

Moscow City Council



Regular Meeting ~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, March 3, 2025

7:00 PM

**Council Chambers
206 E. Third St.**

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. This meeting is open to the public. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Links to view the City Council meeting live can be found on the City website and the City's YouTube channel. Thank you for your interest in City government.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council February 18, 2025 Minutes - Laurie M. Hopkins

B. Approval of Payment of Claims - Sarah Decker

C. Earth Day Celebration Alcohol Use Request in East City Park - Amanda Argona

Inland North Waste is sponsoring an Earth Day Celebration on Saturday, April 26th, from 4 to 7 pm in East City Park. The annual event honors the ways our community protects and preserves our environment and is offered free of charge. Live music and eco-minded organizations are part of this event, in addition to food and a beer garden. The applicant anticipates 1 (one) licensed beer vendor in the beer garden, which is estimated to be 25'x25' in size. Following standard operating procedures for events with alcohol within a City Park, Inland North Waste is requesting the allowance of attendees to possess and consume alcoholic beverages within the 25'x25' beer garden during the aforementioned date and time. Per Moscow City Code, Section 5-13-4, a draft resolution has been prepared by the Community Events Division and reviewed by the Legal Department for the Council's consideration to permit this typically prohibited activity. This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

ACTION: Approve the resolution allowing for the possession and consumption of alcoholic beverages in the designated beer garden in East City Park for Earth Day Celebration for the duration of the event.

D. 2025 Moscow Farmers Market Handbook - Amanda Argona

In 2018, the Farmers Market Commission and Community Events Division implemented the first iteration of the Moscow Farmers Market Handbook. The Handbook is an expanded policy document meant to provide clarity and serve as a resource for anyone seeking information on the Market, as well as hold Market participants accountable for operating procedures. At the end of each season, the policies that make up the Handbook are considered in depth by staff and the Farmers Market Commission. The Commission reviewed the proposed changes to the Handbook on February 4, 2025, and are presenting accepted changes for approval and adoption by the Council for the 2025 Market Season. This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

ACTION: Approve the 2025 Moscow Farmers Market Handbook.

E. Rural & Tribal Assistance Pilot Program Grant Request - Alisa Anderson / Scott Bontrager

The U.S. Department of Transportation, Build America Bureau, has announced \$27 million for the Rural and Tribal Assistance Pilot Program (RTAPP) in no-match funds for transportation project development. Eligible activities include technical assistance grants to rural and tribal communities for the planning and design phases to develop transportation projects. The grant funding can be used to hire staff or advisors to assist with planning and design phase activities, including feasibility studies, preliminary engineering and design, and environmental review. Single project grants can range from \$200,000 up to \$750,000 each. Staff has identified the engineering and design of the “Palouse River Drive Corridor Multimodal Improvement Project” (PRDC) as eligible to submit for the RTAPP funding opportunity. The project will start from Highway 8 on Mountain View Road, then south to East Palouse River Drive, continuing to West Palouse River Drive, ending at the city limits near Sand Road. Staff estimates total project costs, for preliminary design services, not to exceed \$600,000. This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

ACTION: Approval to submit a grant application to the Rural and Tribal Assistance Pilot Program for preliminary engineering and design services for the Palouse River Drive Corridor Multimodal Improvement Project in an amount not to exceed \$600,000.

F. C Street Frontage Improvements - Bid Results & Contract Award - Scott Bontrager

This project's scope is to provide frontage improvements to the south portion of the Moscow Recycling Center along C Street. It consists of the removal of existing pedestrian ramps and curbs and the construction of new ADA compliant pedestrian ramps, curb, sidewalk, asphalt pavement, concrete pavement, street trees, historical style lighting, fencing, and associated work on the north half of C Street from Almon Street to Washington Street. This work also includes storm drainage adjustments to accommodate the new curb location. The City published an advertisement for bids on January 25, 2025, and the Engineer's Estimate for construction was \$299,497.50. Bids were opened on February 11, 2025, at which five (5) bids were received. The bids ranged from \$290,982.00 to \$422,277.00. Of those bids, the lowest responsive bid received was submitted by ML Albright & Sons of Lewiston, ID with a bid of \$290,982.00. A bid tabulation is included in the packet. This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

ACTION: Accept the bid from ML Albright & Sons, award the contract in the amount of \$290,982.00 and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

G. Camas Street Water Main Project - Bid Results & Contract Award - Bob Buvel

This project's scope includes construction of approximately 1800 linear ft of 8" DR 18 C900-16 water main, 520 linear ft of 1" HDPE service line, replacing 28 water services, as well as surface restoration of streets, sidewalk, and green strips. Construction of water main and service lines includes new hydrants, associated fittings/valves, thrust restraints, and connection to existing water mains and service lines. The City advertised for bids on January 25, 2025 & February 1, 2025, and the project was budgeted for \$946,570. The engineer's estimate for construction was \$839,710. Bids were opened on February 11, 2025, at which nine (9) bids were received. The bids ranged from \$609,543.00 to \$973,700.00. Of those bids, the lowest responsive bid received was submitted by Accelerated Construction of Desmet, ID with a bid of \$609,543.00. A bid tabulation is included in the packet. This item was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

ACTION: Accept the bid from Accelerated Construction, award the contract in the amount of \$609,543.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

REGULAR AGENDA

- 2. Mayors Appointments (ACTION ITEM)**
- 3. Public Comment and Mayor's Response Period (limit 15 minutes)**
- 4. 1912 Center Annual Report - David Schott / Jenny Kostroff**
- 5. Annual Comprehensive Financial Report Presentation (ACTION ITEM) - Sarah Decker /Nick Nicholson**

Presnell Gage PLLC, the City's auditors, will be presenting the City's FY2024 Annual Comprehensive Financial Report (ACFR), which includes any significant changes regarding the annual audit and outlining comparative changes from the FY2023 ACFR. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the ACFR for 21 consecutive years. After approval, staff will submit the FY2024 ACFR for consideration for the award. The accompanying final draft of the FY2024 ACFR is submitted for City Council review.

PROPOSED ACTIONS: Accept the City of Moscow audited Annual Comprehensive Financial Report for FY2024 as presented, or take other action deemed appropriate.

REPORTS

City Council

Mayor

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

Moscow City Council



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Tuesday, February 18, 2025

7:00 PM

**Council Chambers
206 E. Third St.**

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Art Bettge, Bryce Blankenship, Drew Davis, Sandra Kelly, Hailey Lewis, Julia Parker, Gina Taruscio

STAFF: Bill Belknap, Mia Bautista, Cody Riddle, Tyler Palmer, Laurie M. Hopkins

PLEDGE OF ALLEGIANCE

Council Member Taruscio led the Pledge of Allegiance.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council February 3, 2025 Minutes - Laurie M. Hopkins

B. Approval of Payment of Claims - Sarah Decker

C. Disbursement Report January 2025 - Sarah Decker

Staff presented the January 2025 Accounts Payable Report to the Public Works / Finance Committee on February 10th, 2025. The Committee received the report and recommended approval of the disbursement report.

ACTION: Accept the Disbursements Report for the month of January 2025.

D. Idaho Airport Aid Program Grant Agreement - Alisa Anderson

The Pullman-Moscow Regional Airport applied for a grant from the Idaho Transportation Department - Division of Aeronautics, Idaho Airport Aid Program to assist with General Aviation airport development. The grant request has been awarded for \$7,500 with a required project completion date of June 30, 2027. The attached Resolution authorizes the acceptance of the award in accordance with all Federal, State, and Local regulations and the execution of the Grant Agreement by the Mayor. This was reviewed by the Public Works/Finance Committee on February 10, 2025, and recommended for approval.

ACTION: Approval to authorize acceptance of the Idaho Airport Aid grant award of \$7,500 from the Idaho Transportation Department - Division of Aeronautics and approve the corresponding Resolution.

E. Resolution Authorizing City Attorney to Submit a claim on behalf of the City of Moscow for the Chevrolet Bolt Battery Litigation Settlement - Mia Bautista

A class action suit was filed against General Motors for defective batteries in model year 2017 through 2022 Chevrolet Bolt vehicles. A settlement agreement has been reached between General Motors, LG Electronics and representatives of eligible vehicle owners. The City purchased two

Chevrolet Bolt vehicles in 2020 which are eligible under the settlement agreement. If the City does not submit a claim for a settlement payment, it will not be entitled to receive funds under the terms of the settlement agreement. Staff has prepared a resolution authorizing the City Attorney to submit a claim and sign any documents or agreements related to the settlement claim on behalf of the City. This was reviewed by the Public Works/Finance Committee on February 10, 2025, and recommended for approval.

ACTION: Approve of the Resolution Authorizing City Attorney to Submit a claim on behalf of the City of Moscow for the Chevrolet Bolt Battery Litigation Settlement.

F. Proposed Lot Line Adjustment at 1638 and 1662 Christopher Lane and 815 Pheasant Run Road - Aimee Hennrich

The applicants, Edward and Mandi Coulter, are requesting a lot line adjustment between three properties located at 1638 and 1662 Christopher Lane, and 815 Pheasant Run Road. The proposed lot line adjustment would increase 1638 Christopher Lane from 1.04 to 1.05 acres, decrease 1662 Christopher Lane from 1.13 to 1.07 acres, and increase 815 Pheasant Run Road from 1.47 to 1.53 acres. The applicant is requesting the lot line adjustment to accommodate an existing fence and an access easement created between owners. The subject properties are located within the Suburban Residential (SR) Zoning District. Within the SR Zoning District the minimum lot size is 1 acre and the minimum lot width is 100 feet. All of the proposed lots meet all zoning code requirements and all existing structures meet setback requirements. This item was reviewed by the Public Works/Finance Committee on February 10, 2025, and recommended for approval.

ACTION: Approve the lot line adjustment request with no conditions.

Kelly moved and Parker seconded to approve the consent agenda as presented. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

2. Mayors Appointments (ACTION ITEM)

Mayor Bettge presented to the City Council for consideration the appointment of Benjamin Coons to the Tree Commission. Taruscio moved and Parker seconded approval of the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

3. Public Comment and Mayor's Response Period (limit 15 minutes)

None offered.

4. Regional Water Sustainability Funding Contract With Idaho Water Resource Board (ACTION ITEM) - Tyler Palmer

In July 2021, the IWRB adopted an initial Regional Water Sustainability Priority List (List) to help guide the IWRB's spending for large, regional water sustainability projects from ARPA funds, state general funds, or other applicable sources. In January 2022, the IWRB also adopted a threshold criteria for a project to be included on the List, which included that it must help achieve water supply sustainability on a regional, basin-wide, or statewide basis. Through this process, the City of Moscow was granted \$182,500 to be used to study the feasibility of a Clearwater River diversion as an alternate water supply to supplement the declining Palouse Basin Aquifer. The City of Moscow will manage the project with support from the Palouse Basin Aquifer Committee (PBAC). It is possible that additional funds for the project will be allocated by PBAC to complete the full scope of the study. This was reviewed by the Public Works/Finance Committee on February 10, 2025 and recommended for approval.

PROPOSED ACTIONS: Approve the Regional Water Sustainability Funding Contract With Idaho Water Resource Board as presented, or take other action deemed appropriate.

Palmer introduced the item as written above and provided a history of the Palouse Basin aquifer. The rate of decline has varied and most recently declining has decreased, most likely due to conservation. Moscow has the lowest per capita water use in Idaho. The project is to answer key questions to understand if the Clearwater River diversion is feasible to go into design. The four major project components are water supply assessment, conceptual design development, regulatory permitting assessment and stakeholder engagement. Palmer detailed each component. While Palmer doesn't think direct use together with recharge would be a preferred option, it could be possible to do so. Environmental studies will analyze any possible effect on salmon. There is broad collaboration for this project and robust outreach to Nez Perce tribe and others. Research funds have been earmarked by PBAC to support this project. The City funds are in the Water Fund and the IWRB will reimburse the City for spending. The research needs to be in place to support whatever initiative is moved forward as this is significant funds. This isn't general research to understand the aquifer, it is moving toward a specific project. A successful outcome of this project is the application for a water right. Future steps are selecting a consultant; negotiating a scope; then returning to Council for approval of the contract. Staff anticipates monthly update meetings with the consultant; quarterly written reports; and a final report. Staff can bring a report to Council as frequently as requested.

Taruscio moved to approve the Regional Water Sustainability Funding Contract with IWRB as presented. Lewis seconded. Blankenship asked if there are other places that pump water up from a river 2500 feet below. Tyler replied this is new for the Palouse but not at all new and happens frequently. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

5. Consideration of Mayor and City Council Salary Adjustment Ordinance (ACTION ITEM) - Bill Belknap

Idaho Code § 50-203 requires compensation for a mayor and council to be fixed by ordinance. Moscow City Code Title 1, Chapter 8, Sec. 8-1, states "*The salary for elective officers shall be fixed by ordinance. Salary adjustments for such elective officers shall be made every two (2) years from the date of the previous adjustment in accordance and in proportion with adjustments in the Consumer Price Index, Series I.D. CUUR0000SA0 All Urban Consumers, U.S. All items, 1982-84=100. The statistics utilized shall be the figures for the annual percent change for each calendar year within the subject two (2) year period, as published by the United States Department of Labor in January of each year. Such adjustments must be specifically approved by ordinance at least six (6) months prior to the effective date of such adjustments.*" The reported CPI values were 4.1% and 2.9% for 2023 and 2024 respectively. Proposed increases to monthly salaries would be effective January 1, 2026, and are as follows: Mayor from \$2,396.96 per month to \$2,567.60 per month, and Council from \$831.03 per month to \$890.19 per month. Staff have prepared an ordinance to effectuate the adjustments in accordance with City Code. This was reviewed by the Public Works/Finance Committee on February 10, 2025, and recommended for approval.

PROPOSED ACTIONS: Approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the Ordinance on first reading and that it be read by title; or reject the Ordinance; or take such other action deemed appropriate.

Belknap introduced the item as written above.

Lewis is torn on this issue even though it is a miniscule adjustment. This can signal to the constituents that Council is fiscally mindful. It shouldn't be about the money but Lewis acknowledges the compensation helps. Compensation could be an incentive for others to run for office. Parker clarified her discussion with Lewis in that it was regarding the cost of being on Council or being mayor. You have less time to work, or

require childcare, etc. She feels compensation is important in order to get a diversity of people to run for elected positions.

Taruscio said this was her first time in her tenure on council she doesn't feel guilty about the increase. Not everyone can afford to do this, being away from family and job. She acknowledged all the council members work hard for this.

Blankenship said this is part of the roll of a council member and should be compensated for the work they do. The council members are here for the community, not the money.

Parker moved to approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary. Kelly seconded. Davis agrees with all the comments. Roll Call Vote: Ayes: Five (5). Nays: One (Lewis). Abstentions: None. Motion carried.

Mayor Bettge read Ordinance 2025-01 by title:

AN ORDINANCE OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE AMENDMENT OF MOSCOW CITY CODE TITLE 1, CHAPTER 8; PROVIDING FOR THE PRESCRIBED INCREASE IN THE SALARIES OF CITY ELECTIVE OFFICERS AND SAID SALARIES EFFECTIVE UPON JANUARY 1, 2026; PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE BE DEEMED SEVERABLE; AND PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM THE DATE OF ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

6. Set FY2026 Budget Hearing Date (ACTION ITEM) - Bill Belknap

Per Idaho Code 63-802(A) the City is required to notify Latah County of the public hearing date for the City's annual budget no later than April 30 each year. Staff is requesting that the Council officially set the date for the FY2026 Budget hearing for August 4, 2025, so the Notification of Budget Hearing form can be completed and returned to the Latah County Auditor's Office as required.

PROPOSED ACTIONS: Set August 4, 2025, as the public hearing date for the City of Moscow FY2026 budget, or take other action deemed appropriate.

Having no questions, Kelly moved, Blankenship seconded to set August 4, 2025, as the public hearing date for the City of Moscow FY2026 budget. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Fair and Affordable Housing Commission – Parker said the Commission discussed their upcoming schedule of events. March 15 is the wellness fair. They have future plans to review barriers in housing.

Human Rights Commission – Parker said the Commission discussed upcoming events including co-sponsoring the film 13 Steps about Edwin Moses.

Farmers Market Commission – Davis said the Commission is reviewing bylaws.

Moscow Urban Renewal Agency – Davis said the Agency recapped the joint meeting with Council; will be discussing next steps for public engagement for the 6th and Jackson property at their next meeting.

Moscow Volunteer Fire Department – Kelly said the Department is progressing in the search for EMT's.

Moscow Tree Commission – Taruscio said the Commission is working on an article for the city newsletter; discussing where to have the 2025 Arbor Day celebration; setting budget request for FY2026.

Moscow Arts Commission – Blankenship said they are forming a panel to review sculpture entries. Vinyl

wrap submittals will open soon.

Sustainable Environment Commission – Blankenship said the Commission had staff from the recycling center present on e-recycling.

Palouse Basin Aquifer Committee – Lewis said they interviewed the second consultant for the alternate water supply feasibility study. They will discuss again at their next meeting.

Mayor

Bettge said he took part in the weekly legislative committee; attended the MLK essay awards; the State of the City presentation is tomorrow.

ADJOURN

It was mutually agreed upon to adjourn at 7:56 p.m.

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk



Accounts Payable Checks for Approval

February 26, 2025 03:44 PM

jlopez

Check #	Check Date	Fund	Account	Vendor Name	Amount
111877	02/19/2025	Sewer Fund	Utility Accounts Receivable	324 S CLEVELAND LLC	\$213.85
111877	02/19/2025	Sanitation Fund	Utility Accounts Receivable	324 S CLEVELAND LLC	\$132.92
111877	02/19/2025	Water Fund	Utility Accounts Receivable	324 S CLEVELAND LLC	\$111.36
111877	02/19/2025	Sanitation Fund	Utility Accounts Receivable	324 S CLEVELAND LLC	\$4.42
111877	02/19/2025	Stormwater Fund	Utility Accounts Receivable	324 S CLEVELAND LLC	\$6.75
Check Total:					\$469.30
111878	02/19/2025	Water Fund	R & M - Buildings	AM HARDWARE, INC.	\$300.00
Check Total:					\$300.00
111879	02/19/2025	Fleet Management Fund	R & M - Equipment	Amazon Capital Services	\$158.75
111879	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	Amazon Capital Services	\$127.98
Check Total:					\$286.73
111880	02/19/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
111880	02/19/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
111880	02/19/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
111880	02/19/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
111880	02/19/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
111880	02/19/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$210.00
Check Total:					\$1,240.00
111881	02/19/2025	Recreation & Culture	Refunds & Reimbursements	Ann Porter	\$74.34
Check Total:					\$74.34
111882	02/19/2025	Water Fund	Travel & Meetings	ASSOCIATION OF IDAHO CITIES	\$140.00
Check Total:					\$140.00
111883	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	AUTOZONE, INC.	\$87.21
Check Total:					\$87.21
111884	02/19/2025	Information Systems Fund	Professional Services - IS	Blue Logix, LLC	\$425.00
Check Total:					\$425.00
111885	02/19/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$124.93

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$124.93
111886	02/19/2025	Information Systems Fund	Department Supplies	CANON SOLUTIONS AMERICA, INC.	\$31.26
Check Total:					\$31.26
111887	02/19/2025	Information Systems Fund	Professional Services	DAY WIRELESS SYSTEMS	\$1,445.00
Check Total:					\$1,445.00
111888	02/19/2025	General Fund	Professional Services	Gallagher Benefit Services	\$3,333.33
Check Total:					\$3,333.33
111889	02/19/2025	General Fund	Postage Expense	Galls, LLC	\$5.00
Check Total:					\$5.00
111890	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	GORDON TRUCK CENTERS, INC.	\$6,469.08
Check Total:					\$6,469.08
111891	02/19/2025	Stormwater Fund	Department Supplies	GRAINGER, INC.	\$47.76
111891	02/19/2025	Stormwater Fund	Department Supplies	GRAINGER, INC.	\$66.75
111891	02/19/2025	Fleet Management Fund	R & M - Equipment	GRAINGER, INC.	\$32.70
111891	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	GRAINGER, INC.	\$20.36
Check Total:					\$167.57
111892	02/19/2025	Water Fund	R & M - Buildings	GROPP, LLC	\$250.00
Check Total:					\$250.00
111893	02/19/2025	Water Fund	Water Conservation Program	Grtiman Medical Center	\$100.00
Check Total:					\$100.00
111894	02/19/2025	Sewer Fund	R & M - Equipment	Harrington Industrial Plastics, LLC	\$1,283.47
Check Total:					\$1,283.47
111895	02/19/2025	Water Fund	Professional Services	HDR ENGINEERING, INC.	\$5,774.00
111895	02/19/2025	Sewer Fund	Professional Services	HDR ENGINEERING, INC.	\$12,908.67
Check Total:					\$18,682.67
111896	02/19/2025	Recreation & Culture	Moscow Farmers Market Programs	Heather Niccoli	\$395.00
Check Total:					\$395.00
111897	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	HELBLING MACHINE & AUTO PARTS	\$331.19
Check Total:					\$331.19
111898	02/19/2025	General Fund	Miscellaneous Services & Charges	IDAHO STATE POLICE	\$249.50
Check Total:					\$249.50
111899	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	Inland Fastener, Inc.	\$65.12

Check #	Check Date	Fund	Account	Vendor Name	Amount
111899	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	Inland Fastener, Inc.	\$79.05
				Check Total:	\$144.17
111900	02/19/2025	Sewer Capital Fund	WRRF Facility Improvements	J-U-B ENGINEERS, INC.	\$2,023.20
				Check Total:	\$2,023.20
111901	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	JOHN DEERE FINANCIAL	\$204.40
				Check Total:	\$204.40
111902	02/19/2025	General Fund	Department Supplies	Karen Potter	\$12.70
				Check Total:	\$12.70
111903	02/19/2025	General Fund	Office Supplies	LANDGROVE COFFEE, INC.	\$109.50
				Check Total:	\$109.50
111904	02/19/2025	Fleet Management Fund	Trash & Container Service	LATAH SANITATION, INC.	\$21.11
111904	02/19/2025	Streets Fund	Trash & Container Service	LATAH SANITATION, INC.	\$21.11
111904	02/19/2025	Stormwater Fund	Trash & Container Service	LATAH SANITATION, INC.	\$21.11
111904	02/19/2025	Recreation & Culture	Trash & Container Service	LATAH SANITATION, INC.	\$21.11
				Check Total:	\$84.44
111905	02/19/2025	Sewer Fund	Professional Development	Marques Miller	\$507.20
				Check Total:	\$507.20
111906	02/19/2025	Water Fund	Professional Services	Mchugh Bromley, PLLC	\$320.00
				Check Total:	\$320.00
111907	02/19/2025	General Fund	Professional Services	Minert & Associates, Inc.	\$533.00
				Check Total:	\$533.00
111908	02/19/2025	Stormwater Fund	Department Supplies	MUNDY'S MACHINE & WELDING	\$35.95
111908	02/19/2025	Stormwater Fund	Operations & Maintenance Parts	MUNDY'S MACHINE & WELDING	\$311.28
111908	02/19/2025	Fleet Management Fund	Vehicles	MUNDY'S MACHINE & WELDING	\$34.04
111908	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	MUNDY'S MACHINE & WELDING	\$13.28
				Check Total:	\$394.55
111909	02/19/2025	Sewer Fund	Travel & Meetings	Nick Ruthruff	\$150.00
				Check Total:	\$150.00
111910	02/19/2025	Stormwater Fund	Department Supplies	NORCO, INC.	\$40.81
				Check Total:	\$40.81
111911	02/19/2025	Stormwater Fund	Operations & Maintenance Parts	Owen Equipment, Inc.	\$446.24
				Check Total:	\$446.24

Check #	Check Date	Fund	Account	Vendor Name	Amount
111912	02/19/2025	Sewer Fund	Chemicals	OXARC, INC.	\$7,315.02
111912	02/19/2025	Sewer Fund	Chemicals	OXARC, INC.	\$(150.00)
Check Total:					\$7,165.02
111913	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	Rebel Creek Properties LLC	\$645.00
Check Total:					\$645.00
111914	02/19/2025	General Fund	R & M - Buildings	REDINGER HEATING AND COOLING, INC.	\$335.49
Check Total:					\$335.49
111915	02/19/2025	Water Fund	R & M - Buildings	REXEL USA, INC.	\$130.90
Check Total:					\$130.90
111916	02/19/2025	Sewer Fund	R & M - Equipment	Rogers Machinery Company, Inc.	\$1,933.78
111916	02/19/2025	Sewer Fund	R & M - Equipment	Rogers Machinery Company, Inc.	\$1,933.78
111916	02/19/2025	Sewer Fund	R & M - Equipment	Rogers Machinery Company, Inc.	\$2,231.50
111916	02/19/2025	Sewer Fund	R & M - Equipment	Rogers Machinery Company, Inc.	\$1,519.00
Check Total:					\$7,618.06
111917	02/19/2025	General Fund	Department Supplies	Rosauers Supermarkets, Inc.	\$7.68
111917	02/19/2025	General Fund	Department Supplies	Rosauers Supermarkets, Inc.	\$6.98
Check Total:					\$14.66
111918	02/19/2025	Fleet Management Fund	Operations & Maintenance Parts	Rud-Chain, Inc.	\$1,056.77
Check Total:					\$1,056.77
111919	02/19/2025	Recreation & Culture	Department Supplies	Spence Sales & Service	\$19.77
111919	02/19/2025	Recreation & Culture	Department Supplies	Spence Sales & Service	\$11.98
111919	02/19/2025	Recreation & Culture	Department Supplies	Spence Sales & Service	\$10.83
Check Total:					\$42.58
111920	02/19/2025	Water Fund	Water Conservation Program	Stephen Grammer	\$75.00
Check Total:					\$75.00
111921	02/19/2025	Information Systems Fund	Professional Services	SUMMIT UTILITY CONTRACTORS, LLC	\$787.50
Check Total:					\$787.50
111922	02/19/2025	General Fund	Uniform Expense	The Country Stitch	\$75.00
Check Total:					\$75.00
111923	02/19/2025	General Fund	Uniform Expense	UNIFORMS2GEAR, INC.	\$56.94
Check Total:					\$56.94
111924	02/19/2025	General Fund	911 Whitcom Contract	WHITCOM 911	\$193,599.86

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$193,599.86
111925	02/26/2025	General Fund	Professional Development	Aimee Hennrich	\$1,017.68
Check Total:					\$1,017.68
111926	02/26/2025	Information Systems Fund	Professional Services	ALMOTA FIBER LLC	\$860.00
Check Total:					\$860.00
111927	02/26/2025	Streets Fund	Maintenance	Amazon Capital Services	\$253.31
Check Total:					\$253.31
111928	02/26/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
111928	02/26/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
111928	02/26/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
111928	02/26/2025	Water Fund	Professional Services	Anatek Labs, Inc.	\$200.00
111928	02/26/2025	Sewer Fund	Professional Services	Anatek Labs, Inc.	\$210.00
Check Total:					\$1,030.00
111929	02/26/2025	General Fund	Professional Development	Andrew Fox	\$1,075.00
Check Total:					\$1,075.00
111930	02/26/2025	Streets Fund	Maintenance	ATLAS SAND & ROCK, INC	\$485.55
111930	02/26/2025	Water Fund	Operations & Maintenance Parts	ATLAS SAND & ROCK, INC	\$670.50
Check Total:					\$1,156.05
111931	02/26/2025	Fleet Management Fund	Operations & Maintenance Parts	AUTO BODY SUPER CENTER	\$3,311.35
Check Total:					\$3,311.35
111932	02/26/2025	Streets Fund	Development Participation	AVISTA UTILITIES	\$5,520.00
Check Total:					\$5,520.00
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	R & M - Equipment	BLUE RIBBON LINEN SUPPLY, INC.	\$(10.00)
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	R & M - Equipment	BLUE RIBBON LINEN SUPPLY, INC.	\$(40.00)
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
111933	02/26/2025	General Fund	Uniform Cleaning	BLUE RIBBON LINEN SUPPLY, INC.	\$10.00
Check Total:					\$40.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
111934	02/26/2025	Sanitation Fund	Utility Accounts Receivable	BOBBY AND KATY JAY	\$27.39
				Check Total:	\$27.39
111935	02/26/2025	General Fund	Professional Development	Brandon Nigh	\$111.00
				Check Total:	\$111.00
111936	02/26/2025	Information Systems Fund	Department Supplies	Cactus Computer & Internet	\$16.99
				Check Total:	\$16.99
111937	02/26/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$57.26
111937	02/26/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$82.50
111937	02/26/2025	General Fund	R & M - Equipment	CANON SOLUTIONS AMERICA, INC.	\$49.74
				Check Total:	\$189.50
111938	02/26/2025	General Fund	Prof Development - Volunteer	Carson Beckman	\$30.00
				Check Total:	\$30.00
111939	02/26/2025	General Fund	Prof Development - Volunteer	Cole Hubbard	\$30.00
				Check Total:	\$30.00
111940	02/26/2025	General Fund	Prof Development - Volunteer	Diamond Fields	\$30.00
				Check Total:	\$30.00
111941	02/26/2025	General Fund	Uniform Expense	Eagle Engraving, Inc.	\$26.25
				Check Total:	\$26.25
111942	02/26/2025	Fleet Management Fund	Operations & Maintenance Parts	FABRICATION & TRUCK EQUIP INC	\$136.97
				Check Total:	\$136.97
111943	02/26/2025	Recreation & Culture	Dues, Subscriptions & Memberships	FARMSPREAD LLC	\$1,402.50
				Check Total:	\$1,402.50
111944	02/26/2025	General Fund	Uniform Expense	Galls, LLC	\$43.50
				Check Total:	\$43.50
111945	02/26/2025	General Fund	Janitorial Services & Supplies	GG Gutters, Inc.	\$2,597.17
111945	02/26/2025	Recreation & Culture	Janitorial Services & Supplies	GG Gutters, Inc.	\$2,546.78
111945	02/26/2025	Recreation & Culture	Janitorial Services & Supplies	GG Gutters, Inc.	\$1,302.33
				Check Total:	\$6,446.28
111946	02/26/2025	Water Fund	Department Supplies	GRAINGER, INC.	\$138.47
111946	02/26/2025	Water Fund	Department Supplies	GRAINGER, INC.	\$21.71
111946	02/26/2025	Stormwater Fund	Operations & Maintenance Parts	GRAINGER, INC.	\$23.39
				Check Total:	\$183.57

Check #	Check Date	Fund	Account	Vendor Name	Amount
111947	02/26/2025	Water Fund	Operations & Maintenance Parts	H.D. FOWLER COMPANY	\$473.54
				Check Total:	\$473.54
111948	02/26/2025	Sewer Fund	R & M - Equipment	HACH COMPANY	\$81.25
				Check Total:	\$81.25
111949	02/26/2025	Recreation & Culture	Department Supplies	HAHN RENTAL CENTER, INC.	\$143.00
111949	02/26/2025	Recreation & Culture	Department Supplies	HAHN RENTAL CENTER, INC.	\$143.00
111949	02/26/2025	MSD Community Play Fields	R & M - Buildings	HAHN RENTAL CENTER, INC.	\$20.00
111949	02/26/2025	Water Fund	Rental Property & Equipment	HAHN RENTAL CENTER, INC.	\$47.50
111949	02/26/2025	Stormwater Fund	Rental Property & Equipment	HAHN RENTAL CENTER, INC.	\$47.50
				Check Total:	\$401.00
111950	02/26/2025	Fleet Management Fund	Operations & Maintenance Parts	HELBLING MACHINE & AUTO PARTS	\$158.43
				Check Total:	\$158.43
111951	02/26/2025	General Fund	Humane Society Allocation	HUMANE SOCIETY OF THE PALOUSE	\$4,846.16
				Check Total:	\$4,846.16
111952	02/26/2025	Recreation & Culture	Concession Supplies	IDAHO BEVERAGES, INC.	\$170.00
				Check Total:	\$170.00
111953	02/26/2025	Fleet Management Fund	Operations & Maintenance Parts	Inland Fastener, Inc.	\$537.90
				Check Total:	\$537.90
111954	02/26/2025	Streets Fund	Professional Services	Irth Solutions, LLC	\$787.50
111954	02/26/2025	Stormwater Fund	Professional Services	Irth Solutions, LLC	\$787.50
111954	02/26/2025	Water Fund	Professional Services	Irth Solutions, LLC	\$787.50
111954	02/26/2025	Sewer Fund	Professional Services	Irth Solutions, LLC	\$787.50
				Check Total:	\$3,150.00
111955	02/26/2025	General Fund	Professional Development	Jacob Tesdahl	\$387.00
				Check Total:	\$387.00
111956	02/26/2025	Fleet Management Fund	Vehicles	JESS FORD OF PULLMAN	\$48,354.00
				Check Total:	\$48,354.00
111957	02/26/2025	General Fund	Prof Development - Volunteer	Joey Williams	\$30.00
				Check Total:	\$30.00
111958	02/26/2025	Streets Fund	Ice & Snow	JOHN S. POCOCK, LLC	\$2,723.25
				Check Total:	\$2,723.25
111959	02/26/2025	General Fund	Professional Development	Joseph Sieverding	\$473.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$473.00
111960	02/26/2025	General Fund	Professional Development	Jurrian Hering	\$111.00
Check Total:					\$111.00
111961	02/26/2025	Sewer Fund	R & M - Equipment	KGS Northwest	\$6,671.09
Check Total:					\$6,671.09
111962	02/26/2025	General Fund	Professional Development	Kris Sneve	\$111.00
Check Total:					\$111.00
111963	02/26/2025	General Fund	Department Supplies	L.N. Curtis & Sons	\$93.00
Check Total:					\$93.00
111964	02/26/2025	General Fund	Uniform Expense	Lavaida Smith	\$30.00
Check Total:					\$30.00
111965	02/26/2025	General Fund	Prof Development - Volunteer	Luciano Pegoraro	\$30.00
Check Total:					\$30.00
111966	02/26/2025	General Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	General Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$50.00
111966	02/26/2025	General Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$50.00
111966	02/26/2025	General Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	General Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	General Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	Recreation & Culture	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	Recreation & Culture	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	Fleet Management Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	Information Systems Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
111966	02/26/2025	General Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$50.00
111966	02/26/2025	Water Fund	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$50.00
111966	02/26/2025	Recreation & Culture	Travel & Meetings	MOSCOW CHAMBER OF COMMERCE, INC.	\$25.00
Check Total:					\$425.00
111967	02/26/2025	General Fund	Rental Property & Equipment	MOSCOW VOLUNTEER FIRE DEPARTMENT	\$1,750.00
Check Total:					\$1,750.00
111968	02/26/2025	Stormwater Fund	Improvements	MUNDY'S MACHINE & WELDING	\$244.00
111968	02/26/2025	Fleet Management Fund	Operations & Maintenance Parts	MUNDY'S MACHINE & WELDING	\$29.00
Check Total:					\$273.00
111969	02/26/2025	General Fund	Professional Development	Nathan Rosendahl	\$1,075.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
Check Total:					\$1,075.00
111970	02/26/2025	Water Fund	Professional Development	Oscar Kearney	\$66.60
Check Total:					\$66.60
111971	02/26/2025	Sanitation Fund	Utility Accounts Receivable	PALOUSE PROPERTIES	\$31.42
Check Total:					\$31.42
111972	02/26/2025	General Fund	Section 125 Administration	Peak 1 Administration, LLC	\$612.00
111972	02/26/2025	General Fund	Professional Services	Peak 1 Administration, LLC	\$12.00
111972	02/26/2025	General Fund	Professional Services	Peak 1 Administration, LLC	\$20.00
Check Total:					\$644.00
111973	02/26/2025	General Fund	Firearms Program	PROFORCE MARKETING, INC.	\$5,430.25
Check Total:					\$5,430.25
111974	02/26/2025	Recreation & Culture	Professional Services	Room To Roam Fencing, LLC	\$2,125.57
Check Total:					\$2,125.57
111975	02/26/2025	General Fund	Department Supplies	Rosauers Supermarkets, Inc.	\$83.75
111975	02/26/2025	General Fund	Travel & Meetings	Rosauers Supermarkets, Inc.	\$27.85
111975	02/26/2025	Recreation & Culture	Travel & Meetings	Rosauers Supermarkets, Inc.	\$63.90
111975	02/26/2025	General Fund	Prof Development - Volunteer	Rosauers Supermarkets, Inc.	\$19.96
Check Total:					\$195.46
111976	02/26/2025	General Fund	Uniform Expense	Scott Williams	\$14.22
Check Total:					\$14.22
111977	02/26/2025	Sewer Fund	Miscellaneous Services & Charges	SE Moscow Sewer District	\$130.00
Check Total:					\$130.00
111978	02/26/2025	Sanitation Fund	Utility Accounts Receivable	SHANNON DEMEERLEER	\$150.00
Check Total:					\$150.00
111979	02/26/2025	Fleet Management Fund	Shop Supplies	SNAP-ON INC.	\$397.13
Check Total:					\$397.13
111980	02/26/2025	Stormwater Fund	Improvements	Source One Environmental, LLC	\$960.00
Check Total:					\$960.00
111981	02/26/2025	General Fund	R & M - Buildings	Stoneway Electric Supply Co.	\$14.06
Check Total:					\$14.06
111982	02/26/2025	General Fund	Professional Development	The Grove Hotel	\$702.95
111982	02/26/2025	General Fund	Professional Development	The Grove Hotel	\$418.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
111982	02/26/2025	General Fund	Travel & Meetings	The Grove Hotel	\$1,643.30
111982	02/26/2025	General Fund	Travel & Meetings	The Grove Hotel	\$821.65
Check Total:					\$3,585.90
111983	02/26/2025	Sewer Fund	R & M - Equipment	Thinkmate	\$2,906.68
111983	02/26/2025	Water Fund	R & M - Equipment	Thinkmate	\$2,906.68
111983	02/26/2025	Sewer Fund	R & M - Equipment	Thinkmate	\$2,755.68
111983	02/26/2025	Water Fund	R & M - Equipment	Thinkmate	\$2,755.68
Check Total:					\$11,324.72
111984	02/26/2025	Streets Fund	Maintenance	Tony Imthurn	\$27.55
Check Total:					\$27.55
111985	02/26/2025	General Fund	Advertising & Publishing	TRIBUNE PUBLISHING COMPANY	\$310.00
Check Total:					\$310.00
111986	02/26/2025	General Fund	Uniform Expense	UNIFORMS2GEAR, INC.	\$281.96
111986	02/26/2025	General Fund	Uniform Expense	UNIFORMS2GEAR, INC.	\$10.00
Check Total:					\$291.96
111987	02/26/2025	Fleet Management Fund	R & M - Equipment	UNITED PARCEL SERVICE, INC.	\$30.64
Check Total:					\$30.64
111988	02/26/2025	General Fund	Postage Expense	UNITED PARCEL SERVICE, INC.	\$32.16
Check Total:					\$32.16
111989	02/26/2025	Sewer Fund	R & M - Equipment	UNLIMITED HEATING AND	\$120.00
Check Total:					\$120.00
111990	02/26/2025	Water Fund	R & M - Buildings	USABLUEBOOK	\$23.02
111990	02/26/2025	Water Fund	Lab Supplies	USABLUEBOOK	\$481.32
Check Total:					\$504.34
111991	02/26/2025	Recreation & Culture	Department Supplies	WALTER E. NELSON CO.	\$11.55
111991	02/26/2025	Recreation & Culture	Department Supplies	WALTER E. NELSON CO.	\$109.56
111991	02/26/2025	Transit Center	Department Supplies	WALTER E. NELSON CO.	\$469.96
Check Total:					\$591.07
111992	02/26/2025	General Fund	Fire Prevention Programs	Washington State University	\$272.52
Check Total:					\$272.52

Check #	Check Date	Fund	Account	Vendor Name	Amount
				Total Amount Being Paid:	\$375,005.10



Accounts Payable Checks for Approval

February 26, 2025 03:45 PM

jlopez

Check #	Check Date	Fund	Account	Vendor Name	Amount
384	02/26/2025	Capital Projects Fund	Improvements	LCA ARCHITECTS, P.A.	\$1,095.00
Check Total:					\$1,095.00

Check #	Check Date	Fund	Account	Vendor Name	Amount
				Total Amount Being Paid:	\$1,095.00

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, March 3, 2025



AGENDA ITEM TITLE

Earth Day Celebration Alcohol Use Request in East City Park - Amanda Argona

RESPONSIBLE STAFF

Amanda Argona, Community Events Manager

ADDITIONAL PRESENTER(S)

Cody Riddle, Deputy City Supervisor - Community Development

DESCRIPTION

Inland North Waste is sponsoring an Earth Day Celebration on Saturday, April 26th, from 4 to 7 pm in East City Park. The annual event honors the ways our community protects and preserves our environment and is offered free of charge. Live music and eco-minded organizations are part of this event, in addition to food and a beer garden. The applicant anticipates 1 (one) licensed beer vendor in the beer garden, which is estimated to be 25'x25' in size. Following standard operating procedures for events with alcohol within a City Park, Inland North Waste is requesting the allowance of attendees to possess and consume alcoholic beverages within the 25'x25' beer garden during the aforementioned date and time. Per Moscow City Code, Section 5-13-4, a draft resolution has been prepared by the Community Events Division and reviewed by the Legal Department for the Council's consideration to permit this typically prohibited activity. This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

REVIEWED BY

This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

PROPOSED ACTIONS

ACTION: Approve the resolution allowing for the possession and consumption of alcoholic beverages in the designated beer garden in East City Park for Earth Day Celebration for the duration of the event.

STAFF RECOMMENDATION

Approve the resolution allowing for the possession and consumption of alcoholic beverages in the designated beer garden in East City Park for Earth Day Celebration for the duration of the event.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Earth Day alcohol use application
2. Resolution 2025- _Beer_Park_Earth Day Celebration_final

ALCOHOL USE APPLICATION



Required for Events requesting Alcohol Use in the Moscow Downtown Central Business Zoning District or a Moscow Parks Facility.

City Council has the right to deny this application, but applicants may still move forward with their approved Event without alcohol.

Timeline for requesting Alcohol Use:

1. At least two months prior to Event, applicant submits Event Application or Parks Reservation for review.
2. Upon approval of Application or Reservation, applicant submits:
 - a. Alcohol Use application
 - b. Pays \$100 non-refundable Alcohol Use fee
 - c. Name(s) of licensed alcohol provider(s)
 - d. Events in a Moscow Park Facility also include:
 - i. Location of the beer/wine garden during the event with size dimensions, entry and exit points, and serving location. Provide as much detail as possible.
3. Staff drafts a Resolution according to the Event and communicates with applicant on security and insurance requirements.
4. Applicant must be present at Administrative Committee meeting (meetings are held on the 2nd and 4th Mondays of each month pending no holiday delays).
5. Applicant must be present at City Council meeting (meetings are held on the 1st and 3rd of each month pending no holiday delays).
6. Upon approval, applicant pays any remaining fees.

Event Name: Earth Day

Event Date(s): April 26, 2025

Event Location: East City Park

Event Start time: 4 pm

Event End time: 7 pm

Individual responsible per Event Application/Parks Reservation: Stevie Stealy-

Johnson

By signing this Alcohol Use application, applicant understands that their Event may not have alcohol unless approved by City Council, and that City Council has the right to deny Alcohol Use applications. Applicant also understands that the \$100 fee is non-refundable regardless of the decision issued by City Council.

[Signature]
Signature of Individual responsible for Event

Julia 30 2024
Date

Date Received: _____

Date non-refundable fee paid: _____

RESOLUTION NO. 2025 –

A RESOLUTION OF THE CITY OF MOSCOW, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TO ALLOW FOR THE TEMPORARY VENDING OF BEER IN EAST CITY PARK UNDER SPECIFIC REGULATIONS AND UNDER CERTAIN LIMITED CONDITIONS PURSUANT TO MOSCOW CITY CODE 5-13-4.B; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL.

WHEREAS, Moscow City Code Title 5, Chapter 13, Section 13-4.B. and Title 9, Chapter 6, Section 6-35 prohibit the possession of alcoholic beverages while present in a public park in the City of Moscow, Idaho (hereinafter “City”) except in accordance with specific regulations adopted by the Council by Resolution; and

WHEREAS, East City Park in Moscow is a City park as defined in Moscow City Code Title 5, Chapter 13, Section 13-3.C. (hereinafter “the Park”); and

WHEREAS, Inland North Waste (hereinafter “the Event Sponsor”) desires to have its sponsored event, Earth Day (hereinafter “the Permitted Event”), in East City Park (see Attachment “A”); and

WHEREAS, the Permitted Event is an event sponsored by Event Sponsor, intended to promote environmental stewardship amongst families and community members; and

WHEREAS, Council wishes to allow for the vending and responsible consumption of beer under certain conditions, contained herein and during limited hours during the Permitted Event; and

WHEREAS, Council wishes to prevent the sale and consumption of liquor during the Permitted Event; and

WHEREAS, Council believes the regulations contained herein are appropriate; and

WHEREAS, Council believes that the specific regulations contained herein balance health and safety concerns of citizens with the desire to promote responsible use of alcoholic beverages; and

WHEREAS, nothing contained in this Resolution is intended to waive other laws and regulations applicable to the sale and consumption of alcohol within City limits (including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit); and

WHEREAS, nothing contained within this Resolution is intended to endorse or support any particular belief, philosophy, or political position of the Event Sponsor or of the Permitted Event, and/or its affiliates, associations, contributors, supporters, participants, etc.;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow, Idaho that all matters stated above are found to be true and correct and are incorporated herein by reference as if copied in their entirety and shall be adopted with the following:

SPECIFIC REGULATIONS ON THE SALE AND CONSUMPTION OF BEER ON APRIL 26, 2025:

Intent:

This Resolution is intended to allow the sale and consumption of beer only (not liquor), pursuant to these specific regulations and is not intended to amend or expand the Moscow City Code or any other applicable law or regulation beyond the scope of the particulars of this Resolution or beyond the hours of the Permitted Event. Other than as specifically provided herein, park, sanitary, health, litter, police, fire, sidewalk café, alcohol vending, and other laws and regulations shall be unaffected by this Resolution. This Resolution is not a waiver of any State, County, or local requirement of a permit or licensure related to sales and/or distribution of alcohol including a requirement for a catering permit; a beer and wine permit for benevolent, charitable and public purpose events; or a winery sponsored event permit. This Resolution shall not establish precedent nor shall it apply to any event other than the Permitted Event held on the 26th day of April, from 4 p.m. to 7 p.m.

Liability, Insurance and Safety:

1. No less than ten (10) days prior to the Permitted Event at which the licensed vendor will sell beer, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the licensed vendor has current, paid up, off-premise liquor liability insurance or special event insurance in an amount not less than One Million Dollars (\$1,000,000) combined single limits.
2. No less than ten (10) days prior to the first activity of the Permitted Event herein described, the Event Sponsor shall deliver to the Community Events Division one (1) copy of written proof that the Permitted Event has obtained current, paid up, general liability insurance or special event insurance in an amount not less than One Million Dollars (\$1,000,000) combined single limits. Such general liability insurance or special event insurance policy shall be primary to any other insurance related to these events and to that of any potential party subject to a claim related to the Permitted Event. City shall be named as an additional insured on the insurance policy of the licensed vendor.
3. No less than ten (10) days prior to the Permitted Event, the Event Sponsor shall deliver to the City Clerk the signed original of the Agreement, attached as Attachment “B”, with City to defend, hold harmless and indemnify City of Moscow, Idaho, its agents, servants, employees, officers and contractors from any and all claims, causes of action or damages which may arise from the Event Sponsor use of the Park premises.
4. The Moscow Police Chief or designee is hereby empowered to order the immediate cessation of all activities allowed under this Resolution at any time they reasonably determine that it is in the best interest of City to do so. There shall be no appeal from a determination by the Moscow Police Chief or their designee to terminate all or part of the Permitted Event.

Vendor:

1. There shall be only one (1) licensed vendor of beer at the Permitted Event;
2. Event Sponsor is required to ensure that all beer shall be sold only by a licensed vendor.
3. The licensed vendor shall obtain and shall comply with all alcohol related laws and regulations, including, but not limited to, the City requirement of a City catering permit; a State beer and

wine permit for benevolent, charitable, or public purpose events; or a winery sponsored event permit.

4. The City shall play no role in determining which vendor shall be selected to sell alcoholic beverages in the Park during the Permitted Event; described herein.
5. The vendor shall provide at least two (2) persons to check proper identification for those who shall be sold beer during the Permitted Event. These persons shall be clearly identified and shall be stationed no less than ten feet (10') from the vendor's sales or dispensing counter.
6. The Event Sponsor shall provide at least two (2) law enforcement officers or two (2) guards from a recognized private security firm to provide security for the Permitted Event. Such officers or guards shall be clearly identified as such and shall be on duty at all times beer is being served during the Permitted Event. The Chief of Police shall make the determination of whether law enforcement officers are required or the use of a private security firm shall be utilized and in the event the Chief of Police approves the use of a private security firm, the Event Sponsor shall obtain written permission for use of said private security firm by the Chief of Police or designee and the Event Sponsor shall be responsible for all payment and costs associated with all security services.
7. The Event Sponsor and City both specifically understand and acknowledge that the Event Sponsor shall be solely responsible for any and all liability resulting from action or inaction, negligence, and/or gross negligence by security provided by the Event Sponsor for the Permitted Event.

Sales and Consumption:

1. No less than ten (10) days prior to the Permitted Event at which the licensed vendor will sell beer, the Event Sponsor shall deliver to the Community Events Division a finalized site map which shall be drawn to show the locations, dimensions of, and relative distances between the following within the Park: (a) the beer sales, dispensing, and consumption area; (b) the beer garden entry and exit points; (c) identification checking station; and (d) food sales and service areas. Said site design and any subsequent alterations shall be approved in writing by Moscow City Parks and Facilities Manager or their designee, and by the Moscow Chief of Police prior to the Permitted Event.
2. All beer sales and consumption shall take place within the area designated by the Event Sponsor and as shown on the site map required by this Resolution.
3. The designated beer sales and service area shall be physically separated from the rest of the Park by a barricade which is no less than forty-four inches (44") tall and which is constructed so no person can pass under, over, or through it except at established entry and exit points located, as shown, on the site map required by this Resolution. All sales, dispensing, service, and consumption shall take place inside the approved barricade.
4. No person shall be allowed to purchase, consume or possess beer other than within the area designated for beer sales and consumption as shown on the map required by this Resolution.
5. There shall be no more than one (1) entrance and one (1) exit to each area designated for beer consumption, as shown on the map required by this Resolution.
6. All beer shall be dispensed in and consumed from the designated Event container.
7. Every occupant within the area designated for beer consumption shall provide identification to law enforcement officers or City employees who request it.
8. No person under twenty-one (21) years of age shall be present in the area designated for beer sales or consumption at any time beer is being served.

9. A sign shall be prominently posted at or near the entrance and exit to the Event stating that the purchase and/or use of wristbands and the purchase and/or consumption of alcohol by persons under twenty-one (21) years of age is prohibited.
10. Beer shall be sold and consumed only within the designated areas at the Park only between the hours of 4 p.m. and 7 p.m. local time on April 26, 2025, during the Permitted Event.
11. No person shall carry or consume any alcoholic beverage within the Park which is not purchased or dispensed from the licensed vendor at the Permitted Event and consumed within the approved consumption area. Consumption of alcohol within the Park and outside of the approved consumption area shall be considered a violation of the City's open container ordinance.

Fee:

The Event Sponsor shall submit to the Community Events Division, within ten (10) days of the Event, any remaining required fee established by Council that is associated with this Resolution.

Failure To Comply:

Failure to comply with this Resolution shall expose any such person to all relevant civil and criminal consequences and may result in denial of subsequent applications for alcohol permits in public parks for a period of no less than five (5) years.

PASSED on Motion by the Following Vote:

	Aye	Nay	Abstain	Absent
Hailey Lewis	_____	_____	_____	_____
Sandra Kelly	_____	_____	_____	_____
Drew Davis	_____	_____	_____	_____
Julia Parker	_____	_____	_____	_____
Gina Taruscio	_____	_____	_____	_____
Bryce Blankenship	_____	_____	_____	_____

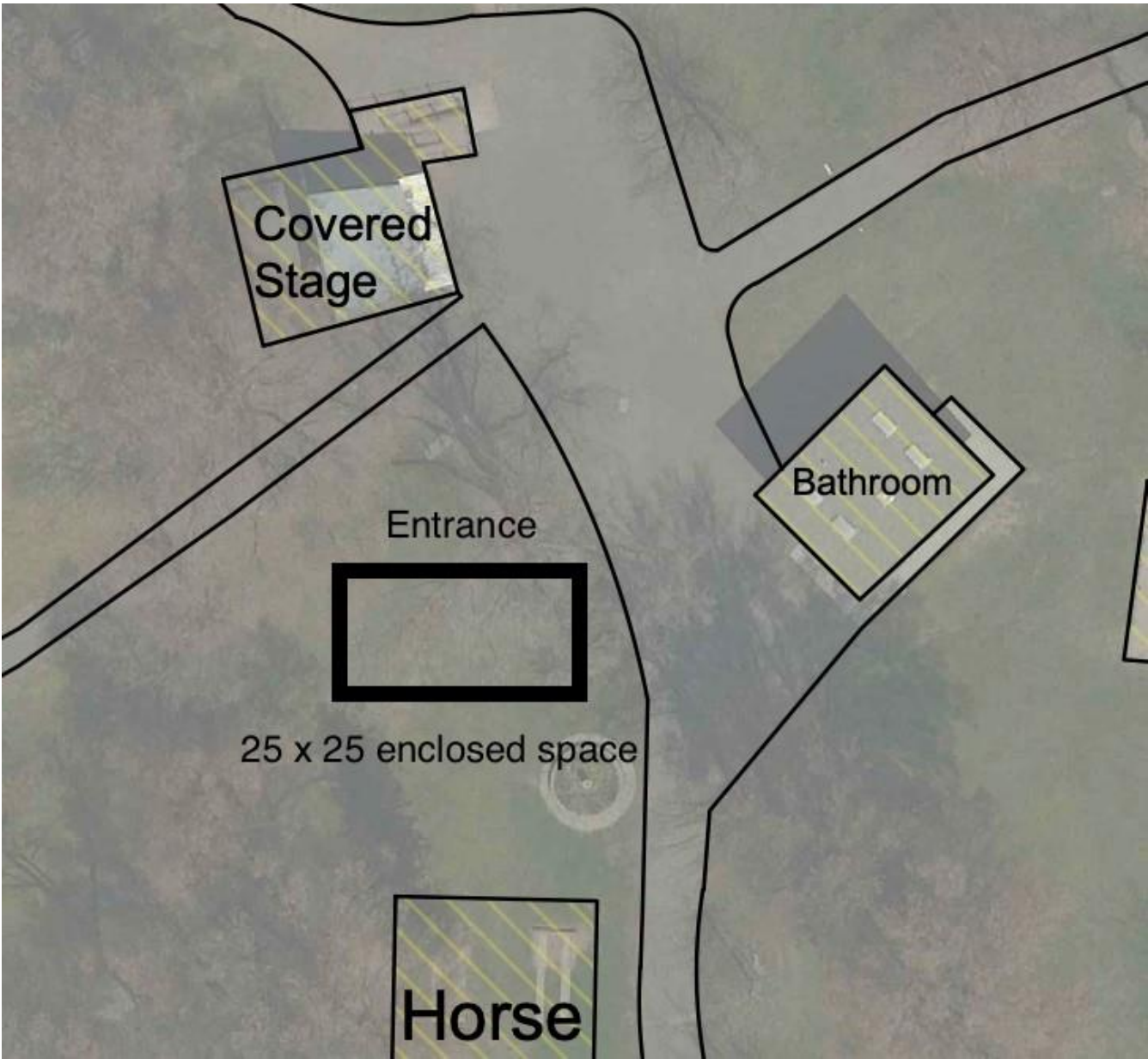
ADOPTED by the City Council of the City of Moscow, Idaho and **APPROVED** by the Mayor of the City of Moscow, this ____ day of _____, 2025.

Arthur D Bettge, Mayor

CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Moscow, held on _____ and attest to the Mayor's signature.

Laurie M. Hopkins, City Clerk

Attachment “A”



Attachment "B"

AGREEMENT TO DEFEND, TO HOLD HARMLESS
AND TO INDEMNIFY BETWEEN CITY OF MOSCOW, IDAHO
AND INLAND NORTH WASTE, FOR
THE EARTH DAY EVENT

THIS AGREEMENT TO DEFEND, TO HOLD HARMLESS AND TO INDEMNIFY, between City of Moscow, Idaho (hereinafter "CITY") and Inland North Waste (hereinafter "SPONSOR"), is made and entered into this ____ day of _____, 2025.

WHEREAS, Resolution No. 2025-_____ of the City of Moscow, Idaho, passed and approved on the ____ day of _____, 2025, provides, in part, for the person(s) and/or group holding the approved event to enter into an agreement with CITY to defend, hold harmless and indemnify CITY, its agents, servants, employees, officers, and contractors from any and all claims, causes of action, or damages which may arise from the SPONSOR's use of CITY Park premises for the approved event; and

WHEREAS, this Agreement meets such requirement;

NOW, THEREFORE, CITY and SPONSOR agree as follows:

AGREEMENT TO DEFEND, HOLD HARMLESS, AND INDEMNIFY;

SPONSOR, through its duly and specifically authorized agents, hereby releases CITY and agrees, contracts and covenants not to bring suit, and agrees to defend, hold harmless, and indemnify CITY, its officers, employees, agents and representatives from any and all legal and equitable claims, causes of actions, costs, judgments, awards, or liability to any person, including claims by SPONSOR's own agents, officers, employees and representatives to which SPONSOR might otherwise be immune, arising from the Event scheduled to occur on April 26, 2025, permitted under the terms of Resolution No. 2025-_____.

SPONSOR expressly agrees that this indemnity provision extends to any and all claims, losses, actions or judgments for damages to property or injury, sickness or death to persons, arising out of, or in connection with, the acts and/or any performances or activities of SPONSOR, SPONSOR's officers, employees, agents, and representatives, or caused by the presence, dispensing, sale, gift, or ingestion of alcohol by SPONSOR or its officers, employees, agents, and representative including, but not limited to, the caterer and/or vendor of alcohol during the Event.

Inspection, review and acceptance by CITY of any activity performed by or during the Event or any activity or non-activity by CITY police officers or other officers, employees, agents or representatives of CITY, shall not be grounds for avoidance of any of the covenants of defense, indemnification or hold harmless by SPONSOR on behalf of CITY contained in this Agreement.

SPONSOR agrees that they (i) have read the foregoing Agreement, understand it, and agree with its contents and conditions; (ii) have had an opportunity to speak with legal counsel prior to signing this Agreement; and (iii) understand that the terms of this Agreement are contractually and legally binding and that no verbal statement to the contrary, by any person, can void or alter the terms of this Agreement.

I, Stevie Steely-Johnson, acknowledge, declare, and certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct and that I have the authority to bind Inland North Waste to this Agreement.

SIGNED this _____ day of _____, 2025.

INLAND NORTH WASTE

CITY OF MOSCOW, IDAHO

Stevie Steely-Johnson

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, March 3, 2025



AGENDA ITEM TITLE

2025 Moscow Farmers Market Handbook - Amanda Argona

RESPONSIBLE STAFF

Amanda Argona, Community Events Manager

ADDITIONAL PRESENTER(S)

Cody Riddle, Deputy City Supervisor - Community Development

DESCRIPTION

In 2018, the Farmers Market Commission and Community Events Division implemented the first iteration of the Moscow Farmers Market Handbook. The Handbook is an expanded policy document meant to provide clarity and serve as a resource for anyone seeking information on the Market, as well as hold Market participants accountable for operating procedures. At the end of each season, the policies that make up the Handbook are considered in depth by staff and the Farmers Market Commission. The Commission reviewed the proposed changes to the Handbook on February 4, 2025, and are presenting accepted changes for approval and adoption by the Council for the 2025 Market Season. This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

REVIEWED BY

This was reviewed by the Administrative Committee on February 24, 2025 and recommended for approval.

PROPOSED ACTIONS

ACTION: Approve the 2025 Moscow Farmers Market Handbook.

STAFF RECOMMENDATION

Approve the 2025 Farmers Market Handbook.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Resolution_2025-FarmersMarketHandbook_final with attachment

RESOLUTION NO. 2025 -

A RESOLUTION OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING THE MOSCOW FARMERS MARKET 2025 HANDBOOK INCLUDED HERewith AND INCORPORATED HEREIN BY THIS REFERENCE; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

WHEREAS, the Moscow Farmers Market (hereinafter “the Market”) has been in existence for many years; and

WHEREAS, the Market is an integral part of Moscow’s vibrant downtown, bringing together people from diverse backgrounds and interests and of all ages; and

WHEREAS, the Council wishes to continue to support and promote the Market; and

WHEREAS, the Moscow Farmers Market 2025 Handbook (hereinafter “Handbook”) policies have been developed and recommended by the Moscow Farmers Market Commission, with input from City staff members, and made available for review by vendors and the public through public Commission meetings; and

WHEREAS, establishment of the Handbook will allow for an efficient, effective, predictable and fair administration of the Market activities during the 2025 Market Season; and

WHEREAS, this Handbook enhances transparency and understanding, and provides additional information for the reasoning behind policies, as the goal of the Handbook was to increase the clarity, quality, consensus on, and consistency of policies; and

WHEREAS, the Council believes that this Handbook and the policies contained herein are appropriate, and will support the Market and enhance the Market experience for all of those who participate in this great City activity;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow that all matters stated above are found to be true and correct and are incorporated herein by reference as if copied in their entirety and shall be adopted with the following:

1. The attached Moscow Farmers Market 2025 Handbook is hereby adopted for the 2025 Market Season.
2. That provisions of this Resolution shall be deemed severable and the invalidity of any provisions of this Resolution shall not affect the validity of the remaining provision.
3. That this Resolution shall become effective upon its passage and approval.

PASSED on Motion by the Following Vote:

	Aye	Nay	Abstain	Absent
Hailey Lewis	_____	_____	_____	_____
Drew Davis	_____	_____	_____	_____
Sandra Kelly	_____	_____	_____	_____
Gina Taruscio	_____	_____	_____	_____
Julia Parker	_____	_____	_____	_____
Bryce Blankenship	_____	_____	_____	_____

ADOPTED by the City Council of the City of Moscow, Idaho and **APPROVED** by the Mayor of the City of Moscow, this _____ day of _____, 2025.

Arthur D. Bettge, Mayor

CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Moscow, held on _____, 2025 and attest to the Mayor's signature.

Laurie M. Hopkins, City Clerk



MOSCOW FARMERS MARKET

EST. 1976

growers | makers | performers

2025 HANDBOOK

CITY OF MOSCOW | 221 E SECOND STREET | MOSCOW, IDAHO

WWW.CI.MOSCOW.ID.US | 208-883-7132

FARMERSMARKET@CI.MOSCOW.ID.US



DRAFT

Table of Contents

MOSCOW FARMERS MARKET OVERVIEW	1
MISSION STATEMENT.....	3
CORE VALUES.....	3
DEFINITION OF TERMS.....	8
VENDOR CATEGORIES.....	6
AGRICULTURE VENDORS	6
NON-AGRICULTURE VENDORS	7
YOUTH VENDORS	8
PERFORMANCE VENDORS (BUSKERS)	9
POLICIES	10
MARKET OPERATING POLICIES	10
1. MARKET LOCATION	10
2. VENDOR PRODUCTION AND LOCATION RULE	10
3. MARKET SCHEDULE.....	10
4. VENDOR ELIGIBILITY AND APPROVAL	10
5. MARKET VENDOR SPACE	11
6. MARKET FEES	12
7. REGULATION OF CERTAIN ACTIVITIES DURING MARKET OPERATIONS.....	14
VENDOR OPERATING POLICIES	17
1. MARKET VENDOR REQUIREMENTS.....	17
2. HAWKING.....	17
3. SALE AND DISTRIBUTION OF NON-APPROVED ITEMS.....	17
4. VENDOR MERCHANDISE	17
5. PUBLIC HEALTH MANAGEMENT	17
6. GENERATORS.....	18
7. DECORUM / ETIQUETTE.....	18
8. PARTICIPATION IN MARKET PROMOTION.....	18
9. SIGNAGE.....	18
10. PRICING.....	18
11. PACKAGING AND LABELING.....	18
12. ANNUAL GROSS SALES REPORTING	19
13. IDAHO SALES TAX REPORTING.....	19
14. AGREEMENT TO HOLD HARMLESS, DEFEND, AND INDEMNIFY	19
15. PERMITS AND LICENSES.....	19
16. THIRD PARTY CERTIFICATIONS.....	19
17. ANNUAL VENDOR ORIENTATION	20
18. NON-ATTENDANCE	20
19. SETUP.....	20
20. TAKE-DOWN.....	21
21. EARLY DEPARTURE / SELLING OUT	21
22. VENDOR SPACE ASSESSMENT.....	21
23. RESALE.....	21

POLICY VIOLATIONS.....	22
PENALTIES.....	22
1. <i>FIRST PENALTY</i>	22
2. <i>SECOND PENALTY</i>	22
3. <i>THIRD PENALTY</i>	22
ENFORCEMENT.....	22
EGREGIOUS BEHAVIOR AND OFFENSE	22
APPEALS PROCESS	23
1. <i>APPEALING A PENALTY</i>	23
2. <i>WRITTEN STATEMENT</i>	23
3. <i>NUMBER OF APPEALS</i>	23
4. <i>FINAL DECISION</i>	23
EFFECTIVE DATE.....	23
APPENDICES	I
APPENDIX 1 – MOSCOW FARMERS MARKET MAP AND BOUNDARIES.....	I
APPENDIX 2 – MOSCOW FARMERS MARKET VENDOR FEES	II
APPENDIX 3 – SAFETY COMPLIANCE REQUIREMENTS.....	III
1. <i>TENTS, CANOPIES, UMBRELLAS, ETC.</i>	III
2. <i>FIRE EXTINGUISHERS</i>	III
3. <i>PORTABLE COOKING DEVICES</i>	III
4. <i>ELECTRICAL CORDS</i>	IV
5. <i>FIRE LANES</i>	IV
APPENDIX 4 – MOSCOW FARMERS MARKET NOTICE OF PENALTY	V
APPENDIX 5 – PERMITS, LICENSEES, AND RESOURCE CONTACTS.....	VI
APPENDIX 6 – VENDOR ELIGIBILITY & APPROVAL	X
1. <i>BASIC ELIGIBILITY</i>	X
2. <i>APPROVAL PROCESS FOR AGRICULTURAL VENDORS</i>	X
3. <i>APPROVAL PROCESS FOR NON-AGRICULTURAL VENDORS</i>	XI
APPENDIX 7 – RESOLUTION NO. 2012-05 FRIENDSHIP SQUARE USE POLICY DURING FARMERS MARKET SEASON ...	XVI
APPENDIX 8 – VENDOR PARKING MAP	XX

Moscow Farmers Market Overview

The Moscow Farmers Market has been a treasured and vibrant part of the community since its inception in 1976 as a small grass-roots gathering. It serves to provide locally grown produce and quality wares, as well as bring the community together in ways no other event or service does. Whether Market goes visit to purchase their weekly groceries or simply to enjoy the music and socialize, the experience of the Market promotes a sense of place and helps citizens feel tied to the community. The Moscow Farmers Market is unique in its ability to stay rooted to its original purpose and charm of a local market while growing and progressing with trends and needs. The variety of stakeholders invested in the Moscow Farmers Market means that each decision can have a great impact on our residents, vendors, local businesses, City staff, and more.

Market Leadership is formed by a collaboration of City of Moscow Staff and a Moscow Farmers Market Commission comprised of community residents, vendors, and other representatives. City staff manages the operational and regulatory

FARMERS MARKET COMMISSION MEMBERS

VENDOR REPRESENTATIVES

Jodi McClory

Produce Vendor representative

Gerardo Alvarez

Specialty Food Vendor representative

Kassie Smith, Vice Chair

Crafts Vendor representative

COMMUNITY REPRESENTATIVES

Phillip Blankenship

At-large representative

Josh Larson

At-large representative

JT Manning, Chair

At-large representative

Kristin Strong

At-large representative

SPECIALTY REPRESENTATIVES

Colette DePhelps

University of Idaho Extension representative

Samantha Martinet

*Moscow Chamber of Commerce + Visitor Center
representative*

aspects of the Market while Commission members guide the vision and values of the Market.

It is the duty of the Commission to suggest ways to promote and improve the Farmers Market, propose and/or review Market policies, keep abreast of trends and opportunities for advancing Market interests, products, standards, and offerings, and to otherwise act in an advisory role to the Moscow City Council.

The Commission meets regularly on the first Tuesday of each month, from 4:00 p.m. to 5:30 p.m. in the Council Chambers at City Hall, 206 E. Third Street, Moscow, Idaho. Meetings are open to the public.

The Moscow Farmers Market does not discriminate on account of race, color, gender, religion, sex, national origin, physical or mental disability, age, marital or familial status, sexual orientation or gender expression in its selection and inclusion of vendors.

**CITY OF MOSCOW
COMMUNITY EVENTS DIVISION & MOSCOW FARMERS MARKET STAFF**

Cody Riddle, Deputy City Administrator
criddle@ci.moscow.id.us | 208-883-7027

Amanda Argona, Community Events Manager
aargona@ci.moscow.id.us | 208-883-7132

Laura Perrigo, Administrative Specialist
lperrigo@ci.moscow.id.us | 208-883-7000 ext. 7233

FIND, LIKE & FOLLOW THE MOSCOW FARMERS MARKET
Website www.ci.moscow.id.us/723/Current-Vendors
Facebook @MoscowFarmersMarket
Instagram @moscowfarmersmarket

Mission Statement

The Moscow Farmers Market celebrates life on the Palouse by providing the community with the opportunity to buy and sell local and regional agricultural products (e.g., crops, meat, cheese, wine, etc.), distinctive handmade goods, artisan pieces, and original-recipe cuisine. This venue is meant to encourage and support sustainable economic, social, and environmental practices.

Core Values

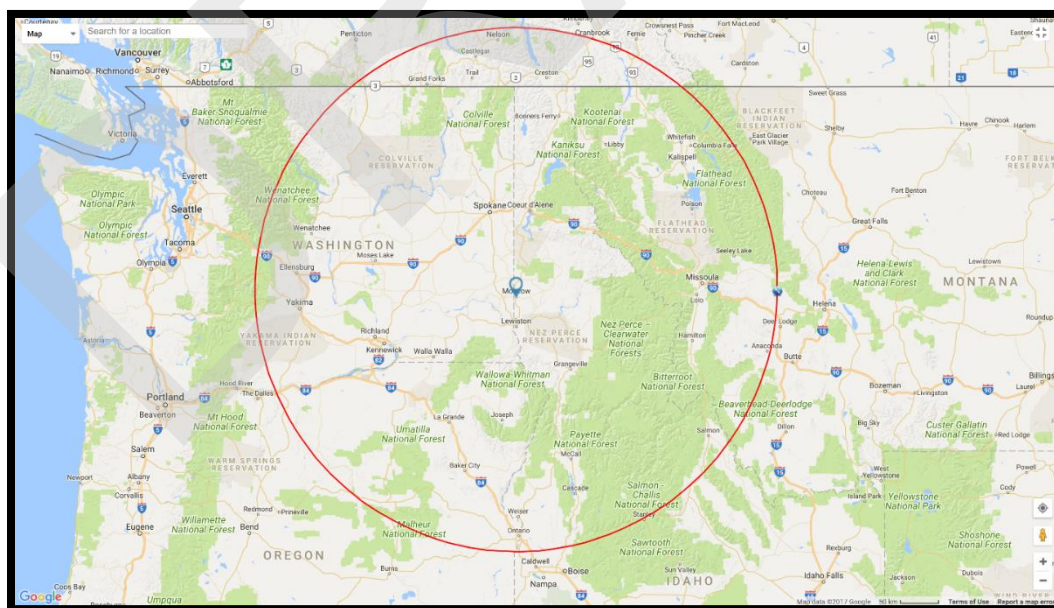
Access: Providing the community with access to local Vendors and their goods with an emphasis on having at least fifty percent (50%) of the Market's Vendors located within Latah and Whitman counties.

Agricultural Focus: Prioritizing space for agriculturally-derived products by having at least fifty percent (50%) of the Market's footprint occupied by Vendors selling such products for the majority of the Market Season.

Economic Opportunity: Contributing to the greater Moscow economy with emphasis on assisting independently-owned and start-up enterprises, while encouraging Vendors to locally source materials and ingredients direct from regional businesses and/or producers.

Community: Providing a safe space and opportunity for positive engagement that welcomes all residents and visitors.

Information: Increasing awareness of regional agriculture, sustainability, and sound environmental practices through education and outreach activities.



200 AIR-MILES FROM THE CITY OF MOSCOW, IDAHO



Definition of Terms

These definitions are included to provide a background for terms used throughout this document. The Market relies on a variety of sources in formulating and adapting terms to keep on trend with best practices for farmers markets. Sources include but are not limited to: American Farmland Trust, Certified Naturally Grown, Farmers Market Coalition, U.S. Department of Agriculture, Washington State Farmers Market Association, etc. The ultimate interpretation of these definitions lies with the Community Events Manager.

Agriculture: The science, art, or practice of cultivating the soil, producing crops, and raising livestock, and in varying degrees, the preparation and marketing of the resulting products.

Approved Vendor: An individual or a group that qualifies to participate in selling at the Market in at least one (1) of the listed vending categories listed on pages 6-9 and has undergone one of the two processes outlined in Appendix 6 – Vendor Approval.

Handmade: Items that show evidence of manual skills, human imagination, and dedication of one's own ideas, design, creativity, and making.

Local: Defined in this Handbook as "No more than two hundred (200) air miles from the City of Moscow, Idaho". Please see the visual aid on page 3.

Local Sourcing: The purchase of goods directly from local growers/producers for use in creating a product for sale at the Moscow Farmers Market.

Product Mix: A recognition that the Moscow Farmers Market, as a whole, needs a balance of products.

Regenerative Agriculture: An approach to farming that prioritizes soil health, biodiversity, and natural processes. It is a holistic, systems-based approach that seeks to create resilient and regenerative agricultural systems that restore and replenish natural resources using a variety of practices such as crop rotation, cover cropping, reduced tillage, and livestock integration to improve soil health, conserve water, and promote biodiversity.

Sustainable Practices: An integrated system of plant and animal production practices that are capable of maintaining their productivity and usefulness to society over the course of time. These systems incorporate the most efficient use of nonrenewable resources and on-farm resources, and where appropriate, utilize natural biological cycles and controls that maintain agricultural productivity, promote economic viability in both the short and long term, and maintain stable rural communities, and quality of life.

Vendor Categories

All Vendors are required to submit relevant copies of permits, licenses, and/or third-party certifications prior to vending. It is the responsibility of the Vendor to know and understand what regulations may apply to their operation. See Appendix 5 - Permits, Licenses, and Resource Contacts for a list of resources.

Agriculture Vendors

Vendors who participate in the planting, growing, cultivating, harvesting, production and/or management of crops, livestock and bees. Vendors shall demonstrate how their practices are hygienic, sustainable, build soil health, promote animal welfare and are supportive of environmental stewardship via a Site Visit.

Apiarist: Vendors who keep bees and manage beehives where the majority of products sold are the honey, honeycomb, and wax from their hives.

Forager: Vendors who harvest wild-grown, non-cultivated food. Examples include, but are not limited to, mushrooms, berries, and herbs.

Fresh Produce/Nursery: Vendors who grow or produce herbs, fruits, vegetables, cut flowers, plants, grains, seeds, raw nuts, shrubs, trees, and vine starts.

Livestock/Poultry: Vendors who raise animals where the majority of raw products sold are cuts of meat, milk, eggs, fiber, and hides. Animals must be under a Vendor's care and management for the majority of its lifespan (51% or greater) and finished by the Vendor.

Seafood: Vendors who harvest aquatic animals and vegetation where the majority of products sold are whole or fillets of fish, shellfish, crustaceans or plants either raw, smoked, canned or dried. Seafood must be harvested from within Pacific Northwest waters of the following states: Idaho, Washington, Oregon, and Montana.

Value-Added: Vendors who grow, produce, forage, and/or harvest raw ingredients that impart a distinct and predominate flavor or characteristic in their processed products. Vendor must manage the land, ranch, or garden where such raw ingredients are sourced from or have permission and access to forage land for the collection of raw ingredients. Examples include, but are not limited to, harvesting fruit trees for jam and raising goats for goat's milk products. The majority of a Vendor's products must meet the above parameters to be classified in this category. If a Vendor is unable to be the processor of their products, does not have complete oversight and ownership of the final product, or the majority of products do not meet the above parameters, then products are classified as

Non-Agricultural and are subject to the jury process, unless required by law to use a third-party processor.

