSHIP IN INTERIOR AND EXTERIOR COMMON AREAS AND LIMITED COMMON AREAS (SEE EXHIBIT F)

FRONTS THE 11TH STREET PLAZA AND ABUTS THE ALLEY ADJACENT TO THE YMCA

ACCESS TO SHARED GREASE INTERCEPTOR

CEILING AREA RESERVED FOR HOOD VENTING

COMMERCIAL – A2



OPTION TO UPGRADE GLAZING TO INCLUDE FOLDING NANAWALL OR SIMILAR FOR PATIO DINING

SHARED RESTROOMS IN LIMITED COMMON AREA AVAILABLE FOR OCCUPANT'S USE

MAY BE COMBINED WITH COMMERCIAL – A1

2,474 total square feet

INDOOR SPACE: 1,891 SQUARE FEET
PATIO SEATING/OUTDOOR AREA: 583 SQUARE FEET

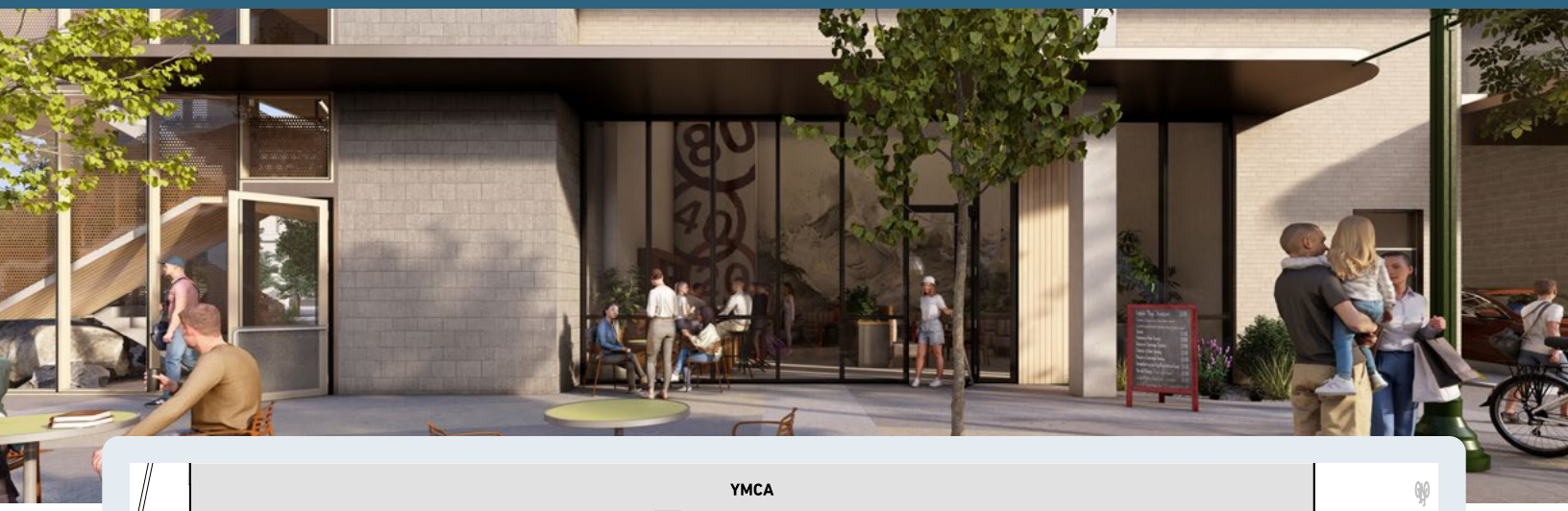
INCLUDES OWNERSHIP IN INTERIOR AND EXTERIOR COMMON AREAS AND LIMITED COMMON AREAS (SEE EXHIBIT F)

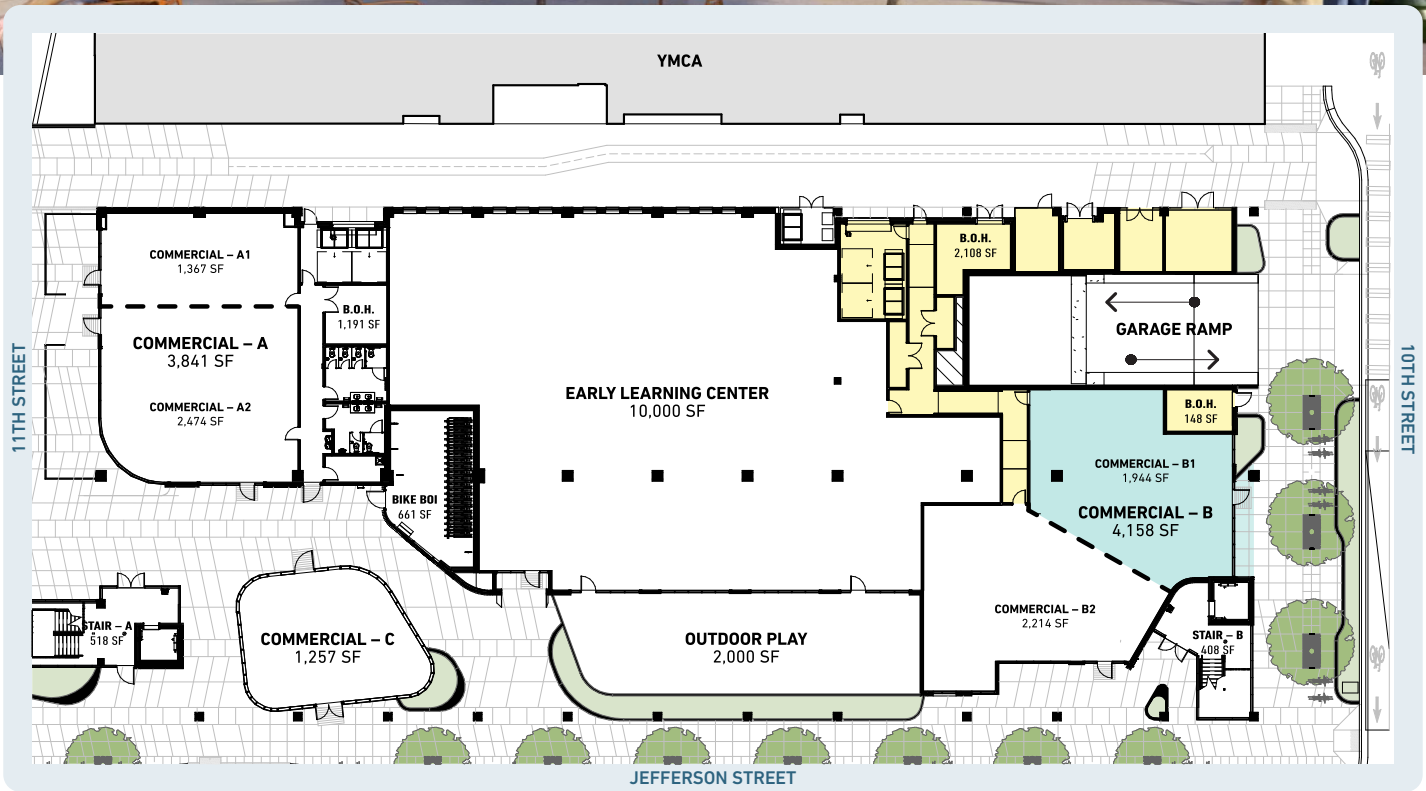
FRONTS THE 11TH STREET PLAZA AND IS ACCESSIBLE VIA THE BREEZEWAY

ACCESS TO SHARED GREASE INTERCEPTOR

CEILING AREA RESERVED FOR HOOD VENTING

COMMERCIAL – B1





INCLUDES 112 SQUARE FEET OF PATIO SEATING/OUTDOOR AREA

OWNER RESPONSIBLE FOR BUILDING RESTROOMS WITHIN THE SPACE

MAY BE COMBINED WITH COMMERCIAL – B2

1,944 total square feet

INDOOR SPACE: 1,832 SQUARE FEET
PATIO SEATING/OUTDOOR AREA: 112 SQUARE FEET

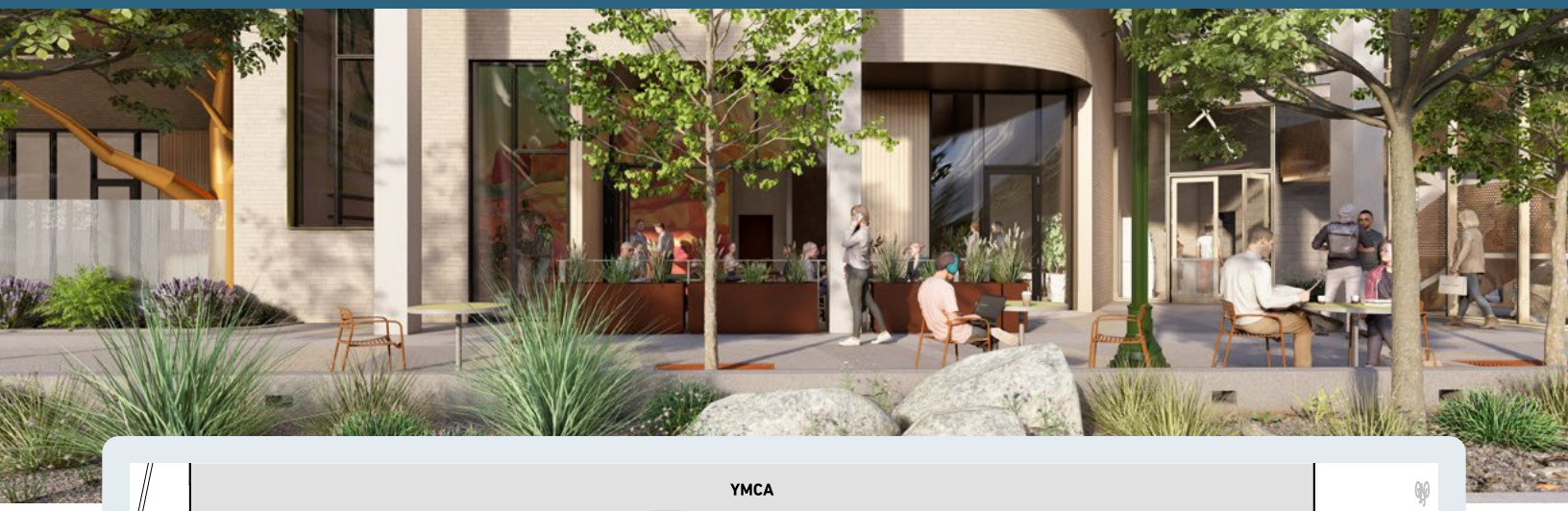
INCLUDES OWNERSHIP IN INTERIOR AND EXTERIOR COMMON AREAS AND LIMITED COMMON AREAS (SEE EXHIBIT F)

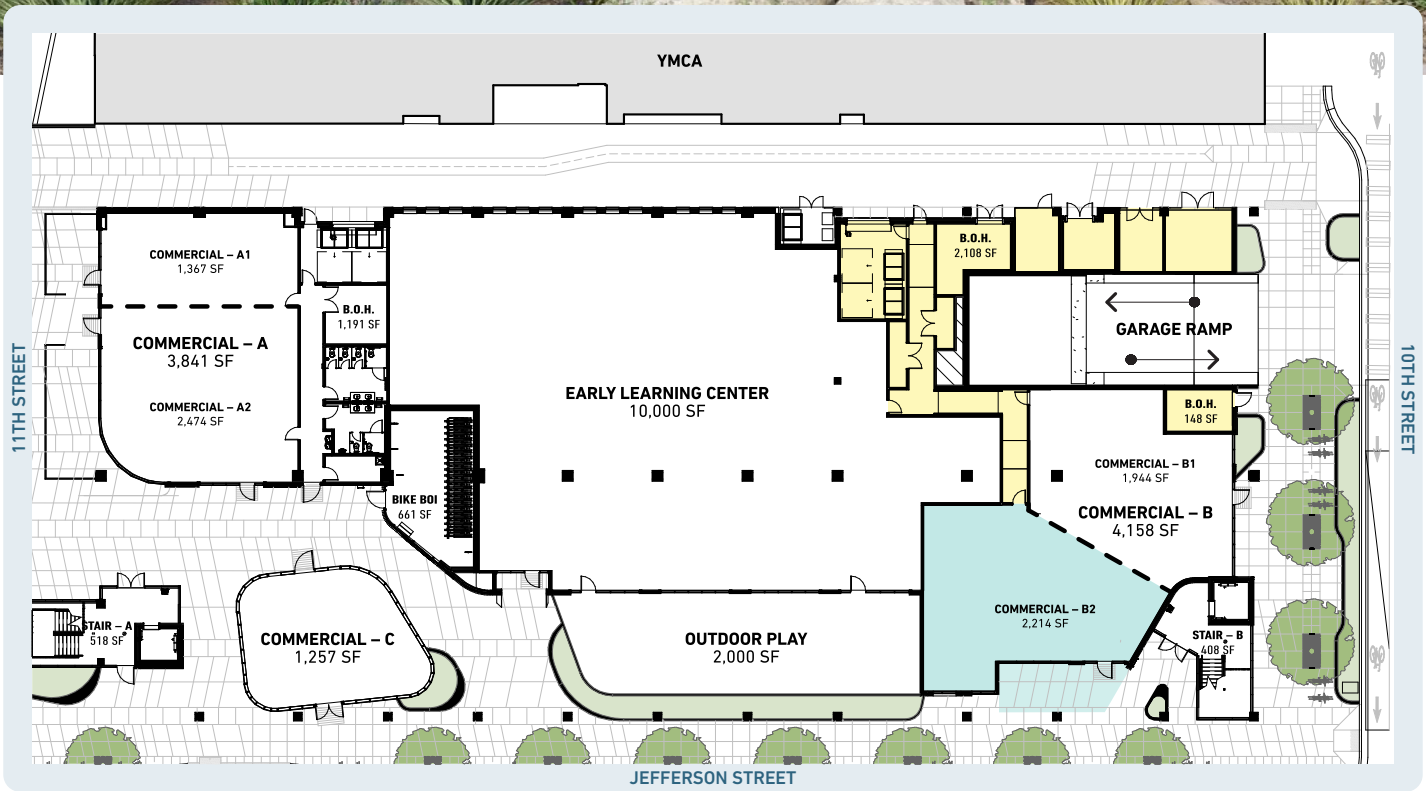
FRONTS 10TH STREET AND IS HIGHLY VISIBLE FROM THE GARAGE VEHICLE ENTRANCE

ACCESS TO SHARED GREASE INTERCEPTOR

CEILING AREA RESERVED FOR HOOD VENTING

COMMERCIAL – B2





OPTION TO UPGRADE GLAZING TO INCLUDE FOLDING NANAWALL OR SIMILAR FOR PATIO DINING

OWNER RESPONSIBLE FOR BUILDING RESTROOMS WITHIN THE SPACE

MAY BE COMBINED WITH COMMERCIAL – B1

2,214 total square feet

INDOOR SPACE: 1,874 SQUARE FEET
PATIO SEATING/OUTDOOR AREA: 340 SQUARE FEET

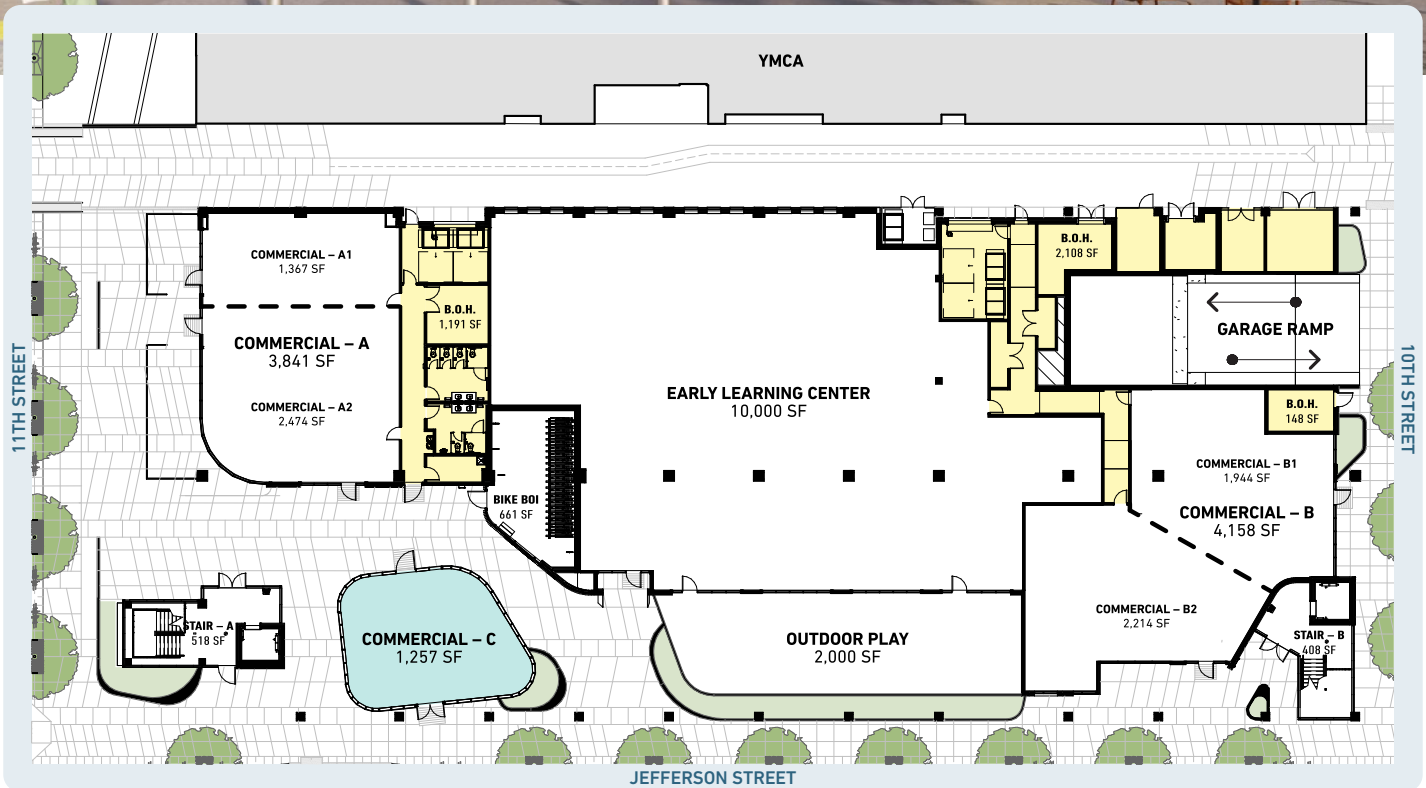
INCLUDES OWNERSHIP IN INTERIOR AND EXTERIOR COMMON AREAS AND LIMITED COMMON AREAS (SEE EXHIBIT F)

FRONTS JEFFERSON STREET AND IS HIGHLY VISIBLE FROM THE GARAGE ELEVATOR AND STAIRWELL AT 10TH AND JEFFERSON CORNER

ACCESS TO SHARED GREASE INTERCEPTOR

CEILING AREA RESERVED FOR HOOD VENTING

COMMERCIAL – C



UNIQUE ARCHITECTURAL SPACE ENCLOSED BY CURTAINWALL GLASS ON ALL SIDES

SHARED RESTROOMS IN LIMITED COMMON AREA AVAILABLE FOR OCCUPANT'S USE

CEILING AREA RESERVED FOR VENTING
(ADEQUATE FOR A HEATING KITCHEN BUT NOT COMPATIBLE WITH A GAS RANGE)

1,257 total square feet

INCLUDES OWNERSHIP IN INTERIOR AND EXTERIOR COMMON AREAS AND LIMITED COMMON AREAS (SEE EXHIBIT F)

FRONTS JEFFERSON STREET AND IS ACCESSIBLE VIA THE BREEZEWAY. HIGHLY VISIBLE FROM THE YMCA KISSLER FAMILY EARLY EDUCATION CENTER ENTRANCE

ACCESS TO SHARED GREASE INTERCEPTOR

CONCRETE SLAB ON GRADE

CAPITAL CITY DEVELOPMENT CORP

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AGENDA BILL

Agenda Subject: Consider Resolution 1979: 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization. Amendment No. 3 to the CM/GC Contract with Andersen Construction Company of Idaho LLC	**Date:** August 10, 2026
Staff Contact: Kassi Brown, Project Manager	**Attachments:** A. Resolution 1979 B. Amendment No. 3 to the CM/GC Contract with Andersen Construction Company of Idaho LLC
Action Requested: Adopt Resolution 1979 authorizing the execution of Amendment No. 3 to the CM/GC Contract with Andersen Construction Company of Idaho LLC for the 9th & Front ParkBOI Parking Garage Stair Tower Enclosure and Elevator Modernization Project.	

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 completed in 2000. The Garage operates 24/7, contains 574 parking stalls on 8 floors of parking, and services over 800 vehicles daily. The garage also exhibits two external stair towers with open-air designs, which has resulted in accelerated wear and tear on the elevators and stair tower structure, itself. An elevator condition assessment completed by VDA, Inc. in early 2024 also determined that the three existing elevators are approaching the end of their service life and are in need of modernization. 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 and elevator system from weather elements. This two-part 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.

In January 2025, CCDC completed its RFQ process for a professional design team and selected Cushing Terrell as the Design Professional of Record for the project. Under separate Task Orders, the Agency engaged Cushing Terrell to complete a feasibility study and conditions analysis, provide construction documents for the elevator modernization, full design of the stair tower enclosures and construction administration services. In March 2025, CCDC completed its RFQ process for a Construction Manager/General Contractor (CM/GC) and selected Andersen Construction Company of Idaho, LLC ("Andersen") as the CM/GC for the project. The Agency entered into Agreement with Andersen in May 2025 for preconstruction services and since then, Andersen has been collaborating closely with Cushing Terrell by providing valuable cost

estimating and constructability guidance for both the elevator modernization and the stair tower enclosure scopes of work.

Amendments:
At the January 12, 2026, Board meeting, the Board approved Resolution 1954 for Amendment No. 1 to the CM/GC agreement with Andersen for GMP 1 in the amount of **$943,525** for the procurement and installation of new elevator equipment and HVAC materials.

At the May 11, 2026, Board meeting, the Board approved Resolution 1971 for Amendment No. 2 to the CM/GC agreement with Andersen for GMP 2 in the amount of **$564,984** for the remaining scope of work necessary to support execution of the elevator modernization, including the cost of General Conditions and General Requirements for Andersen's project management and jobsite support expenses associated only with the Elevator Modernization portion of the project.

The Agency is now seeking approval of Amendment No. 3 to establish the GMP for the remaining scope of work necessary to support construction of both stair tower enclosures. Amendment No. 3 includes General Conditions and General Requirements that have been adjusted to account for costs previously established under Amendment No. 2, reflecting efficiencies achieved by performing the elevator modernization and stair tower enclosure work concurrently. Andersen publicly bid the scope of work contemplated under Amendment No. 3 and public procurement procedures were followed throughout the bid process in accordance with Idaho Code 54-4511. Agency staff were present for the bid opening. Amendment No. 3 to the CM/GC agreement with Andersen establishes GMP 3 in the amount of **$6,068,298.** Upon approval of Resolution 1979, Andersen will proceed with subcontract awards and commence construction.

Construction:
Andersen plans to mobilize and begin both the elevator modernization and stair tower enclosures in September 2026. The elevator modernization will be completed in May 2027. The west side (e.g. 9th Street) stair tower will be enclosed first, with anticipated completion in May 2027 and the east side stair tower (e.g. 8th Street) will be completed in November 2027. Andersen will utilize the 8th floor of the parking garage for construction parking, staging and laydown. Andersen will coordinate closely with ParkBOI to minimize disruptions to daily parkers, as well as the Aspen Condo HOA and residents, and nearby businesses.

Fiscal Notes:
Amendment 3 has a multi-year contract term extending into FY2028, with an expiration date of November 17, 2027. The current FY2026 approved budget and draft FY2027 budget includes sufficient funding to complete the work anticipated within these budget years.

CM/GC Contract	Amount
Preconstruction Services	$50,788
GMP 1 – Elevator Equipment	$943,525
GMP 2 – Elevator Execution	$564,984
GMP 3 – Stair Tower Enclosure	$6,068,298
Total:	**$7,627,595**

Staff Recommendation:
Adopt Resolution 1979 authorizing the execution of Amendment No. 3 to the CM/GC Contract with Andersen Construction Company of Idaho, LLC for the 9th & Front ParkBOI Parking Garage Stair Tower Enclosure and Elevator Modernization Project.

Suggested Motion:
I move to adopt Resolution 1979 authorizing the execution of Amendment No. 3 to the CM/GC Contract with Andersen Construction Company of Idaho, LLC for the 9th & Front ParkBOI Parking Garage Stair Tower Enclosure and Elevator Modernization Project.

RESOLUTION NO. 1979

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 AMENDMENT NO. 3 TO THE CONSTRUCTION MANAGER / GENERAL CONTRACTOR (CM/GC) AGREEMENT BETWEEN THE AGENCY AND ANDERSEN CONSTRUCTION COMPANY OF IDAHO LLC FOR THE 9TH & FRONT STAIR TOWER ENCLOSURE AND ELEVATOR MODERNIZATION PROJECT; AUTHORIZING THE AGENCY'S EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 3 TO THE AGREEMENT; AUTHORIZING THE EXPENDITURE OF FUNDS INCLUDING A CONTIGENCY FOR UNFORSEEN CIRCUMSTANCES; 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, in part as a significant investment in implementing the Downtown Urban Renewal Plans and providing for economic growth in downtown Boise; and,

WHEREAS, following a Request for Qualifications process in accordance with Idaho Code § 67-2320, on May 13, 2025, the Agency entered into a CM/GC Agreement with Andersen Construction Company of Idaho LLC to make improvements to its 9th & Front Garage including the modernization of three (3) elevators and enclosure of each stair tower (the "Project"); and,

WHEREAS, on January 12, 2026, the Agency Board of Commissioners adopted Resolution 1954 approving and authorizing the Executive Director to execute Amendment No. 1 to the Standard Agreement and General Conditions Between Owner and Construction Manager with Andersen Construction Company of Idaho LLC to establish a Guaranteed Maximum Price (GMP) for the early procurement of elevator and heating, ventilation, and air conditioning equipment and materials for the Project; and,

WHEREAS, on May 11, 2026, the Agency Board of Commissioners adopted Resolution 1971 approving and authorizing the Executive Director to execute Amendment No. 2 to the Standard Agreement and General Conditions Between Owner and Construction Manager with Andersen Construction Company of Idaho LLC to establish a Guaranteed Maximum Price (GMP) for all additional costs necessary to support execution of the elevator modernization project; and,

WHEREAS, the Agency and Andersen Construction Company of Idaho LLC desire to amend the CM/GC Agreement at this time with the execution of Amendment No. 3, attached hereto as Exhibit A, to include all costs necessary to complete the stair tower enclosure scope of work in the amount of $6,068,298; and,

WHEREAS, the Agency Board of Commissioners finds it to be in the best public interest to approve Amendment No. 3 and to authorize the Agency's 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 Amendment No. 3 to the Construction Manager / General Contractor construction agreement between the Agency and Andersen Construction Company of Idaho LLC, 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 Amendment No. 3, in the amount of SIX MILLION SIXTY-EIGHT THOUSAND TWO HUNDRED NINETY-EIGHT DOLLARS ($6,068,298), to the Construction Manager / General Contractor construction agreement with Andersen Construction Company of Idaho LLC, which will increase the Guaranteed Maximum Price of the Project to SEVEN MILLION FIVE HUNDRED SEVENTY-SIX THOUSAND EIGHT HUNDRED SEVEN DOLLARS ($7,576,807).

Section 4: That the Agency Executive Director is authorized to expend funds for the Guaranteed Maximum Price amount plus up to 5% of that amount 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 August 10, 2026. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on August 10, 2026.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
John Stevens, Vice Chair

ATTEST:

By: _____
Lauren McLean, Secretary

AMENDMENT NO. 3 TO THE
STANDARD AGREEMENT AND GENERAL CONDITIONS
BETWEEN OWNER AND CONSTRUCTION MANAGER
(WHERE THE CM IS AT-RISK)

DATED _____, 2026

Pursuant to Section 3.4 of the Agreement dated May 13, 2025, between the Owner, Capital City Development Corporation, and the Construction Manager, Andersen Construction Company of Idaho, LLC for the 9th & Front Stair Tower Enclosure and Elevator Modernization Project located in downtown Boise, the Owner and the Contractor desire to establish a Guaranteed Maximum Price (the "GMP") for the construction of both stair tower enclosures (the "Work"). The Owner and the Contractor hereby agree as follows:

ARTICLE 1 GUARANTEED MAXIMUM PRICE

The Contractor's GMP for the Work, including the Cost of the Work as defined in Article 8 and the Contractor's Fee as set forth in Section 7.3, including Amendment No. 1 dated January 12, 2026, Amendment No. 2 dated May 11, 2026, and the changes set forth herein, is the not-to-exceed amount of SEVEN MILLION FIVE HUNDRED SEVENTY-SIX THOUSAND EIGHT HUNDRED SEVEN DOLLARS ($7,576,807).

This Amendment No. 3 increases the GMP in the amount of Six Million Sixty-Eight Thousand Two Hundred Ninety-Eight Dollars ($6,068,298) and is for the performance of the Work in accordance with the exhibits listed below, which are a part of this Agreement.

EXHIBIT A:	Assumptions and Clarifications; Schedule; and Scope of Work; Divisions 02, 03, 05, 06, 07, 08, 09, 10, 21, 22, 26; 31 and 32 (7 pages)
EXHIBIT B:	Schedule of Values, General Conditions, General Requirements and Allowances (3 pages)
EXHIBIT C	Site Logistics (5 pages)

ARTICLE 2 DATE OF SUBSTANTIAL COMPLETION

The Date of Substantial Completion of the Work is November 17, 2027.

ARTICLE 3 DATE OF FINAL COMPLETION

The Date of Final Completion of the Work is Twenty-One (21) Days after the Date of substantial Completion, subject to adjustments as provided for in the Contract Documents.

[End of Amendment No. 3 | *Signatures appear on the following page*.]

IN WITNESS WHEREOF, OWNER AND CONSTRUCTION MANAGER have executed this Agreement with an effective date as first written above.

OWNER: Capital City Development Corporation

BY: _____
John Brunelle, Executive Director

Date: _____

Approved as to Form:

_____
Mary Watson, General Counsel

CONSTRUCTION MANAGER: Andersen Construction Company of Idaho LLC

Matt Blandford

Digitally signed by Matt Blandford
DN: C=US,
E=mblandford@andersen-const.com,
O="Andersen Construction ", OU=Andersen
Construction of Idaho, CN=Matt Blandford
Date: 2026.08.04 07:53:30-06'00'

BY: _____
Matt Blandford, President

Date: _____

END OF DOCUMENT

Budget Info / For Office Use	
Fund/District	401
Account	6125
Activity Code	25016
PO #	250061
GMP 3 Completion	November 17, 2027

Amendment 3, EXHIBIT A - GMP 3

July 30, 2026

Assumptions, Clarifications, Schedule & Scope of Work

9th & Front (ParkBOI) Parking Garage — Stair Tower Enclosure

312 South 9th Street, Boise, ID 83702

Owner: Capital City Development Corp (CCDC) • Architect: Cushing Terrell

Divisions 02, 03, 04, 05, 06, 07, 08, 09, 10, 21, 22, 26, 31, 32

---

1) Documents

i. The following documents define the scope of work for this GMP. The order of precedence is as follows:

a. Addendum No. 1 to the Stair Tower Enclosure, by Cushing Terrell, dated June 4, 2026;

b. Pre-Bid RFI Responses, by Cushing Terrell, dated June 4, 2026;

c. 9th & Front ParkBOI Garage — Stair Tower Enclosure, 100% Permit / Bid Set (Stamped), by Cushing Terrell, dated 05.08.2026;

d. 9th & Front ParkBOI Garage — Stair Tower Enclosure, Project Manual, by Cushing Terrell, dated 05.08.2026;

ii. All Addendum No. 1 and Pre-Bid RFI Response modifications, additions, removals, and clarifications are incorporated into the applicable Division scopes below.

2) Excluded

i. All items not shown on the documents listed above.

ii. Design and engineering fees; Owner's special inspection and material testing; and commissioning fees.

iii. Building permit, plan check, utility connection, and impact fees (by Owner).

iv. Builder's Risk insurance (excluded at Owner's request).

v. Hazardous materials testing and abatement.

vi. Rock excavation and dewatering (not anticipated based on existing geotechnical data).

vii. Epoxy / resinous floor coatings (removed from the project).

viii. Furniture, fixtures, and equipment (FF&E); tenant improvements at existing leased spaces.

ix. Off-site improvements — curb, gutter, and sidewalk replacement; security systems and data.

xi. Bid Alternate #4 (laminated security glazing) — rejected; not included (see Section 5).

3) Schedule

i. Construction is based on Schedule and Logistics Plan included below.

ii. GMP pricing is valid for 45 days from the date of the Proposal. Labor rates assume a standard 40-hour work week, days only; premium time for night, weekend, or extended-hours work is excluded unless noted.

iii. Except for the 8th Floor laydown yard, the Owner will occupy the premises and normal ParkBOI operations will occur except for areas under active construction.

iv. Street and Sidewalk Closures included: East tower — approximately 6 months of sidewalk closure and 1.2 months of street closure; West tower — approximately 7 months of sidewalk closure and 1.06 months of street closure. AHJ's have consulted on closures and permits for closure will be filed on contract execution.

4) General Conditions and General Requirements (Division 01)

i. Project management, supervision, and public/jobsite safety and awareness for the full on-site duration, including coordination with the ParkBOI Operators, parkers, nearby businesses and the Aspen Condo occupants and management.

ii. Proposal includes general liability insurance and all required trade permits.

iii. Includes a Construction Contingency managed by Andersen for unforeseen conditions, scope clarifications, and scope gaps, with all unused contingency returned to Owner at closeout.

iv. Site logistics: Proposal assumes (15) parking passes for contractor use at no cost to the Contractor; contractor parking must occur in the designated Laydown Yard on the 8th floor. Construction fence and perimeter protection at each tower base is included. Temporary facilities, sanitary facilities, protection, and traffic management around active garage drive aisles, entrances, stairwells, and sidewalks are included per Section 01 50 00.

v. Laydown / staging: The GMP assumes use of the 8th-floor parking deck for material staging, laydown, and storage during steel erection, perforated metal panels, framing, wall panels, glazing, and storefront per the attached Logistics Plan**.**

vi. Condition of the 8th floor Laydown/staging area shall be documented prior to Contractor occupation and Contractor will return area to Owner in the same condition as received. Contractor assumes maintenance responsibility for the Laydown area including snow/ice removal as needed.

vii. All parking stalls or laydown areas granted under Amendment 2 GMP 2, except for elevator contractor hoardings near elevator lobbies, are revoked and only Laydown and parking as described in this Amendment will apply.

5) Bid Alternate Disposition

i. **Alternate #1 (Deductive) — ACCEPTED:** Accent strip lighting and controllers on the perforated panel system are omitted from the scope. All other lighting and electrical remain included (reflected in Division 26).

ii. **Alternate #2 (Additive) — ACCEPTED:** 8th-floor fall-protection railing is included in the base scope (reflected in Division 05).

iii. **Alternate #3 (Additive) — ACCEPTED:** An allowance for fall protection mesh. Contractor will continue bid development.

iv. **Alternate #4 (Additive) — REJECTED:** Laminated security glazing is not included; base glazing is provided (reflected in Division 08).

6) Scope of Work Site Requirements

i. Closures – Closures to streets and sidewalks include:

a. Authority Having Jurisdiction permitting.

b. Barricades, fencing and signage to guide and protect pedestrians and vehicular traffic.

c. Advanced notification to adjacent businesses and residents.

d. Labor and equipment to maintain closures and notifications and flagging when required.

e. Vehicle approaches to Front Street and to 9th Street to/from the garage shall remain open at all times.

7) Scope of Work Division 02 — Selective Demolition (Section 02 41 19)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Selective demolition, removal, and legal off-site disposal of existing items at the East and West stair towers; demolition waste becomes the property of the Contractor unless otherwise indicated. Hazardous materials abatement is excluded. Coordinate the demolition schedule so as not to interfere with garage operations.

b. Demolish existing roof canopies at each tower in their entirety, including hoisting and removal.

c. Demolish existing guardrails and floor-to-ceiling protective metal railings in their entirety where indicated.

d. Remove all existing gutters, downspouts, and their associated parts.

e. Remove existing pavers only to the extent necessary to construct the new structural foundations; salvage and protect pavers for reinstallation in the original pattern (see Divisions 31/32).

f. Per Addendum No. 1: remove the existing metal gas-meter enclosures at the base of the East tower (8th Street side), store and protect during construction, and reinstall at completion; demolish/remove the 4-ft chain-link fence adjacent to the gas meters; protect existing surface- and sub-surface gas lines.

g. Remove the existing wall-mounted ParkBOI sign; preserve and protect it for reinstallation at the new location (see Sheet AS100 and Division 32).

h. See Fire Protection (Division 21) drawings for the extent of fire-protection demolition and Electrical (Division 26) drawings for the extent of lighting/electrical demolition.

i. Existing stair and stair-landing handrails, guardrails, and tensioned cable rail scheduled to remain shall be protected; repair conditions damaged during demolition to match adjacent existing finishes.

7) Scope of Work Division 03 — Concrete (see Structural Drawings)

i. Per the structural drawings and specifications designated above unless otherwise noted and summarized as:

a. No architectural concrete specification section is included; concrete scope is defined by the Structural Drawings (S001–S303). Proposal is based on the existing Geotechnical Report referenced in S001; no additional geotechnical investigation is included.

b. Furnish and place new cast-in-place concrete footings/foundations to support the new tower steel skeleton at each tower.

c. Drill and epoxy reinforcing/anchor bar tie-ins into existing masonry and concrete per structural details.

d. Excavation, backfill, and compaction for the new footings are coordinated with Division 31 (Sitework).

e. Patch and infill of voids/penetrations created by new work and by selective demolition, finished to match adjacent existing surfaces.

8) Scope of Work Division 04 — Lightweight Concrete Panels (Section 04 42 00)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Furnish and install Dekko (or equal) 1/2-inch-thick, 4x4 lightweight concrete cladding panels with manufacturer-standard beveled edges and mitered corners, installed with manufacturer-provided adhesive per the manufacturer's specifications; provide charcoal finish, at the locations shown (metal-stud / MCM assembly areas).

b. Coordinate substrate (sheathing/framing) and back-up assembly with Divisions 05, 06, and 07.

9) Scope of Work Division 05 — Metals (Sections 05 15 00, 05 40 00, 05 50 00, 05 70 00, 05 73 00; see also Structural Drawings)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Fabricate and erect the new structural steel skeleton (columns, beams, base and top plates) at each tower per the Structural Drawings, including Architecturally Exposed Structural Steel (AESS) requirements, shop priming, field touch-up, and grouting of base plates. The AISC certification waiver path per S001 is assumed for the fabricator/erector, who will perform to AISC standards; special inspections of structural steel are by Owner; connection design / deferred-submittal engineering is excluded.

b. Per Addendum No. 1 / Pre-Bid RFI #1–3: the lowest segment of each tower column shall be galvanized (added protection against deicer/chloride runoff); galvanized surfaces are prepped with a galvanized-metal primer and painted with the same manufacturer's system as the other painted steel (see Division 09). Revise the two lower HSS members on Sheet S302, Detail 2, from HSS 4x2x1/2 to HSS 4x2x1/4.

c. Cold-formed metal framing (Section 05 40 00): furnish and install exterior/interior non-load-bearing metal stud and track wall framing (400/600/800-series studs and tracks), vertical deflection clips, hat channels, Simpson (or equal) connection hardware, and infill framing shown on the structural elevations, as the back-up for the panel and storefront assemblies. Bid per the configurations shown on G200; no STC/acoustical ratings are indicated and acoustical performance is excluded.

d. Metal fabrications (Section 05 50 00): miscellaneous framing and supports, miscellaneous steel trim, pipe and downspout guards, and metal downspout boots.

e. Fall-protection railing — 8th floor (Alternate #2, ACCEPTED): furnish and erect the new 8th-floor fall-protection steel railing/pickets per Sheets A103, A106, A207 and related structural details, including transitions to the existing tensioned cable rail and CMU half-walls.

f. Fall-protection cable mesh (Alternate #3, ACCEPTED as an Allowance Sections 05 73 00 / 05 15 00): furnish and install the X-TEND CXL2.0-MW60 Type 316 stainless-steel flexible cable-mesh infill by Ronstan/Carl Stahl (or equal), with stainless-steel wire-rope perimeter and attachment cables, ferrules, eye bolts, and mounting hardware, tensioned per manufacturer's specifications at the garage perimeter on Floors 5, 6, and 7. GPR is included (per Sheets A104/A107).

g. Excludes new wire-rope/rod barriers as no new barriers are indicated.

10) Scope of Work Division 06 — Wood, Plastics, and Composites (Sections 06 10 00, 06 16 00)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Rough carpentry (Section 06 10 00): wood-preservative-treated lumber, miscellaneous blocking and lumber (including parapet nailers), and metal framing anchors.

b. Sheathing (Section 06 16 00): exterior wall sheathing and parapet sheathing (glass-mat gypsum / DensGlass-type sheathing) attached per the assembly details.

11) Scope of Work Division 07 — Thermal & Moisture Protection (Sections 07 26 00, 07 27 13, 07 42 13.13/.23/.32, 07 54 23, 07 62 00, 07 92 00)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Thermal insulation: Mineral-wool batt insulation is shown on G200 only at the enclosed metal-stud lobby wall assemblies (R-15 at 4-inch, R-24 at 6-inch, and R-30 at 8-inch stud walls). Per Pre-Bid RFI #5 the towers are unconditioned ("no enclosed envelope; both sides are cold"); accordingly, the roof R-30 (rigid) insulation is EXCLUDED, and the perforated-screen panel assemblies (open to air) receive no insulation.

b. Air/vapor barriers: self-adhering, vapor-retarding weather-resistive membrane over the exterior sheathing at the enclosed wall assemblies. Per Addendum No. 1 and Pre-Bid RFI #5, the roof vapor barrier is omitted.

c. Perforated metal wall panels (07 42 13.32): furnish and install the signature perforated aluminum (0.125") plate panel facade over the steel skeleton — 5" panels finished PVDF Sherwin-Williams Peppercorn (SW 7674) satin, and 1½" inset/screen panels finished PVDF Sherwin-Williams Roycroft Copper Red (SW 2839) standard gloss (finish/color per Addendum No. 1 and Pre-Bid RFI #11), on the cladding contractor's slotted-track/rail mounting system (mounting system and brackets are the cladding contractor's responsibility per RFI #16–17); perforation-pattern layout software is provided by the design team. No STC/acoustical ratings are indicated.

d. Formed metal wall panels (07 42 13.13): Morin F-12 (or equal) 0.040 aluminum lap-seam wall panels, factory-finished dove gray, over hat channels.

e. Metal composite material (MCM) panels (07 42 13.23): Citadel Envelope 2000 (or equal) wet-seal/rainscreen MCM panels finished black, attached with manufacturer clips and fasteners.

f. TPO roofing (07 54 23): single-ply, fully adhered TPO membrane over 1/2" DensDeck cover board and tapered rigid substrate on the new 8th-floor tower roofs, per Addendum No. 1 and Pre-Bid RFI #4–7 (fully adhered; thickness as noted on drawings; John Manville / Elevate added as approved manufacturers; roof vents, slip sheet, base sheet, and mechanically-attached application removed).

g. Sheet metal flashing and trim (07 62 00): roof-drainage, sloped-roof, and wall sheet-metal fabrications, including break metal, gutters, and downspouts (see Flashing & Gutter Schedule). Per Pre-Bid RFI #12, the roofing contractor carries the coping cap flashing.

h. Joint sealants (07 92 00): silicone perimeter and joint sealants; interior and exterior caulking at panels, storefront, and penetrations.

12) Scope of Work Division 08 — Openings (Sections 08 41 13, 08 71 00, 08 80 00)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Aluminum-framed entrances and storefronts (08 41 13): furnish and install the storefront window and door systems at the existing elevator lobbies at each floor of each tower, including delegated/engineered shop drawings, flashing, and perimeter caulking. Per Addendum No. 1 and Pre-Bid RFI #9, storefront doors and framing shall be non-thermal.

b. Door hardware (08 71 00): hinges, locks, exit devices, closers, stops, gasketing, thresholds, and related operating trim for the new doors. Final keying is excluded.

c. Glazing (08 80 00): furnish base glass products, glazing sealants, and miscellaneous glazing materials. Laminated security glazing (Alternate #4) is REJECTED and NOT included. Field testing (water, air, smoke, third-party) is excluded.

13) Scope of Work Division 09 — Finishes (Sections 09 01 90.52, 09 22 16, 09 91 13, 09 96 00)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Maintenance repainting (09 01 90.52) —: remediate rust, prepare, and repaint ALL existing handrails, guardrails, posts, base plates, pickets, existing tensioned cable rail, and all other existing painted steel scheduled to remain throughout both towers, per specification requirements and Demolition Keynote 5 (verify colors with Owner/Architect).

b. Exterior painting (09 91 13): surface preparation, priming, and water-based finish coating of exterior substrates — new and existing steel, railings, concrete, and CMU. Galvanized steel surfaces are primed with a galvanized-metal primer and painted per Addendum No. 1; prep and repaint the gas-meter enclosures.

c. High-performance coatings (09 96 00): block fillers, primers/sealers, metal primers, and epoxy coatings on designated steel and masonry surfaces.

d. Non-structural metal framing (09 22 16): interior non-structural steel stud/track framing where indicated (coordinated with Section 05 40 00).

e. Epoxy / resinous floor coatings (Section 09 67 23) have been removed from the project and are excluded.

14) Scope of Work Division 10 — Specialties (Sections 10 14 23, 10 73 13)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Signage (10 14 23): furnish and install panel signs. Per Addendum No. 1, install a sign at all new doors (Detail 3/A601); add “ELEVATOR” and “STAIRS DOWN” signs on the garage side of the new doors at both towers; remove existing glued-on plastic “ELEVATOR”/“STAIRS” signs at the 8th floor and prep/paint the concrete.

b. Awnings (10 73 13): furnish and install the fixed, prefabricated awning(s) where indicated at the roof/entry.

15) Scope of Work Division 21 — Fire Suppression (Section 21 13 13; Sheets F001–F200)

i. Per specifications and drawings designated above unless otherwise noted and summarized as:

a. Furnish and install modifications to the existing automatic fire-sprinkler system as indicated on the fire-protection drawings; verify site water pressure before submitting working plans.

b. The existing fire-sprinkler system, fire pump, and standpipe are assumed to be code-compliant and hydraulically capable for the new work; existing utilities/systems are assumed to require no alteration, and repair of pre-existing deficiencies is excluded.

c. Fire-sprinkler demolition and rework at the East and West stair towers, including the affected levels; coordinate the extent of fire-protection demolition with the architectural demolition (Division 02).

16) Scope of Work Division 22 — Plumbing (Sheets P001–P400)

i. Per the plumbing drawings and general notes designated above unless otherwise noted and summarized as:

a. Furnish and install new roof drainage for the tower roofs — roof drains and overflow drains (OF-1, OFL, RD-1) with associated DWV piping. Existing rainwater leaders are assumed to be in serviceable condition at the indicated tie-in points.

b. Pipe insulation on new piping; core drilling for new penetrations; roof penetrations and flashing coordination with roofing (Division 07).

c. Seismic restraints/supports for piping and fire-caulking/firestopping at rated penetrations.

17) Scope of Work Division 26 — Electrical & Fire Alarm (Sheets E001–E300, FA001–FA101)

i. Per the electrical and fire-alarm drawings, legends, and general notes designated above unless otherwise noted and summarized as:

a. Electrical demolition and safe-off, including removal of abandoned conduit, conductors, and devices. Per Addendum No. 1: remove the surface-mounted conduit/flex/junction box above the elevator doors at the 4th-floor Front Street elevation back to the next ceiling box; remove the column-mounted canopy wash lights on the 8th floor at both towers (typ. of 4).

b. Replace the existing light fixtures throughout the towers with the new scheduled fixtures (Types C1/C1E, N1, S1 — approved-equal manufacturers per Addendum No. 1), including branch circuiting and new conductors and raceways as required (no existing wiring reused).

c. Accent strip lighting and controllers on the perforated panel facade are OMITTED per accepted Alternate #1. All other lighting, gear/one-line work, and electrical remain in scope.

d. Remove and reinstall the affected exterior streetlight poles.

e. Minor fire-alarm modifications per the fire-alarm drawings (FA001–FA101), maintaining system operation and code compliance.

f. Maintain fire ratings and firestop all conduit/box penetrations of rated construction.

18) Scope of Work Division 31 — Earthwork / Sitework (Civil CT100, AS100)

i. Per the civil/site drawings and general notes designated above unless otherwise noted and summarized as:

a. Construction surveying and layout for the new tower foundations and site work.

b. Demolition of existing hardscapes as required for foundation work; excavation, backfill, and compaction for the new footings (coordinated with Division 03). Dewatering and rock excavation are excluded (not anticipated based on existing geotechnical data).

c. Reroute/protect existing site utilities as required, taking extra care to protect existing surface and sub-surface gas lines per Addendum No. 1.

d. Remove and store existing pavers; provide erosion and sediment control / SWPPP for the duration of the work.

19) Scope of Work Division 32 — Exterior Improvements (Sheet AS100)

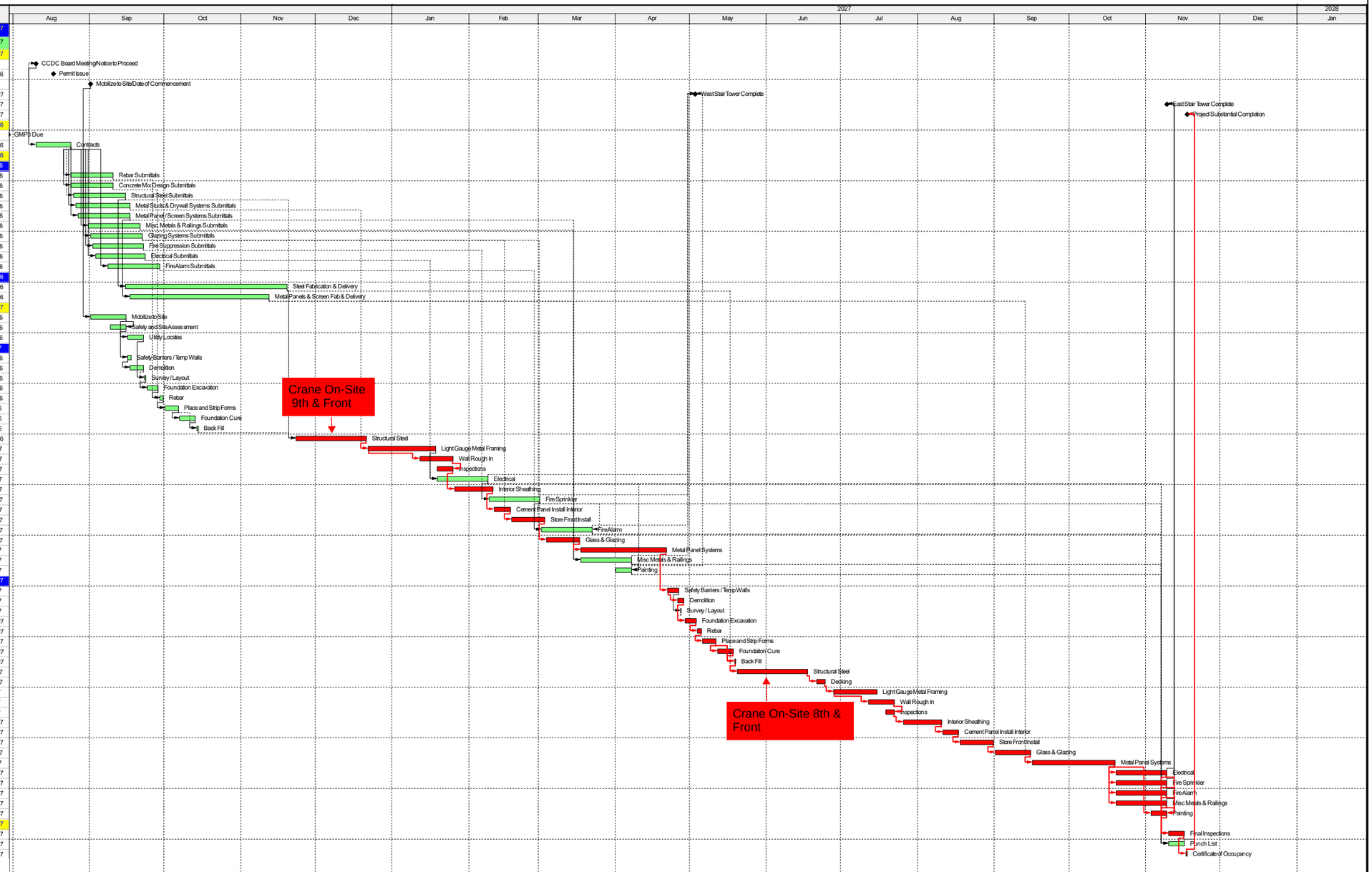
i. Per the site drawings and general notes designated above unless otherwise noted and summarized as:

a. Remove existing pavers as necessary for foundation and site work; store on/off site and protect for reuse.

b. Prepare and patch the sidewalk sub-base; provide new bedding and sand; reinstall the salvaged pavers in the original pattern of the existing walkway (including replacement pavers under the gas-enclosure attachment points per Addendum No. 1).

c. Reinstall the salvaged ParkBOI signs centered on the existing concrete column above the existing pay-station sign, anchored per Addendum No. 1 (Item 2.9).

Activity ID	Activity Name	Original Duration	Start	Finish
CCDC Stair Towers 26.07.14.-1		328	30-Jul-26	17-Nov-27
Stair Towers		328	30-Jul-26	17-Nov-27
Milestones		259	10-Aug-26	17-Nov-27
A1370	CCDC Board Meeting/Notice to Proceed	0	10-Aug-26*	
A1375	Permit Issue	0		17-Aug-26
A1730	Mobilize to Site/Date of Commencement	0	01-Sep-26*	
A1660	West Stair Tower Complete	0		03-May-27
A1670	East Stair Tower Complete	0		09-Nov-27
A1380	Project Substantial Completion	0		17-Nov-27
Preconstruction		13	30-Jul-26	24-Aug-26
A1720	GMP3 Due	0	30-Jul-26*	
A1000	Contracts	8	10-Aug-26	24-Aug-26
Procurement		51	24-Aug-26	19-Nov-26
Submittals		20	24-Aug-26	29-Sep-26
A1040	Rebar Submittals	10	24-Aug-26	10-Sep-26
A1050	Concrete Mix Design Submittals	10	24-Aug-26	10-Sep-26
A1060	Structural Steel Submittals	11	25-Aug-26*	15-Sep-26
A1070	Metal Studs & Drywall Systems Submittals	12	26-Aug-26	17-Sep-26
A1080	Metal Panel / Screen Systems Submittals	11	27-Aug-26	17-Sep-26
A1090	Misc. Metals & Railings Submittals	11	31-Aug-26	21-Sep-26
A1100	Glazing Systems Submittals	11	01-Sep-26	22-Sep-26
A1110	Fire Suppression Submittals	11	02-Sep-26	22-Sep-26
A1120	Electrical Submittals	10	03-Sep-26	23-Sep-26
A1400	Fire Alarm Submittals	12	08-Sep-26	29-Sep-26
Fabrication & Delivery		38	15-Sep-26	19-Nov-26
A1740	Steel Fabrication & Delivery	38	15-Sep-26	19-Nov-26
A1750	Metal Panels & Screen Fab & Delivery	32	17-Sep-26	12-Nov-26
Construction		299	01-Sep-26	09-Nov-27
A1130	Mobilize to Site	8	01-Sep-26	15-Sep-26
A1140	Safety and Site Assessment	4	09-Sep-26	15-Sep-26
A1150	Utility Locates	4	16-Sep-26	22-Sep-26
West Stair Tower		148	16-Sep-26	21-Apr-27
A1160	Safety Barriers / Temp Walls	2	16-Sep-26	17-Sep-26
A1170	Demolition	3	17-Sep-26	22-Sep-26
A1180	Survey / Layout	1	23-Sep-26	23-Sep-26
A1190	Foundation Excavation	2	24-Sep-26	28-Sep-26
A1200	Rebar	2	29-Sep-26	30-Sep-26
A1210	Place and Strip Forms	3	01-Oct-26	06-Oct-26
A1250	Foundation Cure	5	07-Oct-26	13-Oct-26
A1220	Back Fill	1	14-Oct-26	14-Oct-26
A1230	Structural Steel	16	23-Nov-26*	21-Dec-26
A1260	Light Gauge Metal Framing	12	22-Dec-26	18-Jan-27
A1270	Wall Rough In	8	12-Jan-27	25-Jan-27
A1280	Inspections	4	19-Jan-27	25-Jan-27
A1340	Electrical	12	19-Jan-27	08-Feb-27
A1290	Interior Sheathing	10	26-Jan-27	10-Feb-27
A1350	Fire Sprinkler	12	09-Feb-27	01-Mar-27
A1300	Cement Panel Install Interior	4	11-Feb-27	17-Feb-27
A1310	Store Front Install	8	18-Feb-27	03-Mar-27
A1360	Fire Alarm	12	02-Mar-27	22-Mar-27
A1320	Glass & Glazing	8	04-Mar-27	17-Mar-27
A1330	Metal Panel Systems	20	18-Mar-27	21-Apr-27
A1390	Misc Metals & Railings	12	18-Mar-27	07-Apr-27
A1760	Painting	4	01-Apr-27	07-Apr-27
East Stair Tower		141	22-Apr-27	09-Nov-27
A1420	Safety Barriers / Temp Walls	2	22-Apr-27	26-Apr-27
A1440	Demolition	3	26-Apr-27	28-Apr-27
A1430	Survey / Layout	1	27-Apr-27	27-Apr-27
A1450	Foundation Excavation	2	29-Apr-27	03-May-27
A1460	Rebar	2	04-May-27	05-May-27
A1470	Place and Strip Forms	3	06-May-27	11-May-27
A1510	Foundation Cure	5	12-May-27	18-May-27
A1480	Back Fill	1	19-May-27	19-May-27
A1490	Structural Steel	16	20-May-27	17-Jun-27
A1500	Decking	4	21-Jun-27	24-Jun-27
A1520	Light Gauge Metal Framing	12	28-Jun-27	15-Jul-27
A1530	Wall Rough In	8	12-Jul-27	22-Jul-27
A1540	Inspections	4	19-Jul-27	22-Jul-27
A1550	Interior Sheathing	10	26-Jul-27	10-Aug-27
A1560	Cement Panel Install Interior	4	11-Aug-27	17-Aug-27
A1570	Store Front Install	8	18-Aug-27	31-Aug-27
A1580	Glass & Glazing	8	01-Sep-27	15-Sep-27
A1590	Metal Panel Systems	19	16-Sep-27	19-Oct-27
A1600	Electrical	12	20-Oct-27	09-Nov-27
A1610	Fire Sprinkler	12	20-Oct-27	09-Nov-27
A1620	Fire Alarm	12	20-Oct-27	09-Nov-27
A1630	Misc Metals & Railings	12	20-Oct-27	09-Nov-27
A1770	Painting	4	03-Nov-27	09-Nov-27
Closeout		5	10-Nov-27	17-Nov-27
A1410	Final Inspections	4	10-Nov-27	16-Nov-27
A1640	Punch List	4	10-Nov-27	16-Nov-27
A1650	Certificate of Occupancy	1	17-Nov-27	17-Nov-27



Actual Work
Critical Remaining Work
Remaining Work
Milestone

TASK filter: All Activities

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Amendment 3, Exhibit B GMP 3
Schedule of Values

ANDERSEN CONSTRUCTION

9th & Front (ParkBOI) Parking Garage Stair Tower Enclosure

ITEM #	TRADE	BID	SUB
2	Demo	92,070	Ray Tech
3	Concrete*	53,747	OX (fka Andersen Construction
4	Structural Steel Fab & Erection	598,420	Titan
5	Fall Prevention Railing	126,310	Titan
6	Cold Formed Metal Framing	350,649	Fred Shearer
7	Metal Wall Panels	197,784	Steel Encounters
8	Aluminum Perf Panels	1,690,800	Flynn
9	Roofing*	79,430	Ark
10	Storefront & Glass	346,216	Flynn
11	Painting	158,178	Merit
12	Fire Suppression	14,995	Treasure Valley
13	Plumbing	74,454	Buss
14	Electrical	128,070	Priority
15	Earthwork*	63,999	LMC + Pro SWPPP
16	Exterior Improvements	42,640	Andres
	GCs, GRs & Site Requirement Allowances	1,242,609	
	TOTAL DIRECT COST	**$ 5,260,371**	

Construction Contingency @ 5% on Direct Cost	263,019
Fee @ 8% on Direct Cost + Contingency	441,871
Liability Insurance @ 1.10% on Direct Cost	57,864
Payment & Performance Bond @ 0.75% on Direct Cost+Contingency+Fee+ Liability Insurance	45,173
TOTAL INDIRECT COSTS	**807,927**
GMP3 TOTAL (Direct + Indirect)	**6,068,298**

Notes

See attached for GC, GR and Site Allowances Breakdown

#3 OX Concrete previously operated as Andersen Construction but is now its own entity.
#9 Roofing includes after bid inclusions for manufactured awning and gutter.

#15 Earthwork includes SWPP and surveying

Amendment 3, Exhibit B GMP 3

GCs, GRs and Allowances Breakout

Labor	FY2026				FY2027				FY2028			
Position	**Hours**	**Rate**	**Weeks**	**Total**	**Hours**	**Rate**	**Weeks**	**Total**	**Hours**	**Rate**	**Weeks**	**Total**
Project Manager	20	$124.00	9	$22,320.00	20	$128.00	52	$133,120.00	20	$132.00	6	$15,840.00
Project Superintendent	40	$129.00	4	$22,193.60	40	$133.00	52	$276,640.00	40	$137.00	5	$27,400.00
Project Engineer #1	40	$82.00	9	$29,520.00	40	$84.00	52	$174,720.00	40	$87.00	6	$20,880.00
Project Coordinator	8	$78.00	9	$5,616.00	6	$80.00	52	$24,960.00	14	$82.00	6	$6,888.00
EHS Officer	6	$106.00	2	$1,276.17	4	$109.00	12	$4,578.00	1	$112.00	2	$224.00
Laborer (1)	40	$50.00	1	$2,000.00	40	$51.13	52	$106,340.00	40	$51.50	4	$8,240.00
Laborer (2)	0	$0.00	0	$0.00	40	$50.90	10	$20,360.00	0	$0.00	0	$0.00
TOTAL				**$82,925.77**				**$740,718.00**				**$79,472.00**
CUMULATIVE TOTAL				**$82,925.77**				**$823,643.77**				**$903,115.77**

Labor Total	$	903,116	
GMP2 Labor Overlap	$	(261,900)	This is the total labor cost in GMP2 being deducted from GMP3 labor to offset overlap of project schedules.
Labor Grand Total	**$**	**641,216**	

Equipment, Material & Services

Description	JC unit	Quantity	Budget	Notes
Security & Alarm	**$ 100**	**52**	**$ 5,200**	cameras, monitoring
Internet/Comms	**$ 50**	**52**	**$ 2,600**	2way radios, sat link
Cleanup - Dumpsters	**$ 1,500**	**12**	**$ 18,000**	
Storage	**$ 350**	**52**	**$ 18,200**	lock boxes, temp panels,
Temp. Chem. Toilets	**$ 250**	**84**	**$ 21,000**	temp toilets and cleaning
Temp Office	**$ 675**	**52**	**$ 35,100**	portable office/leased space
Temp Office Equipment	**$ 100**	**52**	**$ 5,200**	Printers, monitors, desks, chairs, tables
Purchase Plans/Specs	**$ 500**	**1**	**$ 500**	hardcopy field prints
Equipment			**$ 55,560**	Forklift, pallet jack, delineators, safety: life-pines, clips, tri-pod rescue unit, fuel/oil/parts
Temp Potable Water	**$ 50**	**52**	**$ 2,600**	potable water,
Fence Scrim	**$ 15,000**	**1**	**$ 15,000**	Custom logo and informational scrim
Temp Utilities	**$ 1,500**	**15**	**$ 22,500**	electric, water, gas for temp office
Wayfinding & Public Coms	**$ 5,000**	1	**$ 5,000**	signs, mailings, meetings
		TOTAL	**$ 206,460**	

Labor Grand Total	$641,216
Equipment & Materials Total	$206,460
GC & GR Total	**$847,676**

Amendment 3, Exhibit B GMP 3

GCs, GRs and Allowances Breakout

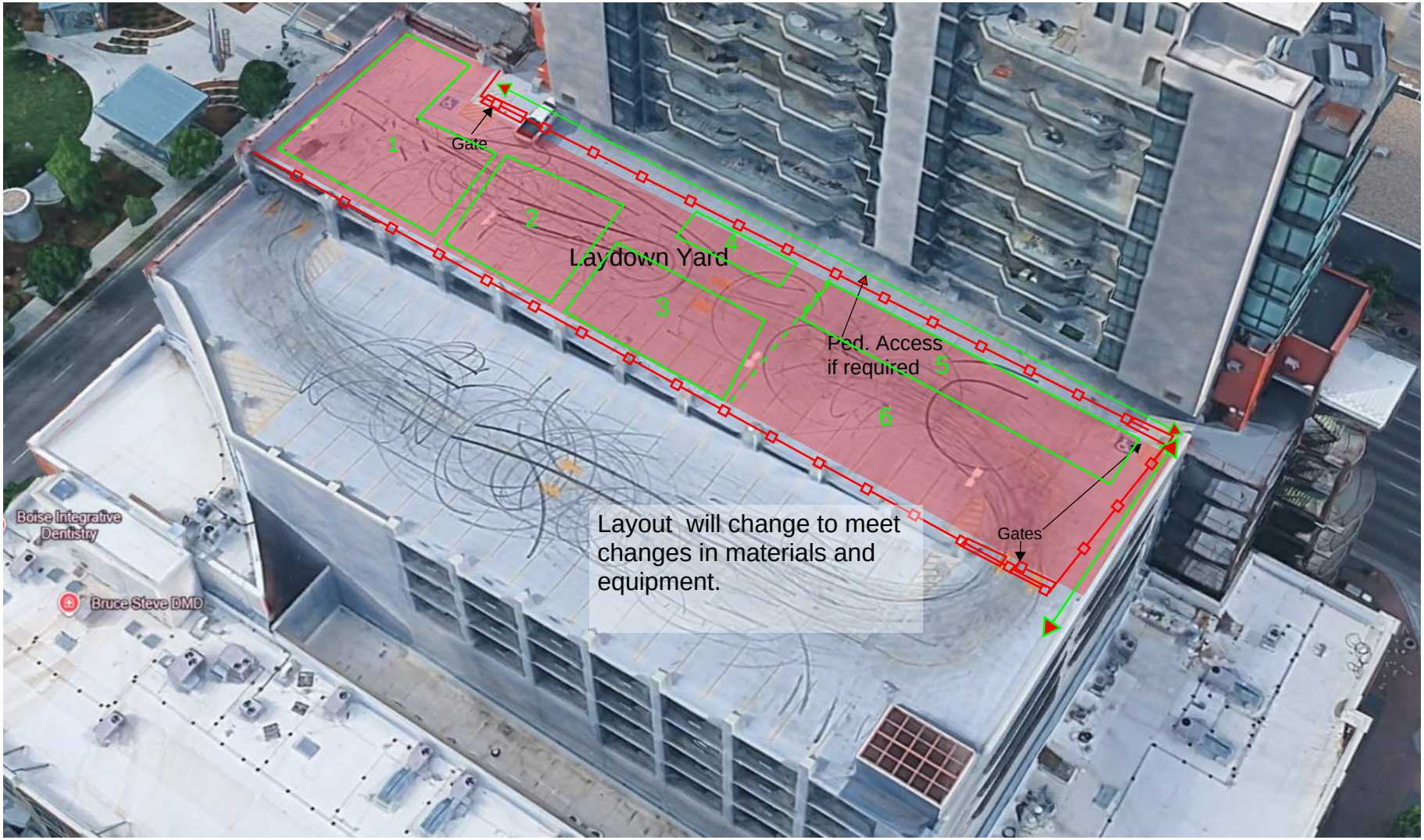
Allowances

Description	Est. Cost
Final Clean Windows	13,312.00
ITD Sidewalk Closure Along Front Street	21,000.00
ACHD Closures:	
8th Street Stair Tower:	
Approx 900 SF for Duration of Tower	6,750.00
Approx 6800 SF for Duration of Crane	10,200.00
9th Street Stair Tower:	
Approx 2600 Sf for Duration of Tower	22,750.00
Approx 9600 Sf for Duration of Crane	12,720.00
Fencing: (AAA 6ft Chain Link Fencing)	
8th Street Stair Tower:	
Approx 300 LF for Duration of Tower	986.00
Approx additional 400 LF for Duration of Crane	1,017.60
Added Mobilization	300.00
9th Street Stair Tower:	
Approx 400 Lf for Duration of Tower	1,956.00
Approx additional 50 Lf for Duration of Crane	INC
Added Mobilization	300.00
Water Barriers	
8th Street (96LF)	1,216.00
9th Street (240 LF)	2,546.00
Traffic Specialties Lane Closure Items (RENTAL)	47,932.00
Flagger & Misc. Materials	9,251.00
Bid Alt #3 Mesh Fall Protection	242,588.44
TOTAL	**$ 394,825.04**

GC & GR Total	$847,676
Allowances	$394,825
GC & GR + Allowances Total	**$1,242,501**

ANDERSEN CONSTRUCTION

Amendment 3, EXHIBIT C - GMP 3
Site Logistics



Proposed Laydown Area. As shown at full occupancy when west side Steel is on site Fall 2026.
Green arrow shows pedestrian access if required. Pedestrian access would be closed at each stair tower floor.at start of construction.

1 Steel laydown for West side. For East side lay down might shift to opposite side of yard depending on efficiency of crane.

2 Light lay down yard for contractor lock boxes misc. materials aluminum panels replacing covered area requested in Amendment 2.

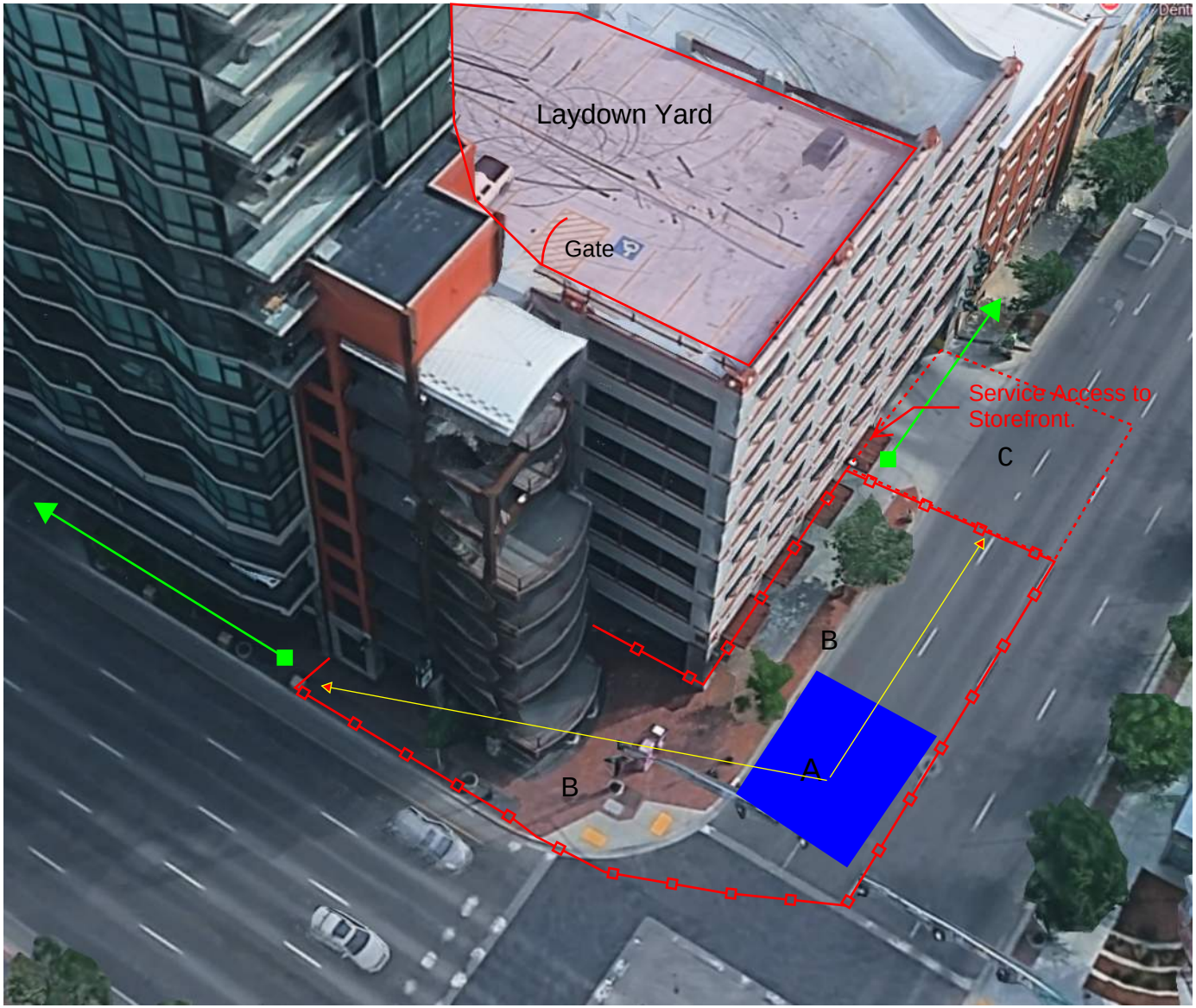
3 Equipment parking

4 Job Office - location closest to power source

5 Parkling

6 Pull through.

Site Logistics 9th & Front: Crane On Site Nov-December 2026



Fence.

Temporary access control.

Pedestrian acces

Vector of crane lifting

Equipment Placement

Typical traffic control and signage approved by AHJs will be in place on the North side of 9th for lane closure merging, and on Front to indicate lane closures and to direct traffic for left turn.

Pedestrian notifications at 8th & Front, 9th & Broad and on the North and West sides of 9th will alert for closure.

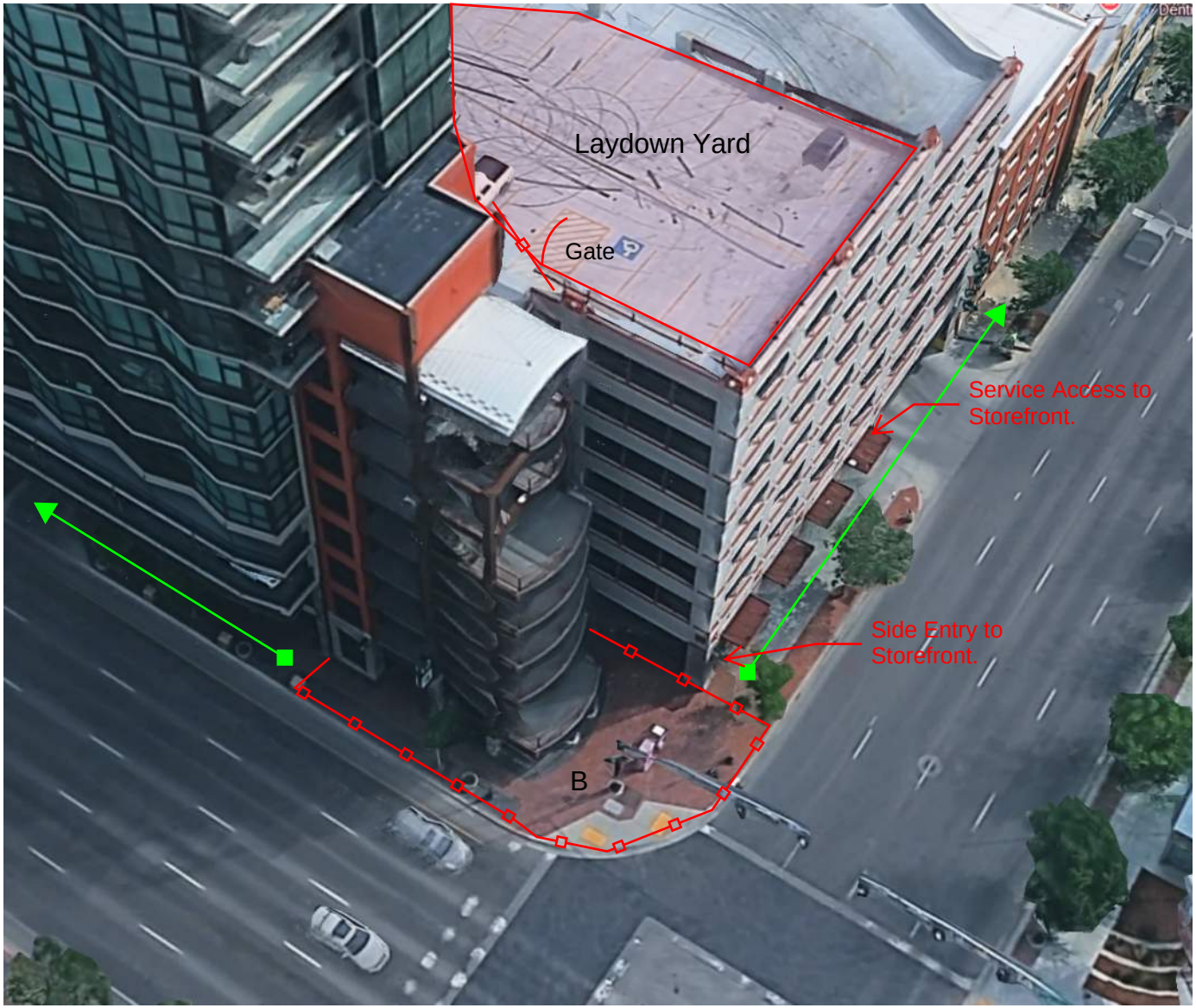
Typical during crane operations. Approx Nov-Dec 2026

A: Crane - Load lifting limited to vectors indicated by yellow arrows, loads will be only fly within the fenced zones, laydown area and over the stair towers.

B: Fenced Area - No access to public or pedestrians - access to corner office space from serivice entrance south door on 9th only

C: Controlled Load Zone - When loading to laydown yard from street (low traffic hours) flaggers will control traffic into the garage. Access to office along 9th street coordinated with flaggers.

Site Logistics 9th & Front: Typical Before & After Crane Condition



Fence.

Pedestrian acces

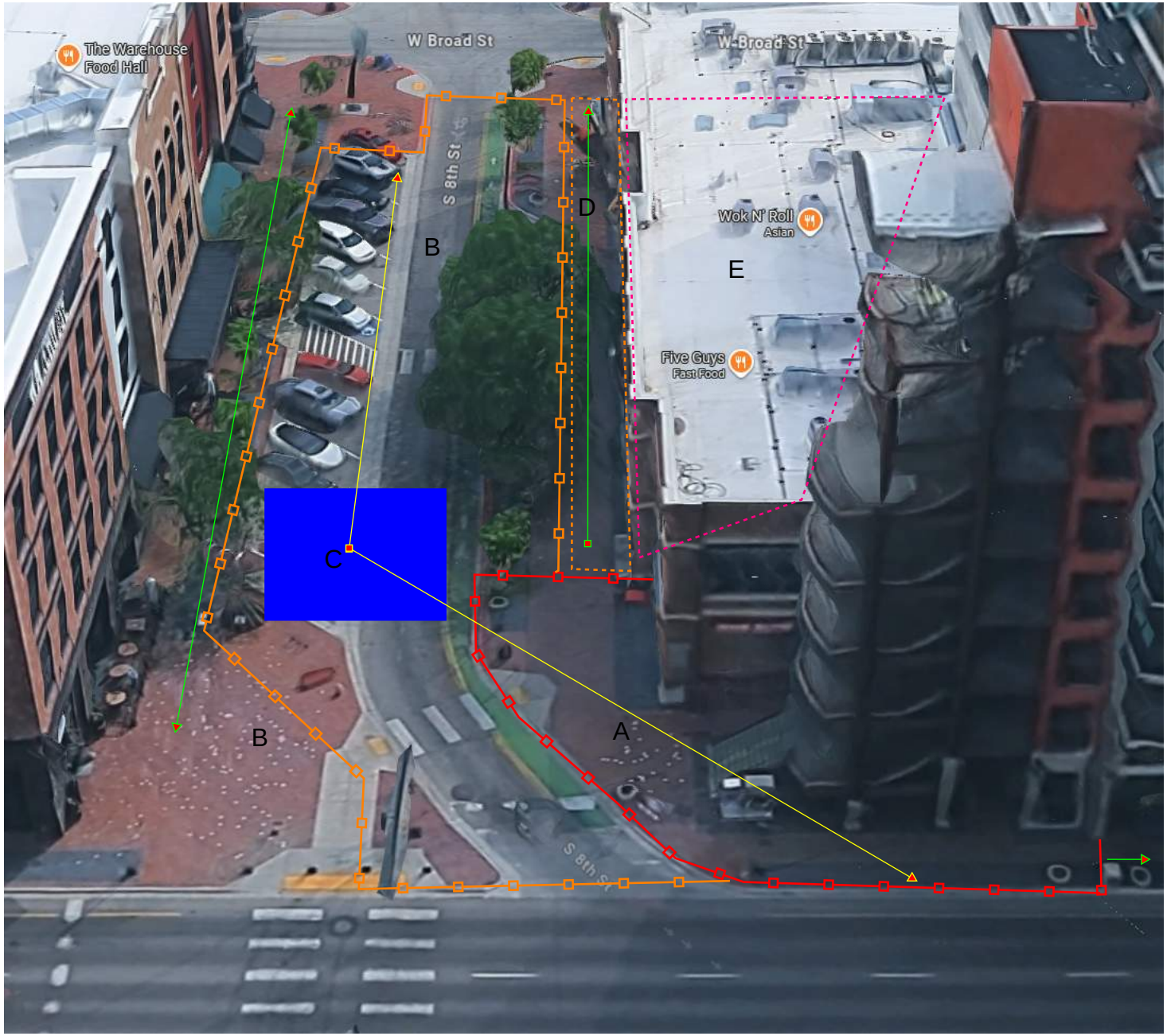
Pedestrian notifications placed at 8th & Front, 9th & Broad and on the North and West sides of 9th will alert for closure.

All closures comply with AHJ requirements.

In all instances we will work closely with businesses to provide access.

Typical non-crane day operations. Appx Sep 2026 to May 2027
B: Fenced zone no access by pedestrians. Access to storefront by 9th street doors only.

Site Logistics 8th & Front: Crane On Site May-June 2027



Work Zone Fence.
Crane Zone.
Controlled Pedestrian Acces for lifts.
Critical Lift Assessment Z.
Pedestrian Access

Pedestrian notifications placed at 8th & Front, 9th & Broad and on the North and West sides of 9th will alert for closure.

Auto notices on 8th & Myrtle and 7th & Front

All closures comply with AHJ requirements.

In all instances we will work closely with businesses to provide access.

A: Typical non-crane fenced zone, On non-crane days only area in red is closed. Closure from appx. May-November 2027
B: Typical crane operations fenced zone. Active approximately May-June 2027
C: Crane Location. Vectors for lifts indicated by yellow arrows
D: Critical Pick Control Area - Either spotter/flagged control for access to business or hard roof passage.
E: Critical Pick Swing Area- Where lifts over the adjacent building are required Andersen will access safety for occupied spaces.

Site Logistics 8th & Front: Typical Condition Before & After Crane

Work Zone Fence.
Crane Zone.