Non-Agriculture Vendors

Food Artisan Vendors: Vendors who handmake food products in limited quantities using traditional and/or cultural cooking or preparation methods. Vendors in this category must make these items in accordance with local and state regulations. State code requires the use of commercial kitchens to prepare certain foods. The following sub-categories apply to Food Artisan Vendors:

Specialty Foods: Vendors who create and process foods not intended for immediate consumption, including, but not limited to, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked/cured meats and/or cheeses, dried fruit, dried herbs, roasted nuts, seasonings, drink mixes, flavored oils, etc., with all such ingredients **not** grown or raised by the producer.

Ready to Eat Foods: Vendors who create ready-to-eat foods made on-site on Market day or prepared in advance and served on Market day that are ready for immediate consumption.

Craft Artisan Vendors: Vendors who handmake or manually design products that are of a home, studio, or cottage-type industry using an intermediate type technology rather than industrial-type production. Vendors in this category may not sell items made by others unless it is a part of the product design as a whole (i.e. a wooden honey dipper that accompanies a ceramic honey pot; a chain for a pendant; a frame for a photo; etc.). The following sub-categories apply to Craft Artisan Vendors:

Fine Arts: Painting, drawing, sculpture, pottery, ceramics, etc.

Heritage Arts: Basket-making, soap-making*, candle-making, woodworking, blacksmithing, knitting, crocheting, etc.

Decorative Arts: Items for self or home and garden, such as jewelry, birdhouses, furniture from recycled materials, mosaics, stained-glass items, lawn sculpture, photography, etc.

**Cosmetics fall under the Crafts/Artisan category, unless the Vendor grows or raises the majority of items used to create the final product. Cosmetics include creams, lotions, shampoos, and some soap products. The Market does not consider items consisting primarily of alkali salts and of fatty acids that make no label claim other than the cleansing of the human body as cosmetics but the following rules may still apply: Cosmetics must follow rules set by the Federal Drug Administration, comply with the Federal Food, Drug, and Cosmetic Act, and the Fair Packaging and Labeling Act.*

Youth Vendors

The Market encourages and supports early entrepreneurial interest of farming, gardening, crafts, and food preparation. This Handbook generally applies to Youth Vendors. Adults, chaperones, guardians, and/or other family members in attendance with a Youth Vendor shall also abide by this Handbook and subsequent policies, especially in decorum and etiquette. Youth Vendors and their designated chaperone(s) who fail to meet the policies of this Handbook and Youth Vendor Guidelines are subject to the penalty process as outlined in Appendix 4 – Moscow Farmers Market Notice of Penalty. The following sub-categories are applicable to Youth Vendors to assist with product distribution:

Sprouts (ages 6-12): Youth Vendors in this age category are limited to a three-foot by three-foot (3'x3') space located at the intersection of 5th Street and Main Street. Three (3) spaces will be available to Sprouts on a Market day.

Juniors (ages 13-17): Youth Vendors in this age category are limited to a five-foot by fifteen-foot (5'x15') space located at the intersection of 5th Street and Main Street. Three (3) spaces in this area will be available to Juniors on a Market day. Juniors may be assigned to a shared five-foot by fifteen-foot (5'x15') space along Main Street pending availability. Juniors requesting an eleven-foot by fifteen-foot (11'x15') space will be required to jury their products or will submit to a site visit, as outlined in Appendix 6 – Vendor Approval. Pending acceptance through these processes, Juniors will be subject to Tier 1, 2, or 3 registration and stall fees in the Vendor Fee Schedule and the Youth Fee will no longer be applicable, see Appendix 2 – Moscow Farmers Market Vendor Fees.

All Youth Vendors shall adhere to the following:

- Be the grower or producer of items for sale.
- Complete and submit the following paperwork:
 - Food Risk Assessment form (applicable for the sale of drink or food).
 - Youth Vendor registration form.
 - Release and Hold Harmless form.
 - Register with the Idaho Tax Commission.
- Request space by Tuesday at 5:00 p.m. for priority consideration.
- Have their booth set-up by 8:00 a.m.
- Actively sell their goods and items without the assistance of a parent and/or chaperone, where possible.
- Have an adult chaperone present at the Moscow Farmers Market, or be supervised by a parent and/or guardian.

- Be limited to no more than three (3) individual youths in the cases of group participation.

Performance Vendors (Buskers)

The Market values the performing arts and has created the Performance Vendor category to support emerging artists in developing their skills and audience at an affordable rate. The Market defines Performance Vendors as any person or group of persons who provide entertainment in the Market by playing musical instruments, singing, dancing, speaking, face painting, balloon tying, etc. Commercial vending of products is not a “performance”. This definition is not applicable to live entertainment scheduled in Friendship Square. Space availability for Performance Vendors is on a first come, first serve basis, with sign-ups beginning at 7:45 am on Market day. Performance Vendors must complete and submit paperwork prior to receiving a space assignment. Moscow Farmers Market staff reserve the right to designate locations for these activities in non-Vendor spaces, screen Performance Vendors for suitability, and rotate space assignments to create a varied atmosphere and ambiance for patrons, shoppers, and vendors. This Handbook generally applies to Performance Vendors. Adults, chaperones, guardians, and/or other family members in attendance with a Performance Vendor who is a minor shall also abide by this Handbook and subsequent policies, especially in decorum and etiquette. All Performance Vendors shall adhere to the following:

- Complete and submit the following paperwork:
 - Performance Vendor registration form;
 - Release and Hold Harmless form; and.
 - Register with the Idaho Tax Commission.
- Amplification is prohibited.
- May only seek tips or donations.
- Shall only perform in designated areas.
- May not utilize tents, canopies, or umbrellas with weighted bases.
- Limit their performance group to three (3) individuals or fewer.
- Hawking, swearing, and/or aggressive, lewd, and inciting language is prohibited.
- May not occupy the same, designated space for more than a two and one-half (2.5) hour time period.

Policies

Market Policies shall apply to the Moscow Farmers Market and its Vendors. The Farmers Market Commission and Community Events Manager developed these Policies, and City Council approved them. Failure to abide by these Policies is grounds for penalty action.

Market Operating Policies

1. **Market Location**

The Market is located generally on Main Street south of Third Street and north of Sixth Street, east of Main Street on the 4th Street right-of-way (west) of the cul-de-sac, east on 5th Street from Main Street to the alley, and Friendship Square in downtown Moscow, unless temporarily located or extended elsewhere when found to be in the best interest of the City. *Most generally, the Market moves off Main Street for University of Idaho's Homecoming Parade.* See Appendix 1 – Moscow Farmers Market Map & Boundaries.

2. **Vendor Production and Location Rule**

All Vendors shall be the grower/producer and shall conduct their growing/producing operations in a location not more than two hundred (200) air-miles from the City of Moscow, Idaho.

3. **Market Schedule**

- a. **Market Season:** The Market operates every Saturday in the months of May through October, annually.
- b. **Hours of Operation:** Market sales occur between the hours of 8:00 a.m. and 1:00 p.m., local time.
- c. **Public Access:** Main Street will be closed by City of Moscow Staff beginning at 5:00 a.m. and re-opened by 2:00 p.m. by City of Moscow Staff.
- d. **Unauthorized Vehicles:** The City of Moscow Police Department will have any non-Market related vehicles removed from Main Street and 5th Street, and any non-ADA vehicles removed from the first parking bay of the Jackson Street parking lot by 5:00 a.m.

4. **Vendor Eligibility and Approval**

- a. **New Vendors:** New Vendors are defined as any Vendor who has not previously sold at the Market or has been absent for two (2) or more consecutive Market Seasons. These Vendors are required to complete either a satisfactory Site Visit or receive a qualifying score through a Craft & Food Jury to become eligible. Basic eligibility, approval process, and tier eligibility are described in Appendix 6 – Vendor Approval.

- b. **Returning Vendors:** Returning Vendors are defined as any Vendor that has not been absent from the Market for two (2) or more consecutive Market Seasons. Return Vendors need to register for the upcoming Market Season and submit relevant required documents to maintain eligibility.

5. **Market Vendor Space**

- a. **Space Dimensions and Safety:** Most Vendor spaces will be marked as an eleven-foot by fifteen-foot (11' wide x 15' deep) space. A Vendor's business must be conducted within their assigned space. Vendors may not extend beyond the limits of the assigned space or into the pedestrian area at the entrance of the Vendor space unless specifically authorized by Market Management. Any Vendor utilizing coverings for their space, such as canopies, tents, and/or umbrellas, may not extend these items outside their assigned space. Requests for additional adjacent space will be granted at the discretion of Community Events Manager, where possible. All Vendors are subject to unscheduled inspections throughout the Market Season by the Moscow Volunteer Fire Department for compliance with relevant safety regulations to ensure public safety and emergency vehicle accessibility. See Appendix 3 – Safety Compliance Requirements.
- b. **Space Assignments:** The Market recognizes the value of Vendors maintaining a consistent location for the development of a healthy customer base. Vending space allocation is based on the level of commitment chosen by the Vendor as defined in Appendix 2 – Moscow Farmers Market Vendor Fees, as well as historical occupation and availability as it pertains to Market Product Mix. Agricultural based Vendors whose product readiness is determined by the growing seasons will be given special consideration by Market Management on a case-by-case basis and will not be penalized due to weather events that delay or impact their products.
- c. **Vehicles in Spaces:** Tier 3 Vendors may utilize motor vehicles or tow-behind trailers in their assigned space. Such usage will result in an additional vehicle surcharge fee. The Community Events Manager may grant Tier 1 and Tier 2 Vendors motor vehicle usage pending space availability and feasibility of access on a market-to-market basis. The Market defines motor vehicles and tow-behind trailers as any road-ready and licensed vehicle.
- d. **Non-Neighbor Spaces:** The Market recognizes that spaces which do not have adjacent vendors are more valuable due to greater visibility and/or

increased customer access. The Market defines these spaces as non-neighbor spaces (previously referred to as 'corner' and/or 'walk-thru' spaces). Vendors occupying a space with this type of designation are subject to an additional surcharge fee.

- e. **Space Use:** Use of a Vendor space for purposes other than those outlined in this Handbook is prohibited, unless specifically authorized.
- f. **Sharing Spaces:** Any proposal by Vendors to share a Vendor space must be approved by the Community Events Manager.
- g. **Space Allocation:** The City reserves the right to make the final decision on vending space and Tier package allocation, based upon overall Market Product Mix needs.

6. Market Fees

Fees include an annual registration fee, a daily per booth fee, and any additional amenity fees as outlined in Appendix 2 – Moscow Farmers Market Fees.

- a. **Structure:** The Market utilizes a tier structure based on the number of Market days a Vendor plans on attending during the Market Season. A Vendor's rate is determined based on the tier they select. Vendors pay the same rate throughout the Market Season, regardless if they attend more or less of their anticipated Market dates.
 - i. **Annual Registration Fee:** All Vendors, regardless of their selected tier, will be required to pay their associated registration fee at the Annual Vendor Orientation. Vendors unable to attend the Orientation shall arrange to pay this fee prior to the start of the Market Season.
 - ii. **Invoices:** All Vendors will receive invoices (weekly, monthly, or entire season) via Marketspread. Vendors without access to reliable internet or computers will receive invoices through the City of Moscow.
 - iii. **Refunds:** The Market does not provide refunds to Vendors for days that Vendors cancel their attendance or do not show up to the Market (no call, no show). In the event that severe weather or public safety issues force a Market cancellation as determined by City Administration, all Vendors that were granted a space assignment and did not cancel in advance of the stated closure may request a refund within two (2) weeks of the stated closure.
 - iv. **Payments:** To reduce risk of theft and improve record keeping, payments will be collected prior to Saturday. Failure to submit payment prior to Saturday will result in the Vendor's space being revoked for the following Market or their next space request not accommodated until

payment has been received. Vendors may choose to pay their fees the following ways:

- Online via Marketspread invoices.
- In-person with cash, check, or credit card.
- By mailing a check to the Moscow Farmers Market, PO Box 9203, Moscow, Idaho, 83843.

b. **Tier Packages:** Packages are non-transferrable and non-refundable. The Market currently offers the following tier packages to Vendors.

i. **Tier 3** – Seventy-five percent (75%) or more attendance.

- Vendor chooses to attend between eighteen (18) and twenty-six (26) consecutive Markets;
- Highest registration fee;
- Lowest daily per booth fee;
- Guaranteed same location;
- Allowed to substitute representation for two (2) Markets;
- Must notify Community Events Manager of their first and last anticipated attendance date; and
- Eligible to maintain space location if unforeseen circumstances arise that affect a Vendor's ability to meet attendance requirements upon communication with Community Events Manager. Such examples may include: parental leave, bereavement, elder care, etc.

ii. **Tier 2** – Thirty to sixty percent (30-60%) attendance.

- Vendor chooses to attend between nine (9) and seventeen (17) Markets;
- Mid-range registration fee;
- Mid-range daily booth fee; and
- Same block location, as available.

iii. **Tier 1** – Less than thirty percent (30%) attendance.

- Vendor chooses to attend between one (1) and eight (8) Markets;
- Lowest registration fee;
- Highest daily per booth fee; and
- Not guaranteed same location.

c. **Registration:** Registration for the Market Season will open annually in March, with notice sent to all Returning Vendors at the beginning of each year.

d. **Attendance Requests:** In order to streamline communication with the Community Events Manager, Vendors are encouraged to use the Marketspread platform when requesting, changing, or cancelling

attendance days. Requests during the Market Season shall be made by Tuesday at 5:00 p.m. for priority consideration. Requests submitted after this time will be considered at the discretion of the Community Events Manager.

7. Regulation of Certain Activities during Market Operations

Because it is important for the continuing success of the Market to preserve its character and appearance, and because the Market was established and remains primarily a local growers Market, certain activities that otherwise occur during non-Market hours are regulated in the public right-of-way during the Market hours, as follows:

- a. **“Cart” Vendors:** Vendors who are licensed pursuant to Moscow City Code Title 9, Chapter 11, shall not be allowed in the Market Location during Market hours unless they qualify as a current authorized Farmers Market Vendor independent of their Vending license. See M.C.C. § 9-11-13.
- b. **Licensed Sidewalk Cafes:** The possessor of a current, valid, sidewalk café license from the City may operate a sidewalk café in the Market during Market hours, pursuant to regulations contained within Moscow City Code Title 9, Chapter 12. Council recognizes and reaffirms that the purpose of the sidewalk café license is to allow the contiguous storefront restaurant to extend its typical and customary service into the portion of the public right-of-way shown in its license. Independent contractors, sub-contractors, sub-lessees, agents, or others who are not part of the day-to-day business of the contiguous restaurant owner, shall not be allowed to sell or promote in the Market, unless they otherwise qualify as a Farmers Market Vendor and meet all of the Farmers Market Vendor’s requirements in this Policy. See M.C.C. § 9-12-6(B).
- c. **Downtown Businesses Other Than Sidewalk Cafes:** Downtown businesses may continue their operations during Market hours. The areas in the Market that are contiguous with non-retail business(es) or business(es) that are closed during Market hours, are not to be used for the display or sale or promotion of produce, products, goods or services by such business(es) or by any person or group, other than as specifically authorized by the Council or by this Policy. Sales, promotions tables, and displays placed contiguous with the front of downtown business(es) are allowed as long as those sales or displays are an extension of what is available for sale or promotion by and within the contiguous business, and such sales or promotions are carried out by the owners or their employees. No activity which directly interferes with or competes with the Market and/or its

Vendors shall be allowed within the public right-of-way during Market hours, unless that activity occurs by and within the contiguous business on a day-to-day basis as an integral part of such business. Independent contractors, sub-contractors, sub-lessees, agents, or others who are not part of the day-to-day business of the contiguous owner shall not be allowed to sell or promote in the Market unless they otherwise qualify as a Farmers Market Vendor and meet all of the Farmers Market Vendor's requirements in this Policy. Sales tables, clothes racks, free-standing displays, etc., shall be placed contiguous with the storefront in a manner that allows the preservation of an unobstructed pedestrian access on the sidewalk of not less than four (4) contiguous feet, and as approved by the City Fire Marshall.

- d. **Universities, Colleges or Other Educational Institutions Participation in Farmers Market:** Universities, colleges, or other educational institutional departments and retail outlets are not allowed to apply as Market Vendors. Student organizations, if qualified, may participate as Vendors.
- e. **First Amendment Activities:** Because of the importance the City places on First Amendment rights and activities, the Council has adopted specific regulations relative to downtown First Amendment activities during Farmers Market hours. The City has established reasonable time, place, and manner restrictions and has designated Friendship Square as the location for such activities in the downtown area during Farmers Market hours. See Resolution No. 2012-12. No separate, additional, or expanded First Amendment activities shall be allowed within the Market during Farmers Market hours, unless specifically authorized by Council or required by the United States or Idaho Constitutions.

Per Resolution No. 2012-05, "The City wishes to coordinate the multiple and varied uses of Friendship Square during Market days of the Market Season. Uses include playground, pedestrian, and other travel through Friendship Square, maintenance of an emergency access lane, music and arts performances, demonstrations by various arts groups and the like, and presentations of various messages, ideas, philosophies, and opportunities by various individuals and groups who wish access to the Market participants and members of the public on Market day. The City does not intend to control, or regulate and coordinate the message or content of a Speaker's "speech" on a Market day, but rather, desires to reasonably regulate and coordinate the time, place, and manner of the speech by allowing Speakers to avail themselves of the designated Friendship Square

Speakers Space on Market days, while continuing to coordinate and accommodate their use of Friendship Square on Market day. Also, the City desires to preserve the principally non-commercial nature of Friendship Square and the Speakers Space to the extent allowed by law.” For the complete resolution, see Appendix 7 – Resolution No. 2012-05 Friendship Square Use Policy During Farmers Market Season.

- f. **Nicotine Products:** All types and kinds of nicotine use, including smoking, vaping in all forms (including nicotine-free vape pens), and chewing tobacco, are prohibited within the boundaries of the Farmers Market during the hours of operation and through the duration of the Farmers Market Season. See Resolution No. 2018-13.
- g. **Animals Prohibited in the Market:** Only ADA Service Animals, as defined in the Americans with Disabilities Act 2010 final regulations, are allowed throughout the Market boundaries, and are not restricted to the eastern and western sidewalks. All other non-ADA Service Animals are restricted to the eastern and western sidewalks. See Resolution No. 2018-12.

Vendor Operating Policies

1. **Market Vendor Requirements**

Those who participate in selling at the Market must be the owner and/or producer of their goods, represent at least one (1) vending category, as defined within this Handbook, and be approved through a jury process or site visit, as outlined in Appendix 6 – Vendor Approval.

2. **Hawking**

Hawking (to offer for sale by calling aloud in public) is prohibited.

3. **Sale and Distribution of Non-Approved Items**

The sale, distribution, or display of non-approved items such as canned or bottled beverages, literature, live animals, information, signage, etc. not related to the Vendor's normal product offerings and/or services is prohibited.

4. **Vendor Merchandise**

The Market permits Vendors to sell merchandise items that are directly related to and/or promoting the Vendor's business operations in a limited capacity. Vendors wishing to sell merchandise must first register all merchandise items with the Community Events Manager. Upon approval, Vendors may display no more than one type of approved merchandise item for sale among the majority of their current products per Market day.

5. **Public Health Management**

To ensure the Market is creating a safe and non-hazardous environment to the public, all Vendors will abide by the following public health measures:

- a. **Waste Management:** Vendors are responsible for the set-up, clean-up, and safe operation of their assigned space. Vendors will provide their own receptacles/bags to manage waste, then must take any waste they generate with them at the end of the Market day. Waste receptacles in the Market are for use by Market customers and should not be used by Vendors for their waste. The dumpsters located throughout the downtown area are privately owned and are not for Vendors' use. Unauthorized use of other's solid waste container(s) is considered "theft of services" pursuant to Idaho Code § 18-2403(5)(c). This activity is a misdemeanor crime and punishable by up to a \$1,000 fine, plus court costs and up to one (1) year in jail.
- b. **Health Regulations:** The Idaho Public Health Department conducts unscheduled inspections for compliance with relevant health and safety regulations throughout the Market Season to ensure public safety and adequate health practices. The Community Events Manager and/or a Public Health Department representative will enforce applicable state and

local requirements and have the authority to stop the sale of any items that are in violation of these regulations.

- c. **Grey Water:** Vendors are required by Idaho State Law, when applicable, to deposit grey water waste in the receptacle provided at the Market. No grey water or other waste water, fat, grease, oil, or other liquid shall be placed in the gutter or in a City storm water catch basin or other City water collection system. The Market provides a grey water dump station for use by Vendors. Grey water must be disposed of at this dump station. Vendors must take with them their non-grey water waste at the end of Market day.

6. Generators

The Market does not allow the use of generators during operating hours.

7. Decorum and Etiquette

The Market requires and expects considerate, polite, common sense, and friendly cooperation among all Vendors and toward other Market participants and patrons. Vendors shall respect the authority of the Community Events Manager and Staff. Vendors shall respect the rights of the other Vendors, participants, and patrons. If a Vendor feels that they are being treated unfairly or in an unprofessional manner by the Community Events Manager, such complaint shall be made only to the Deputy City Administrator.

8. Participation in Market Promotion

Participation in the Market acts as a grant of permission to City to use photographs and other images of Vendors for promotional purposes, without compensation. All Vendors give permission to City to release the Vendor's preferred method of contact information (name, business name, address, or phone numbers) to requesting patrons and other organizations for promotional purposes and for publication by print media, video, or motion picture.

9. Signage

All Vendors are encouraged to display at their booth the Vendor's business name, City, and State of operation. Vendors subject to signage requirements as listed under any federal, state, or city regulation must comply. All signage must be contained within the Vendor's designated space(s).

10. Pricing

Market Vendors shall clearly post visible pricing for each item.

11. Packaging and Labeling

The Market encourages the use of recyclable packaging, and prohibits the use of Styrofoam packaging. All packaged food products (e.g., jams, jellies, salsa, nuts, etc.) must be labeled. Labels must include the Vendor's name and address; ingredients listed in order of volume (most to least); and potential allergenic

ingredients. It is recommended that Vendor's also list their phone number on the label.

12. Annual Gross Sales Reporting

All Vendors are required to report their Annual Gross Sales by the third Wednesday in November, utilizing their Marketspread account, or via paper format. Individual Vendor reports will be kept confidential by Market Staff. Aggregate data will be used for future grant proposals, economic impact data collection, and Market reports. ***Failure of Market Vendors to report Annual Gross Sales, as required under this Policy, will result in said Vendor being disqualified to participate in the following Market Season. No appeals process provided.***

13. Idaho Sales Tax Reporting

Vendors must complete an Idaho Sales Tax Form ST-124 as required by the Idaho State Tax Commission. All Vendors are required by law to have a copy of Form ST-124 in their assigned space at all times. The Idaho State Tax Commission reserves the right to perform unscheduled inspections for tax compliance throughout the Market Season.

14. Agreement to Hold Harmless, Defend, and Indemnify

In order to participate in the Market, all Vendors shall sign an agreement that holds City harmless for any and all actions or inactions of every Market Vendor or person associated with such Vendor, and agree to defend and indemnify City for any claim filed against City related to any and all activities which are associated with the Vendor, the Market, or the Vendor's business.

15. Compliance with all applicable Laws and Regulations

Vendors are to comply with all applicable federal, state and local laws and regulations, including U.S. copyright laws.

16. Permits and Licenses

At the time of application, all Vendors shall provide current copies of any permits and licenses applicable and necessary for the sale of their products. For a list of permits and licensing resources, please refer to Appendix 5 – Permits, Licenses, and Resource Contacts.

17. Use of Licensed, Trademarked, or Registered Characters or Images

In general, products featuring licensed, trademarked, and/or registered characters or images are not permitted for sale at the Market (i.e. Disney characters, professional sports team logos, and other commercial entities).

18. Third Party Certifications

All Vendors presenting products as third-party-certified, such as Organic, Certified Naturally Grown, etc., shall include the authorized certification form with their Vendor application. Certification will be checked for compliance with the

certifying entity or organization. Vendors not in compliance with their certification requirements, or who cannot produce a current certification, will be required to remove signage stating the certification(s).

19. **Annual Vendor Orientation**

All Vendors are required to attend the mandatory annual Vendor Orientation meeting in-person prior to start of Market Season, at a date and time set by the Community Events Manager. Failure to attend will result in one of the following:

- a. **Tier 1 Vendors:** Loss of eligibility to participate in the upcoming Market Season.
- b. **Tier 2 Vendors:** Loss of eligibility to participate in the upcoming Market Season.
- c. **Tier 3 Vendors:** Loss of designated Market space.

An alternative to the in-person meeting is provided to Vendors who experience illness, emergency, or another unanticipated conflict that forces their absence. If a Vendor meets any of these parameters for missing the in-person meeting, then Vendor is subject to the following:

- a. Vendor provides notice and/or request to the Community Events Manager.
- b. Vendor answers list of questions via email by a date and time set by the Community Events Manager demonstrating that they viewed the alternative meeting format.
- c. Vendors who fail to provide an email with answers by the set date and time are subject to the consequences as designated by Tier status above.

20. **Non-Attendance**

Vendors are required to communicate with the Community Events Manager on or before the Friday before the Market day that will be missed. If illness or emergency forces non-attendance, the Vendor must contact the Community Events Manager as soon as they are able.

21. **Setup**

Setup may begin at 5:00 a.m. Vendors are to enter on 5th Street, pull into their assigned space, unload their items to the sidewalk, and exit via 3rd Street or 6th Street. Vendors will park their vehicle a minimum of two (2) City blocks away from the Market (parking is available at Moscow City Hall and the adjacent Jefferson lot. See Appendix 8 – Vendor Parking Map). Once a Vendor's vehicle is parked, they can then begin setting up their space for the Market. **Large vehicles and trailers should arrive early to allow sufficient time for unloading during setup.** Vendors must allow for traffic flow and may not block the main thoroughfare. 5th Street will be closed to all vehicles at 7:30 a.m. Vendors must be in their assigned space and be unloaded by 7:45 a.m. and must have their tent(s) and

booth(s) set-up by 8:00 a.m. All vehicles must be off Main Street by 7:45 a.m. unless otherwise specifically allowed by the Community Events Manager. All tents must be placed as close to the adjacent curb as is physically possible unless specifically authorized by the Community Events Manager to do otherwise.

22. Take-Down

5th Street will remain closed to Vendor traffic until 1:10 p.m. to ensure the safety of any children and patrons who may still be in the main thoroughfare. Beginning at 1:00 p.m., Vendors may begin to disassemble their space and move items to the sidewalk before retrieving their vehicle. **Vendors shall not retrieve their vehicle before items are ready to be loaded.** No vehicle may enter or leave the Market Location unless directed to do so by the Community Events Manager, a Peace Officer, or an emergency services provider. Vendors must allow for traffic flow and may not block the 5th Street alley, the main thoroughfare, or obstruct traffic on Washington Street. Vendors may continue loading their items from the sidewalk after 2:00 p.m. if their vehicle is off Main Street, in a parking stall, and facing the direction of traffic flow. The City requires that the Market Location be made available to the public by 2:00 p.m.

23. Early Departure / Selling Out

Vendors requiring early departure must inform the Community Events Manager and obtain permission prior to leaving. Vendors must carry goods, supplies, and equipment out of their assigned space without using a vehicle. Vendors that sell out are encouraged to remain in their assigned space, but may pack-up items and carry them out without the use of a vehicle.

24. Vendor Space Assessment & Audit

All Vendors are subject to a space assessment and audit at Market by the Community Events Manager and/or members of the Farmers Market Commission acting in an official capacity. Vendors may be asked to produce current, required permits or have their goods or menus inspected. The purpose of the on-site walk-through is to maintain transparency and authenticity in the Market by ensuring Vendors are held accountable regarding any sourcing and/or practices claims.

25. Resale

The resale or reselling of any product is strictly prohibited.

Policy Violations

Unless explicitly stated, violation of any Policy will be subject to the penalties outlined below. The purpose of penalties is to encourage communication between Vendor(s) and Market Management to correct the offending action so that the Vendor, where possible, may continue to sell goods within the Market. Penalties are cumulative whether the same Policy has been violated multiple times or multiple Policies violated multiple times. Nothing related to the Market's penalties shall affect, in any way, other laws and/or regulations with which Vendors must comply (e.g., health, tax, police, fire, etc.).

Penalties

All penalties will be issued via a carbon copy format with one (1) copy for the Vendor's records, and one (1) copy for the Market's records. See Appendix 4 – Moscow Farmers Market Notice of Penalty.

1. **First Penalty**

A verbal warning shall be given to the Vendor.

2. **Second Penalty**

A written warning shall be given to the Vendor. Vendor will provide Management an email or letter that states how the Vendor will correct the behavior. Failure to receive a statement from the Vendor will result in a forced absence for the next Market attendance.

3. **Third Penalty**

A fifty-dollar (\$50) fine will be imposed upon the Vendor. Failure to remit payment will result in the Vendor being prohibited from attending Market until the fine is paid.

Enforcement

The City of Moscow Farmers Market ("Market") Policies will be enforced by the on-site Community Events Manager and/or in consultation with the Deputy City Administrator, depending on circumstances. As the Market Location encompasses public rights-of-way or City-controlled property, City reserves its right to regulate activities which occur within such public property. All Vendors agree to abide by Market Policies upon acceptance into the Market.

Egregious Behavior and Offense

In the case of a Vendor(s) acting in threatening or belligerent behavior, Community Events Manager has the right to cease sales for the remainder of the Market and have the Vendor dismissed early from the Market. Community Events

Manager will issue a penalty and present a case of expulsion or termination from the Market to the Farmers Market Commission. Vendor will be provided an opportunity to state their case, either orally, or in writing.

Appeals Process

If a Vendor has been found in violation of Market Policies, and the Vendor believes the penalty imposed is based upon inaccurate or incomplete information, or the penalty would constitute an unfair action if imposed, the Vendor may use the appeals process.

1. Appealing a Penalty

Vendor(s) who have been issued a penalty for an alleged Policy violation may appeal the decision within five (5) business days of the violation.

2. Written Statement

Appeals must take the format of a written statement detailing the reasons as to why the Vendor did not violate the Policy. Statements must be addressed to the Assistant City Administrator.

3. Number of Appeals

Vendor(s) may only appeal the alleged violation one (1) time.

4. Final Decision

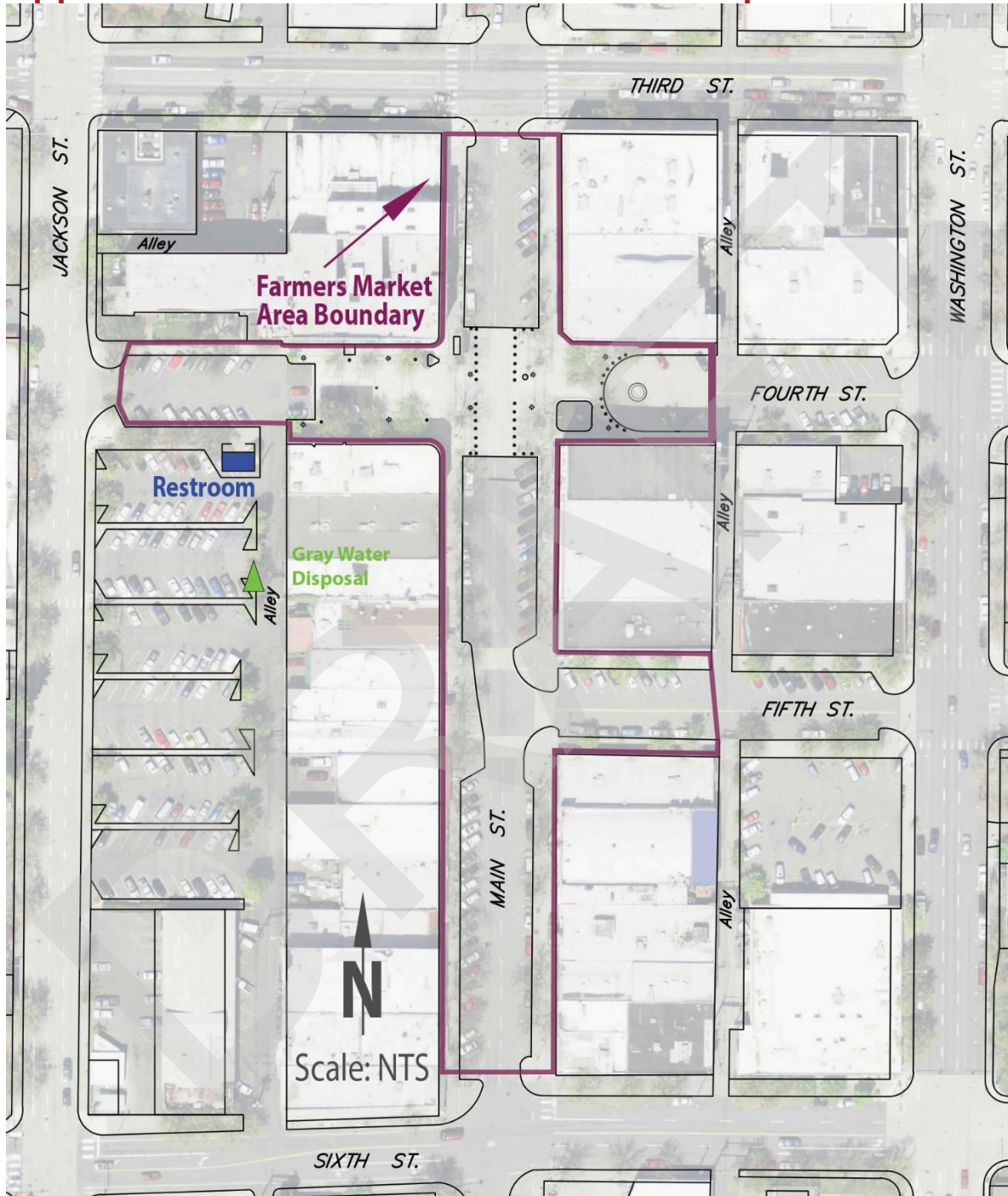
A decision regarding the appeal will be rendered within five (5) days of receiving the appeal and shall be final.

Effective Date

These policies shall be effective upon approval by the Moscow City Council.

Appendices

Appendix 1 – Moscow Farmers Market Map and Boundaries



Appendix 2 – Moscow Farmers Market Vendor Fees

Number of days in attendance at the Market & associated fee by stall size									
Tier 1 (\$17 reg. fee)	1	2	3	4	5	6	7	8	
11'x15' (\$33/day)	\$33	\$66	\$99	\$132	\$165	\$198	\$231	\$264	
5'x15' (\$17/day)	\$17	\$34	\$51	\$68	\$85	\$102	\$119	\$136	
Tier 2 (\$56 reg. fee)	9	10	11	12	13	14	15	16	17
11'x15' (\$22/day)	\$198	\$220	\$242	\$264	\$286	\$308	\$330	\$352	\$374
5'x15' (\$13/day)	\$117	\$130	\$143	\$156	\$169	\$182	\$195	\$208	\$221
Tier 3 (\$139 reg. fee)	18	19	20	21	22	23	24	25	26
11'x15' (\$17/day)	\$306	\$323	\$340	\$357	\$374	\$391	\$408	\$425	\$442
5'x15' (\$10/day)	\$180	\$190	\$200	\$210	\$220	\$230	\$240	\$250	\$260
Additional Amenities									
Electricity <i>Limited outlets, 16 amps max</i>	Flat rate of \$11/day, regardless of Tier								
Non-Neighbor Spaces	Flat rate of \$6/day, regardless of Tier								
Vehicle Surcharge	Flat rate of \$17/day, regardless of Tier								
Other Vendor Categories									
Performance/ Busker	\$8 per group								
Youth Vendor	\$7 per group								

Appendix 3 – Safety Compliance Requirements

The Moscow Volunteer Fire Department requires Vendor compliance with the following items at all times. Vendors are subject to inspection on an irregular basis for these requirements:

1. **Tents, Canopies, Umbrellas, etc.**

- a. **Weights:** Weights are required on all types of coverings utilized by Vendors to reduce risk and harm from being blow down. Each anchor point must have no less than twenty-four pounds (24 lbs.) weighing it down.
- b. **Attachment:** Weights requiring tethering shall
 - i. Not create a tripping hazard;
 - ii. Use lines that are visible with soft edges to avoid abrasions; and
 - iii. Be securely attached to the tent, canopy, etc., at ground level, and not above a person's head, to prevent a clothesline effect.
- c. **Tripping Hazards:** Any part of a tent, canopy, etc., in a walkway will have a red or florescent tape applied to the portion in the walkway to prevent tripping hazards.

2. **Fire Extinguishers**

- a. **Certified Fire Extinguishers:** Vendors shall arrange for annual service of their fire extinguishers and ensure that a 'verification tag of service date' is in place.
- b. **Number of Fire Extinguishers:** A minimum of one (1) five-pound (5 lb.) ABC type portable fire extinguisher is required for each Vendor with any type of cooking device or warming plate.
- c. **Class Type:** A class K rated portable extinguisher is required for **deep-vat fry** cooking equipment involving vegetable or animal oils and fats.

3. **Portable Cooking Devices**

- a. **Tent Standards:** The national standard set by the National Fire Protection Agency (NFPA) 701 applies to the Market regarding portable cooking devices under any type of coverings. Vendors using this method to prepare or cook food shall do one (1) of the following:
 - i. Provide a certificate from an approved testing laboratory that states the covering's materials and performance meet the criteria outlined in NFPA 701; or
 - ii. Provide the brand of flame-retardant used to treat the covering. Treatment application must be through an approved manner that

meets the flame propagation performance criteria outlined in NFPA 701.

- b. **Combustible Materials:** No combustible material shall be within five feet (5') of any open flame or portable cooking device.
- c. **Smoke Stacks:** Portable cooking devices with a smoke stack must be a minimum of five feet (5') from any combustible material.
- d. **Gas Cylinders and Tanks:** Compressed gas cylinders must be secured to prevent tipping and potential damage to the stem and/or regulator. Approved methods include chained to a stable structure or placed in a milk crate. Always secure gas cylinders in an upright, vertical manner on a flat surface.

4. **Electrical Cords**

- a. **Cord Standards:** All electrical cords shall be Underwriters Laboratories (UL) approved.
- b. **Tripping Hazards:** Cover all electrical cords to prevent tripping hazards.

5. **Fire Lanes**

A minimum fire lane of twenty-five feet (25') shall be maintained at all times.

Appendix 4 – Moscow Farmers Market Notice of Penalty

MOSCOW FARMERS MARKET



POLICY VIOLATION NOTICE OF PENALTY

NO. XXXXXX

Today's date: ____/____/____

☐ 1st – verbal warning

Date of policy violation: ____/____/____

☐ 2nd – written warning

Date penalty issued: ____/____/____

☐ 3rd – \$50 fine

MOSCOW FARMERS MARKET VENDOR HANDBOOK POLICY VIOLATED BY VENDOR

Name and job title of Moscow Farmers Market staff issuing penalty

Signature of Moscow Farmers Market staff issuing penalty

VENDOR INFORMATION

☐ Tier 1 ☐ Tier 2 ☐ Tier 3

Primary contact for Vendor: _____
First name Last name

Vendor doing business as: _____
Name of Business Operation

By signing this policy violation, I acknowledge receipt of penalty notice for my business operation at the Moscow Farmers Market

Signature of Vendor primary contact: _____

Date: _____
MM/DD/YYYY

Appendix 5 – Permits, Licenses, and Resource Contacts

Permits and licensing information is different for each Vendor category. The following list is not exhaustive and is meant for user education purposes.

Moscow Volunteer Fire Department

229 Pintail Lane or 603 South Main
Moscow, ID 83843
208-882-2831
dellinwood@ci.moscow.id.us

Public Health – Idaho North Central District

333 East Palouse River Drive
Moscow, ID 83843
208-882-7506
<https://www.idahopublichealth.com/district-2/aboutidahopublichealth>

Idaho State Tax Commission

11321 W. Chinden Blvd.
Boise, ID 83714-1021
800-972-7660 or 208-334-7660
www.tax.idaho.gov

State of Idaho Alcohol Beverage Control

Idaho State Police

700 S. Stratford Dr., Ste. 115
Meridian, ID 83642
208-884-7060
<https://www.isp.idaho.gov/abc/>

Idaho State Department of Agriculture (ISDA)

2270 Old Penitentiary Road
Boise, ID 83712
208-883-8500
info@isda.idaho.gov
<https://agri.idaho.gov/>

ISDA Division of Animal Industries

Eggs, Cattle, Dairy, Sheep & Goats, Swine
208-332-8540 or 208-332-8560
animal_info@isda.idaho.gov
<https://agri.idaho.gov/animals/>

ISDA Division of Plant Industries

Nursery, Florist, Landscaping & Apiary
208-332-8620
plants.information@isda.idaho.gov
<https://agri.idaho.gov/plant-industries/>

ISDA Food Safety Modernization Act (FSMA)

<https://agri.idaho.gov/fsma-hemp-hops/>

ISDA FSMA

Produce Safety
208-332-8502
fsma@isda.idaho.gov
<https://agri.idaho.gov/fsma-hemp-hops/produce-safety/>

ISDA Organic Program

208-332-8680
organics@isda.idaho.gov
<https://agri.idaho.gov/ag-inspections/organics/>

ISDA Idaho State Seed Lab Seeds

2240 Kellogg Lane

Boise, ID 83712

208-332-8630

<https://agri.idaho.gov/laboratories/seed-laboratory/>

Food & Drug Administration (FDA) Food Safety Modernization Act (FSMA) Preventative Controls in Human Food Rule – Value-added projects and processed products made on-farm and in licensed commercial kitchens

<https://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/ucm525201.htm>

University of Idaho (UI) Extension

606 S. Rayburn Street

E.J. Iddings Agricultural Science

Laboratory, Room 52

208-885-5883

extension@uidaho.edu

UI Extension Small Acreages and Local Food

Area Extension Educator, Community Food

Systems, Colette DePhelps

Agricultural Science, Room 333

Moscow, ID 83843

208-885-4003

cdepelps@uidaho.edu

Extension Educator, Small Farms &

Horticulture, Iris Mayes

Annex, Ste. 201

Moscow, ID 83843

208-883-2267

imayes@uidaho.edu

<https://www.uidaho.edu/extension/small-farms>

UI Extension FSMA Food Safety for Produce Growers

<http://www.uidaho.edu/extension/food-safety-for-produce-growers>

UI Extension FSMA Produce Safety Rule guide with concern to your farm

https://uidaho.co1.qualtrics.com/jfe/form/SV_8D1ucSIeq749AF

Bees (Apiary): For information on registration for commercial and hobbyist beekeepers see the Apiary Program, <https://agri.idaho.gov/plant-industries/apiary-program/>.

Dairy: For information on selling raw milk, small herd exemptions, and selling shares of raw milk see the Dairy Bureau, <https://agri.idaho.gov/animals/dairies-milk/raw-milk/>.

Eggs: For information on standards and requirements for individuals with less than 300 birds wishing to sell eggs see Egg Candles & Distributors, <https://agri.idaho.gov/animals/eggs-birds/egg-candlers-distributors/>.

Fresh Produce: The FSMA Produce Safety Rule was made final in January 2016, and establishes science-based minimum standards for the safe growing, harvesting, packing and holding of fruits and vegetables grown for human consumption. Many, if not all farms, are impacted by at least part of the FSMA Produce Safety Rule, even those that are very small. The FDA has a clearinghouse of FAQs for the different facets of FSMA. For FAQs on fresh produce see Produce Safety Rule section, <https://www.fda.gov/food/food-safety-modernization-act-fsma/frequently-asked-questions-fsma>. The University of Idaho has developed a self-guided tool to determine if the FSMA Produce Safety Rule applies to your farm at https://uidaho.co1.qualtrics.com/jfe/form/SV_8D1ucSlEeq749AF. For regulatory compliance in Idaho see <https://agri.idaho.gov/fsma-hemp-hops/produce-safety/>. For regulatory compliance in Washington see <https://agr.wa.gov/departments/food-safety/produce-safety>.

Meat and Poultry: All meat and poultry sold at the Market needs to be processed in a USDA approved facility. Individuals wishing to sell these products are to contact the closest Idaho Public Health District for additional food permit licenses and food safety requirements, <https://healthandwelfare.idaho.gov/health-wellness/community-health/public-health-districts>.

Nursery, Florists, and Landscaping: For information on licensing requirements for individuals who engage in, conduct, or carry on the business of propagating, growing, selling, dealing in, or importing into Idaho, for sale or distribution, any

nursery or florist see Nursery, Florists, and Landscaping,
<https://agri.idaho.gov/nursery-florist-landscaping/>.

Organic: For information on complying with the USDA's National Organic Program in Idaho see ISDA Agricultural Inspections – Organic Certification Program, <https://agri.idaho.gov/ag-inspections/organics/>. For compliance in Washington see WSDA Food Safety & Consumer Service Division – Organic Program, <https://agr.wa.gov/departments/organic>.

Processed and Value-Added Foods: For information on how the [FSMA Prevention Controls for Human Food Rule \(PCHF\)](#) applies to your business see the following

- FDA FSMA Final Rule for PCHF,
<https://www.fda.gov/Food/GuidanceRegulation/FSMA/ucm334115.htm>.
- FDA FSMA Fact Sheet for PCHF,
<https://www.fda.gov/media/108775/download?attachment>.
- FDA Small Entity Compliance Guide for PCHF,
<https://www.fda.gov/regulatory-information/search-fda-guidance-documents/small-entity-compliance-guide-what-you-need-know-about-current-good-manufacturing-practice-hazard>.

Soil and Plant Amendments: For information on required registration regarding distribution of soil or plant amendments in Idaho. See Fertilizer and Soil & Plant Amendments, <https://agri.idaho.gov/fertilizer-and-soil-plant-amendments/>.

Weights and Measures: For information on annual licensure of any weighing or measuring instrument or device used for commercial purposes in see Weights and Measures, <https://agri.idaho.gov/weights-and-measures/>.

Appendix 6 – Vendor Approval

1. **Basic Eligibility**

A Vendor is eligible to participate in the Market if they are the grower/producer of the products they are interested in selling at the Market and these same products are grown/produced within 200 air miles of Moscow, ID. Franchises, multi-level marketing firms, and retail chains are not eligible to participate in the Market.

2. **Qualifications for eligible Agricultural Vendors**

- a. Apiarist, Fresh Produce/Nursery, Livestock, and Value-Added Vendors qualify for Market participation upon completion of the following:
 - i. Create a Marketspread account and complete applicable season registration.
 - ii. Attend the mandatory Vendor Orientation.
 - iii. Complete a Site Visit with the Farmers Market Commission and Community Events Staff. Site Visits must be completed prior to a Vendor being assigned space at the Market.
 - **Purpose:** The purpose of a Site Visit is to verify growing and/or production practices as listed by the Vendor in Marketspread, to ensure the Vendor has tangible goods for sale that meet Agricultural subcategory definitions, as well as to evaluate compatibility with the Market's mission statement and core values.
 - **Issues and Actions:** Any food safety and/or public health violations discovered during a Site Visit may result in a Vendor being unable to receive a space assignment at Market until the violation is rectified. Vendors who are deemed incompatible with the Market's mission statement and core values by the Site Visit subcommittee may not receive a space assignment at the Market until further notice by the Commission.
- b. Forage and Seafood Vendors qualify for Market participation upon completion of the following:
 - i. Create a Marketspread account and complete applicable season registration.
 - ii. Attend the mandatory Vendor Orientation.

- iii. Forage Vendors are required to disclose where product was harvested within a five [5] square mile description. The Market may require the Vendor to sign a disclosure form that no laws were violated in harvesting or selling of wild mushrooms, plants, or berries.
- iv. Seafood Vendors are required to disclose tributaries where product was harvested within a five [5] square mile description. Seafood must be commonly found within both the defined bodies of water on page six (6) and identified tributaries. The Market requires Vendors in this sub-category to furnish any licenses and/or permits demonstrating that seafood was legally harvested, and sales are abiding by local, state, and federal laws and regulations.

3. **Qualifications for eligible Non-Agricultural Vendors**

- a. Food Artisan and Craft Artisan Vendors qualify for Market participation upon completion of the following:
 - i. Register to attend a Craft & Food Jury via the City of Moscow's Submittable online portal.
 - ii. Receive a minimum qualifying score of seventy percent (70%).
 - iii. Create a Marketspread account and complete applicable season registration.
 - iv. Attend the mandatory Vendor Orientation.
- b. Craft & Food Jury Information
 - i. Vendors are encouraged to have the following documents prepared prior to registering for their preferred Craft & Food Jury date:
 - **Vendor Statement:** A statement that describes the tools, techniques, and traditions utilized in crafting final product(s).
 - **Sourcing List:** Materials/ingredients sourcing list to include businesses, farms, and/or locations of supplies utilized to create final product(s).
 - **Price/Menu List:** Include pricing of items and/or a menu of product offerings as part of table display at the jury.
 - **Assessment/Permit License:** Completed Food Risk Assessment Form from Idaho North Central Public Health District or copy of current Food Permit License. **[Food Artisan Vendors only]**

- Examples of packaging for unsealed/open food items (i.e. plates, bulk containers, to-go packaging, etc.). Styrofoam packaging and containers are not permitted. **[Food Artisan Vendors in the Ready to Eat Foods subcategory only]**
- Rendering (digital, hand drawn, or photography) of proposed booth layout that includes handwashing station location, prep areas, backstock, coolers, etc. **[Food Artisan Vendors in the Ready to Eat Foods subcategory only]**

ii. Day-of Jury

- **Set-Up and Take-Down:** Tables are provided for Vendors. Vendors have one (1) hour to complete their table set-up and may not be present during the judging period. Vendors are required to collect their items at the end of a jury. Failure to do so results in a zero (0) score and items left behind are discarded.
- **Judging Criteria and Scoring:** A jury panel handles, examines, and/or tastes presented items. Panelists are generally comprised of Farmers Market Commission members. A Vendor's score is based on their Table Display, Sourcing Information, and Product Design and Integrity. Each evaluator completes a score card (see examples on following pages) per Vendor. Score cards are tallied and an average score is provided per Vendor. Vendors must receive a minimum score of seventy percent (70%) to be qualified to participate in the Market. Upon request, the Community Events Manager provides evaluation feedback to Vendors seeking to make improvements to their operation.

iii. Post-Jury

- **Re-Jurying:** Vendors who do not receive the minimum score may re-jury at a later date pending space availability.
- **Notification:** Community Events Staff notifies Vendors of their results, and approved products if applicable, within two (2) business days. The Community Events Manager reserves the right to select fewer qualified Vendors based on availability of space and current Market product mix. Upon request, the

Community Events Manager provides evaluation feedback to Vendors seeking to make improvements to their operation.

- **Adding Products:** Requests to sell additional products throughout the season are to be submitted to the Community Events Manager for review.
- Approved Non-Agricultural Vendors are subject to Site Visits if warranted by Community Events staff or Commission Members.

4. **Approval Status**

A Vendor is considered approved to sell their products and receive space assignments in the Market when the above eligibility and qualifications are met and result in one of the following based on their vending category:

- a. A satisfactory Site Visit;
- b. An affirmative Commission decision;
- c. Disclosure forms and/or copies of current, applicable licenses and/or permits received by Community Events staff; or
- d. Affirmative notification of jury score and approved juried products sent by Community Events staff.

5. **Tier Selection**

- a. **First Season:** New Vendors and Vendors that have been absent for two (2) consecutive seasons are eligible for Tier 1 or Tier 2 packages (see Tier Packages on page 16). Approval status does not equate to receiving space at the Market. Vendors who complete their first season may submit a request to the Community Events Manager to be promoted to Tier 3 status for the following season. Considerations for Tier 3 status includes the Vendor's attendance, timeliness, adherence to this Handbook, available space, and product mix.
- b. **Special Considerations:** Tier 3 status is not typically granted to new Vendors in their first season. Agricultural Vendors and Craft and Food Vendors, who receive a qualifying score of ninety percent (90%) or greater, requesting Tier 3 status in their first season shall appeal to the Community Events Manager for consideration.

ARTISAN/CRAFT CRITERIA		Poor (0)	Average (1)	Excellent (2)	Notes <i>(shared with prospective vendors that request them and are entered into the Market's record database)</i>
DISPLAY	Display is visually appealing (6 points)				
	Neat and attractive				
	Items are relatable and present a cohesive theme				
	Product list is present and prominently displayed with prices (prices listed on each item is an acceptable substitute)				
SOURCING	Products feature local sourcing (4 points)				
	Material choices reveal a consideration for environmental and economic sustainability				
	Material choices are sourced locally within a 200 air-mile radius				
PRODUCT DESIGN AND INTEGRITY	Products offer a distinct look and feel not readily duplicated (12 points)				
	Unique				
	Structurally intact				
	Exhibit craftsmanship				
	Exhibit original design				
	Reflect local/regional area				
	Made by the prospective vendor without excessive reliance on ready-made or mass-produced elements (e.g. pre-die-cut objects, pre-fabricated objects, stamp kits, promo items, etc.)				
Display: Sourcing: Product design & integrity: All products accepted: ☐ Yes ☐ No (list products not accepted below)				Minimum qualifying score: $\frac{15.5}{22} = 70\%$ Participant's score: $\frac{\quad}{22} = \quad\%$	
Notes to the Community Events Manager:					

HOT/PREPARED/PROCESSED/ PACKAGED FOOD CRITERIA		Poor (0)	Average (1)	Excellent (2)	Notes <i>(shared with prospective vendors that request them and are entered into the Market's record database)</i>
DISPLAY	Display is visually appealing (6 points)				
	Neat and attractive				
	Item arrangement reveals forethought for customer engagement				
	Menu is present and prominently displayed with prices				
SOURCING	Products feature local sourcing (4 points)				
	Ingredient choices reveal a consideration for environmental and economic sustainability				
	Ingredient choices are sourced locally within a 200 air-mile radius				
PRODUCT DESIGN AND INTEGRITY	Product flavors & textures are appealing (6 points)				
	Appearance (sight)				
	Flavor (taste) & Aroma (smell)				
	Unique with an innovative approach to cuisine and original recipes by prospective vendors				
	Products presented in an appetizing manner (6 points)				
	Ingredient(s) label present and distinct				
	Potential allergen warnings clearly listed				
	Serving and packaging techniques exhibit adequate food safety practices (e.g. hot food served at appropriate temperatures, dairy products served at appropriate temperatures, packaged food seals are unbroken, etc.)				
	Display: Sourcing: Product design & integrity:				
All products accepted: ☐ Yes ☐ No (list products not accepted below)				Minimum qualifying score: <u>15.5/22 = 70%</u> Participant's score: <u> /22 = % </u>	
Notes to the Community Events Manager:					

Appendix 7 – Resolution No. 2012-05 Friendship Square Use Policy during Farmers Market Season

RESOLUTION NO. 2012 - 05

A RESOLUTION OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING A POLICY FOR THE USE OF FRIENDSHIP SQUARE ON MARKET DAYS DURING THE FARMERS MARKET SEASON; PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

WHEREAS, Friendship Square is City property owned, operated, and controlled by the City; and

WHEREAS, Friendship Square functions, in part, as a downtown meeting place, a place for arts performances, playground and visiting uses, protests and demonstrations, and the presentation to the public of various messages, ideas, and public expressions; and

WHEREAS, Moscow's Farmers Market (hereinafter "the Market") has been in existence for many years; and

WHEREAS, the Market is an integral part of various downtown Saturday activities during the months of May through October annually; and

WHEREAS, multiple individuals and groups (in increasing numbers) seek to access the Farmers Market audience and participants (also increasing in number) by utilizing a portion of Friendship Square on Market days; and

WHEREAS, the City wishes to make space in Friendship Square available to individuals and groups to allow them to present their messages, ideas, opportunities, and information on Market days (Saturdays) during the Farmers Market Season; and

WHEREAS, the Council believes that these Friendship Square regulations comprise Constitutionally reasonable time, place, and manner restrictions and coordination of uses in Friendship Square during Market days; and

WHEREAS, the City also wishes to coordinate Friendship Square uses by reserving portions of Friendship Square for pedestrian, music, arts and other performances, visiting, emergency access, playground uses, recreation, and other uses and access to the Market and Main Street; and

WHEREAS, coordination and accommodation of such multiple uses in Friendship Square on Market days are consistent with the law, City goals and values, and will support Market activities without undue interference with the Market;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow as follows:

The attached *Friendship Square Use Policy During Farmers Market Season* is hereby adopted and shall be effective upon publication according to law.

PASSED AND APPROVED by the Council and Mayor of the City of Moscow, Idaho, this 16th day of April, 2012.

ATTEST:

Stephanie Kalasz, City Clerk



Nancy Clancy, Mayor

FRIENDSHIP SQUARE USE POLICY
DURING FARMERS MARKET SEASON

- A. **Definitions.** For purposes of this Friendship Square Use Policy During Farmers Market Season ("Policy"), certain words and terms used herein are defined as follows:

City of Moscow Farmers Market, Farmers Market, Market. City-sponsored selling and associated activities which take place every Saturday from May through October in the downtown area which focuses on the sale of locally grown and/or value added produce and goods and which has traditionally occurred in 4th Street and South Jackson Street parking lot (and as shown on Attachment "A" incorporated into this Policy).

Friendship Square. The public pedestrian mall area in downtown Moscow immediately south of the Moscow Hotel, immediately north of the Skattaboe Building, east of the 4th Street and South Jackson Street parking lot and west of Main Street, as designated on the Attachment "A", incorporated into this Policy.

Market day. Every Saturday during the Farmers Market Season (from May through October) during which the Market is in operation, (i.e., 8:00 a.m. to 1:00 p.m. local time).

Speaker(s). A person or entity whose presence in Friendship Square on a Market day is primarily for the purpose of presenting a message, activity or opportunity to the Market audience, participants, and/or members of the public and which message or activity does not compete directly with Market Vendors. This includes individuals or groups who wish to utilize Speakers Space for local arts, philanthropic, charitable, non-profit, social, and other similar purposes governed by this Policy.

Speakers Space. The area generally south of the current emergency access lane, playground and permanent benches in Friendship Square and north of the north wall of the Skattaboe building currently occupied by New Saint Andrews College and Bloom Restaurant (minus the spaces in front of the ingress/egress features) that is currently available for continuing use by Speakers, as described in this Policy and as shown on Attachment "A".

- B. **Background.** Since the establishment of the Farmers Market in the early 1970's, a portion of Friendship Square (adjacent to the Market) has been used during Market hours of operation for local arts, philanthropic, performance, pedestrian, charitable, non-profit, social, and similar purposes. Individuals and groups in Friendship Square during Market days focus principally on getting their "message" or opportunity out to those participating in the adjacent Market (approximately 5,329 people per Market day).

The City wishes to preserve part of Friendship Square (i.e., the area in Friendship Square not identified and set apart as "Speakers Space" in Attachment "A") for the emergency access lane that runs east-west through the entirety of Friendship Square so that it remains free and open for access and/or use by emergency responders. The City also desires to allow for the safe and open use of the established public playground and benches during Farmers Market hours of operation. Additionally, the non-Speakers Space portion of Friendship Square to the north and south of the emergency access lane needs to remain open for visiting, foot traffic, bicycle, stroller, wheelchair, and similar movement through Friendship Square to access the Market and Main Street, and for music, arts, and other programs (including those organized or sponsored by City) that occur within Friendship Square as a multi-faceted downtown public venue.

Because Moscow is an inclusive community with a deep and long-term commitment to education and diversity (in all of its aspects), the City wishes to preserve space to accommodate "messages" and Speakers ("Speakers Space") in Friendship Square.

- C. **Policy Purpose.** The City wishes to coordinate the multiple and varied uses of Friendship Square during Market days of the Market Season. Uses include playground, pedestrian and other travel through Friendship Square, maintenance of an emergency access lane, music and arts performances, demonstrations by various arts groups and the like, and presentations of various messages, ideas, philosophies and opportunities by various individuals and groups who wish access to the Market participants and members of the public on Market day. The City does not intend to control or regulate and coordinate the message or content of a Speaker's "speech" on a Market day, but rather, desires to reasonably regulate and coordinate the time, place and manner of the speech by allowing Speakers to avail themselves of the designated Friendship Square Speakers Space on Market days while continuing to coordinate and accommodate their use of Friendship Square on Market day. Also, the City desires to preserve the principally non-commercial nature of Friendship Square and the Speakers Space to the extent allowed by law.

By this Policy, the City does not wish to interfere with Market Policies or activities and desires that this Policy be administered independently from any Market Policy. Additionally, because of the multiplicity of uses and because of the increased density of occupancy in Friendship Square during Market day operations, with the exception of a "service animal" (as defined in the Americans With Disability Act 2010 Final Regulations), dogs and other animals and pets are not allowed in Friendship Square during the hours of 8:00 a.m. through 1:00 p.m. local time on Saturdays in May through October, unless specifically authorized in writing by the City Parks and Recreation Director for a specific planned event or demonstration (such as a raptor show or magic act).

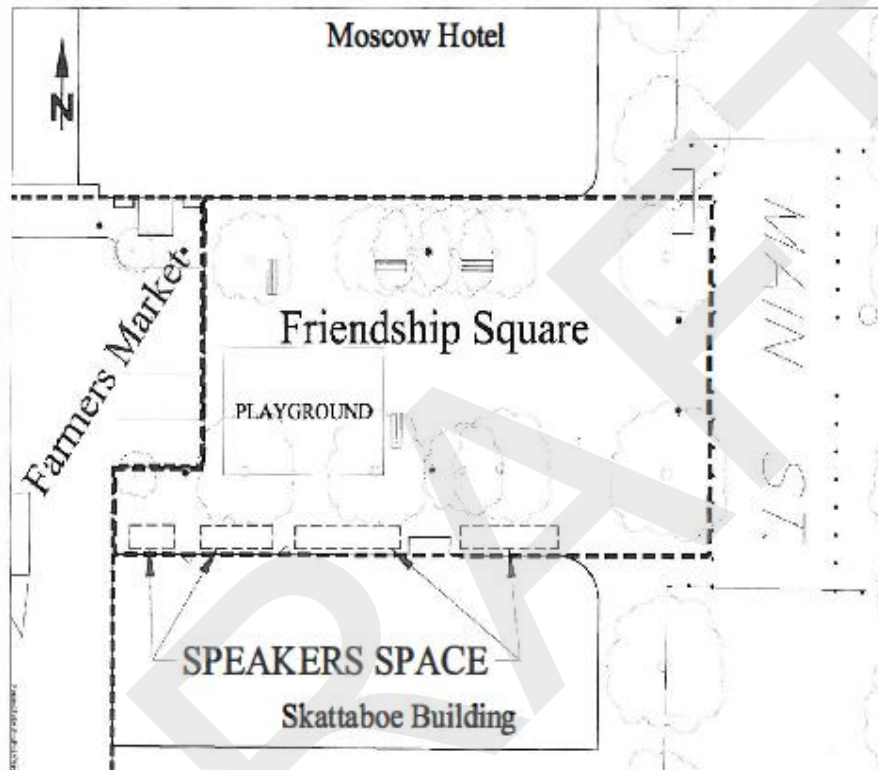
- D. **Speakers' Activities.** Within the Speakers Space, Speakers are allowed to offer information, answer questions, hand out materials, participate in discussions, and/or suggest ideas relative to their cause or message in whatever lawful manner they wish. Speakers may sell or give away promotional and other articles with the sponsoring individual or group's name, logo, cause, or graphic on them. The selling of raffle or other tickets for future local events (plays, concerts, charities, fundraisers, etc.); campaign and other political activities; solicitation and acceptance of donations; fundraising; food drives; and similar commercial speech and/or activities that do not compete with Market Vendors, are allowed in the Speakers Space during Market hours. Speakers may not sell, distribute, or give away any item that is available for purchase from a Vendor in the Market.

"For-profit" individuals and groups may use the Speakers Space if their presence is not intended to and does not result in on-site sales (other than those allowed Speakers by this Policy), taking orders for merchandise and/or for paid services. For-profit concerns may wish to contact the City for information on how to qualify as a Vendor in the Market.

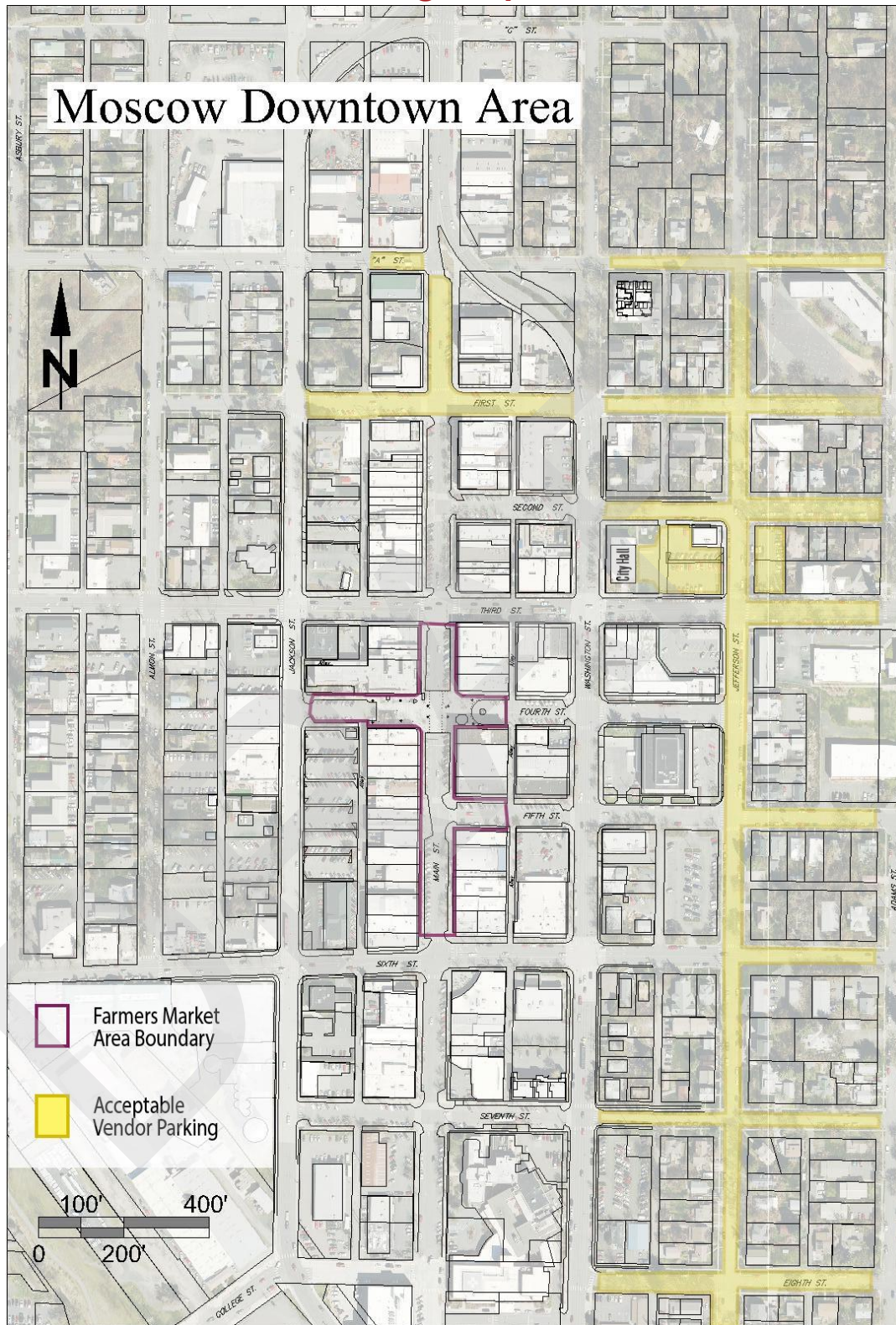
Any individual or group using all or part of the Speakers Space may also move freely within Friendship Square and within public spaces outside of the Market but such Speaker(s) may not conduct business, sales or Speakers activities within the Market. Speakers are allowed to place temporary structures in the Speakers Space (such as a piece of equipment, a table, or self-standing sign), so long as the structures are removed by 2:00 p.m. local time on Market day.

- E. **The Speakers Space,** identified in Attachment "A" attached to this Policy and fully incorporated herein by reference, is reserved for Speakers and Speakers activities during Market days, pursuant to this Policy.
- F. **Alternatives to Speaker(s) Display in Friendship Square.** If there is no Speakers Space available on a Market day pursuant to this Policy, the City may be contacted about using other public facilities and/or other venues or outlets for their messages, such as peaceful moving pickets or demonstrations on City sidewalks outside of the Friendship Square Speakers Space; the use of City parks and other public spaces, venues, and facilities; securing of a Vendor permit pursuant to Moscow City Code Title 9, Chapter 11; using Friendship Square during non-Market hours, etc.

ATTACHMENT " A "



Appendix 8 – Vendor Parking Map



XX

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, March 3, 2025



AGENDA ITEM TITLE

Rural & Tribal Assistance Pilot Program Grant Request - Alisa Anderson / Scott Bontrager

RESPONSIBLE STAFF

Alisa Anderson, Grants Manager, Scott Bontrager, City Engineer

ADDITIONAL PRESENTER(S)

DESCRIPTION

The U.S. Department of Transportation, Build America Bureau (Bureau) has announced \$27 million for the Rural and Tribal Assistance Pilot Program (RTAPP) in no-match funds for transportation project development. Eligible activities include technical assistance grants to rural and tribal communities for the planning and design phases to develop transportation projects. The grant funding can be used to hire staff or advisors to assist with planning and design phase activities, including feasibility studies, preliminary engineering and design, and environmental review. Single project grants can range from \$200,000 up to \$750,000 each. The Bureau is accepting applications on a first-come, first-served basis beginning Tuesday, March 4, 2025, at 2 p.m. ET and will close on Thursday, April 3, 2025, at 4:59 p.m. ET. The City is an eligible applicant as a local government in a rural area. A copy of the grant program announcement is attached to this report.

Staff has identified the engineering and design of the “Palouse River Drive Corridor Multimodal Improvement Project” (PRDC) as eligible to submit for the RTAPP funding opportunity. The project will start from Highway 8 on Mountain View Road, then south to East Palouse River Drive, continuing to West Palouse River Drive, ending at the city limits near Sand Road. A copy of the anticipated Project Description and map is attached to this report. If an award is received, it is anticipated the City will move forward with procurement of consultant services to complete the project. Staff estimates total project costs, for preliminary design services, not to exceed \$600,000. This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

REVIEWED BY

This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

PROPOSED ACTIONS

ACTION: Approval to submit a grant application to the Rural and Tribal Assistance Pilot Program for preliminary engineering and design services for the Palouse River Drive Corridor Multimodal Improvement Project in an amount not to exceed \$600,000.

STAFF RECOMMENDATION

Approval to submit a grant application to the Rural and Tribal Assistance Pilot Program for engineering and design services for the Palouse River Drive Corridor Multimodal Improvement Project in an amount not to exceed \$600,000.

OTHER RESOURCES

Consultant Services

FISCAL IMPACT

There is no federal cost share match for this program; however, staff will provide in-kind grant administration and engineering oversight and project management services in working with a consulting firm throughout the project.

PERSONNEL IMPACT

Engineering, Grants and Finance Departments

ATTACHMENTS

1. Rural and Tribal NOFO 2024 Announcement Letter
2. Palouse Rive Driver Corridor MM Project Description
3. Palouse River Drive Corridor MM Map



Build America Bureau
1200 New Jersey Avenue, SE
Washington, DC 20590
www.transportation.gov/briefingroom

News

December 19, 2024

Contact: BuildAmerica@dot.gov

U.S. Department of Transportation Announces \$27 Million Available for Rural and Tribal Community Technical Assistance Grants

No-Match Funds for Transportation Project Development

WASHINGTON -- The U.S. Department of Transportation's (DOT's) Build America Bureau (Bureau) today released a [Notice of Funding Opportunity \(NOFO\)](#) for the [Rural and Tribal Assistance Pilot Program](#), created by the Bipartisan Infrastructure Law. The NOFO offers \$27 million in technical assistance grants to rural and tribal communities for the planning and design phase development of transportation projects. There is no local funding match required to participate in this program. The Bureau designated up to \$10 million for Tribal applicants.

"It is critical to support rural and Tribal communities and regions, so they are able to compete in DOT's larger grant programs," said **Bureau Executive Director Morteza Farajian**. "The Bureau is committed to sharing best practices and building capacity at local levels to ensure better utilization of innovative funding and financing solutions to deliver projects efficiently and cost-effectively."

The Rural and Tribal Assistance Pilot Program grants may be used to hire staff or advisors to assist with planning and design phase activities, including feasibility studies, preliminary engineering and design, environmental review, revenue forecasting, financial feasibility analysis, statutory and regulatory analysis, and drafting and negotiation of agreements. This program has two types of grants:

- Single project grants ranging from \$200,000 up to \$750,000 each, and
- Multi-community grants ranging from \$500,000 up to \$2.25 million each to fund projects in at least three eligible communities submitted in a single application.

The Bureau will accept applications on a first-come, first-served basis beginning Tuesday, March 4, 2025, at 2 p.m. ET. The Bureau posted a copy of the application on the website for interested entities to review and draft responses in advance. The application portal will close on Thursday, April 3, 2025, at 4:59 p.m. ET.

Eligible applicants include local governments or political subdivisions in rural areas or in urbanized areas that have a population less than 150,000 per the 2020 Census; state governments applying on behalf of a project in a rural area; federally recognized Indian Tribes; and the Department of Hawaiian Homelands.

The Bureau will host a free webinar on Tuesday, January 14, 2025, at 3 p.m. ET. about the application process and what activities can be funded through the program. Register for the webinar [here](#). Participation in the webinar is not mandatory to receive funding. The Bureau will post a recording of the webinar and a copy of the presentation at [Rural and Tribal Assistance Pilot Program | Build America \(transportation.gov\)](#). To provide an inclusive experience, the Bureau will arrange accommodations for requests received at RuralandtribalTA@dot.gov up to five business days prior to the webinar.

The previous NOFO included \$3.4 million. The Bureau awarded grants for 13 projects during the first round for activities such as engineering design for roadway safety improvements, bicycle and pedestrian trail connection, port development, and a study for transit service feasibility.

The Rural and Tribal Assistance Pilot Program joins the [Regional Infrastructure Accelerator Program](#), the [Innovative Finance and Asset Concession Grant Program](#), the [Thriving Communities Program](#), and other DOT technical assistance resources to ensure communities have tools to access federal funding and financing for critical infrastructure projects. Additional DOT technical assistance resources can be found on the DOT Navigator at www.transportation.gov/dot-navigator.

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The Build America Bureau advances investment in transportation infrastructure by lending Federal funds to qualified borrowers; clearing roadblocks for credit worthy projects; providing technical assistance grants and services; and encouraging best practices in project planning, financing, delivery, and operations. The Bureau draws on expertise across DOT to serve as the point of coordination for states, municipalities, private partners, and other project sponsors seeking Federal financing and technical assistance.

City of Moscow

Palouse River Drive Corridor Multimodal Improvements

Project Description

The City of Moscow is seeking approval to apply for a grant through the Rural and Tribal Assistance Pilot Program. The project will involve widening the pavement to accommodate bike lanes, sidewalks, curbs, gutters, and stormwater improvements. These enhancements will be made along Mountain View Road from SH-8 to East Palouse River Drive and on to West Palouse River Drive to the city limits. To complete these improvements, right-of-way acquisition will be necessary for most of the corridor.

A roundabout is planned at the intersection of Mountain View Road and East Palouse River Drive. The scope of work will include the design package at a conceptual level, helping to define general acquisition limits for construction of a future project. A traffic analysis will be conducted to determine the appropriate lane configuration and geometry needed to support traffic flow for the next 20 years.

The roadway cross-sections will adhere to Moscow's minor arterial standards, incorporating 5-foot bike lanes, center turn lanes, and green strip areas. The design package will also include three bus stops at the following locations: Mountain View Road/Palouse River Drive, Palouse River Drive/The Grove Apartments, and Palouse River Drive/Abiel Mobile Home Community.

The tasks that are anticipated for the proposed project include: surveying, utility coordination, right of way acquisition, traffic analysis; geotechnical, hydraulics and hydrology evaluation, environmental review, and design.

Palouse River Drive Corridor Multimodal Improvement Project

START/STOP IMPROVEMENTS ON EAST AND WEST LEG OF PLAOUSE RIVER ROAD. NO CONSTRUCTION ON US-95

CONCEPTUALLY DESIGN THE REMAINING CONNECTOR FOR BLAINE STREET

START PROJECT ON SOUTH LEG OF INTERSECTION

DEVELOPMENT CURRENTLY CONSTRUCTING FRONTAGE IMPROVEMENTS

EVALUATE TRAFFIC AND RIGHT OF WAY NEEDS FOR FUTURE ROUNABOUT

BUS STOP

BUS STOP

BUS STOP

Palouse River Drive

Mountain View Road

2000 ft

Google Earth

Image © 2025 Airbus

Page 86

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COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, March 3, 2025



AGENDA ITEM TITLE

C Street Frontage Improvements - Bid Results & Contract Award - Scott Bontrager

RESPONSIBLE STAFF

Scott Bontrager, City Engineer

ADDITIONAL PRESENTER(S)

DESCRIPTION

This project's scope is to provide frontage improvements to the south portion of the Moscow Recycling Center along C Street. It consists of the removal of existing pedestrian ramps and curbs and the construction of new ADA compliant pedestrian ramps, curb, sidewalk, asphalt pavement, concrete pavement, street trees, historical style lighting, fencing, and associated work on the north half of C Street from Almon Street to Washington Street. This work also includes storm drainage adjustments to accommodate the new curb location. The City published an advertisement for bids on January 25, 2025, and the Engineer's Estimate for construction was \$299,497.50.

Bids were opened on February 11, 2025, at which five (5) bids were received. The bids ranged from \$290,982.00 to \$422,277.00. Of those bids, the lowest responsive bid received was submitted by ML Albright & Sons of Lewiston, ID with a bid of \$290,982.00. A bid tabulation is included in the packet. This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

REVIEWED BY

This was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

PROPOSED ACTIONS

ACTION: Accept the bid from ML Albright & Sons, award the contract in the amount of \$290,982.00 and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

STAFF RECOMMENDATION

Accept the bid from ML Albright & Sons, award the contract in the amount of \$290,982.00 and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

OTHER RESOURCES

FISCAL IMPACT

Funds for the project will be expended from capital accumulation in Sanitation Improvements (340-240-770-73).

PERSONNEL IMPACT

Engineering Division staff will administer construction contract and inspection.

ATTACHMENTS

1. Bid Tabulation - C Street Frontage Improvements
2. Construction Agreement - C Street Frontage Improvements _final with attachments

C Street Frontage Improvements
Bids Opened 2/11/25

				Engineers Estimate		Bid From: LOW BIDDER		Bid From:		Bid From:		Bid From:		Bid From:	
						ML Albright		LaRiviere		Knife River		Granite Construction		Big Sky	
Item No.	Item Description	Qty.	Unit	Unit Price	Amount	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total
1	Mobilization	1	LS	\$30,000.00	\$30,000.00	\$28,000.00	\$28,000.00	\$64,000.00	\$64,000.00	\$54,000.00	\$54,000.00	\$36,600.00	\$36,600.00	\$112,090.00	\$112,090.00
2a	Remove/Dispose Bituminous Surface	160	SY	\$22.50	\$3,600.00	\$24.50	\$3,920.00	\$15.00	\$2,400.00	\$85.00	\$13,600.00	\$50.00	\$8,000.00	\$30.30	\$4,848.00
2b	Remove/Dispose of Concrete Sidewalk	90	SY	\$22.50	\$2,025.00	\$19.00	\$1,710.00	\$13.00	\$1,170.00	\$54.00	\$4,860.00	\$71.00	\$6,390.00	\$20.60	\$1,854.00
2c	Remove/Dispose of Concrete Curb	290	LF	\$2.50	\$725.00	\$6.00	\$1,740.00	\$7.50	\$2,175.00	\$5.00	\$1,450.00	\$9.00	\$2,610.00	\$11.50	\$3,335.00
2d	Remove/Dispose of Concrete Curb & Gutter	85	LF	\$2.50	\$212.50	\$15.00	\$1,275.00	\$7.50	\$637.50	\$5.00	\$425.00	\$17.00	\$1,445.00	\$11.60	\$986.00
2e	Remove/Dispose of Structures & Obstruction	1	LS	\$5,000.00	\$5,000.00	\$2,900.00	\$2,900.00	\$4,910.00	\$4,910.00	\$3,700.00	\$3,700.00	\$10,400.00	\$10,400.00	\$1,850.00	\$1,850.00
3	Fire Hydrant Relocation	1	EA	\$8,000.00	\$8,000.00	\$12,250.00	\$12,250.00	\$7,410.00	\$7,410.00	\$19,000.00	\$19,000.00	\$30,000.00	\$30,000.00	\$12,500.00	\$12,500.00
4	Catch Basin	2	EA	\$2,800.00	\$5,600.00	\$2,675.00	\$5,350.00	\$3,163.00	\$6,326.00	\$3,985.00	\$7,970.00	\$9,700.00	\$19,400.00	\$3,500.00	\$7,000.00
5	8-Inch Storm Sewer Pipe	25	LF	\$150.00	\$3,750.00	\$160.00	\$4,000.00	\$81.00	\$2,025.00	\$150.00	\$3,750.00	\$297.00	\$7,425.00	\$350.00	\$8,750.00
6a	Concrete Curb Type A	330	LF	\$50.00	\$16,500.00	\$46.50	\$15,345.00	\$46.00	\$15,180.00	\$62.00	\$20,460.00	\$60.00	\$19,800.00	\$54.00	\$17,820.00
6b	Concrete Curb & Gutter Type B	90	LF	\$50.00	\$4,500.00	\$55.00	\$4,950.00	\$50.00	\$4,500.00	\$78.00	\$7,020.00	\$69.00	\$6,210.00	\$66.00	\$5,940.00
7	Concrete Sidewalk	380	SY	\$90.00	\$34,200.00	\$99.00	\$37,620.00	\$99.00	\$37,620.00	\$120.00	\$45,600.00	\$118.00	\$44,840.00	\$120.00	\$45,600.00
8	Concrete Pedestrain Curb Ramp	45	SY	\$200.00	\$9,000.00	\$133.00	\$5,985.00	\$145.00	\$6,525.00	\$174.00	\$7,830.00	\$248.00	\$11,160.00	\$262.00	\$11,790.00
9	Cast Iron Truncated Domes	20	SF	\$50.00	\$1,000.00	\$84.00	\$1,680.00	\$61.00	\$1,220.00	\$38.00	\$760.00	\$40.00	\$800.00	\$53.50	\$1,070.00
10	3/4" (-) Crushed Rock Base	130	TON	\$35.50	\$4,615.00	\$92.00	\$11,960.00	\$36.00	\$4,680.00	\$65.00	\$8,450.00	\$225.00	\$29,250.00	\$39.50	\$5,135.00
11	Hot Mix Asphalt Patching	40	TON	\$300.00	\$12,000.00	\$360.00	\$14,400.00	\$373.00	\$14,920.00	\$308.00	\$12,320.00	\$152.00	\$6,080.00	\$433.00	\$17,320.00
12	Irrigation System	1	LS	\$15,000.00	\$15,000.00	\$13,200.00	\$13,200.00	\$18,040.00	\$18,040.00	\$15,225.00	\$15,225.00	\$30,000.00	\$30,000.00	\$14,640.00	\$14,640.00
13	Concrete Tree Well	7	EA	\$2,000.00	\$14,000.00	\$1,223.00	\$8,561.00	\$1,239.00	\$8,673.00	\$1,200.00	\$8,400.00	\$4,000.00	\$28,000.00	\$1,800.00	\$12,600.00
14	Tree Planting	7	EA	\$2,000.00	\$14,000.00	\$1,470.00	\$10,290.00	\$1,648.00	\$11,536.00	\$1,260.00	\$8,820.00	\$1,050.00	\$7,350.00	\$1,400.00	\$9,800.00
15	Illumination System	1	LS	\$85,000.00	\$85,000.00	\$67,900.00	\$67,900.00	\$73,403.00	\$73,403.00	\$66,000.00	\$66,000.00	\$65,000.00	\$65,000.00	\$73,815.00	\$73,815.00
16	Fencing	405	LF	\$50.00	\$20,250.00	\$54.00	\$21,870.00	\$79.00	\$31,995.00	\$60.00	\$24,300.00	\$50.00	\$20,250.00	\$66.00	\$26,730.00
17	Remove & Reset Signs	3	EA	\$200.00	\$600.00	\$732.00	\$2,196.00	\$387.00	\$1,161.00	\$435.00	\$1,305.00	\$560.00	\$1,680.00	\$810.00	\$2,430.00
18a	4" Waterborne Pavement Marking	240	LF	\$0.50	\$120.00	\$8.00	\$1,920.00	\$1.00	\$240.00	\$2.00	\$480.00	\$2.20	\$528.00	\$1.30	\$312.00
18b	Thermoplastic Pavement Marking	280	SF	\$15.00	\$4,200.00	\$13.50	\$3,780.00	\$2.00	\$560.00	\$3.00	\$840.00	\$13.80	\$3,864.00	\$2.00	\$560.00
19	Inlet Protection	3	EA	\$200.00	\$600.00	\$110.00	\$330.00	\$237.00	\$711.00	\$145.00	\$435.00	\$500.00	\$1,500.00	\$112.00	\$336.00
20	Traffic Control	1	EA	\$5,000.00	\$5,000.00	\$7,850.00	\$7,850.00	\$18,346.00	\$18,346.00	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$23,166.00	\$23,166.00
				TOTAL	\$299,497.50	TOTAL	\$290,982.00	TOTAL	\$340,363.50	TOTAL	\$352,000.00	TOTAL	\$418,582.00	TOTAL	\$422,277.00

**CONSTRUCTION AGREEMENT
FOR C STREET FRONTAGE IMPROVEMENTS PROJECT
BETWEEN CITY OF MOSCOW, IDAHO
AND M.L. ALBRIGHT & SONS, INC.**

THIS CONSTRUCTION AGREEMENT FOR C STREET FRONTAGE IMPROVEMENTS PROJECT BETWEEN CITY OF MOSCOW, IDAHO, AND M.L. ALBRIGHT & SONS, INC. (hereinafter "Agreement"), dated this ____ day of _____, 2025, by and between City of Moscow, Idaho, a municipal corporation of the State of Idaho, 206 East Third Street, Moscow, Idaho, 83843 (hereinafter "CITY"), and M.L. Albright & Sons, Inc 6182 Lapwai Road, Lewiston, Idaho, 83501 (hereinafter "CONTRACTOR"):

W I T N E S S E T H:

WHEREAS, pursuant to the invitation of CITY, extended through an "Invitation to Bid", see Attachment "A", CONTRACTOR submitted a Bid Proposal containing an offer invited by said invitation; and

WHEREAS, CITY has determined that said offer was the lowest responsive Bid Proposal; and

WHEREAS, CITY has accepted CONTRACTOR's Bid Proposal;

NOW THEREFORE, the Parties to this Agreement, in consideration of the mutual covenants and stipulations set out, agree as follows:

**ARTICLE 1.
CONTRACT DOCUMENTS**

The Contract Documents which comprise the entire Agreement between CITY and CONTRACTOR concerning the work to be performed, are this Agreement, pages one (1) through seven (7) and the following:

1. Drawings, Specifications and Proposal for: C Street Frontage Improvements Project, City of Moscow Project No. 116-025, Attachment "A", consisting of 141 pages;
2. Bid Proposal of CONTRACTOR, dated February 11, 2025, Attachment "B", consisting of 11 pages;
3. Performance and Payment Bonds and Insurance Certificates;
4. Addendum No. 1, Attachment "C", consisting of 3 pages; and
5. Change Orders, which may be delivered or issued after the effective date of this Agreement.

There are no Contract Documents other than those listed in Article 1. This Agreement may only be amended by change order as provided in the General Conditions of Attachment "A".

ARTICLE 2. WORK

CONTRACTOR shall complete the entire work as specified, indicated and required under the Contract Documents, contained herein under Article 1. for CITY project (hereinafter "Project") titled:

C STREET FRONTAGE IMPROVEMENTS PROJECT

ARTICLE 3. CONTRACT TIME/SUBSTANTIAL COMPLETION

The work to be performed pursuant to this Agreement shall be substantially completed no later than October 31, 2025. The work shall be completed within Sixty (60) calendar days from commencement of work, unless adjustment of the Agreement time is made in accordance with the provisions of the Contract Documents. CONTRACTOR shall begin work in conformance with the Contract Documents.

CONTRACTOR and CITY recognize that time is of the essence and that CITY will suffer financial loss if the Project is not completed within the time specified above, unless approved extensions thereof are permitted in accordance with the terms of the Contract Documents. The Parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by CITY if the Project is not completed on time. Accordingly, instead of requiring any such proof, CITY and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for Substantial Completion until the Project is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse, or fail to complete the remaining Project within the Time of Completion or by any proper extension thereof granted by CITY, CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for completion, until the Project is completed and ready for final payment.

ARTICLE 4. CONTRACT SUM

CITY shall pay CONTRACTOR for completion of the work for the Project in accordance with the Contract Documents in current funds in the amount of Two Hundred Ninety Thousand, Nine Hundred Eighty-Two Dollars (\$290,982.00), as submitted by CONTRACTOR. In no event shall Contract amount exceed CONTRACTOR's bid amount of Two Hundred Ninety Thousand, Nine Hundred Eighty-Two Dollars (\$290,982.00), unless otherwise authorized by CITY by written agreement. Said Contract Sum shall be paid in accordance with the Contract Documents.

ARTICLE 5. TERMINATION

Termination provisions are governed by the attached Contract Documents.

ARTICLE 6.
INDEPENDENT CONTRACTOR

The Parties warrant by their signatures that no employer-employee relationship is established between CONTRACTOR and CITY by the terms of this Agreement. It is understood by the Parties hereto that CONTRACTOR is an independent contractor and, as such, neither CONTRACTOR nor CONTRACTOR's employees, agents, representatives or subcontractors, if any, are employees of CITY for purposes of tax, retirement system, or social security (FICA) withholding.

ARTICLE 7.
SCOPE OF SERVICES

CONTRACTOR shall perform all work required by the Contract Documents. All work shall be completed in accordance with the specifications and plans established for this Project.

ARTICLE 8.
HOLD HARMLESS/INDEMNIFICATION

In addition to other rights granted to CITY by the Contract Documents, CONTRACTOR agrees to indemnify, defend, and hold harmless CITY, its officers, agents, employees, and engineers, from and against any and all losses, lawsuits, actions, claims, judgments for damages, or any injuries or damages received or sustained by any person, persons, or property, and losses, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with the acts, performances, activities, errors or omissions by CONTRACTOR, CONTRACTOR's servants, agents, officers, employees, representatives, guests, business invitees or its subcontractors; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any claims or amounts recovered from any infringements of patent, trademark or copyright; or from any claims or amounts arising out of or recovered under the Workers' Compensation Act or any other law, ordinance, order, or decree.

ARTICLE 9.
CONFLICT OF INTEREST

CONTRACTOR covenants that it presently has no interest and will not acquire any interest, direct or indirect, in the Project, which would conflict in any manner or degree with the performance of CONTRACTOR's services hereunder. CONTRACTOR further covenants that, in performing this Agreement, CONTRACTOR will employ no person who has any such interest. Should any conflict of interest arise during the performance of this Agreement, CONTRACTOR shall immediately disclose such conflict to CITY.

ARTICLE 10.
ENTIRE AGREEMENT, MODIFICATION AND ASSIGNABILITY

This Agreement and the attachments hereto contain the entire Agreement between the Parties, and no statements, promises, or inducements made by either Party, or agents of either Party are valid or binding unless contained herein. This Agreement may not be enlarged, modified or altered

except upon written agreement signed by the Parties hereto. CONTRACTOR may not subcontract or assign its rights (including the right to compensation) or duties arising hereunder, other than as provided within the Contract Documents, without the prior written consent and express authorization of CITY.

ARTICLE 11. LICENSES AND ADHERENCE TO LAW REQUIRED

CONTRACTOR represents that it possesses the skill and experience necessary and all licenses required to perform the services under this Agreement. CONTRACTOR further agrees to comply with all applicable Federal, State and Local statutes and regulations in the performance of the services hereunder, and are hereby made a part of this Agreement and shall be adhered to at all times. Violation of any of these statutes or regulations by CONTRACTOR shall be deemed material and shall subject CONTRACTOR to termination of this Agreement for cause. No pleas of misunderstanding or ignorance on the part of CONTRACTOR will, in any way, serve to modify the provisions of this requirement. CONTRACTOR and its surety shall indemnify, defend and hold harmless CITY and its employees, agents, engineers and representatives against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by CONTRACTOR, CONTRACTOR's employees, or its subcontractors.

Anti-Boycott Against Israel Act. CONTRACTOR certifies it is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of goods and services from Israel or territories under its control. Failure to comply with Idaho Code § 67-2346 will result in this Agreement being void as against public policy.

Ownership or Operation by China. Pursuant to Idaho Code § 67-2359, CONTRACTOR certifies that it is not currently owned or operated by the government of China and will not for the duration of this Agreement be owned or operated by the government of China. The terms in this section defined in Idaho Code § 67-2359 shall have the meaning defined therein.

Employment of Residents of Idaho. Pursuant to Idaho Code § 44-1001, CONTRACTOR certifies that it will employ ninety-five percent (95%) bona fide Idaho residents, as that term is defined in Idaho Code § 44-1003, as employees for the completion of the terms required in this Agreement. If CONTRACTOR employs less than fifty (50) employees on this Project, CONTRACTOR may employ up to ten percent (10%) nonresidents for the completion of the terms required in this Agreement. In all cases, CONTRACTOR agrees to give a preference to bona fide Idaho residents. The Parties agree that if Project involves the expenditure of federal aid funds, that this clause will not be enforced in a manner that conflicts with federal statutes prescribing a labor preference for veterans or prohibiting unlawful discrimination or preferences among United States citizens.

Not an Abortion Provider or Affiliate. Pursuant to Idaho Code Title 18 Chapter 87, CONTRACTOR certifies that it is not an abortion provider or an affiliate of any abortion provider and does not, and will not for the duration of this Agreement, authorize the use of state facilities or public funds for abortion related activity.

Anti-Boycott of Certain Sectors. Pursuant to Idaho Code § 67-2347A, CONTRACTOR certifies that it is not engaged in, and will not for the duration of this Agreement engage in, a boycott of any individual or company because the individual or company 1) engages in or supports the

exploration, production, utilization, transportation, sale or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear power, or agriculture or 2) engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in Idaho Code § 18-3302 (2)(d).

ARTICLE 12. EMPLOYMENT DISCRIMINATION

It is illegal under the U.S. Federal law to discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. CONTRACTOR shall not discriminate against any employee or applicant for employment. CONTRACTOR's action under this Section shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section.

ARTICLE 13. LEGAL FEES

In the event either Party incurs legal expenses to enforce the terms and conditions of this Agreement, the prevailing Party is entitled to recover reasonable attorney's fees and other costs and expenses, whether the same are incurred with or without a lawsuit.

ARTICLE 14. JURISDICTION, VENUE AND NONWAIVER

It is agreed that this Agreement shall be construed under and governed by the laws of the State of Idaho. In the event of litigation concerning it, it is agreed that proper venue shall be the District Court of the Second Judicial District of the State of Idaho, in and for the County of Latah. Failure of CITY to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

ARTICLE 15. SPECIAL WARRANTY

CONTRACTOR warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this Agreement. CONTRACTOR declares that no improper personal, political or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this Agreement. Any such activity by CONTRACTOR shall make this Agreement null and void. CONTRACTOR further warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good skillful manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

**ARTICLE 16.
COMMUNICATIONS**

Such communications as are required by this Agreement shall be satisfied by mailing or by personal delivery to the Parties at the following address:

CONTRACTOR:

M.L. Albright & Sons, Inc.
Marvin Albright
6182 Lapwai Road
P.O. Box 603
Lewiston, ID 83501

CITY:

City of Moscow
Engineering Division
206 East Third Street
P O Box 9203
Moscow, ID 83843

**ARTICLE 17.
NON-APPROPRIATIONS**

This Agreement is contingent upon CITY receiving the necessary funding to cover the obligations of CITY. In the event that such funding is not received or appropriated, then, and in that event, CITY's obligations under this Agreement shall cease and each Party shall be released from further performance under this Agreement without any liability to the other Party, and CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

**ARTICLE 18.
APPROVAL REQUIRED AND SEVERABILITY**

This Agreement shall not become effective or binding until approved by CITY. If any part of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remaining portions of the Agreement will, nevertheless, remain in full force and effect so long as the remainder of this Agreement is capable of completion.

**ARTICLE 19.
EXECUTION**

IN WITNESS WHEREOF, said CONTRACTOR and CITY have caused this Agreement to be executed on the day and year first above written. This Agreement may be executed by the use of electronic signatures pursuant to Idaho Code §28-50-107. If electronic signatures are utilized, the acknowledgement before a notary is not required.

I, Marvin Albright, certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct and that I am an authorized agent to bind M.L. Albright & Sons, Inc. to this Agreement. If I am signing this document utilizing a digital signature, I understand that my digital signature is valid and binding upon me to the same force and effect as a handwritten signature.

CONTRACTOR:

M.L. Albright & Sons, Inc.

CITY:

City of Moscow, Idaho

Marvin Albright, President

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

Approved as to Form:

Mia Bautista, City Attorney

ACKNOWLEDGMENT

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 2025, before me, a Notary Public in and for said State, appeared Marvin Albright, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative for M.L. Albright & Sons, Inc.

Notary Public for the State of _____
Residing at _____
My commission expires _____



COMMUNITY DEVELOPMENT ENGINEERING DIVISION

DRAWINGS, SPECIFICATIONS AND
PROPOSAL FOR:

C STREET FRONTAGE IMPROVEMENTS PROJECT

CITY OF MOSCOW PROJECT NO. 116-025

DRAFT

CITY OF MOSCOW, IDAHO

**Community Development
Engineering Division
Moscow, Idaho 83843
(208) 883-7034**

Plans, Specifications and Proposal

For

C STREET FRONTAGE IMPROVEMENTS PROJECT

CITY OF MOSCOW PROJECT NO. 116-025



**CITY ENGINEER:
SCOTT BONTRAGER, P.E.**

DRAFT

TABLE OF CONTENTS

INVITATION TO BID.....	1
BID PROPOSAL	2
CONSTRUCTION AGREEMENT.....	6
INSTRUCTION TO BIDDERS.....	13
IB-1. INTENT OF PLANS AND SPECIFICATIONS	13
IB-2. PLANS, SPECIFICATIONS, AND ADDITIONAL INFORMATION	13
IB-3. EXAMINATION OF PLANS, SPECIFICATIONS, AND SITE	13
IB-4. PREPARATION AND DELIVERY OF PROPOSAL	13
IB-5. PROPOSAL GUARANTY	14
IB-6. US CITIZEN	14
IB-7. QUALIFICATIONS OF BIDDER.....	14
IB-8. AWARD OF CONTRACT	14
IB-9. FAILURE TO EXECUTE CONTRACT	15
IB-10. NONDISCRIMINATION IN EMPLOYMENT	15
IB-11. WAGE RATES	15
IB-12. CONTRACTOR FOR PUBLIC WORKS TO PAY OR SECURE TAXES AGREEMENT	16
IB-13. PERFORMANCE PERIOD.....	16
IB-14. CONSIDERATION OF MULTIPLE DIVISIONS OF WORK.....	16
IB-15. ALTERNATES	16
IB-16. SUBCONTRACTORS TO BE LISTED ON BID	17
GENERAL CONDITIONS.....	18
GC-1. COMPLIANCE.....	18
GC-2. DEFINITIONS.....	18
GC-3. PLANS AND SPECIFICATIONS AND ADDITIONAL DRAWINGS	19
GC-4. ALTERATION OR MODIFICATION OF CONTRACT DOCUMENTS.....	20
GC-5. INVESTIGATION BY BIDDERS	20
GC-6. NON-DISCRIMINATION.....	20
GC-7. INTERPRETATION OF THE SPECIFICATIONS	20
GC-8. CONTRACTS.....	20
GC-9. QUANTITIES FURNISHED BIDDERS.....	24
GC-10. MAJOR CHANGES	25
GC-11. EXTRA WORK	25
GC-12. MONTHLY PAYMENTS	26
GC-13. TIME OF COMPLETION/LIQUIDATED DAMAGES	27
GC-14. ABANDONMENT OF WORK	28
GC-15. AUTHORITY OF ENGINEER	29
GC-16. PERFORMANCE AND PAYMENT BONDS	30
GC-17. INSURANCE/CITY TO BE NAMED AS ADDITIONAL INSURED.....	30
GC-18. PATENT ROYALTIES AND PROCESS FEES	31
GC-19. CONTRACTOR RESPONSIBLE FOR WORK.....	31
GC-20. USE OF COMPLETED PORTION	32
GC-21. SIGNATURES.....	32
GC-22. ORDERS TO BEGIN WORK	33
GC-23. ORDER OF WORK.....	33
GC-24. EFFICIENCY OF OPERATION/LICENSING	33
GC-25. PROTECTION OF WORK AND PROPERTY	33
GC-26. RESPONSIBILITY FOR SAFETY	34
GC-27. GUARDS AND BARRICADES	34
GC-28. EXISTING TRAFFIC SIGNS AND FACILITIES.....	34
GC-29. MAINTAINING POSTAL SERVICE.....	35
GC-30. EMERGENCY WORK.....	35
GC-31. SUPERVISION OF WORK.....	35
GC-32. CORRECTION AND COMPLETION OF WORK.....	35

GC-33.	SUBSTITUTES CLAUSE	36
GC-34.	DETAILED BREAKDOWN OF CONTRACT PRICE	37
GC-35.	CONTRACTOR'S RESPONSIBILITY FOR UTILITY PROPERTIES AND SERVICE.....	37
GC-36.	STREET CLEANUP DURING CONSTRUCTION.....	38
GC-37.	CLEANUP	38
GC-38.	PROOF OF TAX PAYMENT	38
GC-39.	HOLD HARMLESS REQUIREMENT	39
GC-40.	JURISDICTION AND DISPUTE RESOLUTION.....	39
GC-41.	PERMITS AND LICENSES.....	39
GC-42.	ENVIRONMENTAL MATTERS.....	40
GC-43.	NO THIRD-PARTY BENEFICIARIES	40
GC-44.	COMPLIANCE WITH GRANT CONDITIONS	40
ENGINEERING SPECIFICATIONS.....		41
ES-1.	SCOPE OF WORK	41
ES-2.	TRAFFIC CONTROL/R.O.W USE PERMITS	41
ES-3.	MATERIALS.....	43
ES-4.	REMOVALS AND DISPOSALS.....	43
ES-5.	EARTHWORK	44
ES-6.	SUBGRADE SEPARATION GEOTEXTILES.....	45
ES-7.	CRUSHED ROCK BASE.....	46
ES-8.	SOFT SPOT REPAIR	48
ES-9.	WATERING	49
ES-10.	WEIGHING	49
ES-11.	CONCRETE.....	50
ES-12.	CONCRETE CONSTRUCTION REQUIREMENTS	52
ES-13.	CONCRETE CURB.....	56
ES-14.	CONCRETE SIDEWALK.....	57
ES-15.	SUPERPAVE HOT MIX ASPHALT	60
ES-16.	CEMENT CONCRETE PAVEMENT.....	62
ES-17.	ADJUSTMENT OF GATE VALVE BOXES, MONUMENTS, CATCH BASINS, CATCH INLETS, AND MANHOLES	66
ES-18.	MANHOLES AND CATCH BASINS	67
ES-19.	TRENCH EXCAVATION AND BACKFILL.....	70
ES-20.	PIPE	77
ES-21.	GATE VALVES AND VALVE BOXES	85
ES-22.	FIRE HYDRANTS	87
ES-23.	STORM AND SANITARY CONNECTIONS	89
ES-24.	STREET / ALLEY CUT REPAIR.....	91
ES-25.	EROSION AND SEDIMENT CONTROL	91
ES-26.	STORMWATER RUNOFF CONTROL	91
ES-27.	IMPORTED TOPSOIL	91
ES-28.	SEEDING.....	92
ES-29.	TREE TRIMMING	92
ES-30.	INSPECTION	93
ES-31.	WORKMANSHIP AND CLEAN UP.....	93
ES-32.	MOBILIZATION.....	94
SPECIAL PROVISIONS		95
SP-1.	MOBILIZATION.....	97
SP-2.	REMOVALS AND DISPOSALS.....	98
SP-3.	FIRE HYDRANT RELOCATION	101
SP-4.	CATCH BASIN	102
SP-5.	8-INCH STORM SEWER PIPE	102
SP-6.	CONCRETE CURB.....	103
SP-7.	CONCRETE SIDEWALK.....	104
SP-8.	CONCRETE PEDESTRIAN CURB RAMP	105
SP-9.	CAST IRON TRUNCATED DOMES.....	105

SP-10.	3/4" (-) CRUSHED ROCK BASE	106
SP-11.	HOT MIX ASPHALT PATCHING.....	107
SP-12.	IRRIGATION SYSTEM.....	107
SP-13.	CONCRETE TREE WELL.....	108
SP-14.	TREE PLANTING (Emerald Avenue Hornbeam).....	109
SP-15.	ILLUMINATION SYSTEM.....	115
SP-16.	FENCING	122
SP-17.	REMOVE & RESET SIGNS	122
SP-18.	PAVEMENT MARKINGS.....	123
SP-19.	INLET PROTECTION	125
SP-20.	TRAFFIC CONTROL	125
APPENDIX I.....		127

INVITATION TO BID

The City of Moscow, Idaho is accepting sealed bids to be submitted to the Community Development Building (Engineering Division) at 504 South Washington Street, Moscow, Idaho 83843, and clearly marked **“Bid Enclosed –C STREET FRONTAGE IMPROVEMENTS”** until **2:00 p.m.**, prevailing local time, **Tuesday, February 11, 2025**, for the following project:

C STREET FRONTAGE IMPROVEMENTS

At **2:05 p.m., on the same day**, all proposals will be publicly opened and read aloud in the Community Development Building, Main Floor Conference Room, at 504 South Washington Street, Moscow, ID 83843.

This project consists of, but is not limited to, the removal of existing pedestrian ramps and curbs and the construction of new ADA compliant pedestrian ramps, curb, sidewalk, asphalt pavement, concrete pavement, street trees, historical style lighting, fencing, and associated work on the north half of C Street from Almon Street to Washington Street. This work also includes storm drainage adjustments to accommodate the new curb location.

Complete digital Project Manual and Project Plans, may be viewed at questcdn.com via the link provided on The City of Moscow Website at: www.ci.moscow.id.us – click on “Business” / “Bid Opportunities” / “C Street Frontage Improvements”

Once on the Quest site, you may be download the digital plan documents for a **non-refundable fee of \$22.00**. The Quest project number is **9472981**. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with digital project information.

IMPORTANT - All communication about this project, including addenda **will only be issued** via QuestCDN, and **only to those firms listed on the Plan Holder’s List**.

Project Documents may also be examined at the City of Moscow Haddock Building (Engineering Division), 504 South Washington Street, Moscow, ID 83843.

Questions should be directed to Britany Luft, City of Moscow Engineering Division, 504 South Washington Street, Moscow, ID. Phone 208-883-7034 or Email: bluft@ci.moscow.id.us

Any objections to the contents or terms of the Specifications shall be raised three (3) days prior to bid opening or it shall be deemed to have been waived.

The City reserves the right to reject any and all Bid Proposals, to waive any formality in the Bidding Contract Documents and to make selection to the lowest responsive, responsible and qualified Bidder as it may best serve the interest of the Owner.

Britany Luft, Deputy City Clerk

Publish Dates: January 25th, 2025 & February 1st, 2025

BID PROPOSAL

TO: Mayor and City Council
City of Moscow, Idaho

Date: _____

This proposal is submitted as an offer by the undersigned to enter into contract with the City of Moscow, Idaho as represented by the City Council, hereinafter referred to as the 'CITY' for C STREET FRONTAGE IMPROVEMENTS PROJECT, (hereinafter "Project"), specified herein and which construction documents are on file with the City Engineer, Haddock Building, Moscow, Idaho, and which are a condition hereof with the same force and effect as though they were attached hereto. The offer is conditioned on the following declarations as to the facts, intention and understanding of the undersigned and the agreement of the CITY to the terms and prices herein submitted.

1. All Project specifications and drawings examined by the undersigned and their terms and conditions are hereby agreed to.
2. The undersigned certifies that they have received or made themselves aware of any and all existing site conditions that may affect the proposed work.
3. It is understood that the contract drawings may be supplemented by additional drawings and specifications in explanation and elaboration of the contract drawings and it is agreed that such supplemental drawings, when not in conflict with those referred to in paragraph 1 above, will have the same force and effect as if attached hereto and that when received they will be considered a part of the contract.
4. The undersigned will furnish separate performance and payment bonds in the full amount of the contract price.
5. The cash, certified check, bid bond, or cashier's check accompanying this proposal shall be forfeited to the City of Moscow to the extent of 5% of the amount bid if the undersigned shall fail or refuse to execute the contract, furnish performance and payment bonds, and insurance certificate as required by the specifications within the time limit therein after notification that the said proposal is accepted, all in accordance with the provisions of this proposal and the specifications.
6. The undersigned further agrees that CITY shall have the right to accept or reject any bid which rejection or acceptance is deemed to be in the best interest of CITY.
7. The undersigned agrees to order all necessary equipment and materials within a period of three (3) days after Notice to Proceed has been issued by the Engineer.

8. The undersigned, as a bidder, acknowledges that Addenda Number _____ through _____ have been delivered to them and have been examined as part of the contract documents.
9. The undersigned agrees to complete all work embraced in the contract within the time limitations set forth in paragraph IB-13 of the Instruction to Bidders.
10. The undersigned holds Idaho Public Work's License Number _____.
11. The undersigned proposes to use the following sub-contractors in the performance of meeting the contract requirements. Information herein must comply with Idaho Code Section 67-2310 and IB-16:

Subcontractors	Trade Specialty	Idaho Public Works License No.	\$ Amount
a.	_____	_____	_____
b.	_____	_____	_____
c.	_____	_____	_____
d.	_____	_____	_____
e.	_____	_____	_____

12. The undersigned proposes to furnish labor, materials, equipment and services of all kinds required for C STREET FRONTAGE IMPROVEMENTS PROJECT as described in the specifications, including all appurtenant work, all as required by the specifications and this proposal for the prices in accordance with the completed schedule contract prices as follows:

BID SCHEDULE

<u>No.</u>	<u>Item Description</u>	<u>Quantity & Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
SP 1.	Mobilization	1 LS	\$	\$
SP 2.A	Remove/Dispose Bituminous Surface	160 SY	\$	\$
SP 2.B	Remove/Dispose of Concrete Sidewalk	90 SY	\$	\$
SP 2.C	Remove/Dispose of Concrete Curb	290 LF	\$	\$
SP 2.D	Remove/Dispose of Concrete Curb & Gutter	85 LF	\$	\$
SP 2.E	Remove/Dispose of Structures and Obstructions	1 LS	\$	\$
SP 3	Fire Hydrant Relocation	1 EA	\$	\$
SP 4	Catch Basin	2 EA	\$	\$
SP 5	8-Inch Storm Sewer Pipe	25 LF	\$	\$
SP 6.A	Concrete Curb Type A	330 LF	\$	\$
SP 6.B	Concrete Curb & Gutter Type B	90 LF	\$	\$
SP 7	Concrete Sidewalk	380 SY	\$	\$
SP 8	Concrete Pedestrian Curb Ramp	45 SY	\$	\$
SP 9	Cast Iron Truncated Domes	20 SF	\$	\$
SP 10	3/4" (-) Crushed Rock Base	130 TON	\$	\$
SP 11	Hot Mix Asphalt Patching	40 TON	\$	\$
SP 12	Irrigation System	1 LS	\$	\$
SP 13	Concrete Tree Well	7 EA	\$	\$
SP 14	Tree Planting	7 EA	\$	\$
SP 15	Illumination System	1 LS	\$	\$
SP 16	Fencing	405 LF	\$	\$

SP 17	Remove & Reset Signs	3 EA	\$ _____	\$ _____
SP 18 A	4" Waterborne Pavement Marking	240 LF	\$ _____	\$ _____
SP 18 B	Thermoplastic Pavement Marking	280 SF	\$ _____	\$ _____
SP 19	Inlet Protection	3 EA	\$ _____	\$ _____
SP 20	Traffic Control	1 EA	\$ _____	\$ _____
			Bid Total	\$ _____

Firm Name of Bidder

Signature of Bidder

Official Title

Bidders Mailing Address

Public Works License No.

State of Incorporation if Incorporated

SEAL (if incorporated)

Dated at _____

This ____ day of _____, 2025

**CONSTRUCTION AGREEMENT
FOR C STREET FRONTAGE IMPROVEMENTS PROJECT
BETWEEN CITY OF MOSCOW, IDAHO
AND COMPANY**

THIS CONSTRUCTION AGREEMENT FOR PROJECT NAME BETWEEN CITY OF MOSCOW, IDAHO, AND COMPANY (hereinafter "Agreement"), dated this ____ day of _____, 2025, by and between City of Moscow, Idaho, a municipal corporation of the State of Idaho, 206 East Third Street, Moscow, Idaho, 83843 (hereinafter "CITY"), and Company Name and Address (hereinafter "CONTRACTOR"):

WITNESSETH:

WHEREAS, pursuant to the invitation of CITY, extended through an "Invitation to Bid" see Attachment 'A', CONTRACTOR submitted a Bid Proposal containing an offer invited by said invitation; and

WHEREAS, CITY has determined that said offer was the lowest responsive Bid Proposal; and

WHEREAS, CITY has accepted CONTRACTOR's Bid Proposal;

NOW THEREFORE, the Parties to this Agreement, in consideration of the mutual covenants and stipulations set out, agree as follows:

**ARTICLE 1.
CONTRACT DOCUMENTS**

The Contract Documents which comprise the entire Agreement between CITY and CONTRACTOR concerning the work to be performed, are this Agreement, pages one (1) through seven (7), and the following:

1. Drawings, Specifications and Proposal, Attachment 'A' for: C Street Frontage Improvements Project, consisting of [number of pages](#);
2. Bid Proposal of CONTRACTOR, dated date, 2025, see Attachment 'B', consisting of [number of pages](#);
3. Performance and Payment Bonds and Insurance Certificates;
4. Addenda, if applicable, Attachment 'C', consisting of [number of pages](#); and
5. Change Orders, which may be delivered or issued after the effective date of this Agreement.

There are no Contract Documents other than those listed in Article 1. This Agreement may only be amended by change order as provided in the General Conditions of Attachment 'A'.

ARTICLE 2. WORK

CONTRACTOR shall complete the entire work as specified, indicated and required under the Contract Documents, contained herein under Article 1. for CITY project (hereinafter "Project") titled:

C Street Frontage Improvements Project

ARTICLE 3. CONTRACT TIME/SUBSTANTIAL COMPLETION

The work to be performed pursuant to this Agreement shall be substantially completed on or before **Date, or other time considerations**, unless adjustment of the Agreement time is made in accordance with the provisions of the Contract Documents. CONTRACTOR shall begin work in conformance with the Contract Documents.

CONTRACTOR and CITY recognize that time is of the essence and that CITY will suffer financial loss if the Project is not completed within the time specified above, unless approved extensions thereof are permitted in accordance with the Contract Documents. The Parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by CITY if the Project is not completed on time. Accordingly, instead of requiring any such proof, CITY and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for Substantial Completion until the Project is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse, or fail to complete the remaining Project within the Time of Completion or by any proper extension thereof granted by CITY, CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for completion, until the Project is completed and ready for final payment.

ARTICLE 4. CONTRACT SUM

CITY shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents in current funds in the amount of **Dollar Amount** (\$000.00), as submitted by CONTRACTOR. In no event shall Contract amount exceed CONTRACTOR's bid amount of **Dollar Amount** (\$000.00), United States currency, unless otherwise authorized by CITY by written agreement. Said Contract Sum shall be paid in accordance with the Contract Documents.

ARTICLE 5. TERMINATION

Termination provisions are governed by the attached Contract Documents.

ARTICLE 6.
INDEPENDENT CONTRACTOR

The Parties warrant by their signatures that no employer-employee relationship is established between CONTRACTOR and CITY by the terms of this Agreement. It is understood by the Parties hereto that CONTRACTOR is an independent contractor and, as such, neither CONTRACTOR nor CONTRACTOR's employees, agents, representatives or subcontractors, if any, are employees of CITY for purposes of tax, retirement system, or social security (FICA) withholding.

ARTICLE 7.
SCOPE OF SERVICES

CONTRACTOR shall perform all work required by the Contract Documents. All work shall be completed in accordance with the specifications and plans established for this Project.

ARTICLE 8.
HOLD HARMLESS/INDEMNIFICATION

In addition to other rights granted CITY by the Contract Documents, CONTRACTOR agrees to indemnify, defend, and hold harmless CITY, its officers, agents, employees, and engineers, from and against any and all losses, lawsuits, actions, claims, judgments for damages, or any injuries or damages received or sustained by any person, persons, or property, and losses, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with the acts and/or any performances, activities, errors or omissions by CONTRACTOR, CONTRACTOR's servants, agents, officers, employees, representatives, guests, business invitees or its subcontractors; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any claims or amounts recovered from any infringements of patent, trademark or copyright; or from any claims or amounts arising out of or recovered under the Workmen's Compensation Act or any other law, ordinance, order, or decree.

ARTICLE 9.
CONFLICT OF INTEREST

CONTRACTOR covenants that it presently has no interest and will not acquire any interest, direct or indirect, in the Project, which would conflict in any manner or degree with the performance of CONTRACTOR's services hereunder. CONTRACTOR further covenants that, in performing this Agreement, CONTRACTOR will employ no person who has any such interest. Should any conflict of interest arise during the performance of this Agreement, CONTRACTOR shall immediately disclose such conflict to the CITY.

ARTICLE 10.
ENTIRE AGREEMENT, MODIFICATION AND ASSIGNABILITY

This Agreement and the exhibits and attachments hereto contain the entire Agreement between the Parties, and no statements, promises, or inducements made by either Party, or agents of either Party

are valid or binding unless contained herein. This Agreement may not be enlarged, modified or altered except upon written agreement signed by the Parties hereto. CONTRACTOR may not subcontract or assign its rights (including the right to compensation) or duties arising hereunder, other than as provided within the Contract Documents, without the prior written consent and express authorization of CITY.

ARTICLE 11. LICENSES AND ADHERENCE TO LAW REQUIRED

CONTRACTOR represents that it possesses the skill and experience necessary and all licenses required to perform the services under this Agreement. CONTRACTOR further agrees to comply with all applicable Federal, State and Local statutes and regulations in the performance of the services hereunder, and are hereby made a part of this Agreement and shall be adhered to at all times. Violation of any of these statutes or regulations by CONTRACTOR shall be deemed material and shall subject CONTRACTOR to termination of this Agreement for cause. No pleas of misunderstanding or ignorance on the part of CONTRACTOR will, in any way, serve to modify the provisions of this requirement. CONTRACTOR and its surety shall indemnify, defend and hold harmless CITY and its employees, agents, engineers and representatives against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by CONTRACTOR, CONTRACTOR's employees, or its subcontractors.

Anti-Boycott Against Israel Act. CONTRACTOR certifies it is not currently engaged in, and will not for the duration of the Agreement engage in, a boycott of goods and services from Israel or territories under its control. Failure to comply with I.C. § 67-2346 will result in this Agreement being void as against public policy.

Ownership or Operation by China. Pursuant to Idaho Code § 67-2359, CONTRACTOR certifies that it is not currently owned or operated by the government of China and will not for the duration of this Agreement be owned or operated by the government of China. The terms in this section defined in Idaho Code § 67-2359 shall have the meaning defined therein.

Employment of Residents of Idaho. Pursuant to Idaho Code § 44-1001, CONTRACTOR certifies that it will employ ninety-five percent (95%) bona fide Idaho residents, as that term is defined in Idaho Code § 44-1003, as employees for the completion of the terms required in this Agreement. If CONTRACTOR employs less than fifty (50) employees on this project, CONTRACTOR may employ up to ten percent (10%) nonresidents for the completion of the terms required in this Agreement. In all cases, CONTRACTOR agrees to give a preference to bona fide Idaho residents. The parties agree that if Project involves the expenditure of federal aid funds, that this clause will not be enforced in a manner that conflicts with federal statutes prescribing a labor preference for veterans or prohibiting unlawful discrimination or preferences among United States citizens.

Not an Abortion Provider or Affiliate. Pursuant to Idaho Code Title 18 Chapter 87, CONTRACTOR certifies that it is not an abortion provider or an affiliate of any abortion provider and does not, and will not for the duration of this Agreement, authorize the use of state facilities or public funds for abortion related activity.

**ARTICLE 12.
EMPLOYMENT DISCRIMINATION**

It is illegal under the U.S. Federal law to discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. CONTRACTOR shall not discriminate against any employee or applicant for employment. CONTRACTOR's action under this Section shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section. Furthermore, Contractor shall comply with City Ordinance No. 2013-06 Gender Anti-Discrimination in Housing, Employment & Public Accommodations.

**ARTICLE 13.
LEGAL FEES**

In the event either Party incurs legal expenses to enforce the terms and conditions of this Agreement, the prevailing Party is entitled to recover reasonable attorney's fees and other costs and expenses, whether the same are incurred with or without a lawsuit.

**ARTICLE 14.
JURISDICTION, VENUE AND NONWAIVER**

It is agreed that this Agreement shall be construed under and governed by the laws of the State of Idaho. In the event of litigation concerning it, it is agreed that proper venue shall be the District Court of the Second Judicial District of the State of Idaho, in and for the County of Latah. Failure of CITY to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

**ARTICLE 15.
SPECIAL WARRANTY**

CONTRACTOR warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this Agreement. CONTRACTOR declares that no improper personal, political or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this Agreement. Any such activity by CONTRACTOR shall make this Agreement null and void. CONTRACTOR further warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

**ARTICLE 16.
COMMUNICATIONS**

Such communications as are required by this Agreement shall be satisfied by mailing or by personal delivery to the Parties at the following address:

CONTRACTOR:

Company Name
Authorized Agent
Street Address
City, State Zip

CITY:

City of Moscow
Engineering Division
206 East Third Street
P O Box 9203
Moscow, Idaho 83843

**ARTICLE 17.
NON-APPROPRIATIONS**

This Agreement is contingent upon CITY receiving the necessary funding to cover the obligations of CITY. In the event that such funding is not received or appropriated, then, and in that event, CITY's obligations under this Agreement shall cease and each Party shall be released from further performance under this Agreement without any liability to the other Party, and CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

**ARTICLE 18.
APPROVAL REQUIRED AND SEVERABILITY**

This Agreement shall not become effective or binding until approved by CITY. If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will, nevertheless, remain in full force and effect.

**ARTICLE 19.
EXECUTION**

IN WITNESS WHEREOF, said CONTRACTOR and CITY have caused this Agreement to be executed on the day and year first above written.

I Name, certify under penalty of perjury pursuant to the law of the State of Idaho, that I am an authorized agent to bind Company to this Agreement.

CONTRACTOR:

Company Name

CITY:

City of Moscow, Idaho

By: Authorized Agent

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

Approved as to Form:

Mia Bautista, City Attorney

ACKNOWLEDGMENT

STATE OF _____)
COUNTY OF _____) ss.

On this _____ day of _____, 2025, before me, a Notary Public in and for said State, appeared Authorized Agent, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative for Company Name.

Notary Public for the State of _____
Residing at _____
My commission expires _____

INSTRUCTION TO BIDDERS

IB-1. INTENT OF PLANS AND SPECIFICATIONS

- A. It is the intention of these specifications to provide for careful, thorough and workmanlike construction procedure in the installation of material and equipment and in the manufacture or delivery of such materials and equipment. The bidder to whom the contract is awarded shall furnish all the material, equipment and labor necessary to complete said contract in accordance with all of its terms and conditions. All contracts shall be awarded subject to those instructions to bidders.
- B. The plans and specifications shall be considered and used together; anything appearing as a requirement of either shall be accepted as applicable to both even though not stated therein or shown. All specifications and notes appearing on the plans shall have the same force and effect as though they were repeated herein.

IB-2. PLANS, SPECIFICATIONS, AND ADDITIONAL INFORMATION

- A. Additional information relative to the Plans and Specifications may be obtained from the office of the City Engineer.

IB-3. EXAMINATION OF PLANS, SPECIFICATIONS, AND SITE

- A. Bidders shall satisfy themselves by personal examination of the plans, specifications, and site of the proposed improvement, and by any other examinations and investigation which they may desire to make, as to the accuracy of the estimate of quantities, the nature of the soil, conditions of the project site, and difficulties to be encountered.

IB-4. PREPARATION AND DELIVERY OF PROPOSAL

- A. Bids shall be prepared and submitted upon the "Proposal" form supplied by the City Engineer. Each and every blank provided for in the "Proposal" shall be filled in with ink or typing. Proposals, which are incomplete or submitted on an unauthorized form, may be rejected as informal.
- B. After the date and hour set for the opening of the bids, no bidder may withdraw their proposal unless award of contract is delayed for a period exceeding the time limits described in IB-8, AWARD OF CONTRACT.
- C. If discrepancies exist between the Unit Prices and the Total Price or Bid Total amount, the CITY will use the Unit Prices and calculate a corrected Bid Total.
- D. The CITY reserves the right to reject any or all bids, any or all schedules or to accept the bid or schedule deemed to be in the best interest of the CITY.

IB-5. PROPOSAL GUARANTY

- A. Each proposal must be accompanied by cash, a certified check, bid bond, or cashier's check in an amount not less than five percent (5%) of the total amount bid. This guaranty or "Good faith token" will be held until the successful bidder has, within ten (10) days from the date of notification of award of contract, executed the contract and furnished approved separate performance and payment bonds, each in an amount equal to one hundred percent (100%) of the amount of the contract. There shall also be submitted with the surety bonds, evidence of public liability insurance coverage in amounts not less than those specified in the general specifications included herein.

IB-6. US CITIZEN

- A. The contractor/consultant warrants and takes the steps to verify that it does not knowingly hire or engage persons not authorized to work in the United States; and that any misrepresentation in this regard or any employment of person not authorized to work in the United States constitutes a material breach and shall be cause for the imposition of monetary penalties up to five percent (5%) of the contract price, per violation, and/or termination of its contract.

IB-7. QUALIFICATIONS OF BIDDER

- A. The owner desires that this project shall be built by a contractor who is competent and adequately financed. The Owner may request the Bidder to submit a written statement to show experience in construction work of this character as an indication of qualification and business standing. If required, the Bidder may make their statement in such form as may seem appropriate; said statement shall be notarized.
- B. This public works project is not financed by federal-aid funds. Bid proposals will be accepted from those contractors only (prime contractors, subcontractors and/or specialty contractors) who, prior to the bid opening, hold current licenses as public works contractors in the State of Idaho.
- C. The prime contractor shall submit with their proposal a list of the subcontractors and their license numbers.
- D. The successful bidder, in addition to listing the names and addresses of subcontractors in his bid, shall, within seven (7) days after opening of the bids, notify the Engineer in writing of the names of all major equipment and material suppliers proposed for the principal parts of the work, and for such others as the Engineer may direct, and shall not employ any subcontractors, (or purchase any equipment), to which the Engineer or CITY may, within a reasonable time, object to as incompetent or undesirable.

IB-8. AWARD OF CONTRACT

- A. The contract will not be awarded until the CITY is satisfied the successful bidder is reasonably familiar with the class of work upon which they have submitted a proposal and

has the necessary capital and tools to satisfactorily perform the same. The CITY may request and the bidder must provide the CITY with a current balance sheet and a list of tools owned by the bidder.

- B. Within thirty (30) days after the opening of the proposals the CITY will accept one of the proposals or reject all bids. The award will be made upon the basis of the proposal that, in the CITY's judgment, will serve the best interest of the CITY.
- C. The contract will not be awarded until the bidder has obtained an appropriate Idaho public works license from the Idaho Public Works Contractors State License Board. Subcontractors are also subject to this requirement.

IB-9. FAILURE TO EXECUTE CONTRACT

- A. In the event the successful bidder fails to furnish approved performance and payment bonds, execute the contract and comply with all other pertinent legal requirements within ten (10) days after notification by the Engineer of the award of contract, the certified check, bank draft, money order of bid bond will be forfeited to the CITY as liquidated damages. The amount of any such damages will be five percent (5%) of the total bid submitted. Any excess amount that may have been included in the "good faith token" will be returned to the bidder. The next best proposal will then be considered the successful bid and, at the discretion of the City, be awarded the contract.

IB-10. NONDISCRIMINATION IN EMPLOYMENT

- A. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. The Contractor will take action, if necessary, to ensure that applicants are employed, and treated during such employment, without regard to their race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section.
- B. The Contractor shall comply with City Ordinance No. 2013-06 Gender Anti-Discrimination in Housing, Employment & Public Accommodations.

IB-11. WAGE RATES

- A. Contractors are not required to pay prevailing wages on this Project. Prevailing wages no longer are required on Public Works projects in Idaho.

IB-12. CONTRACTOR FOR PUBLIC WORKS TO PAY OR SECURE TAXES AGREEMENT

- A. The contractors, in consideration of securing the business of erecting or construction public works in this State, recognizing that the business in which they are engaged is of a transitory character, and that in the pursuit thereof, their property used therein may be without the State when taxes, excises, or license fees to which they are liable become payable, agrees:
1. To pay promptly when due all taxes, (other than real property), excises and license fees due to the State, its subdivisions, and municipal quasi-municipal corporations therein, accrued or accruing during the term of this contract, whether or not the same shall be payable at the end of such term;
 2. That if the said taxes, excises, and license fees are not payable at the end of said term, but liability, for the payment thereof exists, even though the same constitute liens upon their property, to secure the same to the satisfaction of the respective officers charged with the collection thereof; and
 3. That, in the event of their default in the payment or securing of such taxes, excises, and license fees, to consent that the department, officer, board, or taxing unit entering into this contract may withhold from any payment due them hereunder the estimated amount of such accrued and accruing taxes, excises, and license fees for the benefit of all taxing units to which said contractor is liable.

IB-13. PERFORMANCE PERIOD

- A. This work shall be substantially completed no later than October 31, 2025. The work shall be completed within Sixty (60) calendar days from commencement of work, unless adjustment of the Agreement time is made in accordance with the provisions of the Contract Documents.

IB-14. CONSIDERATION OF MULTIPLE DIVISIONS OF WORK

- A. The bidder shall submit a proposal for all divisions, if applicable. Considerations of proposals for each division of work shall be made separately (i.e. one bidder may be awarded one division; another bidder may be awarded one of the other divisions).

IB-15. ALTERNATES

- A. If an alternative bid schedule is included, the bidder must submit a bid for each item in the alternate bid schedule. Low bid will be based upon the combined total price of the alternate(s) that the owner elects to use plus the base bid. If the owner elects to use an alternate(s), the amount of the contract will be the amount of the base bid modified in

accordance with the amount of the alternate(s). An alternate may be additive to the scope of work described by the base bid items or may be substituted for the base bid item. Unit prices for alternate items will receive the same consideration for award as unit prices for base bid items.

IB-16. SUBCONTRACTORS TO BE LISTED ON BID

- A. All bidders shall comply with Idaho Code Section 67-2310. **Failure to comply with Idaho Code Section 67-2310 shall render such bid unresponsive and void.** Information provided pursuant to this section must be current and correct as of the date of the submission of the bid. Do not use the term "mechanical" when identifying any work to be performed on this project.
- B. The name, address, Idaho Public Works License Number and bid amount for each subcontractor to be utilized on the project must appear on the bid. Every subcontractor intending to perform plumbing work, and/or heating and air conditioning work, and/or electrical work must include its name, address, and Idaho Public Works License Number which allows it to perform such work, and bid amount for each of the following areas: plumbing work, heating and air conditioning work, electrical work. If a subcontractor intends to perform work in more than one of these specialties, such a subcontractor must list its name, address, Idaho Public Works License Number, and bid amount more than once (i.e., for each of the following subject areas: plumbing work, heating and air conditioning work, electrical work). It is helpful, but not mandatory, that each subcontractor includes its specialty construction category numbers, if any, with its submission of its Idaho Public Works License Number.
- C. Every contractor intending to perform its own plumbing work, and/or heating and air conditioning work, and/or electrical work, must include its name, address, and Idaho Public Works License Number which allow it to perform such work for each of the following areas: plumbing work, heating and air conditioning work, electrical work. A contractor does not need to list the amount of the bid for plumbing work, heating and air conditioning work, or electrical work which it intends to perform.
- D. Subcontractors, Equipment and Material: The successful bidder, in addition to listing the names and addresses of subcontractors in his bid, shall, within seven (7) days after opening of the bids, notify the Engineer in writing of the names of all major equipment and material suppliers proposed for the principal parts of the work, and for such others as the Engineer may direct, and shall not employ any subcontractors, (or purchase any equipment), to which the Engineer or CITY may within a reasonable time object to as incompetent or undesirable.

GENERAL CONDITIONS

GC-1. COMPLIANCE

- A. The Contractor shall observe and comply with all Federal, State, and Local laws, codes, ordinances, and regulations, including all licensing and permit requirements which, in any manner, apply to the work being performed under this contract. No pleas of misunderstanding or ignorance on the part of the Contractor will in any way serve to modify the provisions of this requirement. The Contractor and their surety shall indemnify and save harmless CITY and its employees, agents and representatives against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by them, their employees, or their subcontractors.
- B. All work shall be completed in accordance with the specifications and plans established for this project.

GC-2. DEFINITIONS

Architect	The Project Architect, if such is designated by the Contract Documents.
Assistant Parks and Recreation Director	The City Parks & Facilities Manager of Moscow, Idaho, and/or engineers and inspectors acting under their orders; their authority being limited to the particular duties to which they are assigned
Attorney	The City Attorney of Moscow, Idaho.
City	The City of Moscow, Latah County, Idaho ("CITY"), a municipal corporation existing under and by virtue of the laws of the State of Idaho. Action herein designated as taken by the CITY is to be considered the acts of the Council acting through the Mayor and Clerk.
City Engineer	The City Engineer of Moscow, Idaho, resident engineers and inspectors acting under their orders; their authority being limited to the particular duties to which they are assigned.
Clerk	The duly appointed City Clerk of the City of Moscow, Idaho.
Contract Documents	These generally consist of the plans, specifications, agreement, performance bond, payment bond and proof of various types of insurance, including all modifications thereof incorporated in the documents before their execution. These are identified in the Contract.
Contractor	The person, persons, firm, partnership, corporation or other entity contracting to do the work under these

	specifications. The term also includes the Contractor's agents or employees.
Council	The duly elected Council of the City of Moscow, Idaho.
Engineer	The Project Engineer, if such is designated by the Contract Documents.
Subcontractor	The person, persons, firm, corporation or other entity performing work under contract with the "Contractor" but subject, in such performance, to all the requirements of the 'Contract Documents' insofar as they are pertinent.
Bid/Proposal	The written document which is required to be signed by the bidder and which contains the formal statement of price or prices to be paid by the City for the performance required.

GC-3. PLANS AND SPECIFICATIONS AND ADDITIONAL DRAWINGS

- A. The plans for this improvement and the specifications accompanying them shall be considered as a whole, and anything shown or called for in one (1) and omitted in the other is as binding as if called for or shown by both. Figure dimensions shall be in all cases used in preference to scale dimensions. The intention of the documents is to include all labor and materials, equipment and transportation necessary for the proper execution of the work. Materials or work described in words so applied having a well-known technical or trade meaning shall be held to refer to such recognized standards.
- B. The Engineer shall furnish to the Contractor the necessary plans and specifications required for the execution of the work at no additional cost. The Engineer shall furnish with reasonable promptness, additional instructions, by means of drawings or otherwise, necessary for the proper execution of the work.
- C. The Contractor shall submit with such promptness as to cause no delay in their own work or in that of any other Contractor, copies of all shop drawings and schedules required for the work of various trades as required by the Engineer, and the Engineer shall pass upon them with reasonable promptness, making desired corrections relating to effects on design. The Contractor shall make any corrections required by the Engineer, file with them such corrected copies as the Engineer shall direct, and furnish such other copies as may be needed. The Engineer's approval of such drawings or schedules shall not relieve the Contractor from responsibility for deviation from drawings or specifications, unless they have in writing called the Engineer's attention to such deviation at the time of submission, nor shall it relieve them from responsibility for errors of any sort in shop drawings or schedules.
- D. The Contractor shall keep one (1) copy of all drawings and specifications on the work, in good order, available to the Engineer, CITY, and its representatives.

GC-4. ALTERATION OR MODIFICATION OF CONTRACT DOCUMENTS

- A. No alteration or modification of the terms and conditions of the Contract Documents, except by written change order as provided herein, will be binding unless outlined in detail in a separate written addendum, and then only when properly signed and attested by the Contractor, CITY, and the Engineer.

GC-5. INVESTIGATION BY BIDDERS

- A. The instructions to bidders cover the general scope of this investigation under the article entitled "Examination of the Plans, Specifications and Site". Bidders are specifically instructed to faithfully examine and investigate the entire bid prices submitted on their proposals. No bidder may, without the consent of CITY, withdraw their proposal or claim damages or extra compensation by reason of any error or omission made by said bidder in preparing their proposal.

GC-6. NON-DISCRIMINATION

- A. The Contractor will not discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity.
- B. The Contractor shall comply with City Ordinance No. 2013-06 Gender Anti-Discrimination in Housing, Employment & Public Accommodations.

GC-7. INTERPRETATION OF THE SPECIFICATIONS

- A. In the event the specifications and plans are deficient or not clearly expressed, the parties submitted proposals hereunder must apply to the Engineer for the required information or explanation before the bids are submitted.
- B. The request for such explanation or interpretation shall be made in writing and the person submitting the request will be responsible for its prompt delivery. Such interpretation or explanation will be given by the Engineer in writing and a copy will be filed in the office of the City Clerk. CITY will not be responsible for any other explanation or interpretation of the plans and specifications. After submission of bids, no bidder shall claim any misunderstanding in or to the nature of the amount of work to be performed or attempt to hold CITY or any person responsible for any error or omission that may have been made by the bidder.

GC-8. CONTRACTS

- A. Contract Form
 - 1. A copy of the construction agreement form is included in these documents.
- B. Execution of Agreement
 - 1. Within ten (10) days after receiving properly prepared Contract Documents from CITY, the successful bidder shall sign the Agreement. Work shall be started upon written notice to proceed from the Engineer.

C. Subcontracts

1. The Contractor agrees that they are fully responsible to CITY for the acts and omissions of their subcontractors and of persons either directly or indirectly employed by them, as they are for the acts and omissions of persons directly employed by them, and that the Contractor shall hold CITY harmless for any activities of such subcontractors and shall indemnify and defend CITY from damages and claims of whatever nature relating or resulting to the activities of such subcontractors.
2. Relations of Contractor and Subcontractor: The Contractor agrees to bind every subcontractor to the terms of the construction contract, the information to bidders, the general conditions, the plans, and the specifications as far as applicable to their work, including the following provisions of this article. Nothing in this section shall create any obligation on the part of CITY to pay to or to see to the payment of any sums to any subcontractor.
 - a. The Contractor shall bind every subcontractor to the following:
 - (1) To be bound to the Contractor by the terms of the Contract Documents, and to assume toward them all the obligations and responsibilities that they, by those documents, assumes toward the CITY. Nothing contained in the Contract Documents shall create any contractual relation between any subcontractor and CITY.
 - (2) To submit to the Contractor applications for payment in such reasonable time as to enable the Contractor to apply for payment. The Engineer shall, on request, furnish to any subcontractor, wherever practical, evidence of the amounts certified on their account.
 - (3) To make all claims for extras, for extension of time and for damages for delays or otherwise, to the Contractor in the manner provided in the general conditions for like claims by the Contractor upon the CITY, except that the time for making claims for extra cost is one (1) week from the date such claim arises.
 - b. The Contractor agrees:
 - (1) To be bound to the subcontractor by all the obligations that CITY assumes to the Contractor under the Contract Documents.
 - (2) To pay the subcontractor for conforming work, upon the payment of certificates, if issued under the terms of payments for the work, the amount allowed to the Contractor on account of the subcontractor's work to the extent of the subcontractor's interest therein.

- (3) To pay the subcontractor for conforming work, upon the payment of certificates, if issued otherwise than as in (2) so that at all times their total payments shall be as large in proportion to the value of the work done by them as the total amount certified to the Contractor is to the value of the work done by them.
- (4) To pay the subcontractor for conforming work to such extent as may be provided by the Contract Documents or the subcontract if either of these provides for earlier or larger payments than the above.
- (5) To pay the subcontractor for conforming work on demand on their work or materials as far as executed and fixed in place, less retained percentage, at the time the certificate should be issued, even though the Engineer fails to issue it for any cause not the fault of the subcontractor.
- (6) To make no demands for liquidated damages or penalty for delay in any sum in excess of such amount as may be specifically named in the subcontract.
- (7) That no claim for services rendered or material furnished by the Contractor to the subcontractor shall be valid unless written notice thereof is given by the Contractor to the subcontractor during the first ten (10) days of the calendar month following that in which the claim originated.
- (8) To give the subcontractor an opportunity to be present and to submit evidence in any hearing involving their rights.
- (9) To pay each subcontractor for satisfactory performance of its contract no later than twenty (20) calendar days from receipt of each payment the Contractor receives from CITY. The Contractor shall return retainage to each Subcontractor within twenty (20) calendar days after the Subcontractor's work is satisfactorily completed.
- (10) To certify with each estimate payment to subcontractors has been made within the prescribed time frames. The certification will be made on forms provided by CITY, and returned within twenty (20) calendar days of receiving the estimate payment.

D. CITY's Right to Terminate Agreement – If the Contractor:

1. Fails to begin work within a reasonable time after the effective date of "Notice to Proceed," or
2. Fails to supply sufficient skilled workmen or suitable materials or equipment to complete the work within the time limits specified; or

3. Performs the work unsuitably or neglects or refuses to remove materials or to re-perform such work which is not in accordance with the plans and specifications; or
4. Discontinues the prosecution of the work for more than ten (10) days; or
5. Fails to resume work which has been discontinued within a reasonable time after notice to do so; or
6. Fails to make prompt payments to subcontractors or for labor, materials, or equipment; or
7. Disregards laws, ordinances, or the instruction of the Engineer; or
8. Becomes insolvent or is declared bankrupt, or commits any act of bankruptcy or insolvency; or
9. Makes an assignment for the benefit of creditors; or
10. Is guilty of a substantial violation of any provisions of the Agreement; in any such event(s), CITY, upon recommendation of the Engineer that sufficient cause exists to justify such action may, without prejudice to any other right or remedy, give notice to the Contractor and their surety of such delay, neglect, or default. If the Contractor or their surety, within a period of ten (10) days after such notice, does not proceed in accordance therewith, then CITY shall have full power and authority, without violating the Agreement, to take the prosecution of the work from the Contractor. CITY may appropriate or use any or all materials and equipment on the grounds as may be suitable and acceptable and may enter into an Agreement for the completion of said contract according to the terms and provisions thereof, or use such other methods as may be required for the completion of the contract in an acceptable manner.
11. Costs and charges incurred by CITY, together with the cost of completing the work under the Agreement, will be deducted from any moneys due or which may become due the Contractor. If such expense exceeds the sum which would have been payable under the Agreement, then the Contractor and its surety shall be liable and shall pay to CITY the amount of such excess.

E. Contractor's Right to Stop Work or Terminate Agreement:

1. If the work should be stopped pursuant to lawful order of a court of competent jurisdiction, or pursuant to lawful order of other public authority having jurisdiction, for a period of three (3) months, through no act or fault of the Contractor or of anyone employed by them, or if the Engineer should fail to issue any certificate for payment within twenty-two (22) days after it is due, or if CITY should fail to pay to the Contractor within twenty-two (22) days of its maturity and presentation, any sum certified by the Engineer or awarded by the court, then the Contractor may, upon twenty-two (22) days' notice to CITY and Engineer, stop work or terminate this Agreement or recover from CITY payment for all work

executed and any loss sustained upon any plant or materials and reasonable profit and damages.

F. Assignment:

1. The Contractor shall not assign this contract or sublet or subcontract any portion of it without the prior written consent of CITY nor shall the Contractor assign any moneys due or to become due to them hereunder, without the prior written consent of CITY. Any such assignment or sublet without such prior written consent shall be null and void and shall be a ground for termination for cause of this contract by CITY.

GC-9. QUANTITIES FURNISHED BIDDERS

A. Unit Price Contract. The estimates of quantities are only approximate and are for the purpose of comparing bids. CITY reserves the right to increase or decrease individual items in such amount as may be in CITY'S sole judgment, to CITY'S best interests depending upon conditions encountered or observed during the Project. It shall be CONTRACTOR'S responsibility to satisfy itself as to the accuracy of the estimates. The Contractor will be paid for the actual quantities of work finally installed or performed at the applicable unit prices stated in their proposal.

1. The unit price of an item of Unit Price Contract shall be subject to reevaluation and adjustment under the following conditions:
 - i. If the total cost of a particular item of Unit Price Contract amounts to fifteen percent (15%) or more of the total Contract Price at the time of award and the variation in the quantity of that particular item of Unit Price Contract performed by CONTRACTOR differs by more than twenty-five percent (25%) from the estimated quantity of such item indicated in the Bid Form; and
 - ii. If there is no corresponding adjustment with respect to any other item of Work; and
 - iii. If CONTRACTOR thinks that CONTRACTOR has incurred additional expense as a result thereof; or if the CITY thinks that the quantity variation entitles the CITY to an adjustment in the unit price, either the CITY or CONTRACTOR may demand a Change in Contract Price. Such Change in Contract Price shall be based upon any increase or decrease in costs due solely to the variation above one hundred twenty-five percent (125%) or below seventy-five percent (75%) of the estimated quantity. If the quantity variation is such as to cause an increase in Contract Time necessary for completion, CONTRACTOR may request an extension of Contract Time for the Delay in completion resulting from performing the quantity in excess of one hundred twenty-five percent (125%) of the estimated quantity. If the

parties are unable to agree on the effect of any such variation in the quantity of unit price work, either the CITY or CONTRACTOR may make a claim for an adjustment in the Contract Price and/or Contract Time in accordance with the General Conditions.

Items identified as contingency items will be paid at the unit price regardless of variation in quantity of that particular item of Unit Price Work performed by CONTRACTOR.

- B. Lump Sum Contract. The Contractor shall include in the contract sum all allowances named in the Contract Documents and shall cause the work so covered to be performed for such sums as the Engineer may direct, the contract sum being adjusted in conformity therewith. The Contractor declares that the contract sum includes such sums for expenses and profit on account of cash allowances as they deem proper. No demand for expenses or profit other than those included in the contract sum shall be allowed. The Contractor shall not be required to employ for any such work persons whom they have reasonable objection.

GC-10. MAJOR CHANGES

- A. If unforeseen conditions require a substantial change in the dimensions of a structure, location of underground utilities, or major variation of a similar nature from the original plans, such change shall be covered by a change order. The change order is to set forth in complete detail the nature of the change and reasons therefore, including compensation to be paid and time allotted the Contractor. The change order shall also detail whether the change constitutes an addition or reduction with respect to the original contract costs. Should additional or supplemental drawings be required, they will be furnished by the Engineer providing the Engineer determines the change is warranted.
- B. During the progress of the work, if subsurface or latent physical conditions are encountered at the site differing materially from those indicated in the contract or if unknown physical conditions of an unusual nature, differing materially from those ordinarily encountered and generally recognized as inherent in the work provided for in the contract, are encountered at the site, the party discovering such conditions shall promptly notify the other party in writing of the specific differing conditions before they are disturbed and before the affected work is performed.
- C. Upon written notification, the Engineer will investigate the conditions, and if it is determined that the conditions differing materially and cause an increase or decrease in the cost or time required for the performance of any work under the contract, and adjustment, excluding loss of anticipated profits, will be made and the contract modified in writing accordingly. The Engineer will notify the Contractor of the determination whether or not an adjustment of the contract is warranted.
- D. No contract adjustment which results in a benefit to the Contractor will be allowed unless the Contractor has provided the required written notice.

GC-11. EXTRA WORK

- A. CITY shall have the right to issue written change orders to Contractor within the general scope of the work without the consent of the Contractor and without notice to any surety of the Contractor. If for any reason extra work is ordered by CITY and the compensation for such extra work cannot be agreed upon in advance, such work will be paid for at the actual cost of the labor, materials, and field supervision required, with the addition of not to exceed a total of fifteen percent (15%) to cover general overhead and profit (including subcontractor's general overhead and profit), use of small tools, payment of insurance and medical aid, taxes, and all other costs in connection therewith. If a fixed sum or unit prices can be agreed upon for any extra work that may be ordered, such sum and prices, together with a description of the work, shall be made a part of the written order. Such orders will be prepared by the Engineer in triplicate, with one (1) copy to CITY, one (1) to the Contractor and one (1) retained by the Engineer.
- B. If during the progress of the work, the Contractor believes they are entitled to extra compensation for performing certain phases or items, any and all such claims must be promptly presented to CITY and the Engineer. Unless such claim is presented in writing within fifteen (15) days after it occurs, CITY may, at its discretion, reject the claim. CITY shall specifically reject claims of this nature that have been withheld by the Contractor for more than thirty (30) days.

GC-12. MONTHLY PAYMENTS

- A. The Contractor shall file a monthly request for payment with the Engineer on the 20th day of each month for all work completed to the 20th day of the month. If monthly requests for payment are not received as stated, the CITY shall have the right to withhold payment for that month. The Engineer shall review Contractor's monthly requests for payment on the first day of the month for all work completed to the 20th day of the preceding month, and shall certify such requests for payment. Progress payments will be made by the CITY for all work completed to the 20th day of the preceding month and duly certified by the Engineer, on or before the 10th day of each month in cash or interim warrants. These payments will be equal to ninety-five percent (95%) of the total amounts of the certified requests for payment. The CITY shall retain five (5) percent of the total amount owing the Contractor after the contract has been completed and accepted by the CITY for a minimum period of thirty (30) days. Should any liens or claims be filed during the retention period, the retained percentage will be held until a satisfactory agreement is reached between the CITY, the Contractor, and the Contractor's surety. Before final payment will be made by the CITY, Contractor agrees that it shall furnish the CITY with satisfactory evidence that all persons, including subcontractors, that have performed work or furnished materials pursuant to this Agreement and are entitled to a lien for their work or materials under the laws of the State of Idaho have been fully paid or are no longer entitled to such lien, and the Contractor shall file with the Clerk a notarized affidavit to that effect. Final payment will not be made until CITY has received a tax release from the Idaho State Tax Commission per GC-38.
- B. Progress payments for materials shall be considered eligible only if the materials are jobsite, and accurate, clearly detailed invoices from the material supplier are furnished. The ownership of these materials shall, upon payment from CITY to the Contractor, be vested in the City, and such materials may not be removed from the jobsite without written authorization of the Engineer.
- C. CITY may, but is not obligated to, withhold any payments to the Contractor, in addition to retained percentage, in such an amount or amounts as may be necessary to cover:

1. Payments that may be earned or due for just claims or labor or materials furnished in and about the work;
 2. Defective and/or condemned and/or non-conforming work or materials not remedied;
 3. Failure of the Contractor to make proper payments to a subcontractor;
 4. Reasonable doubt that this contract can be completed for the balance then unpaid;
 5. Damages to another Contractor where there is evidence thereof;
 6. Payments that cover all taxes, excises and license fees due the State and its taxing entities whether or not these moneys are yet due and payable.
- D. CITY shall have the right, but not the obligation, to disperse and shall have the right to act as agent for the Contractor for the limited purpose of dispersing such funds as have been withheld pursuant to this paragraph to the party or parties who are entitled to payment there from. In the event CITY elects to disperse such funds, CITY shall render to the Contractor a proper accounting of all such funds dispersed on behalf of the Contractor. Nothing herein shall create in such party or parties entitled to payment a cause of action against CITY for failure to exercise its rights pursuant to this section. Contractor further agrees that no cause of action shall accrue on behalf of the Contractor as a result of CITY's exercise of such right to disperse.

GC-13. TIME OF COMPLETION/LIQUIDATED DAMAGES

- A. The date of completion for this Agreement shall be defined by the Instruction to Bidders included in the Contract Documents. Contractor agrees that time is of the essence in the performance of this Agreement, and that failure to complete this Agreement by such date will result in financial injury to CITY. Contractor further agrees that failure to complete this Agreement by such date shall subject Contractor to payment of liquidated damages to CITY. The Contractor also recognizes the delays, expense and difficulties involved in proving in a legal proceeding of the actual loss suffered by CITY occasioned by failure to complete the work on time. Accordingly, instead of requiring such proof, CITY and the Contractor agree that as liquidated damages for delay (but not as a penalty) the Contractor shall pay to CITY the sum of one-half of one percent (0.005) of the Agreement amount, including change orders, will be deducted by CITY for each and every calendar day that the date of final completion is delayed. Should such deductions exceed the outstanding amount of the Agreement, the Contractor and its surety shall be liable for the excess.
- B. The Contractor herewith specifically waives claims for damages for any hindrance or delay. Contractor shall be granted extensions of time for which liquidated damages will not be claimed by CITY for the following reasons:
1. A delay caused the Contractor by any suit or other legal action against CITY (except a legal action instituted by the Contractor) regarding this Project shall entitle the Contractor to an equivalent extension of time unless the period of such delay exceeds ninety (90) days. When such period is exceeded, CITY will, upon

request by the Contractor in writing, either negotiate a termination of the Agreement or grant a further extension of time, whichever shall be agreed.