Pedestrian Access

Pedestrian notifications for sidewalk closure at 8th & Broad and 9th & Front.

Pedestrian notifications of closure at 9th & Front, 8th & Broad, 8th & Front

Street closure notifications per AHJ standards.

Access to office entrance on 4th floor through parking garage to be protected during construction.

A: Typical day; no crane: No public accesss to the area in red.. Access to storefront on Front from 9th street (West) side of building. Access to offices through parking garage.

CAPITAL CITY DEVELOPMENT CORP

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AGENDA BILL

Agenda Subject: Consider Resolution 1976: Approval of Request for Qualifications Ranking for ParkBOI Parking Operator Services 2026	**Date:** August 10, 2026
Staff Contact: Zach Piepmeyer, P.E. Parking & Mobility Director	**Attachments:** A. Resolution No. 1976 B. Request For Qualifications, issued May 6, 2026 C. Statement of Qualifications Score Summary
Action Requested: Adopt Resolution No. 1976 approving the ranking for the Request for Qualifications for Parking Operator 2026 and authorizing the Executive Director to negotiate and execute a new Parking Operations Agreement for ParkBOI public parking garage management and operations.	

Background

The Agency contracts with a 3rd party firm ("Operator") to manage and operate the six (6) public ParkBOI garages in downtown Boise. The Operator is scoped to perform all customer service, day-to-day maintenance and upkeep, revenue collection, accounting and technology management within the ParkBOI system. The selected Operator enters into an initial one-year Parking Operations Agreement (Agreement) with the Agency, and the Agreement allows for up to four one-year extensions per the Agency's Parking Management Plan.

Originally selected in 2011 and then again in 2016 and 2021, The Car Park, LLC is the current Operator for ParkBOI. The Agreement with The Car Park will terminate on September 30, 2026.

Request for Qualifications Process

In preparation for the Agreement termination on September 30, 2026, the Agency advertised a Request for Qualifications (RFQ) on May 6, 2026, in accordance with the Agency's Parking Management Plan, inviting parking management companies to submit Statements of Qualifications (SOQ) to handle operations of the six ParkBOI public parking garages. Legal notice of the RFQ was published in the *Idaho Statesman* on May 6 and May 13, 2026.

A pre-submittal meeting was conducted virtually on May 20, 2026. Representatives from six different parking management firms attended the pre-submittal meeting.

All firms intending to submit SOQ were then required to register their intent to submit with the Agency no later than May 27, 2026. Seven firms completed registration by that deadline. Four entities submitted their SOQ packages by the deadline on June 16, 2026, as follows:

- Parking Management Company
- Pivot and 12 Oaks Parking Services (A Partnership)
- Republic Parking Northwest, LLC
- The Car Park, LLC

The RFQ requested an extensive amount of information from each respondent, including: the company's approach to proving parking management services; company experience with municipal parking systems and parking equipment currently used by the Agency; staffing and compensation plans; customer service; safety and security; revenue control and internal financial procedures; and any recommended improvements and innovations that ParkBOI should consider. The RFQ is included in Attachment B, for reference.

Each company is to be commended for the quality of their SOQ and the expertise and competency of their work as evidenced in their submissions. The Agency appreciates each company's dedication to helping build vitality in downtown Boise.

The four SOQs were scored by a five-member review panel: Zach Piepmeyer and Joey Chen from the Agency, Tyler Johnson from the City of Boise, Jeff Stoddard from Buie Stoddard Group (co-owner of the11th & Front garage since April 30, 2026), and Linsey Hartke from Boise State University. Each proposal was reviewed by Agency Contracts staff for compliance with the technical requirements as prescribed in the RFQ, then the review panel evaluated and scored the proposals based on qualifications and demonstrated competence. See *Attachment C* for the review panel's scoring of the four proposals.

Upon review and scoring of the SOQs, **The Car Park, LLC** was identified as the best qualified firm because:

- The Car Park's SOQ was thorough, exhibiting a comprehensive understanding of current parking operations for municipal entities, including improvements that can be made within ParkBOI going forward.
- The Car Park is the incumbent operator with its home office located here in Boise. They are an active member of the business community and are familiar with the parking and mobility issues facing downtown.
- The Car Park has both local and national resources readily available to fully support ParkBOI needs.
- The Car Park operates a growing portfolio of parking systems throughout Boise and nationwide. This diversity of experience is of great benefit to ParkBOI.
- The review panel's scoring and ranking of The Car Park, LLC as the top firm was unanimous and significantly above the next highest ranked firm.

Next Steps

Resolution No. 1976 approves the ranking for the RFQ for Parking Operator 2026 and authorizes the Executive Director to negotiate and execute a Parking Operations Agreement for ParkBOI system management and operations to begin October 1, 2026. In the event an agreement cannot be reached with the top-ranked firm, **The Car Park, LLC,** the resolution authorizes the Executive Director to negotiate and execute a Parking Operations Agreement with the next-highest ranked firm.

The contract term is anticipated to be for one year with four (4) one-year extensions possible (e.g. FY2027 through FY2031).

Fiscal Notes

The Agency's proposed FY2027 budget includes sufficient funds for the current estimated ParkBOI Operator management fees.

Recommendation

CCDC Staff recommends that the Board find it in the best interest of the public to approve the ranking for the RFQ for Parking Operator 2026 and to authorize the Executive Director to proceed with negotiation and execution of the Parking Operations Agreement with The Car Park.

Suggested Motion: I move to adopt Resolution No. 1976 approving the ranking for the RFQ for Parking Operator 2026 and authorizing the Executive Director to negotiate and execute a new ParkBOI Parking Operations Agreement with The Car Park, LLC.

RESOLUTION NO. 1976

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 THE REQUEST FOR QUALIFICATIONS (RFQ) RANKING FOR THE AGENCY PARKING OPERATOR 2026 SERVICES; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE THE PARKING OPERATIONS AGREEMENT BASED ON THE RANKING AND TO EXECUTE THE PARKING OPERATIONS AGREEMENT AND ANY OTHER NECESSARY DOCUMENTS OR AGREEMENTS, SUBJECT TO CERTAIN CONTINGENCIES; 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, 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 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, the City, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Shoreline District Urban Renewal Project Area (the "Shoreline District Plan"), and following said public hearing the City adopted its Ordinance No. 55-18 on December 18, 2018, approving the Shoreline District Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Gateway East Economic Development District Project Area (the "Gateway East District Plan"), and following said public hearing the City adopted its Ordinance No. 58-18 on December 18, 2018, approving the Gateway East District Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the State Street District Urban Renewal Project (the "State Street District Plan"), and following said public hearing the City adopted its Ordinance No. 45-21 on October 26, 2021, approving the State Street District Plan and making certain findings including the establishment of the State Street District revenue allocation area (the "State Street District Project Area"); and,

WHEREAS, the Westside Plan (as amended), the 30th Street Plan (as amended), the Shoreline District Plan, the Gateway East District Plan, and the State Street District Plan are collectively referred to as the "Plans"; and,

WHEREAS, as authorized by the Act and the Plans, the Agency may acquire, develop, construct, operate, and maintain public parking facilities and enter into agreements necessary or convenient to the exercise of such powers; and,

WHEREAS, the Agency presently owns, operates, and manages several parking facilities, collectively referred to herein as the Agency's Parking System, and has the need for management and operation of those parking facilities; and,

WHEREAS, following the publication of a Request for Qualifications ("RFQ") in the *Idaho Statesman* newspaper on May 6 and 13, 2026, the Agency received proposals from the following four (4) parking management companies by the 3 p.m. deadline on June 30, 2026: Parking Management Company; Pivot Parking and 12 Oaks Parking Services; Republic Parking Northwest, LLC; and The Car Park, LLC; and,

WHEREAS, in order to assist with selection of a parking operator, Agency staff convened a five-member Review Panel consisting of: Zach Piepmeyer and Joey Chen from the Agency; Tyler Johnson from the City of Boise; Jeff Stoddard from Buie Stoddard Group; and Linsey Hartke from Boise State University; and,

WHEREAS, the Review Panel evaluated and scored the proposals on the bases of qualifications and demonstrated competence as outlined in the RFQ, and thereafter the Review Panel determined that the best qualified and highest ranked proposer was The Car Park, LLC, because:

- The panel's scoring and ranking of The Car Park as the top firm was unanimous and significantly above the second place firm. The Car Park's proposal was thorough and well thought out, exhibiting a great understanding of current operations as well as improvements that can be made going forward;

- As the incumbent operator with its home office is located in downtown Boise, The Car Park is very familiar with the parking and mobility issues facing downtown Boise, and has resources readily available to fully support the Agency's Parking System needs.

WHEREAS, for these reasons, Agency staff is recommending that the Agency Board find it in the best interests of the public to approve the following Review Panel ranking for the RFQ – Parking Operator 2026:

1. The Car Park, LLC
2. Pivot Parking and 12 Oaks Parking Services
3. Parking Management Company
4. Republic Parking Northwest, LLC

WHEREAS, the Agency has directly issued, or through other public entities issued, a series of tax exempt bonds which has facilitated the acquisition and construction of the Agency's Parking System; and,

WHEREAS, in order to retain the tax exempt financing, a management agreement must comply with certain IRS regulations concerning the term of the agreement, compensation, and other key matters; and,

WHEREAS, the Parking Operations Agreement can be approved subject to review by Agency Bond Counsel and/or Agency Tax Counsel, and the Parking Operations Agreement shall be amended in the event Bond Counsel or Tax Counsel determines such amendments are necessary; and,

WHEREAS, the Agency Board finds it in the best public interest to approve the ranking for its RFQ – Parking Operator 2026 and to authorize the Agency Executive Director to negotiate and execute a Parking Operations Agreement in accordance with the Review Panel ranking.

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

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

Section 2: That the Agency Board affirms the Review Panel's ranking for Parking Operator 2026:

1. The Car Park, LLC
2. Pivot Parking and 12 Oaks Parking Services
3. Parking Management Company
4. Republic Parking Northwest, LLC

Section 3: That the Agency Board authorizes the Agency Executive Director to negotiate the 2026 Parking Operations Agreement with the top-ranked proposer, The Car Park, LLC, and in the event an agreement cannot be reached, that the Agency Executive Director is authorized to negotiate the 2026 Parking Operations Agreement with the next-highest ranked proposer, and so on, until agreement can be reached, provided that the Parking Operations Agreement is consistent with prior forms of the Agreement and subject to review and amendment by Agency Bond Counsel and/or Agency Tax Counsel.

Section 4: That the Agency Board authorizes the Agency Executive Director, upon successful negotiations, to finalize all exhibits to the Agreement, to execute the 2026 Parking Operations Agreement, 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 are consistent with the comments and discussions received at the August 10, 2026, Agency Board meeting; and further, the Agency is authorized to allocate and 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.

APPROVED AND ADOPTED by the Urban Renewal Agency of Boise City, Idaho, on August 10, 2026. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners on August 10, 2026.

URBAN RENEWAL AGENCY OF BOISE CITY

BY: _____
John Stevens, Vice Chair

ATTEST:

BY: _____
Lauren McLean, Secretary

Attachment B

REQUEST FOR QUALIFICATIONS

PARKING OPERATOR 2026
PARKBOI PUBLIC PARKING GARAGES
BOISE, IDAHO

STATEMENT OF QUALIFICATIONS DUE:

June 16, 2026 by 3 P.M. local time

REQUEST FOR QUALIFICATIONS
PARKING OPERATOR 2026

May 6, 2026

Dear Respondent:

Capital City Development Corporation (CCDC) will accept statements of qualifications (SOQ) from parking management companies to operate its ParkBOI public parking garages (ParkBOI) under a “cost plus management fee” contract.

The parking management company chosen by CCDC through this selection process will need to provide the full spectrum of management services, such as: establishing a dedicated management and operations office; handling all parking staff personnel issues; assisting with development and implementation of operation policies and procedures; assisting with a marketing program; performing certain maintenance and upkeep of facilities; and tracking parking-related statistics. It is desired that the selected company be ready to commence service at the beginning of FY2027 (October 1, 2026). The contract term with the selected company will be one (1) year. CCDC has the option to renew and extend for four (4) one-year terms.

Registration is required to submit a SOQ. (See registration instructions on page 7 of this document.)

The deadline to submit written SOQs is 3:00 p.m. local time, June 16, 2026.

Respondents will be evaluated on the basis of qualifications as specified in this RFQ. A selection committee will evaluate each of the SOQs and may interview one or more of the top ranked companies. The CCDC Board of Commissioners will make the final decision regarding ranking and the company chosen for these services. CCDC reserves the right to reject any and all SOQs, to waive any irregularities in the submittals received, and to contract with the company that is in the best interest of CCDC and the public. The issuance of the RFQ and the receipt and evaluation of SOQs does not obligate CCDC to award a contract. CCDC will not reimburse for any costs incurred by Respondents in responding to this RFQ. CCDC may in its discretion 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

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

INSTRUCTIONS TO RESPONDENTS

1.1 Information and Background
CCDC owns six (6) public parking garages in downtown Boise, five (5) of which are owned wholly by CCDC and one (1) of which is under joint public-private ownership. CCDC may increase and/or decrease its garage assets over the coming years. See the *ParkBOI Garage System Map*, attached as Exhibit E. All facilities are open to the public 24-hours per day, every day.

Historically, the parking system has been operated with a focus on promoting economic development in the downtown core. With the buildout of the core nearly complete and parking demand soon expected to exceed supply as downtown Boise recovers from the pandemic, the parking system's focus is moving towards an emphasis on mobility management. The new program is encouraged to embrace a wide range of mobility management options to mitigate parking demand overall while enhancing and improving transportation options for all citizens. CCDC will be interested in responding firms experience in integrating mobility management and transportation demand management elements into overall program management.

CCDC has established certain principles regarding how the ParkBOI system is operated. These include:

- Replacing low monthly rates that were used to encourage utilization/economic development with higher rates necessary to manage increased parking demand and to fund alternative means of downtown mobility.

- Coordination of the on-street and off-street parking systems for continued downtown success. Hourly rates in garages are temporarily frozen below those of the on-street system to assist the on-street system in achieving its fullest potential.

- Using technology to maximize operating efficiency, enforcement and customer service.

- Compliance with IRS regulations and laws: construction of the ParkBOI system has been financed primarily by the issuance of tax exempt bonds. Therefore, ParkBOI must be operated in a manner that is legal under IRS regulations applicable to tax exempt bonds, ParkBOI bond covenants, the Idaho Constitution, and Idaho statutes. The ParkBOI bond covenants prohibit any action that would jeopardize the tax exempt status of the bonds – these covenants include that the ParkBOI cannot be operated as a for-profit system.

Relevant statistics about the ParkBOI system include:

- The 3,154 spaces in the six (6) ParkBOI parking structures constitute approximately 16% of the total parking supply downtown.

Garage Name	Address	Vehicle Capacity (Stalls)	Entry/Exit Lanes	Year Built
9th & Front	312 S. 9th St	574	3*	1998
9th & Main	848 W. Main St	384	3	1990
10th & Front	230 S. 10th St	536	3	1978
11th & Front**	1101 W. Front St	827	6	2018
Capitol & Main	770 W. Main St	493	3	1989
Capitol & Myrtle	445 S. Capitol Blvd	340	4	2006

**Includes 1 reversible lane*
***CCDC is part owner of this facility*

- The ParkBOI spaces are currently divided between 843 hourly spaces and 2,311 monthly spaces. There are 137 reserved stalls located across 5 of 6 garages in the ParkBOI system. Hourly parkers may park anywhere but typically park as low as possible in the garages. Monthly customers are required to park in the upper areas of each garage. CCDC has a 20%-40% oversell target for monthly general parking spaces, depending on location.

- ParkBOI has approximately 1.5 million annual parking guests: approximately 1,000,000 hourly and 500,000 monthly.

- CCDC employs a pricing strategy which features the first hour of parking for free and $3 each hour or part of an hour thereafter, with a daily maximum of $15-$20. ParkBOI charges a $8 maximum on Saturdays and Sundays in light of lower parking demand on weekends. Variable Special Event pricing will be implemented at one or more garage locations beginning August 1, 2026 for special events for large local events, like sporting events, high school graduations, and concerts in nearby venues. Current Special Event pricing is fixed at $10/vehicle regardless of time of day, day of week or size of event. Rate adjustments per the attached rate sheet in Exhibit G will be implemented in 2026, 2027 and 2028.

- The current parking operator, The Car Park, has 20 full-time employees dedicated to ParkBOI operations, and is paid an annual management fee of $122,500 (FY26, includes 100% of management fee for the 11th & Front Garage).

- All garages currently operate on a cloud-based Amano ONE parking access and revenue control system (PARCS) equipment, installed in 2025. The PARCS located within three of the ParkBOI garages includes a License Plate Recognition (LPR) system. Outside of 1-year warranty repairs/replacements, the Operator is responsible for all maintenance activities associated with the PARCS (there is no long-term maintenance agreement with Amano)

- Garage security camera coverage is anticipated to be increased at multiple locations in FY2026/FY2027 with the operator anticipated to be responsible for managing and maintaining the upgraded, cloud-based camera system.

CCDC pays for ParkBOI general maintenance and cleaning, security, enforcement, major maintenance and repairs, and capital reinvestment projects. CCDC has a parking reinvestment plan that includes such items as waterproofing, concrete repairs, exterior painting and painting

stairwells and elevator lobbies, upgrading or replacing elevators, and repairing or replacing building systems and signage systems.

1.2 Scope of Services

The following parking management services are desired under the Services contract executed with CCDC. The descriptions are illustrative in nature and not exhaustive. The actual scope of services, including the payment thereof, will be negotiated after this RFQ selection process has concluded.

- Establish an office solely for the management and operation of the ParkBOI system, which is separate from any office maintained by the Operator for other clients. CCDC will pay the rent for the ParkBOI system office directly.

- Purchase supplies necessary for proper office operations, parking operations, and maintenance; pay necessary operations and maintenance expenses for each facility (including utilities).

- Hire, train, supervise, and evaluate parking staff; handle all disciplinary and other personnel issues.

- Perform general facility maintenance and upkeep such as: daily, weekly, monthly, and seasonal cleaning of each facility (may be sub-contracted through a 3rd party); minor equipment maintenance; minor building and miscellaneous systems repairs; graffiti removal; elevator inspections, fire sprinkler system inspections, equipment inspections, roof inspections, drain inspections, and fire extinguisher inspections; and arrange for maintenance needs using contractors.

- Perform daily, weekly, monthly, and annual financial auditing and reconciliation, including operations and financial reports in sufficient detail to meet CCDC's requirements.

- Assist CCDC with development and implementation of an annual budget for the ParkBOI system.

- Assist with the development of necessary operating policies and procedures.

- Collect necessary data and track parking-related statistics for each facility and for the ParkBOI system as a whole (e.g., parking occupancies, durations, ticket data, allocations, revenues, expenses, customer service, maintenance, and safety/security).

- Provide on-going customer service in a friendly and professional manner; track and resolve any and all customer service related issues; conduct a customer service outreach program.

- Provide parking facility security services, typically overnight (may be sub-contracted through a 3rd party).

- Perform all enforcement activities

- Assign at least one local management staff member to be available to CCDC by cell phone 24 hours a day, 7 days a week.

- Assist CCDC with development and implementation of a marketing program for the ParkBOI system.

- Coordinate the operation of the garages with contractors and others engaged by CCDC to perform work on a specific parking garage or to the system as a whole. Assist with such tasks as creating temporary construction and storage areas, routing of garage traffic, and the shutting down and activation of parking garage systems.

- Be knowledgeable regarding federal, state and local regulations that apply to the operation, maintenance, and repair of a public parking system – including building and safety regulations and inspection requirements, environmental regulations, and public procurement regulations. Conduct ParkBOI operations so they comply with applicable federal, state, and local regulations.

- Provide parking management advice as needed concerning operations, marketing, pricing, etc.

1.3 Form of Contract

During the term of the contract, the parking management company shall provide CCDC with professional services and represent CCDC's best interests within set budgets and as planned with minimum difficulties. It is anticipated that a "cost plus management fee" will form the basis of agreement for services; provided however, CCDC reserves the right to change, modify, or amend the final contract to be entered into by CCDC. A sample contract is attached as Exhibit F.

GENERAL CONDITIONS

2.1 Intent of RFQ
It is the intent of CCDC to run a qualifications-based selection process to select a company capable of providing the parking operator services outlined within this RFQ. The company ranked highest will be approached to negotiate the contract necessary for the services. If a contract cannot be negotiated, CCDC will then approach the next highest ranked company to negotiate the contract.

2.2 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 contract with the company 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.

2.3 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.

2.4 Insurance
Upon execution of the contract for parking operator services, the company will be required to provide evidence of the coverages listed below and maintain the insurance coverage for the duration of the contract. Coverage must be primary and noncontributing with respect to any other insurance maintained by CCDC and must include a waiver of subrogation by the insurers

in favor of CCDC. All insurance required by the contract must be acquired and maintained from an insurance company or companies licensed in the State of Idaho with no less than an “A-” rating by A.M. Best. Each policy of insurance herein required shall contain a provision that the insurer shall not cancel it without giving written notice to CCDC of at least thirty (30) days before the cancellation becomes effective or ten (10) days if due to non-payment of premium.

- Statutory workers’ compensation and employer’s liability coverage in a minimum amount of $1,000,000 per occurrence for bodily injury, $1,000,000 per employee for bodily injury by disease and $1,000,000 aggregate for bodily injury by disease.

- Commercial general liability insurance and garage-keeper’s liability, in minimum amounts of Five Million Dollars ($5,000,000) per occurrence and Six Million Dollars ($6,000,000) general including coverage for bodily injury, including death, property damage premises liability, contractual liability, and products- completed operations. The policy aggregate shall apply on a per location basis, and the limits may be satisfied using a combination of primary and umbrella/excess policies written on a follow-form basis.

- Business automobile liability Insurance covering use of all owned, non-owned, leased and hired automobiles with a minimum combined single limit of liability for bodily injury and property damage of $1,000,000 per accident. This policy shall be endorsed to name Agency, including its respective officers, agents, or employees, as additional insureds.

- Crime Insurance (Employee Dishonesty / Fidelity Coverage) in minimum amount of $500,000 per occurrence, or the maximum daily value of funds handled by Operator within any five (5) consecutive business day period, whichever is greater; and include employee dishonesty (fidelity), funds transfer fraud, and computer fraud coverage, and provide blanket coverage for all employees and any subcontractors handling funds under this Agreement. Coverage shall protect against loss resulting from fraudulent or dishonest acts, including acts committed individually or in collusion with others; and name CCDC as loss payee with respect to losses involving CCDC funds. This coverage is intended to satisfy any fidelity bond requirement under this Agreement.

- Property insurance written on a Causes of Loss- Special Form basis covering all Operator’s business personal property and CCDC’s property in Operator’s care, custody and control on a full replacement cost basis.

- Cybersecurity liability insurance with limits not less than $1,000,000 per occurrence or claim, $1,000,000 aggregate and includes Third Party. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Operator in this Agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion not less than $250,000 each occurrence or claim, social engineering not less than $250,000 each occurrence or claim, funds transfer fraud not less than $250,000 each occurrence or claim, 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.

The foregoing insurance coverage, Operator's Commercial General Liability and Business Automobile Liability Insurance policies shall contain a Cross-Liability or Severability of Interest clause. The fact that Operator has obtained the insurance required in this Section shall in no manner lessen or affect Operator's other obligations or liabilities set forth in the Agreement

2.5 Bonding
Upon execution of the contract for parking operator services, the company will be required to furnish a fidelity bond held by a company approved by CCDC, indemnifying CCDC against any dishonest acts of the company or any of its employees, individual or in collusion with others, which bond shall be in the amount of not less than Hundred Thousand Dollars ($100,000.00) for all employees.

Additionally, company must provide a Performance Bond approved by CCDC or a cash deposit in the amount of One Hundred Thousand Dollars ($100,000.00) conditioned upon the full faithful performance by company of each and all of the covenants and agreements and undertakings set forth in the contract.

2.6 Taxes
CCDC is exempt from Federal and State taxes and will execute the required exemption certificates for items purchased and used by CCDC. Items purchased by CCDC and used by a contractor are subject to Use Tax.

2.7 Bond Counsel / Tax Counsel
CCDC's parking facilities in the ParkBOI system have been financed through the issuance of tax exempt bonds. Consequently, the parking operator selection process and the parking operator contract may be subject to bond counsel/tax counsel approval or issuance of a confirming opinion. CCDC reserves any and all rights and authorities to impose upon any Respondent or the selected operator any provisions deemed necessary by bond counsel/tax counsel.

SUBMISSION PROCESS

3.1 Required Registration
Respondents are **required to register by 5:00 p.m. local time, May 27, 2026**, in order to submit a SOQ. Please use the Notice of Intent to Submit Proposal form, attached to this RFQ as Exhibit A, to declare your intention to submit a SOQ. SOQs submitted by non-registered Respondents will not be opened and will not be considered. Each Respondent bears all responsibility for obtaining confirmation of registration from CCDC.

3.2 Pre-Submittal Conference
A pre-submittal conference will be held via ZOOM at 10:00 am local time on **May 20, 2026**. Attendance is encouraged.

> **Join Zoom Meeting**
> https://ccdcboise.zoom.us/j/85135854920?pwd=iud7xLczGKQ7Cc2E0msWxU55Jjtdc1.1
> Meeting ID: 851 3585 4920
> Passcode: 434349
> ---
> One tap mobile
> +16699006833,,85135854920# US (San Jose)
> +17193594580,,85135854920# US

3.3 Statement of Qualifications Submittal Requirements

Please follow these instructions for submitting a SOQ.

Utilize a commonly available file-share service such as Dropbox, WeTransfer, or Google Drive. Send the link to your SOQ by email to: bids@ccdcboise.com by the due date and time:

SUBMITTAL DEADLINE is 3:00 p.m. local time, JUNE 16, 2026

Please include this subject line on the email:

> **"RFQ SUBMITTAL: PARKING OPERATOR 2026"**

All required submittal documents must be *signed and dated* and must be submitted by email either in one PDF or a separate PDF of each required document. Late or incomplete submittals will not be accepted; CCDC takes no responsibility for submittals received late or incomplete in any way. Respondent assumes full responsibility for the timely submittal of all SOQ documents via the email process.

Respondent will be responsible for all costs (including site visits where needed) incurred in preparing or responding to this RFQ. All materials and documents submitted in response to this RFQ become the property of CCDC and will not be returned.

3.4 Request for Clarification or Questions
Any Respondent who wishes to request clarification or ask a question related to the RFQ may submit a written notification to Kathy Wanner, CCDC Contracts Manager: kwanner@ccdcboise.com. The request must be received in writing prior to 3:00 pm local time June 3, 2026.

3.5 Addenda

In the event it becomes necessary to revise any part of this RFQ, addenda will be issued. Information given to one Respondent will be available to all other Respondents if such information is necessary for purposes of submitting a SOQ or if failure to give such information would be prejudicial to uninformed Respondents. It is the Respondent's responsibility to check for addenda prior to submitting a SOQ. Failure to do so may result in the SOQ being declared non-responsive. No addenda will be issued fewer than four (4) calendar days before the SOQ deadline unless the deadline is extended. Respondent shall indicate within their cover letter the addenda number(s) which they have incorporated into their submittal.

3.6 Modification or Withdrawal of Statement of Qualifications

A submittal may be modified or withdrawn by the Respondent prior to the submission deadline set forth in this RFQ. After the submission deadline, the submittal shall remain in effect for a minimum of 90 days for evaluation purposes.

[Remainder of page intentionally left blank.]

REQUIRED CONTENT, EVALUATION, AND SELECTION

4.1 Required Submission Materials
The SOQ format described here is meant to allow uniform review and easy access to information by the evaluation committee. SOQs not conforming to the requested format or not in compliance with the RFQ specifications may be considered non-responsive.

SUBMITTAL PACKAGES MUST INCLUDE:

- RFQ Submittal Cover Sheet (attached to this RFQ as Exhibit B)
- RFQ Waiver and Release (attached to this RFQ as Exhibit C)
- ONE (1) electronic SOQ submitted as a PDF

PAGE LIMIT: Not including the Submittal Cover Sheet, the Required Waiver & Release, and supplementary documents requested in Section 4.2.I "Financial Ability to Perform and Section 4.2.J(3) "Standard Emergency Procedures Manual ". SOQ submittals shall not exceed 60 pages.

Respondents are invited to include information about innovative methods and/or procedures which they can provide to assist in ensuring successful operation of ParkBOI facilities. Unique qualities and/or capabilities and cost efficiencies may be identified.

4.2 Submittal Format
SOQ submittals must include the following information in the sequence set forth below. Respondents acknowledge they will be ranked according to responses to the articles below:

- **Submittal Cover Sheet** *{Pass/Fail}*

- **Required Waiver & Release** *{Pass/Fail}*

- **Detailed Statement of Qualifications – organized with the following information:**

  A. Parking Management Approach *{10 points}***:** Provide a description of your company's overall approach to providing the requested parking management services, including a discussion of your company's philosophy, priorities, areas of emphasis and expertise in the delivery of such services in a downtown public parking environment.

  Describe your company's philosophy, tools, processes and/or performance metrics related to the following:

  1. **Parking Data Analysis:** What performance metrics do you track and what analyses are used to guide adjustments in parking operations? Describe all tools or technologies your company has developed or uses to ensure successful operations, including any business intelligence systems available to evaluate the health and performance of a parking enterprise. Describe data your company relies on to help evaluate system performance. How would you evaluate parking in downtown Boise beyond ParkBOI facilities to support ParkBOI operations.
  2. **Enforcement:** How does your company ensure parkers abide by posted parking regulations? How does your company ensure all violation fees are paid? What

processes and procedures does your company implement to determine whether customers are committing theft of parking (both hourly and contract monthly parkers)?

3. **Marketing:** How does your company market parking facilities?

B. Company's Experience with Operating & Managing Parking Systems *{10 points}***:**

1. List at least three (3) parking systems or garages as reference projects demonstrating the company's experience with operating and managing municipal parking systems. Each reference must meet the following criteria:

   i. The reference project is a municipal parking garage system or garage similar in size and complexity to the ParkBOI system; and

   ii. Respondent has a current contract to manage the reference project and the Respondent's regional manager responsible for the project is the same regional manager who would be assigned to manage the ParkBOI system.

   iii. The contract has been in place for at least two (2) years.

   For <u>each</u> of the three (3) reference projects, provide client name, name of garage system, location, number of spaces, contact person, address, phone number and email address, and identify the Respondent's regional manager and on-site parking manager who are responsible to the client for operation of the reference project. Describe the scope of operations and management services provided, parking access and revenue control equipment utilized, approximate gross revenues and expenses for the most current operating budget, and list the dates the Respondent has provided parking management services for each reference project.

   CCDC may contact references to obtain information regarding the Respondent's operation and performance including the effectiveness and quality of operations, customer service performance, financial status, revenue control abilities and reporting, timeliness of deposits and payments, facility maintenance and upkeep, responsiveness, and overall satisfaction with performance.

2. Describe any experience your company has with the operation and maintenance of Amano ONE Parking Access and Revenue Control System equipment, if any. Highlight personnel who would be assigned to ParkBOI who have previous experience with Amano equipment.

3. Describe your experience in integrating Transportation Demand Management alternatives/initiatives into parking programs and structures.

4. Describe your company's experience and philosophy regarding staff attaining professional parking credentials.

5. Describe your process for parking program auditing. Identify whether your company utilizes a 3rd party auditor.

6. Describe your approaches to data security, PCI compliance, fraud mitigation, and other cyber-security related functions.

7. List any additional experience which would make the company uniquely qualified to manage parking facilities on behalf of CCDC.

C. Management and Personnel *{10 points}***:**

1. Management Plan – Describe Respondent's management plan for the ParkBOI system and the management staff who would be responsible for ParkBOI operations. Management plan should include Respondent's recommendations regarding management initiatives or improvements based on industry experience.

2. Organizational Chart – Submit a detailed organizational chart for ParkBOI operations showing the positions and a summary description of staff roles. The chart should include appropriate corporate level staff that will assist, supervise, or manage local staff. Provide brief biographies for key personnel that highlight their parking operations and management experience.

3. Parking Manager – Provide the name, current address, and a complete résumé for Respondent's proposed on-site parking manager that would be assigned to ParkBOI ("Parking Manager"). Detail Parking Manager's relevant parking operations and management experience, scope of responsibility, and qualifications. NOTE: The Parking Manager may be interviewed by CCDC staff prior to the execution of the contract, and acceptance of the Parking Manager by CCDC is a condition of the contract award.

4. Job Descriptions – Provide position descriptions for each position in the organizational chart describing the scope of duties and responsibilities, normal working hours, reporting and supervisory responsibilities.

5. Identify the optimal number of maintenance field staff required to maintain existing ParkBOI facilities and detail out a typical day for these individuals. What tasks are these individuals responsible for completing on a daily basis and how does your company ensure these tasks are completed? Provide a copy of daily, weekly, monthly and annual maintenance duty checklists your maintenance staff will be required to adhere to. Discuss how checklists are managed (manually or via digital application).

6. Staff Certifications – Please identify any staff that would be assigned to this operation that have earned industry-related certifications such as "Parking, Transportation & Mobility Professional" (PTMP).

7. Staffing Schedule – Submit staffing charts and tables showing the proposed number of, and schedule for, management and non-supervisory personnel to manage and operate ParkBOI, including provisions for peak periods. This information should clearly identify staffing levels by job classification, location, and shift and must include an explanation of how it will provide for backup staffing, employee breaks, etc. Staffing Schedule must include at least one local

management staff person who is available by cell phone 24 hours a day, 7 days a week.

- It is anticipated that multiple maintenance personnel will be required to be on-site concurrently throughout the typical work day.
- It is anticipated that multiple customer service personnel will be required to be on-site concurrently throughout the typical work day.
- A minimum of one maintenance or customer service staff shall be available to be on-site 24 hours each day for rapid response to maintenance or customer service issues at any of the ParkBOI facilities.

8. Home Office Support and Relationship – Describe the proposed support activities to be provided by the home office and the general reporting and operating relationship between local and home office management.

9. Hiring, Orientation and Training – Submit a description of employee hiring and selection processes, employee orientation, and the type and duration of proposed training related to job responsibilities and customer service for all positions. Describe how your company succeeds at attracting qualified individuals to fill open positions. Describe the opportunities for continued development of assigned management and supervisory staff. Prior to execution of a contract, the successful Respondent's employee training manual must be made available to CCDC for review.

10. Employee Performance: Describe your company's philosophy, tools, processes and/or metrics related to employee performance. How do you ensure employees complete all assigned duties professionally and in a timely manner and how do you empower all employees (including those on the front line) to be proactive and results-driven?

11. Employee Retention: Describe your company's philosophy, tools, processes and/or metrics related to preventing turnover:

D. Compensation *{6 points}***:** Submit the following detailed information:

1. Listing of the proposed salary ranges or hourly rates for all management and non-management job classifications that will be assigned to ParkBOI operations (e.g., Parking Manager, assistant managers, supervisors, cashiers, maintenance staff, and office personnel).

2. Description of employee benefits and incentives, including benefit participation costs to employees (e.g., portion of health plan coverage cost paid by employees).

3. Describe your company's performance-based incentive structure for on-site staff and management staff, including key performance metrics used to calculate incentives.

E. Customer Service *{6 points}***:** Submit a description of the proposed customer service plan. Based on your experience with similar operations or other operator transitions, outline specific recommendations and suggestions to ensure a high level of customer

service. Describe customer service programs your company has developed for other properties similar to ParkBOI. Describe how Respondent trains for, offers employee incentives for, measures, and tracks customer service.

F. Operations & Maintenance Procedures *{6 points}***:** Provide a description of the day-to-day, monthly, and seasonal operations and maintenance procedures proposed for the parking facilities including anticipated staff, equipment, supplies, and responsibilities. Include specific details about how your company ensures maintenance and janitorial protocols are followed.

G. Revenue, Collections & Control; Internal Financial Procedures *{10 points}***:** Provide a description of the Respondent's approach and methods for managing, collecting, and accounting for parking revenues in sufficient detail to clearly demonstrate Respondent's ability and experience. Demonstrate Respondent's knowledge and experience with the type of revenue control procedures necessary for a parking operation similar to ParkBOI. Describe proposed internal reporting, budgeting, accounting, and auditing procedures in sufficient detail to demonstrate a complete audit trail, as well as methods to ensure accountability for revenues and expenditures.

H. Operating Budget *{10 points}***:** CCDC's parking operating budgets for 2025 and 2026 are attached as Exhibit D. Please review and describe any changes you would make. NOTE: The actual budget for the successful Respondent is subject to negotiation and approval by CCDC.

I. Financial Ability to Perform *{10 points}***:** Respondent shall submit satisfactory evidence that it has the necessary financial resources to perform and complete the work outlined in this RFQ. CCDC is requesting this information to be sure the company has the financial ability to pay all expenses and to manage and complete the contract.

Respondent must submit the following for Respondent's company either in its entirety or for the regional unit which would manage the ParkBOI system:

1. Three (3) years of audited financial statements OR three (3) years of unaudited financial statements plus three (3) years of bank statements from the primary bank account of the business; and

2. Evidence of Respondent's ability to obtain a fidelity bond and a performance bond for the anticipated contract period; and

3. BANKRUPTCY: If Respondent's company has declared bankruptcy in the last fifteen years, describe the circumstances and status of the bankruptcy. If the company has not declared bankruptcy, so indicate.

J. Safety, Security & Emergency Procedures *{6 points}***:**

1. Describe how your company will provide security in each facility, as well as ensure the safety of parking patrons. Will facility security be provided by your company or will you outsource security responsibilities to another company? If outsourcing, how will your company ensure satisfactory performance by the selected vendor?

2. Describe proposed emergency and non-emergency procedures for, at a minimum, each of the following instances: automobile and personal injury accidents, including how claims are handled; damage to a parking facility; vandalism; suicide; disorderly conduct; loitering; vagrancy; assault or other violent incident; reckless behavior with vehicle, robbery and theft; and fire.

3. Provide a copy of your company's standard emergency procedures manual as an appendix to your SOQ, if one is available. (Does not count towards page limit)

K. Transition Plan *{6 points}***:** Submit a description of your preliminary transition plan to ensure a smooth management transition.

L. Recommended Changes, Improvements, and Innovations *{10 points}***:** Describe changes, improvements and / or innovations Respondent has developed for parking system policies and procedures, staffing, operations, pricing, etc. that could be applied to the ParkBOI system.

M. Contract Terminations *{Pass/Fail}***:** If Respondent's company has had a contract terminated for default in the last five (5) years, describe such incident and include the other party's name, address, and phone number.

"Terminated for default" is defined as: notice to stop performance due to non-performance or poor performance and the issue of performance was either: a.) not litigated due to inaction on the part of the vendor; or b.) litigated and such litigation determined that the Respondent was in default.

CCDC will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience. If Respondent's company has not experienced any such termination for default or early termination in the past five (5) years, so indicate.

4.3 Evaluation of SOQs

SOQs will be evaluated 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.

4.4 Basis of Selection

CCDC intends to select the most highly qualified operator based on the information submitted by the Respondents, interviews, investigation of prior work performance, and other pertinent factors. CCDC will select the Respondent that, in CCDC's sole opinion, is best qualified to perform the scope of work based on all information submitted or discovered. CCDC has the right to waive or alter submission requirements or to reject any or all submissions, consistent with Idaho law. It is the Respondent'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 Respondents in meeting applicable requirements but is not exhaustive, and CCDC will not be responsible for any failure by any Respondent to meet applicable requirements.

4.5 QUESTIONS

Direct questions to: Kathy Wanner, Contracts Manager
(208) 384-4264 or kwanner@ccdcboise.com

EXHIBITS TO THIS RFQ:

A: Notice of Intent to Submit Statement of Qualifications
B: Submittal Cover Sheet
C: Required Waiver & Release
D: FY2025 and FY2026 Parking Operator Budgets
E: ParkBOI Garage System Map (2026)
F: Sample Contract
G: ParkBOI Parking Rates

End of RFQ

Exhibits follow on next pages

EXHIBIT A

REQUIRED
NOTICE OF INTENT TO SUBMIT PROPOSAL
FOR RFQ: PARKING OPERATOR 2026

SUBMIT NO LATER THAN 5:00 PM LOCAL TIME, MAY 27, 2026

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

Company Name: _____

Contact Person: _____

Mailing Address: _____

_____

Physical Address: _____

_____

Telephone: _____ Fax: _____

E-mail Address: _____

AUTHORIZED SIGNATURE: X_____

Print Name / Title: _____

Date: _____

END OF EXHIBIT A

EXHIBIT B

SUBMITTAL COVER SHEET
FOR RFQ: PARKING OPERATOR 2026
(REQUIRED FOR SUBMISSION)

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

Company Name: _____

Contact Person: _____

Mailing Address: _____

_____

Physical Address: _____

_____

Telephone: _____ Fax: _____

E-mail Address: _____

The following Addenda have been received: Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

AUTHORIZED SIGNATURE: X_____

Print Name / Title: _____

Date: _____

END OF EXHIBIT B

EXHIBIT C

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 provide Parking Operator services.

A. Discretion of CCDC: The company submitting a response to this RFQ agrees that CCDC has the right to, unless contrary to applicable state law:

1) Modify or suspend any and all aspects of the process seeking proposals and making any decisions concerning the RFQ;
2) Obtain further information from any person, entity, or group regarding the Respondent, and to ascertain the depth of Respondent's capability and experience for supplying the desired services and in any and all other respects to meet with and consult with any Respondent or any other person, entity, or group;
3) Waive any formalities or defects as to form, procedure, or content with respect to CCDC's RFQ and any response by any Respondent thereto;
4) 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;
5) 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:

1) 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.
2) 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.