2. Time lost by inclement weather, causing suspension of work, will entitle the Contractor to an extension equivalent to the total time so lost, whether it be a single continuous period or the accumulated total of several periods. Inclement weather is defined as that which, in the opinion of the Engineer, would seriously affect the progress of the work or the quality of the work.
 3. Should unforeseen conditions require the performance under a change order, or work more complex or difficult than that originally specified and shown on the plans, and such work, in the Contractor's opinion, requires more time to execute than the proportional increase in dollar value, the Contractor shall state to CITY and Engineer, in writing prior to the performance of such work, their estimate of the added time required for such work. CITY may, if such estimate be reasonable, allow an added extension proportionate to the increase in the dollar value of the work.
- C. If the performance of all or any portion of the work is suspended or delayed by the Engineer for an unreasonable period of time (not originally anticipated, customary, or inherent to the construction industry) and the Contractor believes that additional compensation and/or contract time is due as a result of such suspension or delay, the Contractor shall submit to the Engineer in writing a request for adjustment within seven (7) calendar days of receipt of the notice to resume work. The request shall set forth the reasons and support for such adjustment.
- D. Upon receipt, the Engineer will evaluate the Contractor's request. If the Engineer agrees that the cost and/or time required for the performance of the Agreement has increased as a result of such suspension and the suspension was caused by condition beyond the control of and not the fault of the Contractor, its suppliers, or subcontractors at any approved tier, and not caused by weather, the Engineer will make adjustment as provided (excluding profit) and modify the Agreement in writing accordingly. The Engineer will notify the Contractor of the determination whether or not an adjustment of the Agreement is warranted.
- E. No Agreement adjustment will be allowed unless the Contractor has submitted the request for adjustment within the time prescribed.
- F. No Agreement adjustment will be allowed under this clause to the extent that performance would have been suspended or delayed by any other cause, or for which an adjustment is provided for or excluded under any other term of condition of this Agreement.

GC-14. ABANDONMENT OF WORK

- A. If the Contractor abandons the work for a period of twenty (21) days for any cause other than failure of CITY to make monthly payments, or refuses to comply with the provisions of the plans and specifications, CITY shall have the right to notify the Contractor's surety and require said surety to complete the work in accordance with the aforesaid plans and specifications. In the event no liens or claims have been filed and CITY fails to make progress payments, the Contractor may then, at their option, cease operations until payments are resumed by notifying CITY of their intention to cease operations for this

cause. Should the Contractor abandon the work, fail or refuse to complete the work embraced in this contract, or fail to pay just claims for labor and materials, CITY reserves the right to charge against the Contractor, and Contractor agrees to pay, all legal, engineering, or other costs caused by such abandonment, failure or refusal. The Contractor agrees that such legal costs shall also include CITY's costs of defending any suits in connection with such abandonment, failure or refusal and nonpayment of claims wherein CITY is made a co-defendant.

GC-15. AUTHORITY OF ENGINEER

- A. The Engineer shall decide questions which may arise as to the quality and acceptability of materials furnished and work performed, and as to the manner of performance and rate of progress of the work; questions which may arise as to the interpretation of the plans and specifications; and questions as to the satisfactory and acceptable fulfillment of the terms of the Agreement.
- B. The Engineer, including their employees and agents, shall at all times have access to the work wherever it is in preparation or progress and the Contractor shall provide proper facilities for such access and for inspection. Inspections by the Engineer shall be promptly made. If any work should be covered up without approval or consent of the Engineer, it shall be uncovered, if required by the Engineer, for examination. The costs associated with the uncovering of such non-approved work shall be the responsibility of Contractor and shall not be charged to CITY.
- C. Reexamination of questioned work may be ordered by the Engineer and if so ordered the work must be uncovered by the Contractor. If such work be found in accordance with the plans and specifications, CITY shall pay the cost of the reexamination and replacement. If such work is found not in accordance with the plans and specifications, the Contractor shall pay such costs.
- D. If the performance of all or any portion of the work is suspended or delayed by the Engineer for an unreasonable period of time (not originally anticipated, customary, or inherent to the construction industry) and the contractor believes that additional compensation and/or Agreement time is due as a result of such suspension or delay, the Contractor shall submit to the Engineer in writing a request for adjustment within seven (7) calendar days of receipt of the notice to resume work. The request shall set forth the reasons and support for such adjustment.
- E. Upon receipt, the Engineer will evaluate the Contractor's request. If the Engineer agrees that the cost and/or time required for the performance of the Agreement has increased as a result of such suspension and the suspension was caused by conditions beyond the control of and not the fault of the Contractor, its suppliers, or sub-contractors at any approved tier, and not caused by weather, the Engineer will make an adjustment and modify the Agreement in writing accordingly. The Engineer will notify the Contractor of the determination whether or not an adjustment of the Agreement is warranted.
- F. In making the Agreement adjustment a markup for profit will only be allowed on changed or extra work caused by the delay or suspension. No profit will be allowed on any other delay or suspension costs including, but not limited to, standby costs or extended indirect costs. Payment for changed and extra work will be made in accordance with section GC-11.

- G. No contract adjustment will be allowed unless the Contractor has submitted the request for adjustment within the prescribed time.

GC-16. PERFORMANCE AND PAYMENT BONDS

- A. The Contractor shall execute a separate performance bond and payment bond, each in penal amounts at least equal to one hundred percent (100%) of the of the full Agreement price, such bonds to be executed by a corporate bonding company (surety) licensed to do business in the State of Idaho and which is acceptable to CITY. Such corporate bonding company (surety) shall be required to be named on the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Treasury Department Circular Number 570. The premiums of such bonds shall be paid by Contractor. The performance bond shall be conditioned upon the Contractor's faithful performance of all the covenants and Agreements on the part of the Contractor to be kept and performed at the times and in the manner set forth in the Agreement, including the repair or replacement where required, or the cost of repair or replacement, of all work performed under the terms of this Agreement. The payment bond shall be conditioned upon the payment to all persons, including subcontractors, who have, and fulfill, contracts for performing labor and furnishing materials in the prosecution of the work provided for in such Agreement, provided that every such payment bond shall be construed, regardless of its language, as incorporating within its provisions the obligation to pay those persons who furnish labor or materials as stated in the Contract Documents.
- B. Such bonds shall remain in full force and effect during the term of this Agreement and during the terms of any warranty required by the specifications and shall be held in the custody of CITY. The current power of attorney for the persons who sign for the surety company shall be attached to the bond. The power of attorney shall be sealed and certified with a "first hand signature" by an officer of the surety. A facsimile signature shall not be acceptable to CITY.
- C. If, at any time, a surety on any such bond is declared as bankrupt or loses its right to do business in the State of Idaho or is removed from the list of surety companies accepted on Federal bonds, the Contractor shall, within ten (10) days after notice from CITY to do so, substitute an acceptable bond (or bonds) in such form and sum signed by such other surety or sureties as may be satisfactory to CITY. The expense of such replacement bonds shall be borne by the Contractor. No further payments by CITY pursuant to this Agreement shall be deemed due nor shall be made until the new surety or sureties shall have furnished an acceptable bond to CITY.

GC-17. INSURANCE/CITY TO BE NAMED AS ADDITIONAL INSURED

- A. The Contractor shall not commence work until they have obtained all insurance required under this section or until they have satisfied CITY in this respect; nor shall they allow any subcontractor to commence work until such subcontractor has also obtained such required insurance applicable to such subcontractor's work. The Contractor shall maintain such required insurance coverage throughout the term of this Agreement as will hold CITY harmless and shall indemnify CITY for any losses arising out of the Contractor's operations, including any contingent liability arising there from. The cost of such insurance shall be borne by the Contractor. The Contractor shall furnish copies of all insurance policies and/or certificates of insurance to CITY at the time of execution of this Agreement. Each policy shall include a provision to the effect that it shall not be subject to cancellation, or reduction in the amounts of its liabilities, or any other material change, until notice has

been given in writing to CITY and the Engineer not less than fifteen (15) days prior to such action. Contractor shall further cause CITY to be named as an additional insured on all applicable insurance policies.

- B. The Contractor shall take out and maintain during the term of this Agreement, statutory worker's compensation insurance for all employees who will work on this Project, and if any work is subcontracted, the Contractor shall require the subcontractor similarly to provide such insurance for all of the latter's employees unless they are included under the protection afforded by the Contractor.
- C. The Contractor shall take out and maintain during the term of this Agreement comprehensive public and general liability insurance. The comprehensive public and general liability insurance shall have, at a minimum, a coverage limit of at least FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) per occurrence, and ONE MILLION DOLLARS (\$1,000,000.00) aggregate. Policies containing deductible clauses will not be acceptable.
- D. The Contractor shall take out and maintain, during the term of this Agreement, builders' risk insurance which shall be written in completed value form, shall protect the Contractor and CITY against 'all-risks' of direct physical loss to buildings, structures, equipment and materials to be used in providing, performing or completing the project. This insurance shall be written with limits not less than the insurable value of the project at completion. This insurance shall include coverage while equipment or materials are in warehouses, during installation, during testing, and after the project is completed, but prior to final payment.
- E. Contractor's Responsibility for Materials. The Contractor shall be responsible for all materials and work performed until final acceptance by CITY.
- F. Contractor shall require all subcontractors to maintain the above referenced insurance requirements and shall verify that such requirements have been met by requiring all subcontractors to provide certification therefore.

GC-18. PATENT ROYALTIES AND PROCESS FEES

- A. The Contractor shall furnish CITY a license or licenses for the use of any process or processes in connection with this Project. The Contractor shall include in the unit price bid any patent royalties or license fees for equipment installed or construction methods used.

GC-19. CONTRACTOR RESPONSIBLE FOR WORK

- A. The Contractor shall be responsible for all work until its acceptance by CITY.
- B. The Contractor shall be responsible for all quality control including but not limited to tests and inspections; correction, removal of defective work.

1. Tests and Inspections

- a. Contractor shall give Engineer timely notice of readiness of the Work for all required inspections, tests, or approvals and shall cooperate with inspection and testing personnel to facilitate required inspections or tests.
- b. Contractor shall employ an independent testing laboratory or testing agency and shall be responsible for arranging and shall pay for all specified tests, inspections, and approvals (including tests, inspections, and approvals to be paid for on a cash allowance basis) required for CITY's and Engineer's acceptance of the Work at the site except: costs incurred in connection with tests or inspections as otherwise specifically provided in the Contract Documents.
- c. If Laws or Regulations of any public body having jurisdiction require any Work (or part thereof) specifically to be inspected, tested, or approved by an employee or other representative of such public body, Contractor shall assume full responsibility for arranging and obtaining such inspections, tests, or approvals, pay all costs in connection therewith, and furnish Engineer the required certificates of inspection or approval.
- d. Contractor shall be responsible for arranging and obtaining and shall pay all costs in connection with any inspections, tests, or approvals required for Owner's and Engineer's acceptance of materials or equipment to be incorporated in the Work; or acceptance of materials, mix designs, or equipment submitted for approval prior to Contractor's purchase thereof for incorporation in the Work. Such inspections, tests, or approvals shall be performed by organizations acceptable to City and Engineer.
- e. If any Work (or the work of others) that is to be inspected, tested, or approved is covered by Contractor without written concurrence of Engineer, it must, if requested by Engineer, be uncovered for observation.
- f. Uncovering Work as provided in paragraph e. above shall be at Contractor's expense unless Contractor has given Engineer timely notice of Contractor's intention to cover the same and Engineer has not acted with reasonable promptness in response to such notice.

GC-20. USE OF COMPLETED PORTION

- A. CITY reserves the right to use and occupy any portion of the improvement which has been completed sufficiently to permit use and/or occupancy, and such use and/or occupancy shall not be construed as an acceptance of the work as a whole or any part thereof. Any claims which CITY may have against the Contractor shall not be deemed to have been waived by such use and/or occupancy.

GC-21. SIGNATURES

- A. A proposal made by a corporation shall be signed and sealed by the legally authorized officers of said corporation. If awarded the Agreement, the Agreement shall also be executed by proper authorized officers and be affixed with the corporate seal. If a proposal or Agreement is signed by an agent, such agent shall furnish satisfactory written evidence of the agent's authority to sign as the legal representative of the bidder. An authorized

partner of a co-partnership may sign the Agreement subject to the approval of the Attorney, who may, at their discretion, require each and every member of the co-partnership to sign the Agreement.

GC-22. ORDERS TO BEGIN WORK

- A. The successful bidder shall not begin work until after the Agreement has been executed and the surety bond and insurance has been approved by the Attorney. The order for the Contractor to begin work shall be issued by the Engineer by a written "Notice to Proceed".

GC-23. ORDER OF WORK

- A. The Agreement period and time of completion will be as set forth in the Instruction to Bidders included in the Contract Documents.
- B. GC-13 "Time of Completion/Liquidated Damages" of the General Conditions shall apply to interim as well as final completion dates.
- C. The specific details of the order of work will be established by the Engineer before construction begins. Before the successful bidder is authorized to begin work, they shall attend a pre-construction conference with the Engineer. At this time the successful bidder shall present a written schedule for the entire Project, specifying the beginning and completion dates for each phase of work. Once approved by the Engineer, this schedule shall be adhered to by the Contractor and they shall employ the necessary work force and equipment to maintain such schedule. Contractor further agrees that the approval by the Engineer of such schedule shall not create any liability to the Engineer or CITY for Contractor's means, methods, sequences, techniques or site safety.

GC-24. EFFICIENCY OF OPERATION/LICENSING

- A. The work embraced in this Project shall be started at the earliest possible date after issuance of the Notice to Proceed, and shall be prosecuted regularly and without interruption thereafter, unless otherwise directed by the Engineer. The Contractor shall furnish work force and equipment sufficient to accomplish full completion of the work within the time specified in the proposal and Agreement. The Contractor shall at all times employ efficient and experienced workers. Contractor shall also require and verify that all workers and subcontractors are licensed in accordance with law and/or regulation.

GC-25. PROTECTION OF WORK AND PROPERTY

- A. The Contractor shall exercise particular care in protecting surrounding buildings, structures, trees, and property from injury during the demolition and construction operation, and shall be responsible for their protection and shall repair or compensate the CITY thereof for any damage which may result from such demolition and construction operations. The expense of such compensation or repair shall be borne by Contractor, and shall not be the responsibility of CITY.
- B. The Contractor shall exercise particular care in protecting trees, located on private or public property, from injury during the demolition and construction operations. If the Contractor's duties under this Agreement shall cause any damage, mutilation, or destruction whatsoever, of any tree, due to Contractor's need to remove, top, excavate, fill, or compact the roots of such tree, or by the placement or storage of any materials which are hazardous to trees, near such tree, the Contractor shall:

1. Inform the Engineer in writing of such need; and
 2. Plot the location of such tree on the site plan which is the subject of this Agreement; and
 3. Comply with all permit requirements as set forth in the Community Forest Ordinance, Moscow City Code §5-8-1 et seq.
- C. Any utilities damaged by the Contractor shall be repaired by the Contractor and the Contractor shall be responsible to maintain temporary service until such damage is repaired. The expense of such repair and/or temporary service shall be borne by Contractor, and shall not be the responsibility of CITY.
- D. The Contractor shall provide and maintain temporary sidewalks, warning lights, barricades and other preventive means to safeguard pedestrian and vehicular traffic around the construction, as deemed necessary by CITY.
- E. During all construction operations, the Contractor shall construct and maintain such facilities as may be required to provide access by all property owners to their property. No person shall be cut off from access to their residence or place of business unless the Contractor has made a special arrangement with the affected persons.
- F. Construction operations and parking of vehicles shall be confined to areas designated by CITY. Contractor shall consult the proper traffic regulatory authorities regarding the routing of trucks and other vehicles, and shall follow the direction of such authorities.
- G. Any structures, tanks, mechanisms or equipment damaged by the Contractor shall be repaired at the Contractors expense. Any fines or penalties incurred by CITY as a result of any damages to the facilities shall be paid or mitigated by the Contractor.

GC-26. RESPONSIBILITY FOR SAFETY

- A. The Contractor shall be responsible for the safety of their work, equipment, and materials until the finished project is accepted by CITY.

GC-27. GUARDS AND BARRICADES

- A. The Contractor shall erect and maintain such barricades, detour signs and warning lights as will effectively mark any hazards or detours and the Contractor shall be liable for any damage occasioned by their acts or negligence, or the acts or negligence of their employees, agents or subcontractors, and shall indemnify CITY and the Engineer against loss and/or liability for any such damage, acts or negligence. Traffic signs shall be in accordance with the standards presented in the most current edition of the "Manual on Uniform Traffic Control Devices".

GC-28. EXISTING TRAFFIC SIGNS AND FACILITIES

- A. Existing traffic and street name signs which will interfere with construction shall be removed by the Contractor and stored in a safe place. These signs shall not be removed until the Contractor has obtained the consent of the traffic regulatory authorities having jurisdiction and until the necessary measures have been taken to safeguard traffic after the signs have been removed. Preservation and maintenance of the signs shall be the sole responsibility of the Contractor. As soon as sign location no longer interferes with work, the Contractor shall reset all such signs at locations indicated by the traffic regulatory authorities having jurisdiction, in cooperation with the Engineer and Streets Department. All costs incurred in work outlined above shall be considered as incidental to the construction contract, and shall be borne by Contractor.

GC-29. MAINTAINING POSTAL SERVICE

- A. Postal service shall be maintained in accordance with instructions of the U.S. Post Office Department. The Contractor shall be responsible for moving mail boxes to temporary locations designated by the Post Office Department, and at completion of the work they shall replace them in locations and in condition satisfactory to the Post Office Department.
- B. It will be the Contractor's responsibility to contact the U.S. Post Office Department for their requirements in maintenance of postal service and to follow those requirements.
- C. In cases where posts upon which the box or boxes are fastened are in such condition that they cannot be reset, the Contractor shall furnish posts for this purpose at their own expense.
- D. All costs incurred in work outlined above shall be considered as incidental to the construction contract, and shall be borne by Contractor.

GC-30. EMERGENCY WORK

- A. The Contractor will not be allowed added compensation for any emergency work performed on Sundays or legal holidays unless such work is ordered in writing by the Engineer.

GC-31. SUPERVISION OF WORK

- A. During the progress of the work, the Contractor shall employ a competent superintendent and any necessary assistants at the job site. The superintendent shall not be changed except with the approval of the Engineer (or upon the order of the Engineer should the superintendent be or become unsatisfactory to the Engineer) unless the superintendent proves to be unsatisfactory to the Contractor and ceases to be in their employ. The superintendent shall represent the Contractor in the Contractor's absence and all directions given to them shall be as binding as if given to the Contractor. Important directions shall be so confirmed on written request in each case.
- B. The Contractor shall give efficient supervision to the work, using their best skill and attention. They shall carefully study and compare all drawings, specifications and other instructions and shall at once report to the Engineer any error, inconsistency or omission which they may discover, but they shall not be held responsible for their existence of discovery.

GC-32. CORRECTION AND COMPLETION OF WORK

A. Correction of Work before Final Payment:

1. The Contractor shall promptly remove from the premises all materials condemned by the Engineer as failing to conform to the Agreement, whether incorporated in the work or not, and shall re-execute any work condemned by the Engineer as failing to conform to the Agreement, and the Contractor shall promptly replace such non-conforming materials and re-execute such non-conforming work in accordance with the Agreement, such costs of replacement and re-execution to be borne by Contractor at no additional expense to CITY.
2. If the Contractor does not re-execute such non-conforming work and/or remove and replace such non-conforming materials within a reasonable time, fixed by written notice of the Engineer, then and in that event CITY may remove them and may store the material at the expense of the Contractor. If the Contractor does not pay the expenses of such removal within ten (10) days' time thereafter, CITY may, upon ten (10) days' written notice, sell such materials at auction or at private sale and shall account to Contractor for the net proceeds thereof, after deducting all the costs and expenses of such removal, storage, sale and repair. Nothing contained herein shall relieve the Contractor from their responsibility to perform the work in accordance with the Contract Documents, nor to reduce the liability of the Contractor to replace such non-conforming materials or re-execute such non-conforming work.

B. Correction of Work after Final Payment:

1. Neither the final certificate, nor payment, nor any provision in the Contract Documents shall relieve the Contractor of responsibility for faulty and/or non-conforming materials or workmanship and unless otherwise specified, they shall remedy any defects due thereto and pay for any damage to other work resulting therefrom, which shall appear within a period of one (1) year from the date of final acceptance. CITY shall give notice of observed defects with reasonable promptness.

C. Deductions for Uncorrected Work:

1. If the Engineer and CITY deem it inexpedient to correct work injured or done not in accordance with the Agreement, an equitable deduction from the Agreement price and/or extended warranty shall be made therefore.

GC-33. SUBSTITUTES CLAUSE

- A. In order to establish a basis or quality, certain processes, types of machinery and equipment, kinds of material, may be specified on the plans or herein, by designating a manufacturer by name and referring to their brand or product designation. It is not the intent of these specifications to exclude other processes, equipment or materials or a type and quality equal to those designated.

- B. The materials, products and equipment described in the bidding documents establish a standard or required function, dimension, appearance and quality to be met by any proposed substitution.
- C. Approval of alternate and equal specified equipment and material will be only by addenda issued by the Engineer at least five (5) days prior to bid opening. Requests for approval of alternate equipment and materials manufacturers must come from the manufacturer or bidder at least ten (10) days prior to bid opening. All such requests must be accompanied by drawings and specifications in sufficient detail to allow the Engineer to determine whether or not the equipment and materials proposed is equal to that specified. The determination as to whether or not the proposed substitute equals that specified, shall rest solely with the City, based upon the opinion of the Engineer. The burden of proof of the merit of the proposed substitute shall be upon the proposer.
- D. No extra compensation will be allowed the Contractor for any changes required to adopt the substitute equipment; therefore, the Contractor's proposal, including the approved alternate, shall include all costs for any modifications to the plans such as structural and foundation changes, additional piping or changes in piping, electrical changes, or any other modifications which may be necessary or required for approval and adoption of the proposed alternate equipment.

GC-34. DETAILED BREAKDOWN OF CONTRACT PRICE

- A. The Contractor shall, within ten (10) days after receipt of this notice to proceed, submit a complete breakdown of all lump sum bid items showing the value assigned to each part of the work, including an allowance for profit and overhead. Upon acceptance of the breakdown of the contract price by the Engineer, it shall be used as the basis for all requests for payment.

GC-35. CONTRACTOR'S RESPONSIBILITY FOR UTILITY PROPERTIES AND SERVICE

- A. Certain utilities and structures which are expected to be adjacent to or encountered in the work are shown on the plans. It is known that there are discrepancies and omissions in the locations and quantities of existing utilities and structures shown. Those shown are for the convenience of the Contractor only, and no responsibility is assumed by either the City or the Engineer for their accuracy or completeness.
- B. It is the Contractor's responsibility to notify "CALL BEFORE YOU DIG" at nationwide #811 prior to excavating and to comply with Idaho Code Section 55-2207 and all other applicable laws and regulations regarding the protection of underground utilities.
- C. At points where the Contractor's operations could cause damage which might result in considerable expense, loss, and inconvenience when their operations are adjacent to or near a railway, telephone, television, power, oil, gas, water, sewer, irrigation, or other private or municipal systems, the operations shall be suspended until all arrangements necessary for the protection thereof have been made by the Contractor.
- D. The Contractor shall notify all utility offices which are affected by the construction operation at least forty-eight (48) hours in advance of such construction. Under no circumstances shall the Contractor expose any utility without first requesting permission from and being granted to do so from the affected agency. Once permission has been granted, Contractor shall locate, if necessary, and expose all existing underground utilities

in advance of any trenching operation. Hand digging shall be required within twenty-four (24) inches of a marked utility.

- E. The Contractor shall protect all other poles from damage. If interfering power poles, telephone poles, guy wires, or anchors are encountered, Contractor shall notify the Engineer and the affected utility company at least forty-eight (48) hours in advance of construction operations to permit the necessary arrangements to be made with the affected utility company for protection or relocation of the interfering structure.
- F. The Contractor shall be solely and directly responsible to the CITY and operators of such properties for any damage, injury, expense, loss, inconvenience, delay, suits, actions, or claims, of any character brought because of any injuries or damage which may result from the carrying out of the work to be done under the Agreement. Contractor shall hold harmless, indemnify and defend CITY from any such claims.
- G. In the event of interruption to domestic water, sewer, storm drain, or to other utility services as a result of accidental breakage, or as a result of being exposed or unsupported, the Contractor shall promptly notify the proper authority. After such notification, the Contractor shall cooperate with said authority in restoration of service as promptly as possible and the Contractor shall bear all costs of repair. In no case shall interruption of any water or utility service be allowed to exist beyond working hours unless prior approval is received from the Engineer.
- H. In the event the Contractor encounters utility lines that interfere with trenching, the Contractor may, by obtaining prior written approval of the appropriate utility company, cut the service, dig through and restore the service with similar and equal materials at the Contractor's expense.

GC-36. STREET CLEANUP DURING CONSTRUCTION

- A. The Contractor shall clean all spilled dirt, gravel, or other foreign material caused by the construction operations from all streets and roads at the conclusion of each day's work.

GC-37. CLEANUP

- A. The Contractor shall at all times during the work keep the premises clean and orderly. They shall promptly remove all waste materials and rubbish. All directions from the Engineer and all authorized public officials having jurisdiction over health and safety shall be obeyed.

GC-38. PROOF OF TAX PAYMENT

- A. The Contractor shall, within ten (10) days after receipt of the Notice of Award, furnish the Idaho State Tax Commission with a completed State of Idaho Form WH-5, PUBLIC WORKS CONTRACT REPORT. Copies of the form may be obtained from CITY, or from the Idaho State Tax Commission.
- B. The Contractor shall furnish evidence that they have paid all state and local taxes which have become due and payable and that they have secured payment of state and local taxes which have accrued, but which are not due. CITY shall not make final payment to Contractor until a tax release from the Idaho State Tax Commission has been received by CITY.

GC-39. HOLD HARMLESS REQUIREMENT

- A. In addition to other rights granted CITY by the Contract Documents, the Contractor shall indemnify and save harmless CITY, its officers and employees, from all suits, actions, or claims of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of the operations of the Contractor or their subcontractors; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any act or omission, neglect, or misconduct of the Contractor or their subcontractors; or because of any claims or amounts recovered from any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Workmen's Compensation Act or any other law, ordinance, order or decree.

GC-40. JURISDICTION AND DISPUTE RESOLUTION

- A. Either CITY, or Contractor, may request mediation of any Claim submitted to Engineer for a decision before such decision becomes final and binding. A mediator with a background in construction litigation shall be selected by mutual agreement. In the event the parties cannot mutually agree upon a mediator, the Trial Court Administrator for the Second Judicial District shall submit a list of three (3) mediators to the parties. Each party will be allowed to strike one (1) of the listed mediators, Contractor proceeding first and CITY second. The remaining person shall then be the mediator. Costs of the mediation shall be borne equally by the parties.
- B. CITY and Contractor shall participate in the mediation process in good faith. The process shall be concluded within sixty (60) days of filing of the request.
- C. If the Claim is not resolved by mediation, Engineer's action or denial shall become final and binding thirty (30) days after termination of the mediation unless, within that time period, CITY or Contractor:
1. agrees with the other party to submit the Claim to another dispute resolution process; or
 2. gives written notice to the other party of the intent to file an action in the Second Judicial District of the State of Idaho which court, the parties agree, is the court with jurisdiction to hear the dispute. The action must then be filed not later than sixty (60) days after substantial completion of the Project.

GC-41. PERMITS AND LICENSES

- A. The Contractor shall obtain and pay for all permits and licenses, including but not limited to the following:
- B. Those required by the Moscow City Code, such as:
- | | |
|------------------------------|----------------|
| Community Forestry Ordinance | §5-8-1 et seq. |
| Building Code | §7-1-1 et seq. |

Plumbing Code	§7-1-2 et seq.
Electrical Code	§7-1-3 et seq.
Gas Code	§7-1-4 et seq.
Contractor Licensing Ordinance	§7-16-1 et seq.

- C. Those required by the Idaho Code or other State Law.
- D. Those required by the Code of Federal Regulations or other Federal Law.

GC-42. ENVIRONMENTAL MATTERS

- A. Contractor shall comply with all statutes and regulations regarding environmental matters, including, but not limited to, matters of health, safety, exposure, disposal, reporting, mitigation, etc.

GC-43. NO THIRD-PARTY BENEFICIARIES

- A. No claim as a third-party beneficiary under this Agreement by any person other than Contractor shall be made or shall be valid against CITY, and CITY shall not be liable for or be held to pay any money to such person.

GC-44. COMPLIANCE WITH GRANT CONDITIONS

- A. Contractor shall comply with all conditions of, and all laws applicable to, and all policies, practices and procedures of the City applicable to, any federal, state or local grant received by the City or Contractor at any time with respect to this contract or with respect to the provision, performance or completion of the work.

ENGINEERING SPECIFICATIONS

ES-1. SCOPE OF WORK

The scope of work for the project is as set forth in the project specific plans and specifications.

The intent of the contract is to provide for the construction and completion in every detail of the work described.

The City reserves the right to make, at any time during the progress of the work, such changes in quantities and such alterations in the scope of work as are necessary to satisfactorily complete the project and the Contractor shall perform the work as altered. Compensation for change in scope of work will be in accordance with the project specific contract documents.

Unless otherwise noted, all labor, materials, and equipment necessary for the execution and completion of the work shall be furnished by the Contractor.

ES-2. TRAFFIC CONTROL/R.O.W USE PERMITS

2.1 Traffic Control

- A. The Contractor shall obey all rules, laws, ordinances and regulations of all traffic regulatory authorities having jurisdiction regarding the closing or barricading of public streets. Work shall not begin until the proper permits have been acquired and all required traffic control devices are in place.
- B. **Prior to commencement of work, the Contractor shall submit to the Engineer for review, Traffic Control Plan(s) created by an ATSSA or ESC certified Traffic Control Supervisor. The plan shall be consistent with requirements detailed in the current edition of the Manual of Uniform Traffic Control Devices and shall include identification of detour routes for pedestrians. All traffic control devices shall be MUTCD approved, and installed and maintained by ATSSA or ESC certified Traffic Control Technicians. In the event where flagging is required to control traffic flow around a work zone, all flaggers shall have a *current ATSSA or ESC flagging card*.**

Traffic control plans for work within State of Idaho highway right-of-way must also be approved by the Idaho Transportation Department.

- C. The work shall be carried out so as to cause a minimum of dislocation of normal commercial pursuits. Traffic must be kept open on roads and/or streets where no detour is possible. The Contractor shall, in addition to other requirements contained herein, without further notification or other order, provide, erect, and maintain at all times during the progress or temporary suspension of the work, barricades, fences, signs, flaggers, or other protection in accordance with the most current

edition of the "Manual on Uniform Traffic Control Devices" and shall provide, keep, and maintain such danger lights, signals, and flaggers, as may be necessary or ordered by the Engineer and/or traffic regulatory authorities having jurisdiction to ensure the safety of the public as well as those engaged in connection with the work. All barricades and obstructions shall be protected by signal lights which shall be suitably distributed across and along the roadway and which shall be kept burning from one hour before sunset until one hour after sunrise and at other times as vision is obscured by fog, smoke, or dust.

- D. The Contractor shall promptly reopen streets and driveways to the public after construction work requiring their closure is completed, and all safety issues have been resolved. Local traffic shall be provided access to private properties at all times, except during necessary stages of construction when it is impractical to carry on the construction and maintain traffic simultaneously, such as for the placing of asphalt concrete pavement, placing and curing of Portland cement pavement, and deep sewer excavation which prohibits safe travel of vehicular traffic. No private driveway may be closed except as provided here-in, or unless permission is given the Contractor by the owner of the property affected. Emergency traffic such as police, fire, and disaster units shall be provided reasonable access at all times. The Contractor shall be solely responsible for any damages which may result from failure to provide such reasonable access.
- E. The Contractor shall take every precaution to protect pedestrian, bicycle and vehicular traffic. Whenever, in the opinion of the Engineer, the Contractor has not provided sufficient or proper safety precautions and safeguards, they shall do so immediately, and to whatever extent the Engineer directs at no additional cost to the City. Should the City Engineer deem it necessary to augment the traffic control devices and the Contractor be unresponsive or unwilling to do so, the Contractor will be charged the customary rental rate and force account charges for the required personnel to bring the site into compliance with the MUTCD.

2.2 Right of Way Use Permits

- A. All street and sidewalk closures require a City issued Street Closure Permit.
- B. Work within public right of way requires a City issued Right of Way use permit.
- C. Work within State of Idaho highway right-of-way requires an Idaho Transportation Department (ITD) permit. These permits must be obtained through the City; not directly from ITD.

2.3 Payment: Traffic Control

Traffic control will be paid for as incidental to other bid items if there is no specific bid item for traffic control included in the proposal; OR, as a lump sum amount if traffic control is included as

a separate pay item in the proposal. Lump Sum price for traffic control includes furnishing, installing and maintaining the required devices to comply with MUTCD requirements.

ES-3. MATERIALS

All materials shall be new, free of defects, manufactured in the USA, and shall be furnished and installed according to the manufacturer's specifications.

ES-4. REMOVALS AND DISPOSALS

The Contractor shall be responsible for all removals indicated on the Plans and in the Specifications, and as may be necessary to complete the work in accordance with the true intent and meaning of the drawings and the details.

The Contractor shall patch, repair, and/or replace all existing work immediately adjacent to the newly constructed areas, or where removals are made, so that such adjacent work is left in the same state as their original condition. Such applications specifically shall apply to private driveways with the intent that all such driveways will be left with a smooth consistent and constant grade constructed of the same material and to the same specifications as originally used in constructing the driveway.

When salvageable material is to remain Contracting Agency property, the Specifications will identify the material and describe how the Contractor shall remove it and where it will be stored. Any material not named in the Specifications as Contracting Agency property will become the property of the Contractor and shall be removed from the project.

The Contractor may dispose of waste material in Contracting Agency-owned sites if the Specifications or the Engineer permits it. Otherwise, the Contractor shall arrange to dispose of waste at no expense to the Contracting Agency.

The Contractor shall acquire all permits and approvals required for the use of the disposal site. The cost of any such permits and approvals shall be included in the Bid prices for other Work.

The Contractor shall provide the Engineer the location of all disposal sites to be used and also provide copies of the permits and approvals for such disposal sites before any waste is hauled off the project.

The Contractor shall protect, indemnify, and save harmless the Contracting Agency from any damages that may arise from the Contractor's activities in making these arrangements. Any action required to satisfy any permit and/or any approval requirements in a Contractor-provided disposal site shall be performed by the Contractor at no additional expense to the Contracting Agency.

Removals and disposals will be paid by lump sum or unit price:

The price shall include all costs incurred to remove and dispose of the items bid including labor and equipment and other incidental costs.

ES-5. EARTHWORK

5.1 Excavation

All excavation shall be unclassified, except that which is required for the installation of pipe (storm, sanitary, water, drain), which is classified as trench excavation.

This work shall consist of excavation and disposal of all material, not being removed under some other item, which is encountered within the limits of the work necessary for the construction in accordance with the Specifications and in reasonable close conformity with the lines, grades, or thicknesses shown on the plans, or established by the Engineer.

This work shall include all excavation performed under this item regardless of the material encountered.

This work shall include the removal and disposal of any structure or any miscellaneous obstructions which are visible or are indicated on the plans which encroach upon or otherwise obstruct the work and for which a separate bid is not taken.

This work shall also include the preparation of the subgrade when the subgrade is not on a fill section. Subgrade elevation shall be below the gravel base elevation of pavement as indicated on the plans, and shall conform to the crown of the finished pavement surface. All depressions or ruts containing water shall be drained, as arranged with the Engineer. The entire surface shall be bladed to remove inequalities and secure a uniform surface. Line and grade stakes will be provided once by the Engineer, or his representative. The Engineer, or his representative, will set one set of stakes at fifty (50) foot intervals and at closer intervals where necessary. The subgrade shall be brought to a firm unyielding surface, true to line, grade, and cross section, by rolling and processing with equipment generally used for this purpose and acceptable to the Engineer. All soft, spongy, or yielding spots, which may be ordered to be removed by the Engineer, shall be entirely removed and replaced with geotextile and suitable rock material and thoroughly compacted to the satisfaction of the Engineer.

5.2 Structural Fill

This work shall consist of furnishing and placing selected material in one or more courses to form a stable roadbed in accordance with these specifications and in conformity with the Plans.

Structural fill (also 'Borrow' or 'Embankment') may consist of naturally occurring sand, sand gravel, sand and rock mixtures, decomposed granites, and native loess or clays. Sand and rock mixtures shall contain sufficient sand to fill the voids of the larger gravel and stone to permit the required compaction. All borrow must be obtained from designated or

approved sources. Structural fill shall be free of roots, bark, topsoils or other organic materials.

The surface upon which the structural fill is to be placed shall conform to the established lines and grades and shall be smooth and uniform, having been cleared of all vegetation, roots, stumps, topsoil, and foreign material.

The Contractor shall use necessary precautions in loading borrow to assure reasonable uniformity in grading.

Borrow shall be compacted with modern, efficient, compacting equipment satisfactory to the Engineer.

Embankment shall be placed in successive horizontal layers not exceeding eight (8) inches in loose thickness. All embankment shall be compacted to at least ninety-five (95) percent of the maximum density in accordance with AASHTO T-99. At all locations that are inaccessible to a roller, the embankment shall be brought up in horizontal layers and compacted thoroughly with mechanical tampers. The horizontal layers shall not exceed eight (8) inches in loose thickness. The compacting equipment may be of any type provided they are capable of compacting each lift of the material to the specified density.

5.3 Payment

The accepted quantities of EXCAVATION will be paid for by the per cubic yard unit price or by lump sum. The quantity of excavation, as listed on the proposal or measured in the field, shall be used to compute the final payment, exclusive of any extra work ordered by the Owner or his representatives, as provided under Section GC-11, Extra Work.

The accepted quantities of STRUCTURAL FILL will be paid for by per cubic yard unit price or by lump sum. The unit price per cubic yard shall include all materials, labor, equipment and other costs incidental to furnishing and placing the borrow as herein specified and as shown on the plans.

ES-6. SUBGRADE SEPARATION GEOTEXTILES

6.1 Materials

Geotextile shall be Type II, nonwoven or woven, as set forth in **Section 718.07 – Subgrade Separation Geotextile Property Requirements** of the latest edition of the Idaho Transportation Department's Standard Specifications for Highway Construction.

6.2 Construction Requirements

Geotextile shall be furnished and installed in accordance with **Section 640 – Construction Geotextiles** of the latest edition of the Idaho Transportation Department's Standard Specifications for Highway Construction.

6.3 Payment

Geotextile will be paid for on the basis of unit price, per square yard, furnished and installed.

ES-7. CRUSHED ROCK BASE

7.1 Description

This work shall consist of furnishing and placing one or more courses of aggregate on a prepared surface in accordance with these Specifications and in reasonably close conformity with the lines, grades, thicknesses and typical sections shown on the Plans and/or established by the Engineer.

The Contractor shall make their own arrangements for obtaining crushed rock base material and shall designate the source of same in ample time to permit sampling and testing by the Engineer.

7.2 Aggregate

A. 3/4" (-) Aggregate shall conform to the following gradation:

Sieve Size	Percent Passing
1 inch	100
¾ inch	90 – 100
No. 4	40 – 65
No. 8	30 – 50
No. 200	3 – 9

The sand equivalent shall not be less than 30 if 5 percent or more of the material passes the No. 200 sieve. Sand equivalent will not be required if less than 5 percent passes the No. 200 sieve.

B. 1-1/4" (-) Aggregate shall conform to the following gradation:

Sieve Size	Percent Passing
1-1/2 inch	100
1 inch	90 – 100
½ inch	60 – 80
No. 4	35 – 60
No. 8	25 – 50
No. 30	10 – 30
No. 200	2 – 9

The sand equivalent shall not be less than 30 if 5 percent or more of the material passes the No. 200 sieve. Sand equivalent will not be required if less than 5 percent passes the No. 200 sieve.

7.3 Test Methods

Tests shall be made in accordance with the following applicable standard methods:

Field determination of density of soil in-place and percent compaction.

Idaho T-74

Compaction standard for coarse granular materials by use of the vibratory spring-loaded compactor.

Idaho T-74

Moisture density relations using a 5.5 lb. rammer and 18 inch drop, method A or C.

AASHTO T-99

Nuclear method for the determination of percent compaction in place density and moisture content of soils and aggregates.

WAQTC TM7

7.4 Placing

Prior to placing base rock, the excavated subgrade will be graded smooth and compacted to the satisfaction of the Engineer. Geotextile fabric shall then be placed upon the full width of the compacted subgrade. The geotextile fabric shall be as specified in Specification ES-6. Joints between sections of fabric shall overlap a minimum of 2 feet along longitudinal joints and a minimum of 6 feet at end joints.

If the required compacted depth of the base course exceeds 8.0 inches, the base shall be constructed in two or more layers of approximate equal thickness.

7.5 Mixing

Unless otherwise specified, the Contractor shall mix the base course by any one or a combination of the three methods specified below:

Stationary Plant Method. The aggregate and water shall be mixed in an approved mixer. Water shall be added during the mixing operation in an amount necessary to facilitate compaction. After mixing, the base material shall be placed on the roadbed by means of an approved aggregate spreader.

Travel Plant Method. After the material for each layer of base course has been placed through an aggregate spreader or windrow sizing device, the base shall be uniformly mixed by a traveling

mixing plant. During the mixing, water shall be added in an amount necessary to facilitate compacting.

Road Mix Method. After material for each layer of base course has been placed, the materials shall be mixed by motor graders or other approved equipment until the mixture is uniform throughout. During the mixing, water shall be added in an amount necessary to facilitate compaction.

7.6 Shaping and Compaction

After each layer has been spread it shall be compacted for its full width. The choice of compaction equipment will be left to the Contractor. Compaction shall continue until not less than 95% of the standard density is attained as determined by AASHTO T-99.

At the request of the Contractor, the Engineer, or his representative, will set one set of stakes at fifty (50) foot intervals and at closer intervals where necessary.

All soft, spongy, or yielding spots, which may be ordered repaired by the Engineer, shall be repaired in accordance with Specification ES-8.

7.7 Payment

The accepted quantities of CRUSHED ROCK BASE will be paid for by the unit price per ton. The unit price per ton shall include all materials, labor, equipment and other costs incidental to furnishing and placing the crushed rock, as herein specified and as shown on the plans.

Weight slips, in duplicate form, shall accompany each load of crushed rock to the construction site. Upon delivery of the material, one copy of the weight slip will be given to the Engineer, or his representative, and one copy will remain with the truck driver, before the material is unloaded. Under no conditions will any weight slips be accepted by the Engineer, or his representative, after the material is unloaded from the vehicle. It shall be the responsibility of the Contractor to give the Engineer ample advance notice of the time when such material shall arrive at the job site, in order to assure the presence of the Engineer, or his representative, at the job site during delivery of the material. The weight slips will be the only basis of determination of pay quantity for this item.

ES-8. SOFT SPOT REPAIR

8.1 Materials

Geotextile shall be Type II, nonwoven or woven as per Specification ES-6. Crushed Rock Base shall be 1-1/4"(-) crushed basalt per Specification ES-7.

8.2 Construction Requirements

All soft spots in the subgrade shall be called to the attention of the Inspector prior to placing the geotextile fabric. The Inspector shall determine where additional excavation is necessary and instruct the Contractor on such over excavation.

All soft, spongy, pumping or yielding areas will be ordered by Engineer to be repaired as herein described:

1. Remove subgrade to a depth of one foot below design subgrade elevation.
2. Add Subgrade Separation Geotextile to the bottom of the excavated area. This layer of geotextile will be in addition to that required for the entire subgrade area.
3. Backfill the area with Crushed Rock Base (95% min. compaction) to subgrade design elevation.

Dispose of the excavated material per Specification ES-4.

The Contractor shall cooperate with the City in determining the areas that require Soft Spot Repair by furnishing a loaded dump truck and operator to roll over the entire subgrade area and, with the assistance of a City representative, locate and mark all soft spots.

8.3 Payment

SOFT SPOT REPAIR will be paid for on the basis of unit price, per square yard, complete, in-place; including excavation, base aggregate and geotextile.

The Engineer may determine that excavation in excess of the one foot depth may be required to accomplish the repair; in such instances compensation will be adjusted proportionately.

ES-9. WATERING

Bulk water furnished to contractors for the construction of City funded projects will be provided at NO cost to the contractor. Bulk water furnished to contractors for purposes other than the construction of City funded projects must be purchased from the City. All bulk water use by contractors will be metered and paid for under rates and fees established by the City's most current adopted fee schedule and pursuant to City Code.

ALL BULK WATER WILL BE FURNISHED IN ACCORDANCE WITH THE CITY OF MOSCOW'S 'BULK WATER USE POLICY'.

Contractors shall coordinate ALL water usage with the Moscow Water Department.

ES-10. WEIGHING

Weighing equipment for the weighing of crushed stone surfacing materials, bituminous construction, etc., shall consist of and conform to Section 109, of the latest edition, of the Idaho

Transportation Departments Standard Specifications for Highway Construction, and amendments thereto. In any event, the scales shall be tested and sealed, at the expense of the Contractor, as set forth in the Standard Specifications listed above. Weight slips in duplicate form shall accompany each load of crushed rock or asphalt to the construction site.

ES-11. CONCRETE

11.1 General

Portland cement concrete shall conform to Section 502 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, and amendments thereto, and as follows:

Portland cement concrete shall be composed of Portland cement, fine aggregate, coarse aggregate and water, proportioned and mixed in accordance with these specifications. Unless otherwise provided, the Portland cement concrete shall be Idaho Transportation Department Class 40B having a minimum unit compressive strength at 28 days age of 4,000 psi. Class 40B concrete shall have 6 sacks of cement per cubic yard of concrete and an air entrainment content of 6.5 percent, plus or minus 1.5 percent. The slump shall be a maximum of five (5) inches and shall not vary more than one (1) inch from the average.

11.2 Portland Cement

Portland cement shall conform to AASHTO M-85, Type I or II and shall contain no more than 0.60 percent total alkali. Type III can be used with prior approval of the Engineer.

Unless otherwise permitted, the product of only one mill or any one brand and type of Portland cement shall be used on any single pour.

11.3 Aggregates

Aggregates shall be reasonably free from wood, roots, bark, soft or disintegrated pieces, or other deleterious matter. Blend sand may be approved for use to correct deficiencies in the grading sizes, provided the combination meets the specification requirements for the class of material being produced.

Fine aggregate for concrete shall conform to the following gradation:

<u>Sieve Size</u>	<u>Percent Passing</u>
3/8 inch	100
No. 4	95 – 100
No. 16	45 – 80
No. 50	10 – 30
No. 100	2 – 10
No. 200	0 – 4

Sand equivalent shall be a minimum of 70.
 Fineness modulus to be between 2.50 and 3.10 (AASHTO M-6).

The amount of deleterious substances shall not exceed the following limits:

	Percent by Weight Maximum
Clay lumps	1.0
Coal & lignite	1.0
Material to be reasonably free of shale, alkali, mica, coated grains, & soft flaky particles.	

Organic impurities shall not exceed those specified in AASHTO T-21. Mortar making properties shall conform to AASHTO T-71 or ASTM C87.

Coarse aggregate for concrete shall conform to the following gradations for coarse aggregate size No. 3:

Sieve Size	Percent Passing
1 1/2 inch	100
1 inch	95 – 100
1/2 inch	25 – 60
No. 4	0 – 10
No. 8	0 – 5

The amount of deleterious substances shall not exceed the following limits:

	Percent by Weight (Maximum)
Coal & lignite	1.0
Clay lumps	0.5
Material to be reasonably free of shale, alkali, mica, coated grains, & soft flaky particles.	

11.4 Water

Water for concrete shall be obtained from any source of potable water. Sources of non-potable water shall be approved before use.

11.5 Curing Compound

The curing compound shall be a liquid membrane-forming curing compound conforming to AASHTO M-148 Type I, with a fugitive dye and shall be applied to all finished concrete surfaces immediately after the concrete has set.

11.6 Air Entraining Admixture

Air entraining admixture shall conform to AASHTO M-154.

ES-12. CONCRETE CONSTRUCTION REQUIREMENTS

12.1 Mixing and Delivery

- A. Concrete shall be mixed and delivered by means of any of the following:
 - 1. Mixed complete in a stationary mixer and the mixed concrete transported to the point of delivery in agitating equipment or in non-agitating equipment when approved. (Known as central-mixed concrete.)
 - 2. Mixed completely in a truck mixer at the batching plant or while in transit. (Known as transit mixed concrete.)
 - 3. Mixed completely in a truck mixer at the point of delivery following the addition of mixing water. (Known as truck mixed concrete.)
 - 4. Mix partially in a stationary mixer and the mixing completed in a truck mixer. (Known as shrink-mixed concrete.)
- B. Truck mixers and truck agitators shall be operated within the rated capacity and at a speed of rotation for mixing or agitating as designated by the manufacturer of the equipment.
- C. When a stationary mixer is used for the complete mixing of the concrete, the mixing time for mixers having a capacity of 10 cubic yards or less shall be 60 seconds minimum. For 10 or more yards capacity, the mixing time shall be approved. Mixing time shall be measured from the time all cement and aggregates are in the drum. The batch shall be so charged into the mixer that some water will enter in advance of cement and aggregates and all water shall be in the drum by the end of the first one-fourth (1/4) of the specified mixing time.
- D. For shrink-mixed concrete, the mixing time in the stationary mixer may be reduced to a minimum of 30 seconds. Mixing shall be completed in a truck mixer by not less than 50 or more than 100 revolutions of the drum or blades at mixing speed. The batch volume shall not exceed 70 percent of the gross volume of the drum.
- E. When a truck mixer is used for complete mixing each batch of concrete shall be mixed for not less than 70 nor more than 100 revolutions of the drum or blades at mixing speed. Additional mixing, if any, shall be at agitating speed.

- F. When a truck mixer or agitator is used for transporting concrete that has been completely mixed in a stationary mixer, mixing during transport shall be at the agitating speed.
- G. Unless otherwise approved, when a truck mixer or agitator is used for transporting concrete, the concrete shall be delivered to the site of the work and discharged completely within 1-1/2 hours or before the drum has been revolved 300 revolutions, whichever comes first, after the introduction of the cement to the aggregates. In hot weather or under conditions contributing to quick stiffening of the concrete, a time less than 1-1/2 hours may be directed. When a truck mixer is used for the complete mixing of the concrete, the mixing operation shall begin within 30 minutes after the cement has been intermingled with the aggregates. If additional mixing water is required to replace evaporated mixing water to maintain the specified slump and is added with the permission of the Engineer, a minimum of 20 revolutions of the truck mixer drum at mixing speed shall be required before discharge of any concrete.

Tests for consistency may be made at approximately the beginning, the midpoint, and the end of the load. If the results vary by more than the tolerance specified below, the mixer or agitator shall not be used until the condition is corrected.

<u>When Average Slump is</u>	<u>Tolerance</u>
3 inches or less	1/2 inch
More than 3 inches	1 inch

- H. Central mixing concrete may be transported in suitable non-agitating equipment. The bodies of such equipment shall be smooth, watertight metal containers.

12.2 Re-tempering

Concrete shall be mixed only in such quantities as are required for immediate use and shall be used while fresh before initial set has taken place. Any concrete having initial set before placing and finishing shall be wasted and not used for the work. No re-tempering of concrete (remixing with water or other materials) will be allowed, unless otherwise approved by the Engineer, and in no instance shall concrete be re-tempered at a rate in excess of 1 gallon of water per 1 cubic yard of concrete remaining in the truck.

12.3 Placing Concrete

General. Concrete shall not be placed until forms have been checked and approved by the Engineer. The forms shall be clean of all debris before concrete is placed. Concrete shall be placed so as to avoid segregation of the materials and the displacement of the reinforcement. Care shall be taken to fill each part of the form by depositing the concrete as near the final position as possible. After initial set of the concrete, the forms shall not be jarred and no strain shall be placed on the ends of projecting reinforcement.

12.4 Cold Weather Concreting

Heating and Placing Concrete. Before any concrete is placed, all snow and frost shall be completely removed. Concreting operations shall meet the following requirements when the ambient temperature falls below 40 degrees F.

To achieve adequate curing, the temperature of the concrete shall be maintained above 50°F during the entire curing period or 7 days, whichever is greater. The concrete temperature shall not be allowed to fall below 35°F during this time. Prior to placing concrete in cold weather, the Contractor shall provide a written procedure for cold weather concreting to the Engineer. The procedure shall detail how the Contractor will adequately cure the concrete and prevent the concrete temperature from falling below 35°F. Extra protection shall be provided for areas especially vulnerable to freezing (such as exposed top surfaces, corners and edges, thin sections, and concrete placed into steel forms). Concrete placement will only be allowed if the Contractor's cold weather protection plan has been approved by the Engineer.

The Contractor shall furnish concrete that will have a temperature of at least 50 degrees F and not more than 80 degrees F at the time of placing. Heating equipment shall heat all the materials uniformly. Such heating shall prevent the occurrence of non-uniform moisture contents or contamination in the aggregates. Aggregates shall be heated in a manner such that frozen lumps, ice and snow are eliminated. The average temperature of an individual batch of aggregate shall not exceed 150 degrees F.

The Contractor is solely responsible for protecting concrete from inclement weather during the entire curing period. Permission given by the Engineer to place concrete during cold weather will in no way ensure acceptance of the Work by the Contracting Agency. Should the concrete placed under such conditions prove unsatisfactory in any way, the Engineer shall still have the right to reject the Work although the plan and the Work were carried out with the Engineer's permission.

12.5 Placing in Hot Weather

The temperature of the concrete shall not exceed 80 degrees F at the time of placement. When the combination of ambient air temperature, concrete temperature, humidity and wind is such that rapid evaporation of moisture from the concrete surface will take place, the Contractor shall take measures to slow the evaporation to tolerable limits. Such measures may include, but not limited to, erecting sun shades or placing at night or early morning. Ice may be used as a part of the mixing water providing it has completely melted by the time mixing is completed.

12.6 Finishing Concrete

If, in the judgment of the Engineer, rock pockets are of such extent or character as to materially affect the strength of the structure or to endanger the life of the steel reinforcement, they may declare the concrete defective and require the removal and replacement of that portion of the structure affected. All holes and depressions shall be cleaned, thoroughly wetted, and filled with cement mortar composed of one part of cement to two parts of sand. All fins caused by form joints and other projections shall be removed above ground line. The resulting surfaces shall be

reasonably smooth and uniform in texture and color. After the concrete is placed, it shall be struck off with a template or a vibrating screen. Concrete shall be finished to an even surface by means of both longitudinal and transverse floats. The use of power trowels will not be permitted.

When concrete sidewalk has hardened sufficiently the surface shall be given a broom finish. The broom shall be of an approved type. The stroke shall be perpendicular to the centerline with adjacent strokes, slightly overlapped. The finish shall be free from porous spots, irregularities, depressions, small pockets or rough spots.

12.7 Curing Concrete

Concrete surfaces shall be kept completely and continuously moist until a curing method is applied. Curing compound shall not be applied to concrete surfaces before the finishing has been acceptably completed and shall not be applied to construction joints or to the inside faces of joints to be sealed with silicone joint sealer. The curing compound shall not be applied during rainfall.

Prior to completion of the curing period, if any membrane surface is marred or damaged by scuffing and wear, the Engineer may require an immediate application of the same type membrane or water cure for the remainder of the cure period.

Membrane forming curing compounds shall be thoroughly mixed before use and agitated during application to prevent settling of the suspended solids. The membrane must be uniformly applied.

Membrane forming curing compounds shall be applied to the finished concrete immediately after the bleed water or free-water sheen leaves the surface of the finished concrete surface.

The curing compound shall be a liquid membrane curing compound conforming to AASHTO M-148 Type I. Curing compound shall be applied under pressure, at the rate of application as directed, and shall be at least 1 gallon per 200 square feet for each application. All concrete cured by this method shall receive two applications of the curing compound for a total minimum coverage of 1 gallon per 100 square feet. The first coat shall be applied immediately after stripping the forms and/or acceptance of the concrete finish. If the surface under the forms has dried the concrete shall be thoroughly wet with water and the curing compound applied just as the surface film of water disappears. The second application shall be applied after the first application has set. During curing operations all unsprayed exposed surfaces shall be kept wet with water.

Should the film become damaged from any cause, within 10 days, the damaged portion shall be repaired immediately with additional compound.

If this curing compound is applied to construction joints, it shall be removed by sandblasting before fresh concrete is placed against them.

All membrane forming curing compounds shall be accompanied by a Manufacturer's Certificate of Compliance and shall be approved by the Engineer, prior to its use.

12.8 Correction of Work After Completion of Construction – Two Year Warranty

The contractor/person installing the concrete shall be responsible for faulty and/or non-conforming materials or workmanship for a period of two (2) years from the date of the initial installation; they shall remedy any defects due thereto. The City shall give notice of observed defects with reasonable promptness.

Surface scaling (or spalling) of the new concrete surface will be the fundamental consideration for determining non-conforming workmanship and materials requiring remediation. Scaled surfaces exceeding 5% (randomly dispersed or concentrated) per twenty (20) square feet of concrete surfacing area will be considered defective and shall be replaced. Manner and method as well as configuration of the area requiring replacement will be as directed and approved by the City Engineer. All replacement of concrete shall be as per City standards and at the Contractor's expense.

ES-13. CONCRETE CURB

13.1 General

All concrete curb shall conform to the City of Moscow Standard Drawings, the Plans, and Specifications. Concrete for curbs shall conform to the requirements of ES-11 and ES-12 of these specifications.

13.2 Forms

Curb forms shall be set to line and grade as designated; securely staked, and so constructed as to result in finished lines true to the dimensions and shapes shown on the plans.

Forms shall be of wood or metal, straight and free from warp, and of sufficient strength to resist springing while placing concrete. Where a section must be constructed on a curve, straight lengths of the section shall be short enough that the middle ordinate to the curve, from the face of that section, does not exceed one-half (1/2) inch or the section shall be continuously curved.

13.3 Joints

Expansion joints (or thru joints) shall be provided at intervals of forty-eight (48) feet throughout the length of the curb and at the junction of straight curb and radii and at either end of a driveway or alley section. Pre-formed joint fillers of one-half (1/2) inch or three-eighths (3/8) inch thickness will be placed in expansion joints.

Contraction joints (or "Dummy Joints") shall be constructed every sixteen (16) feet. These joints shall be 1/8 inch minimum thickness and constructed to a minimum depth of 1-1/2 inches by scoring with a tool which will leave the corners rounded and destroy aggregate interlock.

13.4 Construction Requirements

- A. Dimensions. All curbs, unless otherwise specified, shall be in accordance with dimensions conforming to one of the types shown on City of Moscow Standard Drawings as specified by the approved project plans.
- B. Consistency. All Class A curb (cast in place) shall be of good plastic consistency and shall have a slump of three (3) inches and shall be tested by the Engineer according to the provisions of AASHTO T-119.

All Class C curb (extruded) shall meet the requirements for Class A curb, except for the amount of slump which may vary according to the conditions of the concrete mix and the extrusion equipment used. Under no circumstances however, shall the finished curb vary more than one-half (1/2) inch from the design elevation, and not more than ten (10) percent from the dimensions shown in the City of Moscow Standard Drawings and Specifications. Class C curbs will not require expansion joints.

13.5 Finishing

While the concrete is still green, the top and front face, or other exposed portions of the curb, shall be troweled to produce a uniform even surface then given a fine brush finish with brush strokes parallel to the long axis of the curb. Form marks and other irregularities shall be removed. The edges of the curb shall be rounded with an edger. Honeycombed areas in the back of the curb, that in the opinion of the Engineer are not detrimental to the curb, need not be patched.

13.6 Curing

Immediately after finishing, the concrete shall be cured in accordance with the requirements of ES-12.7.

13.7 Backfilling

All curb shall be backfilled as described herein. If sidewalk or concrete pavers are to be constructed behind the curb, all backfill material shall be three quarter inch minus (3/4"-) crushed aggregate. If the area behind the curb is to be lawn or planted area, the top 16 inches shall be topsoil. All denuded areas shall be fertilized, re-sown with grass seed and covered with mulch as specified in Sections ES-27 and ES-28.

13.8 Payment

The accepted quantities of curb will be paid for by the unit price per linear foot. Compacted aggregate base under the curb and curb and gutter pan at catch basin locations will be considered incidental to the unit price for the curb. The unit price per linear foot shall include all materials, labor, equipment and other costs incidental to constructing concrete curb as herein specified and as shown on the Plans and special drawings.

ES-14. CONCRETE SIDEWALK

14.1 General

All concrete sidewalk, including driveways, shall conform to the City of Moscow Standard Drawings, Contract Plans, and Specifications. Concrete for sidewalks shall conform to the requirements of ES-11 and ES-12 of these specifications.

14.2 Gravel Base

Sidewalk shall be constructed on a compacted base of three-quarter inch minus (3/4"-) crushed rock; base aggregate shall be placed on compacted, non-pumping subgrade. The crushed rock shall have the following gradation:

<u>Sieve Size</u>	<u>Percent Passing</u>
1 inch	100
3/4 inch	90 – 100
No. 4	40 – 65
No. 8	30 – 50
No. 200	3 – 9

The sand equivalent shall not be less than 30 if 5 percent or more of the material passes the No. 200 sieve. Sand equivalent will not be required if less than 5 percent passes the No. 200 sieve.

The total thickness of the gravel base shall be at least six (6) inches, compacted, in-place.

The gravel base shall be graded, rolled, tamped, or otherwise compacted to ninety-five (95) percent of the maximum density determined in accordance with AASHTO T-99.

The gravel base shall be thoroughly sprinkled with water before the concrete is placed.

All cost for furnishing and placing gravel base for sidewalks shall be included in the unit price bid on the bid proposal form for constructing concrete sidewalks. No additional compensation will be made for this gravel base.

14.3 Construction requirements

- A. Dimensions. Sidewalk width, thickness, and reinforcement shall be as shown on the City of Moscow Standard Drawings.

Sidewalk shall have a cross slope of between 1% and 2%, unless otherwise approved by the Engineer.

- B. Forms. Side forms shall be rigid and shall bear full length on the compacted gravel base and shall be the full depth of the finished walk. Forms shall be well staked, braced or otherwise rigidly held to true line and grade and shall rest upon stakes driven into the ground at intervals sufficient to provide rigid support. If metal forms are used they shall be of a type satisfactory to the Engineer.

- C. **Placing and Finishing Concrete.** SLUMP SHALL NOT EXCEED FIVE (5) INCHES. The concrete shall be spread uniformly between the forms and thoroughly consolidated and leveled with an approved strikeboard. Expansion joints of premolded joint material one-half (1/2) inch thick or three-eighths (3/8) inch thick may be constructed through the sidewalk at intervals of twenty (20) feet. Expansion joints may also be located where new sidewalk meets existing concrete, unless otherwise approved by the Engineer. Where applicable, joints in sidewalks and curb shall coincide.

After the concrete has been thoroughly consolidated and leveled it shall be bullfloated to eliminate high and low spots and to embed large aggregate. The concrete shall then be allowed to harden properly before jointing, edging, and brooming is completed.

Contraction joints shall be tooled into the concrete every four feet for four foot wide sidewalk and five feet for five foot wide sidewalk, shall be 3/8 inch minimum in depth, and shall be perpendicular to the direction of the walk. All joints shall then be edged with a 3/8 inch radius edger and the sidewalk edges shall be tooled with a one-half (1/2) inch radius edger.

After edging and jointing has been completed the concrete shall be smoothed with wood or metal hand floats. The floated surface shall then be coarse broomed uniformly in a transverse direction with a fiber hair brush or an approved type.

The placing and furnishing of all sidewalk shall be performed under the control of the Engineer, or his representative, and the tools shall meet with his approval.

The contractor shall keep a person at the job site for a minimum of four hours following the concrete surface brooming operation for the purpose of both preventing and repairing any damaged surfacing to the newly placed concrete. Concrete left unattended, if damaged or defaced shall be replaced at contractor expense.

- D. **Curing.** Curing shall be performed by applying a sealing compound conforming to AASHTO M-148 Type I to the surface of the concrete immediately after it has set sufficiently to permit such application. Curing shall conform to Section ES-12.7, Curing Concrete.
- E. **Backfill.** After removal of the forms, the area behind the sidewalks shall be backfilled and compacted with at least sixteen (16) inches of topsoil level with the sidewalk and curb. Less than 16 inches of topsoil may be approved where new sidewalk is being constructed along older streets. The topsoil shall be raked or otherwise leveled, taking care to break up large dirt clods and remove large stones. All denuded areas shall be fertilized, resown with grass seed and covered with mulch as specified in Sections ES-27, ES-28.

14.4 Payment

The accepted quantities of concrete sidewalk will be paid for by the unit price per square yard. The unit price per square yard shall include all materials, labor, equipment, and other costs incidental to construction of concrete sidewalk, including aggregate base, as herein specified and as shown on the Plans and special drawings.

ES-15. SUPERPAVE HOT MIX ASPHALT

15.1 Hot Mix Asphalt

The Hot Mix Asphalt (HMA) pavement shall be placed in lifts to the thickness as specified on the Contract Plans and as required by the Standard Construction Drawings.

PAVEMENT THICKNESS SPECIFIED BY CITY OF MOSCOW DOCUMENTS (STANDARD DRAWINGS, STANDARD SPECIFICATIONS ETC.) SHALL MEAN THE FULLY COMPACTED, IN-PLACE DEPTH.

The materials of which the asphaltic concrete is composed shall be of such sizes and grading that, when proportioned and mixed together, they will produce a uniformly graded mixture, which when tested by means of laboratory screens, will conform to the requirements in the following table. The percentages of refer to the completed HMA mixture. All percentages shall be computed on the basis of weight. Screens and sieves used for determining the percentages of the different sizes of aggregate shall have square openings.

3/4" Superpave HMA Pavement CL SP-2 (Base Course)

<u>Sieve Size</u>	<u>Percent Passing</u>
1 inch	100
3/4 inch	90 – 100
1/2 inch	90 max
3/8 inch	52 – 80
No. 8	23 – 49
No. 200	2.0 – 8.0

1/2" Superpave HMA Pavement CL SP-2 (Surface Course)

<u>Sieve Size</u>	<u>Percent Passing</u>
3/4 inch	100
1/2 inch	90 – 100
3/8 inch	90 max
No. 8	28 – 58
No. 200	2.0 – 10.0

Superpave hot mix asphalt paving shall conform to the requirements, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer. Paving asphaltic cement used will be PG58-22 or PG58-28, or an approved equal, and shall conform to the specifications, of the latest edition, of the Washington State Department of Transportation Standard Specifications for Road, Bridge, and Municipal Construction and amendments thereto.

Section 405, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto, shall apply as to the items of "Weather Limitations, Hauling Equipment, Pavers, Rollers, Mixing Plant, Spreading and Finishing, Joints, Rolling, Surface Smoothness."

A Hveem or Super Pave Mix Design shall be submitted with associated "Job Mix Formula" (JMF) for approval, if required by the City Engineer.

15.2 Rolling and Compaction

Rolling and compaction of the asphaltic concrete mat shall be done in accordance, with the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto.

Compaction shall be achieved, as per Section 810, of the latest edition of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

The cost of the rolling and compaction shall be included in the price of furnishing and placing superpave hot mix asphalt pavement.

15.3 Tack Coat

Tack coat shall be applied at all edges where the new asphaltic surface joins the existing pavement and shall be applied in accordance with Section 401, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto.

15.4 Payment

The accepted quantities of superpave hot mix asphalt pavement will be paid for by the unit price per ton or per square yard. The unit price shall include all materials, labor, equipment, and other costs incidental to furnishing and placing the superpave hot mix asphalt pavement herein specified and as shown on the plans.

Weight slips in duplicate form shall accompany each load of superpave hot mix asphalt pavement to the construction site. Upon delivery of the material, one copy of the weight slip will be given to the Engineer, or his representative, and one copy will remain with the truck driver before the

material is unloaded. Under no conditions will any weight slips be accepted by the Engineer, or his representative, after the material is unloaded from the vehicle. It shall be the responsibility of the Contractor to give the Engineer ample advance notice of the time when such material shall arrive on the job site in order to assure the presence of the Engineer, or his representative, at the job site during delivery of the material. The weight slips will be the only basis of determination of pay quantity for this item.

ES-16. CEMENT CONCRETE PAVEMENT

16.1 General

Portland cement concrete shall conform to Section ES-11, of these Specifications except as modified by the following sections and subsections.

16.2 Aggregates

Aggregates shall possess such characteristics of shape and size that concrete, prepared from a mixture of fine and coarse material in the proportions specified, will be of satisfactory workability in the opinion of the Engineer. Regardless of compliance with all other provisions of these specifications, if the concrete is not of a workable character or when finished does not exhibit a proper surface, either the fine or the coarse aggregate or both shall be rejected or altered as required by the Engineer.

- A. Fine aggregate shall consist of sand or other inert materials, or combinations thereof approved by the Engineer, having hard, strong, durable particles free from adherent coating. Fine aggregate shall be thoroughly washed to remove clay, loam, alkali, organic matter or other deleterious matter.

Fine aggregate with more than the maximum percentage passing any sieve may be accepted provided the mix proportions are adjusted to produce concrete having the same net water-cement ratio, slump and workability. Any resulting increase in the cement content shall be at the expense of the Contractor. Under no circumstances shall the fine aggregate, which has a grading finer than that permitted under Section 703, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction, and amendments thereto, be used in paving concrete.

Fine aggregate shall develop in the mortar strength test, at an age of 7 days, a compressive strength of not less than ninety (90) percent of the strength of a mortar prepared with the same cement (AASHTO T-71 or ASTM C-87).

- B. Coarse aggregate shall consist of gravel, crushed stone or other inert material or combinations, thereof approved by the Engineer, having hard, strong, durable pieces free from adherent coatings. Coarse aggregate shall be thoroughly washed to remove clay, loam, bark, sticks, alkali, organic matter, or other deleterious material.

Coarse aggregate containing more than the maximum percentage passing any screen may be accepted provided the mix proportions are adjusted to produce concrete having the same net water-cement ratio, slump and workability. Any resulting increase in the cement content shall be at the expense of the Contractor.

Coarse aggregate shall not be used, under any circumstances in paving concrete, when the amount by weight passing the screens exceeds the following:

3/4" square opening.....70%
3/8" square opening.....30%

- C. Properties of concrete aggregate shall be determined in accordance with the following methods of test:
1. Amount of Material Finer than No. 200 Sieve in Aggregates: ASTM Designation C-117.
 2. Organic Impurities: AASHTO T-113.
 3. Flexural Strength of Concrete: AASHTO T-104.
 4. Percentage of Particles of Less than 1.95 Specific Gravity: AASHTO T-150.
 5. Clay Lumps in Aggregates: AASHTO T-112.
 6. Abrasion of Coarse Aggregate by Use of the Los Angeles Machine; AASHTO T-96.

16.3 Curing and Protection

- A. Curing and protection shall conform to the specifications of Section 703, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

16.4 Joint Fillers and Sealants

- A. Joint fillers and sealants shall conform to the specifications of Section 705, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

16.5 Air-Entrained Concrete

Air-entrained concrete shall be used, as per ES-11, unless otherwise provided for in the Special Provisions. Either air-entrained Portland cement or an air-entraining admixture shall be added at the mixer.

The volume of air in freshly mixed concrete shall conform to that specified in the table which follows:

AIR CONTENT OF FRESHLY MIXED CONCRETE

Maximum Size of Coarse Aggregate (Inches)	Air Content (Percent by Volume)
1-1/2, 2, and 3	5 ± 1
3/4 and 1	6 ± 1
3/8 and 1/2	7-1/2 ± 1

If the measured air content is found above or below the values contained in the table, the Contractor shall immediately make changes in mixing or materials as will be necessary to comply with the requirements for air content.

If an air-entraining agent is used, it shall be introduced at the nominal rate of one fluid ounce per sack of cement, but the rate shall be varied if necessary to comply with the requirements for air content.

An automatic dispenser accurate to 10%, which will introduce into the mixing water the specified amount of air-entraining agent for each cycle of mixing, shall be connected to the mixer.

Aggregates shall be adjusted to compensate for increased yield resulting from air-entrainment so that the specified amount of cement is contained in each cubic yard of concrete. Adjustment shall be made by decreasing the weight of fine aggregates only, unless otherwise directed by the Engineer.

Other Admixtures: Calcium chloride or any other admixture for any purpose other than air-entrainment may be added only upon the approval of the Engineer and under his supervision.

16.6 Reinforcing Steel

Reinforcing steel shall consist of round or square deformed bars or wire mesh. Square twisted bars shall not be used.

- A. Deformed steel bars for concrete reinforcement sizes No. 3 through 11 shall conform to the requirements of ASTM A-615M, Billet Steel Bars for Concrete Reinforcement, Grade 60, except as noted on the plans and except that the bars shall be made only by the open-hearth process or the electric furnace process.

The form of the deformed bars shall conform to ASTM A-706M, Minimum Requirements for Deformations of Deformed Steel Bars for Concrete Reinforcement.

Deformed bars size No. 14 and size No. 18 for concrete reinforcement shall conform to the requirements of ASTM A-615M, Special Large Size Deformed Billet Steel Bars for Concrete Reinforcement Intermediate Grade.

- B. Wire mesh for concrete reinforcement shall conform to the requirements of the standard specifications of AASHTO M-55, Welded Steel Wire Fabric for Concrete Reinforcement. All wire mesh shall be of an approved kind and quality of manufacture.

- C. Tie bars shall be free from rust, loose mill scale, dirt, grease or other defects affecting the strength or bond with the concrete.

16.7 Measurement of Materials

The fine aggregate and each size of coarse aggregate shall be measured by weighing. Corrections shall be made for variations in weight of material due to moisture content and specific gravity. The quantities of aggregates used in each batch shall be such that the cement can be measured in full sacks unless it is weighted in bulk.

Fine and coarse aggregate shall be proportioned by weight, except that if the project is small, then volumetric proportioning may be used with permission of the Engineer. In proportioning, the unit of measure for cement will be by the sack, ninety-four (94) pounds.

Weights of fine and coarse aggregate are based on a bulk specific gravity, saturated surface dry, of 2.67. When volume measurements are used, one cubic foot of sand shall be taken as equivalent to 100 pounds of sand and one cubic foot of gravel shall be taken as equivalent to 105 pounds of gravel. Corrections must be made for contained moisture in the aggregates and variations in specific gravity.

Concrete mixes shall be proportioned to the satisfaction of the Engineer. The proportion of aggregate may be altered to give better workability only upon written approval of the Engineer.

16.8 Re-tempering

Concrete shall be mixed only in such quantities as are required for immediate use and shall be used while fresh before initial set has taken place. Any concrete having initial set before placing and finishing shall be wasted and not used for the work. No re-tempering of concrete (remixing with water or other materials) will be allowed.

16.9 Construction of Portland Cement Concrete Pavement

Construction of Portland cement concrete pavement shall conform to the requirements of Section 705, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer. Concrete pavement batches shall meet the requirements of Section 703, of these Standard Specifications.

Concrete batch proportions shall be approved by the Engineer and any subsequent changes to the approved batch must be made in writing by the Engineer.

16.10 Payment

The accepted quantities of Portland cement concrete pavement will be paid for by the unit price per square yard. The unit price per square yard shall include all materials, labor, equipment and

other costs incidental to furnishing and placing the Portland cement concrete pavement herein specified and as shown on the plans.

Batch slips in triplicate form shall accompany each load of concrete for pavement delivered to the construction site. Upon delivery of the material, one copy of the batch slips will be given to the Engineer, or his representative, and one to the Contractor. Delivery of concrete shall mean discharged from the mixer truck and all water added to the mix shall be added to the batch slip. It shall be the responsibility of the Contractor to give the Engineer ample advance notice of the time when such material shall arrive at the job site in order to assure the presence of the Engineer, or his representative, at the job site during material delivery. The batch slips may be used for the determination of cross section conformity.

1. All catch basins shall be separated from the pavement and curb by boxing out around basin. Expansion joint material shall extend completely through curb and slab. Manhole castings within the pavement limits shall be boxed in like manner except when telescoping type castings are used.
2. When a joint falls within 5 feet of, or contacts, basins, manholes or other structures, shorten one or more panels either side of opening to permit joint to fall on round structures and at or between corners of rectangular structures.
3. All transverse joints must extend through curbs and must be continuous across pavement, except tied transverse construction joints. Expansion joints will not be required except at structures or as shown on the plans.
4. Transverse sawed joints to be a + 15' o.c. as shown on drawings. Joints at 60' to be sawed the same day as placement. Intermittent joints at 15' to be sawed next day after placement. Longitudinal joints shall be sawed prior to permitting traffic on the pavement.

ES-17. ADJUSTMENT OF GATE VALVE BOXES, MONUMENTS, CATCH BASINS, CATCH INLETS, AND MANHOLES

Gate valve boxes, catch basins, catch inlets, monument casings, and manholes shall be adjusted to the grade, as established by the Engineer. Valve boxes, casings, rings and covers shall be reset in a careful and workmanlike manner to conform to the new grade. Special care shall be exercised in all operations in order not to damage the structures, equipment or water mains. Any damage occurring to the manholes, catch basins, gate valves, monuments, water meters or water mains, due to the contractor's operation, shall be repaired at the contractor's expense. Any masonry adjustment shall be made by using pre-cast risers, bricks, concrete blocks or poured concrete.

The Contractor shall notify the appropriate utility company, in advance, if gas valve boxes need to be adjusted, so the utility company personnel can do so, in a timely manner.

The Contractor shall notify the City Water Department, in advance, if water meter boxes need to be adjusted, so the Water Department personnel can do so, in a timely manner.

Location of valve boxes, catch basins and manholes on the plans is approximate only. They will be accurately located and referenced by the Engineer, or his representative, whenever possible. Manhole lids and catch basin and monument covers and valve box lids shall, preferably, be set to grade following the final application of asphaltic concrete. During paving operations, tops of manholes, monuments, catch basins and valve box lids shall be covered with building paper, diesel oil, or other suitable material to prevent sticking of asphalt to the metal lids.

Where excavation is necessary to adjust the grade of manholes, catch basins, monuments, or valve boxes, the backfill shall be carefully placed and tamped by hand.

Payment for adjustment of manholes, catch basins, gate valves, and monuments will be made according to the unit price for each unit adjusted:

The unit price bid shall include all costs incurred in furnishing materials and labor necessary to adjust the particular units to grade.

ES-18. MANHOLES AND CATCH BASINS

18.1 General

Catch basins, catch inlets, and manholes shall be precast reinforced concrete units, furnished and installed in accordance with the project plans, these Standard Specifications, and the Standard Drawings.

Completed catch basins and manholes including ring shall be capable of withstanding, with a reasonable margin of safety, a concentrated load of 20,000 pounds.

Backfill shall be placed in horizontal layers no more than 6 inches thick with each layer compacted to 95 percent of the maximum density or as approved by the Engineer.

18.2 Precast Reinforced Concrete Manholes, Catch Basins, and Catch Inlets

Precast reinforced manholes, catch basins, and catch inlets sections shall conform to AASHTO M-199, ASTM C-478 and ASTM C-433 and as shown on the Standard Construction Drawings.

- A. Base Sections. Base shall be placed on a well graded dewatered granular bedding course. The bedding course shall be firmly tamped and made smooth and level to assure uniform contact and dimensions shall conform to the standard drawings. If the base is cast in place, the concrete shall conform, to the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction Class 30 concrete. Where water is encountered at the site all cast in place bases shall be placed on a one-piece waterproof membrane so as to prevent any movement of water into the fresh concrete.

- B. Joints. All lift holes and all joints between precast elements shall be first filled with an asphaltic fiber material then finished smooth with mortar. The fiber shall be Ramneck brand or approved equal.
- C. Steps. Not required.
- D. Workmanship and Finish. Cones and sections shall be substantially free from fractures, large and deep cracks and surface roughness. In precast sections where loops have been provided in lieu of lift holes, the loops shall be removed flush with the inside wall surface after the manhole or catch basin has been completed. No sharp cut-off protrusions will be permitted. If concrete spalling occurs as a result of loop removal, the spalled area shall be restored in workmanship manner to a uniform smooth surface with mortar.

18.3 Rings and Lids

Rings and lids shall be cast iron and shall conform to the Standard Drawings. Castings shall conform to the requirements of ASTM A-48 Class 138 and shall be free of porosity shrink cavities, cold shuts or cracks, or any surface defects which would impair serviceability.

18.4 Sanitary Sewer Manholes

- A. General. Sanitary sewer manholes shall be constructed according to Plans, Standard Drawings and Specifications. All sanitary manholes shall be constructed of precast reinforced concrete sections.

The Contractor may construct a channel through the manhole by either running sewer pipe through the bottom of the manhole, pouring concrete around the pipe and breaking out the upper half of the pipe; or by pouring concrete in the bottom of the manhole and forming a channel through the manhole by hand.

- B. Basis of Payment. Sanitary sewer manholes will be paid for according to the unit price per each or per vertical foot.

The unit price bid shall include all cost incurred in furnishing materials, labor, excavation, installing the manholes in place including the asphaltic coating on the outside of the manhole and the manhole rings and lids, and backfilling.

- C. Watertightness

1. SANITARY SEWER MANHOLES SHALL BE CONSTRUCTED WATERTIGHT. All visible leaks (infiltrating subsurface water) shall be sealed; sealing shall be accomplished by a manner and method, in the opinion of the Engineer, that constitutes permanency. Leaks that cannot be sealed by Contractor shall be sealed either by the pressure grouting method (injected chemical sealants) or the interior surface coating method, utilizing a firm specializing in such services,

at the Contractor's expense. Less than four minor drips in a single manhole will be considered negligible and will not require sealing.

2. Hydrostatic Testing.

- a. All sanitary sewer manholes constructed in areas where subsurface water may, in the opinion of the Engineer, pond around them shall be hydrostatically tested in accordance with this specification.
- b. Prior to testing, the manhole shall be completely constructed and all inlet and outlet pipes shall be plugged. The Contractor shall fill the manhole to the top with water. Four hours minimum after the manhole has been filled, the Contractor shall refill the manhole to the original water level and commence the test for a minimum 2-hour period. The leakage rate shall not exceed 0.2 gallons per hour per foot of test head above the pipe invert elevation. Manholes which fail the test shall be repaired and re-tested until they pass.
- c. Manholes tested by the exfiltration method shall have all infiltrating water sealed prior to beginning the exfiltration test.

18.5 Storm Sewer Manholes

- A. General. Storm sewer manholes shall be constructed according to the Plans, Standard Drawings and Specifications. Storm sewer manholes shall be precast reinforced concrete, unless otherwise approved by the Engineer.

All pipe extending into catch basins shall be trimmed within 1"-2" of the inside wall surfaces and shall be neatly grouted inside and out and watertight.

- B. Basis of Payment. Storm sewer manholes will be paid for according to the unit price per each or per vertical foot.

The unit price bid shall include all costs incurred in furnishing materials, labor, excavation, installing manholes in place including the manhole rings and lids, and backfilling.

18.6 Catch Basins and Catch Inlets

- A. General. Catch basins and catch inlets shall be constructed according to the Plans, Standard Drawings and specifications. Catch basins shall be precast reinforced concrete per WSDOT TYPE 1, catch inlets shall be WSDOT CONCRETE INLET - unless otherwise approved by the Engineer.

All pipe extending into basins and inlets shall be trimmed within 1"-2" of the inside wall surfaces shall be neatly grouted inside and out and watertight

Lids, grates, and risers shall be centered over the basin or inlet; unless specifically allowed otherwise.

- B. Payment. Catch basins will be paid for by the unit price per each.

The unit price shall include all cost incurred in furnishing materials, labor, excavation, installing catch basins in place including the catch basin rings and lids, and backfilling.

18.7 Risers

- A. Risers for height adjustment shall be as per WSDOT's standard for the precast unit being furnished.

ES-19. TRENCH EXCAVATION AND BACKFILL

19.1 Scope

This section covers the work necessary for the trench excavation and backfill above the pipe zone. Pipe zone backfill is included under the specification for the pipe.

19.2 Type of Backfill

The class of backfill to be used above the pipe zone shall be as set forth on the Plans or as given in the project Special Provisions and if not specifically set forth in project documents then as required by the "use" description given herein. The right is reserved to modify the use, location, and quantities of the various types of backfill, during construction, as the Engineer considers being in the best interest of the Owner.

Trench backfill, above the pipe zone, shall be as follows:

1. Class A Backfill. Use in landscaping and agricultural type areas where lawn sod, shrubs, topsoil, fences, and other landscape items are either being replaced or are anticipated.
2. Class B Backfill. Use within existing or proposed gravel parking lots – not within gravel streets or alleys.
3. Class C Backfill. Use in areas where asphalt pavement, concrete, curb, sidewalk, gravel surfacing, landscaping and agricultural use is not anticipated, present or future.
4. Class D Backfill. Use in existing gravel streets and alleys, existing gravel roadway shoulders and in areas where asphalt pavement, concrete, curb, and sidewalk is existing or anticipated in the future.
5. Class E Backfill. Use in lieu of Class D Backfill in new streets when specifically allowed by the City Engineer.
6. Class F Backfill. Use within and immediately adjacent to existing asphalt paved streets, alleys, driveways, and parking lots.

19.3 Excavation and Backfill for Fire Hydrants

Excavation and backfill for fire hydrants shall be included in the unit price payment for Fire Hydrants (See ES-22).

19.4 Trench Excavation

Trench excavation shall be classified as common excavation or rock excavation and shall include whatever materials are encountered to the depths as shown or as directed by the Engineer.

Common Excavation. Common excavation is defined as the removal of all material which is not classified as rock excavation.

Rock Excavation. Rock excavation shall conform to all specifications of Section 302, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said Specifications is available at the office of the City Engineer.

19.5 Materials

- A. Foundation Stabilization. Materials for foundation stabilization shall be three quarter inch minus (3/4"-) crushed rock with reasonable even gradation from coarse to fine and free from excessive dirt or other foreign material.
- B. Granular Material. Granular backfill shall be three quarter inch minus (3/4"-) crushed basalt conforming to ES-7.
- C. Imported Topsoil. Imported topsoil shall possess friability and a high degree of fertility. It shall be free of clods, roots, gravel and other inert material. It shall be free of quack grass, horsetail and other noxious vegetation and seed. Should such regenerative material be present in the soil, it shall be the responsibility of the Contractor to remove all such growth, both surface and root, which may appear in the planting within one year following acceptance of the job, at his own expense, and in a manner satisfactory to the Owner.
- D. Compaction Equipment. Compaction equipment shall be of suitable type and adequate to obtain the amount of compaction specified. Compaction equipment shall be operated in strict accordance with the manufacturer's instructions and recommendations and shall be maintained in such condition that it will deliver the manufacturer's rated compactive effort.

19.6 Workmanship

- A. Clearing. Do not remove existing trees or tree limbs over 2 inches in diameter, whether on public or private property, unless they are within 4 feet of the pipe centerline without permission from the Engineer. All such work shall conform to the City's Community Forestry ordinance. The Contractor shall bear all costs of disposing of trees, stumps, brush, roots, limbs, and other waste materials from clearing operations. Material shall be disposed of in such a manner as to meet all requirements of state, county and local regulations regarding health, safety and public welfare.

- B. Obstructions. This term refers to obstructions which may be removed and do not require replacement. Obstructions within the trench area or adjacent thereto such as tree roots, stumps, abandoned piling, buildings and concrete structures, logs, rubbish and debris of all types shall be removed without additional compensation from the Owner. The Engineer will, if requested, make changes in the trench alignment to avoid major obstructions; if such alignment changes can be made within the perpetual easement and right-of-way and without adversely affecting the intended function of the facility.

The contract amount will be adjusted accordingly for any cost changes resulting from such alignment modifications.

Dispose of obstructions removed from the excavation in accordance with section ES-4.

- C. Utility Repairs. Any and all underground utility damaged in any way during trench excavation shall be repaired and properly backfilled, by the Contractor, at no cost to the City. The repair shall be as approved by the City – NO EXCEPTIONS.
- D. Removal and Replacement of Topsoil. In all cases where trenches cross lawns, garden areas, pasture lands, cultivated fields, or other areas on which reasonable topsoil conditions exist; first remove the topsoil for a depth of 10 inches for the full width of the trench to be excavated. Stockpile this topsoil to one side of the right-of-way and do not mix with the remaining excavated material. Replace the topsoil in the top 10 inches of the backfilled trench.. In lieu of stockpiling the top 10 inches of soil, “Imported Topsoil” from borrow pits may be substituted in the top 8 inches. Maintain the finished grade of the topsoil, over the center line of the trench, level with the immediate area bordering the trench, until acceptance of final seeding. Correct all damage to adjacent topsoil caused by trenching or pipe laying operations by removal of all rock, gravel, clay, and any other foreign materials from the surface and by regrading the additional topsoil as required.
- E. Pavement, Curb and Sidewalk Removal. Cut (full depth) all asphaltic concrete or Portland Cement concrete pavements (regardless of the thickness), and all curbs and sidewalks prior to excavation of the trenches with an approved pavement saw, hydrohammer or other approved pavement cutter. Removal of street surfacing for excavations shall comply with the Specifications and Standard Drawing for Street/Alley Curb Repair. Pavement and concrete materials removed shall be hauled from the site and not used for trench backfill.
- F. Trench Width. Minimum width of trenches in which pipe is to be laid shall be 18 inches greater than the inside diameter of the pipe except by permission of the Engineer.

The maximum clear width at the top of the trench will not be limited, except in cases where excess width of excavation would cause damage to adjacent structures or property.

In all cases, confine trench widths to dedicated rights-of-way for public thoroughfares or within areas for which construction easements have been obtained.

- G. Grade. Carry the bottom of the trench to the lines and grades shown, or as established by the Engineer, with proper allowance for pipe thickness and for pipe base or special bedding, when required. If the trench is excavated below the required grade, correct any part of the trench excavated below the grade, at no additional cost to the Owner, with gravel of the type specified for pipe zone material. Place the gravel over the full width of trench in compacted layers, not exceeding 6 inches deep, to the established grade with allowance for the pipe base or special bedding.
- H. OSHA Compliance. All trench excavation and backfill shall conform to the latest published OSHA regulations, NO EXCEPTIONS.
- I. Location of Excavated Materials. During trench excavation, locate the excavated material within the construction easement or right-of-way or specified working area so that the excavated material will not obstruct private or public traveled roadways or streets. It shall be the contractor's responsibility to conform with the federal, state and local codes governing the safe loading of all trenches with excavated material.
- J. Removal of Water. Provide and maintain ample means and devices which will promptly remove and dispose of all water entering the trench excavation during the time the trench is being prepared for the pipe laying, during the laying of pipe, and until the backfilling of the pipe zone has been completed. These provisions shall apply during the lunch hour as well as overnight.
- Dispose of the water in an approved manner without damage to adjacent property.
- Drainage of trench waste through the pipeline, under construction, is prohibited.
- K. Foundation Stabilization. When, in the opinion of the Engineer, the existing material in the bottom of the trench is unsuitable for supporting the pipe, excavate below the flow line of the pipe, as directed by the Engineer, and backfill the trench to the subgrade of pipe base with approved material. Place the material over the full width of the trench in compacted layers, not exceeding 6 inches deep, to the established grade.
- L. Backfill in Pipe Zone. Pipe zone backfill is included in the Specification for the pipe.
- M. Trench Backfill Above Pipe Zone. Do not push the backfill material into the trench in such a way as to permit free fall of the material into the open trench, until at least 2 feet of cover is provided over the pipe. Under no circumstances allow sharp, heavy pieces of material to drop directly onto the pipe or the tamped material around the pipe. Do not use backfill material of consolidated masses larger than 1 cubic foot.
- N. Classes of Backfill.
Trench backfill shall comply with the City's Standard Construction Drawings and as follows:

1. Class A Backfill

Backfill the trench, above the pipe zone, with approved excavated trench material to within 10 inches of final surface grade. Compact the entire trench depth in suitable lifts with a vibratory compactor, pneumatic or gasoline powered tampers, or hydraulic hammers. Determine the method and type of equipment and amount of compaction required to prevent subsequent settlement.

Where Class A backfill is specified replace topsoil in the top 10 inches of the trench. Compact and rake to match the ground surface adjacent to the trench.

Maintain the surface of the backfilled trench level with the existing grade until the entire project is accepted by the Owner. Any subsequent settlement of the finished surfacing during the warranty period shall be considered to be a result of improper or insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

2. Class B Backfill

Backfill the trench, above the pipe zone, with approved excavated trench material to within 6 inches of final surface grade. Compact the entire trench depth in suitable lifts with vibratory compactors, pneumatic or gasoline power tampers, or hydraulic hammers. Determine the method and type of equipment and the amount of compaction required to prevent subsequent settlement. Place and compact granular material in the top 6 inches.

Maintain the surface of the backfilled trench level with the existing grade by additions of granular backfill material, as specified, until final surface replacement is completed or the entire project is accepted by the Owner. Any subsequent settlement of the finished surface, during the warranty period, shall be considered to be a result of insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

3. Class C Backfill

After the completion of the backfilling of the pipe zone, the excavated trench material may be pushed back into the trench by mechanical means.

In all locations where Class C backfill is used, the Contractor shall make his own estimate of the amount of backfill material required at the trench, so that after normal settlement has occurred, the finished surface will meet the existing grade. Neatly windrow the material over the trench and remove all excess. Any excess or deficiency of backfill material, which becomes apparent after settlement within the warranty period, shall be corrected by regrading, disposing of excess material or adding additional material where required. Remove rocks larger than 2 inches from the upper 8 inches of backfill.

4. Class D Backfill

Backfill the entire trench, above the pipe zone, with granular backfill material. Compact the entire trench depth to 95 percent density in 6 inch lifts with

mechanical, vibrating or impact tampers. Determine the method and type of equipment and amount of compaction required to prevent subsequent settlement.

Maintain the surface of the backfilled trench level with the existing grade with crushed rock backfill material until final surface replacement is completed or the entire project is accepted by the Owner. Any subsequent settlement of the finished surface during the warranty period shall be considered to be a result of insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

5. Class E Backfill

Class E trench backfill is to be used only where a new paved street is going to be constructed above the installed pipe.

The width of the trench, above the pipe zone, may be increased beyond the required specifications for pipe zone width, as described in the City of Moscow Standard Drawing #15, but shall not be less than (6) six feet.

Approved native excavated material may be used for backfill above the pipe zone in this widened trench. Compaction for all trench backfill, above the pipe zone, shall be 95% minimum of AASHTO T-99. All native backfill shall be placed in (6) six inch maximum lifts and method of compaction shall be only by a (5) five foot minimum wide sheepsfoot roller. Density testing frequency, for this approved native excavated material, will be in excess of that required for the Class 'D' crushed basalt backfill.

6. Class F Backfill

Backfill the trench, above the pipe zone, with granular material to within 4 inches of the finished surface.

Compact the entire trench, above the pipe zone, in six (6) inch maximum lifts with vibratory compactors, pneumatic or gasoline power tampers, or hydraulic hammers to a minimum 95 percent standard density. The top 4 inches of the trench is to have smooth cut edges before being backfilled with two equal lifts of asphaltic concrete patching mix.

7. Subsurface Drain Backfill

Backfill the entire trench to within 10 inches of the final surface grade or to the street subgrade, as applicable, with crushed or naturally occurring granular material from approved sources.

The material shall be washed, if necessary, to render the particles free from clay. It shall contain no more than 1% of clay lumps or other decomposed material. It shall conform to the following requirements for grading:

Sieve Size	Percent Passing
3"	100
2.5"	95 – 100
3/4"	50 – 80
1/4"	30 – 60
No. 8	20 – 50
No. 30	8 – 30
No. 50	3 – 12
No. 200	0 – 1.2

* All percentages are by weight.

That portion of the gravel backfilled for drains retained on a 1/4" square sieve shall not contain more than 0.05% by weight of wood waste.

Compaction, above the pipe zone, shall be accomplished by the use of mechanical, vibrating or impact tampers. Determine the method and type of equipment to use and amount of compaction required to prevent subsequent settlement.

Maintain the surface of the backfilled trench level with the existing grade by additions of granular backfill material as specified until final surface replacement is completed or the entire project is accepted by the Owner. Any subsequent settlement of the finished surface, during the warranty period, shall be considered to be a result of insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

- O. Maintenance of Excavated Trench. Maintain the excavated trench between any two successive valved sections of pipeline or as specified in the project Special Provisions until the following operations have been completed, to the satisfaction of the Engineer, for waterline construction: Service connections have been installed, including pressure tap; valves, valve boxes, hydrants and thrust blocks installed, hydrostatic or air testing, sterilization, cleanup and restoration of all physical features, utilities restored to their original condition, or better, and in general, all work required between the two line valves accomplished with the exception of repaving.
- P. Maintenance of Trench Backfill. This maintenance shall include, but not be limited to, the addition of crushed rock backfill material to keep the surface of the backfilled trenches reasonably smooth and free from excessive ruts and potholes and suitable for normal traffic flow.

Trenches backfilled within existing paved streets shall be temporarily surfaced with 2.5 inches of cold mix asphalt pavement; which temporary cold mix surfacing shall be placed within one day of completion of trench backfilling. This temporary patch shall be installed and maintained smooth until the permanent hot mix patch is installed. Under certain circumstances, this requirement may be waived by the City Engineer.

No additional payment will be made for the maintenance of the trench backfill prior to completion of the work outlined above, and the trench backfill maintenance shall be considered as incidental to that item of work.

- Q. Disposal of Excess Excavation. All excess excavation not required or suitable for backfill shall be disposed of in a waste area arranged by the Contractor.
- R. Drainage Culverts. Replace, in like kind, drainage culverts which are removed or damaged. If the pipe is damaged during removal, dispose of it and furnish and install new pipe. Dispose of culvert pipe that is in too poor condition to reuse because of age or physical conditions. Repair drainage pipes with manufactured fittings only; encase Ferncos in concrete.
- S. Blasting. Blasting shall conform to all specifications of Section 302, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

19.7 Payment

Payment for trench excavation and backfill will be as specified for main line pipe as follows:

- A. Trench Excavation and Backfill. Payment for trench excavation and backfill shall be included in the price per linear foot of the respective pipe stated in the Contractor's bid proposal.

Payment for trench excavation and the respective backfill shall constitute full compensation for all work specified and incidental to the price per linear foot of the respective pipe.

Pipe zone backfill is specified under Section ES-20.

- B. Rock Excavation. Rock excavation shall be measured for payment as the actual quantity of rock removed within the approved limits.

ES-20. PIPE

20.1 Storm Sewer Pipe

Mains, 4-inch to 15-inch: SDR 35 PVC ASTM D 3034, gasketed.

Mains, 18-inch to 36-inch: Solid wall PVC ASTM F 679 or HDPE (High Density Polyethylene) AASHTO M 294, smooth-walled interior, silt-tight.

Culvert Pipe: Corrugated Steel Pipe and Pipe Arches conforming to AASHTO M 36, 2-2/3" x 1/2 corrugations. Round pipe shall be 16 gage minimum; arch pipe shall be 12 gage minimum.

Storm Sewer Service Laterals: SDR 35 PVC ASTM D-3034, except as follows: where a service lateral crosses a water main or a water service line with less than 18 inches of clearance between the two pipes the sanitary sewer service lateral pipe shall be un-jointed PVC pressure water pipe, either Schedule 40 PVC or Class 160 PVC ASTM D-2241 for distance nominally ten feet each side of the crossing. This pressure water pipe shall be joined to standard SDR 35 PVC pipe at both ends with FERNCO couplers having stainless steel shear ring bands.

20.2 Sanitary Sewer Pipe

All sanitary sewer pipe shall be a minimum of eight (8) inch diameter except sewer to house connections which shall be a minimum of four (4) inch diameter.

Mains, 8-inch diameter and larger: SDR 35 PVC ASTM D-3034.

Service Laterals: SDR 35 PVC ASTM D-3034, except as follows: where a service lateral crosses a water main or a water service line with less than 18 inches of clearance between the two pipes the sanitary sewer service lateral pipe shall be un-jointed PVC pressure water pipe, either Schedule 40 PVC or Class 160 PVC ASTM D-2241 for distance nominally ten feet each side of the crossing. This pressure water pipe shall be joined to standard SDR 35 PVC pipe at both ends with FERNCO couplers having stainless street shear ring bands.

20.3 Perforated Subsurface Drain Pipe

- A. General. A perforated roadway underdrain system may be shown on the Plans and shall be furnished and installed as herein described in these Specifications, as shown on the City's Standard Construction Drawings and as shown on the Plans.

Laterals will generally be connected to the collector at 60° angles. The terminal end of each lateral will be sealed with a plug. All connections between pipe sections and branches are to be water tight.

The pipe shall be wrapped with a filtering sock.

Perforated Subsurface Drain Pipe that is corrugated on the inside will not be allowed.

Perforated pipe and fittings will not be dumped into the trench. All pipe shall be inspected prior to lowering into the trench and if necessary cleaned of any material tending to plug the perforations of the pipe.

Pipe shall be laid with the perforations at the bottom, per manufacturer's instructions.

Gravel backfill for drains shall be as defined under Section ES-19.

- B. Types of Pipe. Perforated subsurface drain pipe as indicated on the plans and standard drawings shall be one of the following types of pipe or as approved by the Engineer:
Perforated Corrugated Plastic Pipe
Perforated Solid Wall Plastic Pipe

1. Perforated Corrugated Plastic Pipe

This pipe shall be Advanced Drainage System (ADS) N-12 pipe or approved equal. The pipe shall be 4" in diameter, having at least two (2) rows of perforations parallel to the axis of the pipe. The pipe and fittings shall meet the requirements of AASHTO M-252 Type S (corrugated outside-SMOOTH INSIDE). The joints shall be gasketed non-water tight joints (Soil tight per AASHTO section 26); Gaskets may be architectural weather stripping material per ASTM D-1056 or rubber per ASTM F-477.

2. Perforated Solid Wall Plastic Pipe

This pipe shall be Advanced Drainage System (ADS) pipe or approved equal. The pipe shall be 4" in diameter, having at least two (2) rows of perforations parallel to the axis of the pipe. The pipe and fittings shall meet the requirements of AASHTO M-252. The joints shall be gasketed non-water tight joints (Soil tight per AASHTO section 26); Gaskets may be architectural weather stripping material per ASTM D-1056 or rubber per ASTM F-477.

20.4 Water Pipe & Ductile Iron Fittings

- A. Joints. Pipe joints shall be push-on joints except where specifically shown or detailed otherwise.
- B. Mechanical Joint Fittings. Three-inch through sixteen inch mechanical joint ductile iron fittings shall be Tyler SSB Class 350 ductile iron fittings, or an approved equal, and shall conform to ANSI/AWWA C-111
- C. Flanged Ductile Iron Fittings. Flanged fittings shall conform to ANSI/AWWA C-110 and shall be faced and drilled to 125-pound ANSI. The fittings shall be 125 PSI rated working pressure and cement-mortar lined to same thickness specified for pipe.
- D. Mechanical Couplings. Mechanical couplings, not a part of the pipe itself, shall be ductile iron couplings with long solid sleeves and be Mechanical Joint Class 350. Mechanical couplings shall mean straight couplings, transition couplings, reducing couplings, and flanged coupling adapters.
- E. Ductile Iron Pipe. All ductile iron pipe shall be centrifugally cast of 60-42-10 iron and shall conform to ANSI / AWWA C-151. Thickness class or classes shall be 51(minimum). The pipe shall be cement mortar lined and seal coated in accordance with ANSI / AWWA C-104. The rubber ring gaskets shall be suitable for the specified pipe sizes and pressure and shall conform to applicable parts of the latest federal specification ANSI / AWWA C-

111, and shall be furnished by the pipe manufacturer. A nontoxic vegetable soap lubricant shall be supplied with the pipe in sufficient quantities for installing the pipe.

- F. Polyvinyl Chloride (PVC) Pressure Pipe. All PVC pressure pipe shall conform to pressure Class 150 AWWA C-900 or pressure Class 165 AWWA C-905. All pipe shall be push-on joints with one gasket bell end.
- G. Tapping Sleeves. All tapping sleeves shall be ROMAC “SST” Stainless Steel as per ASTM A-240, Type 304 and Type 304L or an approved equal.

20.5 Pipe Laying

Pipes shall be laid in straight lines at uniform rates of grade as shown on the plans.

Proper preparation of foundation, placement of foundation material where required, and placement of pipe zone material below the pipe shall precede the installation of all sewer, water and culvert pipe. This shall include necessary leveling of the native trench bottom or the top of the foundation material as well as placement and compaction of required pipe zone material, below the pipe, to a uniform grade so that the entire length of pipe will rest firmly on a well compacted material, so the backfill material around the pipe will be placed in a manner to meet requirements specified under backfilling.

Water pipe delivered for construction shall be handled so as to minimize entrance of foreign material. When pipe laying is not in progress as, for example, at the close of a day's work, all openings in the pipeline shall be closed by water-tight plugs. Joints of all pipe in the trench shall be completed before work is stopped. If water accumulates in the trench, the plugs shall remain in place until the trench is dry.

If dirt that, in the opinion of the Engineer, will not be removed by flushing enters the pipe, the interior of the pipe shall be cleaned and swabbed as necessary with a 5% hyperchlorite disinfecting solution.

- A. Backfill at the Pipe Zone. The pipe zone shall be considered to include the full width of the excavated trench from the bottom of the trench (a minimum of 4 inches under the pipe) to a point 12 inches above the top outside surface of the barrel of the pipe.

Particular attention must be given to the area of the pipe zone from the flow line to the center line of the pipe to ensure that firm support is obtained to prevent any lateral movement of the pipe during the final backfilling of the pipe zone.

Backfill the area of the pipe zone from the bottom to the horizontal center line of the pipe with “imported pipe zone material.” Hand place the material around the pipe in 6 inch layers and thoroughly hand tamp with approved tamping bars supplemented by “walking in” and slicing with a shovel.

All material, within the pipe zone, shall be hand tamped and done in such a manner as to not change the grade of the pipe (particularly gravity pipe).

- B. Joints. In making the joints on the pipe care shall be exercised to clean all dirt, rock or other foreign matter completely from the inside of the bells and the outside of the spigots. The pipe shall be forced tightly in place with a bar or mechanical puller of a type approved by the Engineer. When the pipe is aligned it shall be supported by placing sufficient backfill material alongside and carefully tamped into place as described under Section 20.5.A.

When two different types of gravity pipe are joined together, a Fernco coupler may be used, upon approval of the Engineer. The completed connection shall be supported, in such a manner, as to maintain established line and grade and shall be encased, on all sides, with a minimum of four (4) inches of concrete. The concrete shall extend a minimum of two (2) feet on each side of the coupler.

Lubricant for water pipe gaskets shall be supplied by the pipe manufacturer.

- C. Caps and Connections. Caps for pipe branches, stubs, or other open ends which are not to be immediately connected shall be made of an approved material and shall be secured in a place with a joint comparable to the main line joint, or stoppers may be of an integrally cast breakout design. Caps of the type recommended by the pipe's manufacturer shall be used.
- D. Imported Pipe Zone Material. Granular material for pipe zone backfill shall be three quarter inch minus (3/4"-) crushed rock unless otherwise specified. The material shall meet the specifications, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto.
- E. Water Main Location and Separation. The location and separation of the water and non-potable water main pipes, both horizontal and vertical, shall meet the most current requirements of IDAPA 58.01.08 – Idaho Rules for Public Drinking Water Systems.
- F. Permissible Deflection at Joints - Water Pipe. Wherever it is necessary to deflect pipe from a straight line, either in the vertical or horizontal plane, to avoid obstructions or where long radius curves are permitted, the amount of deflection allowed shall not exceed the values in the following table:

***MAXIMUM DEFLECTION PERMITTED (18 FOOT LENGTH PIPE)**

Bell and Spigot		Mechanical Joint		Push-on Joint	
Diameter (Inches)	Max. & Min. Deflection Angle (Degrees)	Deflection (Inches)	Max. Deflection Angle (Degrees)	Deflection (Inches)	
6	7-07	27	5	19	

8	5-21	20	5	19
10	5-21	20	5	19
12	5-21	20	5	19
14	3-35	13 ½	3	11
16	3-35	13 ½	2	11
18	3-00	11	3	11
20	3-00	11	3	11
24	2-23	9	3	11

*The maximum deflection shall be whichever is less, the table or that recommended by pipe manufacturer.

G. Anchorage (water pipe)

1. Limiting Pipe Diameter and Degree of Bend

On all pipelines 6 inches in diameter or larger, securely anchor by suitable thrust blocking all tees, plugs, caps, and bends where unbalanced forces exist, as directed by the Engineer.

2. Thrust Blocking

Provide thrust blocks as required by the Standard Construction Drawings. The concrete mix shall have a compressive strength of not less than 2500 psi. Place blocking between the undisturbed ground and the fitting to be anchored; plastic sheathing to be placed between the concrete and fitting. The bearing surface shall be as shown or as directed by the Engineer. Place the blocking so that the pipe and fitting joints will be accessible to repairs, unless otherwise shown.

3. Metal Tie Rods

Metal tie rods, if specifically required by the Plans or the Engineer, shall be used in conjunction with thrust block. The rods, nuts and washers shall be coated with a rust resistant coating. (A product intended for such use.)

20.6 Pipe Testing and T. V. Inspection

A. Sanitary Sewer Pipe. The finished sanitary sewer shall be tight against leakage from either the inside or the outside of the pipe.

All wyes, tees, and stubs shall be plugged with flexible jointed caps, or acceptable alternate, securely fastened to withstand the internal test pressure. Such plugs or caps shall be readily removable, and their removal shall provide a socket suitable for making a flexible jointed lateral connection or extension.

Exfiltration testing of the sanitary sewer pipe will be conducted by the Contractor, under the supervision of the Engineer, or his representative, after the sewer line is backfilled. The

Contractor shall notify the Engineer at least twenty-four (24) hours in advance of his intention to pressure test the line.

If the test indicates that there is excessive leakage in the line the Contractor shall make repairs, at his own expense, and take such corrective action as may be required by the Engineer.

T.V. inspection of the sanitary and storm sewer pipe will be conducted by the City after the pipe has been backfilled and the manholes are accessible.

1. Exfiltration Test (Using Air)

The Contractor shall plug all openings in the pipe and supply necessary metering equipment and hoses for the test and a blower or compressor with adequate capacity to perform the test.

Immediately following the pipe cleaning, the pipe installation shall be tested with low pressure air. Air shall be slowly supplied to the plugged pipe installation until the internal air pressure reaches four (4) pounds per square inch greater than the average back pressure of any ground water that may submerge the pipe as determined by the Engineer.

At least two minutes shall be allowed for temperature stabilization before proceeding further. The inspector will then accurately determine the time of loss of one (1) psi. This time interval shall not be less than the time interval determined in the following formula.

$$T = 0.0109 D^2 L$$

T = time in seconds

D = nominal inside diameter of pipe in inches

L = length of pipe in feet

Failure to meet or exceed the computed time interval for the loss of one (1) psi will be cause for rejection of the sewer pipe.

All repairs necessary to meet these requirements and/or testing will be at the expense of the Contractor.

The maximum length of sewer pipe, for the above tests, shall be the distance between consecutive manholes. Any section of sewer pipe, between any two manholes that does not meet the above requirements, shall be rejected.

2. T.V. Inspection

T.V. inspection, (by the City), of the newly installed sanitary and storm sewer pipes will be required, preferably, before the placement of asphalt on the roadway. It shall

be the responsibility of the Contractor to give the Engineer ample advance notice of the time when this inspection is to be performed to assure the timely scheduling of the City's personnel and equipment.

Any and all imperfections (i.e. sags in the pipe invert, joints not fully seated, offset joints, poor manhole entries and exits, etc.) found in the installation of the pipe shall be immediately repaired by the Contractor at no cost to the City. Such repairs shall be as allowed and directed by the City Engineer.

B. Water Pipe

All new watermain shall pass City standard pressure testing and bacteriological testing. Pressure testing, flushing, disinfection, and bacteriological testing shall be performed by the City Water Department. All testing, flushing, and disinfecting materials and labor costs of the City's must be paid by the Contractor. It is the Contractor's responsibility to repair all leaks. The test pressure shall be 1-½ times the working pressure of the pipe per AWWA standards. The bacteriological test criteria shall be as follows: one test showing "absence" of coliform bacteria (<1) and a standard plate count of less than 100. The Contractor shall be responsible for all excavation and back fill necessary to allow the City Water Department access to the new main for the City to furnish, install, and remove all corporation stops necessary to test, chlorinate, and bacteriological sample the new main as required. This includes backfill and trench surfacing once and then returning to the site to re-excavate and re-backfill (including cold mix patching) any corporation stops that remain in the main during disinfecting and sampling procedure. Where connections are made to existing mains the fitting and pipe shall be thoroughly cleaned and spray disinfected with 150(+) ppm chlorine solution immediately prior to their installation and such procedure shall be witnessed by a representative of the City; such operations by the contractor require the City to be notified a minimum of 48 hours in advance. The 48 hour notice is necessary to allow the City crew to notify customers of the water outage. The contractor shall be responsible for coordinating and cooperating with the City Water Department for testing, flushing, and disinfecting activities.

20.7 Plugging Existing Pipe

Where shown in the Plans or where designated by the Engineer, existing pipes shall be plugged on the inlet end for a distance of 2 diameters with commercial concrete. Care shall be used in placing the concrete in the pipe to see that the opening of the pipe is completely filled and thoroughly plugged.

20.8 Basis of Payment

- A. Storm Sewer Pipe. The accepted quantities of storm sewer pipe will be paid for by the unit price per linear foot and shall include all costs incidental to furnishing and laying pipe, as herein described, including furnishing and installing lock bands at each joint and all pipe zone material.

- B. Sanitary Sewer Pipe. The accepted quantities of sanitary sewer pipe will be paid for by the unit price per linear foot and shall include all costs incidental to furnishing and laying pipe. The cost of furnishing all pipe zone material is also included in this item.
- C. Perforated Sub-surface Drain Pipe. The accepted quantities of subsurface drain pipe will be paid for by the unit price per linear foot and shall include all costs incidental to furnishing and laying pipe, as herein described, including all angle branches, plugs, pipe connectors, and all pipe zone material.
- D. Water Pipe & Ductile Iron Fittings. Payment for main line water pipe, including fittings, thrust blocks and couplings will be made at the unit price per linear foot.
- E. Plugging existing pipes will be measured per each, for each plug installed, for pipe diameters up to and including 36 inches. The concrete for plugging pipes in excess of 36 inches in diameter will be measured by the cubic yard. Computations for corrugated metal pipes will be based on the nominal diameter.

The measurement for payment will be the field measured centerline length of the pipe in place within the limits shown. Laying lengths of valves, fittings and couplings will be included. Payment for fittings, couplings and thrust blocks shall be considered incidental to the cost of the respectively-sized pipe.

Payment for valves will be made at a per each unit price.

ES-21. GATE VALVES AND VALVE BOXES

21.1 Scope

This section covers the work necessary for furnishing and installing the gate valves and valve boxes, complete.

21.2 Materials

- A. Gate Valves (all sizes). Valves shall be ductile iron AMERICAN FLOW CONTROL SERIES 2500 resilient seated valves, or an approved equal, and shall open when the stem is rotated counterclockwise. Unless otherwise shown, valves shall have 2-inch square wrench nut. Valve ends and valve sizes shall be shown. Valves shall conform to ANSI / AWWA C-509.
- B. Valve Boxes. Valve boxes for valves 12" in size and smaller shall be Buffalo 2-piece slip - type, cast iron with 5-1/4 inch shaft, and shall be TYLER 6855 series of appropriate length for the installation, or approved equal. Valve boxes for valves over 12" in size shall be Buffalo 3-piece sliding type cast iron with 5-1/4 inch shaft and shall be TYLER 6855 series of appropriate length for the installation or approved equal. The word "Water" shall be cast into the top of the lids. Extension pieces, if required, shall be the manufacturer's standard type for use with the valve boxes.

- C. Extension stems for valve operators. Where the depth of the opening nut is more than 4.5 feet, standard operating extensions shall be provided to bring the operating nut to a point 3.5 feet below the surface of the ground or pavement. The extension stem shall be constructed of steel (and coated).

21.3 Workmanship

- A. Valves. Before installation, the valves shall be thoroughly cleaned of all foreign material, and shall be inspected for proper operation for both opening and closing, and to verify that the valves seat properly. Valves shall be installed so that the stems are vertical, unless otherwise directed by the Engineer. Jointing shall conform to AWWA C-600 or AWWA C-603, whichever is applicable. Valves shall be installed in accordance with "Standard Details". Joints shall be tested with the adjacent pipeline. If joints leak during the test, valves shall be disconnected and reconnected, and the valve and/or the pipeline retested.

Faces of flanges shall be cleaned thoroughly before flanged joint is assembled. After cleaning, the gasket shall be inserted and the nuts tightened uniformly around the flange. If flanges leak under test, the nuts shall be loosened, the gasket reset or replaced, the nuts retightened, and the valve and/or pipeline retested.

Valves on all service connections and stubouts, 4 inch and larger, shall be mechanical joint and shall be restrained with coated tie rods.

- B. Valve Boxes. Center the valve boxes and set plumb over the wrench nuts of the valves. Set valve boxes so that they do not transmit shock or stress to the valves. Set the valve box covers flush with the surface of the finished pavement as shown, or such other level as may be ordered by the Engineer. Cut extensions to the proper length so that the valve box does not ride on the extension when set at grade.

Backfill shall be the same as specified for the adjacent pipe. Place backfill around the valve boxes and thoroughly compact to a density equal to that specified for the adjacent trench and in such a manner that will not damage or displace the valve box from proper alignment or grade. Misaligned valve boxes shall be excavated, plumbed, and backfilled at the Contractor's expense.

Valve boxes shall be clean prior to final project acceptance.

21.4 Payment

Payment for gate valves furnished and installed, complete, with valve boxes will be by the unit prices per each. Payment for the gate valves and valve boxes shall constitute full compensation for the work as specified under this section.

Payment for gate valves and valve boxes furnished and installed as auxiliary valves on hydrants shall be included in the unit price for hydrants.

ES-22. FIRE HYDRANTS

22.1 Scope

This section covers the work necessary for furnishing and installing the fire hydrants, complete, and the work necessary for the removal of existing hydrants.

22.2 Materials

- A. Low Pressure Hydrants. Hydrants to be Corey pattern with nominal 5-1/4 inch main valve opening with 6 inch bottom connections. Equip with two 2-1/2 inch hose nozzles and one 4-1/2 inch pumper port with a 5 inch Storz hose nozzle. The Storz nozzle shall be an integral part of the fire hydrant and must be furnished by the manufacturer or authorized distributor designated by the manufacturer. Storz adapters will not be accepted. Operating nut shall be equipped with O-ring seals and shall open when turned to the left or counterclockwise. Hydrants shall be of the break-flange or safety-top type. Hydrants shall conform to AWWA C-502, and these Specifications. The depth of bury will generally be 5 feet; and as required to accommodate site conditions. Nozzle threads shall be American National Standard. The hydrant isolation valve shall be attached to the tee at the main and all of the piping shall be restrained from the tee to the hydrant with flanged fittings, retaining glands (mega lugs, etc.) or tie rods as approved by the City Engineer. Hydrants shall be factory painted or may be painted by the contractor using a high quality industrial enamel high intensity red paint above the ground line; spray can paint will not be allowed.
- B. Manufacturer, "Model": Waterous, "Pacer" or Mueller, "Centurian"
- C. Base Block. Solid precast concrete pier block having nominal dimensions of 8-inch thickness by 15-inch square base.
- D. Drain Rock. Washed 1-1/2 inch crushed rock or graded river gravel free of organic matter, sand, loam, clay, and other small particles that will tend to restrict water flow through the gravel.
- E. Concrete for Thrust Blocking. City Standard per ES-11.
- F. Thrust Ties. 3/4 inch diameter steel rods and duc-lugs as manufactured by Stellar Corporation, Columbus, Ohio, or approved equal. Rods shall have rust resistant protective coating.
- G. Auxillary Gate Valve. See City Standard ES-21.

22.3 Workmanship

Construction and installation shall conform to the detail on the Plans and to provisions of Sections 11 and 12 of AWWA C-600, except where otherwise specified.

- A. Location and Position. Locate as shown or directed so as to provide complete accessibility and minimize possibility of damage from vehicles or injury to pedestrians. A 3-foot clear space shall be provided and maintained around the circumference of the hydrant or as approved by the Engineer. Where hydrants are subject to impact by a motor vehicle, guard posts other approved means shall be provided as approved by the Engineer. Improperly located hydrants shall be disconnected and relocated, at the Contractor's expense.

When placed behind the curb, set hydrant barrel so that the face of the pumper or hose nozzle cap will be 2 feet from the back of the curb. When set in lawn space between curb and sidewalk, or between sidewalk and property line, let no portion of the hydrant or nozzle cap be within 12 inches of the sidewalk.

Set all hydrants plumb and nozzles parallel with, or at right angles to the curb, with the pumper nozzle facing the curb. Set hydrants so that safety flange is a minimum of 3 inches and maximum of 6 inches above finished ground or sidewalk level to clear bolts and nuts, and as directed.

- B. Excavation. Do not carry below sub-base grade. Replace over-excavated areas with gravel, and hand tamp to provide firm foundation.
- C. Base Block. Place on firm level sub-base to assure uniform support.
- D. Installation of Hydrants. Place hydrant carefully on base block to prevent the base block from breaking. After hydrant is in place and connected to the pipeline, place temporary blocks to maintain the hydrant in a plumb position during subsequent work.
- E. Drain Rock. Place gravel around base block and hydrant bottom after hydrant has been blocked in place. Drain gravel shall be not less than 6 inches above hydrant drain opening. Do not connect drainage system to sewer.
- F. Concrete Thrust Blocking. Place after hydrant is blocked in its final position and hydrant is joined to pipe. Concrete thrust block shall have a minimum of 4 square feet of bearing area against undisturbed earth. Restraint devices such as flanged fitting, mega lugs, or tie rods may be used in lieu of thrust blocks if approved by the City Engineer.
- G. Bury Depth and Thrust Ties. The ground surface around fire hydrants shall be as follows:
1. Behind the hydrant: The ground surface shall be a minimum of 4.5 feet above the hydrant base (as measured from 'level') for a distance of at least 10 feet behind the back of the hydrant. The City Engineer may approve a lesser bury requirement if thrust ties consisting of two $\frac{3}{4}$ inch coated steel tie rods connecting the hydrant to the valve and the main are utilized. All earthen fill behind hydrants for a minimum distance of 10 feet shall be compacted full depth to a minimum of 95% of AASHTO T99 proctor value.

2. Sides of the hydrant: The ground surface shall be a minimum of 4.5 feet above the hydrant base (as measured from 'level') for a distance of at least 6 feet from the centerline of the hydrant barrel. All earthen fill at the sides of the hydrant for a minimum distance of 6 feet shall be compacted full depth to a minimum of 95% of AASHTO T99 proctor value.
3. Front of the hydrant (towards the main): 4.0 foot minimum cover over the hydrant lateral pipe shall be maintained – as shown on the City of Moscow Standard Construction Drawings.

Payment for existing fire hydrant removal will be made at the unit price stated in the Contractor's bid proposal for each hydrant removed, as covered herein and on the plans.

- H. Existing Fire Hydrant Removal. Remove fire hydrants on existing city mains as shown on the plans and as directed by the Engineer. The hydrants shall remain the property of the City of Moscow and shall be stockpiled, for the City, at a location to be determined. Care shall be taken so as not to damage the hydrants during removal, transporting, or stockpiling.

22.4 Payment

Payment for fire hydrants furnished and installed will be by unit price per each. Payment for fire hydrants shall constitute full compensation for all work specified under this section, and shall include the auxiliary gate valve and connecting pipe from the main line to the valve, and all trench excavation and backfill from the main to the hydrant.

Payment for existing fire hydrant removal will be made at the per each unit price.

ES-23. STORM AND SANITARY CONNECTIONS

23.1 Materials

- A. Sewer house connections, where required on the plans or ordered by the Engineer, shall be a minimum of four (4) inch diameter pipe. The pipe shall conform to Specification ES-8.2.
- B. Pipe zone material, unless otherwise specified, shall be three quarter inch minus (3/4")- pea gravel, crushed rock, pea gravel, or clean sand.

23.2 Workmanship

- A. The sewer house connections shall be branched from the main sewer line by a Y branch on new mains; by a ROMAC style "CB" saddle on existing sewer mains. Branches shall be placed where indicated on the plans or as ordered by the Engineer, and shall be installed, at a point, above the centerline of the sanitary sewer main.

- B. ROMAC style “CB” saddles shall be furnished and installed by the City and paid for by the contractor.
- C. Sanitary sewer services shall not be connected to manholes.
- D. Maximum deflection permissible with any one fitting shall not exceed 45 degrees and shall be accomplished with long-radius curves or bends. Short-radius elbows or curves will not be permitted except by approval of the Engineer.
- E. Provide ends of all sewer house connection lines with standard watertight plugs, suitably braced to prevent blowoff during internal hydrostatic or air testing. With all plugs in place, test the sanitary sewer lines in accordance with ES-20.6.
- F. After the line has been tested by the Contractor and accepted by the Engineer, the Contractor shall furnish and install an approved marker, as per City of Moscow Standard Drawings, to identify the ends of the sewer stubs. The marker shall be wrapped with detectable sewer tape.
- G. Conform to applicable portions of Section ES-19 and Section ES-20.2.
- H. Backfill the pipe zone with granular pipe zone material, hand-placed simultaneously on both sides of the pipe for the full trench width and hand-tamped with approved tamping bars supplemented by 'walking in' and slicing with a shovel.
- I. Backfill, above the pipe zone, shall conform to applicable portions of Section ES-19. Do not backfill sewer house connection pipe until inspected and approved by the Engineer.
- J. All denuded areas shall be fertilized, re-sown with grass seed and covered with mulch as specified in Sections ES-27 and ES-28.
- K. Install as per the Standard Construction Drawings.
- L. Separation of storm and sanitary sewer service laterals from water mains and water service lines shall conform to the requirements of Idaho Drinking Water Standards.

23.3 Basis of Payment

- A. Trench excavation and backfill, required under this item, will be paid for as incidental to the price per linear foot of pipe stated in the Contractor's bid proposal. Payment for that item shall constitute full compensation for all work connected with excavation and backfill.
- C. Sewer house connection pipe, in place, will be paid for on the unit price per linear foot for the appropriate size of pipe stated in the Contractor's bid proposal. Payment for this item shall constitute full compensation for all materials and work required to install the sewer house connection pipe, complete, including trench excavation and backfill. The length of

the house connection will be based on the total length of pipe installed, including all fittings, measured along the pipe center line.

ES-24. STREET / ALLEY CUT REPAIR

All excavations in to existing City street paving shall be repaired in accordance with the City's adopted STREET / ALLEY CUT REPAIR policy and as per Standard Construction Drawing entitled STREET /ALLEY CUT REPAIR.

ES-25. EROSION AND SEDIMENT CONTROL

All construction in the City involving earthwork shall comply with all of the requirements of City Code Section 7-1-4 pertaining to Erosion and Sediment Control and the City of Moscow EROSION AND SEDIMENT CONTROL STANDARDS adopted by resolution.

The Contractor shall implement appropriate erosion control eliminating sediment transport to City infra-structure and private property. The Contractor shall pay all costs associated with sediment removal from City infra-structure, private property or environmental remediation.

All sediment control devices shall be installed prior to any ground disturbing activity.

ES-26. STORMWATER RUNOFF CONTROL

All construction and development activity in the City shall comply with all of the requirements of City Code Section 5-15 STORMWATER RUNOFF CONTROL and including Moscow STORMWATER RUNOFF CONTROL STANDARDS adopted by resolution.

ES-27. IMPORTED TOPSOIL

27.1 General

Imported topsoil shall possess friability and a high degree of fertility. It shall be free of clods, roots, gravel and other inert material. It shall be free of quack grass, horsetail and other noxious vegetation and seed. Should such regenerative material be present in the soil, it shall be the responsibility of the Contractor to remove all such growth, both surface and root, which may appear in the planting within one year following acceptance of the job at his own expense and in a manner satisfactory to the Owner.

27.2 Payment

Payment for furnishing and placing imported topsoil shall be paid according to the unit price bid on the Contractor's bid proposal form or as noted as set forth in the Contract documents.

ES-28. SEEDING

28.1 Seed

Seed furnished shall be labeled; true as to variety; noxious weed-free; and meet all purity, germination specifications, and standards of the Federal Seed Act and Idaho State Seed Laws. The variety shall be as required to best satisfy the particular application - as approved by the City Engineer.

28.2 Application

Seed all cut and fill slopes and all other denuded areas where any earthwork has occurred. Seeding shall be done in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.3 Fertilizer

Fertilizer shall be commercial grade and used in the seeding application in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.4 Mulch

Mulch shall be used in the seeding operation and shall consist of furnishing and placing mulch in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.5 Seedbed Preparation

Preparing the surface area to be seeded is part of the seeding operation and shall be done in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.6 Payment

Seeding will be paid for as allowed and described in the project specific contract documents; which may include, but not limited to, the following methods of payment: unit price per unit area; lump sum amount; incidental to other item unit prices; included in a project lump sum amount.

ES-29. TREE TRIMMING

Any tree, within the construction area, whose branches, trunk or roots must be removed in order to complete the work, should be trimmed, as directed by the Engineer. All costs for such trimming

shall be noted as set forth in the Contract documents. **ALL TREE TRIMMING SHALL CONFORM TO THE APPLICABLE SECTIONS OF THE COMMUNITY FORESTRY ORDINANCE.**

ES-30. INSPECTION

Work performed under this contract shall be inspected at various stages of progress. These inspections include, but shall not be limited to the following:

- A. After storm sewer lines, sanitary sewer lines, perforated drain lines and their structures are in place, but before any backfilling is started.
- B. Prior to and during the placement of all concrete. This inspection shall be requested when the forms are in place and ready to receive the concrete.
- C. After the street has been excavated and compacted, but before any crushed rock is placed.
- D. During the application and processing of the crushed rock base and after the crushed rock base has been placed and compacted, but before the prime coat is applied.
- E. After valve boxes, catch basins, manholes and monuments have been adjusted to the proper elevation.
- F. Prior to and during the placement of prime coat and tack coat.
- G. Prior to and during the placement of all superpave hot mix asphalt pavement.
- H. At the completion of the job, after all cleanup, backfilling and all other work is done and job is ready for final acceptance.

It shall be the responsibility of the Contractor to notify the Engineer, or his representative, when the various phases of the project are ready for inspection.

Request for inspection may be verbal but shall be given in sufficient time to allow the Engineer, or his representative, to arrange to be present as required. Failure to notify the Engineer, or his representative, of the inspections shall be sufficient ground to reject the uninspected work and cause its immediate removal.

All discrepancies, indicated by the inspector, shall be corrected by the Contractor and re-inspected before the next phase of operation is started. No claim shall be made for delays caused by correction of work found unacceptable to the inspector.

ES-31. WORKMANSHIP AND CLEAN UP

It is the intent and purpose of these Specifications and Plans to obtain good workmanship throughout with the completed work complying with the said Specifications and Plans and in full working order upon completion. Work will not be accepted until this result is obtained.

All debris or rubbish caused by the contractor's operations shall be removed and the areas occupied during such operation shall be left in a neat and presentable condition.

Any damage to private property shall be repaired, replaced in kind, as approved by the City Engineer or the Owner compensated as required by the General Specifications.

Upon the satisfactory completion of all work embraced in the contract and specifications, including the cleanup, together with full compliance with the requirements of the General Specifications the Engineer will, within fifteen (15) days after such completion and compliance, issue a certificate of completion to the Owner with two (2) copies to the Contractor.

ES-32. MOBILIZATION

This item shall consist of preparatory work and operations, including but not limited to, those necessary for the movement of personnel, equipment, supplies and incidentals to the project site; for the establishment of offices, buildings and other facilities necessary for the work on the project; for premiums on bond and insurance for the project; for all other work and operations which must be performed or costs incurred before beginning production work on the various contract items. Mobilization cost for subcontracted work shall be considered to be included in the prices bid by the prime Contractor.

The amounts to be allowed for mobilization in the partial payment to be made under the contract will be made as follows:

1. Sixty percent of the amount bid for mobilization will be paid on the first monthly progress estimate.
2. Forty percent of the amount bid for mobilization will be paid on the second monthly estimate providing that the contractor has initiated productive work on the project.

Mobilization will be measured and paid for by the Lump Sum as shown on the Contractor's Proposal

SPECIAL PROVISIONS

These Special Provisions cover but are not limited to, the removal of existing pedestrian ramps and curbs and the construction of new ADA compliant pedestrian ramps, curb, sidewalk, asphalt pavement, concrete pavement, street trees, historical style lighting, fencing, and associated work on the north half of C Street from Almon Street to Washington Street. This work also includes storm drainage adjustments to accommodate the new curb location. All as shown on the Plans and herein described in these Specifications.

Note: All quantities are approximate, planned and actual quantities may vary.

GENERAL

All labor, materials, equipment, traffic control, and incidentals necessary for the completion of the work, as herein described in these specifications and as shown on the plans, shall be furnished by the Contractor. All work performed under this contract shall be completed in strict accordance with these SPECIAL PROVISIONS, ENGINEERING SPECIFICATIONS, CONTRACT PLANS, and the City of Moscow STANDARD CONSTRUCTION SPECIFICATIONS and DRAWINGS (**unless herein modified**). These SPECIAL PROVISIONS, the SCOPE OF WORK DESCRIPTION, and the CONTRACT PLANS have precedence over the City standards and Standard Drawings where not in agreement.

Traffic and pedestrian control shall be as per the MUTCD and is the Contractor's responsibility.

It is the intent and purpose of these specifications and plans to obtain good workmanship throughout, with all work complying with these specifications. The project will not be considered substantially complete until all requirements of these specifications have been completed to the satisfaction of the Engineer.

It shall be the responsibility of the Contractor to notify the Engineer to request an inspection of compacted base material, forms, and any concrete reinforcement prior to beginning any paving or concrete operations. Failure to notify the Engineer shall be sufficient grounds to reject all uninspected work and cause its immediate removal. All discrepancies indicated by the Engineer shall be corrected by the Contractor, re-inspected and approved by the Engineer prior to acceptance of work and prior to payment. No claim shall be made for delays or compensation caused by correction of work found unacceptable by the Engineer, including noncompliance with ADA requirements.

Underground utility locates shall be the responsibility of the Contractor. The Contractor shall be responsible for all repair of 'located' utilities damaged during this project.

All debris or rubbish generated by the Contractor's operations shall be removed and the areas occupied during such operation shall be left in a neat appearing condition. Any property, public or private, damaged by the Contractor shall be repaired to its original condition at the expense of the Contractor and approved by the Engineer.

Work shall be accomplished in a manner and method as to minimize the disruption to the traveling public, including pedestrians. Only one curb ramp may be closed at a time as to allow pedestrian movements around the work site, unless the Contractor can demonstrate an accessible pedestrian route around multiple ramp closures. It is the Contractor's responsibility to provide and maintain a safe accessible pedestrian route around each work site.

All aggregate base shall be furnished and installed in accordance with City of Moscow Engineering Specification ES-7. Prior to placing base rock, excavated sub-grade shall be graded smooth and compacted to the satisfaction of the Engineer.

Concrete shall be furnished and placed in accordance with City of Moscow Engineering Specification ES-12. Slump and curing requirements shall be strictly adhered to.

Reinforcing steel shall be placed, as per plan, and in accordance with Section 503 of Idaho Transportation Department's Standard Specifications for Highway Construction. Mortar blocks, or other devices approved by the Engineer, shall be used to maintain the concrete coverage required by the Plans.

New sidewalk and pedestrian ramp construction shall conform to City of Moscow Engineering Specification ES-14; except as modified in these specifications and the CONTRACT PLANS.

Water SHALL NOT be added to the surface of any concrete after placing - for any reason. Contraction joints shall be 1/4 the slab thickness. Sidewalk shall be COARSE broomed; as directed and approved by the Engineer. **The Contractor shall keep a person at the job site for a minimum of four hours, and as long as necessary, following the concrete surface brooming operation for the purpose of both preventing and repairing any damaged surfacing to the newly placed concrete. Concrete that is left unattended during said curing period, if damaged or defaced, shall be replaced at Contractor's expense.**

Equipment must be operated in such a manner as to minimize the damage to the surface of the existing streets and planted areas. Track-type backhoes shall be equipped with approved street-use type tracks.

All lawn areas damaged by the Contractor shall be repaired to the satisfaction of the Engineer. This work may include grading and sodding, as required. Any tree, within the construction area, whose branches, trunk or roots must be removed in order to complete the work, should be trimmed, as directed by the Engineer. All costs for such trimming shall be noted as set forth in the Contract documents. All tree trimmings shall conform to the applicable sections of the community forestry ordinance.

Curbs and sidewalk damaged by the Contractor during this project shall be replaced by the Contractor and constructed to ES-13 and ES-14 of the City's Standard Construction Specifications, respectively.

In some cases, the Contractor may be required to work around land survey monuments. Removal of monuments not approved by the Engineer shall be replaced by a professional land surveyor at the expense of the Contractor.

Construction items that are not explicitly covered in these written specifications but are required to complete a functioning project shall not be misconstrued by the Contractor as not being a part of the scope of the work covered by the contract. Those items that are not specifically covered in these specifications, but are required by the CONTRACT PLANS, shall be constructed in accordance with the construction industry's highest standards.

The Contractor shall bring to the Engineer's attention any problems associated with any part of the design and/or construction of this project – as a consequence of design error, construction error, site conditions, or any other unanticipated construction variable. The Contractor and the Engineer will then jointly work out a solution to the problem, and to assure that the pedestrian ramps are constructed in compliance with ADA standards.

The Contractor shall patch, repair, and/or replace all existing work immediately adjacent to the newly constructed areas, or where removals are made, so that such adjacent work is left in the same state of work. Such applications specifically shall apply to private driveways with the intent that all such driveways will be left with a smooth consistent and constant grade constructed of the same material and to the same specifications as originally used in constructing the driveway.

SP-1. MOBILIZATION

This item shall consist of preparatory work and operations, including but not limited to, those necessary for the movement of personnel, equipment, supplies and incidentals to the project site; for the establishment of offices, buildings and other facilities necessary for the work on the project; for premiums on bond and insurance for the project; for all other work and operations which must be performed or costs incurred before beginning production work on the various contract items. Mobilization cost for subcontracted work shall be considered to be included in the prices bid by the prime contractor.

Measurement and Payment:

The amounts to be allowed for mobilization in the partial payment to be made under the contract will be made as follows:

1. Sixty percent of the amount bid for mobilization will be paid on the first monthly progress estimate.
2. Forty percent of the amount bid for mobilization will be paid on the second monthly estimate, providing that the contractor has initiated productive work on the project.

Measurement for MOBILIZATION shall be lump sum. Payment for this item shall be at the price shown on the Contractor's Proposal, according to the above guidelines, and shall include all materials, labor, equipment and incidentals to do the work for:

SP-1. MOBILIZATIONL.S.

SP-2. REMOVALS AND DISPOSALS

This item consists of furnishing the necessary materials, labor and equipment to: saw-cut, excavate, remove and dispose of: existing bituminous surface, concrete pavement, concrete sidewalks, concrete curbs, water main, fire hydrants, manholes, catch basins, and other obstructions as required. All removals and disposals shall be in accordance with City of Moscow Engineering Specification ES-4.

The Contractor shall be responsible for all removals delineated by City staff as specified in plans, specifications, and contract documents, and as may be necessary to complete the work in accordance with the scope of the work and City Standards.

Sections of concrete to be removed shall be cleanly saw-cut perpendicular to the alignment of the adjacent competent curb or sidewalk. **Excavation and disposal of material necessary to accommodate the placement of six inches (6") of new, compacted crushed rock base beneath the new sidewalk, pedestrian ramps and vehicular approaches, and four inches (4") of new, compacted base rock beneath new curbs is considered incidental to the removal items.**

Curbs, sidewalks and street sections to be removed shall be saw-cut full depth, on smooth, straight lines as marked in the field. Saw cutting shall be considered incidental to this item. The concrete is to be removed and disposed of by the contractor. Location of a disposal site is the responsibility of the contractor.

All areas, on the street side of the curb, where asphalt surfacing has been removed shall be temporarily cold mix patched (min. 2.5" thick) or backfilled with crushed rock base flush with the existing asphalt surface the same day as excavation and backfill occurs. The temporary patch or backfill must then later be removed and replaced to match existing depth or with 6-inch thick hot mix patch whichever is lesser. The hot mix patch shall be installed a minimum of three (3) days to a maximum of seven (7) days after pouring the concrete curb/sidewalk. Temporary patching or backfill shall be maintained to provide a smooth driving surface and protected by means of traffic cones until the time of replacement with the permanent hot mix asphalt patching. Temporary cold patching behind sidewalk is not required. All costs associated with the temporary patching or crushed rock base backfill shall be included in the removal items.

The contractor must notify the property owner at least 24 hours in advance of any impact to driveway access.

The Contractor shall be especially cognizant of apparent tree roots that will require caution during the performance of this work item and shall notify the Community Forestry Administrator, David Schott (208) 883-7098, upon encountering roots of 1" or greater diameter before cutting those roots.

A. REMOVE / DISPOSE OF BITUMINOUS SURFACE

This work shall consist of, but not limited to, the removal and disposal of bituminous surface. The removal shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings.

Existing bituminous surface to be removed shall be neatly saw-cut, removed, and disposed necessary to facilitate the construction of concrete curb, sidewalk, and pedestrian curb ramps. Saw cutting shall be considered incidental to this item. Sections to be removed shall be cleanly saw-cut perpendicular to the existing curb alignment, and along painted removal lines located 24" minimum from the curb line, as shown in the plans. When field conditions dictate, removal limits may be extended beyond 24" to achieve ADA compliance. This item also covers any milling or removal of bituminous surface for the preparation of raised asphalt crosswalks. Location of a disposal site is the responsibility of the contractor.

Crushed rock must be placed along the edge of any vehicle or pedestrian approach affected by these removals to provide temporary vehicle access if needed to maintain local access. The contractor must notify the property owner at least 24 hours in advance of any impact to driveway access.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

B. REMOVE / DISPOSE OF CONCRETE SIDEWALK

This work shall consist of, but not limited to, the removal and disposal of concrete sidewalk. The removal shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings. Any property corners shall be referenced prior to removal.

Sections of concrete to be removed shall be cleanly saw-cut perpendicular to the alignment of the adjacent competent curb or sidewalk. **Excavation and disposal of material necessary to accommodate the placement of six inches (6") of new, compacted crushed rock base beneath the new sidewalk, pedestrian ramps and vehicular approaches, and four inches (4") of new, compacted base rock beneath new curbs is considered incidental to the removal items.**

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

C. REMOVE / DISPOSE OF CONCRETE CURB

This work shall consist of, but not limited to, the removal and disposal of concrete curb Type A. The removal shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings.

Sections of concrete to be removed shall be cleanly saw-cut perpendicular to the alignment of the adjacent competent curb or sidewalk. **Excavation and disposal of material necessary to accommodate the placement of six inches (6") of new, compacted crushed rock base beneath the new sidewalk, pedestrian ramps and vehicular approaches, and four inches (4") of new, compacted base rock beneath new curbs is considered incidental to the removal items.**

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

D. REMOVE / DISPOSE OF CONCRETE CURB & GUTTER

This work shall consist of, but not limited to, the removal and disposal of concrete curb & gutter type B. The removal shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings.

Sections of concrete to be removed shall be cleanly saw-cut perpendicular to the alignment of the adjacent competent curb or sidewalk. **Excavation and disposal of material necessary to accommodate the placement of six inches (6") of new, compacted crushed rock base beneath the new sidewalk, pedestrian ramps and vehicular approaches, and four inches (4") of new, compacted base rock beneath new curbs is considered incidental to the removal items.**

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

E. REMOVE / DISPOSE OF STRUCTURES AND OBSTRUCTIONS

This work shall consist of, but not limited to, the removal and disposal of buildings, irrigation boxes, pipes, bridges, abandon utilities, fences, drainage structures and manholes regardless of the type (precast, poured in place, etc.), material and depth. The removal shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings.

Void space remaining after removal shall be filled and compacted with native soils or 3/4" (-) crushed rock as directed by the Engineer. Backfill of the immediate and surrounding areas disturbed by construction shall be topsoil as specified in these specifications, and shall be hand raked to conform to the adjacent properties. Topsoil shall be compacted to a density of between 85% and 90% of AASHTO T99. The Engineer must approve a method of compaction in advance. Fill materials, topsoil backfill, and labor shall be part of the work of **REMOVE/DISPOSE OF STRUCTURES AND OBSTRUCTIONS.**

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Measurement for REMOVE / DISPOSE OF CONCRETE CURB and REMOVE / DISPOSE OF CONCRETE CURB & GUTTER shall be by the linear foot as measured in the field. Measurement for REMOVE / DISPOSE OF CONCRETE SIDEWALK and REMOVE / DISPOSE OF BITUMINOUS SURFACE shall be by the square yard as measured in the field. MEASUREMENT FOR REMOVE / DISPOSE OF STRUCTURES AND OBSTRUCTIONS will be measured per lump sum for all devices furnished and installed on the project. Payment shall include all costs incurred to remove and dispose of the item including labor, equipment and other incidental costs for each of the following bid items included on the Contractor's Bid Proposal:

SP-2. A. REMOVE / DISPOSE OF BITUMINOUS SURFACE..... S.Y.

SP-2. B. REMOVE / DISPOSE OF CONCRETE SIDEWALK S.Y.

SP-2. C. REMOVE AND DISPOSE OF CONCRETE CURB L.F.

SP-2. D. REMOVE / DISPOSE OF CONCRETE CURB & GUTTER..... L.F.

SP-2. E. REMOVE / DISPOSE OF STRUCTURES AND OBSTRUCTIONS...L.S.

SP-3. FIRE HYDRANT RELOCATION

This work shall consist of, but not limited to, the relocation of the fire hydrant with 6" piping, tee fitting, and 6" gate valve included. The relocation shall be in accordance with the Project Plans, Engineering Specifications ES-22, and the Standard Drawings. Pipe material shall be Class 52 Ductile Iron or approved alternative. A concrete collar 2 feet in diameter and 6 inches thick will be poured around the fire hydrant barrel at a depth 6 inches below the ground level.

Removed fire hydrants shall be stored in a protected location, by the Contractor, at no expense to the City, for the duration of the project. Fire hydrants shall be inspected and approved by the Engineer or their representative prior to installation, fire hydrants damaged during removal or storage may be cause for rejection by the Engineer or their representative. Rejected fire hydrants will be replaced at the Contractors expense. Fire hydrants which are not shown to be replaced on the Project Plans shall be salvaged, salvaged fire hydrants are the property of the City unless otherwise indicated. The work shall be in accordance with the Project Plans, Engineering Specifications and the Standard Drawings.

This item includes everything required to complete this work including, but not limited to labor, valve, fittings, valve boxes, concrete collar, connections, materials, equipment and all apparatuses.

Measurement and Payment:

Measurement and payment for FIRE HYDRANT RELOCATION shall be paid per each with gate valve, valve box, pipe, pipe trenching, tee, and thrust block. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-3. FIRE HYDRANT RELOCATIONEACH

SP-4. CATCH BASIN

This work shall consist of, but not limited to, the installation of catch basin. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-18, ES-19, ES-23, and the Standard Drawings. Catch basins shall be placed in the flow line of the street.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

CATCH BASIN shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include excavation, bedding, hood and frame backfill, and all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-4. CATCH BASINEACH

SP-5. 8-INCH STORM SEWER PIPE

This work shall consist of, but not limited to, the installation of eight (8) inch PVC storm sewer pipe. Materials shall consist of specified pipes, bends, bands, other approved fittings, specified backfill, and connections to complete the work. Pipe material shall be SDR 35 PVC or approved alternative. Couplings shall include a steel shield reinforcement band to prevent invert discontinuities between connected pipes. The pipe shall be set at specified depths as shown in the Project Plans. Three-quarter inch (3/4") minus crushed rock must be laid and compacted to 95% of AASHTO T-99 maximum density four (4) inches underneath the pipe. Backfill trench with 95% compacted Three-quarter inch (3/4") minus crushed rock in lifts not to exceed six (6) inches of depth. The pipe must have a minimum gradient of 0.5% in order to produce a half-full pipe velocity of two (2) feet per second unless, otherwise approved by the Engineer. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-5, ES-7, ES-19, ES-20, ES-23, and the Standard Drawings.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment necessary to furnish, excavate, install, and backfill storm sewer pipes and

make the necessary connections to existing catch basins, manholes, existing and proposed storm sewer pipes, and/or clean-outs.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment necessary to furnish, excavate, install, and backfill storm sewer pipes and make the necessary connections to existing catch basins, manholes, existing and proposed storm sewer pipes, and/or clean-outs.

Measurement and Payment:

Installation of 8-INCH STORM SEWER PIPE shall be paid by the linear foot installed. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-5. 8-INCH STORM SEWER PIPE..... L.F.

SP-6. CONCRETE CURB

This work shall consist of constructing either concrete Type A Curb, Curb and Gutter, Rolled Curb, or Pedestrian Curb. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-11, ES-12, ES-13, and the Standard Drawings.

Two (2) No. 4 rebar dowels shall be epoxy embedded a minimum of six (6) inches into abutting sawn curb or curb and gutter. On curb and gutter, one dowel shall be centered (back to face of curb) in the vertical curb section six (6) inches from the bottom of curb, and one shall be centered vertically (top to bottom of gutter section), fifteen (15) inches from the back of curb. On Type A curb the dowels shall be centered front to back of curb, and be located three (3) inches from top and bottom of curb respectively. Dowels shall extend six (6) inches into the new concrete curb and gutter section to be constructed.

Excavated areas on road side of curb shall be replaced with 3/4" minus crushed aggregate conforming to City of Moscow Standard ES-7 to the level of the adjacent asphalt and compacted to 95% of AASHTO T-99 maximum density in lifts not to exceed 8 inches depth. See SP-2 REMOVALS AND DISPOSALS for temporary patching and/or backfill requirements.

Excavation and disposal of material necessary to accommodate the placement of 4 inches of new compacted base rock beneath new curb is considered incidental to the removal items. Doweling of curb, backfill, and compaction are considered incidental to this item.

Backfill of lawn areas adjacent to new curbs shall be topsoil as specified in these specifications, and shall be hand raked to conform to the adjacent properties. Topsoil backfill and labor shall be considered **incidental** to this pay item. All other excavated areas shall be backfilled.

Measurement and Payment:

Measurement and payment for CONCRETE CURB shall be by the linear foot for either Type A Curb, Curb and Gutter, Rolled Curb, or Pedestrian Curb as measured in the field. Payment shall include all costs incurred to construct the item including labor, equipment and other incidental costs for each of the following bid items included on the Contractor's Bid Proposal:

SP-6. A. CONCRETE CURB TYPE A L.F.

SP-6. B. CONCRETE CURB AND GUTTER TYPE B L.F.

SP-7. CONCRETE SIDEWALK

This work shall consist of, but not limited to, the installation of 5 (five) inch thick concrete sidewalk. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-11, ES-12, ES-14, and the Standard Drawings.

The Contractor shall patch, repair, and/or replace all existing work immediately adjacent to the newly constructed sidewalk, such that adjacent area is left in its original state.

Excavation and disposal of material necessary to accommodate the placement of six (6) inches of new compacted base rock beneath the sidewalk is considered incidental to the removal items. The rock shall be compacted to 95% of standard density as determined by AASHTO T-99.

Backfill of lawn areas adjacent to new sidewalks shall be topsoil as specified in these specifications, and shall be hand raked to conform to the adjacent properties. Topsoil backfill and labor shall be considered incidental to this item.

This item includes everything required to complete this work including, but not limited to labor, base rock, excavation, topsoil, materials, and equipment.

Measurement and Payment:

Measurement for CONCRETE SIDEWALK shall be paid per square yard as measured in the field. Payment shall be as shown on the Contractor's Proposal and shall include base rock, excavation, topsoil, all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-7. CONCRETE SIDEWALK S.Y.

SP-8. CONCRETE PEDESTRIAN CURB RAMP

This work shall consist of the installation of five (5) inch thick pedestrian curb ramps with six (6) inch thick aggregate base course as shown in the Contract Plans and in accordance with the ES-14, and these Specifications.

The contractor shall keep a person at the job site for a minimum of four hours following the concrete surface brooming operation for the purpose of both preventing and repairing any damaged surfacing to the newly placed concrete. Concrete left unattended, if damaged or defaced, shall be replaced at contractor expense.

The Contractor shall patch, repair, and/or replace all existing work immediately adjacent to the newly constructed sidewalk, such that adjacent area is left in its original state.

It is the Contractor's responsibility to adhere to the Americans with Disabilities Act (ADA). The standards to which pedestrian facilities must be in compliance with is found in the Public Rights-Of-Way Accessibility Guidelines (PROWAG) <http://www.access-board.gov/>. The contract documents are intended to assist the Contractor in constructing ADA compliant pedestrian facilities. It is the Contractor's sole responsibility to construct pedestrian routes in compliance with the accessibility standards of the ADA. Any concrete pedestrian ramp found to be out of compliance with the ADA requirements shall be replaced at the Contractor's expense.

Measurement and Payment:

Measurement for CONCRETE PEDESTRIAN CURB RAMP shall be by the square yard (at the thickness described above) as measured in the field. Measurements shall include all ramped areas, landing areas, and, if determined necessary by Engineer, transition pieces tying the top of the new ramp into existing sidewalk. Payment shall include all costs incurred to construct this item including labor, materials, equipment, and other incidental costs for the following bid item included on the Contractor's Bid Proposal:

SP-8. CONCRETE PEDESTRIAN CURB RAMP..... S.Y.

SP-9. CAST IRON TRUNCATED DOMES

This work shall consist of furnishing and installing Truncated Domes (detectable warning surfaces) at pedestrian curb ramps in compliance with the Public Rights-of-Way Accessibility Guidelines. All work shall be in conformance with the most current ADA requirements.