Company Name: _____

AUTHORIZED SIGNATURE: X_____

Print Name / Title: _____

Date: _____

END OF EXHIBIT C

Exhibit D - FY25 Budget

	Garage Location							Total
	9th & Main	Capitol & Main	9th & Front	10th & Front	Capitol & Myrtle	11th & Front (30% Ownership)	Common Lot	
INCOME								
Monthly Parking	$682,684	$822,960	$795,000	$1,086,240	$420,480	$428,022	$0	$4,235,386
Transient Parking	$1,533,809	$2,305,620	$1,675,296	$505,054	$726,803	$92,850	$0	$6,839,431
Discounted Parking	($552,171)	($830,023)	($603,106)	($181,819)	($261,649)	($49,210)	$0	($2,477,980)
Refunds	$0	$0	$0	$0	$0	$0	$0	$0
Validation Sales	$34,160	$43,950	$55,195	$48,116	$30,524	$3,296	$0	$215,240
Post-Pays/Violations	$2,313	$3,044	$3,986	$582	$1,565	$1,266	$0	$12,756
Hotel Overnight	$0	$0	$0	$0	$162,449	$41,454	$0	$203,903
Special Event - Non-Hockey	$0	$0	$8,910	$0	$0	$0	$0	$8,910
Special Event	$0	$0	$94,254	$0	$0	$0	$0	$94,254
Park Mobile Income	$0	$0	$0	$0	$0	$1,460	$0	$1,460
CC Fees	$0	$0	$0	$0	$0	($7,075)	$0	($7,075)
Total Revenue	**$1,700,794**	**$2,345,551**	**$2,029,534**	**$1,458,172**	**$1,080,172**	**$512,063**	**$0**	**$9,126,286**
EXPENSES								
Payroll	$75,047	$130,611	$114,335	$55,799	$56,267	$33,298	$444,059	$909,418
Payroll Taxes	$7,129	$12,408	$10,862	$5,301	$5,345	$3,163	$42,186	$86,395
Workers Comp	$5,535	$9,633	$8,432	$4,115	$4,150	$2,298	$32,749	$66,911
401(k) Plan	$750	$1,306	$1,143	$558	$563	$0	$4,441	$8,761
Health & Welfare (Common Lot)	$0	$0	$0	$0	$0	$0	$118,800	$118,800
Subtotal Payroll	**$88,462**	**$153,958**	**$134,772**	**$65,774**	**$66,325**	**$38,759**	**$642,235**	**$1,190,285**
Liability Insurance	$10,420	$13,215	$15,155	$14,490	$9,144	$6,174	$5,505	$74,104
Material & Supplies	$12,994	$15,207	$13,553	$11,266	$11,525	$941	$1,200	$66,685
Repairs & Maintenance	$42,780	$43,612	$48,553	$25,392	$19,443	$3,926	$2,400	$186,106
Vandalism	$0	$5,848	$2,133	$0	$0	$0	$4,992	$12,973
Utilities	$23,363	$22,394	$28,038	$13,447	$13,946	$7,318	$0	$108,506
Communications	$11,256	$11,256	$11,256	$11,256	$13,356	$0	$19,200	$77,580
Professional Services	$3,600	$3,600	$3,600	$3,600	$3,600	$0	$1,776	$19,776
Office Expenses	$0	$0	$0	$0	$0	$0	$30,600	$30,600
Miscellaneous	$0	$0	$0	$0	$0	$36	$0	$36
Management Fee	$0	$0	$0	$0	$0	$8,084	$90,444	$98,528
Snow Removal	$9,060	$8,980	$8,400	$8,980	$8,810	$3,010	$0	$47,240
Security Services	$24,332	$22,305	$22,315	$22,305	$22,305	$14,478	$0	$128,039
Call Center Costs	$0	$0	$0	$0	$0	$3,287	$98,580	$101,867
Recruiting Expenses	$0	$0	$0	$0	$0	$0	$4,800	$4,800
Auto Expense	$4,200	$4,200	$4,200	$4,200	$4,200	$1,264	$2,400	$24,664
Uniforms & Laundry	$313	$313	$313	$313	$313	$238	$145	$1,950
PARCS System Support	$18,086	$16,220	$16,220	$16,220	$16,220	$590	$0	$83,556
Common Lot Allocations	$149,223	$191,581	$223,058	$208,291	$132,125	$0	($904,277)	$0
Gateway Fees	$0	$0	$0	$0	$0	$628	$0	$628
Personnel Selection	$0	$0	$0	$0	$0	$54	$0	$54
Employee Relations	$0	$0	$0	$0	$0	$54	$0	$54
Drug Screen/Criminal	$0	$0	$0	$0	$0	$54	$0	$54
Pressure Wash/Scrubbing	$0	$0	$0	$0	$0	$0	$0	$0
Violation Expense	$0	$0	$0	$0	$0	$1,129	$0	$1,129
Data Processing	$0	$0	$0	$0	$0	$1,126	$0	$1,126
Wireless Services/internet	$0	$0	$0	$0	$0	$1,592	$0	$1,592
Insurance Claims	$0	$0	$0	$0	$0	$361	$0	$361
Subtotal Direct Expense	**$309,628**	**$358,731**	**$396,793**	**$339,759**	**$254,986**	**$54,344**	**($642,235)**	**$1,072,008**
Total Expense	**$398,090**	**$512,689**	**$531,566**	**$405,533**	**$321,311**	**$93,104**	**$0**	**$2,262,293**
PROFIT/LOSS	**$1,302,703**	**$1,832,862**	**$1,497,969**	**$1,052,639**	**$758,861**	**$418,959**	**$0**	**$6,863,994**

Exhibit D - FY26 Budget

	Garage Location							Total
	9th & Main	Capitol & Main	9th & Front	10th & Front	Capitol & Myrtle	11th & Front (30% Ownership)	Common Lot	
INCOME								
Monthly Parking	$769,324	$850,320	$797,400	$1,103,640	$433,080	$448,610	$0	$4,402,374
Transient Parking	$1,560,628	$2,256,469	$1,625,259	$750,383	$808,185	$106,433	$0	$7,107,357
Discounted Parking	($561,826)	($812,329)	($585,093)	($270,138)	($290,946)	($56,410)	$0	($2,576,742)
Refunds	$0	$0	$0	$0	$0	$0	$0	$0
Validation Sales	$49,340	$37,660	$118,668	$20,780	$12,000	$3,296	$0	$241,744
Post-Pays/Violations	$4,530	$8,114	$8,922	$2,113	$5,952	$1,266	$0	$30,898
Hotel Overnight	$0	$0	$0	$0	$209,441	$35,081	$0	$244,522
Special Event - Non-Hockey	$0	$0	$27,742	$0	$0	$0	$0	$27,742
Special Event	$0	$0	$127,063	$0	$0	$0	$0	$127,063
Fees	*$13,764*					$1,564	$0	$15,328
Late Fees	*$11,424*					$1,232	$0	$12,656
Park Mobile Income	$0	$0	$0	$0	$0	$1,460	$0	$1,460
CC Fees	$0	$0	$0	$0	$0	($7,480)	$0	($7,480)
Total Revenue	**$1,821,995**	**$2,340,234**	**$2,119,960**	**$1,606,778**	**$1,177,711**	**$535,054**	**$0**	**$9,626,922**
EXPENSES								
Payroll	$73,513	$125,325	$110,144	$72,561	$73,020	$35,935	$441,585	$932,083
Payroll Taxes	$6,984	$11,906	$10,464	$6,893	$6,937	$3,414	$41,951	$88,548
Workers Comp	$5,697	$9,713	$8,536	$5,624	$5,659	$2,785	$34,223	$72,236
401(k) Plan	$735	$1,253	$1,101	$726	$730	$359	$4,416	$9,321
Health & Welfare (Common Lot)	$0	$0	$0	$0	$0	$2,167	$118,800	$120,967
Subtotal Payroll	**$86,929**	**$148,197**	**$130,245**	**$85,804**	**$86,346**	**$44,660**	**$640,974**	**$1,223,155**
Liability Insurance	$11,382	$14,227	$16,312	$15,604	$9,848	$6,122	$9,592	$83,087
Material & Supplies	$14,674	$13,252	$14,151	$12,359	$12,781	$1,553	$1,577	$70,348
Repairs & Maintenance	$48,777	$41,394	$68,674	$20,254	$6,403	$5,418	$5,379	$196,298
Vandalism	$4,427	$7,324	$711	$0	$0	$0	$0	$12,462
Utilities	$24,103	$22,019	$30,454	$14,207	$13,657	$8,033	$0	$112,473
Communications	$11,785	$11,972	$11,750	$11,650	$12,263	$0	$17,864	$77,284
Professional Services	$5,886	$7,246	$12,583	$9,099	$6,434	$0	$5,695	$46,943
Office Expenses	$0	$0	$0	$0	$0	$0	$31,355	$31,355
Miscellaneous	$0	$0	$0	$0	$0	$0	$0	$0
Management Fee	$0	$0	$0	$0	$0	$8,327	$94,818	$103,144
Snow Removal	$7,491	$7,491	$7,491	$7,491	$7,491	$3,010	$0	$40,465
Security Services	$49,404	$49,404	$49,404	$49,404	$49,404	$14,478	$0	$261,498
Call Center Costs	$22,082	$22,082	$22,082	$22,082	$22,082	$3,287	$0	$113,697
Recruiting Expenses	$0	$0	$0	$0	$0	$0	$10,396	$10,396
Auto Expense	$4,200	$4,200	$4,200	$4,200	$4,200	$722	$0	$21,722
Uniforms & Laundry	$600	$600	$600	$600	$600	$181	$1,200	$4,381
PARCS System Support	$6,288	$6,288	$6,288	$6,288	$6,288	$590	$0	$32,030
Common Lot Allocations	$136,202	$171,856	$201,041	$187,642	$122,110	$0	($818,850)	($0)
Gateway Fees	$0	$0	$0	$0	$0	$648	$0	$648
Personnel Selection	$0	$0	$0	$0	$0	$54	$0	$54
Employee Relations	$0	$0	$0	$0	$0	$361	$0	$361
Drug Screen/Criminal	$0	$0	$0	$0	$0	$54	$0	$54
Pressure Wash/Scrubbing	$0	$0	$0	$0	$0	$0	$0	$0
Violation Expense	$0	$0	$0	$0	$0	$1,092	$0	$1,092
Data Processing	$0	$0	$0	$0	$0	$1,286	$0	$1,286
Wireless Services/internet	$0	$0	$0	$0	$0	$1,505	$0	$1,505
Equipment Expense	$0	$0	$0	$0	$0	$1,264	$0	$1,264
Insurance Claims	$0	$0	$0	$0	$0	$0	$0	$0
Subtotal Direct Expenses	**$347,301**	**$379,355**	**$445,740**	**$360,881**	**$273,560**	**$57,986**	**($640,974)**	**$1,223,848**
Total Expense	**$434,230**	**$527,552**	**$575,985**	**$446,684**	**$359,906**	**$102,646**	**$0**	**$2,447,003**
PROFIT/LOSS	**$1,387,765**	**$1,812,682**	**$1,543,976**	**$1,160,094**	**$817,805**	**$432,408**	**$0**	**$7,179,918**

Exhibit E

PUBLIC PARKING GARAGES

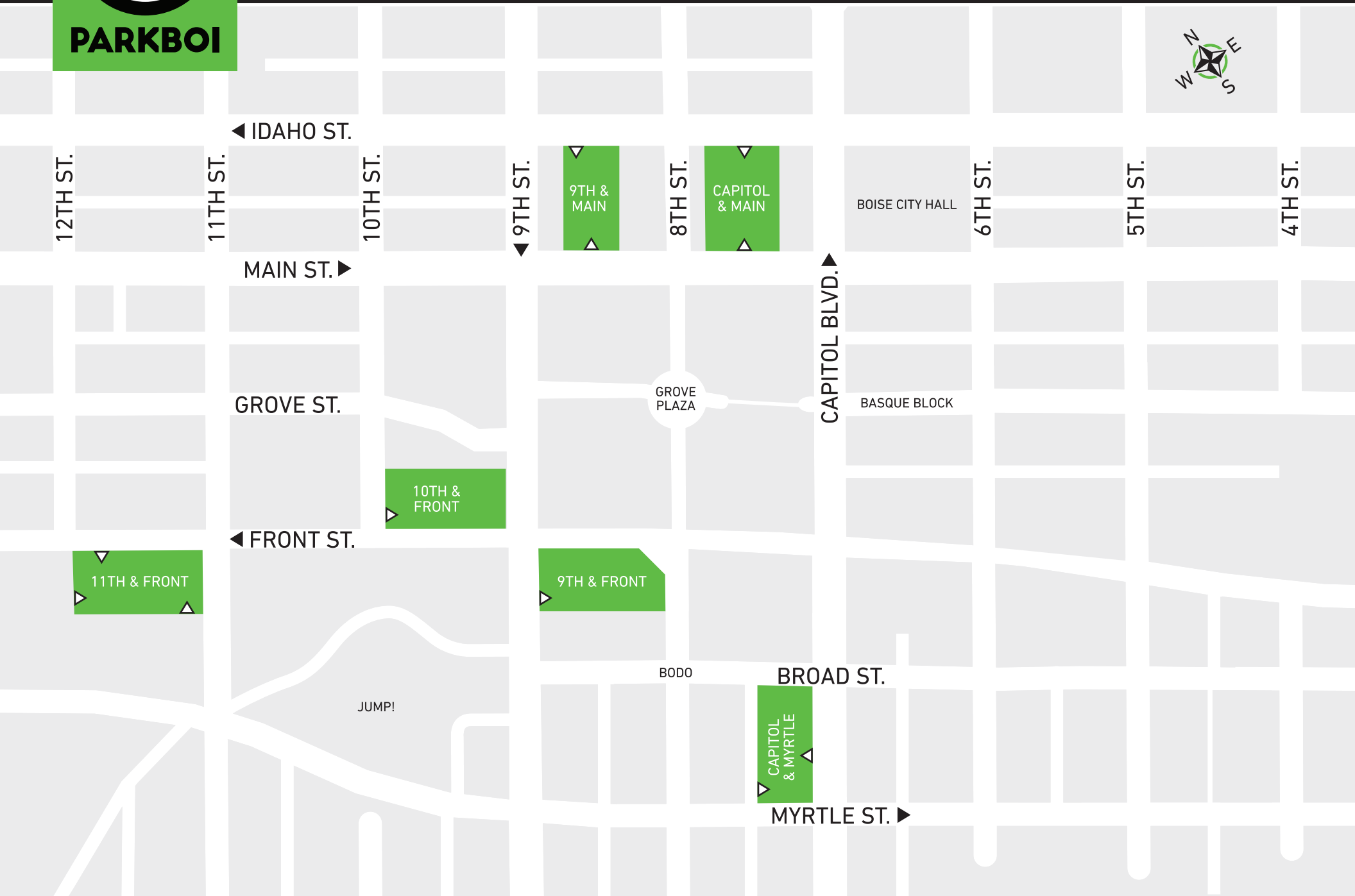

EXHIBIT F

PARKBOI PUBLIC PARKING GARAGES
BOISE, IDAHO

PARKING OPERATIONS AGREEMENT (EXAMPLE)

CAPITAL CITY DEVELOPMENT CORPORATION

AND

[NAME OF COMPANY]

[DATE OF CONTRACT]

SAMPLE AGREEMENT

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Attachment 1: Public Parking Management Plan

SAMPLE AGREEMENT

PARKING OPERATIONS AGREEMENT

THIS AGREEMENT is effective as of the 1st day of October, 2026, by and between the URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, also known as CAPITAL CITY DEVELOPMENT CORPORATION ("Agency") and [NAME OF FIRM] ("Operator"), individually referred to as a "Party" and collectively as the "Parties". Agency and Operator agree as follows:

I. [§ 100] SUBJECT OF AGREEMENT

A. [§ 101] Purpose of This Agreement

The purpose of this Agreement is to define the obligations and responsibilities of the Agency and the Operator related to the operation, management, and maintenance of the Agency-owned public Parking Facilities and the Parking System, as defined in Section 105 below. Throughout the Agreement, the Agency Parking Facilities are referred to as the Parking System, Parking Facilities, or an individual Parking Facility. In addition to this Agreement, the Operator shall be governed by the Public Parking Management Plan, as defined in Section 104 below.

The operation of the Parking System, pursuant to this Agreement and the fulfillment generally of this Agreement, is in the vital and best interests of the City of Boise, Idaho (the "City"), and the health, safety, and welfare of its residents and in accord with the public purposes and provisions of applicable federal, state, and local laws and requirements.

B. [§ 102] Redevelopment Plans

As authorized by the Idaho Urban Renewal Law, Chapter 20, Title 50, Idaho Code as amended, and the Local Economic Development Act, Chapter 29, Title 50, Idaho Code as amended (collectively the Law), the Agency may own and operate public parking facilities. Under the Law, the city of Boise may approve urban renewal plans for project areas. Under the Law, the Agency is allowed to maintain ownership of parking facilities even though an urban renewal plan or project area may be formally terminated (Idaho Code § 50-2905(8)). Several of the Agency Parking Facilities are not located within an applicable project area.

C. [§ 103] [Reserved]

D. [§ 104] Public Parking Management Plan

This Agreement is subject to the provisions of the Public Parking Management Plan, as originally adopted by Agency in August 1988, as amended through March 2014 and as it may be subsequently amended, incorporated herein by reference and made a part hereof as though fully set forth herein as **Attachment 1** (the "Public Parking Management Plan"). In case of any inconsistencies between this Agreement and the Public Parking Management Plan, the terms of this Agreement shall govern.

E. [§ 105] Parking System

The Parking System means those public parking garages and other parking facilities listed in the Description of the Parking System in **Exhibit A** ("Parking Facilities") attached hereto

SAMPLE AGREEMENT

and incorporated herein by reference. The terms of this Agreement shall apply to each of the Parking Facilities described in Exhibit A unless otherwise specified. The term Parking System or System used hereafter shall refer to any of the Parking Facilities described in **Exhibit A**, unless otherwise specified. For convenience in this Agreement, the term "parking garage" refers to one type of parking facility that may be included in the System.

Agency may close, dispose of, acquire, or construct other parking garages and parking facilities such as but not limited to surface parking lots, which Agency may determine in its sole discretion, or as required by applicable covenant, should be added to or deleted from the System. Any such parking facility added to the System shall be operated under the terms and conditions of this Agreement, and amendments to this Agreement shall be completed to reflect the addition of such parking facility, which amendments shall include appropriate negotiated adjustments to Operator's compensation. Agency shall provide Operator ninety (90) days' written notice of any such addition to the System. Likewise, should any of the parking facilities be closed, inoperable, untenable, or disposed of, amendments to this Agreement shall be completed to reflect the deletion, which amendments shall include appropriate negotiated adjustments to Operator's compensation.

F. [§ 107] Parties to This Agreement

1. [§ 108] Agency

Agency is 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 (Chapter 20, Title 50, Idaho Code). The office of Agency is located at 121 N. 9th Street, Suite 501, Boise, Idaho, 83702-5804. "Agency," as used in this Agreement, includes the Urban Renewal Agency of Boise City, Idaho, also known as Capital City Development Corporation, and any assignee of or successor to its rights, powers, and responsibilities.

2. [§ 109] Operator

Operator, [NAME], is headquartered at [ADDRESS]. Operator is a [COMPANY TYPE] Company and authorized to do business in the state of Idaho. Operator shall staff a local operating business office for purposes of operation of the Parking System and contact and communication with Agency, parking customers and the general public, as further described in Section 301 of this Agreement.

II. [§ 200] TERM, CANCELLATION, AND RENEWAL

The initial term of this Agreement shall commence October 1, 2026, and continue through September 30, 2027.

Agency shall have, in its sole discretion, the option to renew and extend the terms of this Agreement for four (4) one-year increments, renewable each year; such extended term to begin upon the expiration of the term of this Agreement, and all terms, covenants, and provisions of this Agreement shall apply to such extended term. If Agency shall elect to exercise such option, it shall do so not later than thirty (30) days prior to the expiration of the Agreement.

Operator agrees that by entering into this Agreement, it obtains no additional rights or privileges in the future regarding the operation of the Parking System and agrees that Agency

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has not waived or abrogated any power or discretion it has regarding the operation of the System upon termination of this Agreement. Non-enforcement of any condition or obligation of this Agreement by Agency shall not be considered a waiver of any other condition or obligation imposed by this Agreement.

Further, either Agency or Operator may cancel this Agreement at any time by providing a written notice of cancellation one hundred twenty (120) days prior to cancellation. Prior to the termination or cancellation of the Agreement, Operator agrees to assist Agency with the orderly transition of the responsibilities for operation and maintenance of the System to ensure a seamless transition to a replacement operator. If necessary, Operator agrees to provide such services after the effective date of the termination or cancellation of the Agreement for compensation to be negotiated, in good faith, by the Parties, which shall in no event be an amount above the total sum paid to Operator in the thirty (30) day period prior to the effective date of the termination or cancellation for Operator's management fee.

III. [§ 300] OPERATIONS

A. [§ 301] Operations in General

Operator agrees to manage and operate the Parking System in a professional, economical and businesslike manner, satisfactory at all times to Agency. Operator agrees to accomplish the following unless otherwise directed by Agency:

1. Maintain and staff a business and permit sales office ("Parking System Office") in a location approved by Agency.

2. Employ parking personnel (e.g. on-premise janitorial and maintenance personnel, on-premise customer service personnel, on-premise equipment technicians, remote customer service personnel, supervisory personnel, management personnel and office administrative personnel) and perform associated responsibilities including but not limited to employee recruitment, orientation, training, evaluation and discipline.

3. Provide on-going customer service in a friendly and professional manner, tracking and resolving any and all customer service-related issues.

4. Use Operator's best efforts in every proper manner to maintain and develop the customer base of the System.

5. Perform cashiering and daily, weekly, and monthly auditing and reconciliation.

6. Provide bookkeeping and accounting functions such that gross revenues and expenses are individually computed for each Parking Facility listed in **Exhibit A** to this Agreement and as more fully described in Section 606 of this Agreement.

7. Contract with monthly parkers, and bill and collect payment for monthly parking in accordance with such contracts in compliance with all

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applicable Internal Revenue Service ("IRS") regulations and/or bond covenants.

8. Sell parking validations to those allowed to purchase and use validations and honor said validations in accordance with the validation program established by Agency. The existing validation program is described in the Parking Management Plan. Agency may modify the validation program in the future at its sole discretion.

8. Track revenues associated with the "First Hour Free" program and other such programs as requested by Agency.

9. Ensure that customers of the Parking System pay the proper amount for parking and are not permitted to park free of charge except upon express direction of Agency or in compliance with the Parking Management Plan.

10. Pursue payment and collect parking revenues from past due accounts and unpaid fines, fees, and other charges consistent with Agency's collections policy and the target for collections established by Agency and Operator in accordance with Section 302.

11. Conduct valet parking in the Parking Facilities only with the express authorization of Agency.

12. Pay the actual costs for all utilities, including but not limited to charges for telephones and cellphones, gas, water, electricity, sewer, and trash collection.

13. Perform routine maintenance of and repairs to the Parking Facilities in accordance with Section 306.

14. Maintain all Parking System operating equipment and implement a preventative equipment maintenance program in accordance with Section 306.

15. Provide operational and maintenance supplies as are reasonably necessary to operate the Parking System.

16. Propose a customer service amenities program offering such services as: vehicle location assistance, vehicle lock-out assistance, tire inflation, etc. Implement those services approved and included in the Parking System budget by Agency.

17. Coordinate the operation of the Parking Facilities with public works contractors and tradespeople hired by Agency to perform work on a specific Parking Facility or to the Parking System. Assist with such tasks as creating temporary construction and storage areas, routing of garage traffic, and the shut down and activation of Parking Facility systems.

18. Be knowledgeable regarding federal, state and local regulations that apply to the operation, maintenance and repair of a public parking system

SAMPLE AGREEMENT

including but not limited to building and safety regulations and inspection requirements, environmental regulations and procurement regulations and policies. Conduct operations of the Parking System so they comply with applicable federal, state and local regulations.

19. Assist with the development of necessary operating policies and procedures. Implement policies and procedures approved by Agency.

20. Provide daily, monthly, and annual operations reports and financial reports.

21. Track parking-related statistics for all Parking Facilities (e.g., parking occupancies, durations, ticket data, allocations, revenues, expenses, and customer service, maintenance, and safety/security activities).

22. Provide parking management advice to Agency, as necessary, concerning operations, pricing, marketing, customer surveys, etc. Implement marketing programs approved and included in the Parking System budget by Agency.

23. Contract for security services for the Parking System.

24. Cooperate with towing companies authorized by Agency to remove or relocate vehicles parked in a Parking Facility. Obtain approval from Agency for Operator's use of any towing company to remove or relocate vehicles in a Parking Facility. Ensure that removal or relocation of vehicles parked in a Parking Facility by someone other than the vehicle's driver is only done by a towing company approved by Agency.

Prior to execution, Operator shall submit to Agency for review any contract with an independent contractor to supply the services enumerated in this Section 301, which has a contract value of more than $3,000, including but not limited to staffing; accounting and reporting; cleaning, maintenance and repair; collections, security, marketing and customer surveys. Agency shall have the right to approve the contractor selected by Operator to provide these services, which approval shall not be unreasonably withheld. In contracting for such services, Operator shall comply with applicable state and local procurement requirements as stated in Section 315.

Operator shall not engage in any other business in any part of the Parking System or the Parking Facilities other than to provide additional services such as activating inoperative vehicles as requested by a customer of the System or similar parking customer services, which services have been approved by Agency by a written letter of approval. Operator shall provide to Agency a list of all costs for such approved, additional services, and these costs shall be approved by Agency by written letter of approval prior to the imposition of said costs for such services.

Operator shall report to Agency any and all damages or vandalism to any of the Parking Facilities and any and all claims for loss or damage to vehicles utilizing any Parking Facility, it being understood that Operator assumes full responsibility for processing and settling all such claims for loss or damage to vehicles utilizing any Parking Facility. Operator shall also notify

SAMPLE AGREEMENT

Agency in writing of any and all claims identified or filed against Operator and/or Agency, immediately upon discovery of any such claim.

B. [§ 302] Operational Objectives and Standards

Operator shall be responsible for the day-to-day operation of the Parking System in a manner that ensures the safe, attractive, clean, and customer-friendly operation of the System.

Annually, during the budgetary process described in Section 608 of this Agreement, Agency and Operator shall agree upon a program of objectives and operational standards ("Parking System Annual Program" or "Annual Program") for the following fiscal year which shall address: how the System is to be operated, maintained and marketed; customer service; technology upgrades; capital investments, etc. The Annual Program shall include Agency's collections policy and a target for collection of past due accounts and unpaid fines, fees, and other charges established by Agency and Operator.

Operator shall submit its proposal for the Annual Program by May 1, 2022 for Agency's 2023 fiscal year, and similarly in 2023, 2024 and 2025, if Agency exercises the extensions provided in this Agreement. Agency and Operator shall prepare the final Annual Program, guided by the provisions of Agency's Parking Management Plan and the operational standards mutually acceptable to Agency and Operator. Agency and Operator may also refer to the National Parking Association's (NPA) Parking Garage Maintenance Manual or any other compilation of standards deemed useful by Agency and Operator. The final Annual Program shall be reduced to writing and made a part of Agency's overall budget for the subsequent year. Operator acknowledges that the Annual Program described herein shall be effective only when included within Agency's overall budget.

The proposed Annual Program shall also include a description of the employee orientation and training program and customer service assessment and improvement program that Operator intends to implement as part of the budget proposed for the upcoming fiscal year ("Annual Employee Training and Customer Service Programs"). The Annual Employee Training and Customer Service Programs shall include, but not be limited to, a comprehensive customer service training program for Operator's employees and for personnel supplied to operate the Parking System by any independent contractor. Operator shall submit its proposed Annual Employee Training and Customer Service Programs to Agency by December 1, 2021 for the initial term of this Agreement and by May 1 of any extension of this Agreement thereafter.

If Agency decides to amend or update the operational standards in the Parking Management Plan, Operator shall, upon Agency's request, provide feedback and suggestions concerning Agency's operational standards.

C. [§ 303] Tax Exempt Nature of Parking Facilities, Condominium Declarations, and Parking Agreements

Operator shall operate all Parking Facilities in such a manner so as to not jeopardize the tax-exempt financing that provided for the acquisition and construction of the Parking Facilities that constitute the Parking System to the extent any of the Parking Facilities must still adhere to the conditions of IRS tax-exempt financing rules and regulations as well as applicable bond covenants. Similarly, Agency shall comply with IRS rules and regulations concerning qualified management contracts applicable to any of the Parking Facilities or the Parking System. In the event Agency's bond counsel or tax counsel determines an amendment is necessary to this

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Agreement to conform with the tax-exempt financing, Agency and Operator shall enter into such amendment. Several of the Parking Facilities are part of a condominium subdivision/plat. Under direction from Agency, Operator shall comply with the applicable Covenants, Conditions, and Restrictions (CCRs) of each Condominium Declaration where applicable. Several of the Parking Facilities are also governed by parking agreements with the owners, developers, or tenants of adjacent private development. Operator shall comply with those parking agreements where applicable.

D. [§ 304] Hours

Operator agrees to operate the Parking Facilities on the days and during the hours established by Agency. Hours of operation may be changed from time to time by Agency upon written notice given by Agency, and any such changes shall take effect on the dates stipulated by such notice.

E. [§ 305] Rates Enforcement and Parking Commitments

Operator agrees to charge and collect rates for parking motor vehicles and bicycle storage that shall be established by Agency from time to time as set forth in the Parking Management Plan or otherwise approved by the CCDC Board of Commissioners. Operator agrees that Agency may change parking rates from time to time at its sole discretion. New rates established shall become effective on the dates stipulated by Agency. Operator is encouraged to, with or without any specific request, recommend to Agency changes in parking rates.

Operator shall prepare and submit to Agency for its approval a parking enforcement policy to cover parking in designated areas, extended (overtime) parking, and the prevention of unauthorized parking for all parking facilities. Such action may include the issuance of parking violations for violating Agency's parking regulations.

Operator shall obtain the written approval of Agency prior to establishing the maximum number of monthly parkers in each Parking Facility and prior to entering into any multiple parking space rental agreement. Operator shall obtain the written approval of Agency prior to entering into any rental agreement for group parking or multi-user parking. Any such rental agreement shall be in compliance with any applicable IRS regulations concerning private use and applicable bond covenants and shall not jeopardize the tax exempt nature of Agency's financing referenced above. Operator shall obtain the written approval of Agency prior to entering into any rental agreement involving an entity in which Operator has an interest, direct or indirect.

F. [§ 306] Maintenance, Repair and Inspection Obligations of Operator

Operator shall be responsible for the day-to-day maintenance and repair of the Parking System in a manner that ensures the cleanliness, safety, and attractiveness of the Parking System. Such services shall include, but not be limited to, cleaning, painting, striping, trash removal, snow removal, cleaning elevator lobbies and cabs, and cleaning stairwells and landings; minor maintenance and repair to the structure, plumbing, electrical, lighting, air ventilation and heating systems; and maintenance and repair to parking access and revenue control system ("PARCS") equipment not requiring a manufacturer's authorized technician ("Routine Maintenance and Repair"). Minor maintenance and repair is defined as maintenance and repair not exceeding $3,000 per occurrence ("Minor Maintenance and Repair"). For

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maintenance and repairs exceeding $3,000 per occurrence, Operator shall contact Agency for further instruction and authorization.

Operator further agrees to maintain the Parking System, the equipment provided by Agency, and all parts thereof, in good condition and repair and in as safe condition as its operation will reasonably permit, and make all repairs thereto that may be reasonably necessary for this purpose including, but not limited to, the following:

1. Maintain all signage, pavement markings, curbs, bumper guards, and wheel blocks.

2. Maintain all PARCS equipment including all gates, barricades, ticket dispensers, ticket and monthly access card readers or other hourly, hotel, or monthly customer access devices, fee displays, fee computers, etc., subject to 4. below.

3. Furnish, insure and maintain one or more motor vehicles which shall be used solely for ParkBOI Parking System related work.

4. Maintain the power sweeper, floor scrubber, , an ATV, trailer and any other equipment procured and assigned by Agency to the Parking System, and provide power sweeping and scrubbing services to other public facilities and spaces as Agency directs, subject to 5. below.

5. Where an equipment warranty requires maintenance and/or repair by a manufacturer's authorized technician, Operator shall obtain services from an authorized technician. When a piece of equipment subject to warranty malfunctions or breaks down, and an authorized technician is not expected to be available within a time defined by Agency as reasonable, Operator shall notify and consult with Agency.

5. Maintain the Parking Facilities (including all mechanical, electrical, HVAC, plumbing and drainage systems within) and Parking System Office in a clean, presentable, and operable condition and not allow dirt, paper, leaves, debris or trash of any kind to accumulate in or upon the Parking Facilities; and remove snow, ice, and other obstructions from the Parking Facilities and from adjacent driveways and sidewalks if parking customers use said surfaces. Snow and debris removed shall not be placed upon the public ways or any portion thereof.

6. Maintain and keep in good working order all electrified and non-electrified directional, informational, and advertising signs located within, on the exterior of, or associated with the Parking Facilities, except those owned and maintained by 3rd parties.

7. Maintain and keep in good working order all elevators. Arrange for annual inspection of elevators. Maintain records of inspections and provide copies to Agency if requested to do so.

8. Maintain and keep in good working order all fire extinguishers and fire suppression systems. Arrange for annual inspection of fire extinguishers

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and fire suppression systems. Maintain records of inspections and provide copies to Agency if requested to do so.

9. Maintain lights on the interior and exterior of the Parking Facilities.

Agency shall use maintenance standards of the NPA Maintenance Manual, or other recognized parking industry maintenance standards acceptable to Agency and Operator, as a guide in monitoring Operator's performance.

Prior to execution, Operator shall submit to Agency for review any contract with an independent contractor to supply the services enumerated in this Section 306, which has a contract value exceeding $3,000, including but not limited to repair, maintenance and inspection services and public works construction. Agency shall have the right to approve the contractor selected by Operator to provide these services, which approval shall not be unreasonably withheld. In contracting for such services and public works construction, Operator shall comply with applicable state and local procurement requirements as stated in Section 315 of this Agreement.

Operator shall carry out all regular and daily maintenance duties and responsibilities through a designated maintenance person with either a maintenance crew staffed by Operator or an independent maintenance contractor. If Operator determines to contract out its maintenance responsibilities, Operator agrees to notify Agency prior to negotiation or execution of any agreement in order to determine whether such activities are subject to the competitive bidding requirements of the Purchasing by Political Subdivisions Act, Chapter 28, Title 67, Idaho Code, and Agency's Procurement Policy.

Operator shall comply with procurement requirements in the Idaho Code that apply to Agency whenever Agency funds are being used either directly or indirectly for procurement of public works construction, personal property, personal or professional services, and services from design professionals, professional land surveyors and construction managers.

In the event that Operator shall fail to comply with any of the aforementioned obligations, Agency may, after forty-eight (48) hours' written notice to comply, in addition to other remedies set forth herein, enter upon any of the Parking Facilities or the Parking System Office and take all steps necessary to ensure compliance with the above obligations. All work, labor, and materials shall be charged to and paid for by Operator, plus a reasonable amount for the overhead of Agency, and such cost shall not be a reimbursable operational expense under Sections 604 and 605 of this Agreement.

G. [§ 307] <u>Finance Procedure</u>

As soon as practical but no later than the next banking day following receipt, Operator shall deposit monthly parking, events, and violation revenue in an account of and to the credit of Agency, in such bank or other depository as Agency shall approve. As soon as practical but no later than one week following receipt, Operator shall deposit pay station revenue in an account of and to the credit of Agency, in such bank or other depository as Agency shall approve. After deposit, such monies shall be under the complete control of Agency. Agency shall approve the manner in which deposits are made, provided Operator shall be responsible for all such monies up to the time of deposit. Monies payable by Operator to Agency shall include and reflect adjustments for any and all cashier shortages, overages, undercharges, uncollected parking fees, and dishonored checks. Any such shortages, undercharges, uncollected fees, and

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dishonored checks shall be included in gross revenues. Operator also agrees to time stamp transient parking tickets, to make and collect parking charges, and to prepare and transmit daily reports in the manner and form designated by Agency.

No later than the 15th calendar day of the following month, Operator shall prepare and submit final monthly profit and loss statements as well as any incidental financial or operating statements as deemed necessary by Agency or as the normal course of operation shall dictate.

All source records of gross revenues, which shall include but not be limited to parking tickets, cash register tapes, shift reports, master reports, daily revenue reports, whether computer generated or manually generated, shall be kept by Operator at all times. These records are owned by Agency but shall be maintained by Operator for one year from the date the annual financial report is delivered to and accepted by Agency. At the end of the one-year period, these records shall be delivered to Agency for further disposition. Agency shall provide and maintain such storage facilities as necessary to facilitate the storage of the above records and shall provide reasonable access to such facilities. All databases for such purpose shall be maintained by Operator. Operator shall assure that adequate hard copies and data backups are done on a routine basis and stored on an approved media for a period of time requested by Agency.

Operator shall pursue payment and collect parking revenues from past due accounts and unpaid fines, fees and other charges consistent with Agency's collections policy and the target for collections established in the Annual Program as provided in Section 302.

H. [§ 308] <u>Performance Requirements and Assessment</u>

Operator shall submit to Agency proposed performance measures for the initial term of this Agreement by November 1, 2026. Agency and Operator shall establish mutually agreed upon performance measures by November 15, 2026. Operator shall submit a written report to Agency providing an assessment of its performance relative to the agreed upon performance measures by September 1, 2027. Agency shall provide to Operator by September 15, 2027, an initial performance assessment and recommended performance objectives and improvements for the period from October 1, 2027 to September 30, 2028 (if Agency exercises its option to extend the Agreement.)

During each extension exercised by Agency, Operator shall submit a written report to Agency providing an annual assessment of its performance relative to the agreed upon performance measures by August 15. No later than September 15, Agency shall provide to Operator a written annual performance assessment, which shall assess:

1. Operator's compliance under the terms of this Agreement with specific emphasis on the requirements set forth in Sections 301, 302, 306, 307, 308, 403, 606 and 609.

2. Operator's performance relative to the performance measures established for the preceding twelve months.

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3. Other items appropriate under the terms of this Agreement.

The results of this performance review forms the basis for the negotiation of the management fee and any merit increase included in Operator's budget for the subsequent fiscal year.

For the initial term, Agency and Operator shall establish mutually agreed upon annual performance measures for Operator no later than November 15, 2026. For any subsequent extensions, Agency and Operator shall establish mutually agreed upon annual performance measures for Operator no later than September 15 for the following twelve month period commencing October 1.

During each extension exercised by Agency, Operator and Agency shall conduct an informal performance conference no later than April 1 to discuss Operator's performance including accomplishments relative to agreed-upon performance measures and operational standards and any need for performance improvements. Agency shall create a written summary of this conference, and if needed, an action plan shall be included and provided to Operator.

Operator and Agency shall conduct periodic on-site tours of the Parking Facilities as needed to identify items needing attention or improvement, and shall create by mutual agreement a checklist of action items for Operator and Agency to address.

I. [§ 309] Alterations

Operator shall make no alterations or additions to the Parking Facilities and appurtenances without prior written consent of Agency. It is expressly agreed that all appurtenances, presently or hereafter located in and upon the Parking Facilities, whether affixed thereto or not, are and shall remain the property of Agency.

J. [§ 310] Rebate to Operator Prohibited

It is understood that any rebate to Operator or its officers or employees of any portion of any expenditures representing an operating expense, as defined in Section 605, by any person, firm, or corporation that has provided goods or services to Operator shall be passed on to Agency or be recorded as a reduction in Operator's operating expenses.

K. [§ 311] Authority to Contract Limited

No employee or agent of Operator shall contract directly or indirectly, either as an owner, employee, or agency, for services over and above his/her duties or scope of employment, except with the prior written approval of Agency.

L. [§ 312] Damage by Operator

Operator shall pay for and repair any damage to the Parking System or the Parking System Office equipment therein caused by the negligence of its employees. Such cost and repair shall not be a reimbursable operating expense.

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M. [§ 313] Agreement Not a Tenancy

Nothing in this Agreement shall be construed as creating a tenancy between Agency and Operator, nor shall Operator be deemed to have the right of occupancy to the Parking System or the Parking System Office or any part thereof.

N. [§ 314] Independent Contractor

The Parties agree that, except as hereinafter specified, Operator shall render services to Agency as an independent contractor and not as an employee of Agency.

O. [§315] Procurement Requirements and Guidelines

When procuring any goods and services, Operator shall follow the statutory procurement requirements as set forth in Title 67, chapter 28 of the Idaho Code and the procurement guidelines in Agency's Procurement Policy.

P. [§316] Anti-Boycott Against Israel Certification

Operator, 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.

Q. [§317] Certification Regarding Government of China

In accordance with Idaho Code Section 67-2359, effective July 1, 2023, Operator, 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.

Q. [§318] Prohibition on Contracts with Companies Boycotting Certain Sectors

In accordance with Idaho Code Section 67-2347A, effective July 1, 2024, Operator, 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.

IV. [§ 400] PERSONNEL

A. [§ 401] Selection and Salaries

Operator agrees to secure, furnish, train, and pay for all personnel as are reasonably necessary to be employed in the successful operation of the System. Such personnel shall

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include a full-time, on-site general manager ("General Manager") for the System, the selection and salary being subject to the approval of Agency Executive Director. Any and all employees of Operator, or other persons, while engaged in the performance of any work or services required by Operator under this Agreement, shall be considered employees or agents of Operator only, and not employees of Agency or have any contractual relationship with Agency. Any and all claims that may or might arise under the Worker's Compensation Act of the State of Idaho, or similar act on behalf of said employees or other persons while so engaged in any work or services provided to be rendered herein, shall be the sole obligation and responsibility of Operator.

B. [§ 402] <u>Equal Opportunity and Americans with Disabilities Act</u>

All persons employed or applying for employment with Operator shall: (a) have and be entitled to the full and equal benefit of all laws and proceedings for the security of persons and properties; (b) have and be entitled to equal employment opportunities devoid and free from bias, discrimination, harassment, or intimidation because of race, color, religion, national origin, sex, sexual orientation, gender identity/expression, age, physical/mental handicap, marital status, disability, or veterans status; and (c) be subject to like punishments, penalties, licenses, and exactions of every kind.