The truncated domes shall be pressed firmly into the concrete to the point that concrete fills the vent holes on the truncated dome plates. Any swelling of the concrete that occurs around the truncated domes must be screeded off and the surrounding concrete shall be finished flush with

the truncated dome plate edge. The finished installation of the truncated domes plates and the ramp surface plane shall have no surface deviations over 3/16 inches.

Truncated domes shall be **CAST IRON** in color. **The panels shall be ordered and installed to the width of the pedestrian curb ramp; splicing of multiple warning surface panels shall not be allowed unless approved by the Engineer.**

Measurement and Payment:

Measurement and payment for CAST IRON TRUNCATED DOMES shall be by the square foot as measured in the field. Payment shall include all costs incurred to construct the item including labor, equipment and other incidental costs for the following bid item included on the Contractor's Bid Proposal:

SP-9. CAST IRON TRUNCATED DOMESS.F.

SP-10. 3/4" (-) CRUSHED ROCK BASE

This work shall consist of, but not limited to, the installation of crushed aggregate base. The installation shall be in accordance with the Project Plans, ES-7, and the Standard Drawings.

Prior to placing base rock, the excavated subgrade will be graded smooth and compacted to the satisfaction of the Engineer. The base shall be placed at a minimum depth of fourteen **(14) inches** and compacted in six (6) inch maximum lifts. Compaction will be accomplished with approved rolling equipment and shall meet 95% of standard density as determined by AASHTO T-99.

This item is for road base only. Aggregate used for curb, sidewalk, and trench backfill is incidental to those items.

This item includes everything required to complete this work including, but not limited to labor, materials, and equipment.

Measurement and Payment:

Measurement and payment for 3/4" (-) CRUSHED ROCK BASE shall be by the ton at the thickness described above and as shown on the project plans. The unit price, per cubic yard, shall include all materials, labor, equipment, and incidentals necessary to furnishing, placing and compacting:

SP-10. 3/4" (-) CRUSHED ROCK BASETON

SP-11. HOT MIX ASPHALT PATCHING

This work shall consist of paving back removed bituminous surfaces with hot mix asphalt pavement as shown in the Contract Plans and in accordance with ES-15 and these Specifications. This work shall take place after the aggregate base grade and compaction adjacent to curb are approved by the Engineer. This item shall consist of minimum two lifts of 1/2" Superpave HMA pavement surface course as specified in ES-15. Each lift shall not exceed 3" of compacted depth.

Do not apply asphalt if the roadway surface or weather conditions can prevent proper construction. Apply an asphalt tack coat to existing asphalt surfaces and to the surface of each course constructed, except the final course. Apply tack coat to transverse and longitudinal joints and the contact surfaces of curbing, gutters, manholes or other structures. All objects adjacent to the areas to be tacked, including curbs, shall be adequately protected from over spray from the distributor. The Contractor shall satisfactorily repair any discolored surfaces.

Measurement and Payment:

Measurement for HOT MIX ASPHALT PATCHING shall be by the ton, as determined by weigh slips, and complete with all necessary compaction. The Contractor will be responsible for furnishing weigh slips to the Engineer upon delivery to the project. Payment shall include all costs incurred to construct this item including labor, materials, equipment, and other incidental costs for the following bid item included on the Contractor's Bid Proposal:

SP-11. HOT MIX ASPHALT PATCHING.....TON

SP-12. IRRIGATION SYSTEM

This work consists of the complete drip-irrigation system in accordance with the Plans and Specifications as locations shown in the Contract or as ordered by the Engineer. An existing water service connection with irrigation and backflow is available for connection. The intent is for a new connection and system to be located after the existing meter and backflow device.

The construction and material requirements shall conform to the City of Moscow Standards for Irrigation Systems. The anticipated pressure at the new irrigation connection is 85-95 psi. The CONTRACTOR shall design and build the irrigation drip line to provide adequate water supply to new Street Trees. Trenching bedding and backfill shall be in accordance with City of Moscow Standards. The contractor shall coordinate with the City of Moscow prior to connection to the existing irrigation service.

Measurement and Payment:

The lump sum contract price for Irrigation System shall be full pay for the construction of the complete irrigation system and modifying the existing systems as described above and shown in the Plans, and herein specified, including but not limited to: labor, materials, equipment, warranties, taxes, insurances, permits, shop drawings, submittals, freight, mobilization, cleanup,

traffic control, excavation, backfilling, restoring facilities destroyed or damaged during construction, tests, and incidental costs necessary to construct the improvements. All additional material and labor, not shown in the Plans or called for herein and which are required to complete the Irrigation system, shall be included in the lump sum contract price.

SP-12. IRRIGATION SYSTEM.....L.S.

SP-13. CONCRETE TREE WELL

This work shall consist of, but not limited to, installing prefabricated Concrete Tree Wells to the dimensions shown in the Plans and in accordance with these Specifications or as approved by the engineer.

Prefabricated Tree Wells will be the City of Moscow design from Wilbert Precast as shown in the plans, or approved equal.

Prior to removing or planting trees and shrubs within the City of Moscow Right of Way, the Contractor shall contact the Community Forestry Administrator, David Schott (208) 883-7098, 10 days prior to starting work and obtain necessary permits. All tree removal or planting work shall be completed by a City of Moscow licensed tree contractor and in accordance with the Community Forest Ordinance, Moscow City Code §5-8-1 et seq.

Materials

Materials shall meet the requirements of the following sections:

1. Concrete shall meet the requirements of Engineering Specification ES-11 CONCRETE.
2. Reinforcing Steel shall conform to either AASHTO M31 Grade 60 or ASTM A 706.
3. Aggregate Base shall meet the requirements of Engineering Specification ES-7 CRUSHED ROCK BASE.
4. Angle Iron grate frames shall conform to ASTM A 36.

Construction Requirements

1. Excavation, including disposal, shall be in accordance with ES-4 REMOVALS AND DISPOSALS and ES-5 EARTHWORK of the Engineering Specifications. It is the contractors' responsibility to obtain an approved dumpsite location for all disposal items.

2. All aggregate base shall be furnished and installed in accordance with Engineering Specification ES-7 CRUSHED ROCK BASE. Prior to placing base rock, excavated sub-grade shall be graded smooth and compacted to the satisfaction of the Engineer.
3. Concrete shall be furnished and placed in accordance with Engineering Specification ES-12 CONCRETE CONSTRUCTION REQUIREMENTS.
4. Reinforcing steel shall be placed, as per plan, and in accordance with Section 503 of Idaho Transportation Department's Standard Specifications for Highway Construction.
5. Vertical edges of the Concrete Tree Well shall be flush with the adjoining surface to the greatest extent possible.
6. Concrete Tree Wells shall be loosely backfilled to a minimum depth of 9" topsoil and 3" mulch. Topsoil and mulch shall be approved by the Engineer prior to backfilling.

Measurement and Payment

The measurement for CONCRETE TREE WELL shall be per each for each finished tree well complete in place. All excavation, aggregate base, concrete, reinforcing steel, imported topsoil, and mulch shall be considered incidental to the associated bid item. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals to perform the work for:

SP-13. CONCRETE TREE WELL..... EA

SP-14. TREE PLANTING (Emerald Avenue Hornbeam)

This work shall consist of furnishing and planting trees, shrubs, vines and ground cover in accordance with these Specifications and in reasonably close conformity with the Plans or as approved by the Engineer.

Prior to removing or planting trees and shrubs within the City of Moscow Right of Way, the Contractor shall contact the Community Forestry Administrator, David Schott (208) 883-7098, 30 days prior to starting work and obtain necessary permits. All tree removal or planting work shall be completed by a City of Moscow licensed tree contractor and in accordance with the Community Forest Ordinance, Moscow City Code §5-8-1 et seq.

Materials

Trees shall be Emerald Avenue Hornbeam, *Carpinus Betulus* 'JFS-KW1CB'. Tree caliper shall be 1-3/4" minimum.

At the time of delivery, all plant material furnished shall meet the grades established by the latest edition of the American Standard for Nursery Stock, (ASNS) ANSI Z60.1 and shall conform to the size and acceptable conditions as listed in the Contract, and shall be free of all foreign plant material.

All plant material shall comply with State and Federal laws with respect to inspection for plant diseases and insect infestation.

All plant material shall be purchased from a nursery licensed to sell plants in Idaho State.

Live woody or herbaceous plant material, except cuttings, rhizomes, and tubers, shall be vigorous, well formed, with well-developed fibrous root systems, free from dead branches, and from damage caused by an absence or an excess of heat or moisture, insects, disease, mechanical or other causes detrimental to good plant development. Evergreen plants shall be well foliated and of good color. Deciduous trees that have solitary leaders shall have only the lateral branches thinned by pruning. All conifer trees shall have only one leader (growing apex) and one terminal bud, and shall not be sheared or shaped. Trees having a damaged or missing leader, multiple leaders, or Y-crotches shall be rejected.

Root balls of plant materials shall be solidly held together by a fibrous root system and shall be composed only of the soil in which the plant has been actually growing. Balled and burlapped rootballs shall be securely wrapped with jute burlap or other packing material not injurious to the plant life. Root balls shall be free of weed or foreign plant growth.

Plant materials shall be nursery grown stock. Plant material, with the exception of cuttings, gathered from native stands shall be held under nursery conditions for a minimum of one full growing season, shall be free of all foreign plant material, and meet all of the requirements of the Plans and these Specifications.

Container grown plants shall be plants transplanted into a container and grown in that container sufficiently long for new fibrous roots to have developed so that the root mass will retain its shape and hold together when removed from the container, without having roots that circle the pot. Plant material which is root bound, as determined by the Engineer, shall be rejected. Container plants shall be free of weed or foreign plant growth.

Bare root plant materials shall not be used on this project.

Average height to spread proportions and branching shall be in accordance with the applicable sections, illustrations, and accompanying notes of the ASNS.

Plants specified or identified as "Street Tree Grade" shall be trees with straight trunks, full and symmetrical branching, central leader, and be developed, grown, and propagated with a full branching crown. A "Street Tree Grade" designation requires the highest grade of nursery shade or ornamental tree production which shall be supplied.

Street trees with improperly pruned, broken, or damaged branches, trunk, or root structure shall be rejected. In all cases, whether supplied balled and burlapped or in a container, the root crown (top of root structure) of the tree shall be at the top of the finish soil level. Trees supplied and delivered in a nursery fabric bag will not be accepted.

Plants which have been determined by the Engineer to have suffered damage for the following reasons will be rejected:

7. Girdling of the roots, stem, or a major branch.
8. Deformities of the stem or major branches.
9. Lack of symmetry.
10. Dead or defoliated tops or branches.
11. Defects, injury, and condition which renders the plant unsuitable for its intended use.

Plants that are grafted shall have roots of the same genus as the specified plant.

Caliper will be measured 6" above the soil line at time of planting.

Handling and Shipping

Handling and shipping shall be done in a manner that is not detrimental to the plants. The nursery shall furnish a notice of shipment in triplicate at the time of shipment of each truck load or other lot of plant material. The original copy shall be delivered to the Project Engineer, the duplicate to the consignee and the triplicate shall accompany the shipment to be furnished to the Inspector at the job site. The notice shall contain as a minimum the following information:

1. Name of shipper.
2. Date of shipment.
3. Name of commodity (including all names as specified in the Contract).
4. Consignee and delivery point.
5. City Contract number.
6. Point from which shipped.
7. Quantity contained.
8. Size (height, runner length, caliper, etc., as required).
9. Signature of shipper by authorized representative.

To acclimate plant materials to Northwest conditions, all plant materials used on a project shall be grown continuously outdoors north of the 42nd Latitude (Oregon-California border) from not later than August 1 of the year prior to the time of planting.

All container grown plants shall be handled by the container and all balled and burlapped plants shall be handled by the ball.

Plant material shall be packed for shipment in accordance with prevailing practice for the type of plant being shipped, and shall be protected at all times against drying, sun, wind, heat, freezing, and similar detrimental conditions both during shipment and during related handling. Where necessary, plant material shall be temporarily heeled in. When transported in closed vehicles,

plants shall receive adequate ventilation to prevent sweating. When transported in open vehicles, plants shall be protected by tarpaulins or other suitable cover material.

Inspections

Final inspection and approval (or rejection) will occur when the plant material has been delivered to the Contract site. The Contractor shall notify the Engineer, not less than 48 hours in advance, of plant material delivery to the project.

Substitution of Plants

No substitution of plant material, species or variety, will be permitted unless evidence is submitted in writing to the Engineer that a specified plant cannot be obtained and has been unobtainable since the Award of the Contract. If substitution is permitted, it can be made only with written approval by the Engineer. The nearest variety, size, and grade, as approved by the Engineer, shall then be furnished.

Container grown plant material may be substituted for balled and burlapped plant materials. When substitution is allowed, use current ASNS standards to determine the correct rootball volume (container or balled and burlapped) of the substituted material that corresponds to that of the specified material. These substitutions shall be approved by the Engineer and be at no cost to the Contracting Agency.

Temporary Storage

Plants stored under temporary conditions prior to installation shall be the responsibility of the Contractor.

Plants stored on the project shall be protected at all times from extreme weather conditions by insulating the roots, root balls, or containers with sawdust, soil, compost, bark or wood chips, or other approved material and shall be kept moist at all times prior to planting.

Commercial Fertilizer

Commercial fertilizer shall be furnished in containers marked with the weight and/or volume with the manufacturer's guaranteed analysis of the contents. Dry fertilizers shall be free from lumps or cakes.

Soil Conditioner

Soil conditioner shall consist of compost, peat moss, sedge peat or bark and shall be reasonably free from wood substances and shall have a minimum of 50 percent organic matter by weight. The source shall be approved before shipping to the project.

Imported Topsoil

Imported Topsoil shall meet the requirements of ES-27 IMPORTED TOPSOIL of the Engineering Specifications.

Mulch

The sources of all types of mulch shall be approved before shipping to the project.

1. Bark mulch (granular and ornamental type) shall be reasonably free of strips and splinters.
2. Grain straw or grass hay shall be certified noxious weed-free and where it is to be anchored by mechanical crimping shall have approximately 50 percent of the stems exceeding 9 7/8 in. (250 mm) in length.
3. Shredded bark shall have a shredded or stringy texture.
4. Wood and paper fiber shall form a blotter-like ground cover when applied.

Construction Requirements

Unless otherwise approved, planting operations shall be performed between September 15 and May 15, and shall take advantage of favorable planting conditions. If the Contractor is permitted to plant at other seasons, approved anti-transpirants shall be used.

The area shall be graded and approved before planting locations are staked. Tree locations and the general layouts of plant areas for shrubs, vines and ground cover shall be marked out and staked by the Contractor. Planting shall not be started until the Engineer has approved the locations and layouts.

Planting areas for shrubs and vines shall be cultivated to a minimum depth of 4 in. (100 mm). Weeds and other vegetative growth, large clods, rocks, and other debris encountered in the cultivating work shall be removed and disposed of.

When excavating holes for planting, topsoil shall be kept separate from subsoil and shall be made loose and friable. Alkaline soil, gravel, stones, or other detrimental material encountered in the excavation shall be removed and wasted.

In removing plants from containers, care shall be taken to prevent disturbance of the root systems or earth therein. Plants grown in individual containers of peat or other decomposable material shall be planted without removing the plant from the container.

After planting is completed, the soil surface shall be cultivated to a depth of not less than 2 in. (50 mm).

Commercial fertilizer shall be incorporated uniformly in the surface of the soil around trees and shrubs in the amounts directed. The quantities to be used will be approximately 1 lb. (0.5 kg) per tree, and 0.5 lb. (0.25 kg) per shrub or vine.

Soil conditioner shall be mixed into the Imported Topsoil being used in backfilling. The quantities to be used will be approximately 1 CF (0.03 m³) per tree, and 0.5 CF (0.015 m³) per shrub or vine.

Mulching of planted areas shall be performed after all planting work in each area is complete and the ground is smooth and clean. Mulch shall be placed to a 3 in. (75 mm) depth over the entire shrub and vine areas and around trees as shown on the plans. Mulch shall be removed from plants, structures, roadway areas and grassed areas not specified to be covered.

Imported Topsoil shall meet the requirements of ES-27; shall be made loose and friable; and shall be applied in accordance with the plans or as directed.

Each tree shall be staked before completion of the backfilling in accordance with the details shown in the Plans.

Trees, shrubs, vines and ground cover shall be watered during or immediately after planting. Watering shall be repeated as often as necessary until the work is accepted. Water may be obtained without charge from city-owned or city-controlled water supply systems on the project, if such exist; otherwise water shall be obtained by the Contractor at no expense to the City.

Trees and shrubs shall be properly pruned before or after planting according to accepted horticultural practice. Cut surfaces 1 in. (25 mm) or more in diameter shall be painted within 48 hours with an approved tree wound dressing.

The Contractor shall assure the establishment of plantings by watering, cultivating, replacement of plants or mulch, and other work necessary to maintain the plants in a healthy condition, throughout the plant establishment period of **one year**.

Until the work has been accepted, the Contractor shall keep the planting areas free from weeds, grass, litter, and debris. If the Contractor elects to use a herbicide to control weeds, it shall be the Contractor's responsibility to replace and maintain plants and lawn damaged by its use.

At completion of the original planting, dead plants shall be removed and replaced. Plants which do not show normal growth, but which retain green leaves, stems, or buds may be left in place, subject to acceptance or rejection during the next planting season. After the original planting the Engineer will periodically inspect the condition of plants and planting areas. The Engineer will notify the Contractor of apparent defects, faults and conditions, and dead plants discovered by the inspection. Correction of apparent defects, faults and conditions, and the removal and disposal of dead plants shall be completed within 10 days after notification.

Dead plants shall be replaced at the earliest possible time. If immediate replacement of dead or rejected plants is impossible due to seasonal conditions or the lack of specified plants, a marker shall be placed at the spot of replacement and replacement shall be made in the next planting season. Provided all other work has been completed, plant replacement may be considered to be justification for an extension of time.

In the event of infestation by insects or disease, plants shall be treated by effective remedial measures approved as good horticultural practice.

Measurement and Payment

The quantity of plants to be paid for will be the number of accepted trees, shrubs, vines, or ground cover of the specified sizes and kinds. All commercial fertilizer, soil conditioner, imported topsoil, and mulch shall be considered incidental to the unit bid item for the plants.

Progress payments for plants will be made at 80 percent of the contract unit price at the completion of the original planting. The remaining 20 percent will be paid at the completion of the **one year** plant establishment period when defective plants have been replaced.

Payment shall be as shown on the Contractor's Proposal and shall include all incidentals necessary to perform the work for:

SP-14. TREE PLANTING..... EA

SP-15. ILLUMINATION SYSTEM

This work shall consist of furnishing, installing, and field testing all materials and equipment necessary to complete in place, fully functional Illumination system including modifications to an existing system in accordance with approved methods, the Plans, and these Specifications.

The contractor shall furnish and install all electrical conduit, wiring, luminaires, poles, pole foundations, and electrical equipment necessary for the construction of a complete lighting system as shown on the plans.

Unless otherwise noted, the location of luminaires and appurtenances shown in the Plans are approximate; and the exact location will be established by the Engineer in the field.

Materials

All materials furnished by the contractor shall bear the seal of approval of the Underwriter Laboratories, Inc. or shall meet the requirements of the National Electrical Manufacturer's Association, as appropriate. In addition to the requirements of the plans and specifications, all material and workmanship shall conform to the National Electrical Code and shall meet all local codes and requirements of the connecting utility.

Submittals

1. Submit shop drawings and manufacturers' cut sheets for materials to be installed under this section.
2. Submit manufacturer's certification that materials meet or exceed specified requirements.

3. Submit manufacturers' installation instructions and maintain copy at the jobsite.
4. Submit warranty for all supplied materials and workmanship for a period of **one year** from final acceptance. The warranty must state that the products supplied by the Contractor were free of defects and suitable for the uses set forth in the Specifications.

Delivery, Storage and Handling

Deliver, store, and handle materials in accordance with the manufacturer's recommendations, to prevent shock, damage or excessive exposure to sunlight and weather.

Historical Luminaire, Pole, and Accessories

City of Moscow approved poles, luminaires and accessories are as listed below.

Luminaire:

1. Holophane WFCL3 P30 40K MVOLT FC3 BK SK AO L25
2. An approved equal

Pole and Accessories:

1. Holophane
 - a. Pole: CLS 17 FTB 17D CO3 BK ABG
 - b. Banner Arm: (2) BA 100P 26IN 1A BO FTB HB BK
 - c. Receptacle: SP120/168A RP186A FG BK
2. An approved equal

Fuse Holders

Insulated fuse holders (installed at the base of each metal or fiberglass pole), one per each 'hot' line.

1. Fuse Holder and Insulating Boot: In-line, waterproof, SEC Model 1791-DF or SEC Model 1791-SF or approved substitution.

Insulated fuse holders (in fused junction box), one per each 'hot' line.

1. Fuse Holder and Insulating Boot: In-line, waterproof, SEC Model 1791-DF or SEC Model 1791-SF or approved substitution.

Conductor

Underground and Pole wire.

1. Shall be type THWN- 600 volt, insulated or as approved by the Engineer.
2. Shall be sized to meet the load demands of the system.
3. Wires to be color-coated per NEC Code.

Conduit

Above Ground.

1. Galvanized metal conduit: UL approved.
2. Schedule 40 PVC conduit: UL approved, 1 inch minimum diameter (ground level to disconnect box), 3/4 inch minimum diameter (disconnect box to luminaire). Schedule 40 PVC conduit shall not be used in areas where it is subject to physical damage.

Underground Conduit.

1. Schedule 40 PVC conduit: UL approved, 1.5 inch minimum diameter.
2. Standard manufactured bends of no less than 45 degrees.
3. Locating wire only required for empty (spare) conduit.

Photocells

Photoelectric (PE) controls to be twist lock type base with a label to mark installed and removed dates.

Outdoor Lighting Photoelectric Controls (OLPC) to be of a solid state crystal sensing type with inverted turn-on and turn-off design. Designed to turn-on at 3.0 (FC) 32.3 lux $\pm$ 20%, turn-off value will be 60% of the turn-on value (1.8 (FC) 19.4 lux $\pm$ 20%). Designed to operate in 105 to 285 voltage range. Output control relay to have a 45 second time delay to prevent false turn-off from momentary brightness. Output relay rated at 1800 VA, 15 amps for all HID lamps with a failsafe (fail-on) design. OLPC to have a built-in MOV for lightning and transient/surge protection. OLPC to have secondary zener diodes and transient filters. Circuit board to be properly coated to prevent corrosion. OLPC cover to be made of blue (ANSI color coding of 105-285 voltage range) hi-impact Noryl plastic, UL approved break resistant and flame retarding material. OLPC window to be acrylic with proper UV stabilizers to prevent discoloration. OLPC to conform to all IES street lighting standards and the ANSI C 136.10 specification for twist lock photo-control devices.

Disconnect Boxes

1. Boxes shall conform to National Electrical Code (NEC), Article 370-15.
2. Overload protective devices allowed under NEC, Article 240.
3. Grounded as allowed in NEC Article 250-81 through Article 250-155.

Concrete Pole Bases

Concrete shall be Class 4000 psi meeting the requirements of ES-11 CONCRETE for Cast-in-Place Concrete.

Steel Reinforcement shall be

1. Reinforcing Steel: ASTM A 615M, 60 ksi, yield grade; deformed billet.
2. Reinforcing Steel: ASTM A 706M, 60 ksi, yield grade; deformed low-alloy steel bars, unfinished. Use whenever rebar requires welding.

Pole anchors shall conform to requirements stipulated by pole manufacturer.

Base dimensions and construction shall conform to Details in the Contract Plans.

Prefabricated Bases

Prefabricated bases for historical poles will be allowed with approval of the Engineer.

Service Pedestal

1. Constructed of 12 gage zinc coated steel with hood and covers of 14-gauge zinc coated steel.
2. NEMA Type 3R rainproof enclosure with padlock hasp.
3. White powder coat finish in accordance with ASTM B-117 or as approved by the Engineer.
4. 12 circuit copper bussed interior.
5. Plug-in breaker with each breaker having a minimum 30 amp, 2 pole rating.
6. Vandal-resistant enclosure with side-hinged door and dead front.
7. Factory wiring to be 600 volt rated copper with pressure type terminal required for (No. 8 through No. 2 AWG) wire.

Construction Requirements

The contractor shall be responsible for furnishing, installing and maintaining traffic control per MUTCD and as approved by the Engineer. Prior to commencement of work, the Contractor shall submit to the Engineer for review, Traffic Control Plan(s) created by an ATSSA or ESC certified Traffic Control Supervisor. Traffic control plans for work within State of Idaho highway right-of-way must also be approved by the Idaho Transportation Department.

Work shall be inspected by the City; the Contractor must notify the City Engineering Department when work is occurring.

All electrical work shall be done in accordance with the NEC (National Electric Code) and in accordance with manufacturer's instructions. City of Moscow electrical permit required (Contractor's expense).

The existing illumination system or an approved temporary replacement shall be kept in effective operation during the progress of work, except when shutdown is permitted to allow for alterations or final removal of the system.

Illumination system shutdowns shall not interfere with the regular lighting schedule, unless permitted by the Engineer. The Contractor shall notify the Engineer prior to performing any work on existing systems.

All costs incurred by the Contractor for providing effective operation of existing electrical systems shall be included in the Illumination System bid item.

Junction Box Installation

1. Install to locations as shown on the plans and at the power source. If not shown, space equidistant not to exceed 400 feet along straight conduit runs, at sharp bends, wire splices, and/or where direct burial and conduit junctions occur.
2. Excavate for box and aggregate foundation.
3. Install the junction box on 6 inches bed of compacted 3/4-inch crushed aggregate base that extends 4 inches beyond the exterior of the box sides.
4. Do not install in any driveway or traveled way unless box is fully rated for traffic.
5. Place top of junction box flush with surrounding ground, concrete, or pavement.

Wire or Conductors

1. Splice underground wire only by means of approved connectors.
2. Splice underground wire only at pole bases or junction boxes.
3. Coil an additional 27 to 36 inches of wire at each connection point with transformer or junction box.
4. Attach overhead wire to the pole top and bond to the pole ground.
5. For overhead installation: Attach to the top of the new pole a complete coil of wire, long enough to span the distance between the new light and the power connection point.

Conduit Installation

Above Ground: All conduits required to be strapped, connected, or fastened to the pole at a minimum 5-foot interval.

Underground:

1. Raceways: Separate conduits by minimum of 3 inches.
2. Bedding: Surround conduit with a minimum of 3 inches clean sand.
3. Bends: Use standard manufactured elbows, bends, or couplings.
4. Kinking: Do not allow kinking or flattening of conduit if bending, use greatest radius possible.
5. Locating Wire: Attach or tape locating wire to the outside of conduit on a 10- to 13-foot interval so not to allow a separation of more than 6 inches. Locating wires only required for conduit in which the conductors are not installed in conjunction with the conduit.
6. In landscaped areas: Minimum burial depth is 18 inches.
7. In travel way: Minimum burial depth is 24 inches or the requirement of the NEC, whichever is greater.
8. At installations where a street light is to be installed at a later date; seal ends of the conduit to prevent moisture and/or debris from entering.

Photo Cell Installation

1. Mark date on every new or replacement installation.
2. Install to the manufacturer's recommendations.

3. Test Photoelectric Cell in the presence of the Engineer.

Disconnect Boxes

1. Mount at 10 feet minimum height and maximum height of 3 feet from top of pole.
2. Place box, conduit, and fittings so to prevent moisture from entering or accumulating the box, conduit, and fittings.
3. Confirm adequacy of overload protective devices (NEC, Article 240).
4. Ground disconnect box per NEC Article 250-81 through 250-155.

Grounding

1. Drive an 8-foot, 5/8-inch iron or steel rod 7.5 feet into the ground next to the pole.
2. Attach No. 6 AWG bare copper wire fastened to the pole at 5-foot intervals from the ground rod to the disconnect box, mast arm, and fixture.
3. Grounding per NEC, Article 250.
4. Alternative grounding shall be approved by the Engineering.

Concrete Pole Bases

2. Excavate pole base foundations to neat lines where soil conditions permit.
3. Place metal reinforcement and anchors per the Pre-Case Light Pole Base Detail in the Contract Plans.
4. Engineer to observe reinforcement and anchors prior to placement of concrete. Provide 48 hours' notice.
5. Concrete forming, placement, and finishing shall be constructed per ES-12 Concrete Construction Requirements.
6. Base dimensions and installation details shall conform to Pre-Case Light Pole Base Detail in the Contract Plans.
7. Place and compact required backfill in 8" lifts to 95% compaction in accordance with AASHTO T 99.

Precast Light Pole Bases

1. Existing asphalt and concrete shall be neatly saw cut prior to excavation.
2. Excavate for precast light pole base and aggregate foundation.
3. Install the precast light pole base on 6 inches minimum bed of compacted 3/4-inch crushed aggregate base or as approved by the Engineer.
4. Place and compact required backfill per City of Moscow Class F Backfill or as approved by the Engineer.

Pole Installation

1. Historical poles shall be installed in accordance with the manufacturer's instructions.
2. Align poles so that the receptacle boxes are orientated as indicated on the Plans.
3. Install poles plumb and adjust to align with building lines and with each other.

4. Install accessories furnished with each luminaire.

Luminaire Installation

1. Install luminaire to manufacturer's recommendations.
2. Test light in presence of the Engineer.

Testing

A functional test shall be conducted in the presence of the Engineer in which it is demonstrated that each and every part of the system functions as specified.

Removing and Replacing Improvements

Improvements such as sidewalks, curbs, gutters, Portland cement concrete and hot mix asphalt pavement, bituminous surfacing, base material, and any other improvements removed, broken, or damaged by the Contractor, shall be replaced or reconstructed with the same kind of materials as found on the Work or with other materials satisfactory to the Engineer.

Whenever a part of a square, slab, or section of existing concrete sidewalk, curb, gutter or driveway is broken or damaged, the entire square, slab or section, curb, gutter, driveway shall be removed and the concrete reconstructed as specified above.

The outline of all areas to be removed in Portland cement concrete sidewalks and pavements and hot mix asphalt pavements shall be cut to a minimum depth of 3 inches with a saw prior to removing the sidewalk, driveway, slabs and pavement material. The cut for the remainder of the required depth may be made by a method satisfactory to the Engineer. Cuts shall be neat and true with no shatter outside the removal area.

Measurement and Payment

Measurement for ILLUMINATION SYSTEM will be on the lump sum basis complete in place including all items for a complete system to be furnished and installed. This item shall also include the modification of any existing illumination system components as approved by the Engineer.

The lump sum contract price for Illumination System shall be full pay for the construction of the complete electrical system and modifying the existing systems as described above and shown in the Plans, and herein specified, including but not limited to: labor, materials, equipment, bonds, warranties, taxes, insurances, permits, shop drawings, submittals, freight, mobilization, cleanup, traffic control, excavation, backfilling, concrete foundations, conduit, wiring, restoring facilities destroyed or damaged during construction, tests, and incidental costs necessary to construct the improvements. All additional material and labor, not shown in the Plans or called for herein and which are required to complete the electrical system, shall be included in the lump sum contract price.

SP-15. ILLUMINATION SYSTEM.....LS

SP-16. FENCING

The contract work to be performed under this specification consists of furnishing all of the required labor, materials, equipment, implements, parts and supplies necessary for, or appurtenant to, the construction: of fencing and gates in accordance with the Project Plans and Specifications.

Materials

1. 6' tall commercial grade black powder coated chain link fence with gray privacy slats.
2. Shall conform to ISPWC Section 2040, Class 1 Standards for Fencing.

Installation

Erect fencing and gates in accordance with these specifications and in reasonably close conformity with the lines shown on the Contract Documents or as directed.

Measurement and Payment:

Measurement and payment for FENCING shall be by the linear foot of fence installed as measured along the fence line in the field. Payment shall include all costs incurred to construct the item including labor, equipment, fittings, and other incidental costs for the following bid item included on the Contractor's Bid Proposal:

SP-16. FENCING L.F.

SP-17. REMOVE & RESET SIGNS

This work consists of, but not limited to, the removal and resetting of existing signs in accordance with the Plans and these Specifications at locations shown in the Contract or as ordered by the Engineer.

Materials & Construction Requirements

Removed signs shall be stored in a protected location, by the Contractor, at no expense to the City, for the duration of the project. Signs shall be inspected and approved by the Engineer or their representative prior to installation, signs damaged during removal or storage may be cause for rejection by the Engineer or their representative. Rejected signs will be replaced at the Contractors expense. Signs which are not shown to be replaced on the Project Plans shall be salvaged, salvaged signs are the property of the City unless otherwise indicated. The work shall be in accordance with the Project Plans, Engineering Specifications and the Standard Drawings.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Measurement for REMOVE & RESET SIGNS shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include and all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-17. REMOVE & RESET SIGNS EACH

SP-18. PAVEMENT MARKINGS

This work consists of, but not limited to, obliteration of existing pavement markings as well as furnishing and installing pavement markings upon the roadway surface in accordance with the Plans and these Specifications at locations shown in the Contract or as ordered by the Engineer.

Materials & Construction Requirements

The construction and material requirements shall conform to the specifications of the latest edition of the Washington State Department of Transportation Standard Specifications for Road, Bridge, and Municipal Construction and amendments thereto and the latest edition of the Manual on Uniform Traffic Control Devices. Lane lines shall be placed using an approved pavement paint, while crosswalk markings, stop bar, traffic arrows, and bicycle path markings will be placed using an approved thermoplastic pavement marking. Materials shall be approved by the Engineer prior to application.

Removal shall be accomplished before any permanent change is made in the traffic pattern. The method of obliteration shall be that which leaves minimal pavement scars, visible paint or surface texture differences that could be confused with pavement markings. Painting over existing stripes with black out paint, asphaltic products, etc.; is not considered to meet the requirements for obliteration.

Blasting using a hard and angular abrasive is the preferred method of removing painted pavement markings and grinding is the preferred method of removing thermoplastic type pavement markings. Both methods of removal shall require a fog coat of asphalt to be placed over all areas that have had pavement markings obliterated to relieve ghosting of the obliterated lines. The fog coat shall be applied as specified in Section 408 of the Idaho Transportation Department Standard Specifications for Highway Construction. All equipment used for removal or applying the fog coating shall be capable of meeting the time constraints as noted in the plans.

The grinding equipment shall have a self-contained dust collection system capable of containing

the waste debris and dust that will be produced. The grinder unit shall be able to control the maximum depth of the grooves to 1/8 inch below the average pavement surface profile. The average pavement surface profile shall be determined using a Tire Tread Depth Gage. The Tire Tread Depth Gage shall be placed on the pavement surface and the plunger depressed until contact is made with the bottom of the pavement. The gage is then removed without disturbing the plunger. The surface profile is read to the nearest 1/32 inch on the calibrated plunger. The plunger is then zeroed and the procedure is repeated until three readings are taken in four different locations of the work. The readings are then averaged to calculate the average pavement surface profile. The grinding shall not be more than 1/8 inch below the average of these readings. The grinder head shall be capable of rotating to meet the slope of the roadway so that one edge will not grind deeper than the other edge. The grooved area shall be uniform in depth and width. If grooved depth exceeds 1/8 inch below the average pavement surface profile, work shall be suspended until corrective measures are identified by the Contractor and approved. Any pavement marking remaining after grinding shall be removed by blasting.

Pavement Markings may be either Longitudinal (long) Line Markings or Transverse Markings. Longitudinal line markings are generally placed parallel and adjacent to the flow of traffic. Transverse markings are generally placed perpendicular and across the flow of traffic. Word and symbol markings are classified as transverse markings. Traffic letters used in word messages shall be sized as shown in the Plans.

No additional payment will be made for the required second application of paint. No additional measurement for payment will be made for additional applications required to meet thickness requirements for plastic markings.

Cross-shaped lines used to delineate parking stalls are constructed of painted 4-inch lines in the color and pattern shown in the Plans. These lines will be measured as "Paint Line" by the linear foot of line installed. Crosswalk line and Stop Line will be measured by the square foot of marking installed.

Measurement and Payment

No payment will be made for pavement removal areas where grooving exceeds 1/8 inch.

Measurement for 4" WATERBORNE PAVEMENT MARKINGS shall be by the linear foot as measured in the field. THERMOPLASTIC PAVEMENT MARKINGS shall be paid per square foot. Payment shall be as shown on the Contractor's Proposal and shall include removals, sweeping, fog seal, and all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-18 A. 4" WATERBORNE PAVEMENT MARKINGS..... L.F.

SP-18 B. THERMOPLASTIC PAVEMENT MARKINGS.....S.F.

SP-19. INLET PROTECTION

This work consists of installing and maintaining inlet protection below or above, or as a prefabricated cover at each inlet grate prior to the beginning of any construction.

Below inlet grate devices shall be prefabricated units specifically designed for inlet protection and shall remain securely attached to the drainage structure when fully loaded with sediment and debris, or at the maximum level of sediment and debris specified by the manufacturer.

Above Inlet Grate devices may be silt fence, sandbags, or prefabricated units specifically designed for inlet protection. The device shall remain securely in place around the drainage Structure under all conditions.

Inlet Grate Cover devices shall be prefabricated units specifically designed for inlet protection and have the following features:

1. Be a sewn geotextile fabric unit fitted to the individual grate and completely enclosing the grate.
2. Have built-in lifting devices to allow manual access of the stormwater system.

Check dams or functionally equivalent devices may be used as inlet protection devices with the approval of the Engineer.

Measurement and Payment:

INLET PROTECTION will be measured per each, for each inlet protected on the project. No separate payment will be made in the event that inlet protections are transferred from existing inlets to new inlets. Payment shall include all materials, labor, equipment and incidentals necessary to perform the described work including installation, removal, maintenance, and disposal at an approved disposal site for:

SP-19. INLET PROTECTION EACH

SP-20. TRAFFIC CONTROL

This item shall consist of furnishing all necessary materials, labor, equipment and incidentals necessary to adequately sign, flag and direct vehicular traffic and pedestrians through or around the project. Traffic control must conform to the requirements of ES-2, the Manual on Uniform Traffic Control Devices (MUTCD), ITD's Standard Specifications for Highway Construction, and these Specifications. Traffic control will be performed within State of Idaho right-of-way and any changes or modifications will require the consent of ITD. Initiation of the traffic control plan will require 5 days prior notification of the City.

Traffic Control Plan(s) must be approved by the Engineer prior to the commencement of any work. The Contractor can choose to adopt the Traffic Control Plans provided in the Plans or can supply their own Traffic Control Plans prepared by a Traffic Control Supervisor.

Approval of construction signing and flagging assignment must be made in the field by the Engineer prior to any paving operations.

A sufficient number of barricades and flashers shall be provided to warn of disturbed areas through the work zone. Signing plans must be prepared and approved for general access of local traffic during the evening as well. Local access points provided for and identified in the traffic control plans, furnished by the Contractor, must transition safely into the construction area and must be maintained by the Contractor. Appropriate advance warning must be provided on all approaches to the construction. Signing must be done in accordance with the latest edition of the MUTCD. When flagging is to be used, an adequate number of certified flaggers must be provided for each movement of traffic. The contractor shall have flagging vests and stop paddles on the job for use in flagging operations. The contractor must be prepared to provide unexpected signing if construction operations dictate the need. The contractor must also provide an individual to function as a contact for Traffic Control Maintenance in evenings and weekends.

If at any time, required traffic control is not in place as shown in the traffic control plan(s), the City may immediately stop all work until adequate traffic control is in place.

The Contractor will be required to provide ingress and egress to driveways and side streets at all times, except for short-term closures needed to perform the Work. Construction shall be scheduled such that parking areas and business entrances are accessible for all effected commercial enterprises.

Pedestrian traffic shall be closed to the project area. The contractor shall provide and place sidewalk closure and detour signage to adequately route pedestrian traffic around the site in a manner that minimizes “back-tracking” and additional walking distance. This will be included in the traffic control plan and must be approved by the engineer prior to beginning the work.

Traffic control devices shall be continuously maintained by the Contractor until the concrete has sufficiently cured and adjacent topsoil has been replaced to allow the safe return to normal use of the facility by the public.

Measurement and Payment:

Measurement and payment for TRAFFIC CONTROL shall be by the lump sum as shown on the Contractor’s Bid Proposal for all materials, labor, equipment, and incidental costs necessary to complete the work for:

SP-20. TRAFFIC CONTROL.....L.S.

APPENDIX I

PROJECT DRAWINGS

MOSCOW, IDAHO



1. THE CONTRACTOR SHALL HAVE AT ALL TIMES ON-SITE, THE APPROVED CONSTRUCTION DRAWINGS, CITY OF MOSCOW STANDARD SPECIFICATIONS & STANDARD DRAWINGS, AND ALL OTHER APPLICABLE SPECIFICATIONS BOOKS AND MANUALS. ELECTRONIC EQUIVALENT ARE ACCEPTABLE.
2. ALL CONSTRUCTION METHODS AND MATERIALS SHALL CONFORM TO THESE DRAWINGS AND THE APPLICABLE REQUIREMENTS OF THE CITY OF MOSCOW STANDARDS AND STANDARD CONSTRUCTION SPECIFICATIONS.
3. A PRELIMINARY CONSTRUCTION CONFERENCE WITH THE CITY STAFF AND UTILITY AGENCIES IS REQUIRED BEFORE COMMENCING WORK.
4. EXISTING UNDERGROUND UTILITIES SHOWN ON THESE DRAWINGS ARE NOT GUARANTEED ACCURATE OR COMPLETE. CALL 1-800-342-1585 FOR UTILITY LOCATES BEFORE BEGINNING CONSTRUCTION - ALL PER STATE LAW. EXISTING TOPOGRAPHIC INFORMATION SHOWN IS BASED ON SURVEY PERFORMED BY SYNTER ENGINEERING.
5. ALL CONSTRUCTION MUST COMPLY WITH THE MOST CURRENT STATE OF IDAHO STANDARDS FOR PUBLIC DRINKING WATER SYSTEMS.
6. INFORM CITY AND OTHER INSPECTORS OF WORK SCHEDULES, INCLUDING WEEKENDS AND HOLIDAYS.
7. CONTRACTOR RESPONSIBLE FOR NOTIFYING THE CITY FOR INSPECTIONS OF THE WORK, NO EXCEPTIONS. PHONE 1-208-883-7034. SEE CITY OF MOSCOW CONSTRUCTION STANDARDS FOR INSPECTION REQUIREMENTS.
8. CONTRACTOR SHALL KEEP ALL EXISTING UTILITIES THAT ARE TO REMAIN, IN-SERVICE AND PROTECT THEM DURING CONSTRUCTION.
9. CONTRACTOR IS RESPONSIBLE FOR MEASUREMENTS AND QUANTITIES FOR THE WORK TO BE DONE.
10. CONTRACTOR SHALL PROVIDE MATERIAL SUBMITTALS CERTIFYING THAT ALL MATERIALS COMPLY WITH OR EXCEED PLANS & SPECIFICATIONS.
11. CONTRACTOR IS RESPONSIBLE FOR PROVIDING AS-BUILT DRAWINGS OF WATER, STORM, AND SANITARY SEWER SYSTEMS AND SERVICES, AT THE WYE/SADDLE AT THE MAIN, AT ANY AND ALL BENDS, AND AT THE PROPERTY LINE. A POINT FILE OR ALL SURVEYED POINTS SHALL BE PROVIDED TO THE CITY ALONG WITH THE REQUIRED AS-BUILTS PRIOR TO FINAL INSPECTION.
12. CONTRACTOR SHALL PROTECT ALL EXISTING PROPERTY CORNERS & MONUMENTS, ANY DAMAGE CAUSED BY THE CONSTRUCTION ACTIVITIES SHALL BE REMEDIED AT THE CONTRACTOR'S EXPENSE.
13. CONTRACTOR SHALL SUBMIT CONCRETE MIX DESIGN FOR CITY APPROVAL.

1. ALL BACKFILL AND SUBGRADE IN STREET SECTION SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY AS DETERMINED BY ASTM D-698 (SAME AS AASHTO T-99).
2. ADJUST ALL MANHOLES AND WATER GATE VALVES TO FINISHED GRADE PRIOR TO PAVING TOP LIFT.
3. CATCH BASINS GRADES SHALL BE SET 0.10 FOOT BELOW FINAL GRADE FOR DRAINAGE.
4. MOUNT ALL REQUIRED SIGNS ON CITY STANDARD 3LB/FT U-CHANNEL METAL POST WITH A 7FT. CLEARANCE FROM THE GROUND TO THE BOTTOM OF THE SIGN. POSTS SHALL BE OF SUFFICIENT LENGTH TO ALLOW FOR 3 FEET OF BURY DEPTH AND AN INSTALLATION MEETING THE REQUIREMENTS OF THE MUTCD. NO WELDING, SPLICING OR BOLTING OF MULTIPLE UCHANNELS WILL BE ALLOWED. ALL POSTS SHALL BE APPROVED BY THE CITY ENGINEER.
5. ALL PERMANENT SIGNS SHALL BE CONSTRUCTED FROM 0.080-INCH MINIMUM SHEET ALUMINUM.
6. THEFT RESISTANT "TUFNUT" BRAND HARDWARE SHALL BE USED FOR ALL SIGN INSTALLATIONS.
7. ALL CUT OR FILL SLOPES ON STREET RIGHT-OF-WAYS SHALL BE SEEDED TO PREVENT EROSION AS PER CITY STANDARD.
8. CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING EXISTING STREETS CLEAN OF CONSTRUCTION DEBRIS.

1. EROSION CONTROL MEASURES AS SET FORTH IN THIS PLAN SHALL APPLY TO ALL CONSTRUCTION ACTIVITIES RELATIVE TO THIS SITE, BUT NOT LIMITED TO, ALL EARTHWORK AND INSTALLATION OF PUBLIC IMPROVEMENTS.
2. SHOULD THE CITY DETERMINE THAT THE EROSION CONTROL MEASURES INSTALLED AS INDICATED ON THIS EROSION CONTROL PLAN ARE INADEQUATE AND/OR INEFFECTIVE, THE ENGINEER SHALL DIRECT THE IMPLEMENTATION OF ANY ADDITIONAL EROSION CONTROL MEASURES (AT THE EXPENSE OF THE CONTRACTOR) TO ALLEVIATE INADEQUACIES.
3. IT IS NECESSARY FOR ANY PROJECT LARGER THAN ONE ACRE IN SIZE TO HAVE A DEDICATED PERMIT FOR STORMWATER DISCHARGES ASSOCIATED WITH ANY CONSTRUCTION ACTIVITY UNDER A NON-POINT SOURCE PERMIT (NOI PHASE) TO FORM ON FILE WITH THE IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY AT:

WWW2.DEQ.IDAHO.GOV/WATER/IPDES

LEWISTON REGIONAL OFFICE
IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY
118 F ST
LEWISTON, ID, 83501
PHONE: (208) 799-4370

4. WHEN APPLICABLE, A STORMWATER CONSTRUCTION GENERAL PERMIT (CGP) AND A STORM WATER POLLUTION PREVENTION PLAN PERMITTING (SWPPP) ARE REQUIRED.

1. INFORM CITY, AND OTHER INSPECTORS, OF WORK SCHEDULED FOR WEEKENDS OR HOLIDAYS. CONTRACTOR WILL BE BILLED FOR INSPECTIONS SCHEDULED FOR WEEKENDS OR HOLIDAYS.
2. CONSTRUCT GRAVEL PADS AT ENTRANCES TO SITE, AS INDICATED ON PLAN.
3. PLACE SILT FENCE AND CHECK DAMS AS INDICATED ON PLAN PRIOR TO ANY EXCAVATION OR EMBANKMENT WORK. IN GENERAL, CHECK DAMS SHALL BE PLACED AT MINIMUM 100 FOOT SPACING IN ALL SWALES AND DITCHES AND AT MINIMUM 50 FOOT SPACING ALONG SILT FENCE. ON SLOPES GREATER THAN 10% CHECK DAMS SHALL BE MADE OF ROCK, STRAW BALES, OR SILT FENCE, PER MOSCOW CITY STANDARDS.
4. GRADE ACCESS ROAD(S) TO ROADWAY CROSS-SLOPE TO PROVIDE DRAINAGE TO ROADSIDE DITCHES.
5. PLACING LOGS AND STRAW BALES TO PROTECT EXISTING STORM WATER DRAINAGE FACILITIES THAT WILL BE IMPACTED BY THIS WORK. PROTECT EXISTING FACILITIES ON ADJACENT PROPERTY, AS NECESSARY. EXISTING CATCH BASINS SHALL BE PROTECTED BY APPROPRIATE BEST MANAGEMENT PRACTICES. MAINTAIN UNIMPEDED FLOW INTO CATCH BASINS THROUGHOUT CONSTRUCTION.

1. THE MAXIMUM ALLOWABLE RAMP SLOPE IS 12H:1V (8.33% GRADE FOR 6"). FLATTER RAMP SLOPES ARE PERMISSIBLE. (DESIGNED AT 7.5% MAXIMUM)
2. THE MAXIMUM ALLOWABLE RAMP CROSS -SLOPE IS 50H:1V (2% GRADE). FLATTER RAMP SLOPES ARE PERMISSIBLE. (DESIGNED AT 1.5%)
3. THE MAXIMUM ALLOWABLE LANDING SLOPE IS 50H:1V (2% GRADE) IN ANY DIRECTION. (DESIGNED AT 1.5%)
4. THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) AND THE CITY OF MOSCOW DOES NOT ACCEPT SIDEWALK RAMPS WITH SLOPES STEEPER THAN 12H:1V OR CROSS-SLOPES AND LANDINGS WITH SLOPES STEEPER THAN 50H:1V (2% GRADE). (DESIGNED AT 1.5%)
5. ALL RAMPS AND LANDINGS SHALL BE GRADED TOWARDS THE STREET. GRADE SLOPES FROM THE STREET TOWARDS THE LANDING ARE NOT ACCEPTABLE.
6. THE SLOPES ON THE PULL SIDE OF DOORS SHALL BE LESS THAN 2% IN ANY DIRECTION EXTENDING 60" BEYOND FACE OF DOOR. (DESIGNED AT 1.5%)
7. FIELD VERIFY THE FORMS AND CHECK SLOPES BEFORE PLACING CONCRETE. ANY RAMP OR LANDING NOT CONFORMING TO THESE REQUIREMENTS WILL BE REMOVED AND REPLACED AT THE CONTRACTOR'S EXPENSE. AS DIRECTED BY THE CITY OF MOSCOW.

RPM0530007008B
MOSCOW, ID 83843

NAVD 88

NAD 83

SYNTIER ENGINEERING, INC
ATTN: SCOTT SUMNER
805 N MAIN ST, #107
MOSCOW, ID 83843
TEL: 208.882.8776
CELL: 208.596.7912

BRENT MULFORD
PHONE: 208.310.0786
EMAIL: BRENT.MULFORD@ZIPLY.COM

R. PATRICK TURNER
PHONE: 509.330.1461
EMAIL: RONALD.TURNER1@CHARTER.COM

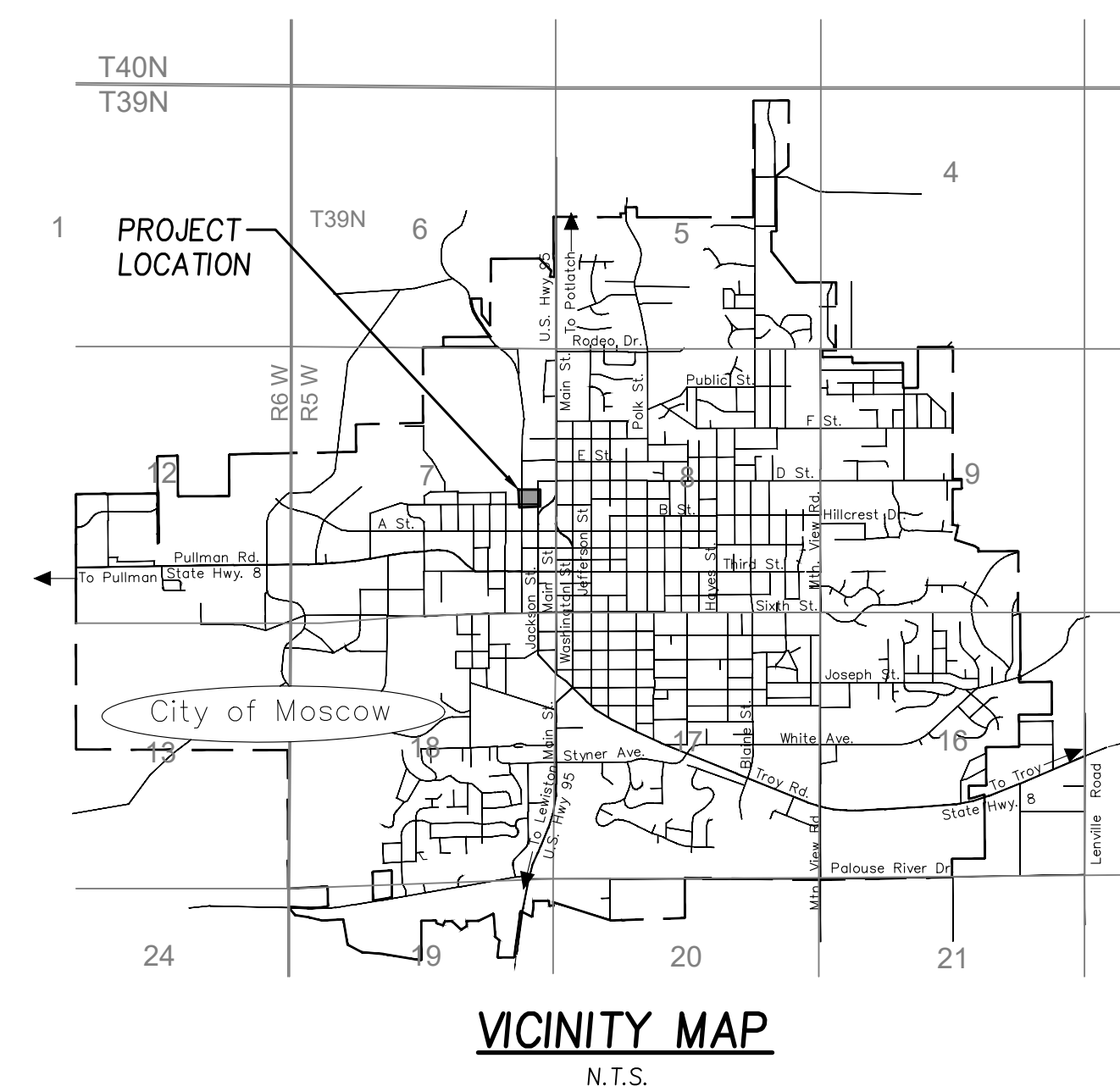
ENGINEERING DIVISION
ATTN: SCOTT BONTRAGER
PHONE: 208.883.7030
E-MAIL: SBONTRAGR@CI.MOSCOW.ID.US

RANDY WIDMAN
PHONE: 509.867.8790
EMAIL: RANDY.WIDMAN@AVISTACORP.COM

POINT TABLE				
POINT #	NORTHING	EASTING	ELEVATION	DESCRIPTION
1	1850593.185	2310251.665	2580.16	SET MAG IN CONCRETE
2	1850407.855	2310277.060	2573.08	SET MAG IN CONCRETE
3	1850416.359	2310451.619	2573.25	SET MAG IN CONCRETE
4	1850528.433	2310523.195	2572.84	SET MAG IN CONCRETE

1	C1.0	COVER SHEET & EXISTING CONDITIONS
2	C1.1	DEMOLITION & EROSION CONTROL PLAN
3	C2.0	SITE & UTILITY PLAN
4	C3.0	GRADING PLAN
5	C4.0	SITE DETAILS
6	C4.1	UTILITY DETAILS
7	C4.2	ILLUMINATION SYSTEM DETAILS

	EXISTING MINOR CONTOUR
	EXISTING MAJOR CONTOUR
	PROPOSED MINOR CONTOUR
	PROPOSED MAJOR CONTOUR
	EXISTING WATER LINE
	EXISTING OVERHEAD POWER LINE
	EXISTING CHAIN LINK FENCE
	EXISTING STORM SEWER LINE
	SILT SACK
	PROPOSED SIGN
	CONTROL POINT
	EXISTING CATCH BASIN
	EXISTING MANHOLE
	EXISTING FIRE HYDRANT
	EXISTING LIGHT POLE
	EXISTING SIGN
	EXISTING POWER POLE
	PROPOSED CONCRETE CEMENT SURFACE
	PROPOSED ASPHALT SURFACE
	REMOVE CONCRETE
	REMOVE ASPHALT

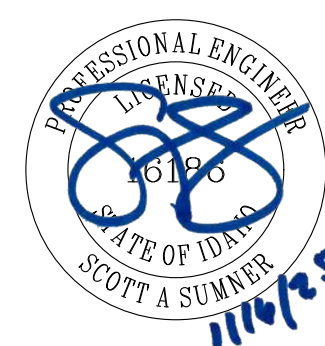


THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED AS ACCURATELY AS POSSIBLE FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. SYNTIER ENGINEERING, INC. MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. FURTHER, WE DO NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN EXACT LOCATION INDICATED, ALTHOUGH WE DO CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.



COVER SHEET & EXISTING CONDITIONS
C STREET FRONTAGE IMPROVEMENT
MOSCOW, IDAHO

Syntier
Engineering, Inc.
805 N Main St #107, Moscow, Idaho 83843
www.syntierengr.com 208.882.8776

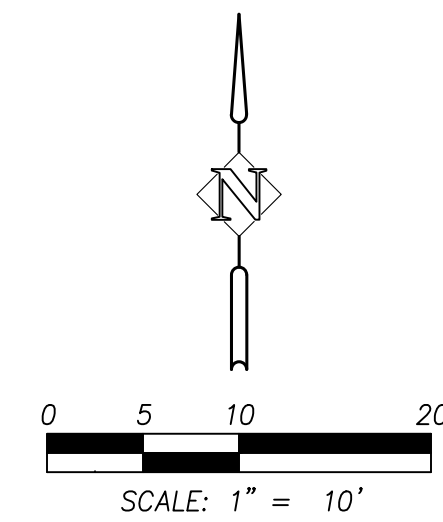
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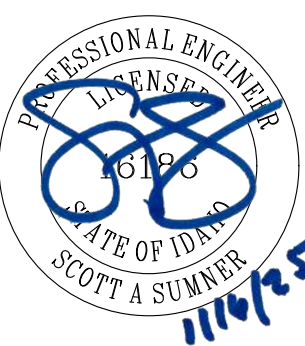
1 OF 7

JOB NO. MOS 02



GRADING PLAN
C STREET FRONTAGE IMPROVEMENTS
MOSCOW, IDAHO

Syntier
Engineering, Inc.
805 N Main St #107, Moscow, Idaho 83843
www.syntierengr.com 208.882.8776



DESIGNED:	SAS
DRAWN:	SAS
CHECKED:	SAS
DATE:	JANUARY 10, 2005

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SHEET NO.

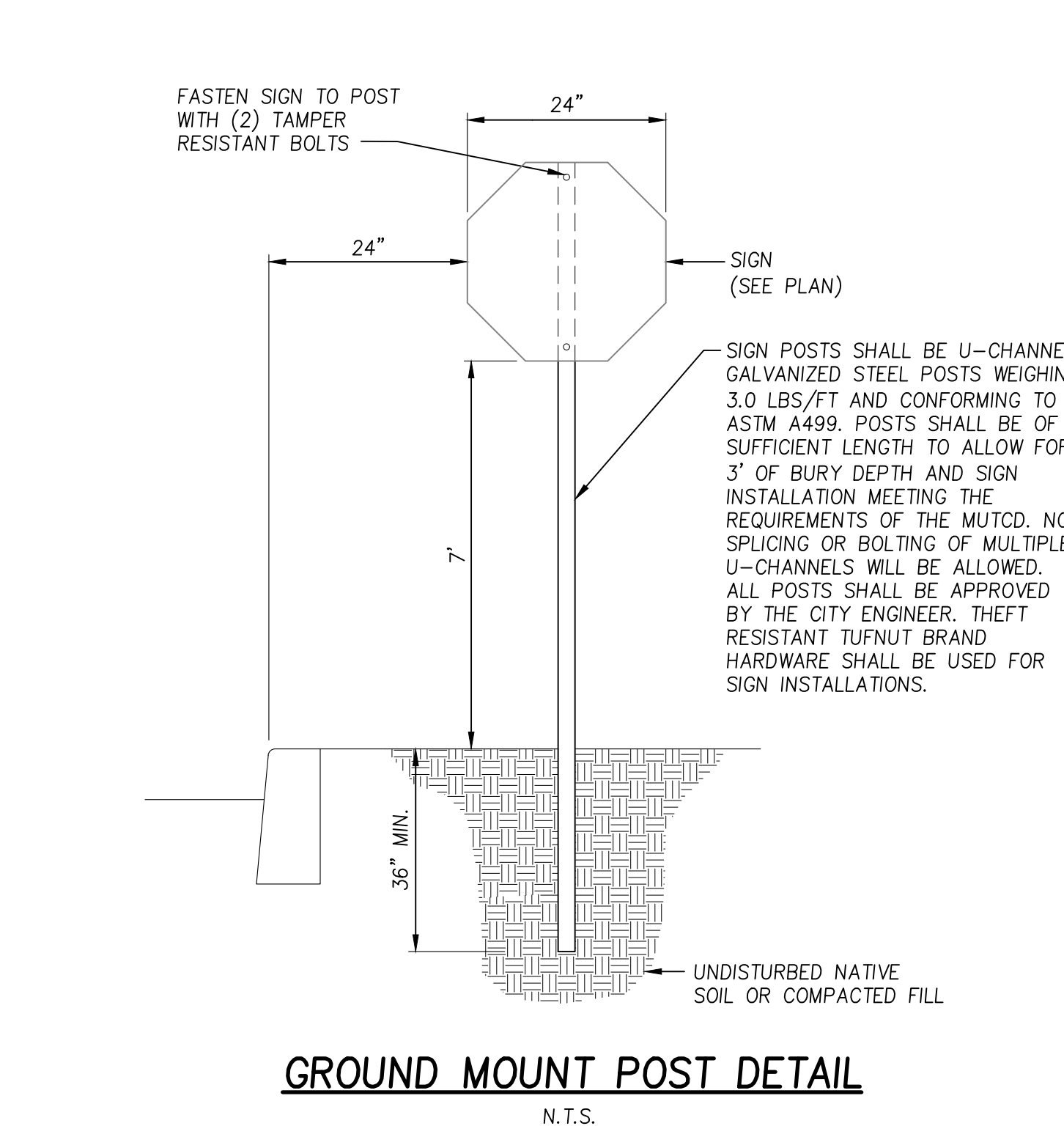
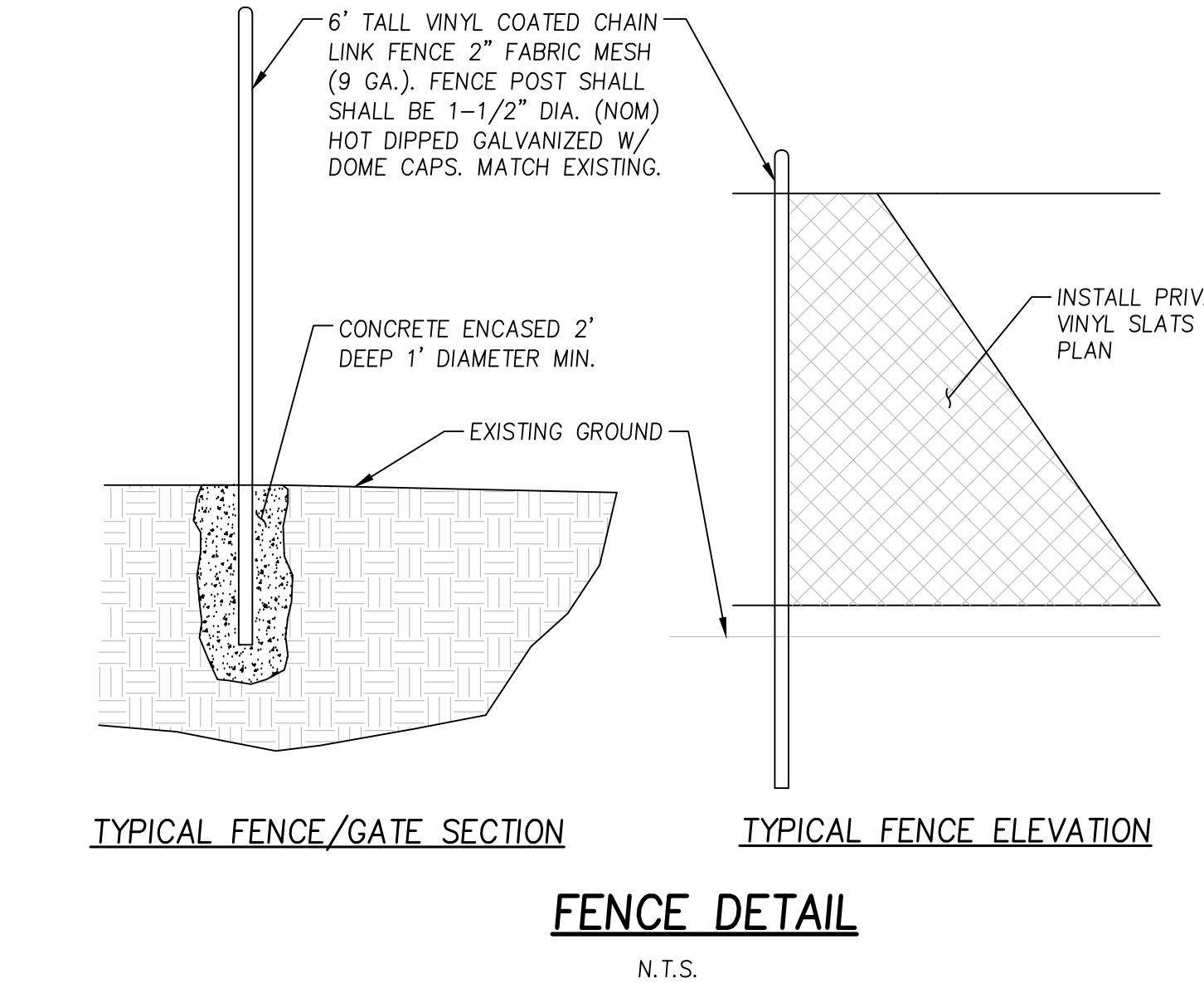
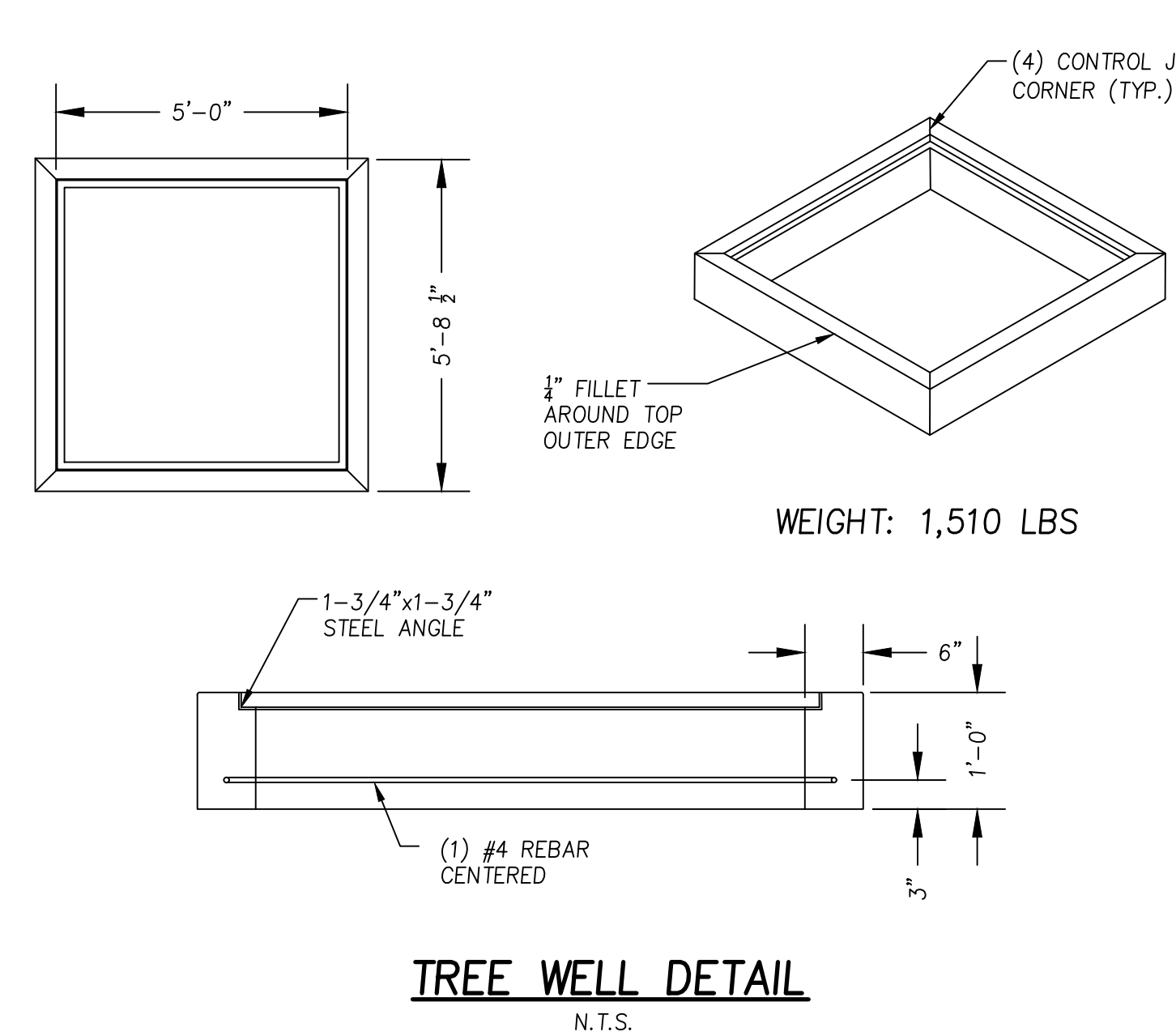
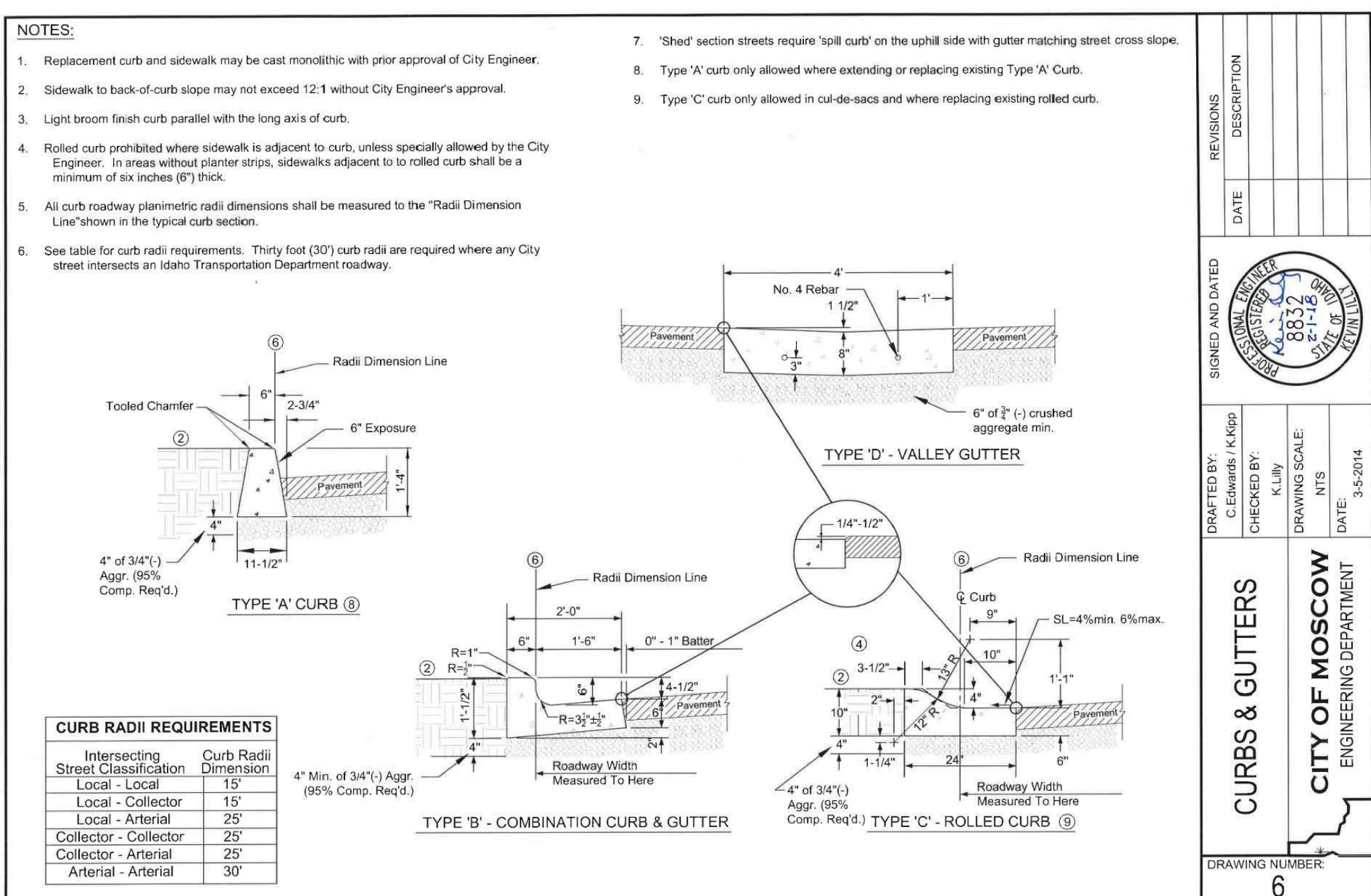
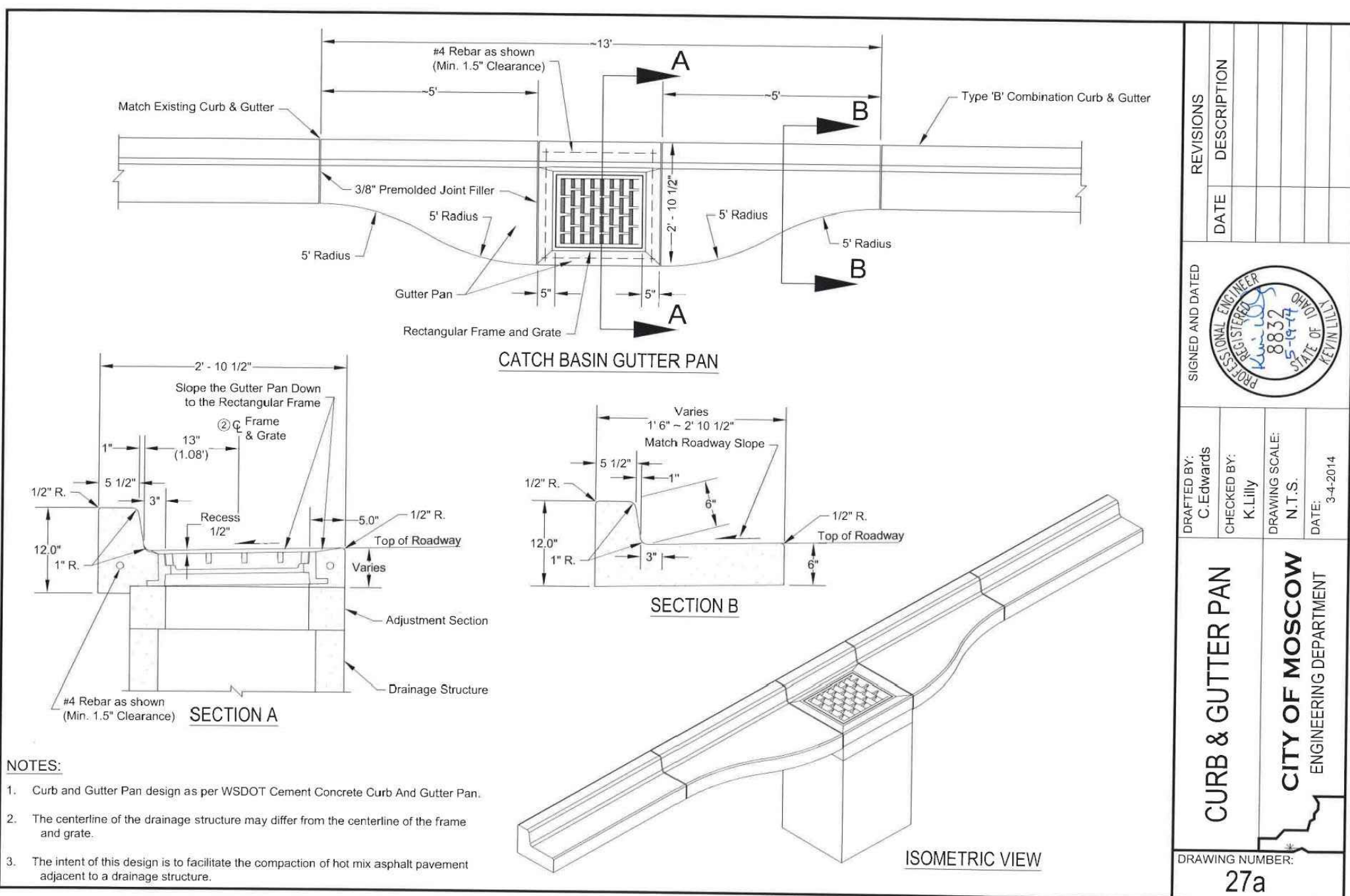
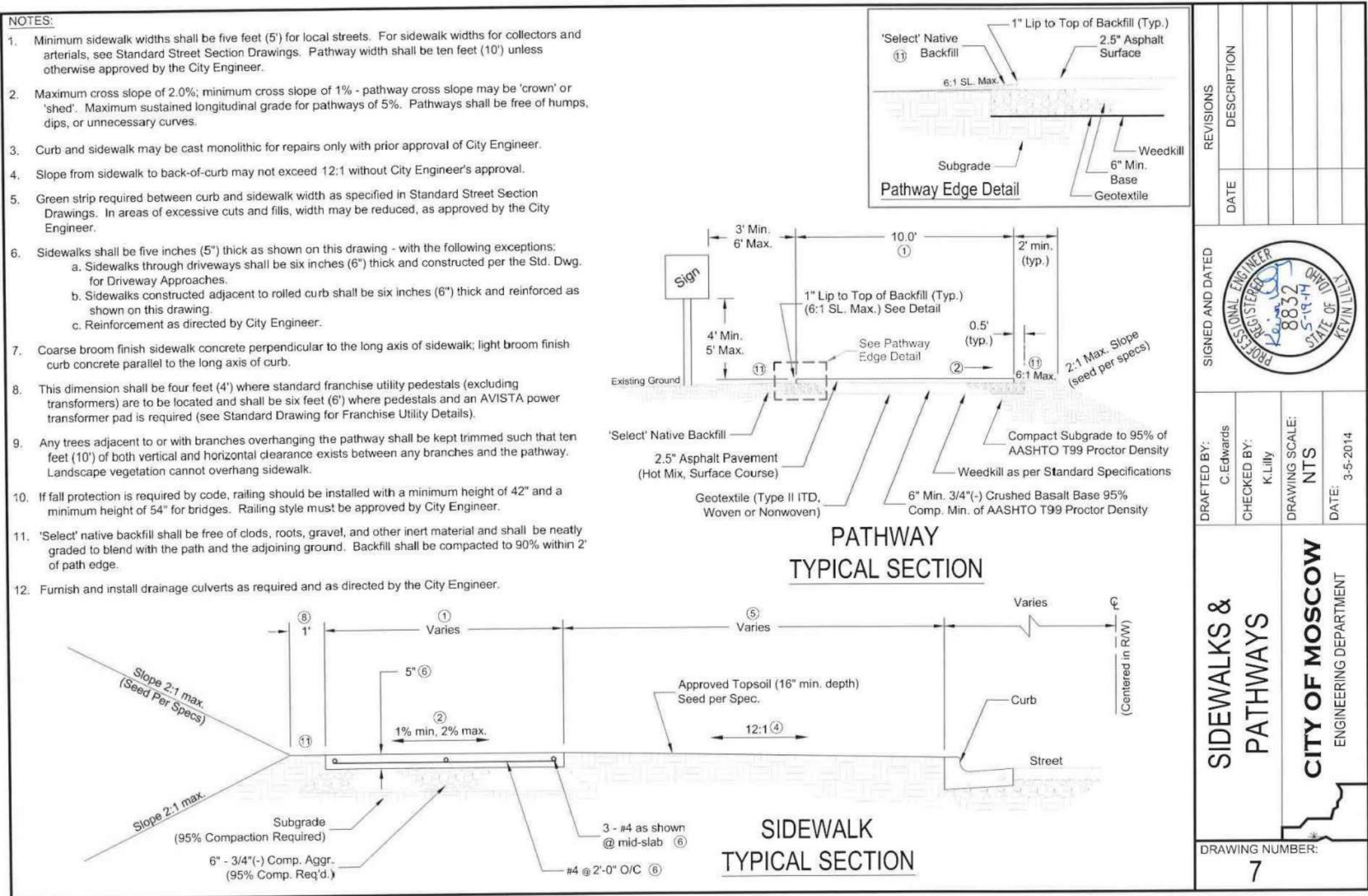
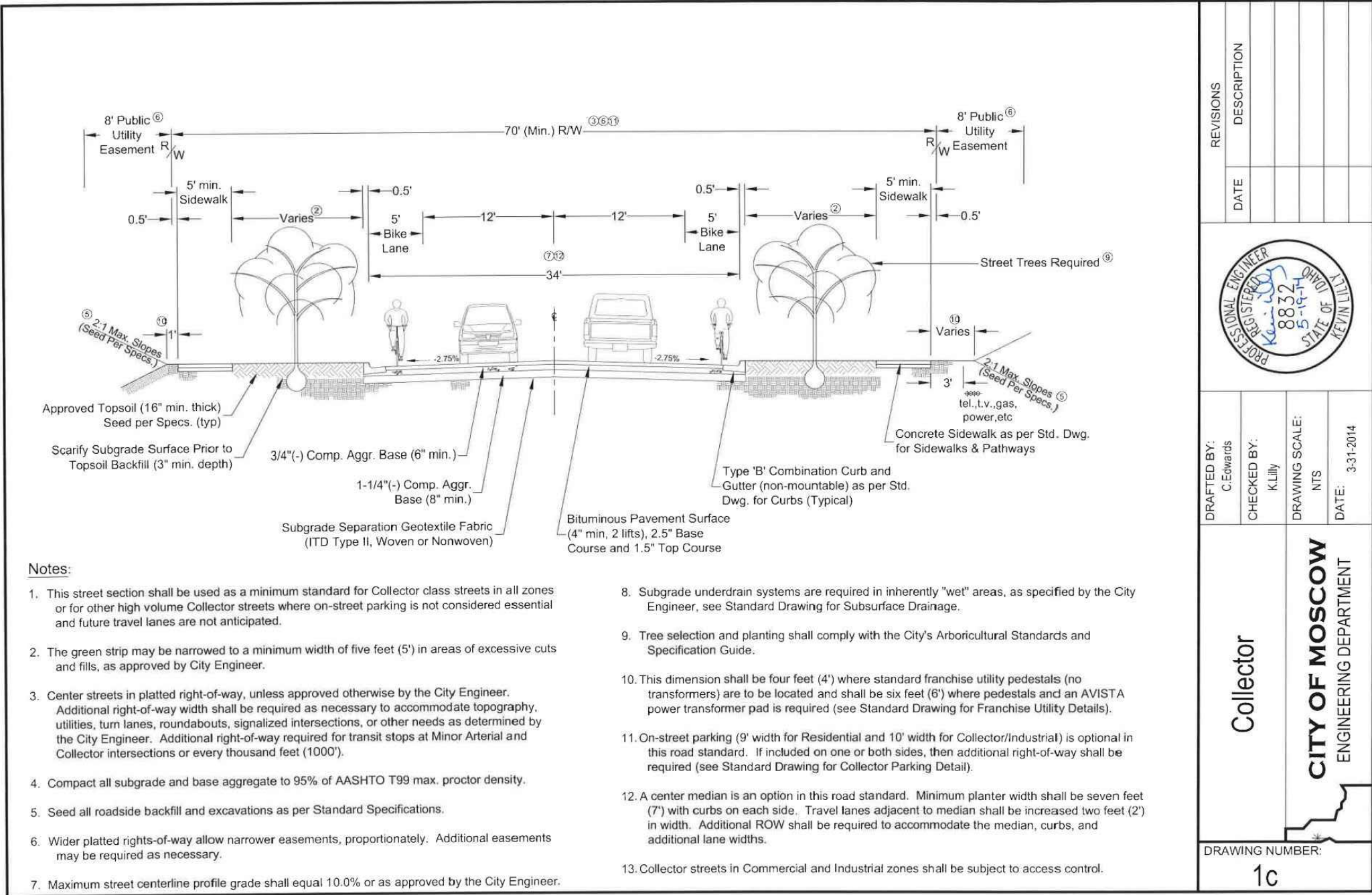
C3.0

4 OF 7

JOB NO. MOS-03

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED AS ACCURATELY AS POSSIBLE FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. SYNTER ENGINEERING, INC. MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. FURTHER, WE DO NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN EXACT LOCATION INDICATED, ALTHOUGH WE DO CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.

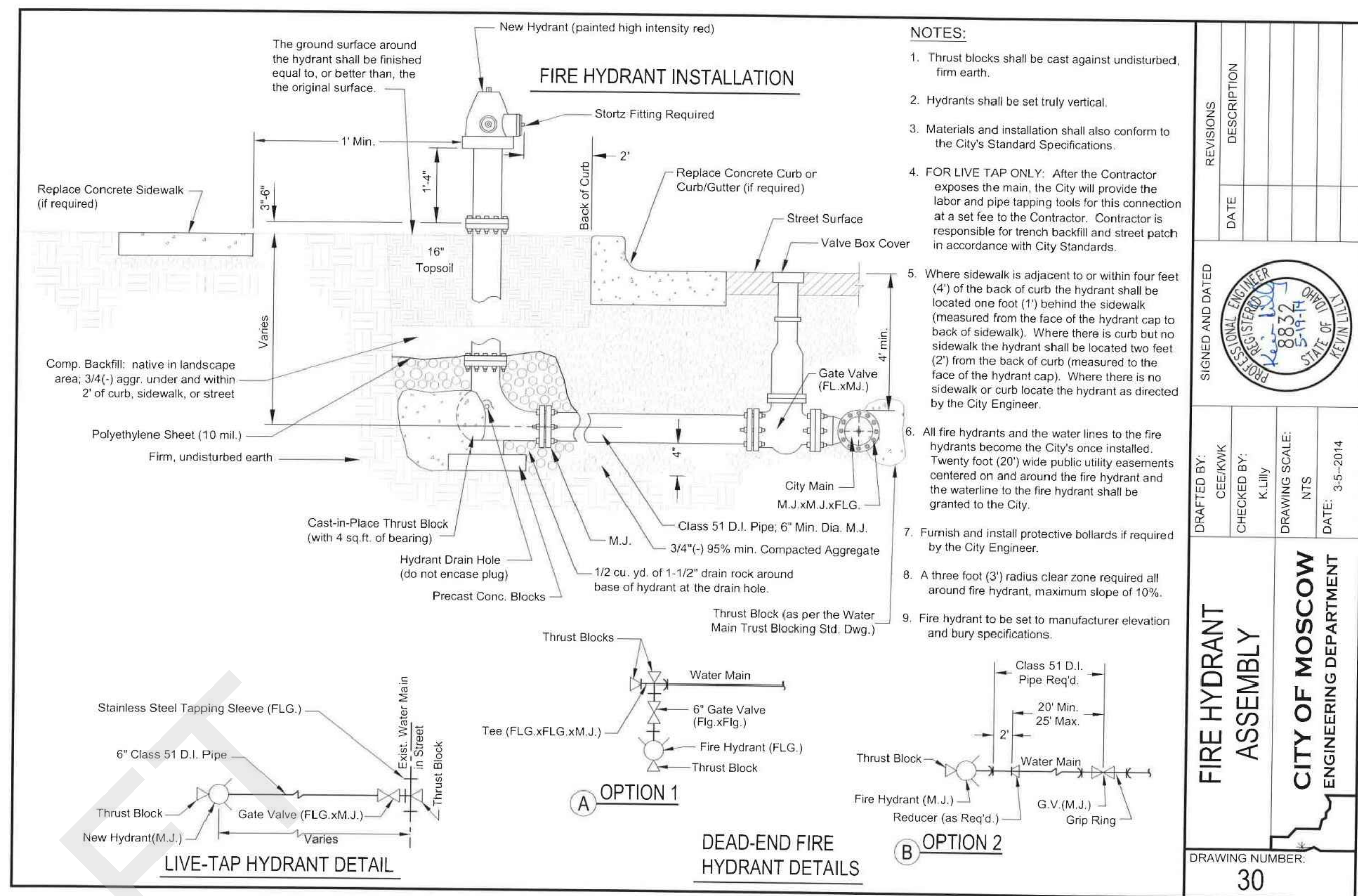




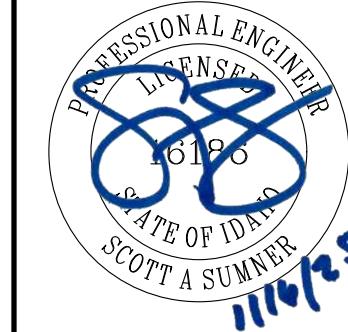
SITE DETAILS C STREET FRONTAGE IMPROVEMENTS MOSCOW, IDAHO

SYNTIER
 Engineering, Inc.
 805 N Main St #107, Moscow, Idaho 83843
 www.syntiereng.com 208.862.8776

	
DESIGNED:	SAS
DRAWN:	SAS
CHECKED:	SAS
DATE:	



synTier
Engineering, Inc.
805 N Main St #107, Moscow, Idaho 83843
www.synTiereng.com 208.882.8776



DESIGNED:	SAS
DRAWN:	SAS
CHECKED:	SAS
DATE:	

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SHEET NO.

C4.1

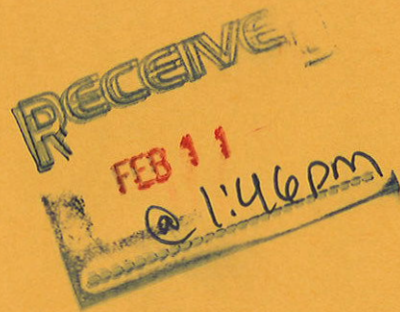
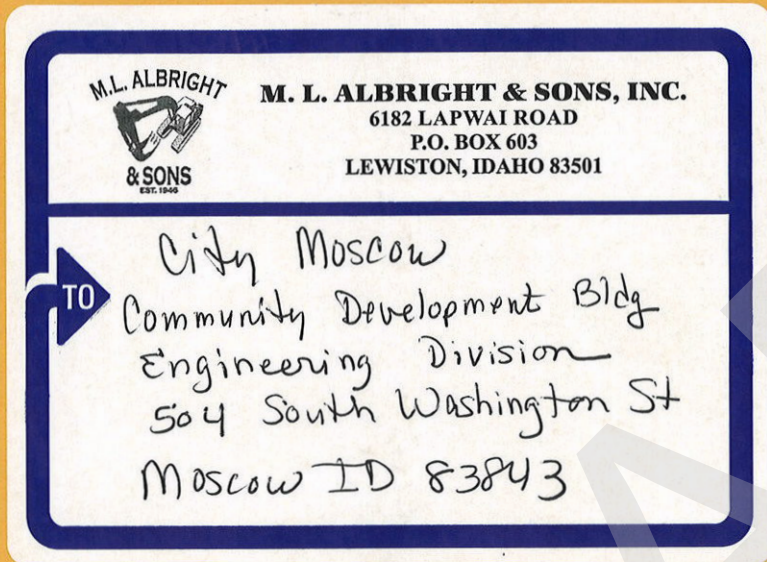
6 OF 7

MOS-03



JOB NO. MOS-03

Attachment "B"



BID PROPOSAL

TO: Mayor and City Council
City of Moscow, Idaho

Date: 2-11-25

This proposal is submitted as an offer by the undersigned to enter into contract with the City of Moscow, Idaho as represented by the City Council, hereinafter referred to as the 'CITY' for C STREET FRONTAGE IMPROVEMENTS PROJECT, (hereinafter "Project"), specified herein and which construction documents are on file with the City Engineer, Haddock Building, Moscow, Idaho, and which are a condition hereof with the same force and effect as though they were attached hereto. The offer is conditioned on the following declarations as to the facts, intention and understanding of the undersigned and the agreement of the CITY to the terms and prices herein submitted.

1. All Project specifications and drawings examined by the undersigned and their terms and conditions are hereby agreed to.
2. The undersigned certifies that they have received or made themselves aware of any and all existing site conditions that may affect the proposed work.
3. It is understood that the contract drawings may be supplemented by additional drawings and specifications in explanation and elaboration of the contract drawings and it is agreed that such supplemental drawings, when not in conflict with those referred to in paragraph 1 above, will have the same force and effect as if attached hereto and that when received they will be considered a part of the contract.
4. The undersigned will furnish separate performance and payment bonds in the full amount of the contract price.
5. The cash, certified check, bid bond, or cashier's check accompanying this proposal shall be forfeited to the City of Moscow to the extent of 5% of the amount bid if the undersigned shall fail or refuse to execute the contract, furnish performance and payment bonds, and insurance certificate as required by the specifications within the time limit therein after notification that the said proposal is accepted, all in accordance with the provisions of this proposal and the specifications.
6. The undersigned further agrees that CITY shall have the right to accept or reject any bid which rejection or acceptance is deemed to be in the best interest of CITY.
7. The undersigned agrees to order all necessary equipment and materials within a period of three (3) days after Notice to Proceed has been issued by the Engineer.

8. The undersigned, as a bidder, acknowledges that Addenda Number 1 through 1 have been delivered to them and have been examined as part of the contract documents.
9. The undersigned agrees to complete all work embraced in the contract within the time limitations set forth in paragraph IB-13 of the Instruction to Bidders.
10. The undersigned holds Idaho Public Work's License Number PWC-C 12040-U-1-2-3
11. The undersigned proposes to use the following sub-contractors in the performance of meeting the contract requirements. Information herein must comply with Idaho Code Section 67-2310 and IB-16:

Subcontractors	Trade Specialty	Idaho Public Works License No.	\$ Amount
Mikes Heating & Cooling Electrical plumbing,	electrical	PWC-C 10404-AA-4 (07700, 15600 15700, 15510, 15400)	\$59,000 ⁰⁰
b. Super Yhc			
c. United Contracting	concrete	PWC-C 011910-AA-1-2-3	\$52,343 ⁰⁰
Hisco Inc		PWC-C	
d. Asphalt Paving	paving	10067-B-4	\$15,500 ⁰⁰
Andres	irrigation -	PWC-C	
e. Landscape	landscape	080154-B-4	\$20,330 ⁰⁰

Subcontractor
continued next page

12. The undersigned proposes to furnish labor, materials, equipment and services of all kinds required for C STREET FRONTAGE IMPROVEMENTS PROJECT as described in the specifications, including all appurtenant work, all as required by the specifications and this proposal for the prices in accordance with the completed schedule contract prices as follows:

8. The undersigned, as a bidder, acknowledges that Addenda Number 1 through 1 have been delivered to them and have been examined as part of the contract documents.
9. The undersigned agrees to complete all work embraced in the contract within the time limitations set forth in paragraph IB-13 of the Instruction to Bidders.
10. The undersigned holds Idaho Public Work's License Number PWC-C 12040-U-1-2-3
11. The undersigned proposes to use the following sub-contractors in the performance of meeting the contract requirements. Information herein must comply with Idaho Code Section 67-2310 and IB-16:

Subcontractors	Trade Specialty	Idaho Public Works License No.	\$ Amount
a. Allwest Testing LLC	Testing	N/A	\$ 9255 ⁰⁰
b. Road Products LLC	pavement marking	PWC-C 12871-A-4	\$ 8590 ⁰⁰
c. Clear water Fence LLC	Fencing	PWC-C 068078-C-4	\$ 19642 ⁵⁰
d. _____	_____	_____	_____
e. _____	_____	_____	_____

12. The undersigned proposes to furnish labor, materials, equipment and services of all kinds required for C STREET FRONTAGE IMPROVEMENTS PROJECT as described in the specifications, including all appurtenant work, all as required by the specifications and this proposal for the prices in accordance with the completed schedule contract prices as follows:

BID SCHEDULE

<u>No.</u>	<u>Item Description</u>	<u>Quantity & Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
SP 1.	Mobilization	1 LS	\$ 28000 ⁰⁰	\$ 28000 ⁰⁰
SP 2.A	Remove/Dispose Bituminous Surface	160 SY	\$ 24 ⁵⁰	\$ 3920 ⁰⁰
SP 2.B	Remove/Dispose of Concrete Sidewalk	90 SY	\$ 19 ⁰⁰	\$ 1710 ⁰⁰
SP 2.C	Remove/Dispose of Concrete Curb	290 LF	\$ 6 ⁰⁰	\$ 1740 ⁰⁰
SP 2.D	Remove/Dispose of Concrete Curb & Gutter	85 LF	\$ 15 ⁰⁰	\$ 1275 ⁰⁰
SP 2.E	Remove/Dispose of Structures and Obstructions	1 LS	\$ 2900 ⁰⁰	\$ 2900 ⁰⁰
SP 3	Fire Hydrant Relocation	1 EA	\$ 12250 ⁰⁰	\$ 12250 ⁰⁰
SP 4	Catch Basin	2 EA	\$ 2675 ⁰⁰	\$ 5350 ⁰⁰
SP 5	8-Inch Storm Sewer Pipe	25 LF	\$ 160 ⁰⁰	\$ 4000 ⁰⁰
SP 6.A	Concrete Curb Type A	330 LF	\$ 46 ⁵⁰	\$ 15345 ⁰⁰
SP 6.B	Concrete Curb & Gutter Type B	90 LF	\$ 55 ⁰⁰	\$ 4950 ⁰⁰
SP 7	Concrete Sidewalk	380 SY	\$ 99 ⁰⁰	\$ 37620 ⁰⁰
SP 8	Concrete Pedestrian Curb Ramp	45 SY	\$ 133 ⁰⁰	\$ 5985 ⁰⁰
SP 9	Cast Iron Truncated Domes	20 SF	\$ 84 ⁰⁰	\$ 1680 ⁰⁰
SP 10	3/4" (-) Crushed Rock Base	130 TON	\$ 92 ⁰⁰	\$ 11960 ⁰⁰
SP 11	Hot Mix Asphalt Patching	40 TON	\$ 360 ⁰⁰	\$ 14400 ⁰⁰
SP 12	Irrigation System	1 LS	\$ 13200 ⁰⁰	\$ 13200 ⁰⁰
SP 13	Concrete Tree Well	7 EA	\$ 1223 ⁰⁰	\$ 8561 ⁰⁰
SP 14	Tree Planting	7 EA	\$ 1470 ⁰⁰	\$ 10290 ⁰⁰
SP 15	Illumination System	1 LS	\$ 67900 ⁰⁰	\$ 67900 ⁰⁰
SP 16	Fencing	405 LF	\$ 54 ⁰⁰	\$ 21870 ⁰⁰

SP 17 Remove & Reset Signs
SP 18 A 4" Waterborne Pavement Marking
SP 18 B Thermoplastic Pavement Marking
SP 19 Inlet Protection
SP 20 Traffic Control

3 EA	\$ 732 ⁰⁰	\$ 2196 ⁰⁰
240 LF	\$ 8 ⁰⁰	\$ 1920 ⁰⁰
280 SF	\$ 13 ⁵⁰	\$ 3780 ⁰⁰
3 EA	\$ 110 ⁰⁰	\$ 330 ⁰⁰
1 EA	\$ 7850 ⁰⁰	\$ 7850 ⁰⁰

Bid Total \$ 290982⁰⁰

M L Albright & Sons Inc
Firm Name of Bidder


Signature of Bidder

President
Official Title

PO Box 603
Lewiston ID 83501
Bidders Mailing Address

pwc-c
12040-U-1-2-3
Public Works License No.

Idaho
State of Incorporation if Incorporated

SEAL (if incorporated)

Dated at Lewiston Idaho

This 11 day of February, 2025

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

M.L. Albright & Sons, Inc.
6182 Lapwai Rd
Lewiston, ID 83501

SURETY:

(Name, legal status and principal place of business)

Nationwide Mutual Insurance Company
1100 Locust St., Dept 2006
Des Moines, IA 50391
Mailing Address for Notices
1100 Locust St., Dept 2006
Des Moines, IA 50391

OWNER:

(Name, legal status and address)

City of Moscow, Idaho

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: Five Percent of Total Amount Bid (5%)

PROJECT:

(Name, location or address, and Project number, if any)

C STREET FRONTAGE IMPROVEMENTS PROJECT
CITY OF MOSCOW PROJECT NO. 116-025

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 11th day of February, 2025

Sharon Albright
(Witness)

Sydney Schmidt
(Witness) Sydney Schmidt, Witness

M.L. Albright & Sons, Inc.
(Principal) (Seal)

By: [Signature]
(Title) President

Nationwide Mutual Insurance Company
(Surety) (Seal)

By: [Signature]
(Title) Shelby Groth, Attorney-in-Fact

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

DANIEL J STOWE; DIANA R WILLIAMS; ERIN L REPP; H. KEITH MCNALLY; RYAN J PUGH;
SCOTT JONES; SHELBY GROTH; SYDNEY SCHMIDT; TRAVIS LONG; WILLIAM G DINNEEN;

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

UNLIMITED

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 1st day of April, 2024.



Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF KINGS: ss

On this 1st day of April, 2024, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Sharon Laburda
Notary Public, State of New York
No. 01LA6427697
Qualified in Kings County
Commission Expires January 3, 2026

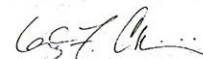


Notary Public
My Commission Expires
January 3, 2026

CERTIFICATE

I, Lezlie F. Chimienti, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 11th day of February, 2025.



Assistant Secretary

February 7, 2025

ADDENDUM NO. 1

City of Moscow Project: **C STREET FRONTAGE IMPROVEMENTS PROJECT -2025**

Project No. **116-025**

The following changes, additions, clarifications, and/or deletions are hereby made a part of Moscow's project **C STREET FRONTAGE IMPROVEMENTS PROJECT -2025**, as fully and completely as if the same were entirely set forth in the Plans, Specifications, and Contract Documents. This addendum, as set forth herein, shall become an integral part of any contract entered into by and between the Owner and the Contractor.

The purpose of this addendum is to address questions regarding bid item SP 15 - Illumination System. The following clarifications and information are hereby made as part of the contract provisions and shall be fully binding.

There will be no adjustment to the bid date as part of this Addendum No.1.

CLARIFICATIONS:

1. What is the intended electrical source for the luminaires? If it is the circuit feeding the existing luminaire, has it been confirmed the circuit has sufficient capacity for the additional load?
 - *The intended electrical source is the existing pole mounted service located on the south side of 'A' Street between Jackson Street & Main Street that feeds the existing luminaire being removed on Jackson St as part of this project. This existing circuit was inspected and found to have at least 10 AMPs available for expansion.*
 - *Alternatively, the pedestal service controlling the luminaires along the south side of 'C' Street located on the SE corner of Almon Street & 'C' Street was inspected and found to have an AMP draw of .9 AMPSs. The over current protection for the lighting circuit is 240V 30 AMP breaker.*
2. What is the intended method of control? If it is to be fixture mounted photocell, the fixture part number does not reflect this.
 - *There are existing lighting control boxes at either service. No photocells are necessary on the fixtures.*
3. Please confirm quantity of luminaires. Street light detail indicates a quantity of (5). C2.0 shows a quantity of (6).
 - *Sheet C2.0 shows the correct quantity of six (6).*
4. Will poles require in ground hand holes? If yes what is the minimum tier rating and size?
 - *The new poles will not require ground hand holes, but instead us the hand holes at the base of the new poles. A ground hand hole may be necessary for the one (1) luminaire to be removed. If any ground holes (junction boxes) become necessary,*

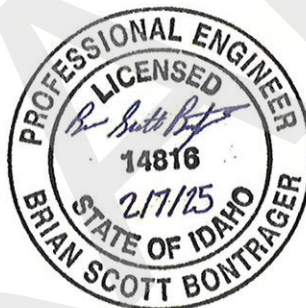
the City can supply some traffic-rated junction boxes from our existing inventory at the City Shop (650 Van Buren).

5. Will poles require breakaways?
 - *The conductors in the poles will require breakaway fuse holders.*
6. Will the existing pole base be allowed to be reused if compatible with the new luminaire bolt pattern? (Construction note 156 C1.1)
 - *The existing pole base shall be removed/disposed, while the existing luminaire pole and fixture shall be salvaged and delivered to the City Shop (650 Van Buren).*
 - *The new luminaire being installed in the same vicinity shall include all new components.*
7. Page 118 describes a service pedestal, is this project intended to incorporate one? If yes, where is it to be located, where is it to be fed from, and what is it intended to feed?
 - *No, power for the new luminaires will come from an existing service option as described in question 1 (above).*
8. refer to sheet C1.1 - plans show existing pole and base to be salvaged and - Is the new pole and base to be installed in same location?
 - *See response to question 6 (above).*
9. refer to sheet C3.0 - plans show locations of new poles and bases but does not show where the power source is -per conversation you said power would come from the demo' d base. Please verify.
 - *See response to question 1 (above)*
10. refer to sheet C4.2 - Junction box detail shows lighting circuit and GFI Circuit - are both of these circuits available at the source of power or is the lighting and GFI circuits to be tied together?
 - *There are separate circuits. One for the 120v GFCI receptacle and the 240V lighting circuit. They are available at the source of power.*
11. refer to sheet C4.2 - plans show junction boxes at each pole location - the city in the past has been eliminating any junction boxes due to water penetration into the boxes and causing the wire connections to fail.
 - *See response to question 4 (above)*
12. refer to sheet C402 - plans show 2" conduits between poles and junction boxes, typical has been 1" - if we eliminate the junction boxes, each conduit or multiple conduits would run directly into the base of the light eliminating any possible failure due to water
 - *If using the pedestal service controlling the luminaires along the south side of 'C' Street located on the SE corner of Almon Street & 'C' Street, the existing conduit from control box to the first existing light pole on the SE corner of Almon Street & 'C' Street is 1inch. The remaining new conduit is intended to be 2" to allow for*

any future expansion. The new poles will not require ground hand holes, (junction boxes), but instead us the hand holes at the base of the new poles. A ground hand hole may be necessary for the one (1) luminaire to be removed.

13. If Junction boxes are to used, specifications are required
- See response to question 4 (above)
14. Plans do not show conductor size between lights.
- Existing luminaire conductors are #4 AWG CU. The new system shall use no less than #6 AWG THWN conductors.
15. I don't see on the site plan where a ground box goes. I am assuming were we tie into the existing line is the only spot. Or are we wanting one at every light.
- See response to question 4 (above)
16. Per specs calls for putting a ground rod at every pole. Can we coil 10' of bare #4 at bottom of base and tie into the ground lug on the pole also tying it to the rebar in the base in place of driving a ground rod?
- No ground rod is required. Bond luminaire with the equipment grounding conductor (EGC).

SUBMITTED BY:



Receipt of **ADDENDUM NO. 1** must be acknowledged. This document must be signed and attached to the bid to acknowledge its receipt:

ML Albright & Sons Inc
Firm Name of Bidder

[Signature]
Signature of Bidder

President
Title

2-11-2025
Date

Attachment "C"

February 7, 2025

ADDENDUM NO. 1

City of Moscow Project: **C STREET FRONTAGE IMPROVEMENTS PROJECT -2025**

Project No. **116-025**

The following changes, additions, clarifications, and/or deletions are hereby made a part of Moscow's project **C STREET FRONTAGE IMPROVEMENTS PROJECT -2025**, as fully and completely as if the same were entirely set forth in the Plans, Specifications, and Contract Documents. This addendum, as set forth herein, shall become an integral part of any contract entered into by and between the Owner and the Contractor.

The purpose of this addendum is to address questions regarding bid item SP 15 - Illumination System. The following clarifications and information are hereby made as part of the contract provisions and shall be fully binding.

There will be no adjustment to the bid date as part of this Addendum No.1.

CLARIFICATIONS:

1. What is the intended electrical source for the luminaires? If it is the circuit feeding the existing luminaire, has it been confirmed the circuit has sufficient capacity for the additional load?
 - *The intended electrical source is the existing pole mounted service located on the south side of 'A' Street between Jackson Street & Main Street that feeds the existing luminaire being removed on Jackson St as part of this project. This existing circuit was inspected and found to have at least 10 AMPs available for expansion.*
 - *Alternatively, the pedestal service controlling the luminaires along the south side of 'C' Street located on the SE corner of Almon Street & 'C' Street was inspected and found to have an AMP draw of .9 AMPSs. The over current protection for the lighting circuit is 240V 30 AMP breaker.*
2. What is the intended method of control? If it is to be fixture mounted photocell, the fixture part number does not reflect this.
 - *There are existing lighting control boxes at either service. No photocells are necessary on the fixtures.*
3. Please confirm quantity of luminaires. Street light detail indicates a quantity of (5). C2.0 shows a quantity of (6).
 - *Sheet C2.0 shows the correct quantity of six (6).*
4. Will poles require in ground hand holes? If yes what is the minimum tier rating and size?
 - *The new poles will not require ground hand holes, but instead us the hand holes at the base of the new poles. A ground hand hole may be necessary for the one (1) luminaire to be removed. If any ground holes (junction boxes) become necessary,*

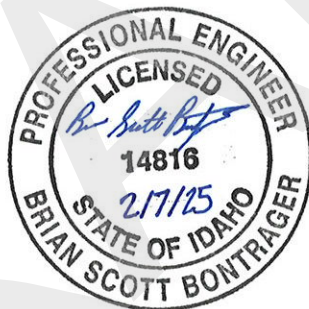
the City can supply some traffic-rated junction boxes from our existing inventory at the City Shop (650 Van Buren).

5. Will poles require breakaways?
 - *The conductors in the poles will require breakaway fuse holders.*
6. Will the existing pole base be allowed to be reused if compatible with the new luminaire bolt pattern? (Construction note 156 C1.1)
 - *The existing pole base shall be removed/disposed, while the existing luminaire pole and fixture shall be salvaged and delivered to the City Shop (650 Van Buren).*
 - *The new luminaire being installed in the same vicinity shall include all new components.*
7. Page 118 describes a service pedestal, is this project intended to incorporate one? If yes, where is it to be located, where is it to be fed from, and what is it intended to feed?
 - *No, power for the new luminaires will come from an existing service option as described in question 1 (above).*
8. refer to sheet C1.1 - plans show existing pole and base to be salvaged and - Is the new pole and base to be installed in same location?
 - *See response to question 6 (above).*
9. refer to sheet C3.0 - plans show locations of new poles and bases but does not show where the power source is -per conversation you said power would come from the demo' d base. Please verify.
 - *See response to question 1 (above)*
10. refer to sheet C4.2 - Junction box detail shows lighting circuit and GFI Circuit - are both of these circuits available at the source of power or is the lighting and GFI circuits to be tied together?
 - *There are separate circuits. One for the 120v GFCI receptacle and the 240V lighting circuit. They are available at the source of power.*
11. refer to sheet C4.2 - plans show junction boxes at each pole location - the city in the past has been eliminating any junction boxes due to water penetration into the boxes and causing the wire connections to fail.
 - *See response to question 4 (above)*
12. refer to sheet C402 - plans show 2" conduits between poles and junction boxes, typical has been 1" - if we eliminate the junction boxes, each conduit or multiple conduits would run directly into the base of the light eliminating any possible failure due to water
 - *If using the pedestal service controlling the luminaires along the south side of 'C' Street located on the SE corner of Almon Street & 'C' Street, the existing conduit from control box to the first existing light pole on the SE corner of Almon Street & 'C' Street is 1inch. The remaining new conduit is intended to be 2" to allow for*

any future expansion. The new poles will not require ground hand holes, (junction boxes), but instead us the hand holes at the base of the new poles. A ground hand hole may be necessary for the one (1) luminaire to be removed.

13. If Junction boxes are to used, specifications are required
- *See response to question 4 (above)*
14. Plans do not show conductor size between lights.
- *Existing luminaire conductors are #4 AWG CU. The new system shall use no less than #6 AWG THWN conductors.*
15. I don't see on the site plan where a ground box goes. I am assuming were we tie into the existing line is the only spot. Or are we wanting one at every light.
- *See response to question 4 (above)*
16. Per specs calls for putting a ground rod at every pole. Can we coil 10' of bare #4 at bottom of base and tie into the ground lug on the pole also tying it to the rebar in the base in place of driving a ground rod?
- *No ground rod is required. Bond luminaire with the equipment grounding conductor (EGC).*

SUBMITTED BY:



Receipt of **ADDENDUM NO. 1** must be acknowledged. This document must be signed and attached to the bid to acknowledge its receipt:

Firm Name of Bidder

Signature of Bidder

Title

Date

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, March 3, 2025



AGENDA ITEM TITLE

Camas Street Water Main Project - Bid Results & Contract Award - Bob Buvel

RESPONSIBLE STAFF

Bob Buvel, Senior Civil Engineer

ADDITIONAL PRESENTER(S)

DESCRIPTION

This project's scope includes construction of approximately 1800 linear ft of 8" DR 18 C900-16 water main, 520 linear ft of 1" HDPE service line, replacing 28 water services, as well as surface restoration of streets, sidewalk, and green strips. Construction of water main and service lines includes new hydrants, associated fittings/valves, thrust restraints, and connection to existing water mains and service lines. The City advertised for bids on January 25, 2024 & February 1, 2025, and the project was budgeted for \$946,570. The engineer's estimate for construction was \$839,710. Bids were opened on February 11, 2024, at which nine (9) bids were received. The bids ranged from \$609,543.00 to \$973,700.00. Of those bids, the lowest responsive bid received was submitted by Accelerated Construction of Desmet, ID with a bid of \$609,543.00. A bid tabulation is included in the packet. This item was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

REVIEWED BY

This item was reviewed by the Administrative Committee on February 24, 2025, and recommended for approval.

PROPOSED ACTIONS

ACTION: Accept the bid from Accelerated Construction, award the contract in the amount of \$609,543.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

STAFF RECOMMENDATION

Accept the bid from Accelerated Construction, award the contract in the amount of \$609,543.00, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount.

OTHER RESOURCES

FISCAL IMPACT

Funds for the project will be expended from capital accumulation in the Water Main Program (320-220-770-73).

PERSONNEL IMPACT

Engineering Division staff will administer construction contract and inspection.

ATTACHMENTS

1. Bid Tabulation - Camas Street
2. Construction Agreement - Camas Street Water Main_final with attachments

Camas Street Water Main Project
Bids Opened 2/11/2025

				Engineers Estimate		Bid From: Links Water		Bid From: KG&T Septic		Bid From: LOW BIDDER Accelerated Construction		Bid From: Motley Motley		Bid From: LaRiviere		Bid From: Big Sky		Bid From: Debco		Bid From: ML Albright		Bid From: Knife River	
Item No.	Item Description	Qty.	Unit	Unit Price	Amount	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total
REMOVALS																							
1.1	Remove and Dispose of Bituminous Surface	971	SY	\$15.00	\$14,565.00	\$10.68	\$10,370.28	\$13.50	\$13,108.50	\$6.00	\$5,826.00	\$25.00	\$24,275.00	\$16.00	\$15,536.00	\$17.00	\$16,507.00	\$17.00	\$16,507.00	\$17.00	\$16,507.00	\$16.50	\$16,021.50
1.2	Remove and Dispose of Concrete Sidewalk	11	SY	\$25.00	\$275.00	\$215.00	\$2,365.00	\$112.00	\$1,232.00	\$10.00	\$110.00	\$60.00	\$660.00	\$39.00	\$429.00	\$51.00	\$561.00	\$42.00	\$462.00	\$37.50	\$412.50	\$42.00	\$462.00
1.3	Remove and Dispose of Concrete Curb	27	LF	\$20.00	\$540.00	\$131.00	\$3,537.00	\$41.00	\$1,107.00	\$5.00	\$135.00	\$45.00	\$1,215.00	\$15.00	\$405.00	\$20.00	\$540.00	\$26.00	\$702.00	\$20.00	\$540.00	\$21.50	\$580.50
1.4	Remove and Dispose of Exisiting Catch Basin	1	EA	\$750.00	\$750.00	\$3,700.00	\$3,700.00	\$713.00	\$713.00	\$850.00	\$850.00	\$1,645.00	\$1,645.00	\$458.00	\$458.00	\$401.00	\$401.00	\$500.00	\$500.00	\$1,200.00	\$1,200.00	\$840.00	\$840.00
1.5	Remove and Dispose of Exisiting Hydrant	3	EA	\$1,000.00	\$3,000.00	\$2,212.00	\$6,636.00	\$1,840.00	\$5,520.00	\$300.00	\$900.00	\$2,500.00	\$7,500.00	\$685.00	\$2,055.00	\$252.00	\$756.00	\$700.00	\$2,100.00	\$1,500.00	\$4,500.00	\$1,760.00	\$5,280.00
WATER																							
2.1	8" DR 18 C900-16 Water Pipe (Class F Backfill)	1800	LF	\$180.00	\$324,000.00	\$46.00	\$82,800.00	\$107.00	\$192,600.00	\$113.00	\$203,400.00	\$209.00	\$376,200.00	\$84.00	\$151,200.00	\$147.00	\$264,600.00	\$100.00	\$180,000.00	\$115.00	\$207,000.00	\$146.00	\$262,800.00
2.2	6" DR 18 C900-16 Water Pipe (Class F Backfill)	42	LF	\$160.00	\$6,720.00	\$57.00	\$2,394.00	\$275.00	\$11,550.00	\$114.00	\$4,788.00	\$165.00	\$6,930.00	\$88.00	\$3,696.00	\$183.00	\$7,686.00	\$170.00	\$7,140.00	\$188.00	\$7,896.00	\$199.00	\$8,358.00
2.3	10" DR 10 C900-16 Water Pipe (Class F Backfill)	10	LF	\$200.00	\$2,000.00	\$57.30	\$573.00	\$819.00	\$8,190.00	\$280.00	\$2,800.00	\$330.00	\$3,300.00	\$157.00	\$1,570.00	\$194.00	\$1,940.00	\$185.00	\$1,850.00	\$234.00	\$2,340.00	\$577.00	\$5,770.00
2.4	1" HDPE Service Line (Trenchless Installation)	415	LF	\$115.00	\$47,725.00	\$75.00	\$31,125.00	\$111.00	\$46,065.00	\$31.00	\$12,865.00	\$80.00	\$33,200.00	\$51.00	\$21,165.00	\$112.00	\$46,480.00	\$31.00	\$12,865.00	\$60.00	\$24,900.00	\$62.65	\$25,999.75
2.5	1" HDPE Service Line (Class A Backfill)	105	LF	\$110.00	\$11,550.00	\$582.00	\$61,110.00	\$92.00	\$9,660.00	\$50.00	\$5,250.00	\$84.00	\$8,820.00	\$45.00	\$4,725.00	\$159.00	\$16,695.00	\$140.00	\$14,700.00	\$165.00	\$17,325.00	\$102.00	\$10,710.00
2.6	1" Connection to Water Main	28	EA	\$1,000.00	\$28,000.00	\$1,282.00	\$35,896.00	\$714.00	\$19,992.00	\$500.00	\$14,000.00	\$1,000.00	\$28,000.00	\$819.00	\$22,932.00	\$1,591.00	\$44,548.00	\$760.00	\$21,280.00	\$483.00	\$13,524.00	\$999.00	\$27,972.00
2.7	8" Gate Valve	20	EA	\$3,200.00	\$64,000.00	\$2,500.00	\$50,000.00	\$2,678.00	\$53,560.00	\$2,200.00	\$44,000.00	\$3,000.00	\$60,000.00	\$3,593.00	\$71,860.00	\$3,777.00	\$75,540.00	\$2,650.00	\$53,000.00	\$3,200.00	\$64,000.00	\$2,350.00	\$47,000.00
2.8	6" Gate Valve	4	EA	\$2,600.00	\$10,400.00	\$3,900.00	\$15,600.00	\$2,460.00	\$9,840.00	\$1,800.00	\$7,200.00	\$2,000.00	\$8,000.00	\$2,791.00	\$11,164.00	\$3,060.00	\$12,240.00	\$2,000.00	\$8,000.00	\$2,238.00	\$8,952.00	\$1,770.00	\$7,080.00
2.9	10" Gate Valve	2	EA	\$3,800.00	\$7,600.00	\$4,525.00	\$9,050.00	\$4,672.00	\$9,344.00	\$3,200.00	\$6,400.00	\$4,400.00	\$8,800.00	\$4,928.00	\$9,856.00	\$5,042.00	\$10,084.00	\$4,000.00	\$8,000.00	\$4,327.00	\$8,654.00	\$3,850.00	\$7,700.00
2.1	Fire Hydrant (excluding valve and hydrant lead)	4	EA	\$6,000.00	\$24,000.00	\$5,770.00	\$23,080.00	\$7,330.00	\$29,320.00	\$5,500.00	\$22,000.00	\$9,800.00	\$39,200.00	\$9,042.00	\$36,168.00	\$7,750.00	\$31,000.00	\$5,000.00	\$20,000.00	\$4,800.00	\$19,200.00	\$8,630.00	\$34,520.00
2.11	Connect to Existing Water Main	5	EA	\$3,000.00	\$15,000.00	\$5,220.00	\$26,100.00	\$3,352.00	\$16,760.00	\$2,500.00	\$12,500.00	\$8,000.00	\$40,000.00	\$3,796.00	\$18,980.00	\$5,269.00	\$26,345.00	\$12,000.00	\$60,000.00	\$3,100.00	\$15,500.00	\$5,545.00	\$27,725.00
2.12	12" Potable Separation Sleeve (20')	2	EA	\$3,000.00	\$6,000.00	\$1,300.00	\$2,600.00	\$1,686.00	\$3,372.00	\$800.00	\$1,600.00	\$3,800.00	\$7,600.00	\$1,284.00	\$2,568.00	\$1,121.00	\$2,242.00	\$1,300.00	\$2,600.00	\$2,500.00	\$5,000.00	\$2,190.00	\$4,380.00
2.13	8" Existing Tee Removal/Section Repair	1	EA	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$2,872.00	\$2,872.00	\$1,500.00	\$1,500.00	\$6,200.00	\$6,200.00	\$3,930.00	\$3,930.00	\$4,552.00	\$4,552.00	\$1,675.00	\$1,675.00	\$3,500.00	\$3,500.00	\$9,610.00	\$9,610.00
2.14	Remove/Replace 5/8" Meter Box and Setter	28	EA	\$4,200.00	\$117,600.00	\$16,080.00	\$450,240.00	\$1,806.00	\$50,568.00	\$2,700.00	\$75,600.00	\$3,100.00	\$86,800.00	\$3,429.00	\$96,012.00	\$3,600.00	\$100,800.00	\$2,300.00	\$64,400.00	\$1,600.00	\$44,800.00	\$3,330.00	\$93,240.00
STORM																							
3.1	Install New Catch Basin and Grate	1	EA	\$5,000.00	\$5,000.00	\$6,940.00	\$6,940.00	\$3,315.00	\$3,315.00	\$8,500.00	\$8,500.00	\$3,025.00	\$3,025.00	\$3,730.00	\$3,730.00	\$3,205.00	\$3,205.00	\$2,500.00	\$2,500.00	\$3,310.00	\$3,310.00	\$3,920.00	\$3,920.00
SURFACING																							
4.1	1/2" Superpave HMA Pavment (4")	221	TON	\$180.00	\$39,780.00	\$172.00	\$38,012.00	\$372.00	\$82,212.00	\$340.00	\$75,140.00	\$200.00	\$44,200.00	\$252.00	\$55,692.00	\$440.00	\$97,240.00	\$300.00	\$66,300.00	\$295.50	\$65,305.50	\$236.00	\$52,156.00
4.2	Concrete Sidewalk	11	SY	\$100.00	\$1,100.00	\$235.00	\$2,585.00	\$346.00	\$3,806.00	\$90.00	\$990.00	\$315.00	\$3,465.00	\$152.00	\$1,672.00	\$428.00	\$4,708.00	\$300.00	\$3,300.00	\$375.00	\$4,125.00	\$162.00	\$1,782.00
4.3	Type A Curb	27	LF	\$75.00	\$2,025.00	\$152.00	\$4,104.00	\$120.00	\$3,240.00	\$50.00	\$1,350.00	\$145.00	\$3,915.00	\$99.00	\$2,673.00	\$169.00	\$4,563.00	\$140.00	\$3,780.00	\$155.00	\$4,185.00	\$126.00	\$3,402.00
MISC																							
5.1	Catch Basin Inlet Protection	6	EA	\$200.00	\$1,200.00	\$538.00	\$3,228.00	\$220.00	\$1,320.00	\$500.00	\$3,000.00	\$125.00	\$750.00	\$240.00	\$1,440.00	\$82.00	\$492.00	\$100.00	\$600.00	\$110.00	\$660.00	\$133.00	\$798.00
5.2	Traffic Control	1	LS	\$25,000.00	\$25,000.00	\$9,000.00	\$9,000.00	\$12,420.00	\$12,420.00	\$45,000.00	\$45,000.00	\$62,000.00	\$62,000.00	\$21,733.00	\$21,733.00	\$31,470.00	\$31,470.00	\$16,000.00	\$16,000.00	\$38,500.00	\$38,500.00	\$25,500.00	\$25,500.00
5.3	Mobilization	1	LS	\$76,883.00	\$76,883.00	\$10,300.00	\$10,300.00	\$44,420.00	\$44,420.00	\$53,839.00	\$53,839.00	\$108,000.00	\$108,000.00	\$60,574.00	\$60,574.00	\$128,000.00	\$128,000.00	\$60,000.00	\$60,000.00	\$64,000.00	\$64,000.00	\$132,320.00	\$132,320.00
										</													

**CONSTRUCTION AGREEMENT
FOR CAMAS STREET WATER MAIN PROJECT
BETWEEN CITY OF MOSCOW, IDAHO
AND ACCELERATED CONSTRUCTION & EXCAVATING LLC**

THIS CONSTRUCTION AGREEMENT FOR CAMAS STREET WATER MAIN PROJECT BETWEEN CITY OF MOSCOW, IDAHO, AND ACCELERATED CONSTRUCTION & EXCAVATING LLC (hereinafter "Agreement"), dated this _____ day of _____, 2025, by and between City of Moscow, Idaho, a municipal corporation of the State of Idaho, 206 East Third Street, Moscow, Idaho, 83843 (hereinafter "CITY"), and Accelerated Construction & Excavating LLC, 631 Larson Road, Desmet, Idaho, 83824 (hereinafter "CONTRACTOR"):

W I T N E S S E T H:

WHEREAS, pursuant to the invitation of CITY, extended through an "Invitation to Bid", see Attachment "A", CONTRACTOR submitted a Bid Proposal containing an offer invited by said invitation; and

WHEREAS, CITY has determined that said offer was the lowest responsive Bid Proposal; and

WHEREAS, CITY has accepted CONTRACTOR's Bid Proposal;

NOW THEREFORE, the Parties to this Agreement, in consideration of the mutual covenants and stipulations set out, agree as follows:

**ARTICLE 1.
CONTRACT DOCUMENTS**

The Contract Documents which comprise the entire Agreement between CITY and CONTRACTOR concerning the work to be performed, are this Agreement, pages one (1) through seven (7) and the following:

1. Drawings, Specifications and Proposal for: Camas Street Water Main, City of Moscow Project No. 113-025, Attachment "A", consisting of 147 pages;
2. Bid Proposal of CONTRACTOR, dated February 6, 2025, Attachment "B", consisting of 10 pages;
3. Performance and Payment Bonds and Insurance Certificates;
4. Addendum No. 1, Attachment "C", consisting of 3 pages; and
5. Change Orders, which may be delivered or issued after the effective date of this Agreement.

There are no Contract Documents other than those listed in Article 1. This Agreement may only be amended by change order as provided in the General Conditions of Attachment "A".

ARTICLE 2. WORK

CONTRACTOR shall complete the entire work as specified, indicated and required under the Contract Documents, contained herein under Article 1. for CITY project (hereinafter "Project") titled:

CAMAS STREET WATER MAIN PROJECT

ARTICLE 3. CONTRACT TIME/SUBSTANTIAL COMPLETION

The work to be performed pursuant to this Agreement shall not begin prior to May 12, 2025, and shall be substantially completed by August 22, 2025. Work shall be substantially completed within Sixty (60) calendar days of commencement of the work, unless adjustment of the Agreement time is made in accordance with the provisions of the Contract Documents. CONTRACTOR shall begin work in conformance with the Contract Documents.

CONTRACTOR and CITY recognize that time is of the essence and that CITY will suffer financial loss if the Project is not completed within the time specified above, unless approved extensions thereof are permitted in accordance with the terms of the Contract Documents. The Parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by CITY if the Project is not completed on time. Accordingly, instead of requiring any such proof, CITY and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for Substantial Completion until the Project is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse, or fail to complete the remaining Project within the Time of Completion or by any proper extension thereof granted by CITY, CONTRACTOR shall pay CITY One Half of One Percent (0.5%) of the Contract Sum for each day that expires after the time specified above for completion, until the Project is completed and ready for final payment.

ARTICLE 4. CONTRACT SUM

CITY shall pay CONTRACTOR for completion of the work for the Project in accordance with the Contract Documents in current funds in the amount of Six Hundred Nine Thousand, Five Hundred Forty-Three Dollars (\$609,543.00), as submitted by CONTRACTOR. In no event shall Contract amount exceed CONTRACTOR's bid amount of Six Hundred Nine Thousand, Five Hundred Forty-Three Dollars (\$609,543.00), unless otherwise authorized by CITY by written agreement. Said Contract Sum shall be paid in accordance with the Contract Documents.

ARTICLE 5. TERMINATION

Termination provisions are governed by the attached Contract Documents.

ARTICLE 6.
INDEPENDENT CONTRACTOR

The Parties warrant by their signatures that no employer-employee relationship is established between CONTRACTOR and CITY by the terms of this Agreement. It is understood by the Parties hereto that CONTRACTOR is an independent contractor and, as such, neither CONTRACTOR nor CONTRACTOR's employees, agents, representatives or subcontractors, if any, are employees of CITY for purposes of tax, retirement system, or social security (FICA) withholding.

ARTICLE 7.
SCOPE OF SERVICES

CONTRACTOR shall perform all work required by the Contract Documents. All work shall be completed in accordance with the specifications and plans established for this Project.

ARTICLE 8.
HOLD HARMLESS/INDEMNIFICATION

In addition to other rights granted to CITY by the Contract Documents, CONTRACTOR agrees to indemnify, defend, and hold harmless CITY, its officers, agents, employees, and engineers, from and against any and all losses, lawsuits, actions, claims, judgments for damages, or any injuries or damages received or sustained by any person, persons, or property, and losses, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with the acts, performances, activities, errors or omissions by CONTRACTOR, CONTRACTOR's servants, agents, officers, employees, representatives, guests, business invitees or its subcontractors; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any claims or amounts recovered from any infringements of patent, trademark or copyright; or from any claims or amounts arising out of or recovered under the Workers' Compensation Act or any other law, ordinance, order, or decree.

ARTICLE 9.
CONFLICT OF INTEREST

CONTRACTOR covenants that it presently has no interest and will not acquire any interest, direct or indirect, in the Project, which would conflict in any manner or degree with the performance of CONTRACTOR's services hereunder. CONTRACTOR further covenants that, in performing this Agreement, CONTRACTOR will employ no person who has any such interest. Should any conflict of interest arise during the performance of this Agreement, CONTRACTOR shall immediately disclose such conflict to CITY.

ARTICLE 10.
ENTIRE AGREEMENT, MODIFICATION AND ASSIGNABILITY

This Agreement and the attachments hereto contain the entire Agreement between the Parties, and no statements, promises, or inducements made by either Party, or agents of either Party are valid or binding unless contained herein. This Agreement may not be enlarged, modified or altered

except upon written agreement signed by the Parties hereto. CONTRACTOR may not subcontract or assign its rights (including the right to compensation) or duties arising hereunder, other than as provided within the Contract Documents, without the prior written consent and express authorization of CITY.

ARTICLE 11. LICENSES AND ADHERENCE TO LAW REQUIRED

CONTRACTOR represents that it possesses the skill and experience necessary and all licenses required to perform the services under this Agreement. CONTRACTOR further agrees to comply with all applicable Federal, State and Local statutes and regulations in the performance of the services hereunder, and are hereby made a part of this Agreement and shall be adhered to at all times. Violation of any of these statutes or regulations by CONTRACTOR shall be deemed material and shall subject CONTRACTOR to termination of this Agreement for cause. No pleas of misunderstanding or ignorance on the part of CONTRACTOR will, in any way, serve to modify the provisions of this requirement. CONTRACTOR and its surety shall indemnify, defend and hold harmless CITY and its employees, agents, engineers and representatives against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by CONTRACTOR, CONTRACTOR's employees, or its subcontractors.

Anti-Boycott Against Israel Act. CONTRACTOR certifies it is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of goods and services from Israel or territories under its control. Failure to comply with Idaho Code § 67-2346 will result in this Agreement being void as against public policy.

Ownership or Operation by China. Pursuant to Idaho Code § 67-2359, CONTRACTOR certifies that it is not currently owned or operated by the government of China and will not for the duration of this Agreement be owned or operated by the government of China. The terms in this section defined in Idaho Code § 67-2359 shall have the meaning defined therein.

Employment of Residents of Idaho. Pursuant to Idaho Code § 44-1001, CONTRACTOR certifies that it will employ ninety-five percent (95%) bona fide Idaho residents, as that term is defined in Idaho Code § 44-1003, as employees for the completion of the terms required in this Agreement. If CONTRACTOR employs less than fifty (50) employees on this Project, CONTRACTOR may employ up to ten percent (10%) nonresidents for the completion of the terms required in this Agreement. In all cases, CONTRACTOR agrees to give a preference to bona fide Idaho residents. The Parties agree that if Project involves the expenditure of federal aid funds, that this clause will not be enforced in a manner that conflicts with federal statutes prescribing a labor preference for veterans or prohibiting unlawful discrimination or preferences among United States citizens.

Not an Abortion Provider or Affiliate. Pursuant to Idaho Code Title 18 Chapter 87, CONTRACTOR certifies that it is not an abortion provider or an affiliate of any abortion provider and does not, and will not for the duration of this Agreement, authorize the use of state facilities or public funds for abortion related activity.

Anti-Boycott of Certain Sectors. Pursuant to Idaho Code § 67-2347A, CONTRACTOR certifies that it is not engaged in, and will not for the duration of this Agreement engage in, a boycott of any individual or company because the individual or company 1) engages in or supports the

exploration, production, utilization, transportation, sale or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear power, or agriculture or 2) engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in Idaho Code § 18-3302 (2)(d).

ARTICLE 12. EMPLOYMENT DISCRIMINATION

It is illegal under the U.S. Federal law to discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. CONTRACTOR shall not discriminate against any employee or applicant for employment. CONTRACTOR's action under this Section shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section.

ARTICLE 13. LEGAL FEES

In the event either Party incurs legal expenses to enforce the terms and conditions of this Agreement, the prevailing Party is entitled to recover reasonable attorney's fees and other costs and expenses, whether the same are incurred with or without a lawsuit.

ARTICLE 14. JURISDICTION, VENUE AND NONWAIVER

It is agreed that this Agreement shall be construed under and governed by the laws of the State of Idaho. In the event of litigation concerning it, it is agreed that proper venue shall be the District Court of the Second Judicial District of the State of Idaho, in and for the County of Latah. Failure of CITY to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

ARTICLE 15. SPECIAL WARRANTY

CONTRACTOR warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this Agreement. CONTRACTOR declares that no improper personal, political or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this Agreement. Any such activity by CONTRACTOR shall make this Agreement null and void. CONTRACTOR further warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good skillful manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

**ARTICLE 16.
COMMUNICATIONS**

Such communications as are required by this Agreement shall be satisfied by mailing or by personal delivery to the Parties at the following address:

CONTRACTOR:

Accelerated Construction & Excavating LLC
Mark Willms
631 Larson Road
Desmet, ID 83824

CITY:

City of Moscow
Engineering Division
206 East Third Street
P O Box 9203
Moscow, ID 83843

**ARTICLE 17.
NON-APPROPRIATIONS**

This Agreement is contingent upon CITY receiving the necessary funding to cover the obligations of CITY. In the event that such funding is not received or appropriated, then, and in that event, CITY's obligations under this Agreement shall cease and each Party shall be released from further performance under this Agreement without any liability to the other Party, and CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

**ARTICLE 18.
APPROVAL REQUIRED AND SEVERABILITY**

This Agreement shall not become effective or binding until approved by CITY. If any part of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remaining portions of the Agreement will, nevertheless, remain in full force and effect so long as the remainder of this Agreement is capable of completion.

**ARTICLE 19.
EXECUTION**

IN WITNESS WHEREOF, said CONTRACTOR and CITY have caused this Agreement to be executed on the day and year first above written. This Agreement may be executed by the use of electronic signatures pursuant to Idaho Code §28-50-107. If electronic signatures are utilized, the acknowledgement before a notary is not required.

I, Mark Willms, certify under penalty of perjury pursuant to the law of the State of Idaho, that the foregoing is true and correct and that I am an authorized agent to bind Accelerated Construction & Excavating LLC to this Agreement. If I am signing this document utilizing a digital signature, I understand that my digital signature is valid and binding upon me to the same force and effect as a handwritten signature.

CONTRACTOR:

Accelerated Construction & Excavating LLC

CITY:

City of Moscow, Idaho

Mark Willms, Managing Member

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

Approved as to Form:

Mia Bautista, City Attorney

ACKNOWLEDGMENT

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 2025, before me, a Notary Public in and for said State, appeared Mark Willms, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative for Accelerated Construction & Excavating LLC.

Notary Public for the State of _____
Residing at _____
My commission expires _____



COMMUNITY DEVELOPMENT ENGINEERING DIVISION

DRAWINGS, SPECIFICATIONS AND
PROPOSAL FOR:

CAMAS STREET WATER MAIN

CITY OF MOSCOW PROJECT NO. 113-025

DRAFT

CITY OF MOSCOW, IDAHO

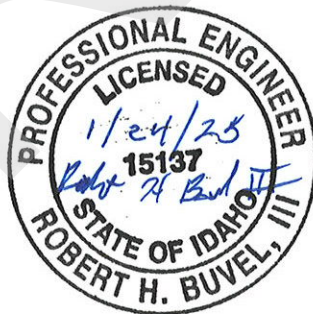
**Community Development
Engineering Division
Moscow, Idaho 83843
(208) 883-7034**

Plans, Specifications and Proposal

For

CAMAS STREET WATER MAIN

CITY OF MOSCOW PROJECT NO. 103-021



**SENIOR CIVIL ENGINEER:
BOB BUVEL, P.E.**

Table of Contents

INVITATION TO BID.....	1
BID PROPOSAL.....	2
(DRAFT – DO NOT SUBMIT WITH BID)	6
CONSTRUCTION AGREEMENT.....	6
INSTRUCTION TO BIDDERS	12
IB-1. INTENT OF PLANS AND SPECIFICATIONS	12
IB-2. PLANS, SPECIFICATIONS, AND ADDITIONAL INFORMATION	12
IB-3. EXAMINATION OF PLANS, SPECIFICATIONS, AND SITE	12
IB-4. PREPARATION AND DELIVERY OF PROPOSAL	12
IB-5. PROPOSAL GUARANTY	13
IB-6. RETURN OF PROPOSAL GUARANTY	13
IB-7. QUALIFICATIONS OF BIDDER.....	13
IB-8. AWARD OF CONTRACT	14
IB-9. FAILURE TO EXECUTE CONTRACT	14
IB-10. NONDISCRIMINATION IN EMPLOYMENT	14
IB-11. WAGE RATES	15
IB-12. CONTRACTOR FOR PUBLIC WORKS TO PAY OR SECURE TAXES AGREEMENT	15
IB-13. PERFORMANCE PERIOD.....	15
IB-14. CONSIDERATION OF MULTIPLE DIVISIONS OF WORK.....	15
IB-15. ALTERNATES	16
IB-16. SUBCONTRACTORS TO BE LISTED ON BID	16
GENERAL CONDITIONS	17
GC-1. COMPLIANCE.....	17
GC-2. DEFINITIONS.....	17
GC-3. PLANS AND SPECIFICATIONS AND ADDITIONAL DRAWINGS	18
GC-4. ALTERATION OR MODIFICATION OF CONTRACT DOCUMENTS.....	19
GC-5. INVESTIGATION BY BIDDERS	19
GC-6. NON-DISCRIMINATION.....	19
GC-7. INTERPRETATION OF THE SPECIFICATIONS	19
GC-8. CONTRACTS	20
GC-9. QUANTITIES FURNISHED BIDDERS.....	23
GC-10. MAJOR CHANGES	25
GC-11. EXTRA WORK	25
GC-12. MONTHLY PAYMENTS	26
GC-13. TIME OF COMPLETION/LIQUIDATED DAMAGES	27
GC-14. ABANDONMENT OF WORK	28
GC-15. AUTHORITY OF ENGINEER	29
GC-16. PERFORMANCE AND PAYMENT BONDS	30
GC-17. INSURANCE/CITY TO BE NAMED AS ADDITIONAL INSURED.....	30
GC-18. PATENT ROYALTIES AND PROCESS FEES	31
GC-19. CONTRACTOR RESPONSIBLE FOR WORK.....	31
GC-20. USE OF COMPLETED PORTION	32
GC-21. SIGNATURES.....	32
GC-22. ORDERS TO BEGIN WORK	33
GC-23. ORDER OF WORK.....	33
GC-24. EFFICIENCY OF OPERATION/LICENSING	33
GC-25. PROTECTION OF WORK AND PROPERTY	33
GC-26. RESPONSIBILITY FOR SAFETY	34
GC-27. GUARDS AND BARRICADES	34

GC-28.	EXISTING TRAFFIC SIGNS AND FACILITIES.....	35
GC-29.	MAINTAINING POSTAL SERVICE.....	35
GC-30.	EMERGENCY WORK.....	35
GC-31.	SUPERVISION OF WORK.....	35
GC-32.	CORRECTION AND COMPLETION OF WORK.....	36
GC-33.	SUBSTITUTES CLAUSE.....	37
GC-34.	DETAILED BREAKDOWN OF CONTRACT PRICE.....	37
GC-35.	CONTRACTOR'S RESPONSIBILITY FOR UTILITY PROPERTIES AND SERVICE.....	37
GC-36.	STREET CLEANUP DURING CONSTRUCTION.....	38
GC-37.	CLEANUP.....	39
GC-38.	PROOF OF TAX PAYMENT.....	39
GC-39.	HOLD HARMLESS REQUIREMENT.....	39
GC-40.	JURISDICTION AND DISPUTE RESOLUTION.....	39
GC-41.	PERMITS AND LICENSES.....	40
GC-42.	ENVIRONMENTAL MATTERS.....	40
GC-43.	NO THIRD PARTY BENEFICIARIES.....	40
GC-44.	COMPLIANCE WITH GRANT CONDITIONS.....	40
	ENGINEERING SPECIFICATIONS.....	42
ES-1.	SCOPE OF WORK.....	42
ES-2.	TRAFFIC CONTROL/R.O.W USE PERMITS.....	42
ES-3.	MATERIALS.....	44
ES-4.	REMOVALS AND DISPOSALS.....	44
ES-5.	EARTHWORK.....	45
ES-6.	SUBGRADE SEPARATION GEOTEXTILES.....	46
ES-7.	CRUSHED ROCK BASE.....	47
ES-8.	SOFT SPOT REPAIR.....	49
ES-9.	WATERING.....	50
ES-10.	WEIGHING.....	51
ES-11.	CONCRETE.....	51
ES-12.	CONCRETE CONSTRUCTION REQUIREMENTS.....	53
ES-13.	CONCRETE CURB.....	57
ES-14.	CONCRETE SIDEWALK.....	59
ES-15.	SUPERPAVE HOT MIX ASPHALT.....	61
ES-16.	CEMENT CONCRETE PAVEMENT.....	63
ES-17.	ADJUSTMENT OF GATE VALVE BOXES, MONUMENTS, CATCH BASINS, CATCH INLETS, AND MANHOLES.....	68
ES-18.	MANHOLES AND CATCH BASINS.....	68
ES-19.	TRENCH EXCAVATION AND BACKFILL.....	71
ES-20.	PIPE.....	79
ES-21.	GATE VALVES AND VALVE BOXES.....	87
ES-22.	FIRE HYDRANTS.....	88
ES-23.	STORM AND SANITARY CONNECTIONS.....	91
ES-24.	STREET / ALLEY CUT REPAIR.....	92
ES-25.	EROSION AND SEDIMENT CONTROL.....	92
ES-26.	STORMWATER RUNOFF CONTROL.....	93
ES-27.	IMPORTED TOPSOIL.....	93
ES-28.	SEEDING.....	93
ES-29.	TREE TRIMMING.....	94
ES-30.	INSPECTION.....	94
ES-31.	WORKMANSHIP AND CLEAN UP.....	95
ES-32.	MOBILIZATION.....	96
	SPECIAL PROVISIONS.....	97
	SCOPE.....	97
	GENERAL.....	97
	INSPECTION.....	98
	ORDER OF WORK.....	99

ABANDONING & REMOVAL OF EXISTING WATER MAINS	99
LOCATING WIRE.....	99
MISC REMOVALS	103
TREE ROOTS	103
ENVIRONMENTAL PROTECTION	103
SP-1.1 REMOVE AND DISPOSE OF BITUMINOUS SURFACE	103
SP-1.2 REMOVE AND DISPOSE OF CONCRETE SIDEWALK	104
SP-1.3 REMOVE & DISPOSE OF TYPE A CONCRETE CURB	104
SP-1.4 REMOVE AND DISPOSE OF EXISTING CATCH BASIN	105
SP-2.1 8-INCH DR 18 C900-16 WATER PIPE (CLASS D BACKFILL).....	105
SP-2.2 6-INCH DR 18 C900-16 WATER PIPE (CLASS F BACKFILL)	106
SP-2.3 10-INCH DR 18 C900-16 WATER PIPE (CLASS F BACKFILL)	107
SP-2.4 1-INCH HDPE WATER SERVICE LINE, TRENCHLESS INSTALLATION.....	108
SP-2.5 1-INCH HDPE SERVICE LINE, OPEN TRENCH (CLASS A BACKFILL)	108
SP-2.6 1-INCH CONNECTION TO WATER MAIN.....	109
SP-2.7 8-INCH GATE VALVE.....	110
SP-2.8 6-INCH GATE VALVE	110
SP-2.9 10-INCH GATE VALVE	111
SP-2.10 FIRE HYDRANT (EXCLUDING VALVE AND HYDRANT LEAD).....	111
SP-2.11 CONNECT TO EXISTING MAIN	112
SP-2.12 12-INCH POTABLE SEPARATION SLEEVE (20').....	113
SP-2.13 8-INCH TEE REMOVAL AND SECTION REPAIR.....	113
SP-2.14 REMOVE/REPLACE 5/8-INCH METER BOX AND SETTER.....	114
SP-3.1 INSTALL CATCH BASIN AND GRATE	114
SP-4.1 1/2" SUPERPAVE HMA PAVEMENT (4")	115
SP-4.2 CONCRETE SIDEWALK.....	116
SP-4.3 CONCRETE CURB (TYPE A)	116
SP-5.2 TRAFFIC CONTROL	117
SP-5.3 MOBILIZATION.....	119
APPENDIX I	120
Construction Plans.....	120

INVITATION TO BID

The City of Moscow, Idaho is accepting sealed bids to be submitted to the Community Development Building (Engineering Division) at 504 South Washington Street, Moscow, Idaho 83843, and clearly marked “**Bid Enclosed – Camas Street Water Main**” until **2:00 p.m.**, prevailing local time, **Tuesday, February 11th, 2025**, for the following project:

CAMAS STREET WATER MAIN

At **2:05 p.m., on the same day**, all proposals will be publicly opened and read aloud in the Community Development Building, Main Floor Conference Room, at 504 South Washington Street, Moscow, ID 83843.

This project’s scope includes construction of approximately 1800 linear ft of 8” DR 18 C900-16 water main, 520 linear ft of 1” HDPE service line utilizing trenchless installation methods for street crossings, replacing 28 water services, as well as surface restoration of streets, sidewalk, and green strips. Construction of water main and service lines include new hydrants, associated fittings/valves, thrust restraint, and connection to existing water mains and service lines.

Complete digital Project Manual and Project Plans, may be viewed at questcdn.com via the link provided on The City of Moscow Website at: www.ci.moscow.id.us – click on “Business” / “Bid Opportunities” / “Camas Street Water Main”

Once on the Quest site, you may download the digital plan documents for a **non-refundable fee of \$22.00**. The Quest project number is **9502048**. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with digital project information.

IMPORTANT - All communication about this project, including addenda **will only be issued** via QuestCDN, and **only to those firms listed on the Plan Holder’s List**.

The Project Documents may also be examined at the City of Moscow Haddock Building (Engineering Division), 504 South Washington Street, Moscow, ID 83843.

Questions should be directed to Britany Luft, City of Moscow Engineering Division, 504 South Washington Street, Moscow, Idaho, via email only at: bluft@ci.moscow.id.us

Any objections to the contents or terms of the documents shall be raised three (3) business days prior to bid opening or it shall be deemed to have been waived.

The City reserves the right to reject any and all Bid Proposals, to waive any formality in the Bidding Contract Documents and to make selection to the lowest responsive, responsible and qualified Bidder as it may best serve the interest of the City.

Britany Luft

Britany Luft, Deputy City Clerk

Publish Dates: January 25, 2025 and February 1, 2025

BID PROPOSAL

TO: Mayor and City Council
City of Moscow, Idaho

Date: _____

This proposal is submitted as an offer by the undersigned to enter into contract with the City of Moscow, Idaho as represented by the City Council, hereinafter referred to as the 'CITY' for CAMAS STREET WATER MAIN, (hereinafter "Project"), specified herein and which construction documents are on file with the City Engineer, Haddock Building, 504 South Washington Street, Moscow, Idaho, and which are a condition hereof with the same force and effect as though they were attached hereto. The offer is conditioned on the following declarations as to the facts, intention and understanding of the undersigned and the agreement of the CITY to the terms and prices herein submitted.

1. All Project specifications and drawings examined by the undersigned and their terms and conditions are hereby agreed to.
2. The undersigned certifies that he/she has received or made himself/herself aware of any and all existing site conditions that may affect the proposed work.
3. It is understood that the contract drawings may be supplemented by additional drawings and specifications in explanation and elaboration of the contract drawings and it is agreed that such supplemental drawings, when not in conflict with those referred to in paragraph 1 above, will have the same force and effect as if attached hereto and that when received they will be considered a part of the contract.
4. The undersigned will furnish separate performance and payment bonds in the full amount of the contract price.
5. The cash, certified check, bid bond, or cashier's check accompanying this proposal shall be forfeited to the City of Moscow, Idaho to the extent of 5% of the amount bid if the undersigned shall fail or refuse to execute the contract, furnish performance and payment bonds, and insurance certificate as required by the specifications within the time limit therein after notification that the said proposal is accepted, all in accordance with the provisions of this proposal and the specifications.
6. The undersigned further agrees that CITY shall have the right to accept or reject any bid which rejection or acceptance is deemed to be in the best interest of CITY.
7. The undersigned agrees to order all necessary equipment and materials within a period of three (3) days after Notice to Proceed has been issued by the City Engineer.

8. The undersigned, as a bidder, acknowledges that Addenda Number _____ through _____ have been delivered to him/her and have been examined as part of the contract documents.
9. The undersigned agrees to complete all work embraced in the contract within the time limitations set forth in paragraph IB-13 of the Instruction to Bidders.
10. The undersigned holds Idaho Public Works Contractor's License Number _____.
11. The undersigned proposes to use the following sub-contractors in the performance of meeting the contract requirements. Information herein must comply with Idaho Code Section 67-2310 and IB-16:

Subcontractors	Trade Specialty	Idaho Public Works License No.	\$ Amount
a.			
b.			
c.			
d.			
e.			

12. The undersigned proposes to furnish labor, materials, equipment and services of all kinds required for "CAMAS STREET WATER MAIN" as described in the specifications, including all appurtenant work, all as required by the specifications and this proposal for the prices in accordance with the completed schedule contract prices as follows:

BID SCHEDULE

Item		Base Bid			
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)
1	<i>Removals</i>				
SP-1.1	Remove and Dispose of Bituminous Surface	971	SY		
SP-1.2	Remove and Dispose of Concrete Sidewalk	11	SY		
SP-1.3	Remove and Dispose of Concrete Curb	27	LF		
SP-1.4	Remove and Dispose of Existing Catch Basin	1	EA		
SP-1.5	Remove and Dispose of Existing Hydrant	3	EA		
2	<i>Water</i>				
SP-2.1	8-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	1800	LF		
SP-2.2	6-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	42	LF		
SP-2.3	10-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	10	LF		
SP-2.4	1-Inch HDPE Service Line (Trenchless Installation)	415	LF		
SP-2.5	1-Inch HDPE Service Line (Class A Backfill)	105	LF		
SP-2.6	1-Inch Connection to Water Main	28	EA		
SP-2.6	8-Inch Gate Valve	20	EA		
SP-2.7	6-Inch Gate Valve	4	EA		
SP-2.8	10-Inch Gate Valve	2	EA		
SP-2.9	Fire Hydrant (excluding valve and hydrant lead)	4	EA		
SP-2.10	Connect to Existing Water Main	5	EA		
SP-2.11	12" Potable Separation Sleeve (20')	2	EA		
SP-2.12	8-Inch Existing Tee Removal/Section Repair	1	EA		
SP-2.13	Remove/Replace 5/8-Inch Meter Box & Setter	28	EA		
3	<i>Storm Water</i>				
SP-3.1	Install New Catch Basin and Grate	1	EA		
4	<i>Surfacing</i>				
SP-4.1	1/2" Superpave HMA Pavement (4")	221	TON		
SP-4.2	Concrete Sidewalk	11	SY		
SP-4.3	Type A Curb	27	LF		
5	<i>MISC</i>				
SP-5.1	Catch Basin Inlet Protection	6	LS		
SP-5.2	Traffic Control	1	LS		
SP-5.3	Mobilization	1	LS		
Bid Total					

Firm Name of Bidder

Signature of Bidder

Official Title

Bidders Mailing Address

Public Works License No.