Operator as an employer is hereby required to provide equal employment opportunities to the end that all Operator employees shall be recruited, appointed, assigned, and promoted solely upon the basis of a bona fide occupational qualification and individual merit and free from bias, discrimination, harassment or intimidation on account of race, color, religion, national origin, sex, sexual orientation, gender identity/expression, age, physical/mental handicap, disability, or veterans status.

Operator shall also be familiar with and adhere to the specific provision of the Americans with Disabilities Act of 1990, as amended, relating to Title I - Employment and Title II - Public Services. Additionally, Operator will ensure that any suppliers or subcontractors functioning under this Agreement shall also be in compliance with the aforementioned Titles.

C. [§ 403] <u>Personnel Guidelines</u>

Operator further agrees to:

1. Select personnel with attention to meeting the objectives and standards set by Agency for the Parking System.

2. Provide an on-going comprehensive orientation and training program for its employees assigned to the System, and for any personnel supplied by an independent contractor for operation of the System. Such program shall be submitted in writing to Agency no later than the time set forth in Section 302 of this Agreement.

3. Establish a performance review process for personnel which includes, at a minimum, setting annual performance goals, an annual performance assessment and periodic feedback on how personnel is meeting its performance goals.

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4. Educate personnel as to the objectives and standards contained in the Annual Program for the System, and include how personnel performs relative to these objectives and standards in performance reviews.

5. Maintain a close watch over personnel to ensure that they discharge their duties in a safe, courteous, and efficient manner and maintain a high standard of safety and service to the public.

6. Ensure personnel shall wear appropriate uniforms and present a neat and clean appearance at all times. Operator shall obtain approval from Agency as to color and design of the uniforms. Uniforms shall use the logo established by Agency for the Parking System and not Operator's logo.

7. Supervise and train personnel to provide friendly customer service to all users of the System and visitors to the Parking Facilities and Parking System Office.

8. Ensure personnel furnishes customer service on a fair, equal, and non-discriminatory basis to all users of the Parking System.

V. [§ 500] MAINTENANCE OBLIGATIONS OF AGENCY

Operator agrees to maintain and pay for Routine Maintenance and Repair of the Parking Facilities as described in Sections 301 and 306. Agency is responsible for repairs determined by Agency to be beyond the scope of Routine Maintenance and Repair, and for capital investments in the Parking System. Operator shall cooperate with Agency during major repair, and construction and/or installation of capital investments in the Parking System. Agency and Operator shall establish definitions for routine maintenance and repair in contrast to major repair and capital investments.

VI. [§ 600] PAYMENTS TO OPERATOR, BUDGET, ANNUAL REPORTS, BOOKS, AND RECORDS

A. [§ 601] Fees and Insurance Costs

1. [§ 602] Fee for the System

Agency shall pay to Operator an annual management fee as stated in **Exhibit B**. This fee shall be divided over twelve equal monthly installments. The amount of the fee for Agency's subsequent fiscal years i.e., FY 2028, 2029, 2030 and 2031 (if Agency exercises its option to extend the Agreement) shall be negotiated each year prior to Agency's approval of its subsequent fiscal year's annual operating budget.

At the conclusion of the initial term and any one-year extension exercised by Agency, Operator shall be eligible for a performance bonus ranging from 0-5% of the management fee for the fiscal year just ending. The performance bonus percentage shall be based on Operator's annual performance review for the fiscal year just ending. The performance review shall be based on performance measures previously established by Agency and Operator and shall be

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conducted as described in Section 308 of this Agreement. Agency shall pay Operator's performance bonus in a lump sum payment no later than October 30 following the fiscal year just ended. Agency's fiscal year is October 1 – September 30.

The management fee is intended to compensate Operator for its operation and maintenance of the Parking System not included or defined as reimbursable operating expenses in Section 605 and not defined as indirect costs in Section 606 of the Agreement. Notwithstanding the provisions of **Exhibit B** to this Agreement, Operator's management fee shall be subject to written approval by Agency bond counsel and/or tax counsel.

Agency shall reimburse Operator an annual amount for insurance costs for coverages required in Section 700 et al (except for the fidelity bond and the performance bond described in Section 702 of this Agreement). The annual amount shall be stated in Operator's approved annual operating budget, which is shown in **Exhibit B** attached hereto and incorporated herein by this reference. The amount for the initial term of this Agreement is shown in **Exhibit B**. The amount of insurance costs for subsequent years shall be negotiated each year prior to Agency's approval of its subsequent year's annual operating budget should the Agreement be extended.

B. [§ 603] Operating Expenses

1. [§ 604] Reimbursement for Operating Expenses

Operator shall pay all operating expenses as they come due.

Agency shall reimburse Operator for its monthly cost of operation in the following manner: Operator will deliver to Agency on or before the fifteenth (15th) day of the following month the financial reports and costs to operate the System. Reports shall be in a format and at a level of detail acceptable to Agency, with supporting documentation as required by Agency. Costs shall only include items defined in direct and indirect operating expenses in Sections 605 and 606, and as further defined in Operator's approved annual operating budget. Agency will reimburse Operator within thirty (30) days following receipt and acceptance of the financial reports for the balance due and owing to Operator.

2. [§ 605] Operating Expenses Defined

"Operating Expenses," as defined in this section, means and is limited to the cost of:

- Salary of General Manager;
- Salaries of employees working in the System;
- Social Security and Medicare taxes;
- Unemployment taxes;
- Workers' Compensation and Employer's Liability insurance;
- Operator's portion of Medical/Dental/Vision premium payments for employees
- Pension plans (if applicable);

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- Uniforms and laundry;
- Office supplies;
- Office space rental;
- Advertising, marketing, and promotion, as approved in advance by Agency;
- Routine Maintenance and Repair (as described in Section 306);
- Repair for vandalism of facilities (tracked separately from normal routine maintenance and repair)
- Operational supplies required to operate the Parking System (including, but not limited to, tickets, hang-tags, access cards and other customer access devices; permits, etc.);
- Recruiting employees and employee orientation and training;
- Sweeping, cleaning, and trash removal;
- Snow removal;
- Purchasing signs (when approved in advance by Agency);
- Utilities (including telephone, internet, cellphones, gas, water, electricity, sewer, geothermal heat, and trash collection)
- Routine elevator maintenance contracts and monthly fees for elevator telephones, security systems, and fire alarms;
- Annual inspection of fire extinguishers, back-up generator/inverter systems, fire suppression systems and elevators; and
- Premiums for insurance coverage required under Section 700 et al of this Agreement (except for the fidelity bond and the performance bond described in Section 702 of this agreement).

Agency may, from time to time through the term of this Agreement and any extensions thereof, directly provide otherwise reimbursable goods or services that are included in the Operator's approved budget or were previously approved by Agency in writing, and which Agency determines would be best provided by Agency directly.

Notwithstanding the foregoing, unless Operator is notified in writing by Agency that the operating expense associated with the purchase or performance of certain goods or services will be incurred by Agency, all operating expenses shall be reimbursed by Agency to Operator at Operator's cost without mark-up. By the 15th of each month, Operator shall submit a monthly expense invoice, certified by an officer of Operator. Agency staff have the right to use such

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methods as they deem necessary and appropriate to verify amounts claimed on expense invoices.

3. [§ 606] Accounting for Direct and Indirect Operating Expenses

Operator shall keep specific records and accounts for those operating expenses directly related to the operation of each Parking Facility in the System. For those operating expenses indirectly related to the operation of each Parking Facility, which expenses are associated with operation of the entire System, Operator shall report those expenses by budget category. All expenses are to be passed through at the actual costs incurred. Expenses may not be "marked up."

C. [§ 607] Taxes

It is the intention of Agency and Operator that the System and its operation be exempt from taxation. In the event that any unit of government having taxing authority establishes its right to tax the System or its operation, then, and in that event, all taxes which are assessed shall be considered operating expenses within the meaning of Section 605.

D. [§ 608] Budget

For the initial term of this Agreement, the operating budget, management fee, and merit increase for Operator shall be as shown in **Exhibit B**.

Thereafter, if Agency exercises the extensions provided for in this Agreement, Operator shall prepare an annual operating budget, by Parking Facility, and submit same to Agency by June 1 for Agency's next Fiscal Year commencing October 1. (Operator shall also prepare an Annual Program as described in Section 302 and submit same to Agency by June 1.) As set forth under the Idaho Urban Renewal Law, Agency's fiscal year commences each October 1st and ends each September 30th.

After submittal of the budget, Agency and Operator shall meet for the purpose of reviewing the budget and for inclusion of the budget described in this section in Agency's overall budget. (The Annual Program shall also be included in Agency's overall budget as described in Section 302.) Operator acknowledges that the Annual Operating Budget described herein shall be effective only when included within Agency's overall budget.

E. [§ 609] Accounts, Reports, and Audits

Operator shall prepare and submit monthly profit and loss statements as well as any incidental financial or operating statements as deemed necessary by Agency or as the normal course of operation shall dictate. Such statements shall clearly delineate between direct and indirect costs of operation attributable to the System and any costs incurred by Operator for managing other properties for which Operator is responsible.

Operator shall keep, through the entire term of this Agreement or any extension thereof, all books of account and records customarily used in this type of operation and as from time to time may be required by Agency, in accordance with generally accepted governmental accounting principles (GAAP). Operator shall keep all financial records and other records described in this Agreement in a manner and format acceptable to Agency. Agency, at all times throughout the term of this Agreement shall have the right to inspect, audit, and examine during

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normal working hours all such records and books of account relating to Operator's operation hereunder, provided that Operator shall not be required to retain such books of account and records for more than one (1) year from the date Operator's annual financial report is delivered to and accepted by Agency. At the end of the one- year period, the related books of account and records shall be delivered to Agency for further disposition. The books of account and records shall reflect, but not be limited to, daily volume of parking and income and expense accounts per Parking Facility.

Such books, accounts, and statements shall also be subject to inspection under the provisions of Section 920 of this Agreement. Agency shall conduct an annual audit of the System operations. Operator agrees to provide Agency's auditors such information as may be needed to conduct such annual audit and to cooperate fully with Agency's auditors.

In addition, Operator shall make its records available to Agency at any time requested for inspection and review so that Agency staff may conduct internal audit review and testing, including but not limited to:

1. Proper internal control procedures in compliance with GAAP are in place;

2. Stated internal control procedures are consistently followed;

3. Accounting records are complete and accurate; and

4. Reported activity and balances can be verified with supporting documentation.

Finally, Agency may, at its discretion, have an independent audit conducted of Operator. If this audit should identify known or projected misstatements or errors of a material amount (exceeding 5% of annual revenue), Operator shall be required to reimburse Agency for the error and for 50% of the audit fees. Should the audit uncover fraud or other misconduct in any amount, Operator shall be required to reimburse Agency for the amount and 100% of the audit fees.

VII. [§ 700] INDEMNITY, INSURANCE, AND BONDS

A. [§ 701] Property Damage or Injury Indemnification

Operator covenants and agrees to pay, subject to all provisions of this Agreement, all damages for injuries to real or personal property or bodily and personal injury or death to the extent caused by any intentional or negligent act, misconduct or other fault, or any omission to act of Operator or any servant, agent, or employee of Operator in connection with the operation of the System under this agreement. Operator covenants and agrees to defend, indemnify, and hold Agency harmless against all liabilities, losses, costs, damages, expenses, causes of action, suits, claims, demands, and judgments of any kind or nature whatsoever that may in any way come against Agency for or on account of personal injuries or death, and damage to real or personal property or to the loss of any personal property to the extent the same are caused or claimed to have been caused by Operator or any servant, agent or employee of Operator, including court and stenographic costs and an amount in reimbursement of reasonable attorney fees, but only to the extent same are caused or claimed to have been caused by negligence, misconduct, or other fault of Operator, its servants, agents, or employees; provided however,

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that Operator shall have no obligation to indemnify and hold Agency and its respective officers, agents, or employees, harmless from and against any matter to the extent it arises from the act of negligence or willful act of Agency or its respective officers, agents, or employees.

In case any action or proceeding is brought against Agency or its respective officers, agents, or employees, by reason of any such claim, Operator, upon written notice from Agency, shall, at Operator's expense, resist or defend such action or proceeding.

The limits of insurance required under this Agreement shall not be deemed a limitation of the covenants to indemnify, defend, and hold Agency harmless.

B. [§ 702] <u>Fidelity and Performance Bonds</u>

Operator agrees to furnish a fidelity bond held by a company approved by Agency, indemnifying Agency against any dishonest acts of Operator or any of its employees, individual or in collusion with others, which bond shall be in the amount of not less than $100,000 for all employees.

Operator agrees to provide a performance bond approved by Agency or a cash deposit in the amount of $100,000, conditioned upon the full faithful performance by Operator of each and all of the covenants and agreements and undertakings set forth in the Agreement.

C. [§ 703] <u>Insurance</u>

Operator shall procure and maintain continuously in effect, during the term of this Agreement, policies of insurance of the kind and amount, as follows:

1. Statutory workers' compensation and employer's liability coverage in a minimum amount of $1,000,000 per occurrence for bodily injury, $1,000,000 per employee for bodily injury by disease and $1,000,000 aggregate for bodily injury by disease.

2. Commercial general liability insurance and garage-keeper's liability, in minimum amounts of Five Million Dollars ($5,000,000) per occurrence and Six Million Dollars ($6,000,000) general including coverage for bodily injury, including death, property damage premises liability, contractual liability, and products- completed operations. The policy aggregate shall apply on a per location basis, and the limits may be satisfied using a combination of primary and umbrella/excess policies written on a follow-form basis.

3. Business automobile liability Insurance covering use of all owned, non-owned, leased and hired automobiles with a minimum combined single limit of liability for bodily injury and property damage of $1,000,000 per accident. This policy shall be endorsed to name Agency, including its respective officers, agents, or employees, as additional insureds.

4. Crime Insurance (Employee Dishonesty / Fidelity Coverage) in minimum amount of $500,000 per occurrence, or the maximum daily value of funds handled by Operator within any five (5) consecutive business day period, whichever is greater; and include employee dishonesty (fidelity), funds transfer fraud, and computer fraud coverage, and provide blanket coverage for all employees and any subcontractors handling funds under this Agreement. Coverage shall protect against loss resulting from fraudulent or dishonest acts, including acts committed individually or in collusion with others; and

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name Agency as loss payee with respect to losses involving Agency funds. This coverage is intended to satisfy any fidelity bond requirement under this Agreement.

5. Property insurance written on a Causes of Loss- Special Form basis covering all Operator's business personal property and CCDC's property in Operator's care, custody and control on a full replacement cost basis.

6. Cybersecurity liability insurance with limits not less than $1,000,000 per occurrence or claim, $1,000,000 aggregate and includes Third Party. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Operator in this Agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion not less than $250,000 each occurrence or claim, social engineering not less than $250,000 each occurrence or claim, funds transfer fraud not less than $250,000 each occurrence or claim, 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.

The foregoing insurance coverage, to the extent such coverage is triggered and / or applicable, shall be primary and noncontributing with respect to any other insurance or self-insurance that may be maintained by Agency. Operator's General and Automobile Liability Insurance policies shall contain a Cross-Liability or Severability of Interest clause. The fact that Operator has obtained the insurance required in this Section shall in no manner lessen or affect Operator's other obligations or liabilities set forth in the Agreement.

All insurance provided by Operator under this Agreement shall include a waiver of subrogation by the insurers in favor of Agency. Operator hereby releases Agency, including its respective officers, agents, or employees, for losses or claims for bodily injury, property damage, or other insured claims arising out of Operator's performance under this Agreement.

Agency and Operator shall consider amendments to this section in order to comply with Agency's Parking Management Plan, parking agreements, bond covenants, or advice of bond counsel/tax counsel and to respond to recommendations by Agency's Insurance Consultant.

D. [§ 704] <u>General Insurance Requirements</u>

All insurance required in this Section shall be taken out and maintained by insurance companies licensed in the State of Idaho with no less than an "A" rating by A.M. Best. Operator shall furnish Agency policies evidencing all such insurance or a certificate or certificates of the responsible insurers, stating that such insurance is in full force and effect. Each policy of insurance herein required shall contain a provision that the insurer shall not cancel it without giving written notice to Agency of at least thirty (30) days before the cancellation becomes effective. All policies or certificates of insurance are subject to Agency's approval.

The insurance coverage herein required may be provided by a blanket insurance policy or policies.

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E. [§ 705] Agency Option

Agency may, at its option, provide that in lieu of the insurance requirements provided herein, it shall operate the System on a self-insurance or partially self-insured basis or may obtain the insurance itself, in which event or events Operator shall be entitled to purchase insurance providing coverage for itself for any liability which Operator may have under Idaho law and to charge the premium cost of said insurance as an operating expense under Section 605 hereof.

VIII. [§ 800] DEFAULTS, REMEDIES, TERMINATION, AND ALTERNATIVE DISPUTE RESOLUTION

A. [§ 801] Surrender of System

Upon termination of this Agreement, by lapse of time or otherwise, Operator shall surrender and turn over possession of the System to Agency in the same manner and condition as it received the System, excepting reasonable wear and tear.

B. [§ 802] Effect of Default

It is expressly agreed between the Parties hereto that in the event any Parking Facility is deserted, vacated, or abandoned, or if Operator shall sell, assign, or pledge this Agreement except as provided herein; or if default be made in the performance of any of the covenants and agreements to be performed by Operator; or if Operator shall fail to comply with any of the statutes, ordinances, rules, orders, regulations, or requirements of the federal, state, or city governments; or if Operator shall file a petition in bankruptcy or make an assignment for the benefit of creditors or take advantage of any insolvency act, Agency may elect to terminate this Agreement and the terms hereof. In the event Agency elects to terminate this Agreement because of a violation of this section, upon such termination, Operator shall compensate Agency for the loss in revenue suffered by reason of such termination.

If Operator is in default of any of the terms and conditions of this Agreement or violates any law or ordinance or rules and regulations and fails or refuses, after ten (10) days' written notice, to perform or correct conditions by which such Agreement is breached, then this Agreement shall be deemed terminated without notice or demand.

In the event of any default or breach of this Agreement by Operator, Agency, in addition to any other rights or remedies it may have, shall upon three (3) days' written notice have the immediate right of reentry. Upon exercise of the right of reentry, Agency may require Operator to remove all of Operator's property and restore the System.

Should Agency at any time terminate this Agreement for any breach, Agency may recover from Operator for any direct damages incurred by reason of such breach, including the costs of recovering the System, the loss in revenue suffered by reason of such termination, and reasonable attorney fees. In the event of such termination, Agency may withhold any future payments to Operator, on a pro-rated basis, in settling all accounts.

No payment of money by Agency to Operator after default, cancellation, or expiration of this Agreement or any extension thereof, shall reinstate, continue, or extend the term of this Agreement or affect any notice given to Operator by Agency or operate as a waiver of any right of Agency.

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C. [§ 803] Legal Actions

1. [§ 804] Institution of Legal Actions

In addition to any other rights or remedies, either Party may institute legal action to cure, correct, or remedy any default, or recover damages for any default, or to obtain any other remedy consistent with the purpose of this Agreement.

2. [§ 805] Applicable Law

The laws of the State of Idaho shall govern the interpretation and enforcement of this Agreement.

3. [§ 806] Acceptance of Service of Process

In the event that any legal action is commenced by Operator against Agency, service of process on Agency shall be made by personal service upon the Chairman of Agency or in such other manner as may be provided by law.

In the event that any legal action is commenced by Agency against Operator, service of process on Operator shall be made by personal service upon Operator or in such other manner as may be provided by law and shall be valid whether made within or without the State of Idaho.

4. [§ 807] Alternative Dispute Resolution

In the event that a dispute arises between Agency and Operator regarding application or interpretation of any provision of this Agreement, the aggrieved Party shall promptly provide written notice to 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.

D. [§ 808] Rights and Remedies Are Cumulative

Except as otherwise expressly stated in this Agreement, the rights and remedies of the Parties are cumulative, and the exercise by any Party of one or more of such rights or remedies shall not preclude the exercise by it at the same time or different times, of any other rights or remedies for the same default or any other default by the other Party. Specifically, Agency retains all the rights and remedies stated herein without exception, including but not limited to recovering on the fidelity bond, performance bond, and insurance policies defined in Sections 702, 703, and 704 of this Agreement.

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E. [§ 809] Attorney Fees

In the event of any action or proceeding at law or in equity, including arbitration, between Agency and Operator to enforce any provision of this Agreement or to protect or establish any right or remedy of either Party hereunder, the unsuccessful Party to such action shall pay to the prevailing Party all costs and expenses, including reasonable attorney fees incurred therein by such prevailing Party (including such costs and fees incurred on appeal), and if such prevailing Party shall recover judgment in any such action or proceeding, such costs, expenses, and attorney fees shall be included in and as a part of such judgment or award. The provisions of this Section 809 shall apply to any termination of this agreement and shall survive such termination.

F. [§ 810] Choice of Law

This Agreement shall be interpreted and enforced in accordance with and governed by the laws of the State of Idaho. The language in all parts of this Agreement shall be, in all cases, construed according to its fair meaning and not strictly for or against Operator or Agency.

IX. [§ 900] MISCELLANEOUS

A. [§ 901] Notice

All notices, demands, or other communications required to be in writing by this Agreement shall be deemed given when personally delivered, delivered by courier, or sent by certified or registered mail, postage prepaid, with proper address as indicated below. Agency and Operator may, by written notice given to each to the other, designate any address or addresses to which notices, certificates, or other communications to them shall be sent when required as contemplated by this Agreement.

Until otherwise provided by the respective Parties, all notices, certificates, or other communications to them shall be sent when required as contemplated by this Agreement. Until otherwise provided by the respective Parties, all notices, demands, and communications to each of them shall be addressed as follows:

To Agency:	**To Operator:**
John Brunelle, Executive Director	[Name, Title
Capital City Development Corporation	Name of Company
121 N. 9th Street, Suite 501	Address
Boise, Idaho 83702-5804	Address
208-384-4264	Telephone
jbrunelle@ccdcboise.com	email address]

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, U.S. Mail, courier, E-mail, or FAX. Either Party may, by written notice, change the address, telephone number, FAX number, or e-mail address listed above.

B. [§ 902] Compliance with Laws and Ordinances

Operator agrees to operate the System in compliance with this Agreement and all laws and ordinances in effect or which may hereafter be adopted, including, but not limited to, federal

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law and regulation, laws of the State of Idaho and ordinances of Ada County, Boise City and Ada County Highway District.

C. [§ 903] Rules and Regulations

Agency may, at its discretion, adopt reasonable rules and regulations relating to the operation and use of the System, and Operator agrees to abide by such rules and regulations.

D. [§ 904] Assignability by Operator

The rights, obligations and duties under this Agreement of Operator shall not be assigned or transferred, in whole or in part, without the prior written permission of Agency.

E. [§ 905] Damage, Destruction, or Sale

If during the term of this Agreement all or any part of any Parking Facility which is part of the System shall be destroyed or materially damaged from any cause, Agency shall have the option to repair, replace, and restore the damaged portion of the Parking Facility to its former condition or to discontinue all or any part of the operations of the Parking Facility. In either case, Agency may, at its option, cancel, modify, or suspend the operation of this Agreement as it related to such Parking Facility upon thirty (30) days' written notice to Operator. In such instance, Operator's expenses and Operator's fees shall be adjusted accordingly. Likewise, such adjustment shall be made in the event Agency sells or transfers any Parking Facility which constitutes part of the System.

F. [§ 906] Accessible Parking

In order to comply with applicable standards established by federal, state, or local law, accessible parking spaces shall be designated in each Parking Facility by mutual agreement of Agency and Operator as may be required.

G. [§ 907] Advertising and Promotion of the System

Agency may, from time to time, request Operator or others to advertise and promote the System in a manner approved by Agency. The costs for this advertising and promotion will be reimbursed to Operator by Agency as an operating expense under Section 605. Agency reserves the right to sell advertising space in the elevators, garage walls, gate arms, etc. as an additional revenue source as allowed by law or regulation. All advertising media shall be the property of Agency.

H. [§ 908] Operator to Cooperate

If Parking Facilities in the System are operated by more than one operator, each operator, including Operator, shall cooperate with Agency and the other operators in carrying out mutual programs and policies.

I. [§ 909] Option to Add Parking Facilities / Option to Delete Parking Facilities

Agency may add to this Agreement additional Parking Facilities which shall be managed by Operator under the same terms and conditions of this Agreement. Likewise, Agency may delete from this Agreement those Parking Facilities which may be closed or conveyed to others.

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J. [§ 910] Free or Reduced Fee Use of Parking Facilities

Agency may allow free or reduced fee parking in its Parking Facilities for certain events or programs. If Agency permits reduced fee parking in Parking Facilities, Operator shall manage the operation of the Parking Facility or lot as directed by Agency. Any expenses incurred will be reimbursed as an operating expense as defined in Section 605, but will not be included as an operating expense for net revenue calculations.

K. [§ 911] Reserved

[Reserved]

L. [§ 912] Event Parking

Agency intends that the System will be open for events. Operator shall manage the System to accommodate these events and set event rates as directed by Agency, and shall provide any accounting for the individual events as required by Agency. Operating expenses incurred to accommodate event parking shall be included in the reimbursable expenses, and revenues shall be included in total gross revenues per Parking Facility. Operator shall perform all prepaid event parking marketing as directed by Agency.

The Parking Management Plan describes the impact of Event Parking on Agency's Parking System. Operator shall be expected, working in conjunction with Agency, to administer the Event Parking Plan.

M. [§ 913] Reserved

[Reserved]

N. [§ 914] Agency's Right to Inspect and Make Repairs

Agency shall have the right, at such times as may be reasonable under the circumstances, and with as little interruption to Operator's operations as is reasonably practicable, all as determined by Agency to:

1. Inspect the Parking System at reasonable intervals during regular business hours (or at any time in case of emergency) to determine whether Operator has complied and is complying with the terms and conditions of this Agreement.

2. Perform maintenance and make repairs and replacements.

3. Perform maintenance and make repairs and replacements in any case where Agency determines that it is necessary or desirable to do so in order to preserve the structural safety of the System or of individual Parking Facilities or to correct any condition likely to cause injuries or damages to persons or property.

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O. [§ 915] Descriptive Headings

The headings used herein are for description only and for the convenience of identifying the provisions hereof and are not determinative of the meaning or effect of any of the provisions of this Agreement.

P. [§ 916] Severability

If any provision of the Agreement shall be invalid or unenforceable, the remainder hereof shall nevertheless continue in full force and effect.

Q. [§ 917] Parties in Interest

All terms and provisions of this Agreement shall be binding upon and inure to the benefit of and be enforceable by the Parties hereto and by their respective successors in interest.

R. [§ 918] Not a Lease

The Parties acknowledge that this Agreement does not constitute a lease of any Parking Facility or of the System in total and Operator assumes no responsibility for taxes, repairs, or upkeep of the System, except as provided in Sections 301 and 306 of this Agreement.

S. [§ 919] Governmental Action

In the event any governmental authority takes any action that inhibits or adversely affects vehicle ingress to or egress from a Parking Facility in the System or from the System in total, whether by threat of eminent domain or any other government power, or if any governmental authority takes any action relating to the parking, fueling, or use of motor vehicles which causes or substantially contributes to a reduction in the use of the Parking Facilities or the System in total, Operator shall have the right to terminate this Agreement by giving one hundred twenty (120) days' written notice to Agency or continue its operations in the remainder of the System, if any, with an appropriate negotiated adjustment to Operator's compensation.

T. [§ 920] Inspection of Books and Records

Agency has the right during normal business hours without need for notice to inspect the books and records of Operator pertaining to the System as pertinent to the purposes of this Agreement.

U. [§ 921] Amendments to This Agreement, Bond Counsel / Tax Counsel Modifications

Operator and Agency agree to mutually consider requests for amendments to this Agreement which may be made by any of the Parties hereto or bond counsel, tax counsel parking consultants, insurance consultants, or financial consultants to Agency or Operator, provided such requests are consistent with this Agreement and would not substantially alter the basic business terms included herein. The Agreement is specifically conditioned upon review and approval by bond counsel/tax counsel. Any suggested changes by bond counsel/tax counsel shall be memorialized by amendment to this Agreement.

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V. [§ 922] Identity and Authority of Agency

Each of the persons executing this Agreement on behalf of Agency does hereby covenant and warrant that Agency has full right, power, and authority to enter into this Agreement and to carry out all actions contemplated by this Agreement; that the execution and delivery of this Agreement were duly authorized by proper action of Agency and no consent, authorization, or approval of any person, board, or other entity is necessary in connection with such execution and delivery or to carry out all actions contemplated by this Agreement, except as have been obtained and are in full force and effect; and that this Agreement constitutes the valid, binding, and enforceable obligation of Agency. Upon Operator's request, Agency shall provide Operator with evidence reasonably satisfactory to Operator confirming the foregoing covenants and warranties.

W. [§ 923] Identity and Authority of Operator

Each of the persons executing this Agreement on behalf of Operator does hereby covenant and warrant that Operator has full right, power, and authority to enter into this Agreement and to carry out all actions contemplated by this Agreement; that the execution and delivery of this Agreement were duly authorized by proper action of Operator; that no consent, authorization, or approval of any person, board, or other entity is necessary in connection with such execution and delivery or to carry out all actions contemplated by this Agreement, except as have been obtained and are in full force and effect; and that this Agreement constitutes the valid, binding, and enforceable obligation of Operator. Upon Agency's request, Operator shall provide Agency with evidence reasonably satisfactory to Agency confirming the foregoing covenants and warranties.

X. [§ 1000] COUNTERPARTS

This Agreement may be executed in any number of counterparts, and once so executed by all Parties hereto, each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one (1) agreement.

XI. [§ 1100] ENTIRE AGREEMENT, WAIVERS, AND AMENDMENTS

This Agreement is executed in two (2) duplicate originals, each of which is deemed to be an original. This Agreement includes:

Exhibit A: List of Parking Facilities in Agency's Parking System and Parking System Map
Exhibit B: Approved Operator Budget & Management Fee (October 1, 2026 – September 30, 2027)

Attachment 1: Public Parking Management Plan

Exhibits A and B and Attachment 1 attached hereto are incorporated herein by reference, all of which constitute the entire understanding and agreement of the Parties. This Agreement integrates all of the terms and conditions mentioned herein or incidental hereto and supersedes all negotiations or previous agreements between the Parties with respect to all or any part of the subject matter hereof.

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All waivers of the provisions of this Agreement shall be in writing and signed by the appropriate authorities of Agency and Operator, and all amendments hereto shall be in writing and signed by the appropriate authorities of Agency and Operator.

XII. [§ 1200] EFFECTIVE DATE OF AGREEMENT

The effective date of this Agreement shall be October 1, 2026.

End of Agreement | Signatures appear on the following page.

SAMPLE AGREEMENT

IN WITNESS WHEREOF, Agency and Operator have caused this Agreement to be executed in their respective corporate names, with an Effective Date as indicated above.

CAPITAL CITY DEVELOPMENT CORPORATION
"Agency"

By: _____
John Brunelle, Executive Director

Date: _____

Approved as to Form:

_____
Mary Watson, CCDC General Counsel

[NAME OF COMPANY]
"Operator"

By: _____
[Name, Title]

Date: _____

ATTEST:

By: _____

Print Name: _____

Print Title: _____

Date: _____

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ACKNOWLEDGMENTS

STATE OF IDAHO)
) ss.
County of Ada)

On _____, 2026, before me, _____, a Notary Public in and for the State of Idaho, County of Ada, personally appeared JOHN BRUNELLE, known or identified to me to be the EXECUTIVE DIRECTOR of the CAPITAL CITY DEVELOPMENT CORPORATION, the public body, corporate and politic, that executed the within instrument, and known to me to be the person who executed the within instrument on behalf of said Agency, and acknowledged to me that such Agency executed the same.

Witness my hand and official seal.

_____
Notary Public for Idaho
Residing at _____
Commission Expires _____

STATE OF IDAHO)
) ss.
County of Ada)

On _____, 2026, before me, _____, a Notary Public in and for the State of Idaho, County of Ada, personally appeared [Name of Person], known or identified to me to be the [Title of Person] of [Name of Company], the Corporation that executed the within instrument, and known to me to be the person who executed the within instrument on behalf of said Corporation, and acknowledged to me that such Corporation executed the same.

Witness my hand and official seal.

_____
Notary Public for Idaho
Residing at _____
Commission Expires _____

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Exhibit A
List of Parking Facilities in Agency's Parking System
and Parking System Map (As of October 1, 2026)

1. 9th & Main Garage
   866 W. Main Street
   Boise, Idaho 83702
   384 parking spaces

2. Capitol & Main Garage
   770 W. Main Street
   Boise, Idaho 83702
   493 parking spaces

3. 9th & Front Garage
   312 S. 9th Street
   Boise, Idaho 83702
   574 parking spaces

4. 10th & Front Garage
   234 S. 10th Street
   Boise, Idaho 83702
   536 parking spaces

5. Capitol & Myrtle Garage
   445 S. Capitol Boulevard
   Boise, Idaho 83702
   340 parking spaces

6. 11th & Front Garage *
   1101 W. Front Street
   Boise, Idaho 83702
   827 parking spaces

Total Spaces: 3,154

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* 11th & Front Garage is subject to any applicable provision of the "*Parking Operations Agreement for the 11th & Front Parking Garage*"

SAMPLE AGREEMENT

[END OF EXHIBIT A]

SAMPLE A

Exhibit B
Approved Operator Budget & Management Fee
October 1, 2026 through September 30, 2027

1. **Operating Budget**

The budget from October 1, 2026, through September 30, 2027, for Operator shall be:

[INSERT BUDGET AMOUNT]

Payments shall be made by Agency to Operator on a monthly basis in accordance with Section 600 et al. of this Agreement.

2. **Management Fee plus Merit Increase**

The total management fee plus merit increase due to the Operator for the term from October 1, 2026, through September 30, 2027, shall not exceed:

[INSERT MANAGEMENT FEE AMOUNT]

The management fee shall be divided over twelve (12) equal monthly payments in accordance with Section 600 et al. of this Agreement. The amount of the management fee plus merit increase is included in, and not in addition to, the Operating Budget.

3. **Performance-Based Incentives**

At the conclusion of the initial term and any one-year extension exercised by Agency, Operator shall be eligible for a performance bonus as described in Section 602 of this Agreement.

[END OF EXHIBIT B]

SAMPLE AGREEMENT

Attachment 1
Central District Public Parking Management Plan

1. Public Parking Management Plan**,** as originally adopted by Agency in August 1988, as amended through March 2014.

[The Parking Management Plan as described above follows this page.]

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CAPITAL CITY DEVELOPMENT CORP

Exhibit G

Proposed 2026 ParkBOI Rate Adjustments (Effective Aug 1, 2026*)

Category	Current Rate	Proposed Rate	% Change
First Hour	Free (All Day)	Free (5AM-8PM)	New Hours
Hourly Rate (all garages)	$3/hour	$3/hour	No Change
Weekday Max (9th & Main, Cap & Main)	$20	$21	5.0%
Weekday Max (all other garages)	$15	$18	20.0%
Weekend Max (all garages)	$8	$9	12.5%
9th & Main Monthly	$190	$195	2.6%
9th & Main Overnight	--	$78	New
9th & Main Limited	--	$137	New
Capitol & Main Monthly	$190	$195	2.6%
Capitol & Main Reserved (Residential)*	$230	$293	27.4%
Capitol & Main Reserved (Commercial)*	$250	$293	17.2%
Capitol & Main Overnight	--	$78	New
Capitol & Main Limited	--	$137	New
Capitol & Myrtle Monthly	$150	$155	3.3%
Capitol & Myrtle Reserved*	$170	$233	37.1%
Capitol & Myrtle Overnight	--	$62	New
Capitol & Myrtle Limited	--	$109	New
10th & Front Monthly	$150	$160	6.7%
10th & Front Reserved*	$170	$240	41.2%
10th & Front Overnight	$50	$64	28.0%
10th & Front Limited	--	$112	New
9th & Front Monthly	$150	$160	6.7%
9th & Front Reserved*	$200	$240	20.0%
9th & Front Overnight	--	$64	New
9th & Front Limited	--	$112	New
11th & Front Monthly	$125	$135	8.0%

Proposed 2026 Rate Adjustments for ParkBOI Facilities (Cont.)

Category	Current Rate	Proposed Rate	% Change
11th & Front Reserved*	$155	$203	31.0%
11th & Front Overnight	--	$54	New
11th & Front Limited	--	$95	New
All Access Pass	--	$340	New
Hotel Guest Rate*	$8.00	$11.50	43.8%
Car/Van Pool (Cap & Myrtle,9th & Front, 10th & Front, 11th & Front)	$75 + City Go	$75 + City Go	No Change
Special Event	$10	$5-$30	Varies (See Table Below)
BikeBOI	$20 activation	$20 activation	No change

Special Event Pricing

Up to 400 Parkers	Sun*	Mon	Tue	Wed	Thu	Fri	Sat
Before 12:00pm	$5	$20	$25	$25	$20	$20	$5
12:00pm to 5:00pm	$10	$15	$20	$20	$15	$15	$10
After 5:00pm	$10	$12	$12	$12	$12	$12	$12

Over 400 Parkers	Sun*	Mon	Tue	Wed	Thu	Fri	Sat
Before 12:00pm	$5	$25	$30	$30	$25	$25	$10
12:00pm to 5:00pm	$10	$20	$25	$25	$20	$20	$15
After 5:00pm	$10	$17	$17	$17	$17	$17	$17

*Or Holidays

**Reserved Monthly Pass Rate and Hotel Guest Rate adjustments will be implemented over the course of two years with 50% of the adjustment being implemented 1/1/2027 and 50% of the adjustment being implemented 1/1/2028.*

CAPITAL CITY DEVELOPMENT CORP

Attachment C

PARKING OPERATOR 2026
FINAL EVALUATION TALLY

VENDOR	Possible Points	Parking Management Company					Pivot Parking - 12 Oaks Parking					Reimagined Parking					The Car Park				
Rater		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Criteria																					
Parking Management Approach	10	5	8	8	8	8	6	8	8	9	8	3	6	8	9	8	6	9	9	10	10
Company Experience	10	5	6	8	8	5	5	7	9	10	5	4	7	9	10	6	6	9	9	10	9
Management, Personnel & Customer Service Plans	10	4	7	7	8	3	4	7	9	9	4	5	7	9	10	4	7	9	10	10	5
Compensation	6	4	3	5	5	3	4	4	5	5	3	4	4	5	6	3	5	4	5	5	3
Customer Service	**6**	3	4	4	6	5	4	5	4	5	5	3	5	4	5	5	4	5	4	6	6
Operations & Maintenance Procedures	**6**	4	4	4	5	5	4	4	5	5	5	2	4	5	6	5	4	5	5	6	5
Revenue, Collections, & Control; Internal Financial Procedures	**10**	6	8	8	8	4	6	7	8	9	5	4	7	8	10	5	7	9	9	10	6
Operating Budget	**10**	5	8	8	9	5	7	8	8	9	5	2	0	7	9	5	6	8	9	10	5
Financial Ability to Perform*	**10**	n/a	8	n/a	n/a	n/a	n/a	6	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	9	n/a	n/a	n/a
Safety, Security & Emergency Procedures	**6**	2	4	4	5	5	4	5	5	5	6	3	5	5	5	6	4	5	5	6	6
Transition Plan	**6**	4	4	5	6	3	4	5	5	6	4	4	5	5	5	3	4	5	6	6	6
Recommended changes, improvements, and innovations	**10**	5	5	8	10	6	5	7	9	9	5	3	6	8	8	5	6	8	9	9	5
Totals	**100**	47	69	69	78	52	53	73	75	81	55	37	57	73	83	55	59	85	80	88	66
	500	**315**					**337**					**305**					**378**				
		3	3	4	4	4	2	2	2	3	2	4	4	3	2	2	1	1	1	1	1
AVERAGE		**63**					**67**					**61**					**76**				
Ranking		**3**					**2**					**4**					**1**				

*Financial Documents reviewed and scored only by Finance Director

CAPITAL CITY DEVELOPMENT CORP

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AGENDA BILL

Agenda Subject: 860 W. Sherwood Street, The Sherwood, Type 3 Transformative Assistance Designation with Northwest Real Estate Capital Corp.	**Date:** August 10, 2026
Staff Contact: Corrie Brending, Project Manager – Property Development	**Attachments:** 1) Site Map 2) Images and Renderings 3) Public Improvement Plan
Action Requested: Designate The Sherwood as a project eligible for Type 3 Transformative Assistance and direct staff to negotiate a Type 3 Agreement with Northwest Real Estate Capital Corp. for future CCDC Board approval.	

Background:

The Sherwood is a planned permanent supportive housing development located on City of Boise property at 860 W. Sherwood Street in the Shoreline District. The project is being developed by Northwest Real Estate Capital Corp., a nonprofit affordable housing developer with experience creating housing opportunities for low-income households in Boise and throughout Idaho.

The project is designed to provide stable, long-term housing for families transitioning out of homelessness. Development is planned in two phases. Phase I includes 48 affordable homes, community gathering space, offices and meeting rooms for supportive services, a daycare facility, outdoor resident amenities, and off-street parking. Homes will be rented to households whose incomes do not exceed 80% of area median income (AMI), with 30 of the 48 units reserved for those earning up to 30% AMI. Future Phase II development is anticipated to add 42 additional homes and micro-retail space on Lusk Street. Construction of Phase I is planned to begin this fall with Phase II to follow based upon a future allocation of Low-Income Housing Tax Credits (LIHTC).

The project's public improvements eligible for CCDC reimbursement are the same for both phases and include streetscapes and utility upgrades for power, water, sewer, and fiber. Streetscape improvements include sidewalks, street trees, suspended paving systems, streetlights, and bike racks. All improvements will be completed with Phase I and are estimated to cost $740,000.

This project is eligible for Type 3 Transformative Assistance as it is a deeply affordable housing project, supported by LIHTC and the City of Boise, providing permanent supportive housing and services for the community.

Project Summary:

- 860 W. Sherwood Street
- 48 units in Phase I
    - 30 units reserved for those earning 30% AMI or less
- 42 units in Phase II
- Includes onsite supportive services and a daycare
- Public improvements include streetscapes and utility upgrades
- $18 million Total Development Costs
- $740,000 estimated eligible expenses

Timeline:

- March 2026 – Design Review Approval
- July 2026 – Applied for Participation
- TODAY – Type 3 Designation
- August 2026 – Groundbreaking
- October 2026 – Type 3 Agreement Approval
- January 2028 – Construction of Phase I Complete
- September 2030 – Reimbursement Begin

Fiscal Notes:

The project has approximately $740,000 in estimated eligible expenses. CCDC estimates that Phase I will generate approximately $33,500 in annual tax increment revenue beginning in FY 2030, and when complete, Phase II may generate an additional $24,000 in annual tax increment revenue. As a LIHTC-funded, Type 3 project, The Sherwood is eligible for an eight-year reimbursement term and reimbursement of 100% of the tax increment revenue it generates. If Phase II is completed during the reimbursement period, the tax increment generated by Phase II will be added to the annual reimbursement amount, increasing reimbursement of the project's eligible expenses. Assuming Phase II is completed within two years of Phase I, the combined estimated tax increment revenue generated by Phase I and Phase II over the eight-year reimbursement period is $412,862.

Recognizing that rent restriction limits the taxable value of a property, and therefore the amount of increment revenue it will generate, while also delivering a necessary public good, Type 3 Transformative Assistance provides flexibility in the reimbursement structure for transformative projects like The Sherwood. Alternative reimbursement structures for The Sherwood may be considered during agreement negotiations based on project needs, available budget, and consistency with CCDC policy and Board direction.

Staff Recommendation:

Direct staff to negotiate a Type 3 Participation Agreement with Northwest Real Estate Capital Corp. for future Board approval.

Suggested Motion:

I move to direct staff to negotiate a final Type 3 Participation Agreement with Northwest Real Estate Capital Corp. for future Board approval.

R1013250885

THE SHERWOOD

860 W. SHERWOOD ST.
BOISE, ID 83706

FOR BID SET
26 0619

PROJECT TEAM

ARCHITECT
CHAD VAN LONGER
SHOPWORKS ARCHITECTURE
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PLUMBING ENGINEER
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MEC
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303.307.4285

TELECOMMUNICATIONS
NAME
COMPANY
ADDRESS LINE 1
ADDRESS LINE 2
NUMBER

GENERAL CONTRACTOR
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CSUR CONSTRUCTION
6262 SUPPLY WAY
BOISE, ID 83716
(208) 208-5873

shopworks architecture
301 W. 45TH AVE • DENVER, CO 80216 • 303.433.4094

NOT FOR CONSTRUCTION

THE SHERWOOD
860 W Sherwood St
Boise, ID 83706

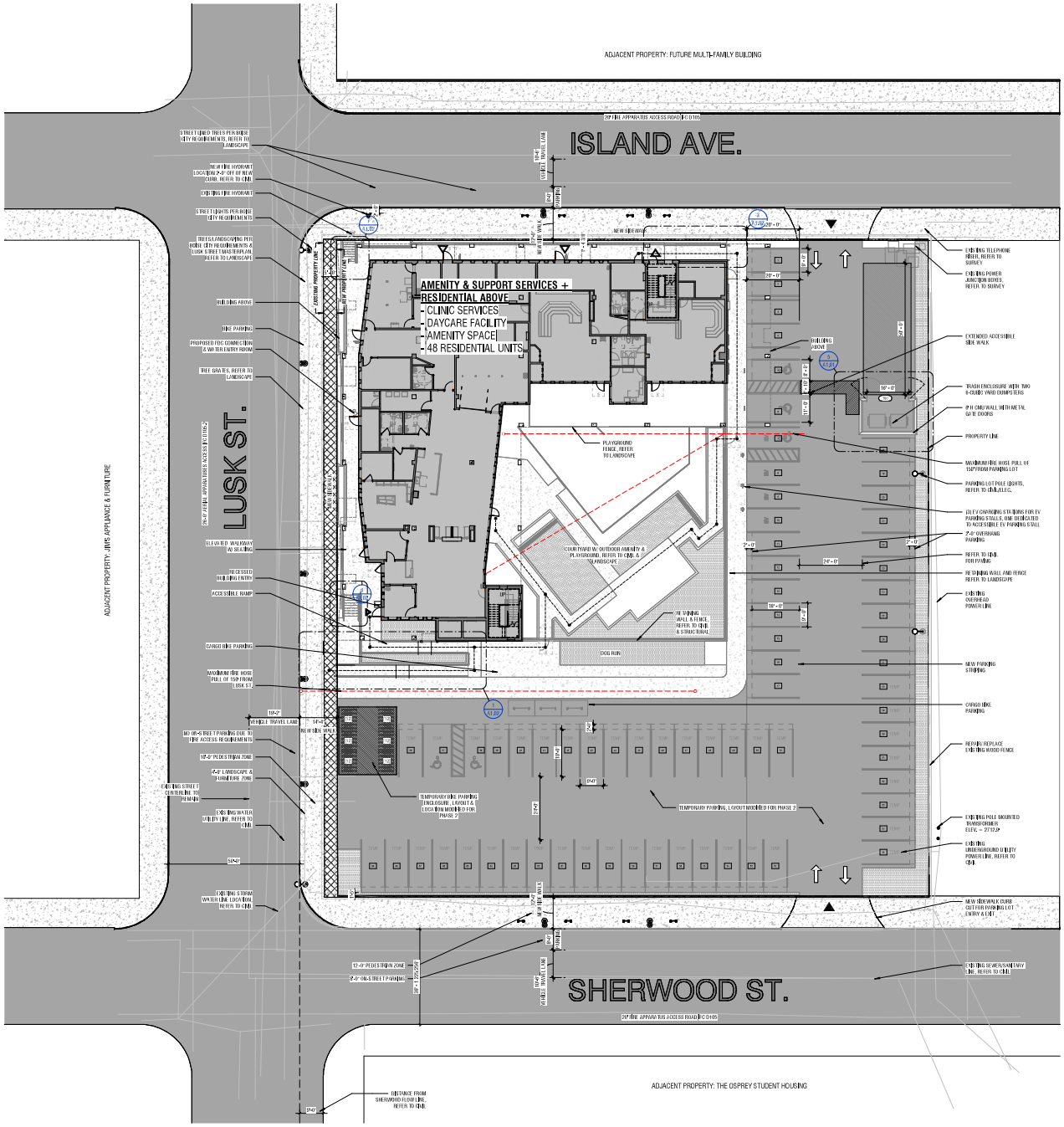
REV:

DRAWN: JH
REVIEWED: SB

DATE: 6/18/26
FOR BID SET
PROJECT #: 24004
FILE:
SHEET TITLE:
COVER SHEET

SCALE: 3" = 1'-0"

NO. G0.00



1 ARCHITECTURAL SITE PLAN
1/16" = 1'-0"

Parking Schedule Phase1	
Type	Count
8'-0 x 20' Bike HC	2
8'-0 X 20' HC EV	1
8'-0 x 20' Bike STD	61
8'-0 X 20'+3' EV INSTALLED	3
11'-0 X 20'-6 HC VAN	2
Grand total	69

Bike Parking Schedule		
NAME	TYPE	COUNT
APEX Bike Rack	SHORT TERM	14
Bike Rack (Hugs 12)	LONG TERM	72
Cargo Bike Dock (Hugs 2)	COVERED	4
Grand total		90

GENERAL EXTERIOR NOTES

1	COORDINATE EXISTING FENCE REMOVAL/REPLACEMENT ALONG EAST SIDE OF PROPERTY WITH ADJACENT OWNER.
2	-
3	-
4	-
5	-
6	-
7	-

SITE NOTES

1	REFER TO CIVIL FOR NEW STREET DESIGN. SIDE WALK STANDARD FOR LUSK, ISLAND AND SHERWOOD
2	RECONSTRUCT CURB RAMP, REFER TO CIVIL
3	
4	
5	
6	

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NOT FOR CONSTRUCTION

THE SHERWOOD
860 W Sherwood St
Boise, ID 83706

REV:

DRAWN: Author
REVIEWED: Approver
DATE: 6/18/26
FOR BID SET
PROJECT #: 24004
FILE:
SHEET TITLE:
ARCHITECTURAL SITE PLAN

SCALE: As indicated

NO. A1.00

The Sherwood
300

The Sherwood

Northwest Real Estate Capital Corp.

860 W. Sherwood Street, Boise, Idaho 83706

General Notes:

1. THE CONTRACTOR SHALL AT ALL TIMES COORDINATE HIS WORK WITH THAT OF OTHERS ON THE SITE. THE CONTRACTOR SHALL HAVE A RESPONSIBLE PARTY WHO SHALL HAVE THE AUTHORITY TO REPRESENT AND ACT FOR THE CONTRACTOR ON THE JOB SITE DURING ALL WORKING HOURS.
2. THE CONTRACTOR IS RESPONSIBLE FOR PERFORMING ALL WORK INDICATED IN THESE PLANS AND SPECIFICATIONS. ANY ITEM INDICATED IN THESE PLANS, BUT NOT ITEMIZED IN THE BID DOCUMENTS, WILL BE INCLUDED UNDER A BID SCHEDULE ITEM TO WHICH IT MOST PERTAINS.
3. THE CONTRACTOR SHALL EXAMINE THE SITE, COMPARE IT WITH THE PLANS AND SPECIFICATIONS, CAREFULLY EXAMINE ALL OF THE CONTRACT DOCUMENTS, AND SATISFY HIMSELF AS TO THE CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED BEFORE ENTERING INTO CONTRACT. NO ALLOWANCE SHALL SUBSEQUENTLY BE MADE ON BEHALF OF THE CONTRACTOR ON ACCOUNT OF AN ERROR ON HIS PART AND/OR HIS NEGLIGENCE AND/OR FAILURE TO ACQUAINT HIMSELF WITH THE CONDITIONS OF THE SITE.
4. THE CONTRACTOR SHALL CONTACT DIGLINE 48 HOURS PRIOR TO ANY EXCAVATION. 1-800-342-1585 OR 811
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO THE EXISTING STREETS, SIDEWALKS, OR EXISTING STRUCTURES DURING THE CONSTRUCTION OF THIS PROJECT, AND SHALL REPAIR SUCH DAMAGE TO THE SATISFACTION OF THE GOVERNING AGENCY, AT NO EXTRA COST TO THE OWNER.
6. ALL EXISTING CONDITIONS AND STRUCTURES NOT SPECIFICALLY NOTED FOR REMOVAL SHALL BE RETAINED AND PROTECTED. EXISTING CONDITIONS AND STRUCTURES THAT ARE DAMAGED DURING THE COURSE OF CONSTRUCTION SHALL BE REPLACED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
7. ALL CONTRACTORS WORKING WITHIN THE PUBLIC RIGHT-OF-WAY ARE REQUIRED TO SECURE A RIGHT-OF-WAY CONSTRUCTION PERMIT FROM ADA COUNTY HIGHWAY DISTRICT AT LEAST 24 HOURS PRIOR TO ANY CONSTRUCTION.
8. ALL CONSTRUCTION IN THE PUBLIC RIGHT-OF-WAY SHALL CONFORM TO THE CURRENT EDITION OF THE ISPWC AND THE ACHD SUPPLEMENTAL SPECIFICATIONS. NO EXCEPTIONS TO THESE STANDARDS WILL BE ALLOWED UNLESS SPECIFICALLY AND PREVIOUSLY APPROVED IN WRITING BY THE GOVERNING AGENCY.
9. THE CONTRACTOR SHALL PERFORM ALL CLEARING AND SITE PREPARATION NECESSARY FOR THE PROPER EXECUTION OF ALL WORK INDICATED ON THESE PLANS AND SPECIFICATIONS.
10. THE LAND GROUP, INC. DOES NOT AND CANNOT GUARANTEE THE ACCURACY OF WORK DONE BY OTHERS AND INCLUDES THIS INFORMATION FOR THE CONVENIENCE OF THE CONTRACTOR ONLY. THE CONTRACTOR IS RESPONSIBLE TO CONTACT THE OWNER'S REPRESENTATIVE TO REQUEST CLARIFICATION OF DISCREPANCIES BETWEEN THE INFORMATION SHOWN ON THIS PLAN AND INFORMATION SHOWN ELSEWHERE. IN THE EVENT THE CONTRACTOR PROCEEDS WITH CONSTRUCTION WITHOUT OFFICIAL CLARIFICATION FROM THE OWNER'S REPRESENTATIVE, HE SHALL BE LIABLE FOR THE COST OF CORRECTIVE WORK AND SHALL REPAIR OR RECONSTRUCT THE FAULTY WORK TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE AT NO ADDITIONAL COST TO THE OWNER.
11. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING, ERECTING AND MAINTAINING THE REQUIRED MATERIALS, EQUIPMENT AND MANPOWER NECESSARY FOR PUBLIC SAFETY AND TRAFFIC CONTROL WITHIN THE PROJECT LIMITS AND ON THE APPROACHES TO THE PROJECT.
12. THE CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONTRACTOR SHALL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING THE SAFETY OF ALL PERSONS AND PROPERTY, AND THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY, AND HOLD DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL LIABILITY, REAL AND ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE DESIGN PROFESSIONAL.
13. THE LOCATION OF EXISTING UNDERGROUND UTILITIES ON THESE PLANS ARE APPROXIMATE. A REASONABLE EFFORT HAS BEEN MADE TO LOCATE AND DELINEATE ALL UNDERGROUND FACILITIES, HOWEVER THE LAND GROUP, INC. OR IT'S CONSULTANTS ASSUMES NO LIABILITY FOR THE ACCURACY OR COMPLETENESS OF THE EXISTING FACILITIES SHOWN HERE OR FOR THE EXISTENCE OF OTHER UNDERGROUND UTILITIES OR OBJECTS WHICH MAY BE DISCOVERED BUT ARE NOT SHOWN ON THESE PLANS. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE DUE TO CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

Grading & Drainage Notes:

1. GENERAL NOTES ARE MADE A PART OF THE GRADING & DRAINAGE NOTES BY THIS REFERENCE. ALL CONTRACTORS' AND CONSTRUCTION ACTIVITIES SHALL CONFORM TO SAID NOTES.
2. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE IDAHO SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, THESE PLANS AND THE PROJECT SPECIFICATIONS.
3. CONTRACTOR SHALL HAVE AN APPROVED SET OF PLANS ON SITE AT ALL TIMES. ONLY THESE PLANS SHALL BE USED BY THE PROJECT CONTRACTOR(S). USE OF ANY NON APPROVED SET OF PLANS ON THE JOB SHALL BE GROUNDS FOR THE ISSUANCE OF A STOP WORK ORDER.
4. ALL MATERIALS FURNISHED ON OR FOR THE PROJECT MUST MEET THE MINIMUM REQUIREMENTS OF THE APPROVING AGENCIES OR AS SET FORTH HEREIN, WHICHEVER IS MORE RESTRICTIVE.
5. CONTRACTOR TO VERIFY ALL EXISTING ELEVATIONS NOTED ON THIS PLAN AND NOTIFY DESIGN ENGINEER WHEN ELEVATIONS DO NOT MATCH PLANS.
6. WASTE SOIL SHALL BE HAULED TO AN OFFSITE DISPOSAL SITE FURNISHED BY THE CONTRACTOR.
7. ALL FINISHED GRADES SHALL BE SMOOTH AND UNIFORM.
8. PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING. PROVIDE POSITIVE DRAINAGE TO ALL CATCH BASINS, DRAINAGE STRUCTURES, CURB CUTS, AND DRAINAGE WINDOWS.
9. ALL CONCRETE SIDEWALKS SHALL HAVE A MINIMUM OF ONE PERCENT (1%) CROSS SLOPE UNLESS OTHERWISE NOTED.
10. CONTRACTOR SHALL COORDINATE CONNECTION OF ALL ROOF DRAINAGE DOWN SPOUTS AND BUILDING PLUMBING. SEE ARCHITECTURAL AND MECHANICAL DRAWINGS FOR EXACT LOCATION OF DRAINAGE CONNECTION POINTS.
11. ALL CHANGES REQUIRE APPROVAL BY THE DESIGN ENGINEER AND LANDSCAPE ARCHITECT.
12. ALL DRAINAGE CONVEYANCE AND INFILTRATION FACILITIES MUST BE INSPECTED BY THE DESIGN ENGINEER OR HIS/HER QUALIFIED REPRESENTATIVE. PROVIDE INSPECTION REQUEST A MINIMUM OF 48 HOURS IN ADVANCE.
13. ALL STORM DRAINAGE PIPING SHALL BE ADS N-12 (HDPE) DRAINAGE PIPE (SOLID WALL AND PERFORATED) OR ASTM 3034, SDR 35 PVC AS SHOWN ON THE PLANS.
14. ALL NON GRATED STORM DRAIN MANHOLE COVERS SHALL BE MARKED "STORM DRAIN".
15. CONCRETE COLLARS SHALL BE POURED AT ALL STORM DRAINAGE INLETS AND MANHOLES. COLLARS SHALL BE PLACED IN ACCORDANCE WITH ISPWC SD-616. CONCRETE COLLARS ARE NOT REQUIRED FOR MANHOLES OR STORM DRAINAGE INLETS LOCATED IN LANDSCAPE AREAS OR NON-HARD SURFACES.
16. PIPE TRENCH SHALL CONFORM TO DIVISION 300 OF THE LATEST EDITION OF THE ISPWC AND SD-301. BEDDING AND BACKFILL SHALL BE CONSTRUCTED PER SECTIONS 305 AND 306 OF THE ISPWC.
17. PIPE LENGTHS SHOWN ARE NOT EXACT. ACTUAL INSTALLATION LENGTHS MAY VARY SLIGHTLY. LENGTHS ARE SHOWN FOR GENERAL INFORMATION ONLY.
18. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT EXISTING UTILITIES AND IMPROVEMENTS. ANY DAMAGE TO EXISTING FACILITIES OR IMPROVEMENTS RESULTING FROM THE CONTRACTORS' OPERATIONS, SHALL BE REPAIRED OR REPLACED AT CONTRACTORS' EXPENSE.
19. CONTRACTOR IS RESPONSIBLE TO REMOVE ALL CONCRETE AND DEBRIS FROM LANDSCAPE PLANTER AREAS PRIOR TO INSTALLATION OF ANY LANDSCAPE MATERIALS BY THE LANDSCAPE CONTRACTOR.
20. ALL PROPOSED STORM DRAINAGE CATCH BASIN INLETS AND MANHOLES SHALL BE COVERED WITH FILTER FABRIC BY THE STORM DRAIN CONTRACTOR TO PREVENT CONTAMINATION OF STORM DRAINAGE FACILITIES. FABRIC SHALL NOT BE REMOVED UNTIL AFTER CONSTRUCTION IS COMPLETE AND LANDSCAPE TURF AREAS HAVE MATURED.
21. CARE SHALL BE TAKEN TO PREVENT DIRT AND OTHER SUPERFLUOUS MATERIALS FROM ENTERING STORM DRAINAGE FACILITIES DURING CONSTRUCTION.

Sewer Notes:

1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST SEWER SPECIFICATIONS AND STANDARD DRAWINGS OF THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPWC), BOISE CITY PUBLIC WORKS DEPARTMENT AND/OR THE ADA COUNTY HIGHWAY DISTRICT (ACHD) MODIFICATIONS TO THE ISPWC.
2. THE CONTRACTOR SHALL CONSTRUCT THE SANITARY SEWER IN ACCORDANCE WITH THE STAMPED PLANS APPROVED BY THE BOISE CITY PUBLIC WORKS DEPARTMENT. THESE PLANS WILL BE PROVIDED TO THE CONTRACTOR BY THE PROJECT INSPECTOR PRIOR TO CONSTRUCTION. WORK SHALL NOT BE DONE WITHOUT THE CURRENT SET OF APPROVED PLANS.
3. FINAL APPROVAL AND ACCEPTANCE OF ALL SEWER CONSTRUCTION WILL BE BY THE BOISE CITY PUBLIC WORKS DEPARTMENT.
4. SEWER INSPECTIONS WILL BE BY THE BOISE CITY PUBLIC WORKS DEPARTMENT AND THEIR DECISIONS SHOULD BE CONSIDERED AS FINAL. THE CONTRACTOR WILL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT 48 HOURS PRIOR TO CONSTRUCTION. BOISE CITY WILL PROVIDE PERIODIC INSPECTIONS FOR AN EIGHT-HOUR DAY, FROM 8:00 A.M. TO 5:00 P.M., MONDAY THROUGH FRIDAY. THE CONTRACTOR SHALL REIMBURSE THE CITY AT RATES ESTABLISHED BY THE CITY FOR INSPECTION IN EXCESS OF THE NORMAL WORK WEEK, INCLUDING LEGAL HOLIDAYS. OVERTIME INSPECTION RATES AND A LIST OF LEGAL HOLIDAYS CAN BE OBTAINED FROM THE BOISE CITY PUBLIC WORKS DEPARTMENT.
5. SEWER CONSTRUCTION WILL MEET SPECIFIC DETAILS AND REQUIREMENTS OF THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION INCLUDING BOISE CITY REVISIONS. BOISE CITY REVISIONS TO ISPWC STANDARD DRAWINGS ARE AVAILABLE ONLINE.
6. GROUNDWATER LEVELS SHALL BE MAINTAINED BELOW THE BOTTOM OF THE TRENCH DURING THE PIPE LAYING AND PIPE JOINING OPERATIONS. ALL MANHOLES LOCATED WITHIN LIMITS OF SEASONAL GROUNDWATER SHALL HAVE THE EXTERIOR OF ALL CONCRETE SURFACES COATED WITH TWO COATS OF COAL TAR EPOXY.
7. THE CONTRACTOR SHALL INSTALL A REMOVABLE PLUG UPSTREAM OF SSMH 254S1. THIS PLUG SHALL REMAIN IN PLACE DURING CONSTRUCTION UNTIL FINAL ACCEPTANCE OF THIS SEWER PROJECT.
8. SERVICE LINES SHALL BE MARKED IN ACCORDANCE WITH THE SPECIFICATIONS AND STANDARD DRAWING SD 512. SERVICE LINE MARKERS SHALL REMAIN IN PLACE DURING CONSTRUCTION AND BE PRESENT FOR FINAL INSPECTION. ON LOTS WHERE ROOF DRAINS ARE UTILIZED, THE CONTRACTOR SHALL COLOR THE ROOF DRAIN MARKERS TO CLEARLY DIFFERENTIATE ROOF DRAIN MARKERS FROM SEWER SERVICE MARKERS.
9. THE HORIZONTAL SEPARATION OF THE WATER AND SEWER MAINS SHALL BE A MINIMUM OF TEN (10) FEET. WHERE IT IS NECESSARY FOR SEWER AND WATER TO CROSS EACH OTHER AND THE SEWER LINE IS LESS THAN 18 INCHES BELOW OR ABOVE THE WATER MAIN, THE SEWER LINE CROSSING SHALL BE P.V.C. PRESSURE PIPE CONFORMING TO AWWA C900 OR ASTM D2241, FOR A DISTANCE OF 10' ON BOTH SIDES OF WATER LINE. ONE FULL LENGTH OF BOTH WATER MAIN AND SEWER LINE SHALL BE CENTERED OVER THE CROSSING POINT SO THAT ALL JOINTS WILL BE AS FAR FROM THE CROSSING AS POSSIBLE.
10. ALL STATIONING RELATES TO THE GRAVITY SEWER CENTERLINE.
11. THE CONTRACTOR SHALL PROVIDE BOISE CITY'S INSPECTOR WITH "CUT SHEETS" FOR THE STAKING PROVIDED FOR CONSTRUCTION OF THE SANITARY SEWER. "CUT SHEETS" SHALL BE PROVIDED TO THE CITY PRIOR TO CONSTRUCTION. ADDITIONALLY, TEMPORARY BENCH MARKS MUST BE PROVIDED TO THE BOISE CITY DEPARTMENT OF PUBLIC WORKS, INSPECTION SECTION; PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
12. PRIOR TO CONSTRUCTION, TEMPORARY BENCH MARKS (TBM'S) SHALL BE SET IN THE FIELD BY A LICENSED SURVEYOR OR ENGINEER AND SHALL BE FLAGGED AND CLEARLY VISIBLE FROM ALL DIRECTIONS. A TBM SHALL BE LOCATED WITHIN 100 FEET OF THE TIE-IN TO EXISTING SEWER AND SPACED NO GREATER THAN 500 FEET ALONG THE SEWER ALIGNMENT THEREAFTER. TBM'S SHALL HAVE ELEVATIONS TIED TO THE NAVD 1988 DATUM.
13. SEWER PIPE WITH COVER OF GREATER THAN 3 FEET, SHALL BE BELL AND SPIGOT, POLYVINYL CHLORIDE (PVC), SDR 35, ASTM D-3034 FOR 4-INCH THROUGH 15-INCH AND ASTM F679 FOR 18-INCH THROUGH 27-INCH AS SET FORTH BY THE BOISE CITY PUBLIC WORKS DEPARTMENT. SEWER PIPE WITH LESS THAN 3 FEET OF COVER SHALL BE DUCTILE IRON CONFORMING TO ANSI A-21.51 OR AWWA C-151 MINIMUM CLASS 50. A RUBBER RING IS TO BE INSTALLED WHERE THE PIPE IS IN CONTACT WITH THE MANHOLE BASE AND/OR ITS CHANNEL IN ORDER TO ENSURE A WATER-TIGHT SEAL.
14. THE SEWER CONTRACTOR SHALL SUPPLY ALL LID ASSEMBLIES AND THE REQUIRED NUMBER OF RISER AND GRADE RINGS. THE SEWER CONTRACTOR SHALL FIELD VERIFY THE ELEVATION OF THE TOP OF THE MANHOLE CONE TO ASSURE THAT RING ELEVATIONS MATCH FINAL STREET GRADES. THE MAXIMUM HEIGHT OF THE GRADE RINGS SHALL BE SUCH THAT THE FINISHED GRADE ELEVATION OF THE MANHOLE FRAME AND COVER SHALL NOT BE MORE THAN TWENTY-ONE (21") INCHES ABOVE THE TOP OF THE MANHOLE CONE.
15. THE PAVING CONTRACTOR SHALL SET THE GRADE RINGS AND POUR THE CONCRETE COLLARS PER STANDARD DRAWING NO. SD 508. THE PAVING CONTRACTOR SHALL CONTACT ACHD 24 HOURS PRIOR TO POURING CONCRETE COLLARS.
16. THE TRENCH BACKFILL ABOVE THE PIPE ZONE WILL BE INSPECTED BY THE ACHD OR BY THE DEVELOPER'S ENGINEER IN ACCORDANCE WITH THE LATEST EDITION OF THE "CONSTRUCTION QUALITY ASSURANCE MANUAL". COMPACTION TESTS ARE REQUIRED ON THE BACKFILL ABOVE THE PIPE ZONE, WITHIN PUBLIC RIGHT-OF-WAY. TESTING SHALL BE CONDUCTED TO MEET ALL ACHD REQUIREMENTS AND THE RESULTS SHALL BE SUBMITTED TO BOISE CITY PUBLIC WORKS DEPARTMENT AND ACHD PRIOR TO FINAL ACCEPTANCE.
17. THE BOISE PUBLIC WORKS DEPARTMENT MAY TEST THE COMPACTION OF THE SEWER PIPELINE BEDDING. TESTING WILL BE DONE BY AN INDEPENDENT TESTING LABORATORY. THE COST OF THE FIRST TEST WILL BE PAID BY THE BOISE PUBLIC WORKS DEPARTMENT. IF THE FIRST TEST FAILS TO MEET REQUIRED COMPACTION, ALL RE-TESTING SHALL BE PAID BY THE SEWER CONTRACTOR. THE CONTRACTOR SHALL CONTACT THE BOISE PUBLIC WORKS DEPARTMENT AND/OR TESTING LABORATORY TO SCHEDULE THE TESTS PRIOR TO ANY PIPE LAYING AND BACKFILLING.
18. THE CONTRACTOR SHALL LEAVE THE EXCAVATION FOR THE UPSTREAM END OF ALL SERVICE LINES OPEN FOR FIELD VERIFICATION OF THE INVERT ELEVATION BY THE CITY'S INSPECTOR. THE CONTRACTOR SHALL NOT BACKFILL THE ENDS OF SERVICE LINES UNTIL HE HAS OBTAINED APPROVAL FROM BOISE CITY'S INSPECTOR OR MADE OTHER ARRANGEMENTS FOR THE VERIFICATION OF SERVICE LINE INVERT ELEVATIONS.
19. PRIOR TO FINAL ACCEPTANCE, AFTER ALL UTILITIES ARE IN AND PRIOR TO PAVING, AN AIR TEST SHALL BE CONDUCTED. THE CONTRACTOR SHALL CONTACT THE CITY OF BOISE A MINIMUM OF 24 HOURS PRIOR TO TESTING. ALL MANHOLES SHALL BE TESTED IN ACCORDANCE WITH THE ISPWC AND BOISE CITY'S MODIFICATIONS.
20. THE SEWER MAIN SHALL BE TESTED FOR DEFLECTION IN ACCORDANCE WITH THE ISPWC AND BOISE CITY'S MODIFICATIONS. ALL SEWER LINES SHALL BE TELEVISED WITH A CLOSED CIRCUIT TELEVISION CAMERA IN ACCORDANCE WITH THE ISPWC AND BOISE CITY'S MODIFICATIONS. NO STANDING WATER SHALL BE PRESENT.

Elevation Datum:

THE ELEVATION DATUM OF THESE PLANS IS NAVD '88.

Storm Drain Notes (Private Facilities):

1. NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION IF INCONSISTENCIES, ERRORS, OR DISCREPANCIES ARE FOUND IN THESE PLANS. ALL CHANGES REQUIRE APPROVAL BY DESIGN ENGINEER.
2. ALL DRAINAGE FACILITIES MUST BE INSPECTED BY BOISE CITY PUBLIC WORKS. 24 HOURS NOTICE IS REQUIRED.
3. CONTRACTOR SHALL HAVE A STAMPED, APPROVED SET OF PLANS AND A COMPLETE COPY OF THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPWC) AT WORK SITE.
4. ALL WORKMANSHIP AND MATERIALS SHALL CONFORM TO APPLICABLE SPECIFICATIONS OF I.S.P.W.C., AND APPROPRIATE LOCAL AGENCIES.
5. THE CONTRACTOR SHALL OBTAIN THE APPROPRIATE PERMITS FROM ALL GOVERNMENT/LOCAL AGENCIES PRIOR TO STARTING CONSTRUCTION.
6. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT EXISTING UTILITIES AND IMPROVEMENTS. ANY DAMAGE TO EXISTING FACILITIES OR IMPROVEMENTS RESULTING FROM THE CONTRACTORS OPERATIONS, SHALL BE REPAIRED OR REPLACED AT CONTRACTORS EXPENSE.
7. IF DISCHARGE OF WASTEWATER, SUCH AS FROM DEWATERING ACTIVITIES, WILL OCCUR, CONTRACTOR MUST OBTAIN A SHORT TERM ACTIVITY EXEMPTION FROM DEQ BOISE REGIONAL OFFICE.

Water Notes:

1. PROJECT GENERAL NOTES ARE MADE A PART OF THE WATER NOTES BY THIS REFERENCE. ALL CONTRACTORS AND CONSTRUCTION ACTIVITIES SHALL CONFORM TO SAID NOTES.
2. ALL MATERIALS USED IN POTABLE WATER MAIN CONSTRUCTION SHALL MEET STANDARDS SET FORTH IN THE AMERICAN WATER WORKS ASSOCIATION (AWWA) STANDARDS, IDAHO RULES FOR PUBLIC DRINKING WATER SYSTEMS (I.R.P.D.W.S.) AND THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (I.S.P.W.C).
3. FINAL APPROVAL AND ACCEPTANCE OF ALL WATER SERVICE LINE CONSTRUCTION WILL BE BY THE PLUMBING BUREAU.
4. THE HORIZONTAL SEPARATION OF POTABLE WATER MAINS AND NON-POTABLE WATER MAINS (SANITARY SEWER, STORM DRAIN, AND IRRIGATION) SHALL BE A MINIMUM OF TEN (10) FEET. THE HORIZONTAL SEPARATION OF NON-POTABLE SERVICES AND POTABLE WATER SERVICES OR POTABLE WATER MAINS SHALL BE A MINIMUM OF SIX (6) FEET. WHERE IT IS NECESSARY FOR A POTABLE WATER MAIN AND NON-POTABLE WATER MAIN TO CROSS WITH LESS THAN EIGHTEEN (18) INCHES OF VERTICAL SEPARATION, THE CROSSING SHALL BE CONSTRUCTED IN ACCORDANCE WITH SECTION 542.07 OF THE IDAHO RULES FOR PUBLIC DRINKING WATER SYSTEMS (IDAPA 58.01.08) AND SECTION 430.02 OF THE WASTEWATER RULES (IDAPA 58.01.16).
5. WATER DISTRIBUTION MAINS SHALL BE CONSTRUCTED WITH CLASS 150 PVC (POLYVINYL-CHLORIDE) PIPE, CONFORMING TO AWWA C-900. THE PIPE SHALL BE INSTALLED IN A WORKMANLIKE MANNER BY PERSONS PROPERLY QUALIFIED TO PERFORM SAID WORK AND SHALL BE IN CONFORMANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AS APPROVED BY THE OWNER'S ENGINEER.
6. ALL SERVICES SHALL HAVE 4-FEET OF COVER FROM FINAL FINISH GRADE. TRENCHES SHALL BE COMPACTED TO 95% OF MAXIMUM STANDARD PROCTOR DENSITY TO PREVENT FURTHER SETTLEMENT.
7. ALL MAINS SHALL BE PRESSURE LEAK TESTED, FLUSHED AND SANITIZED AS PER SECTION 401 OF THE I.S.P.W.C. AND WATER NOTE NO. 10. ALL TESTING SHALL BE WITNESSED AND APPROVED BY VEOLIA WATER BEFORE CONNECTION TO THE MUNICIPAL SYSTEM.
8. ALL WATER MAINS SHALL BE DISINFECTED ACCORDING TO THE LATEST ADDITION OF THE A.W.W.A. C651 SPECIFICATIONS.
   - 8.1. THE DISTRIBUTION SYSTEM SHALL BE PRESSURE TESTED AT 1-1/2 TIMES OPERATING PRESSURE OR A MINIMUM 150 PSI.
   - 8.2. PRIOR TO USE OF THE WATER MAIN, IT SHALL BE DISINFECTED ACCORDING TO SPECIFICATIONS OF THE A.W.W.A. AND THEN FLUSHED. THE DISINFECTION AND FINAL FLUSHING PROCEDURE SHALL BE TESTED TO DETERMINE IF THE APPROPRIATE MINIMUM CHLORINE RESIDUALS HAVE BEEN EXCEEDED.
9. THE CONTRACTOR MAY PRESSURE TEST ALL WATER LINES AFTER DISINFECTION AND FLUSHING BUT PRIOR TO INSTALLATION OF OTHER UTILITIES. AFTER ALL UTILITIES ARE INSTALLED AND PRIOR TO PAVING, THE CONTRACTOR SHALL PERFORM A FINAL PRESSURE TEST. THE CONTRACTOR SHALL FURNISH ALL PERSONNEL AND EQUIPMENT NECESSARY TO CONDUCT THE TEST. CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER 48 HOURS IN ADVANCE TO WITNESS AND APPROVE THE FINAL PRESSURE TEST.
10. WATER SERVICES SHALL COMPLY WITH THE MOST RECENT EDITION OF THE UPC AND LOCAL PLUMBING REQUIREMENTS.
11. NO. 12 DIRECT BURIAL WIRE SHALL BE PLACED ALONG THE NORTH AND EAST SIDE OF WATER MAINS. WIRE SHALL BE TAPED TO GATE VALVES SO IT IS ACCESSIBLE FROM ABOVE BUT DOES NOT INTERFERE WITH VALVE OPERATION.
12. VEOLIA WATER SHALL BE PRESENT WHEN OPERATING EXISTING "IN SERVICE" WATER VALVES. THIS INCLUDES FLUSHING OF MAINS AND ALL PRESSURE AND WATER QUALITY TESTS.
13. ALL UNDERGROUND UTILITIES (GAS, TELEPHONE, POWER, CABLE TV., ETC.) MUST HAVE AT LEAST 3 FEET OF HORIZONTAL SEPARATION AND 12 INCHES OF VERTICAL SEPARATION FROM WATER MAIN LINES.
14. BEDDING MATERIAL FOR ALL WATER MAINS AND SERVICES SHALL BE INSTALLED IN ACCORDANCE WITH THE ISPWC SD-301 TRENCH DETAIL AND DIVISION 300, 305 & 306 OF THE I.S.P.W.C.
15. ALL SERVICE LINES SHALL BE CONSTRUCTED OF CLASS 200 POLYETHYLENE TUBING CONFORMING TO AWWA C901 OR PVC PIPE CONFORMING TO APPLICABLE AWWA, ANSI & NSF STANDARDS FOR POTABLE WATER DISTRIBUTION LINES.
16. ALL GATE VALVES SHALL BE FLANGED (FLG) AND/OR MECHANICAL JOINT (MJ) AND SHALL CONFORM TO A.W.W.A. C-509 SPECIFICATIONS AND SHALL HAVE A 200 PSI WORKING PRESSURE RATING. ALL VALVES SHALL BE SET AS CLOSE (FLANGE CONNECTED) AS POSSIBLE TO MAIN LINE FITTINGS AND ANCHORED IN CONFORMANCE WITH ISPWC SD-403.
17. CONCRETE COLLARS SHALL BE PROVIDED FOR ALL WATER VALVE BOXES IN ASPHALT. COLLARS SHALL BE PLACED IN ACCORDANCE TO ISPWC SD-406.
18. CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER OR HIS/HER REPRESENTATIVE THREE (3) WORKING DAYS BEFORE INITIAL CONSTRUCTION BEGINS AND SHALL ALSO NOTIFY THE PLUMBING BUREAU TWENTY-FOUR (24) HOURS IN ADVANCE OF BACKFILLING. INSPECTIONS WILL BE PERFORMED BY THE ENGINEER AND THE PLUMBING BUREAU. ANY WORK THAT DOES NOT CONFORM TO THE APPROVED PLANS SHALL BE REJECTED.
19. ALL TEES, PLUGS, CAPS, BENDS, AND AT OTHER LOCATIONS WHERE UNBALANCED FORCES EXIST, SHALL BE SECURED AND ANCHORED BY SUITABLE THRUST BLOCKING AS SHOWN ON THESE PLANS AND AS REQUIRED PER I.S.P.W.C.
20. WATER METER SHALL BE SUPPLIED AND INSTALLED BY VEOLIA WATER. CONTRACTOR IS RESPONSIBLE TO INSTALL THE SERVICE LINE FROM THE METER TO THE BUILDING

ACHD Standard Notes:

ACHD STANDARD CONDITIONS:

1. ANY EXISTING IRRIGATION FACILITIES SHALL BE RELOCATED OUTSIDE OF THE RIGHT-OF-WAY.
2. PRIVATE SEWER OR WATER SYSTEMS ARE PROHIBITED FROM BEING LOCATED WITHIN ANY ACHD ROADWAY OR RIGHT-OF-WAY.
3. REPLACE ANY EXISTING DAMAGED CURB, GUTTER AND SIDEWALK AND ANY THAT MAY BE DAMAGED DURING THE CONSTRUCTION OF THE PROPOSED DEVELOPMENT. CONTACT ACHD INSPECTION SERVICES AT 208-387-6280.
4. COMPLY WITH DISTRICT'S TREE PLANTER POLICY.
5. CONSTRUCT ALL UTILITY CUTS AND STREET REPAIRS PER SD-301, SD-303, AND SD-806. A TRAFFIC CONTROL PLAN WILL ALSO BE NECESSARY FOR ANY UTILITY CUT. SUBMIT ALL TRAFFIC CONTROL PLANS TO THE DISTRICT'S CONSTRUCTION SERVICES DIVISION FOR REVIEW AND APPROVAL. IT IS STRONGLY RECOMMENDED THAT THE NUMBER OF UTILITY CUTS WITHIN A STREET BE REDUCED TO THE FEWEST POSSIBLE.
6. UTILITY STREET CUTS IN PAVEMENT LESS THAN FIVE YEARS OLD ARE NOT ALLOWED UNLESS APPROVED IN WRITING BY THE DISTRICT. CONTACT THE DISTRICT'S UTILITY COORDINATOR AT 208-387-6258 (WITH FILE NUMBERS) FOR DETAILS.
7. CONSTRUCTION, USE AND PROPERTY DEVELOPMENT SHALL BE IN CONFORMANCE WITH ALL APPLICABLE REQUIREMENTS OF THE ACHD PRIOR TO DISTRICT APPROVAL FOR OCCUPANCY.
8. THE APPLICANT SHALL CONTACT ACHD TRAFFIC OPERATIONS 208-387-6190 IN THE EVENT ANY ACHD CONDUITS (SPARE OR FILLED) ARE COMPROMISED DURING ANY PHASE OF CONSTRUCTION.
9. IF REQUIRED, INTERRUPTION TO ACHD'S FIBER OPTIC NETWORK SHALL BE PERMITTED AS WEEKEND WORK. DISRUPTION SHALL OCCUR NO EARLIER THAN FRIDAY AT 10PM AND SHALL BE RETURNED TO SERVICE NO LATER THAN MONDAY AT 5AM. THE CONTRACTOR SHALL PROVIDE A MINIMUM TWO (2) WEEK NOTICE PRIOR TO THE START OF ANY WORK THAT MAY IMPACT ACHD'S NETWORK FOR REVIEW. DEPENDING ON THE IMPACT TO THE DISTRICT OR PARTNERING AGENCIES, ACHD RESERVES THE RIGHT TO MODIFY THE REQUESTED DATES FOR THE SCHEDULED OUTAGE. CONTACT DEVELOPMENT SERVICES AT 208-387-6170 TO SCHEDULE WORK.

Earthwork Notes:

GENERAL

1. WHERE IT IS NOT SPECIFICALLY STATED IN THESE SPECIFICATIONS THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION SHALL GOVERN.
2. CONTRACTOR SHALL CONTACT "DIG LINE" 48 HOURS PRIOR TO ANY EXCAVATION. 1-800-342-1585.

STRIP

1. ORGANIC AND/OR DISTURBED SOILS, IF ENCOUNTERED, SHALL BE REMOVED TO DEPTHS OF 1-FOOT (MINIMUM), AND STOCKPILED FOR LATER USE.
2. STOCKPILE EXCAVATED LANDSCAPE FILL MATERIALS AND STRUCTURAL FILL MATERIAL SEPARATELY WITHOUT INTERMIXING. PLACE, GRADE, AND SHAPE STOCKPILES TO DRAIN SURFACE WATER.

EXCAVATION

1. ALL EXISTING ORGANIC AND/OR DISTURBED SOILS ARE TO BE COMPLETELY REMOVED FROM BENEATH THE BUILDING PAD AREAS AND WITHIN THE "LOAD STRESS ENVELOPE" AND FROM BENEATH THE PAVEMENT AREAS.
2. STOCKPILE EXCAVATED LANDSCAPE FILL MATERIALS AND STRUCTURAL FILL MATERIAL SEPARATELY WITHOUT INTERMIXING. PLACE, GRADE, AND SHAPE STOCKPILES TO DRAIN SURFACE WATER.

SOIL FILL

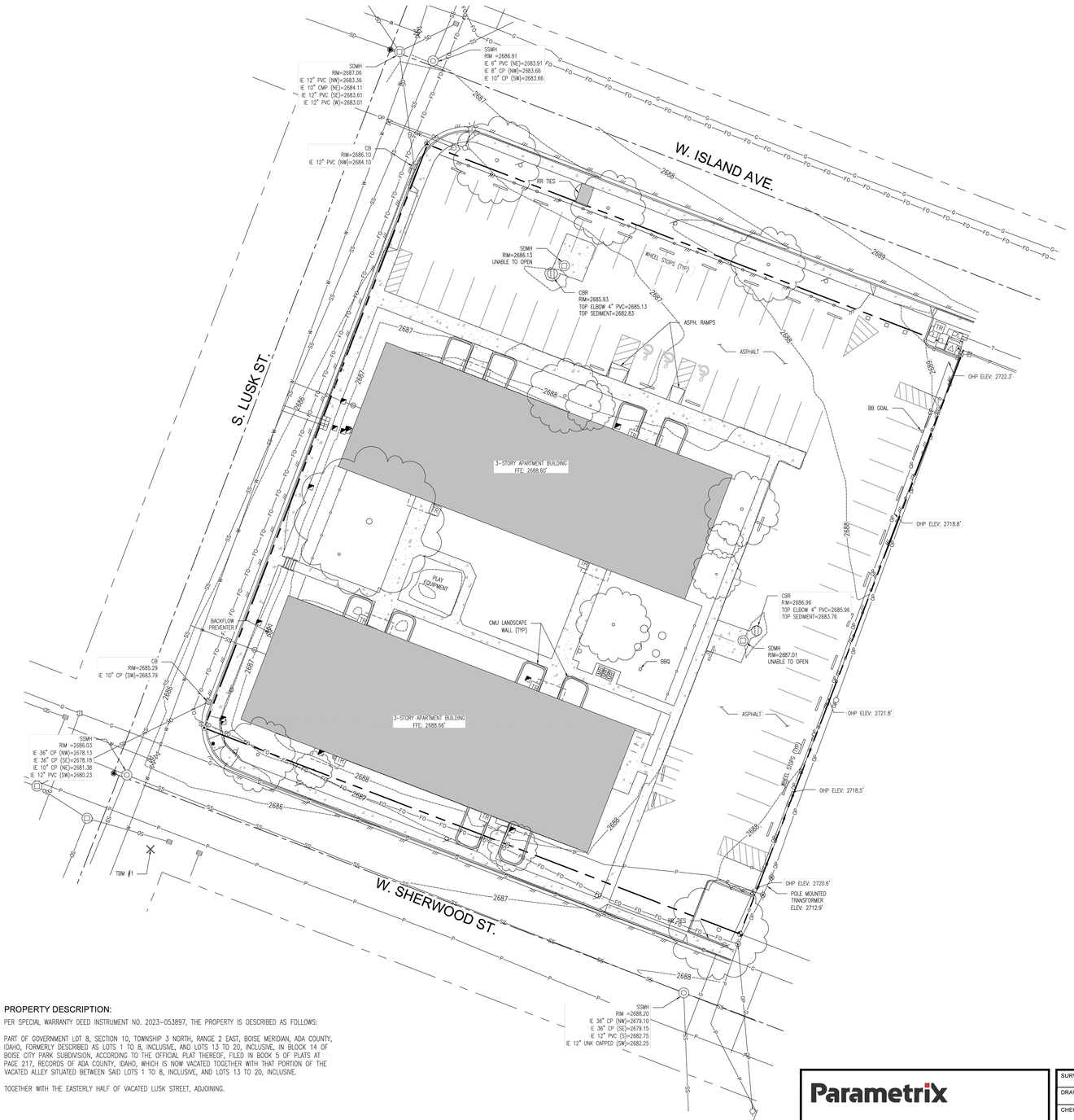
1. STRUCTURAL FILL
   - 1.1. ACCEPTABLE SOIL CLASSIFICATION GROUPS GW, GP, GM, SW, SP, SM AND ML OR A COMBINATION OF THESE GROUPS; FREE OF ROCK OR GRAVEL LARGER THAN 6 INCHES IN ANY DIMENSION, DEBRIS, WASTE, FROZEN MATERIALS, VEGETATION, AND OTHER DELETERIOUS MATTER.
   - 1.2. SILT SOILS (GM, SM AND ML) MAY BE USED AS STRUCTURAL FILL IF IT CONTA

TOPOGRAPHIC SURVEY

FOR

NORTHWEST REAL ESTATE CAPITAL CORP.

2026



LEGEND:

×	SET SCRIBED "X"
	FOUND ALUMINUM CAP
	FOUND 1/2" REBAR
	FOUND 5/8" REBAR
	FOUND BRASS PLUG
	MAIL BOX/MAIL KIOSK
	BOLLARD/POST
	GAS VALVE
	CATCH BASIN
	MANHOLE STORM
	MANHOLE SEWER
	CLEANOUT
TR	TELEPHONE RISER
	FIRE HYDRANT
	WATER METER ASSEMBLY
	WATER VALVE
	POWER JUNCTION BOX
	LIGHT POLE
	POWER POLE
	POWER POLE WITH UTILITY DROP
	POWER POLE WITH TRANSFORMER
	SIGN
	BOUNDARY LINE
	RIGHT-OF-WAY LINE
	STREET CENTERLINE
W	WATER LINE
SS	SEWER LINE
SD	STORM DRAIN LINE
OP	OVERHEAD POWER LINE
P	UNDERGROUND POWER LINE
T	UNDERGROUND COMMUNICATION LINE
FO	UNDERGROUND FIBER OPTIC LINE
G	UNDERGROUND GAS LINE
	WOOD OR VINYL PRIVACY FENCE
	CHAIN LINK FENCE
	CONCRETE AREA
	EDGE OF PAVEMENT
	CONCRETE CURB AND GUTTER
	BUILDING FOOTPRINT
	BUILDING EVE/OVERHANG
2468	CONTOUR LINE (NAVD 88)
	DECIDUOUS TREE

SURVEY NOTES:

1. THIS MAP CORRECTLY REPRESENTS CONDITIONS AND FEATURES EXISTING AT THE TIME OF THIS SURVEY PERFORMED ON THE GROUND IN JULY, 2025.

2. UNDERGROUND UTILITIES SHOWN HEREON ARE BASED UPON A COMBINATION OF ASBUILT PLANS, VISIBLE SURFACE FEATURES, UNDERGROUND UTILITY MARKINGS AND UTILITY PLANS PROVIDED BY UTILITY PURVEYORS. THE SURVEYOR DOES NOT GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED, HOWEVER, THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.

3. THE SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF A TITLE REPORT, THEREFORE, THERE MAY BE EXISTING EASEMENTS, AGREEMENTS & ENCUMBRANCES OF RECORD, NOT NECESSARILY SHOWN HEREON.

BENCHMARK INFORMATION:

CONTOUR DATA AND ELEVATION DATUM ARE BASED ON NAVD 88 AND REFERENCED TO NGS REFERENCE MARK POINT DESIGNATION U 141.
U 141 ELEVATION: 2759.73

TBM #1:
SCRIBED "X" IN SIDEWALK NEAR SOUTHWESTERLY CORNER OF S. LUSK ST. AND W. SHERWOOD ST.
EL: 2686.09'

PROPERTY DESCRIPTION:

PER SPECIAL WARRANTY DEED INSTRUMENT NO. 2023-053897, THE PROPERTY IS DESCRIBED AS FOLLOWS:

PART OF GOVERNMENT LOT 8, SECTION 10, TOWNSHIP 3 NORTH, RANGE 2 EAST, BOISE MERIDIAN, ADA COUNTY, IDAHO, FORMERLY DESCRIBED AS LOTS 1 TO 8, INCLUSIVE, AND LOTS 13 TO 20, INCLUSIVE, IN BLOCK 14 OF BOISE CITY PARK SUBDIVISION, ACCORDING TO THE OFFICIAL PLAT THEREOF, FILED IN BOOK 5 OF PLATS AT PAGE 217, RECORDS OF ADA COUNTY, IDAHO, WHICH IS NOW VACATED TOGETHER WITH THAT PORTION OF THE VACATED ALLEY SITUATED BETWEEN SAID LOTS 1 TO 8, INCLUSIVE, AND LOTS 13 TO 20, INCLUSIVE.

TOGETHER WITH THE EASTERLY HALF OF VACATED LUSK STREET, ADJOINING.

PROFESSIONAL LAND SURVEYOR LICENSED 14216 STATE OF IDAHO MICHAEL H. CELT
3/2/2026

N

SCALE IN FEET
0 20 40

PATH: U:\Boise\Projects\Clients\7674-Northwest-RE-Capital\317-7674-003 The Sherwood Survey\986cordSurvey\0Current\Dwg\SV-7674-003-BA DATE: 11/7/2018 9:44 AM

Parametrix

SURVEYED	CM
DRAWN	CM
CHECKED	
APPROVED	

ONE INCH AT FULL SCALE. IF NOT, SCALE ACCORDINGLY

FILE NAME SV-7674-003-BA
JOB No. 317-7674-003
DATE MARCH 2, 2026

TOPOGRAPHIC SURVEY
THE SHERWOOD APTS - 860 SHERWOOD STREET
BOISE, IDAHO

DRAWING NO. 1 OF 1

shop works architecture
301 W. 45TH AVE • DENVER, CO 80216 • 303.433.4094

THE LAND GROUP
462 EAST SHORE DRIVE, SUITE 100
EAGLE, IDAHO 83616

PROJECT: 126090.00

THE SHERWOOD
860 W Sherwood St
Boise, ID 83706

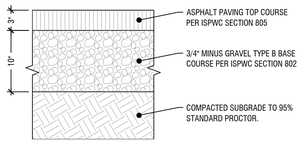
REV:

DRAWN: TLG
REVIEWED: JCD

DATE: 4/29/26
CONSTRUCTION DOCUMENTS
PROJECT #: 24014
FILE:
SHEET TITLE:
CIVIL
TOPOGRAPHIC
SURVEY

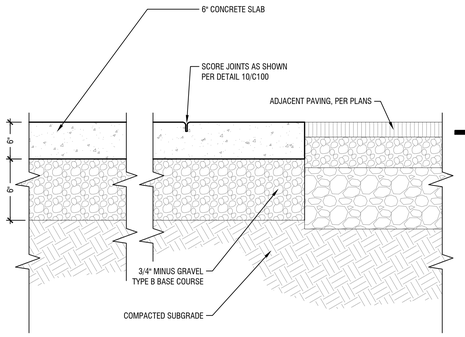
SCALE: As indicated

NO. C010



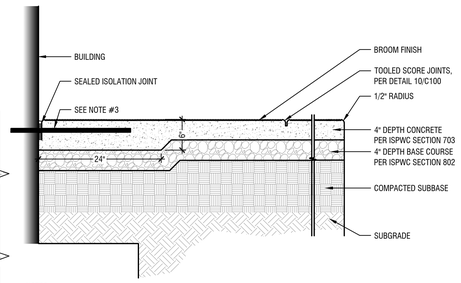
1 Standard Duty Asphalt Section

Scale: NTS



2 Concrete Paving

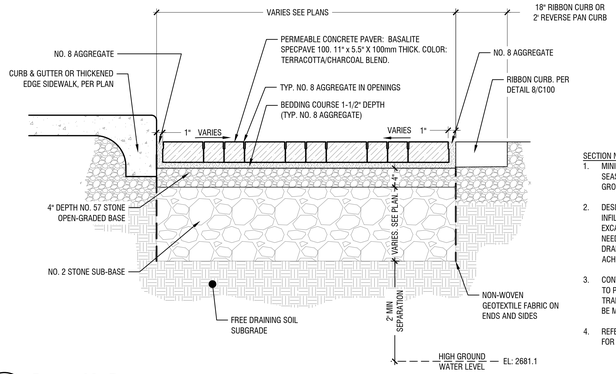
Scale: NTS



NOTES:
1. JOINTS SHALL BE SPACED EVENLY THROUGHOUT LENGTH OF WALK, AS SHOWN ON DRAWINGS.
2. THICKEN CONCRETE TO 6-INCH DEPTH MINIMUM TO ACCEPT PLAIN BAR AT DOORWAYS.
3. 24" LONG $\frac{1}{2}$" DIA. PLAIN BAR EMBEDDED MAX 4" INTO STEM WALL AT 18" O.C. AT ALL DOORS. DRILL STEM WALL FOR TIGHT FIT, NO EPOXY.
4. 24" LONG $\frac{1}{2}$" DIA. PLAIN BAR EMBEDDED MAX 4" INTO STEM WALL ON ADJACENT HARDSCAPE AT 18" O.C. WHERE EXISTING CONCRETE ABUTS NEW. DRILL FOR TIGHT FIT, NO EPOXY.

3 Standard Concrete Flatwork Section

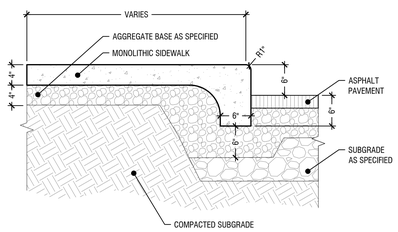
Scale: 1"=1"



SECTION NOTES:
1. MINIMUM SEPARATION FROM THE BOTTOM OF PAVER INFILTRATION FACILITY TO SEASONAL HIGH GROUND WATER OR BED ROCK SHALL BE A MINIMUM OF 2-FT. GROUNDWATER IS EXPECTED TO BE >5-FT AT PAVERS.
2. DESIGN INFILTRATION RATE FOR PAVER SYSTEM IS 2-IN/HR. CONTRACTOR TO HAVE INFILTRATION TEST PERFORMED BY SOILS ENGINEER AFTER SUBGRADE IS FULLY EXCAVATED. IF THE PERCOLATION IS LESS THAN SPECIFIED RATE, CONTRACTOR WILL NEED TO OVEREXCAVATE THE PAVER SUBGRADE TO FREE-DRAINING SOILS FOR DRAINAGE TO OCCUR, OR CONTACT THE ENGINEER TO REDESIGN THE SYSTEM TO ACHIEVE THE REQUIRED CRITERIA.
3. CONTRACTOR TO SCARIFY SUBGRADE PRIOR TO PLACEMENT OF THE PAVER SECTION TO PROMOTE INFILTRATION. AFTER THE SUBGRADE IS SCARIFIED, EFFORTS TO KEEP TRAFFIC (INCLUDING PAVER PLACEMENT EQUIPMENT) OFF OF THE SUBGRADE SHALL BE MADE TO PREVENT COMPACTION OF THE MATERIAL.
4. REFER TO CITY OF BOISE STORMWATER MANAGEMENT DESIGN MANUAL FIGURE 3.18 FOR OTHER DETAILS.

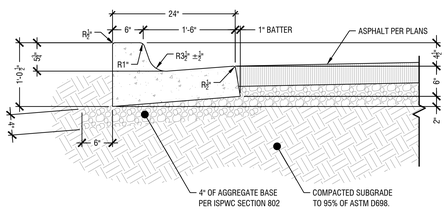
4 Permeable Pavers

Scale: NTS



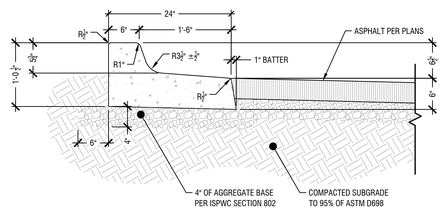
5 Thickened Edge Sidewalk

Scale: NTS



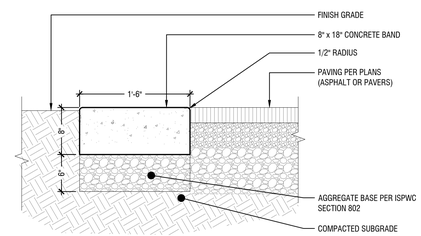
6 Catch Plate Curb and Gutter - Onsite

Scale: 1" = 1'



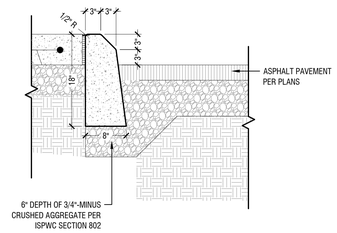
7 Reverse Plate Curb and Gutter - Onsite

Scale: 1" = 1'



8 Concrete Ribbon Curb

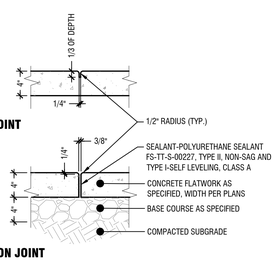
Scale: NTS



NOTES:
1. CONTRACTION JOINTS AT 10' INTERVALS MAXIMUM (OR CONSISTENT WITH 2X SIDEWALK WIDTH FOR CONTRACTION JOINTS).

9 6" Vertical Curb (No Gutter)

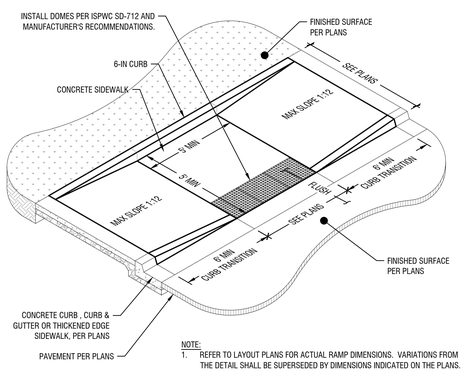
Scale: 1" = 1'



NOTES:
1. SEE LAYOUT PLANS FOR JOINT PATTERN AND LOCATION.
2. USE EXPANSION JOINTS AT ALL LOCATIONS WHERE DIFFERENTIAL MOVEMENT BETWEEN THE PAVEMENT AND A STRUCTURE MAY OCCUR.
3. PROVIDE EXPANSION JOINT AT ALL ELECTRICAL FIXTURE BASES AND UTILITY STRUCTURES UNLESS NOTED OTHERWISE.

10 Concrete Joints

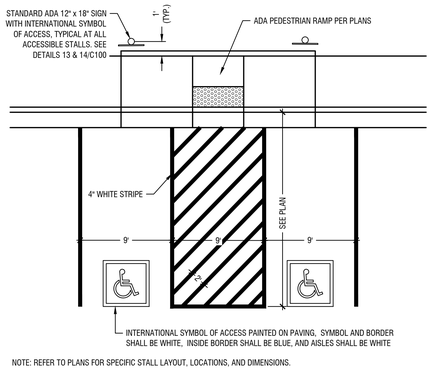
Scale: NTS



NOTE:
1. REFER TO LAYOUT PLANS FOR ACTUAL RAMP DIMENSIONS. VARIATIONS FROM THE DETAIL SHALL BE SUPERSEDED BY DIMENSIONS INDICATED ON THE PLANS.

11 ADA Pedestrian Ramp

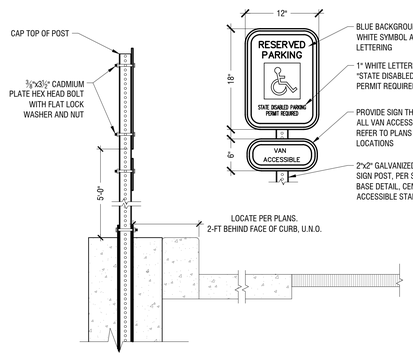
Scale: NTS



NOTE: REFER TO PLANS FOR SPECIFIC STALL LAYOUT, LOCATIONS, AND DIMENSIONS.

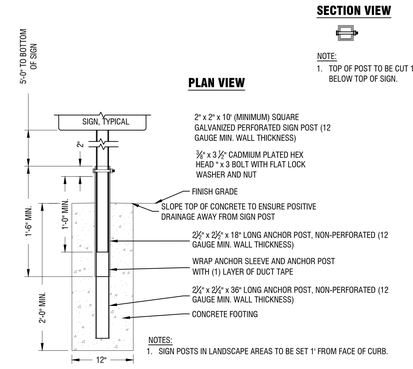
12 Accessible Parking Layout

Scale: NTS



13 Accessible Parking Sign

Scale: NTS



NOTES:
1. SIGN POSTS IN LANDSCAPE AREAS TO BE SET 1' FROM FACE OF CURB.

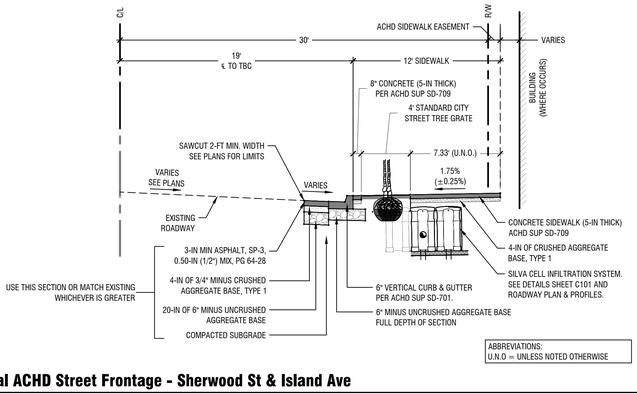
14 Sign Post And Footing

Scale: NTS

NOTES:
1. REFER TO SITE PLANS FOR LOCATIONS.
2. INSTALL PER CITY OF BOISE DOWNTOWN STREETSCAPE STANDARDS.

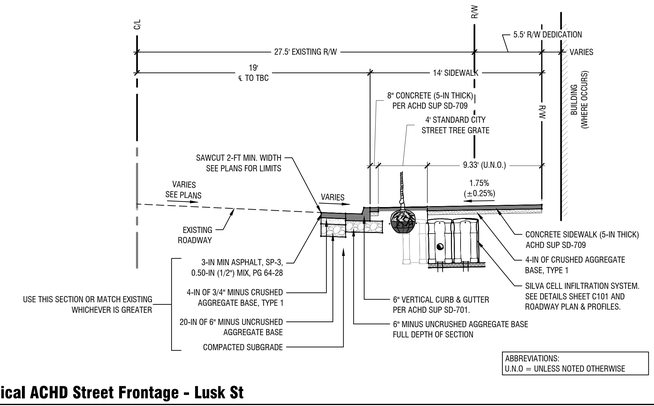
15 Bike Rack - Frontage Streetscape

Scale: NTS



16 Typical ACHD Street Frontage - Sherwood St & Island Ave

Scale: NTS



17 Typical ACHD Street Frontage - Lusk St

Scale: NTS

shop works architecture
301 W. 45TH AVE • DENVER, CO 80216 • 303.433.4094

THE LAND GROUP
462 EAST SHORE DRIVE, SUITE 100
EAGLE, IDAHO 83616
PROJECT: 126090.00

THE SHERWOOD

860 W Sherwood St
Boise, ID 83706

REV:

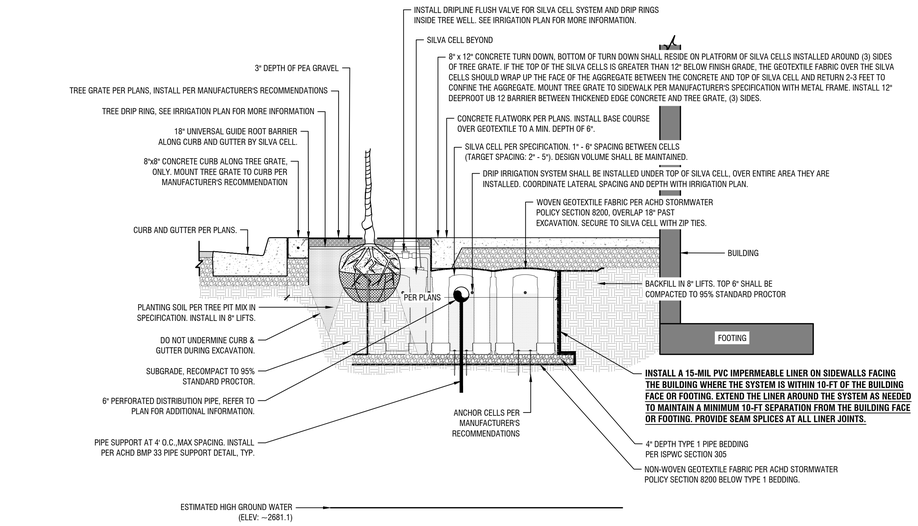
DRAWN: TLG
REVIEWED: JCD

DATE: 4/29/26
CONSTRUCTION DOCUMENTS
PROJECT #: 24014
FILE:
SHEET TITLE:
CIVIL
CIVIL DETAILS

SCALE: As indicated

NO. C100

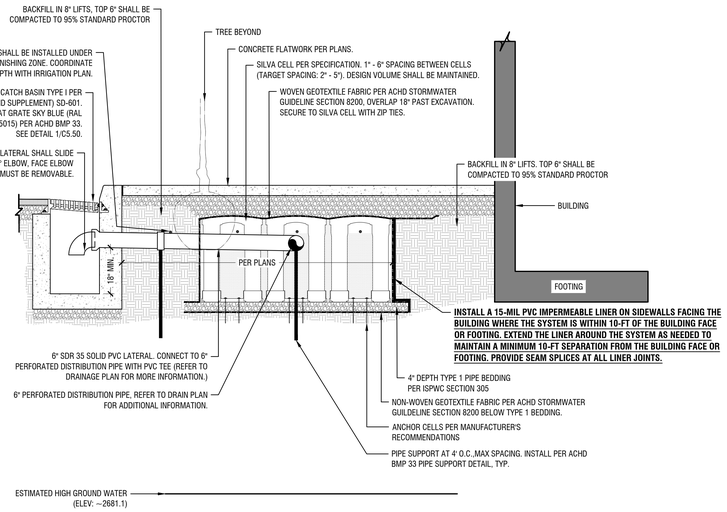
File name: G:\2126 126090 Lusk\126090-c000-civil & c400.dwg
Layout: C100 - Details
Last Plotted: Tuesday, July 14, 2026 at 11:42 AM



NOTES:
1. CONTRACTOR SHALL REFER TO ACHD BMP 33 CLOSELY FOR CONSTRUCTION OF SILVA CELL & DRAINAGE STRUCTURES.
2. REFER TO DOWNTOWN BOISE STREETSCAPE STANDARDS AND SPECIFICATION MANUAL.
3. IF 95% COMPACTION CANNOT BE ACHIEVED, TYPE 1 BEDDING MATERIAL PER ISPWC SECTION 305 IS AN ACCEPTABLE ALTERNATIVE.
4. NATIVE FREE DRAINING SOIL INFILTRATION RATE = 6 IN/HR. INFILTRATION AND GROUND WATER INFORMATION PER TERRACON GEOTECHNICAL REPORT 62255092 DATED MARCH 27, 2026.
   4.1. PER THE GEOTECHNICAL REPORT, ACTUAL INFILTRATION RATES SHOULD BE CONFIRMED AT THE TIME OF CONSTRUCTION. THE DOCUMENTATION FROM THIS TESTING SHALL BE SENT TO HILLSIDEDRAINAGE@CITYOFBOISE.ORG.
5. ALL WOVEN AND NON-WOVEN GEOTEXTILE FABRIC PER ACHD STORMWATER GUIDELINE SECTION 8200 SHALL BE MIRAFI HP570 OR APPROVED EQUAL.

1 Silva Cell - Transverse Section at Tree Location

Scale: NTS



NOTES:
1. CONTRACTOR SHALL REFER TO ACHD BMP 33 CLOSELY FOR CONSTRUCTION OF SILVA CELL & DRAINAGE STRUCTURES.
2. REFER TO DOWNTOWN BOISE STREETSCAPE STANDARDS AND SPECIFICATION MANUAL.
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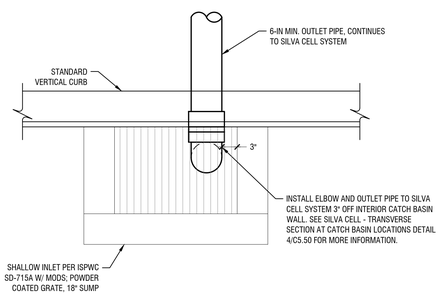
   4.1. PER THE GEOTECHNICAL REPORT, ACTUAL INFILTRATION RATES SHOULD BE CONFIRMED AT THE TIME OF CONSTRUCTION. THE DOCUMENTATION FROM THIS TESTING SHALL BE SENT TO HILLSIDEDRAINAGE@CITYOFBOISE.ORG.
5. ALL WOVEN AND NON-WOVEN GEOTEXTILE FABRIC PER ACHD STORMWATER GUIDELINE SECTION 8200 SHALL BE MIRAFI HP570 OR APPROVED EQUAL.

2 Silva Cell - Transverse Section at Catch Basin Location

Scale: NTS

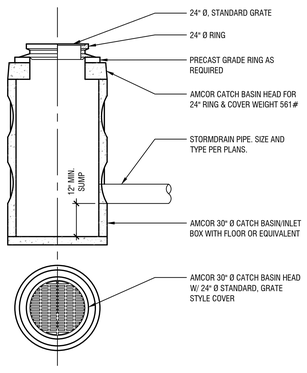
Silva Cell Notes:

1. A PRE-INSTALLATION MEETING IS REQUIRED PRIOR TO ANY EXCAVATION OF THE SYSTEM. THE CONTRACTOR SHALL CONTACT PUBLIC WORKS AT HILLSIDEDRAINAGE@CITYOFBOISE.ORG TO SET UP THE PRE-INSTALLATION MEETING. NO EXCAVATION MAY OCCUR UNTIL AFTER THE PRE-INSTALLATION MEETING AND ANY FOLLOW-UP ITEMS HAVE BEEN RESOLVED.
2. THE CONTRACTOR SHALL REFER TO THE SPS (EG SILVA CELLS) PRODUCT SPECIFICATIONS AND INSTALLATION GUIDELINES FOR FULL DETAILS REGARDING ORDERING, INSTALLATION, AND MANUFACTURER'S OBSERVATIONS. THE INSTALLER IS REQUIRED TO MAINTAIN AN EXPERIENCED FULL-TIME SUPERVISOR ON THE PROJECT SITE WHEN WORK IS IN PROGRESS. THE INSTALLER WILL BE REQUIRED TO TAKE PART IN MANUFACTURER-PROVIDED TRAINING; THIS TRAINING SHALL BE ATTENDED BY ALL KEY PERSONNEL INVOLVED IN THE INSTALLATION.
3. THE CONTRACTOR SHALL OBTAIN A "LETTER OF MANUFACTURER'S REVIEW & APPROVAL" FROM THE MANUFACTURER OF THE SPS DETAILING THEIR REVIEW OF DRAWINGS AND DETAILS PRIOR TO BEGINNING ANY WORK. AN ELECTRONIC COPY OF THE LETTER SHALL BE SUBMITTED TO PUBLIC WORKS AT HILLSIDEDRAINAGE@CITYOFBOISE.ORG.
4. ROOF DRAIN CONNECTIONS TO THE SPS SHALL HAVE THE APPROPRIATE CLEANOUTS PER THE IBC/IPC, SHALL BE ALIGNED/FLUSH WITH NO COLLARS OR SIMILAR TRANSITIONS, AND ALL PIPING SHALL BE INSTALLED WITH THE APPROPRIATE MINIMUM SLOPE.
5. SPS BEDS SHALL BE AS FLAT AS POSSIBLE WITH THE SAME BOTTOM ELEVATION FOR ALL UNITS WITHIN A BED. SEE DETAILS FOR TYPICAL SECTION.
6. ZIP TIES TO BE USED TO ATTACH GEOTEXTILE FABRIC TO THE SPS, ONE FOOT SPACING. ONLY USE IF CONSTRUCTION PROVES DIFFICULT WITHOUT THE USE OF ZIP TIES.
7. SPS SOIL MIX TO BE 85% SANDY LOAM TOPSOIL, 12% SAND, 3% CASCADE COMPOST. CONTRACTOR TO SUBMIT SOIL SPECIFICATIONS TO DESIGN ENGINEER FOR REVIEW PRIOR TO CONSTRUCTION.
8. CONTRACTOR TO INSTALL LOCATING WIRE SYSTEM. THE WIRE SHALL BE NO 8 AWG COATED SOLID COPPER AND TO ASSURE CONTINUITY IS MAINTAINED. ALL SPLICING SHALL BE WITH AN EPOXY SPLICE KIT (PER ISPWC FOR LOCATING WIRE FOR OTHER UTILITIES REQUIRING A LOCATE WIRE). THE WIRE SHALL RUN ALONG THE PERIMETER OF EACH BED WITH THE ACCESS POINT (MOUNTED CONNECTION TERMINAL APPROPRIATE FOR LOCATING EQUIPMENT) LOCATED WITHIN THE SAME TREE CELL AS THE OBSERVATION WELL. THE ACCESS POINT TO THE LOCATING WIRE SYSTEM SHALL BE SHOWN ON THE SPS DOCUMENTATION REPORTS.
9. UTILITIES PASSING UNDER, OVER OR THROUGH THE BEDS SHALL BE SLEEVED TO AN EXTENT TO ALLOW PROPER REPAIR OR REPLACEMENT OF THE UTILITY. THE CONTRACTOR IS TO COORDINATE THE APPROPRIATE SLEEVE TYPE AND SIZE WITH THE UTILITY OWNER OR THE ENGINEER.
10. NO UTILITY IS ALLOWED TO PASS UNDER THE BEDS EXCEPT AT RIGHT ANGLES TO THE LONGITUDINAL DIRECTION OF THE BED. THE CONTRACTOR SHALL CONTACT THE ENGINEER IF A CONFLICT ARISES.
11. THE CONTRACTOR SHALL REQUEST THREE INSPECTIONS FROM THE CITY OF BOISE,
    11.1. WHEN THE BASES ARE PROPERLY PLACED IN THE BED AND PRIOR TO ANY BACKFILL,
    11.2. WHEN THE ROOF DRAINS ARE CONNECTED AND STILL EXPOSED, AND
    11.3. WHEN THE BACKFILL IS COMPLETE AND PRIOR TO PLACEMENT OF THE TOP FABRIC LAYER.
    THE CONTRACTOR SHALL PROVIDE 48-HOUR (2 BUSINESS DAY) NOTICE FOR INSPECTION REQUESTS. THE NUMBER TO SCHEDULE YOUR INSPECTION IS (208) 608-7549.
12. SPS DOCUMENTATION REPORT FOR EACH BED MUST BE SUBMITTED TO PUBLIC WORKS AT HILLSIDEDRAINAGE@CITYOFBOISE.ORG WITHIN TWO WEEKS OF PASSING THE FINAL BED INSPECTION. NO PAVING OVER TOP OF THE BED MAY OCCUR UNTIL PUBLIC WORKS HAS APPROVED THE DOCUMENTATION.



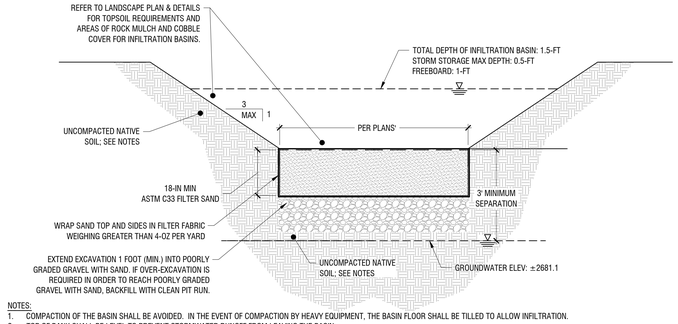
3 Silva Cell - Catch Basin Outlet - Plan View

Scale: NTS



4 30-IN Storm Drain Catch Basin

Scale: NTS



NOTES:
1. COMPACTION OF THE BASIN SHALL BE AVOIDED. IN THE EVENT OF COMPACTION BY HEAVY EQUIPMENT, THE BASIN FLOOR SHALL BE TILLED TO ALLOW INFILTRATION.
2. TOP OF BANK SHALL BE LEVEL TO PREVENT STORMWATER RUNOFF FROM LEAVING THE BASIN.
3. BASIN SHALL BE LANDSCAPED PER LANDSCAPE PLANS.
4. ALL STORM DRAINAGE FACILITIES AND DRAINAGE WINDOWS SHALL BE INSPECTED BY THE DESIGN ENGINEER. CONTACT THE LAND GROUP AT 208.939.4041. 48 HOUR ADVANCED NOTICE IS REQUIRED. INFILTRATION WINDOWS TO NATIVE POORLY GRADED SAND THAT ARE BACKFILLED PRIOR TO INSPECTION WILL HAVE TO BE EXCAVATED AGAIN AT COST TO THE CONTRACTOR.

5 Infiltration Basin With Filter Sand Drainage Window

Scale: NTS

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THE LAND GROUP
462 EAST SHORE DRIVE, SUITE 100
EAGLE, IDAHO 83616
PROJECT: 126090.00

THE SHERWOOD
860 W Sherwood St
Boise, ID 83706

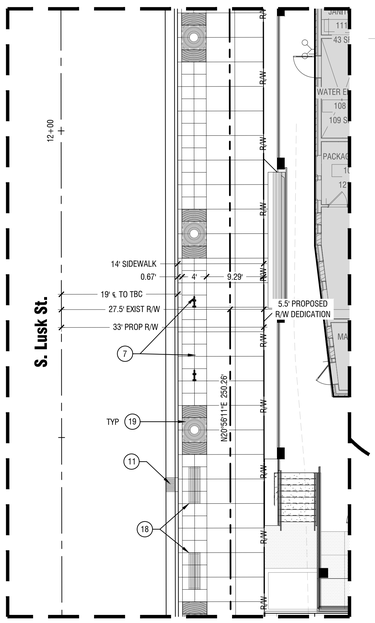
REV:

DRAWN: TLG
REVIEWED: JCD

DATE: 4/29/26
CONSTRUCTION DOCUMENTS
PROJECT #: 24014
FILE:
SHEET TITLE:
CIVIL
CIVIL DETAILS

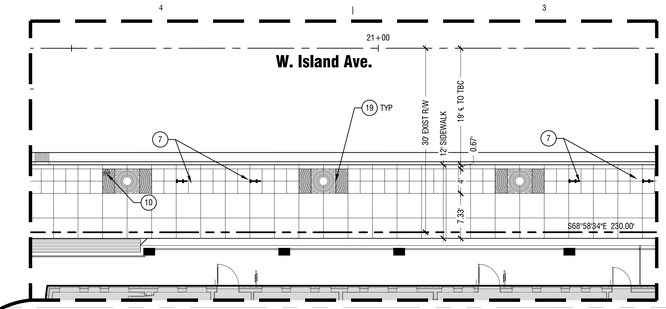
SCALE: As indicated

NO. C101



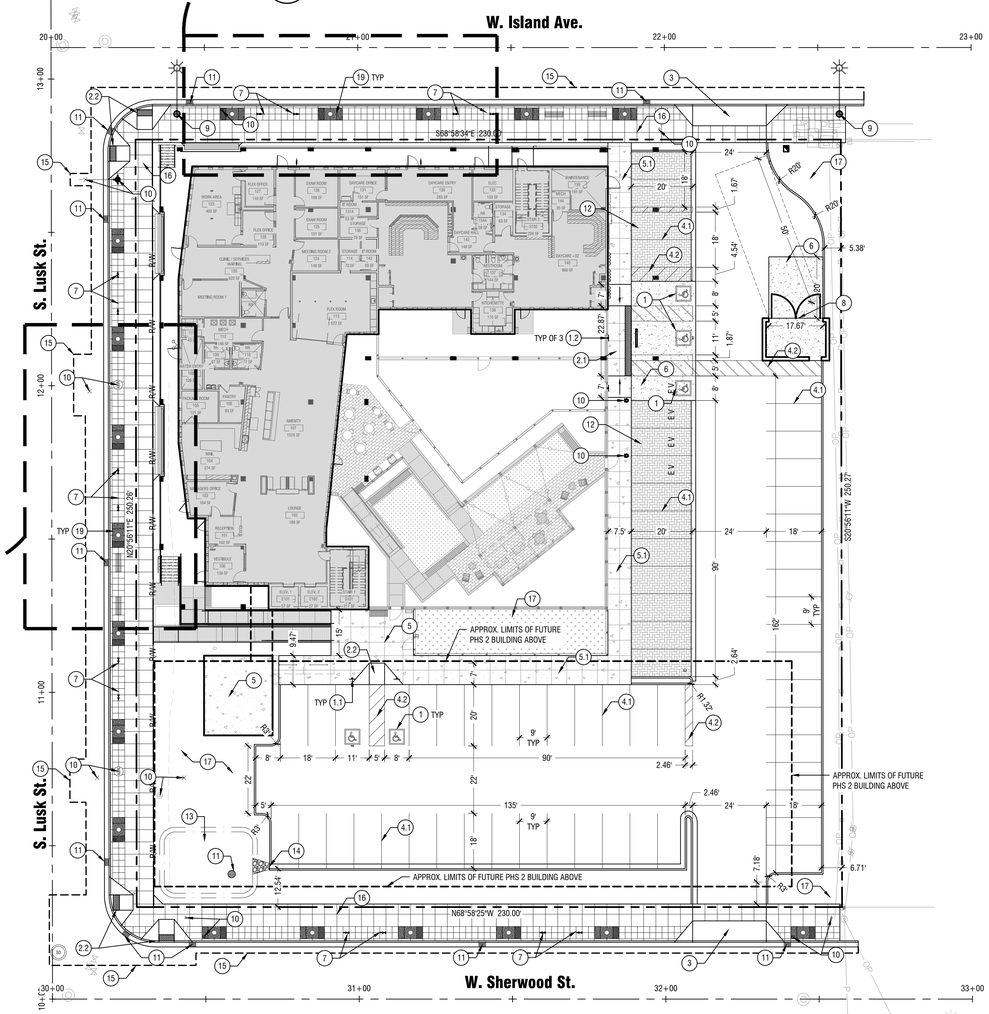
1 S. Lusk St - Streetscape Detail

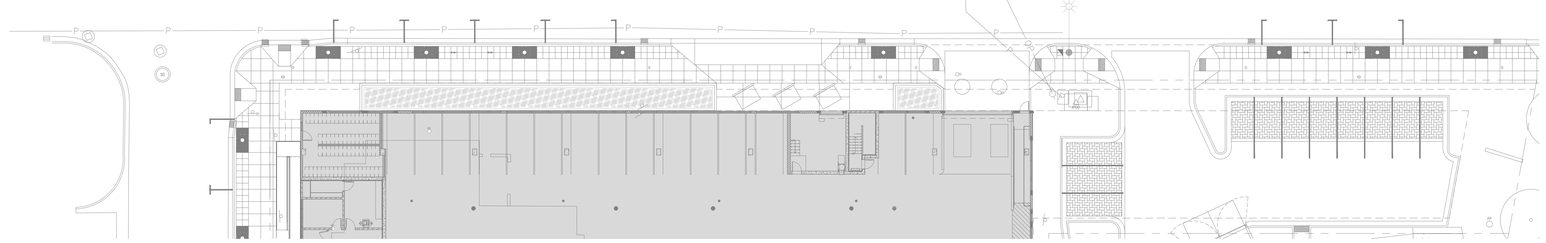
Scale: 1" = 10'



2 W. Island Ave - Streetscape Detail

Scale: 1" = 10'





Civil - Site Plan

Horizontal Scale: 1" = 20'

0 20' 40'

Sheet Notes:

A. REFER CLOSELY TO BUILDING LAYOUT DRAWINGS IN RELATION TO SITE LAYOUT ITEMS.

B. ALL DIMENSIONS ARE TO FACE OF CURB, EDGE OF WALK, EDGE OF PAVEMENT, EDGE OF FOUNDATION, EDGE OF WALLS OR CENTER OF POST.

C. PROVIDE JOINTS AS SHOWN ON PLANS. JOINTS ARE AN INTEGRAL PART OF THE DESIGN AND SHALL NOT VARY FROM PATTERNS AND LOCATIONS SHOWN. CONTRACTOR SHALL REMOVE ANY FLATWORK THAT DOES NOT CONFORM TO THE DESIGN.

D. FIRE ACCESS PROVIDED VIA ADJACENT STREETS.

Keynotes:

1. ADA ACCESSIBLE PARKING. INSTALL PAVEMENT MARKINGS PER ADA REQUIREMENTS AND DETAIL 12/C100
   1.1. INSTALL POST-MOUNTED ADA PARKING SIGNAGE PER DETAILS 13 & 14/C100
   1.2. INSTALL ADA PARKING SIGNAGE MOUNTED TO FENCING/BUILDING.
2. INSTALL ADA PEDESTRIAN RAMP.
   2.1. INSTALL ADA ACCESSIBLE MIDBLOCK STYLE RAMP PER DETAIL 11/C100.
   2.2. INSTALL ADA ACCESSIBLE RAMP PER ISPWC SD-712A.
3. INSTALL CONCRETE DRIVEWAY APPROACH PER ACHD SUP SD-710A.
4. PAINTED PAVEMENT MARKINGS (TYP).
   4.1. 4" WIDE PARKING STALL STRIPING, COLOR: WHITE.
   4.2. DIAGONAL CROSSHATCHING, AT 24" O.C. COLOR: WHITE.
5. STANDARD CONCRETE FLATWORK PER DETAIL 3/C100.
   5.1. THICKENED EDGE CONCRETE SIDEWALK PER DETAIL 5/C100.
6. HEAVY DUTY CONCRETE PER DETAIL 2/C100.
7. INSTALL EXTERIOR BIKE RACK PER DETAIL 15/C100. TO PROVIDE CAPACITY OF TWO (2) BIKES PER RACK.
8. FULLY-SCREENED TRASH ENCLOSURE. SEE ARCHITECT'S PLANS FOR DETAILS.
9. BOISE CITY STREET LIGHT. SEE SITE UTILITY PLAN FOR DETAILS.
10. UTILITY STRUCTURE. SEE SITE UTILITY PLAN FOR DETAILS.
11. DRAINAGE STRUCTURE. SEE SITE UTILITY PLAN FOR DETAILS.
12. PERMEABLE PAVERS. SEE SITE UTILITY PLAN FOR DETAILS.
13. DRAINAGE SWALE. SEE GRADING & SITE UTILITY PLANS FOR DETAILS.
14. CONSTRUCT CURB CUT AT END OF CURB AND INSTALL 6-IN ANGULAR RIP RAP.
15. SAWCUT EXISTING ASPHALT TO CREATE A NEAT, VERTICAL EDGE. APPLY ASPHALT TACK COAT PRIOR TO REPAVING.
16. ACHD SIDEWALK PER ACHD SUP SD-709. SEE STREET FRONTAGE PLANS FOR DETAILS.
17. LANDSCAPING AREA. SEE LANDSCAPING PLANS FOR DETAILS.
18. BENCH. SEE LANDSCAPE PLANS FOR DETAILS.
19. TREE GRATE. SEE LANDSCAPE PLANS FOR DETAILS.

Legend:

- HEAVY DUTY CONCRETE FLATWORK PER DETAIL 2/C100.
- PERMEABLE PAVERS PER DETAIL 4/C100.
- STANDARD CONCRETE FLATWORK PER DETAIL 3/C100.

Line Legend:

- 6" VERTICAL CURB & GUTTER PER ACHD SUPP SD-701
- 6" VERTICAL CURB (NO GUTTER) PER ISPWC SD-701A
- 18" CONCRETE RIBBON PER DETAIL 8/C100
- 6" VERTICAL CURB & GUTTER PER ACHD SUPP SD-701

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THE LAND GROUP
462 EAST SHORE DRIVE, SUITE 100
EAGLE, IDAHO 83616

PROJECT: 126090.00

THE SHERWOOD

860 W Sherwood St
Boise, ID 83706

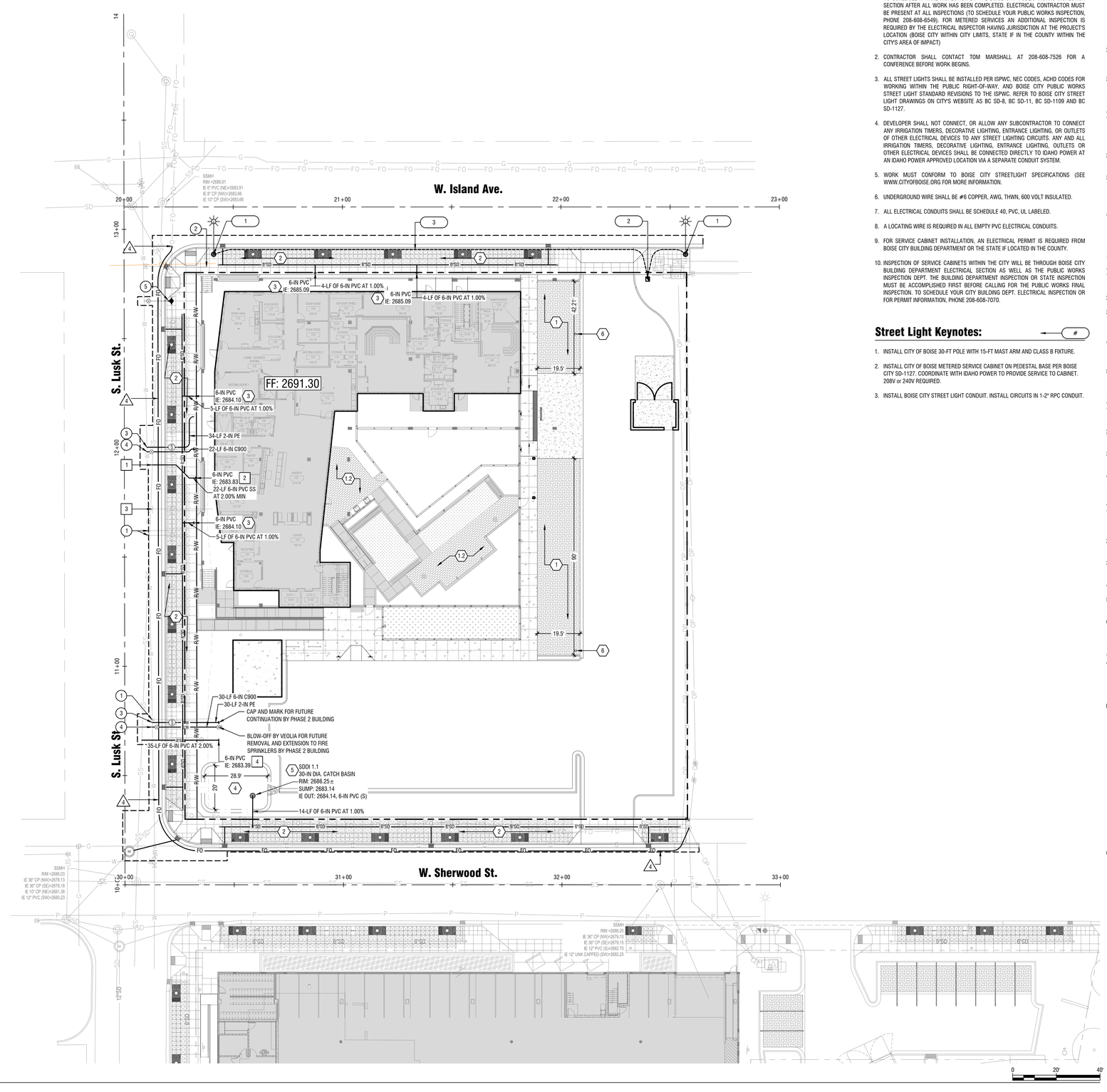
REV:

DRAWN: TLG
REVIEWED: JCD

DATE: 4/29/26
CONSTRUCTION DOCUMENTS
PROJECT #: 24014
FILE:
SHEET TITLE:
CIVIL
SITE PLAN

SCALE: As indicated

NO. C200



Civil - Utility Plan

Horizontal Scale: 1" = 20'

Street Light Notes:

1. CONTRACTORS INSTALLING LIGHTING WILL BE REQUIRED TO CONTACT BOISE CITY PUBLIC WORKS INSPECTION SERVICES 48-HRS PRIOR TO SCHEDULE THE PRELIMINARY INSPECTION PRIOR TO PLACING CONCRETE OR COVERING CONDUITS. IN ADDITION, THE ELECTRICAL CONTRACTOR IS REQUIRED TO CALL 24-HRS IN ADVANCE TO SCHEDULE A FINAL INSPECTION BY THE BOISE CITY PUBLIC WORKS INSPECTION SECTION AFTER ALL WORK HAS BEEN COMPLETED. ELECTRICAL CONTRACTOR MUST BE PRESENT AT ALL INSPECTIONS (TO SCHEDULE YOUR PUBLIC WORKS INSPECTION, PHONE 208-608-6549). FOR METERED SERVICES AN ADDITIONAL INSPECTION IS REQUIRED BY THE ELECTRICAL INSPECTOR HAVING JURISDICTION AT THE PROJECT'S LOCATION (BOISE CITY WITHIN CITY LIMITS, STATE IF IN THE COUNTY WITHIN THE CITY'S AREA OF IMPACT)
2. CONTRACTOR SHALL CONTACT TOM MARSHALL AT 208-608-7526 FOR A CONFERENCE BEFORE WORK BEGINS.
3. ALL STREET LIGHTS SHALL BE INSTALLED PER ISPWC, NEC CODES, ACHD CODES FOR WORKING WITHIN THE PUBLIC RIGHT-OF-WAY, AND BOISE CITY PUBLIC WORKS STREET LIGHT STANDARD REVISIONS TO THE ISPWC. REFER TO BOISE CITY STREET LIGHT DRAWINGS ON CITY'S WEBSITE AS BC SD-8, BC SD-11, BC SD-1109 AND BC SD-1127.
4. DEVELOPER SHALL NOT CONNECT, OR ALLOW ANY SUBCONTRACTOR TO CONNECT ANY IRRIGATION TIMERS, DECORATIVE LIGHTING, ENTRANCE LIGHTING, OR OUTLETS OF OTHER ELECTRICAL DEVICES TO ANY STREET LIGHTING CIRCUITS. ANY AND ALL IRRIGATION TIMERS, DECORATIVE LIGHTING, ENTRANCE LIGHTING, OUTLETS OR OTHER ELECTRICAL DEVICES SHALL BE CONNECTED DIRECTLY TO IDAHO POWER AT AN IDAHO POWER APPROVED LOCATION VIA A SEPARATE CONDUIT SYSTEM.
5. WORK MUST CONFORM TO BOISE CITY STREETLIGHT SPECIFICATIONS (SEE WWW.CITYOFBOISE.ORG FOR MORE INFORMATION.
6. UNDERGROUND WIRE SHALL BE #6 COPPER, AWG, THWN, 600 VOLT INSULATED.
7. ALL ELECTRICAL CONDUITS SHALL BE SCHEDULE 40, PVC, UL LABELED.
8. A LOCATING WIRE IS REQUIRED IN ALL EMPTY PVC ELECTRICAL CONDUITS.
9. FOR SERVICE CABINET INSTALLATION, AN ELECTRICAL PERMIT IS REQUIRED FROM BOISE CITY BUILDING DEPARTMENT OR THE STATE IF LOCATED IN THE COUNTY.
10. INSPECTION OF SERVICE CABINETS WITHIN THE CITY WILL BE THROUGH BOISE CITY BUILDING DEPARTMENT ELECTRICAL SECTION AS WELL AS THE PUBLIC WORKS INSPECTION DEPT. THE BUILDING DEPARTMENT INSPECTION OR STATE INSPECTION MUST BE ACCOMPLISHED FIRST BEFORE CALLING FOR THE PUBLIC WORKS FINAL INSPECTION. TO SCHEDULE YOUR CITY BUILDING DEPT. ELECTRICAL INSPECTION OR FOR PERMIT INFORMATION, PHONE 208-608-7070.

Street Light Keynotes:

1. INSTALL CITY OF BOISE 30-FT POLE WITH 15-FT MAST ARM AND CLASS B FIXTURE.
2. INSTALL CITY OF BOISE METERED SERVICE CABINET ON PEDESTAL BASE PER BOISE CITY SD-1127. COORDINATE WITH IDAHO POWER TO PROVIDE SERVICE TO CABINET. 208V or 240V REQUIRED.
3. INSTALL BOISE CITY STREET LIGHT CONDUIT. INSTALL CIRCUITS IN 1-2" RPC CONDUIT.

Sheet Notes:

1. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL COMPLY WITH IDAHO CODE, CHAPTER 22, TITLE 55 REGARDING UNDERGROUND FACILITIES DAMAGE PREVENTION. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED AS A RESULT OF FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES. THE CONTRACTOR SHALL CONTACT THE APPROPRIATE UTILITY COMPANIES OR DIG-LINE (342-1585) FOR EXACT LOCATIONS A MINIMUM OF 48-HOURS PRIOR TO DIGGING.
2. ALL PIPE INSTALLATION AND TRENCHING SHALL CONFORM TO THE LATEST EDITION OF THE ISPWC DIVISION 300 AND SD-301. BEDDING AND BACKFILL SHALL BE CONSTRUCTED PER SECTIONS 305 AND 306 OF THE ISPWC.
3. COORDINATE WITH BOISE CITY PUBLIC WORKS 48 HOURS PRIOR TO WORK TO OBTAIN TAP PERMITS AND SCHEDULE INSPECTIONS.

Sewer Keynotes:

1. TAP EXISTING SEWER MAIN AND INSTALL 6-IN SANITARY SEWER SERVICE PER ISPWC SD-511 WITH INSERT-A-TEE CONNECTION. CONTACT BOISE CITY PUBLIC WORKS 48-HOURS IN ADVANCE TO OBTAIN A TAP PERMIT AND SCHEDULE INSPECTION.
2. STUB SEWER SERVICE AT 2.0% MIN PER ISPWC SD-511 (SIZE PER PLAN). COORDINATE WITH BUILDING MECHANICAL PLAN FOR CONTINUATION.
3. COORDINATE TO ABANDON EXISTING SEWER SERVICE PER CITY OF BOISE STANDARDS. CONTACT BOISE PUBLIC WORKS A MINIMUM OF 48-HOURS IN ADVANCE OF CONSTRUCTION TO OBTAIN A PLUB PERMITT AND SCHEDULE INSPECTION.
4. PRESERVE AND PROTECT EXISTING SEWER SERVICE FOR FUTURE RECONNECTION TO PHASE 2 BUILDING. LOCATE EXISTING SERVICE, CAP AND MARK TO THE SURFACE PER ISPWC SD-512. CONTACT BOISE CITY PUBLIC WORKS A MINIMUM OF 48-HOURS IN ADVANCE OF CONSTRUCTION TO OBTAIN A PERMIT AND SCHEDULE INSPECTION.

Water Keynotes:

1. COORDINATE WITH VEOLIA WATER TO ABANDON AND REMOVE EXISTING WATER SERVICE.
2. COORDINATE WITH VEOLIA WATER TO RELOCATE EXISTING FIRE HYDRANT.
3. 2-IN WATER SERVICE CONNECTION BY VEOLIA. CONTRACTOR SHALL COORDINATE METER INSTALLATION WITH VEOLIA. COORDINATE WITH MECHANICAL FOR BUILDING CONTINUATION.
4. 6-IN FIRE SERVICE BY VEOLIA. CONFIRM SIZE WITH FIRE SPRINKLER DESIGN PRIOR TO INSTALLATION. CONTRACTOR SHALL COORDINATE INSTALLATION. COORDINATE WITH FIRE SPRINKLER PLAN AND CONTRACTOR FOR BUILDING CONTINUATION.
5. COORDINATE WITH VEOLIA TO INSTALL NEW FIRE HYDRANT.

Dry Utility Keynotes:

1. ALL EXISTING OVERHEAD OR "DRY" UTILITIES TO BE RELOCATED. COORDINATE WITH SITE ELECTRICAL, IDAHO POWER OR OTHER AFFECTED UTILITY AS REQUIRED.
2. PROPOSED IDAHO POWER TRANSFORMER. COORDINATE WITH SITE ELECTRICAL AND IDAHO POWER.
3. GAS LINE CONNECTION. COORDINATE WITH BUILDING GAS METER LOCATION PER MECHANICAL PLAN AND INTERMOUNTAIN GAS COMPANY.
4. RELOCATE EXISTING BSU FIBER OPTIC FACILITY.

Storm Keynotes:

1. INSTALL PERMEABLE PAVERS.
   1.1. WITH 15" THICK NO. 2 STONE SUB-BASE PER DETAIL 4/C100
   1.2. PER LANDSCAPE PLANS AND DETAILS.
2. ACHD DRAINAGE SYSTEM AT SILVA CELLS. SEE SHEETS C501 - C503 AND DETAILS SHEET C101.
3. CONNECTION TO BUILDING ROOF DRAIN. COORDINATE CONTINUATION WITH PLUMBING PLAN.
4. CONSTRUCT INFILTRATION SWALE PER DETAIL 5/C101.
5. INSTALL 30-IN CATCH BASIN INLET AS SWALE OVERFLOW/MAINTENANCE ACCESS STRUCTURE PER DETAIL 4/C101.
6. INSTALL MONITORING WELL PER ISPWC SD-627. EXTEND MONITORING WELL 1-FT (MIN) BEYOND DEEPEST POINT OF STONE SUB-BASE.

Stormwater & Grading Certification:

A. CERTIFICATION LETTER.
THE ENGINEER OF RECORD MUST PROVIDE A LETTER CERTIFYING THAT THE STORMWATER FACILITIES AND GRADING/PAVING IMPROVEMENTS HAVE BEEN COMPLETED PER PLAN. THE LETTER MUST REFERENCE THE ENGINEER'S STAMP DATE FROM THE PLANS BEING CERTIFIED.

B. CONSTRUCTION DOCUMENTATION.
ENGINEER OF RECORD IS REQUIRED TO INSPECT AND OBTAIN PHOTOGRAPHIC DOCUMENTATION OF THE CONSTRUCTION OF ALL STORMWATER FACILITIES. PHOTOGRAPHS MAY BE INCLUDED WITH THE CERTIFICATION LETTER.

B.A. CONTRACTOR SHALL CONTACT ENGINEER OF RECORD TO INSPECT ALL DRAINAGE AND INFILTRATION FACILITIES. PROVIDE 48-HOURS MINIMUM NOTICE.

B.B. CONTRACTOR SHALL COORDINATE GEOTECHNICAL TESTING TO CONFIRM INFILTRATION RATES OF ALL INFILTRATION FACILITIES. PROVIDE TEST RESULTS TO THE ENGINEER OF RECORD.

B.C. CONTRACTOR SHALL COLLECT PHOTOGRAPHS OF EXCAVATED INFILTRATION FACILITIES (FREE DRAINING SOIL), FINAL CONSTRUCTION ELEVATION OF FREE DRAINING SOIL, LAYERED BACKFILL MATERIAL CONSTRUCTION (SAND, GRAVEL, PIPING, ETC), AND INSTALLATION AND WRAPPING OF GEOTEXTILES. PROVIDE PHOTOGRAPHS TO ENGINEER FOR USE IN PREPARING CERTIFICATION LETTER.

C. POST-CONSTRUCTION SUBMITTAL.
C.A. ENGINEER OF RECORD WILL COMPILE OBSERVATION REPORTS, GEOTECHNICAL TESTING, CONTRACTOR'S PHOTOGRAPHS AND OTHER PERTINENT MATERIALS TO PREPARE THE CERTIFICATION LETTER TO CITY OF BOISE. DOCUMENTATION WILL BE SUBMITTED TO HillsideDrainage@cityofboise.org.

C.B. ONCE DOCUMENTATION HAS BEEN RECEIVED AND APPROVED, A FINAL STAFF INSPECTION FOR DRAINAGE OCCUPANCY MAY BE SCHEDULED BY THE CONTRACTOR. CALL 208-608-7549.

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THE LAND GROUP
462 EAST SHORE DRIVE, SUITE 100
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PROJECT #: 24014
FILE:
SHEET TITLE:
CIVIL
UTILITY PLAN

SCALE: As indicated

NO. C400

CAPITAL CITY DEVELOPMENT CORP

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VI.
EXECUTIVE SESSION

DATE:	**August 10, 2026**
TO:	**Latonia Haney Keith, Chair**
	Board of Commissioners
FM:	**John Brunelle, Executive Director**
RE:	**CCDC Monthly Report**

FEATURED HIGHLIGHT FOR JULY 2026

The Agency alongside project partners and members of the community celebrated the start of construction of 1010 Jefferson with a groundbreaking ceremony on July 16. CCDC board chair Latonia Haney Keith, executive director John Brunelle, project manager Alexandra Monjar, and YMCA vice president and chief development officer Meagan Ellis, and spoke at the event.

Westside District

1010 Jefferson is now under construction. The project's official name was revealed at the groundbreaking ceremony on July 16 by CCDC project manager, Alexandra Monjar.

ECONOMIC DEVELOPMENT

1010 Jefferson: The Agency is redeveloping 1010 W. Jefferson St. into a multi-story, mixed-use building with approximately 446 parking stalls and active ground-floor uses. The $30 million parking system revenue bond closed on July 8, and the Agency's trustee, Zion's Bank, has received the bond proceeds, which represent the majority of the project funding. On July 13, the Board approved the final construction contract amendment and Okland Construction commenced work on July 17. Crews have since demolished the remaining hardscape improvements on the site and excavated the building pad to top-of-footing grade in preparation for the installation of rammed aggregate piers in early August.

The Treasure Valley YMCA will own and occupy one of the ground-floor condominiums for the Kissler Family Early Education Center. In February 2026, the Board approved an Amended and Restated Reservation Agreement with the YMCA. In November 2025, the Board approved a real property disposition policy and authorized a Request for Proposals (RFP) for the remaining five ground-floor commercial condominiums. The RFP was issued on January 7, 2026, with responses due April 7, 2026. One response was received by the deadline but was deemed incomplete. As a result, the RFP process was closed, and the Agency elected to dispose of the condominium spaces through a commercial real estate broker. The Agency issued an RFP for brokerage services on June 10, 2026, and received three responses. A recommendation for broker selection will be presented to the Board on August 10.*Project Lead: Alexandra Monjar*

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*

821 W. State St. – Idaho Wheat Commission – PP Type 1: The Board approved a Type 1 Agreement with the Idaho State Building Authority on August 11, 2025, 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 project is nearing completion, and the Agency is reviewing the cost documentation required to issue reimbursement. *Project Lead: Kassi Brown*

INFRASTRUCTURE

Bannock Streetscape Improvements - 12th Street to 16th Street: This project includes streetscape improvements on both sides of Bannock Street between 12th Street and 16th Street to support 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 crossing under Bannock Street east of 14th Street in the project scope. CSHQA led the design effort, and McAlvain Construction is the Construction Manager/General Contractor (CM/GC). The improvements on Bannock Street between 13th Street and 16th Street were completed in September 2025 as part of the first phase of the project. The Agency obtained approval of GMP 2 for the final phase of improvements between 12th Street and 13th Street at the March 9 Board meeting. Construction reached substantial completion at the end of July, and the contractor is currently completing final punch list items in advance of final completion later this month. *Project Lead: Megan Pape*

30th Street District

Construction is progressing on the College of Western Idaho Campus in the 30th Street District. The Agency is in negotiations with project partners on a Participation Program agreement.

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 $1.2 million. The Board approved a final agreement in April 2023. This project did not move forward to construction, and the associated participation agreement is no longer in effect. *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 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 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. The Board approved the final agreement on November 3, 2025, and construction is underway. *Project Lead: Corrie Brending*

INFRASTRUCTURE

West End Commercial Blocks: The West End Commercial Blocks project is a multi-year strategic investment developed through collaboration with public and private stakeholders. The project is focused on building the public infrastructure and transportation facilities necessary to support the evolving neighborhood's continued growth. The initial phase of this project centers on a comprehensive assessment to identify where infrastructure improvements are most needed. Specifically, the assessment will evaluate opportunities to better support existing commercial businesses and upgrade transit and mobility options throughout the area. The Agency published the Request for Qualifications in April to procure a pre-qualified design team and has since selected a preferred team. The Agency is currently finalizing contract negotiations, and the consultant will be formally announced upon execution of an agreement. Over the following six months, the team will conduct a structured assessment culminating in a final report that recommends public investment opportunities and helps CCDC prioritize future construction projects within the area. *Project Lead: Megan Pape*

Shoreline District

Artist rendering of The Sherwood, a permanent supportive housing development in the Lusk District that will be brought to the Board for designation of a Type 3 Participation Program partnership.

ECONOMIC DEVELOPMENT

1025 S. Capitol Blvd. – Capitol Campus: J. Fisher Companies plans to construct a mixed-use project on property owned by the City of Boise. The project will include approximately 360 income-restricted housing units at 60% of Area Median Income, 12,000 square feet of Lusk Street retail or light food and beverage space, and a public parking garage with at least 330 stalls. The J. Fisher team has been working with the Agency on a Type 3 Participation Program application. The project was presented to the Board during a work session on April 14, 2025. A letter of intent outlining the proposed partnership was approved by the Board at the February meeting. The letter of intent includes the purchase of a 250-stall parking condominium for $16 million and reimbursement of eligible public improvements up to an estimated $3.4 million. In May, the Board designated the project eligible for Type 3 Transformative Assistance and directed Agency to negotiate a Type 3 agreement. On May 13th, the project received design review approval from the City of Boise. *Project Lead: Corrie Brending*

860 W. Sherwood Street - The Sherwood - Type 3: The Sherwood is a permanent supportive housing development located in the Shoreline District and is being developed by Northwest Real Estate Capital Corp. on City of Boise property. Phase I includes 48 affordable housing units, supportive services offices, community gathering space, a daycare facility, outdoor resident amenities, and parking, with 30 units reserved for households earning 30% of the area median income (AMI) or less. Future Phase II is anticipated to add 42 additional housing units and micro-retail space. Public improvements eligible for reimbursement include streetscape enhancements and major utility upgrades, with an estimated $747,000 in eligible expenses. The Board will consider a Type 3 Transformative Assistance designation in August 2026, with construction of Phase I anticipated to begin in fall 2026. *Project Lead: Corrie Brending*

INFRASTRUCTURE

Shoreline District Streetscape Design Standards. The Agency is partnering with the City of Boise Planning & Development Services Department to update the Downtown Boise Streetscape Standards Manual. The update will include all streets within the Shoreline District Project Area and establish required streetscape design standards to guide redevelopment within the district. *Project Lead: Toby Norton*

MOBILITY

Downtown Riverfront Improvements, Greenbelt, 9th St. to Americana Boulevard: This project will construct a second parallel pathway adjacent to the existing greenbelt to spur economic development, increase safety and capacity, and provide separate facilities for pedestrians and cyclists. This project will be a partnership with the City of Boise Parks and Recreation Department and adjacent property owners. The Request for Qualifications (RFQ) was published in April to hire a design team to develop alignment concepts and conduct community engagement. Two RFQs were received and reviewed, and the Agency contracted with GGLO. *Project Lead: Toby Norton*

PLACEMAKING

Shoreline Park Master Plan: This project will include a community-driven reimagining of Shoreline Park, in collaboration with City of Boise Parks and Recreation, that will prioritize transformational upgrades that catalyze private investment through redevelopment of the adjacent underutilized property. The plan will identify enhanced amenities that may include a stabilized boat ramp, retaining walls, revised vehicular connection to Shoreline Drive and Boise Greenbelt improvements, increased neighborhood connectivity, retail opportunities, and better recreational and emergency access into the Boise River. The Agency is in the pre-development stage working on an RFQ to hire a design team that will develop concepts and conduct community engagement. *Project Lead: Toby Norton*

Gateway East District

A new 10-foot-wide multi-use pathway is being constructed as part of a Type 1 Participation Program agreement with Maverik.

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 project is now complete, and the Agency is completing cost documentation. *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 2025 to include Building 4. Construction is now complete, and the Agency is completing cost documentation. *Project Lead: Corrie Brending*

6650 S. Eisenman Road - Maverik - Type 1*:* The Maverik project consists of a new 2,659-square-foot convenience store and fuel center located at the corner of S. Eisenman Road and W. Gowen Road. The project is designed to serve both passenger and commercial vehicles and includes surface parking, EV-capable stalls, bicycle parking, and pedestrian connections to future development in the area. Public improvements include streetscape enhancements along S. Eisenman Road, featuring a new 10-foot multi-use pathway, street trees, and utility upgrades. Total development costs are estimated at approximately $8.6 million, with an estimated $198,796 in eligible public improvement expenses. The Board designated the project eligible for Type 1 assistance in June. *Project Lead: Corrie Brending*

BUILD Grant: In July, the City of Boise was awarded a $5.6 million federal BUILD grant to advance planning and environmental review for the future Lake Hazel Road extension, a key transportation project within the Gateway East Urban Renewal District. CCDC is contributing $250,000 toward the planning effort as part of a broader public-private partnership. The project will help improve east-west connectivity, support future employment and industrial growth, and position the corridor for future construction funding.

MOBILITY

Railroad Multi-Use Pathway: This project will construct a multi-use pathway parallel to existing railroad tracks to provide mobility alternatives and recreation opportunities for residential and commercial/industrial workforce in accordance with the City of Boise Pathways Master Plan. The Agency is in the pre-development stage working on an RFQ to hire a design team that will develop alignment concepts and conduct community engagement. *Project Lead: Toby Norton*

State Street District

1711 N. 31st Street residential development is complete. This project is a Type 1 Participation Program partnership with Cook Property Management, LLC.

ECONOMIC DEVELOPMENT

8306 W. State St. – Roe Street Multi-Family Homes– PP Type 5: The Agency acquired the property located at 8306 W. State Street in April 2025 to facilitate the redevelopment of the site through the Type 5 Participation Program. Initial site preparation work has been completed, and the Board approved the Roe Street Multi-Family Homes Request for Proposals at its April 2026 meeting. The proposal submission deadline was June 30, 2026, and the Agency received multiple proposals. Agency is conducting a preliminary review of the submissions and **is working** with the selected review committee as part of the evaluation process. *Project Lead: Corrie Brending*

1711 N. 31 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. 31 Street. The project consists of three new single-family homes, each with 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 the townhomes were completed in December 2025, with the additional streetscapes anticipated to be complete later this year. *Project Lead: Kassi Brown*

3108 W. Bella St. – Residential Development – PP Type 1: The Agency received a Type 1 application from Cook Property Management, LLC for a residential development at 3108 W. Bella Street. This development is to the south of 1711 N. 31 Street and includes the construction of four single family homes, with detached garages and additional second story space. Further streetscape and utility improvements are required, beyond the expanded scope of work undertaken by Cook Property Management, LLC as part of the 1711 N. 31 Street project. The Board approved the Type 1 Agreement at the June 8, 2026, meeting and construction is anticipated to begin in August. *Project Lead: Kassi Brown*

INFRASTRUCTURE

State Street District Streetscape Design Standards. The Agency is partnering with the City of Boise Planning & Development Services Department to update the Downtown Boise Streetscape Standards Manual. The update will include all streets within the State Street District Project Area and establish required streetscape design standards to guide redevelopment within the district. *Project Lead: Toby Norton*

Agency Wide – All Districts

New ParkBOI products were launched on August 1, offering flexible and affordable parking options for downtown workers, visitors, residents, and businesses.

ECONOMIC DEVELOPMENT

Opportunity Zones

Idaho's Opportunity Zone Advisory Council has submitted its recommended census tracts to Governor Little for consideration under the federal Opportunity Zones 2.0 program, including several tracts within CCDC urban renewal districts. In May, CCDC submitted a letter of support endorsing the City of Boise's recommended nominations, citing the opportunity to leverage existing public investments and attract additional private capital for housing, employment, infrastructure, and redevelopment. The Governor will submit Idaho's final nominations to the U.S. Treasury later this year, with approved designations taking effect in 2027.

PARKING & MOBILITY

ParkBOI Rate and Product Analysis: Current hourly and monthly pass rates were implemented in spring 2022. The Agency retained Kimley-Horn to evaluate current rates and provide guidance on future pricing. Kimley-Horn supported the Agency with a customer satisfaction survey, analysis of local Boise market trends, and benchmarking against comparable cities to inform agency recommendations on rates and product offerings. Agency staff previewed the proposed rates and new products with the Board at the March

2026 Board meeting and solicited public feedback from stakeholders and the community through April 10, 2026. The Agency held a public hearing on the proposed rates April 13, 2026. The Board adopted a modified Resolution 1963, approving adjustments for all rates except the Hotel Guest rate and the Reserved Monthly Pass rate, with an effective date of August 1, 2026. The Board then adopted Resolution 1970 at the May 2026 Board meeting, approving adjustments to the Hotel Guest rate and Reserved Monthly Pass programs. Marketing materials have been prepared for the August 1 go-live date for new products and the ParkBOI.com website has been updated with the new pricing and product information. *Project Lead: Zach Piepmeyer*

ParkBOI Security Camera Upgrades: Current security camera coverage in ParkBOI garages is limited to vehicle gate locations, the BikeBOI storage facility, and select pay-on-foot stations. Existing camera technology is outdated, and the current video management system has limited functionality and relies on on-site video storage. The Agency plans to replace the existing system, expand camera coverage across all facilities, and implement a cloud-based video management system with enhanced video search, access, and sharing capabilities. Cator Ruma has been selected to support development of system specifications, system acquisition, and installation. Services include assessing existing facilities, preparing construction documents, assisting with an Invitation to Bid (ITB) for camera vendors, supporting vendor selection, and supporting installation of the new system. Cator Ruma submitted Preliminary Design documents to the Agency on April 30, 2026. The ITB is anticipated to be released in late summer 2026, with installation expected to be completed by late 2026 or early 2027. *Project Lead: Zach Piepmeyer*

ParkBOI Marketing Campaign: With the adoption of new and expanded ParkBOI pass products at the April 2026 Board meeting, the Agency is developing a marketing campaign to increase awareness and educate individual parkers, business owners, and prospective downtown commercial tenants about the ParkBOI system parking opportunities and the value that ParkBOI provides to the community. This effort will include revisions to the ParkBOI.com website and targeted outreach to various audience groups. Agency is currently working with JedSplit to create marketing collateral. *Project Lead: Zach Piepmeyer & Lana Graybeal*

ParkBOI 2026 Structural Condition Assessment: Every five years, the Agency engages a structural engineer to visually inspect all ParkBOI garages. Under this effort, the engineer evaluates all observable forms of deterioration present in the garage, generates a report of their findings, and prepares a list of recommended repair work. This list of repair work then informs the Agency's parking capital improvements program. The most recent condition assessment was performed in 2021/2022. Out of that effort came numerous projects such as structural concrete repair work at 10th & Front. The Agency prepared a Request for Qualifications (RFQ) for a structural engineer to provide condition assessment services to the agency and distributed the RFQ to two consultant firms from the Agency's On-Call Structural Engineering roster. Both firms submitted responses to the RFQ, which were reviewed and scored by an evaluation committee of ParkBOI and Agency staff. Walker Consultants was selected as the highest-ranked firm and is currently scoping the project. The Agency anticipates the condition assessment being completed in the fall/winter 2026 timeframe. *Project Lead: Zach Piepmeyer*

ParkBOI Parking Operator Procurement: The current parking operator contract will expire on September 30, 2026. In anticipation of this, the Agency released a Request for Qualifications for Parking Operator to on May 6, 2026. Statements of Qualifications (SOQ) from prospective operators were due to the Agency on June 16, 2026. Four (4) firms submitted SOQ by the deadline. An evaluation committee consisting of Agency employees, a City of Boise representative, a BSU representative and the ownership partner at the 11th & Front garage evaluated the SOQs and ranked respondents. The Car Park was unanimously identified as the top-ranked firm. Agency staff will seek approval of the RFQ ranking from the Board at the August 10, 2026, Board meeting. The new contract is set to take effect October 1, 2026. *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 enclosure of the 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. In 2025, Cushing Terrell was selected as the design professional of record and Andersen Construction as the CM/GC. 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 City of Boise has approved the building permit for the stair tower enclosures. The Agency will seek Board approval for Amendment No. 3 to the CM/GC agreement with Andersen Construction to establish GMP 3 for the associated stair tower enclosure scope of work at August 10, 2026, Board meeting.

The building permit for the elevator modernization scope of work has been approved, with work anticipated to begin in September. Andersen Construction will start on the west stair tower, with necessary electrical upgrades in the mechanical room. *Project Lead: Kassi Brown*

11th & Front Repairs Project: This project includes a series of Tier 1, 2 and 3 repairs originally identified in the 2022 KPFF Structural Condition Assessment of the 11th & Front garage. KPFF has been selected from the On-Call Structural Engineering roster to assess the condition of the garage, perform design services for needed repairs, prepare bid documents, assist with bidding, and perform construction administration of the project. KPFF is currently preparing a cost proposal for the project. Project is anticipated to be constructed in spring/summer 2027. *Project Lead: Zach Piepmeyer*

Capitol & Main Garage Membrane Project: KPFF is the design engineer for this project and will also provide construction administration services until project completion. In the design, a roof top closure gate is being added to help prevent nighttime vandalism via burnouts on the roof. Level 5 of the garage will receive a full membrane replacement, and new parking line striping as well as structural repairs to the elevator tower walls and roof top columns, as well as water ponding repairs on the roof deck. Five bids were received on July 29 at 3pm, and Consurco was the lowest responsive bidder. Consent item will be presented at the August board meeting. Work will take place in summer 2026. *Project Lead:* Aaron Nelson

CCDC EMPLOYEE UPDATES

12-Year Work Anniversaries

The Agency recently celebrated three significant employee milestones, recognizing CCDC Legal Counsel and HR Director Mary Watson, Development Director Doug Woodruff, and Finance and Administration Director Joey Chen for each reaching 12 years of dedicated service. Their combined 36 years of institutional knowledge, expertise, and commitment continue to strengthen the agency's work and support its mission to serve the Boise community.

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**
December 16, 2025	December 2026	December 31, 2026
Issues/Comments:	A meeting was held, and the main topic of discussion was the current painting project being done by the Hampton Hotel, elevator project and new membrane on roof level and level 2 were completed Fall 2025.	

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**
November 25, 2025	November 2026	November 30, 2026

Issues/Comments:	The meeting was held November 25 at 1pm, ParkBOI provided a parking update, CCDC provided an update for the elevator modernization project and stair tower enclosure.

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, 2025	October 2026	TBD
Issues/Comments:	The condo was under budget this year, and a $2 million dollar project is in the works for fiscal year 2026 to apply protective coatings.	

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, 2025	November 12, 2026	February 2026
Issues/Comments:	CCDC is having four fan units replaced on the roof top of the Main Market place; these fans remove CO2 from the garage. Fans were installed February 2026, CO2 censors are being updated to work with new fans, this work will be done in April.	

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%
Stoddard 1101 Front, LLC (Ahlquist sold their portion of the garage in April 2026)	11th & Front Parking Garage, 69.9% (Units 104, 105, 201, 202, 301, 302, 401)	66.490%
Boise Metro Chamber	Boise Chamber Offices (Units 101, 102, 203)	5.025%
Condo Board Meetings		
Last Meeting/Report	**Next Meeting**	**Next Report Due**
Last meeting in 2023; last report filed 12/5/2024	TBD	TBD
Issues/Comments:		

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VII.
ADJOURN

CAPITAL CITY DEVELOPMENT CORP

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