State of Incorporation if Incorporated

SEAL (if incorporated)

Dated at _____

This ____ day of _____, 2025

(DRAFT – DO NOT SUBMIT WITH BID)

**CONSTRUCTION AGREEMENT
FOR CAMAS STREET WATER MAIN PROJECT
BETWEEN CITY OF MOSCOW, IDAHO
AND COMPANY**

THIS CONSTRUCTION AGREEMENT FOR CAMAS STREET WATER MAIN PROJECT BETWEEN CITY OF MOSCOW, IDAHO, AND COMPANY (hereinafter “Agreement”), dated this ____ day of _____, 2025, by and between City of Moscow, Idaho, a municipal corporation of the State of Idaho, 206 East Third Street, Moscow, Idaho, 83843 (hereinafter "CITY"), and Company Name and Address (hereinafter "CONTRACTOR"):

WITNESSETH:

WHEREAS, pursuant to the invitation of CITY, extended through an “Invitation to Bid” see Attachment ‘A’, CONTRACTOR submitted a Bid Proposal containing an offer invited by said invitation; and

WHEREAS, CITY has determined that said offer was the lowest responsive Bid Proposal; and

WHEREAS, CITY has accepted CONTRACTOR’s Bid Proposal;

NOW THEREFORE, the Parties to this Agreement, in consideration of the mutual covenants and stipulations set out, agree as follows:

**ARTICLE 1.
CONTRACT DOCUMENTS**

The Contract Documents which comprise the entire Agreement between CITY and CONTRACTOR concerning the work to be performed, are this Agreement, pages one (1) through six (6), and the following:

1. Drawings, Specifications and Proposal, Attachment ‘A’ for: Project Name, consisting of number of pages;
2. Bid Proposal of CONTRACTOR, dated date, 2021, see Attachment ‘B’, consisting of number of pages;
3. Performance and Payment Bonds and Insurance Certificates;
4. Addenda, if applicable, Attachment ‘C’, consisting of number of pages; and
5. Change Orders, which may be delivered or issued after the effective date of this Agreement.

There are no Contract Documents other than those listed in Article 1. This Agreement may only be amended by change order as provided in the General Conditions of Attachment ‘A’.

ARTICLE 2. WORK

CONTRACTOR shall complete the entire work as specified, indicated and required under the Contract Documents, contained herein under Article 1. for CITY project (hereinafter "Project") titled:

"CAMAS STREET WATER MAIN PROJECT"

ARTICLE 3. CONTRACT TIME/SUBSTANTIAL COMPLETION

The work to be performed pursuant to this Agreement shall **be substantially completed on or before Date, or other time considerations**, unless adjustment of the Agreement time is made in accordance with the provisions of the Contract Documents. CONTRACTOR shall begin work in conformance with the Contract Documents.

CONTRACTOR and CITY recognize that time is of the essence and that CITY will suffer financial loss if the Project is not completed within the time specified above, unless approved extensions thereof are permitted in accordance with Article 12 of the General Conditions. The Parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by CITY if the Project is not completed on time. Accordingly, instead of requiring any such proof, CITY and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay CITY **One Half of One Percent (0.5%)** of the Contract Sum for each day that expires after the time specified above for Substantial Completion until the Project is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse, or fail to complete the remaining Project within the Time of Completion or by any proper extension thereof granted by CITY, CONTRACTOR shall pay CITY **One Half of One Percent (0.5%)** of the Contract Sum for each day that expires after the time specified above for completion, until the Project is completed and ready for final payment.

ARTICLE 4. CONTRACT SUM

CITY shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents in current funds in the amount of **Dollar Amount (\$000.00)**, as submitted by CONTRACTOR. In no event shall Contract amount exceed CONTRACTOR's bid amount of **Dollar Amount (\$000.00)**, unless otherwise authorized by CITY by written agreement. Said Contract Sum shall be paid in accordance with the Contract Documents.

ARTICLE 5. INDEPENDENT CONTRACTOR

The Parties warrant by their signatures that no employer-employee relationship is established between CONTRACTOR and CITY by the terms of this Agreement. It is understood by the Parties hereto that CONTRACTOR is an independent contractor and, as such, neither CONTRACTOR

nor CONTRACTOR's employees, agents, representatives or subcontractors, if any, are employees of CITY for purposes of tax, retirement system, or social security (FICA) withholding.

ARTICLE 6. SCOPE OF SERVICES

CONTRACTOR shall perform all work required by the Contract Documents. All work shall be completed in accordance with the specifications and plans established for this Project.

ARTICLE 7. HOLD HARMLESS/INDEMNIFICATION

In addition to other rights granted CITY by the Contract Documents, CONTRACTOR agrees to indemnify, defend, and hold harmless CITY, its officers, agents, employees, and engineers, from and against any and all losses, lawsuits, actions, claims, judgments for damages, or any injuries or damages received or sustained by any person, persons, or property, and losses, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with the acts and/or any performances, activities, errors or omissions by CONTRACTOR, CONTRACTOR's servants, agents, officers, employees, representatives, guests, business invitees or its subcontractors; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any claims or amounts recovered from any infringements of patent, trademark or copyright; or from any claims or amounts arising out of or recovered under the Workmen's Compensation Act or any other law, ordinance, order, or decree.

ARTICLE 8. CONFLICT OF INTEREST

CONTRACTOR covenants that it presently has no interest and will not acquire any interest, direct or indirect, in the Project, which would conflict in any manner or degree with the performance of CONTRACTOR's services hereunder. CONTRACTOR further covenants that, in performing this Agreement, CONTRACTOR will employ no person who has any such interest. Should any conflict of interest arise during the performance of this Agreement, CONTRACTOR shall immediately disclose such conflict to the CITY.

ARTICLE 9. ENTIRE AGREEMENT, MODIFICATION AND ASSIGNABILITY

This Agreement and the exhibits hereto contain the entire Agreement between the Parties, and no statements, promises, or inducements made by either Party, or agents of either Party are valid or binding unless contained herein. This Agreement may not be enlarged, modified or altered except upon written agreement signed by the Parties hereto. CONTRACTOR may not subcontract or assign its rights (including the right to compensation) or duties arising hereunder, other than as provided within the Contract Documents, without the prior written consent and express authorization of CITY.

ARTICLE 10.
LICENSES AND ADHERENCE TO LAW REQUIRED

CONTRACTOR represents that he possesses the skill and experience necessary and all licenses required to perform the services under this Agreement. CONTRACTOR further agrees to comply with all applicable Federal, State and Local statutes and regulations in the performance of the services hereunder, and are hereby made a part of this Agreement and shall be adhered to at all times. Violation of any of these statutes or regulations by CONTRACTOR shall be deemed material and shall subject CONTRACTOR to termination of this Agreement for cause. No pleas of misunderstanding or ignorance on the part of CONTRACTOR will, in any way, serve to modify the provisions of this requirement. CONTRACTOR and its surety shall indemnify, defend and hold harmless CITY and its employees, agents, engineers and representatives against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by CONTRACTOR, CONTRACTOR's employees, or its subcontractors.

Anti-Boycott Against Israel Act. CONTRACTOR certifies it is not currently engaged in, and will not for the duration of the Agreement engage in, a boycott of goods and services from Israel or territories under its control. Failure to comply with I.C. 67-2346 will result in this Agreement being void as against public policy.

ARTICLE 11.
EMPLOYMENT DISCRIMINATION

It is illegal under the U.S. Federal law to discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. CONTRACTOR shall not discriminate against any employee or applicant for employment. CONTRACTOR's action under this Section shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section.

ARTICLE 12.
LEGAL FEES

In the event either Party incurs legal expenses to enforce the terms and conditions of this Agreement, the prevailing Party is entitled to recover attorney's fees and other costs and expenses, whether the same are incurred with or without a lawsuit.

ARTICLE 13.
JURISDICTION, VENUE AND NONWAIVER

It is agreed that this Agreement shall be construed under and governed by the laws of the State of Idaho. In the event of litigation concerning it, it is agreed that proper venue shall be the District

Court of the Second Judicial District of the State of Idaho, in and for the County of Latah. Failure of CITY to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

**ARTICLE 14.
SPECIAL WARRANTY**

CONTRACTOR warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this Agreement. CONTRACTOR declares that no improper personal, political or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this Agreement. Any such activity by CONTRACTOR shall make this Agreement null and void. CONTRACTOR further warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

**ARTICLE 15.
COMMUNICATIONS**

Such communications as are required by this Agreement shall be satisfied by mailing or by personal delivery to the Parties at the following address:

CONTRACTOR:

Company Name
Authorized Agent
Street Address
City, State Zip

CITY:

City of Moscow
Engineering Division
206 East Third Street
P O Box 9203
Moscow, Idaho 83843

**ARTICLE 16.
NON-APPROPRIATIONS**

This Agreement is contingent upon CITY receiving the necessary funding to cover the obligations of CITY. In the event that such funding is not received or appropriated, then, and in that event, CITY's obligations under this Agreement shall cease and each Party shall be released from further performance under this Agreement without any liability to the other Party, and CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

**ARTICLE 17.
APPROVAL REQUIRED AND SEVERABILITY**

This Agreement shall not become effective or binding until approved by CITY. If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will, nevertheless, remain in full force and effect.

**ARTICLE 18.
EXECUTION**

IN WITNESS WHEREOF, said CONTRACTOR and CITY have caused this Agreement to be executed on the day and year first above written.

I **Name**, certify under penalty of perjury pursuant to the law of the State of Idaho, that I am an authorized agent to bind **Company** to this Agreement.

CONTRACTOR:

Company Name

CITY:

City of Moscow, Idaho

By: **Authorized Agent**

Arthur D. Bettge, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

Approved as to Form:

Mia Bautista, City Attorney

ACKNOWLEDGMENT

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 2025, before me, a Notary Public in and for said State, appeared **Authorized Agent**, known to me to be the person named above and acknowledged that they executed the foregoing document as the duly authorized representative for **Company Name**.

Notary Public for the State of _____
Residing at _____
My commission expires _____

INSTRUCTION TO BIDDERS

IB-1. INTENT OF PLANS AND SPECIFICATIONS

- A. It is the intention of these specifications to provide for careful, thorough and workmanlike construction procedure in the installation of material and equipment and in the manufacture or delivery of such materials and equipment. The bidder to whom the contract is awarded shall furnish all the material, equipment and labor necessary to complete said contract in accordance with all of its terms and conditions. All contracts shall be awarded subject to those instructions to bidders.
- B. The plans and specifications shall be considered and used together; anything appearing as a requirement of either shall be accepted as applicable to both even though not stated therein or shown. All specifications and notes appearing on the plans shall have the same force and effect as though they were repeated herein.

IB-2. PLANS, SPECIFICATIONS, AND ADDITIONAL INFORMATION

- A. Plans and specifications are on file in the office of the City Engineer. Copies of same may be obtained electronically from www.questcdn.com for a non-refundable \$22.00. Additional information relative to same may be obtained from the office of the City Engineer.

IB-3. EXAMINATION OF PLANS, SPECIFICATIONS, AND SITE

- A. Bidders shall satisfy themselves by personal examination of the plans, specifications, and site of the proposed improvement, and by any other examinations and investigation which they may desire to make, as to the accuracy of the estimate of quantities, the nature of the soil, conditions of the project site, and difficulties to be encountered.

IB-4. PREPARATION AND DELIVERY OF PROPOSAL

- A. Bids shall be prepared and submitted upon the "Proposal" form supplied by the City Engineer. Each and every blank provided for in the "Proposal" shall be filled in with ink or typing. Proposals, which are incomplete or submitted on an unauthorized form, may be rejected as informal.
- B. After the date and hour set for the opening of the bids, no bidder may withdraw his/her proposal unless award of contract is delayed for a period exceeding the time limits described in IB-8, AWARD OF CONTRACT.
- C. If discrepancies exist between the Unit Prices and the Total Price or Bid Total amount, the CITY will use the Unit Prices and calculate a corrected Bid Total.

- D. The CITY reserves the right to reject any or all bids, any or all schedules or to accept the bid or schedule deemed to be in the best interest of the CITY.

IB-5. PROPOSAL GUARANTY

- A. Each proposal must be accompanied by cash, a certified check, bid bond, or cashier's check in an amount not less than five percent (5%) of the total amount bid. This guaranty or "Good faith token" will be held until the successful bidder has, within ten (10) days from the date of notification of award of contract, executed the contract and furnished approved separate performance and payment bonds, each in an amount equal to one hundred percent (100%) of the amount of the contract. There shall also be submitted with the surety bonds, evidence of public liability insurance coverage in amounts not less than those specified in the general specifications included herein.

IB-6. RETURN OF PROPOSAL GUARANTY

- A. Immediately after the bid prices have been compared, the Clerk will return the guaranties accompanying such proposals as in the CITY's judgment will not be considered in awarding the contract. All other proposal guaranties will be held until the contract and other legal requirements the successful bidder must execute, furnish and/or comply with, have been completed, after which they will be returned to the respective bidders whose proposals they accompany.

IB-7. QUALIFICATIONS OF BIDDER

- A. The CITY desires that this Project shall be built by a contractor who is competent and adequately financed. The CITY may request the Bidder to submit a written statement to show experience in construction work of their character as an indication of qualification and business standing. If required, the Bidder may make his/her statement in such form as may seem appropriate; said statement shall be notarized.
- B. This public works project is not financed in whole or in part by federal-aid funds. Bid proposals will be accepted from those contractors only (prime contractors, subcontractors and/or specialty contractors) who, prior to the bid opening, hold current licenses as public works contractors in the State of Idaho.
- C. The prime contractor shall submit with his/her proposal a list of the subcontractors and their license numbers.
- D. The successful bidder, in addition to listing the names and addresses of subcontractors in his/her bid, shall, within seven (7) days after opening of the bids, notify the Engineer in writing of the names of all major equipment and material suppliers proposed for the principal parts of the work, and for such others as the Engineer may direct, and shall not employ any subcontractors, (or purchase any equipment), to which the Engineer or CITY may within a reasonable time object to as incompetent or undesirable.

IB-8. AWARD OF CONTRACT

- A. The contract will not be awarded until the CITY is satisfied the successful bidder is reasonably familiar with the class of work upon which he/she has submitted a proposal and has the necessary capital and tools to satisfactorily perform the same. The CITY may request and the bidder must provide the CITY with a current balance sheet and a list of tools owned by the bidder.
- B. Within thirty (30) days after the opening of the proposals the CITY will accept one of the proposals or reject all bids. The award will be made upon the basis of the proposal that, in the CITY's judgment, will serve the best interest of the CITY.
- C. The contract will not be awarded until the bidder has obtained an appropriate Idaho Public Works License from the State of Idaho, Division of Building Safety, Public Works Contractors License Board. Subcontractors are also subject to this requirement.

IB-9. FAILURE TO EXECUTE CONTRACT

- A. In the event the successful bidder fails to furnish approved performance and payment bonds, execute the contract and comply with all other pertinent legal requirements within ten (10) days after notification by the Engineer of the award of contract, the certified check, bank draft, money order or bid bond will be forfeited to the CITY as liquidated damages. The amount of any such damages will be five percent (5%) only of the total bid submitted. Any excess amount that may have been included in the "good faith token" will be returned to the bidder. The next best proposal will then be considered the successful bid and, at the discretion of the CITY, be awarded the contract.

IB-10. NONDISCRIMINATION IN EMPLOYMENT

- A. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. The Contractor will take action, if necessary, to ensure that applicants are employed, and treated during such employment, without regard to their race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and other applicants for employment, notices setting forth the provisions of this non-discrimination Section.

- B. The Contractor shall comply with City Ordinance No. 2013-06 Gender Anti-Discrimination in Housing, Employment & Public Accommodations.

IB-11. WAGE RATES

- A. Contractors are not required to pay prevailing wages on this Project. Prevailing wages no longer are required on Public Works projects in Idaho.

IB-12. CONTRACTOR FOR PUBLIC WORKS TO PAY OR SECURE TAXES AGREEMENT

- A. The contractors, in consideration of securing the business of erecting or construction public works in this State, recognizing that the business in which he/she is engaged is of a transitory character, and that in the pursuit thereof, his/her property used therein may be without the State when taxes, excises, or license fees to which he/she is liable become payable, agrees:
1. To pay promptly when due all taxes, (other than real property), excises and license fees due to the State, its subdivisions, and municipal quasi-municipal corporations therein, accrued or accruing during the term of this contract, whether or not the same shall be payable at the end of such term;
 2. That if the said taxes, excises, and license fees are not payable at the end of said term, but liability, for the payment thereof exists, even though the same constitute liens upon his/her property, to secure the same to the satisfaction of the respective officers charged with the collection thereof; and
 3. That, in the event of his/her default in the payment or securing of such taxes, excises, and license fees, to consent that the department, officer, board, or taxing unit entering into this contract may withhold from any payment due him/her hereunder the estimated amount of such accrued and accruing taxes, excises, and license fees for the benefit of all taxing units to which said contractor is liable.

IB-13. PERFORMANCE PERIOD

- A. This work shall not begin prior to May 12th, 2025 and shall be substantially completed by August 22nd, 2025. Work shall be substantially completed within 60 calendar days of commencement of work, unless adjustment of the Agreement time is made in accordance with the provisions of the Contract Documents.

IB-14. CONSIDERATION OF MULTIPLE DIVISIONS OF WORK

- A. The bidder shall submit a proposal for all divisions, if applicable. Considerations of proposals for each division of work shall be made separately (i.e. one bidder may be awarded one division; another bidder may be awarded one of the other divisions).

IB-15. ALTERNATES

- A. If an alternative bid schedule is included, the bidder must submit a bid for each item in the alternate bid schedule. Low bid will be based upon the combined total price of the alternate(s) that the owner elects to use plus the base bid. If the owner elects to use an alternate(s), the amount of the contract will be the amount of the base bid modified in accordance with the amount of the alternate(s). An alternate may be additive to the scope of work described by the base bid items or may be substituted for the base bid item. Unit prices for alternate items will receive the same consideration for award as unit prices for base bid items.

IB-16. SUBCONTRACTORS TO BE LISTED ON BID

- A. All bidders shall comply with Idaho Code Section 67-2310. **Failure to comply with Idaho Code Section 67-2310 shall render such bid unresponsive and void.** Information provided pursuant to this section must be current and correct as of the date of the submission of the bid. Do not use the term "mechanical" when identifying any work to be performed on this project.
- B. The name, address, Idaho Public Works License Number and bid amount for each subcontractor to be utilized on the project must appear on the bid. Every subcontractor intending to perform plumbing work, and/or heating and air conditioning work, and/or electrical work must include its name, address, and Idaho Public Works License Number which allows it to perform such work, and bid amount for each of the following areas: plumbing work, heating and air conditioning work, electrical work. If a subcontractor intends to perform work in more than one of these specialties, such a subcontractor must list its name, address, Idaho Public Works License Number, and bid amount more than once (i.e., for each of the following subject areas: plumbing work, heating and air conditioning work, electrical work). It is helpful, but not mandatory, that each subcontractor includes its specialty construction category numbers, if any, with its submission of its Idaho Public Works License Number.
- C. Every contractor intending to perform its own plumbing work, and/or heating and air conditioning work, and/or electrical work, must include its name, address, and Idaho Public Works License Number which allow it to perform such work for each of the following areas: plumbing work, heating and air conditioning work, electrical work. A contractor does not need to list the amount of the bid for plumbing work, heating and air conditioning work, or electrical work which it intends to perform.
- D. Subcontractors, Equipment and Material: The successful bidder, in addition to listing the names and addresses of subcontractors in his/her bid, shall, within seven (7) days after opening of the bids, notify the Engineer in writing of the names of all major equipment

and material suppliers proposed for the principal parts of the work, and for such others as the Engineer may direct, and shall not employ any subcontractors, (or purchase any equipment), to which the Engineer or CITY may within a reasonable time object to as incompetent or undesirable.

GENERAL CONDITIONS

GC-1. COMPLIANCE

- A. The Contractor shall observe and comply with all Federal, State, and Local laws, codes, ordinances, and regulations, including all licensing and permit requirements which, in any manner, apply to the work being performed under this contract. No pleas of misunderstanding or ignorance on the part of the Contractor will in any way serve to modify the provisions of this requirement. The Contractor and his/her surety shall indemnify and save harmless CITY and its employees, agents and representatives against any claim or liability arising from or based on the violation of any such laws, codes, ordinances, or regulations, whether by himself/herself, his/her employees, or his/her subcontractors.
- B. All work shall be completed in accordance with the specifications and plans established for this project.

GC-2. DEFINITIONS

Architect	The Project Architect, if such is designated by the Contract Documents.
Attorney	The City Attorney of Moscow, Idaho.
City	The City of Moscow, Latah County, Idaho ("CITY"), a municipal corporation existing under and by virtue of the laws of the State of Idaho. Action herein designated as taken by the CITY is to be considered the acts of the Council acting through the Mayor and Clerk.
City Engineer	The City Engineer of Moscow, Idaho, resident engineers and inspectors acting under his/her orders; their authority being limited to the particular duties to which they are assigned.
City Parks & Facilities Manager	The City Parks & Facilities Manager of Moscow, Idaho, and/or inspectors acting under his/her orders; their authority being limited to the particular duties to which they are assigned.

Clerk	The duly appointed City Clerk of the City of Moscow, Idaho.
Contract Documents	These generally consist of the plans, specifications, agreement, performance bond, payment bond and proof of various types of insurance, including all modifications thereof incorporated in the documents before their execution. These are identified in the Contract.
Contractor	The person, persons, firm, partnership, corporation or other entity contracting to do the work under these specifications. The term also includes the Contractor's agents or employees.
Council	The duly elected Council of the City of Moscow, Idaho.
Engineer	The Project Engineer, if such is designated by the Contract Documents.
Subcontractor	The person, persons, firm, corporation or other entity performing work under contract with the "Contractor" but subject, in such performance, to all the requirements of the 'Contract Documents' insofar as they are pertinent.
Bid/Proposal	The written document which is required to be signed by the bidder and which contains the formal statement of price or prices to be paid by the City for the performance required.

GC-3. PLANS AND SPECIFICATIONS AND ADDITIONAL DRAWINGS

- A. The plans for this improvement and the specifications accompanying them shall be considered as a whole, and anything shown or called for in one (1) and omitted in the other is as binding as if called for or shown by both. Figure dimensions shall be in all cases used in preference to scale dimensions. The intention of the documents is to include all labor and materials, equipment and transportation necessary for the proper execution of the work. Materials or work described in words so applied having a well-known technical or trade meaning shall be held to refer to such recognized standards.
- B. The Engineer shall furnish to the Contractor the necessary plans and specifications required for the execution of the work at no additional cost. The Engineer shall furnish with reasonable promptness, additional instructions, by means of drawings or otherwise, necessary for the proper execution of the work.
- C. The Contractor shall submit with such promptness as to cause no delay in his/her own work or in that of any other Contractor, copies of all shop drawings and

schedules required for the work of various trades as required by the Engineer, and the Engineer shall pass upon them with reasonable promptness, making desired corrections relating to effects on design. The Contractor shall make any corrections required by the Engineer, file with him/her such corrected copies as the Engineer shall direct, and furnish such other copies as may be needed. The Engineer's approval of such drawings or schedules shall not relieve the Contractor from responsibility for deviation from drawings or specifications, unless he/she has in writing called the Engineer's attention to such deviation at the time of submission, nor shall it relieve him/her from responsibility for errors of any sort in shop drawings or schedules.

- D. The Contractor shall keep one (1) copy of all drawings and specifications on the work, in good order, available to the Engineer, CITY, and its representatives.

GC-4. ALTERATION OR MODIFICATION OF CONTRACT DOCUMENTS

- A. No alteration or modification of the terms and conditions of the Contract Documents, except by written change order as provided herein, will be binding unless outlined in detail in a separate written addendum, and then only when properly signed and attested by the Contractor, CITY, and the City Engineer.

GC-5. INVESTIGATION BY BIDDERS

- A. The instructions to bidders cover the general scope of this investigation under the article entitled "Examination of the Plans, Specifications and Site". Bidders are specifically instructed to faithfully examine and investigate the entire bid prices submitted on their proposals. No bidder may, without the consent of CITY, withdraw his/her proposal or claim damages or extra compensation by reason of any error or omission made by said bidder in preparing his/her proposal.

GC-6. NON-DISCRIMINATION

- A. The Contractor will not discriminate against an employee, either intentionally or through disparate impact, on account of race, color, gender, religion, sex (including pregnancy), national origin, physical or mental disability, age, marital or familial status, sexual orientation, and gender expression or identity.
- B. The Contractor shall comply with City Ordinance No. 2013-06 Gender Anti-Discrimination in Housing, Employment & Public Accommodations.

GC-7. INTERPRETATION OF THE SPECIFICATIONS

- A. In the event the specifications and plans are deficient or not clearly expressed, the parties submitted proposals hereunder must apply to the City Engineer for the required information or explanation before the bids are submitted.
- B. The request for such explanation or interpretation shall be made in writing and the person submitting the request will be responsible for its prompt delivery. Such interpretation or explanation will be given by the City Engineer in writing and a copy will be filed in the office of the City Clerk. CITY will not be responsible for any other explanation or interpretation of the plans and specifications. After submission of bids, no bidder shall claim any misunderstanding in or to the nature

of the amount of work to be performed or attempt to hold CITY or any person responsible for any error or omission that may have been made by the bidder.

GC-8. CONTRACTS

A. Contract Form

1. A copy of the construction agreement form is included in these documents.

B. Execution of Agreement

1. Within ten (10) days after receiving properly prepared Contract Documents from CITY, the successful bidder shall sign the agreement. Work shall be started upon written notice to proceed from the City Engineer.

C. Subcontracts

1. The Contractor agrees that he/she is as fully responsible to CITY for the acts and omissions of his/her subcontractors and of persons either directly or indirectly employed by them, as he/she is for the acts and omissions of persons directly employed by him/her, and that the Contractor shall hold CITY harmless for any activities of such subcontractors and shall indemnify and defend CITY from damages and claims of whatever nature relating or resulting to the activities of such subcontractors.
2. Relations of Contractor and Subcontractor: The Contractor agrees to bind every subcontractor to the terms of the construction contract, the information to bidders, the general conditions, the plans, and the specifications as far as applicable to his/her work, including the following provisions of this article. Nothing in this section shall create any obligation on the part of CITY to pay to or to see to the payment of any sums to any subcontractor.
 - a. The Contractor shall bind every subcontractor to the following:
 - (1) To be bound to the Contractor by the terms of the Contract Documents, and to assume toward him/her all the obligations and responsibilities that he/she, by those documents, assumes toward the CITY. Nothing contained in the Contract Documents shall create any contractual relation between any subcontractor and CITY.
 - (2) To submit to the Contractor applications for payment in such reasonable time as to enable the Contractor to apply for payment.

The Engineer shall, on request, furnish to any subcontractor, wherever practical, evidence of the amounts certified on his/her account.

- (3) To make all claims for extras, for extension of time and for damages for delays or otherwise, to the Contractor in the manner provided in the general conditions for like claims by the Contractor upon the CITY, except that the time for making claims for extra cost is one (1) week from the date such claim arises.

b. The Contractor agrees:

- (1) To be bound to the subcontractor by all the obligations that CITY assumes to the Contractor under the Contract Documents.
- (2) To pay the subcontractor for conforming work, upon the payment of certificates, if issued under the terms of payments for the work, the amount allowed to the Contractor on account of the subcontractor's work to the extent of the subcontractor's interest therein.
- (3) To pay the subcontractor for conforming work, upon the payment of certificates, if issued otherwise than as in (2) so that at all times his/her total payments shall be as large in proportion to the value of the work done by him/her as the total amount certified to the Contractor is to the value of the work done by him/her.
- (4) To pay the subcontractor for conforming work to such extent as may be provided by the Contract Documents or the subcontract if either of these provides for earlier or larger payments than the above.
- (5) To pay the subcontractor for conforming work on demand on his/her work or materials as far as executed and fixed in place, less retained percentage, at the time the certificate should be issued, even though the Engineer fails to issue it for any cause not the fault of the subcontractor.
- (6) To make no demands for liquidated damages or penalty for delay in any sum in excess of such amount as may be specifically named in the subcontract.
- (7) That no claim for services rendered or material furnished by the Contractor to the subcontractor shall be valid unless written notice

thereof is given by the Contractor to the subcontractor during the first ten (10) days of the calendar month following that in which the claim originated.

- (8) To give the subcontractor an opportunity to be present and to submit evidence in any hearing involving his/her rights.
- (9) To pay each subcontractor for satisfactory performance of its contract no later than twenty (20) calendar days from receipt of each payment the Contractor receives from CITY. The Contractor shall return retainage to each Subcontractor within twenty (20) calendar days after the Subcontractor's work is satisfactorily completed.
- (10) To certify with each estimate payment to subcontractors has been made within the prescribed time frames. The certification will be made on forms provided by CITY, and returned within twenty (20) calendar days of receiving the estimate payment.

D. CITY's Right to Terminate Agreement - If the Contractor:

1. Fails to begin work within a reasonable time after the effective date of "Notice to Proceed," or
2. Fails to supply sufficient skilled workmen or suitable materials or equipment to complete the work within the time limits specified; or
3. Performs the work unsuitably or neglects or refuses to remove materials or to re-perform such work which is not in accordance with the plans and specifications; or
4. Discontinues the prosecution of the work for more than ten (10) days; or
5. Fails to resume work which has been discontinued within a reasonable time after notice to do so; or
6. Fails to make prompt payments to subcontractors or for labor, materials, or equipment; or
7. Disregards laws, ordinances, or the instruction of the Engineer; or
8. Becomes insolvent or is declared bankrupt, or commits any act of bankruptcy or insolvency; or
9. Makes an assignment for the benefit of creditors; or
10. Is guilty of a substantial violation of any provisions of the Agreement; in any such event(s), CITY, upon recommendation of the Engineer that

sufficient cause exists to justify such action may, without prejudice to any other right or remedy, give notice to the Contractor and his/her surety of such delay, neglect, or default. If the Contractor or his/her surety, within a period of ten (10) days after such notice, does not proceed in accordance therewith, then CITY shall have full power and authority, without violating the Agreement, to take the prosecution of the work from the Contractor. CITY may appropriate or use any or all materials and equipment on the grounds as may be suitable and acceptable and may enter into an agreement for the completion of said contract according to the terms and provisions thereof, or use such other methods as may be required for the completion of the contract in an acceptable manner.

11. Costs and charges incurred by CITY, together with the cost of completing the work under the agreement, will be deducted from any moneys due or which may become due the Contractor. If such expense exceeds the sum which would have been payable under the Agreement, then the Contractor and its surety shall be liable and shall pay to CITY the amount of such excess.

E. Contractor's Right to Stop Work or Terminate Agreement:

1. If the work should be stopped pursuant to lawful order of a court of competent jurisdiction, or pursuant to lawful order of other public authority having jurisdiction, for a period of three (3) months, through no act or fault of the Contractor or of anyone employed by him/her, or if the Engineer should fail to issue any certificate for payment within twenty-two (22) days after it is due, or if CITY should fail to pay to the Contractor within twenty-two (22) days of its maturity and presentation, any sum certified by the Engineer or awarded by the court, then the Contractor may, upon twenty-two (22) days' notice to CITY and Engineer, stop work or terminate this Agreement or recover from CITY payment for all work executed and any loss sustained upon any plant or materials and reasonable profit and damages.

F. Assignment:

1. The Contractor shall not assign this contract or sublet or subcontract any portion of it without the prior written consent of CITY nor shall the Contractor assign any moneys due or to become due to him/her hereunder, without the prior written consent of CITY. Any such assignment or sublet without such prior written consent shall be null and void and shall be a ground for termination for cause of this contract by CITY.

GC-9. QUANTITIES FURNISHED BIDDERS

- A. Unit Price Contract. The estimates of quantities are only approximate and are for the purpose of comparing bids. CITY reserves the right to increase or decrease

individual items in such amount as may be in CITY'S sole judgment, to CITY'S best interests depending upon conditions encountered or observed during the Project. It shall be CONTRACTOR'S responsibility to satisfy itself as to the accuracy of the estimates. The Contractor will be paid for the actual quantities of work finally installed or performed at the applicable unit prices stated in his/her proposal.

1. The unit price of an item of Unit Price Contract shall be subject to reevaluation and adjustment under the following conditions:
 - i. If the total cost of a particular item of Unit Price Contract amounts to fifteen percent (15%) or more of the total Contract Price at the time of award and the variation in the quantity of that particular item of Unit Price Contract performed by CONTRACTOR differs by more than twenty-five percent (25%) from the estimated quantity of such item indicated in the Bid Form; and
 - ii. If there is no corresponding adjustment with respect to any other item of Work; and
 - iii. If CONTRACTOR thinks that CONTRACTOR has incurred additional expense as a result thereof; or if the CITY thinks that the quantity variation entitles the CITY to an adjustment in the unit price, either the CITY or CONTRACTOR may demand a Change in Contract Price. Such Change in Contract Price shall be based upon any increase or decrease in costs due solely to the variation above one hundred twenty-five percent (125%) or below seventy-five percent (75%) of the estimated quantity. If the quantity variation is such as to cause an increase in Contract Time necessary for completion, CONTRACTOR may request an extension of Contract Time for the Delay in completion resulting from performing the quantity in excess of one hundred twenty-five percent (125%) of the estimated quantity. If the parties are unable to agree on the effect of any such variation in the quantity of unit price work, either the CITY or CONTRACTOR may make a claim for an adjustment in the Contract Price and/or Contract Time in accordance with the General Conditions.
Items identified as contingency items will be paid at the unit price regardless of variation in quantity of that particular item of Unit Price Work performed by CONTRACTOR.

- B. Lump Sum Contract. The Contractor shall include in the contract sum all allowances named in the Contract Documents and shall cause the work so covered to be performed for such sums as the Engineer may direct, the contract sum being adjusted in conformity therewith. The Contractor declares that the contract sum includes such sums for expenses and profit on account of cash allowances as he/she deems proper. No demand for expenses or profit other than those included in the contract sum shall be allowed. The Contractor shall not be required to employ for any such work persons whom he/she has reasonable objection.

GC-10. MAJOR CHANGES

- A. If unforeseen conditions require a substantial change in the dimensions of a structure, location of underground utilities, or major variation of a similar nature from the original plans, such change shall be covered by a change order. The change order is to set forth in complete detail the nature of the change and reasons therefore, including compensation to be paid and time allotted the Contractor. The change order shall also detail whether the change constitutes an addition or reduction with respect to the original contract costs. Should additional or supplemental drawings be required, they will be furnished by the Engineer providing the Engineer determines the change is warranted.
- B. During the progress of the work, if subsurface or latent physical conditions are encountered at the site differing materially from those indicated in the contract or if unknown physical conditions of an unusual nature, differing materially from those ordinarily encountered and generally recognized as inherent in the work provided for in the contract, are encountered at the site, the party discovering such conditions shall promptly notify the other party in writing of the specific differing conditions before they are disturbed and before the affected work is performed.
- C. Upon written notification, the Engineer will investigate the conditions, and if it is determined that the conditions differing materially and cause an increase or decrease in the cost or time required for the performance of any work under the contract, and adjustment, excluding loss of anticipated profits, will be made and the contract modified in writing accordingly. The Engineer will notify the Contractor of the determination whether or not an adjustment of the contract is warranted.
- D. No contract adjustment which results in a benefit to the Contractor will be allowed unless the Contractor has provided the required written notice.

GC-11. EXTRA WORK

- A. CITY shall have the right to issue written change orders to Contractor within the general scope of the work without the consent of the Contractor and without notice to any surety of the Contractor. If for any reason extra work is ordered by CITY and the compensation for such extra work cannot be agreed upon in advance, such work will be paid for at the actual cost of the labor, materials, and field supervision required, with the addition of not to exceed a total of fifteen percent (15%) to cover general overhead and profit (including subcontractor's general overhead and profit), use of small tools, payment of insurance and medical aid, taxes, and all other costs in connection therewith. If a fixed sum or unit prices can be agreed upon for any extra work that may be ordered, such sum and prices, together with a description of the work, shall be made a part of the written order. Such orders will be prepared by the Engineer in triplicate, with one (1) copy to CITY, one (1) to the Contractor and one (1) retained by the Engineer.

- B. If during the progress of the work, the Contractor believes he/she is entitled to extra compensation for performing certain phases or items, any and all such claims must be promptly presented to CITY and the Engineer. Unless such claim is presented in writing within fifteen (15) days after it occurs, CITY may, at its discretion, reject the claim. CITY shall specifically reject claims of this nature that have been withheld by the Contractor for more than thirty (30) days.

GC-12. MONTHLY PAYMENTS

- A. The Contractor shall file a monthly request for payment with the Engineer on the 20th day of each month for all work completed to the 20th day of the month. If monthly requests for payment are not received as stated, the CITY shall have the right to withhold payment for that month. The Engineer shall review Contractor's monthly requests for payment on the first day of the month for all work completed to the 20th day of the preceding month, and shall certify such requests for payment. Progress payments will be made by the CITY for all work completed to the 20th day of the preceding month and duly certified by the Engineer, on or before the 10th day of each month in cash or interim warrants. These payments will be equal to ninety-five percent (95%) of the total amounts of the certified requests for payment. The CITY shall retain five (5) percent of the total amount owing the Contractor after the contract has been completed and accepted by the CITY for a minimum period of thirty (30) days. Should any liens or claims be filed during the retention period, the retained percentage will be held until a satisfactory agreement is reached between the CITY, the Contractor, and the Contractor's surety. Before final payment will be made by the CITY, Contractor agrees that it shall furnish the CITY with satisfactory evidence that all persons, including subcontractors, that have performed work or furnished materials pursuant to this Agreement and are entitled to a lien for their work or materials under the laws of the State of Idaho have been fully paid or are no longer entitled to such lien, and the Contractor shall file with the Clerk a notarized affidavit to that effect. Final payment will not be made until CITY has received a tax release from the Idaho State Tax Commission per GC-38.
- B. Progress payments for materials shall be considered eligible only if the materials are jobsite, and accurate, clearly detailed invoices from the material supplier are furnished. The ownership of these materials shall, upon payment from CITY to the Contractor, be vested in CITY, and such materials may not be removed from the jobsite without written authorization of the Engineer.
- C. The City may, but is not obligated to, withhold any payments to the Contractor, in addition to retained percentage, in such an amount or amounts as may be necessary to cover:
1. Payments that may be earned or due for just claims or labor or materials furnished in and about the work;
 2. Defective and/or condemned and/or non-conforming work or materials not remedied;
 3. Failure of the Contractor to make proper payments to a subcontractor;

4. Reasonable doubt that this contract can be completed for the balance then unpaid;
 5. Damages to another Contractor where there is evidence thereof;
 6. Payments that cover all taxes, excises and license fees due the State and its taxing entities whether or not these moneys are yet due and payable.
- D. CITY shall have the right, but not the obligation, to disperse and shall have the right to act as agent for the Contractor for the limited purpose of dispersing such funds as have been withheld pursuant to this paragraph to the party or parties who are entitled to payment there from. In the event CITY elects to disperse such funds, CITY shall render to the Contractor a proper accounting of all such funds dispersed on behalf of the Contractor. Nothing herein shall create in such party or parties entitled to payment a cause of action against CITY for failure to exercise its rights pursuant to this section. Contractor further agrees that no cause of action shall accrue on behalf of the Contractor as a result of CITY's exercise of such right to disperse.

GC-13. TIME OF COMPLETION/LIQUIDATED DAMAGES

- A. The date of completion for this Agreement shall be defined by the Instruction to Bidders included in the Contract Documents. Contractor agrees that time is of the essence in the performance of this Agreement, and that failure to complete this Agreement by such date will result in financial injury to CITY. Contractor further agrees that failure to complete this Agreement by such date shall subject Contractor to payment of liquidated damages to CITY. The Contractor also recognizes the delays, expense and difficulties involved in proving in a legal proceeding of the actual loss suffered by CITY occasioned by failure to complete the work on time. Accordingly, instead of requiring such proof, CITY and the Contractor agree that as liquidated damages for delay (but not as a penalty) the Contractor shall pay to CITY the sum of one-half of one percent (0.005) of the Agreement amount, including change orders, will be deducted by CITY for each and every calendar day that the date of final completion is delayed. Should such deductions exceed the outstanding amount of the Agreement, the Contractor and its surety shall be liable for the excess.
- B. The Contractor herewith specifically waives claims for damages for any hindrance or delay. Contractor shall be granted extensions of time for which liquidated damages will not be claimed by CITY for the following reasons:
1. A delay caused the Contractor by any suit or other legal action against CITY (except a legal action instituted by the Contractor) regarding this Project shall entitle the Contractor to an equivalent extension of time unless the period of such delay exceeds ninety (90) days. When such period is exceeded, CITY will, upon request by the Contractor in writing, either negotiate a termination of the Agreement or grant a further extension of time, whichever shall be agreed.

2. Time lost by inclement weather, causing suspension of work, will entitle the Contractor to an extension equivalent to the total time so lost, whether it be a single continuous period or the accumulated total of several periods. Inclement weather is defined as that which, in the opinion of the Engineer, would seriously affect the progress of the work or the quality of the work.
 3. Should unforeseen conditions require the performance under a change order, or work more complex or difficult than that originally specified and shown on the plans, and such work, in the Contractor's opinion, requires more time to execute than the proportional increase in dollar value, the Contractor shall state to CITY and Engineer, in writing prior to the performance of such work, his/her estimate of the added time required for such work. CITY may, if such estimate be reasonable, allow an added extension proportionate to the increase in the dollar value of the work.
- C. If the performance of all or any portion of the work is suspended or delayed by the Engineer for an unreasonable period of time (not originally anticipated, customary, or inherent to the construction industry) and the Contractor believes that additional compensation and/or contract time is due as a result of such suspension or delay, the Contractor shall submit to the Engineer in writing a request for adjustment within seven (7) calendar days of receipt of the notice to resume work. The request shall set forth the reasons and support for such adjustment.
- D. Upon receipt, the Engineer will evaluate the Contractor's request. If the Engineer agrees that the cost and/or time required for the performance of the agreement has increased as a result of such suspension and the suspension was caused by condition beyond the control of and not the fault of the Contractor, its suppliers, or subcontractors at any approved tier, and not caused by weather, the Engineer will make adjustment as provided (excluding profit) and modify the agreement in writing accordingly. The Engineer will notify the Contractor of the determination whether or not an adjustment of the Agreement is warranted.
- E. No Agreement adjustment will be allowed unless the Contractor has submitted the request for adjustment within the time prescribed.
- F. No Agreement adjustment will be allowed under this clause to the extent that performance would have been suspended or delayed by any other cause, or for which an adjustment is provided for or excluded under any other term of condition of this Agreement.

GC-14. ABANDONMENT OF WORK

- A. If the Contractor abandons the work for a period of twenty-one (21) days for any cause other than failure of CITY to make monthly payments, or refuses to comply with the provisions of the plans and specifications, CITY shall have the right to notify the Contractor's surety and require said surety to complete the work in accordance with the aforesaid plans and specifications. In the event no liens or claims have been filed and CITY fails to make progress payments, the Contractor may then, at his/her option, cease operations until payments are resumed by

notifying CITY of his/her intention to cease operations for this cause. Should the Contractor abandon the work, fail or refuse to complete the work embraced in this contract, or fail to pay just claims for labor and materials, CITY reserves the right to charge against the Contractor, and Contractor agrees to pay, all legal, engineering, or other costs caused by such abandonment, failure or refusal. The Contractor agrees that such legal costs shall also include CITY's costs of defending any suits in connection with such abandonment, failure or refusal and nonpayment of claims wherein CITY is made a co-defendant.

GC-15. AUTHORITY OF ENGINEER

- A. The Engineer shall decide questions which may arise as to the quality and acceptability of materials furnished and work performed, and as to the manner of performance and rate of progress of the work; questions which may arise as to the interpretation of the plans and specifications; and questions as to the satisfactory and acceptable fulfillment of the terms of the Agreement.
- B. The Engineer, including his/her employees and agents, shall at all times have access to the work wherever it is in preparation or progress and the Contractor shall provide proper facilities for such access and for inspection. Inspections by the Engineer shall be promptly made. If any work should be covered up without approval or consent of the Engineer, it shall be uncovered, if required by the Engineer, for examination. The costs associated with the uncovering of such non-approved work shall be the responsibility of Contractor and shall not be charged to CITY.
- C. Reexamination of questioned work may be ordered by the Engineer and if so ordered the work must be uncovered by the Contractor. If such work be found in accordance with the plans and specifications, CITY shall pay the cost of the reexamination and replacement. If such work is found not in accordance with the plans and specifications, the Contractor shall pay such costs.
- D. If the performance of all or any portion of the work is suspended or delayed by the Engineer for an unreasonable period of time (not originally anticipated, customary, or inherent to the construction industry) and the contractor believes that additional compensation and/or Agreement time is due as a result of such suspension or delay, the Contractor shall submit to the Engineer in writing a request for adjustment within seven (7) calendar days of receipt of the notice to resume work. The request shall set forth the reasons and support for such adjustment.
- E. Upon receipt, the Engineer will evaluate the Contractor's request. If the Engineer agrees that the cost and/or time required for the performance of the Agreement has increased as a result of such suspension and the suspension was caused by conditions beyond the control of and not the fault of the Contractor, its suppliers, or sub-contractors at any approved tier, and not caused by weather, the Engineer will make an adjustment and modify the Agreement in writing accordingly. The Engineer will notify the Contractor of the determination whether or not an adjustment of the Agreement is warranted.
- F. In making the Agreement adjustment a markup for profit will only be allowed on changed or extra work caused by the delay or suspension. No profit will be allowed on any other delay or suspension costs including, but not limited to, standby costs

or extended indirect costs. Payment for changed and extra work will be made in accordance with section GC-11

- G. No contract adjustment will be allowed unless the Contractor has submitted the request for adjustment within the prescribed time.

GC-16. PERFORMANCE AND PAYMENT BONDS

- A. The Contractor shall execute a separate performance bond and payment bond, each in penal amounts at least equal to one hundred percent (100%) of the of the full Agreement price, such bonds to be executed by a corporate bonding company (surety) licensed to do business in the State of Idaho and which is acceptable to CITY. Such corporate bonding company (surety) shall be required to be named on the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Treasury Department Circular Number 570. The premiums of such bonds shall be paid by Contractor. The performance bond shall be conditioned upon the Contractor's faithful performance of all the covenants and agreements on the part of the Contractor to be kept and performed at the times and in the manner set forth in the Agreement, including the repair or replacement where required, or the cost of repair or replacement, of all work performed under the terms of this Agreement. The payment bond shall be conditioned upon the payment to all persons, including subcontractors, who have, and fulfill, contracts for performing labor and furnishing materials in the prosecution of the work provided for in such Agreement, provided that every such payment bond shall be construed, regardless of its language, as incorporating within its provisions the obligation to pay those persons who furnish labor or materials as stated in the Contract Documents.
- B. Such bonds shall remain in full force and effect during the term of this Agreement and during the terms of any warranty required by the specifications and shall be held in the custody of CITY. The current power of attorney for the persons who sign for the surety company shall be attached to the bond. The power of attorney shall be sealed and certified with a "first hand signature" by an officer of the surety. A facsimile signature shall not be acceptable to CITY.
- C. If, at any time, a surety on any such bond is declared as bankrupt or loses its right to do business in the State of Idaho or is removed from the list of surety companies accepted on Federal bonds, the Contractor shall, within ten (10) days after notice from CITY to do so, substitute an acceptable bond (or bonds) in such form and sum signed by such other surety or sureties as may be satisfactory to CITY. The expense of such replacement bonds shall be borne by the Contractor. No further payments by CITY pursuant to this Agreement shall be deemed due nor shall be made until the new surety or sureties shall have furnished an acceptable bond to CITY.

GC-17. INSURANCE/CITY TO BE NAMED AS ADDITIONAL INSURED

- A. The Contractor shall not commence work until he/she has obtained all insurance required under this section or until he/she has satisfied CITY in this respect; nor shall he/she allow any subcontractor to commence work until such subcontractor has also obtained such required insurance applicable to such subcontractor's work. The Contractor shall maintain such required insurance coverage throughout the term of this Agreement as will hold CITY harmless and shall indemnify CITY for

any losses arising out of the Contractor's operations, including any contingent liability arising there from. The cost of such insurance shall be borne by the Contractor. The Contractor shall furnish copies of all insurance policies and/or certificates of insurance to CITY at the time of execution of this Agreement. Each policy shall include a provision to the effect that it shall not be subject to cancellation, or reduction in the amounts of its liabilities, or any other material change, until notice has been given in writing to CITY and the Engineer not less than fifteen (15) days prior to such action. Contractor shall further cause CITY to be named as an additional insured on all applicable insurance policies.

- B. The Contractor shall take out and maintain during the term of this Agreement, statutory worker's compensation insurance for all employees who will work on this Project, and if any work is subcontracted, the Contractor shall require the subcontractor similarly to provide such insurance for all of the latter's employees unless they are included under the protection afforded by the Contractor.
- C. The Contractor shall take out and maintain during the term of this Agreement comprehensive public and general liability insurance. The comprehensive public and general liability insurance shall have, at a minimum, a coverage limit of at least FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) per occurrence, and ONE MILLION DOLLARS (\$1,000,000.00) aggregate. Policies containing deductible clauses will not be acceptable.
- D. The Contractor shall take out and maintain, during the term of this Agreement, builders' risk insurance which shall be written in completed value form, shall protect the Contractor and CITY against 'all-risks' of direct physical loss to buildings, structures, equipment and materials to be used in providing, performing or completing the project. This insurance shall be written with limits not less than the insurable value of the project at completion. This insurance shall include coverage while equipment or materials are in warehouses, during installation, during testing, and after the project is completed, but prior to final payment.
- E. Contractor's Responsibility for Materials. The Contractor shall be responsible for all materials and work performed until final acceptance by CITY.
- F. Contractor shall require all subcontractors to maintain the above referenced insurance requirements and shall verify that such requirements have been met by requiring all subcontractors to provide certification therefore.

GC-18. PATENT ROYALTIES AND PROCESS FEES

- A. The Contractor shall furnish CITY a license or licenses for the use of any process or processes in connection with this Project. The Contractor shall include in the unit price bid any patent royalties or license fees for equipment installed or construction methods used.

GC-19. CONTRACTOR RESPONSIBLE FOR WORK

- A. The Contractor shall be responsible for all work until its acceptance by the CITY.
- B. The Contractor shall be responsible for all quality control including but not limited to tests and inspections; correction, removal of defective work.

1. Tests and Inspections

- a. Contractor shall give Engineer timely notice of readiness of the Work for all required inspections, tests, or approvals and shall cooperate with inspection and testing personnel to facilitate required inspections or tests.
- b. Contractor shall employ an independent testing laboratory or testing agency and shall be responsible for arranging and shall pay for all specified tests, inspections, and approvals (including tests, inspections, and approvals to be paid for on a cash allowance basis) required for CITY's and Engineer's acceptance of the Work at the site except: costs incurred in connection with tests or inspections as otherwise specifically provided in the Contract Documents.
- c. If Laws or Regulations of any public body having jurisdiction require any Work (or part thereof) specifically to be inspected, tested, or approved by an employee or other representative of such public body, Contractor shall assume full responsibility for arranging and obtaining such inspections, tests, or approvals, pay all costs in connection therewith, and furnish Engineer the required certificates of inspection or approval.
- d. Contractor shall be responsible for arranging and obtaining and shall pay all costs in connection with any inspections, tests, or approvals required for Owner's and Engineer's acceptance of materials or equipment to be incorporated in the Work; or acceptance of materials, mix designs, or equipment submitted for approval prior to Contractor's purchase thereof for incorporation in the Work. Such inspections, tests, or approvals shall be performed by organizations acceptable to City and Engineer.
- e. If any Work (or the work of others) that is to be inspected, tested, or approved is covered by Contractor without written concurrence of Engineer, it must, if requested by Engineer, be uncovered for observation.
- f. Uncovering Work as provided in paragraph e. above shall be at Contractor's expense unless Contractor has given Engineer timely notice of Contractor's intention to cover the same and Engineer has not acted with reasonable promptness in response to such notice.

GC-20. USE OF COMPLETED PORTION

- A. CITY reserves the right to use and occupy any portion of the improvement which has been completed sufficiently to permit use and/or occupancy, and such use and/or occupancy shall not be construed as an acceptance of the work as a whole or any part thereof. Any claims which CITY may have against the Contractor shall not be deemed to have been waived by such use and/or occupancy.

GC-21. SIGNATURES

- A. A proposal made by a corporation shall be signed and sealed by the legally authorized officers of said corporation. If awarded the contract, the Agreement shall also be executed by proper authorized officers and be affixed with the corporate seal. If a proposal or contract is signed by an agent, such agent shall furnish satisfactory written evidence of the agent's authority to sign as the legal representative of the bidder. An authorized partner of a co-partnership may sign the Agreement subject to the approval of the Attorney, who may, at his/her discretion, require each and every member of the co-partnership to sign the Agreement.

GC-22. ORDERS TO BEGIN WORK

- A. The successful bidder shall not begin work until after the Agreement has been executed and the surety bond and insurance has been approved by the Attorney. The order for the Contractor to begin work shall be issued by the Engineer by a written "Notice to Proceed".

GC-23. ORDER OF WORK

- A. The Agreement period and time of completion will be as set forth in the Instruction to Bidders included in the Contract Documents.
- B. GC-13 "Time of Completion/Liquidated Damages" of the General Conditions shall apply to interim as well as final completion dates.
- C. The specific details of the order of work will be established by the Engineer before construction begins. Before the successful bidder is authorized to begin work, he/she shall attend a pre-construction conference with the Engineer. At this time the successful bidder shall present a written schedule for the entire Project, specifying the beginning and completion dates for each phase of work. Once approved by the Engineer, this schedule shall be adhered to by the Contractor and he/she shall employ the necessary work force and equipment to maintain such schedule. Contractor further agrees that the approval by the Engineer of such schedule shall not create any liability to the Engineer or CITY for Contractor's means, methods, sequences, techniques or site safety.

GC-24. EFFICIENCY OF OPERATION/LICENSING

- A. The work embraced in this Project shall be started at the earliest possible date after issuance of the Notice to Proceed, and shall be prosecuted regularly and without interruption thereafter, unless otherwise directed by the Engineer. The Contractor shall furnish work force and equipment sufficient to accomplish full completion of the work within the time specified in the proposal and Agreement. The Contractor shall at all times employ efficient and experienced workers. Contractor shall also require and verify that all workers and subcontractors are licensed in accordance with law and/or regulation.

GC-25. PROTECTION OF WORK AND PROPERTY

- A. The Contractor shall exercise particular care in protecting surrounding buildings, structures, trees, and property from injury during the demolition and construction operation, and shall be responsible for their protection and shall repair or compensate the CITY thereof for any damage which may result from such

demolition and construction operations. The expense of such compensation or repair shall be borne by Contractor, and shall not be the responsibility of CITY.

- B. The Contractor shall exercise particular care in protecting trees, located on private or public property, from injury during the demolition and construction operations. If the Contractor's duties under this Agreement shall cause any damage, mutilation, or destruction whatsoever, of any tree, due to Contractor's need to remove, top, excavate, fill, or compact the roots of such tree, or by the placement or storage of any materials which are hazardous to trees, near such tree, the Contractor shall:
 - 1. Inform the City Engineer in writing of such need; and
 - 2. Plot the location of such tree on the site plan which is the subject of this Agreement; and
 - 3. Comply with all permit requirements as set forth in the Community Forest Ordinance, Moscow City Code §5-8-1 *et seq.*
- C. Any utilities damaged by the Contractor shall be repaired by the Contractor and the Contractor shall be responsible to maintain temporary service until such damage is repaired. The expense of such repair and/or temporary service shall be borne by Contractor, and shall not be the responsibility of CITY.
- D. The Contractor shall provide and maintain temporary sidewalks, warning lights, barricades and other preventive means to safeguard pedestrian and vehicular traffic around the construction, as deemed necessary by CITY.
- E. During all construction operations, the Contractor shall construct and maintain such facilities as may be required to provide access by all property owners to their property. No person shall be cut off from access to his/her residence or place of business unless the Contractor has made a special arrangement with the affected persons.
- F. Construction operations and parking of vehicles shall be confined to areas designated by CITY. Contractor shall consult the proper traffic regulatory authorities regarding the routing of trucks and other vehicles, and shall follow the direction of such authorities.
- G. Any structures, tanks, mechanisms or equipment damaged by the Contractor shall be repaired at the Contractors expense. Any fines or penalties incurred by CITY as a result of any damages to the facilities shall be paid or mitigated by the Contractor.

GC-26. RESPONSIBILITY FOR SAFETY

- A. The Contractor shall be responsible for the safety of his/her work, equipment, and materials, until the finished project is accepted by CITY.

GC-27. GUARDS AND BARRICADES

- A. The Contractor shall erect and maintain such barricades, detour signs and warning lights as will effectively mark any hazards or detours and the Contractor shall be liable for any damage occasioned by his/her acts or negligence, or the acts or negligence of his/her employees, agents or subcontractors, and shall indemnify CITY against loss and/or liability for any such damage, acts or negligence. Traffic signs shall be in accordance with the standards presented in the most current edition of the "Manual on Uniform Traffic Control Devices".

GC-28. EXISTING TRAFFIC SIGNS AND FACILITIES

- A. Existing traffic and street name signs which will interfere with construction shall be removed by the Contractor and stored in a safe place. These signs shall not be removed until the Contractor has obtained the consent of the traffic regulatory authorities having jurisdiction and until the necessary measures have been taken to safeguard traffic after the signs have been removed. Preservation and maintenance of the signs shall be the sole responsibility of the Contractor. As soon as sign location no longer interferes with work, the Contractor shall reset all such signs at locations indicated by the traffic regulatory authorities having jurisdiction, in cooperation with the Engineer and Streets Department. All costs incurred in work outlined above shall be considered as incidental to the construction contract, and shall be borne by Contractor.

GC-29. MAINTAINING POSTAL SERVICE

- A. Postal service shall be maintained in accordance with instructions of the U.S. Post Office Department. The Contractor shall be responsible for moving mail boxes to temporary locations designated by the Post Office Department, and at completion of the work he/she shall replace them in locations and in condition satisfactory to the Post Office Department.
- B. It will be the Contractor's responsibility to contact the U.S. Post Office Department for their requirements in maintenance of postal service and to follow those requirements.
- C. In cases where posts upon which the box or boxes are fastened are in such condition that they cannot be reset, the Contractor shall furnish posts for this purpose at his/her own expense.
- D. All costs incurred in work outlined above shall be considered as incidental to the construction contract, and shall be borne by Contractor.

GC-30. EMERGENCY WORK

- A. The Contractor will not be allowed added compensation for any emergency work performed on Sundays or legal holidays unless such work is ordered in writing by the Engineer.

GC-31. SUPERVISION OF WORK

- A. During the progress of the work, the Contractor shall employ a competent superintendent and any necessary assistants at the job site. The superintendent shall not be changed except with the approval of the Engineer (or upon the order of the Engineer should the superintendent be or become unsatisfactory to the Engineer)

unless the superintendent proves to be unsatisfactory to the Contractor and ceases to be in his/her employ. The superintendent shall represent the Contractor in the Contractor's absence and all directions given to him/her shall be as binding as if given to the Contractor. Important directions shall be so confirmed on written request in each case.

- B. The Contractor shall give efficient supervision to the work, using his/her best skill and attention. He/she shall carefully study and compare all drawings, specifications and other instructions and shall at once report to the Engineer any error, inconsistency or omission which he/she may discover, but he/she shall not be held responsible for their existence of discovery.

GC-32. CORRECTION AND COMPLETION OF WORK

A. Correction of Work before Final Payment:

1. The Contractor shall promptly remove from the premises all materials condemned by the Engineer as failing to conform to the Agreement, whether incorporated in the work or not, and shall re-execute any work condemned by the Engineer as failing to conform to the Agreement, and the Contractor shall promptly replace such non-conforming materials and re-execute such non-conforming work in accordance with the Agreement, such costs of replacement and re-execution to be borne by Contractor at no additional expense to CITY.
2. If the Contractor does not re-execute such non-conforming work and/or remove and replace such non-conforming materials within a reasonable time, fixed by written notice of the Engineer, then and in that event CITY may remove them and may store the material at the expense of the Contractor. If the Contractor does not pay the expenses of such removal within ten (10) days' time thereafter, CITY may, upon ten (10) days written notice, sell such materials at auction or at private sale and shall account to Contractor for the net proceeds thereof, after deducting all the costs and expenses of such removal, storage, sale and repair. Nothing contained herein shall relieve the Contractor from his/her responsibility to perform the work in accordance with the Contract Documents, nor to reduce the liability of the Contractor to replace such non-conforming materials or re-execute such non-conforming work.

B. Correction of Work after Final Payment:

1. Neither the final certificate, nor payment, nor any provision in the Contract Documents shall relieve the Contractor of responsibility for faulty and/or non-conforming materials or workmanship and unless otherwise specified, he/she shall remedy any defects due thereto and pay for any damage to other work resulting there-from, which shall appear within a period of one (1) year from the date of final acceptance. CITY shall give notice of observed defects with reasonable promptness.

C. Deductions for Uncorrected Work:

If the Engineer and CITY deem it inexpedient to correct work injured or done not in accordance with the Agreement, an equitable deduction from the agreement price and/or extended warranty shall be made therefore.

GC-33. SUBSTITUTES CLAUSE

- A. In order to establish a basis or quality, certain processes, types of machinery and equipment, kinds of material, may be specified on the plans or herein, by designating a manufacturer by name and referring to his/her brand or product designation. It is not the intent of these specifications to exclude other processes, equipment or materials or a type and quality equal to those designated.
- B. The materials, products and equipment described in the bidding documents establish a standard or required function, dimension, appearance and quality to be met by any proposed substitution.
- C. Approval of alternate and equal specified equipment and material will be only by addenda issued by the Engineer at least five (5) days prior to bid opening. Requests for approval of alternate equipment and materials manufacturers must come from the manufacturer or bidder at least ten (10) days prior to bid opening. All such requests must be accompanied by drawings and specifications in sufficient detail to allow the Engineer to determine whether or not the equipment and materials proposed is equal to that specified. The determination as to whether or not the proposed substitute equals that specified, shall rest solely with the City, based upon the opinion of the Engineer. The burden of proof of the merit of the proposed substitute shall be upon the proposer.
- D. No extra compensation will be allowed the Contractor for any changes required to adopt the substitute equipment; therefore, the Contractor's proposal, including the approved alternate, shall include all costs for any modifications to the plans such as structural and foundation changes, additional piping or changes in piping, electrical changes, or any other modifications which may be necessary or required for approval and adoption of the proposed alternate equipment.

GC-34. DETAILED BREAKDOWN OF CONTRACT PRICE

- A. The Contractor shall, within ten (10) days after receipt of the notice to proceed, submit a complete breakdown of all lump sum bid items showing the value assigned to each part of the work, including an allowance for profit and overhead. Upon acceptance of the breakdown of the contract price by the Engineer, it shall be used as the basis for all requests for payment.

GC-35. CONTRACTOR'S RESPONSIBILITY FOR UTILITY PROPERTIES AND SERVICE

- A. Certain utilities and structures which are expected to be adjacent to or encountered in the work are shown on the plans. It is known that there are discrepancies and omissions in the locations and quantities of existing utilities and structures shown.

Those shown are for the convenience of the Contractor only, and no responsibility is assumed by either the City or the Engineer for their accuracy or completeness.

- B. It is the Contractor's responsibility to notify "CALL BEFORE YOU DIG" at nationwide #811 prior to excavating and to comply with Idaho Code Section 55-2207 and all other applicable laws and regulations regarding the protection of underground utilities.
- C. At points where the Contractor's operations could cause damage which might result in considerable expense, loss, and inconvenience when his/her operations are adjacent to or near a railway, telephone, television, power, oil, gas, water, sewer, irrigation, or other private or municipal systems, the operations shall be suspended until all arrangements necessary for the protection thereof have been made by the Contractor.
- D. The Contractor shall notify all utility offices which are affected by the construction operation at least forty-eight (48) hours in advance of such construction. Under no circumstances shall the Contractor expose any utility without first requesting permission from and being granted to do so from the affected agency. Once permission has been granted, Contractor shall locate, if necessary, and expose all existing underground utilities in advance of any trenching operation. Hand digging shall be required within twenty-four (24) inches of a marked utility.
- E. The Contractor shall protect all other poles from damage. If interfering power poles, telephone poles, guy wires, or anchors are encountered, Contractor shall notify the Engineer and the affected utility company at least forty eight (48) hours in advance of construction operations to permit the necessary arrangements to be made with the affected utility company for protection or relocation of the interfering structure.
- F. The Contractor shall be solely and directly responsible to the CITY and operators of such properties for any damage, injury, expense, loss, inconvenience, delay, suits, actions, or claims, of any character brought because of any injuries or damage which may result from the carrying out of the work to be done under the Agreement. Contractor shall hold harmless, indemnify and defend CITY from any such claims.
- G. In the event of interruption to domestic water, sewer, storm drain, or to other utility services as a result of accidental breakage, or as a result of being exposed or unsupported, the Contractor shall promptly notify the proper authority. After such notification, the Contractor shall cooperate with said authority in restoration of service as promptly as possible and the Contractor shall bear all costs of repair. In no case shall interruption of any water or utility service be allowed to exist beyond working hours unless prior approval is received from the Engineer.
- H. In the event the Contractor encounters utility lines that interfere with trenching, the Contractor may, by obtaining prior written approval of the appropriate utility company, cut the service, dig through and restore the service with similar and equal materials at the Contractor's expense.

GC-36. STREET CLEANUP DURING CONSTRUCTION

- A. The Contractor shall clean all spilled dirt, gravel, or other foreign material caused by the construction operations from all streets and roads at the conclusion of each day's work.

GC-37. CLEANUP

- A. The Contractor shall at all times during the work keep the premises clean and orderly. He/she shall promptly remove all waste materials and rubbish. All directions from the Engineer and all authorized public officials having jurisdiction over health and safety shall be obeyed.

GC-38. PROOF OF TAX PAYMENT

- A. The Contractor shall, within ten (10) days after receipt of the Notice of Award, furnish the Idaho State Tax Commission with a completed State of Idaho Form WH-5, PUBLIC WORKS CONTRACT REPORT (http://tax.idaho.gov/forms/EFO00168_04-28-2011.pdf). Copies of the form may be obtained from CITY, or from the Idaho State Tax Commission.
- B. The Contractor shall furnish evidence that he/she has paid all state and local taxes which have become due and payable and that he/she has secured payment of state and local taxes which have accrued, but which are not due. CITY shall not make final payment to Contractor until a tax release (https://tax.idaho.gov/forms/EFO00234_05-27-2020.pdf) from the Idaho State Tax Commission has been received by CITY.

GC-39. HOLD HARMLESS REQUIREMENT

- A. In addition to other rights granted CITY by the Contract Documents, the Contractor shall indemnify and save harmless CITY, its officers and employees, from all suits, actions, or claims of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of the operations of the Contractor or his/her subcontractors; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any act or omission, neglect, or misconduct of the Contractor or his/her subcontractors; or because of any claims or amounts recovered from any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Workmen's Compensation Act or any other law, ordinance, order or decree.

GC-40. JURISDICTION AND DISPUTE RESOLUTION

- A. Either CITY, or Contractor, may request mediation of any Claim submitted to Engineer for a decision before such decision becomes final and binding. A mediator with a background in construction litigation shall be selected by mutual agreement. In the event the parties cannot mutually agree upon a mediator, the Trial Court Administrator for the Second Judicial District shall submit a list of three (3) mediators to the parties. Each party will be allowed to strike one (1) of the listed mediators, Contractor proceeding first and CITY second. The remaining person shall then be the mediator. Costs of the mediation shall be borne equally by the parties.

- B. CITY and Contractor shall participate in the mediation process in good faith. The process shall be concluded within sixty (60) days of filing of the request.
- C. If the Claim is not resolved by mediation, Engineer's action or denial shall become final and binding thirty (30) days after termination of the mediation unless, within that time period, CITY or Contractor:
 - 1. agrees with the other party to submit the Claim to another dispute resolution process; or
 - 2. gives written notice to the other party of the intent to file an action in the Second Judicial District of the State of Idaho which court, the parties agree, is the court with jurisdiction to hear the dispute. The action must then be filed not later than sixty (60) days after substantial completion of the Project.

GC-41. PERMITS AND LICENSES

- A. The Contractor shall obtain and pay for all permits and licenses, including but not limited to the following:
- B. Those required by the Moscow City Code, such as:

Community Forestry Ordinance	§5-8-1 et seq.
Building Code	§7-1-1 et seq.
Plumbing Code	§7-1-2 et seq.
Electrical Code	§7-1-3 et seq.
Gas Code	§7-1-4 et seq.
Contractor Licensing Ordinance	§7-16-1 et seq.
- C. Those required by the Idaho Code or other State Law.
- D. Those required by the Code of Federal Regulations or other Federal Law.

GC-42. ENVIRONMENTAL MATTERS

- A. Contractor shall comply with all statutes and regulations regarding environmental matters, including, but not limited to, matters of health, safety, exposure, disposal, reporting, mitigation, etc.

GC-43. NO THIRD PARTY BENEFICIARIES

- A. No claim as a third party beneficiary under this Agreement by any person other than Contractor shall be made or shall be valid against CITY, and CITY shall not be liable for or be held to pay any money to such person.

GC-44. COMPLIANCE WITH GRANT CONDITIONS

- A. Contractor shall comply with all conditions of, and all laws applicable to, and all policies, practices and procedures of the City applicable to, any federal, state or local grant received by the City or Contractor at any time with respect to this contract or with respect to the provision, performance or completion of the work.

ENGINEERING SPECIFICATIONS

ES-1. SCOPE OF WORK

The scope of work for the project is as set forth in the project specific plans and specifications.

The intent of the contract is to provide for the construction and completion in every detail of the work described.

The City reserves the right to make, at any time during the progress of the work, such changes in quantities and such alterations in the scope of work as are necessary to satisfactorily complete the project and the Contractor shall perform the work as altered. Compensation for change in scope of work will be in accordance with the project specific contract documents.

Unless otherwise noted, all labor, materials, and equipment necessary for the execution and completion of the work shall be furnished by the Contractor.

ES-2. TRAFFIC CONTROL/R.O.W USE PERMITS

2.1 Traffic Control

- A. The Contractor shall obey all rules, laws, ordinances and regulations of all traffic regulatory authorities having jurisdiction regarding the closing or barricading of public streets. Work shall not begin until the proper permits have been acquired and all required traffic control devices are in place.
- B. **Prior to commencement of work, the Contractor shall submit to the Engineer for review, Traffic Control Plan(s) created by an *ATSSA or ESC certified Traffic Control Supervisor*. The plan shall be consistent with requirements detailed in the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) and shall include identification of detour routes for pedestrians. All traffic control devices shall be MUTCD approved, and installed and maintained by *ATSSA or ESC certified Traffic Control Technicians*. In the event where flagging is required to control traffic flow around a work zone, all flaggers shall have a *current ATSSA or ESC flagging card*.**

Traffic control plans for work within State of Idaho highway right-of-way must also be approved by the Idaho Transportation Department.

- C. The work shall be carried out so as to cause a minimum of dislocation of normal commercial pursuits. Traffic must be kept open on roads and/or streets where no detour is possible. The Contractor shall, in addition to other requirements contained herein, without further notification or other order, provide, erect, and maintain at all times during the progress or temporary suspension of the work,

barricades, fences, signs, flaggers, or other protection in accordance with the most current edition of the "Manual on Uniform Traffic Control Devices" and shall provide, keep, and maintain such danger lights, signals, and flaggers, as may be necessary or ordered by the Engineer and/or traffic regulatory authorities having jurisdiction to ensure the safety of the public as well as those engaged in connection with the work. All barricades and obstructions shall be protected by signal lights which shall be suitably distributed across and along the roadway and which shall be kept burning from one hour before sunset until one hour after sunrise and at other times as vision is obscured by fog, smoke, or dust.

- D. The Contractor shall promptly reopen streets and driveways to the public after construction work requiring their closure is completed, and all safety issues have been resolved. Local traffic shall be provided access to private properties at all times, except during necessary stages of construction when it is impractical to carry on the construction and maintain traffic simultaneously, such as for the placing of hot mix asphalt pavement, placing and curing of Portland cement pavement, and deep sewer excavation which prohibits safe travel of vehicular traffic. No private driveway may be closed except as provided here-in, or unless permission is given the Contractor by the owner of the property affected. Emergency traffic such as police, fire, and disaster units shall be provided reasonable access at all times. The Contractor shall be solely responsible for any damages which may result from failure to provide such reasonable access.
- E. The Contractor shall take every precaution to protect pedestrian, bicycle and vehicular traffic. Whenever, in the opinion of the Engineer, the Contractor has not provided sufficient or proper safety precautions and safeguards, he/she shall do so immediately, and to whatever extent the Engineer directs at no additional cost to the City. Should the City Engineer deem it necessary to augment the traffic control devices and the Contractor be unresponsive or unwilling to do so, the Contractor will be charged the customary rental rate and force account charges for the required personnel to bring the site into compliance with the MUTCD.

2.2 Right of Way Use Permits

- A. All street and sidewalk closures require a City issued Street Closure Permit.
- B. Work within public right of way requires a City issued Right of Way use permit.
- C. Work within State of Idaho highway right-of-way requires an Idaho Transportation Department (ITD) permit. These permits must be obtained through the City; not directly from ITD.

2.3 Payment: Traffic Control

Traffic control will be paid for as incidental to other bid items if there is no specific bid item for traffic control included in the proposal; OR, as a lump sum amount if traffic control is included

as a separate pay item in the proposal. Lump Sum price for traffic control includes furnishing, installing and maintaining the required devices to comply with MUTCD requirements.

ES-3. MATERIALS

All materials shall be new, free of defects, manufactured in the USA and shall be furnished and installed according to the manufacturer's specifications.

ES-4. REMOVALS AND DISPOSALS

The Contractor shall be responsible for all removals indicated on the Plans and in the Specifications, and as may be necessary to complete the work in accordance with the true intent and meaning of the drawings and the details.

The Contractor shall patch, repair, and/or replace all existing work immediately adjacent to the newly constructed areas, or where removals are made, so that such adjacent work is left in the same state as their original condition. Such applications specifically shall apply to private driveways with the intent that all such driveways will be left with a smooth consistent and constant grade constructed of the same material and to the same specifications as originally used in constructing the driveway.

When salvageable material is to remain Contracting Agency property, the Specifications will identify the material and describe how the Contractor shall remove it and where it will be stored. Any material not named in the Specifications as Contracting Agency property will become the property of the Contractor and shall be removed from the project.

The Contractor may dispose of waste material in Contracting Agency-owned sites if the Specifications or the Engineer permits it. Otherwise, the Contractor shall arrange to dispose of waste at no expense to the Contracting Agency.

The Contractor shall acquire all permits and approvals required for the use of the disposal site. The cost of any such permits and approvals shall be included in the Bid prices for other Work.

The Contractor shall provide the Engineer the location of all disposal sites to be used and also provide copies of the permits and approvals for such disposal sites before any waste is hauled off the project.

The Contractor shall protect, indemnify, and save harmless the Contracting Agency from any damages that may arise from the Contractor's activities in making these arrangements. Any action required to satisfy any permit and/or any approval requirements in a Contractor-provided disposal site shall be performed by the Contractor at no additional expense to the Contracting Agency.

Removals and disposals will be paid by lump sum or unit price:

The price shall include all costs incurred to remove and dispose of the items bid including labor and equipment and other incidental costs.

ES-5. EARTHWORK

5.1 Excavation

All excavation shall be unclassified, except that which is required for the installation of pipe (storm, sanitary, water, drain), which is classified as trench excavation.

This work shall consist of excavation and disposal of all material, not being removed under some other item, which is encountered within the limits of the work necessary for the construction in accordance with the Specifications and in reasonable close conformity with the lines, grades, or thicknesses shown on the plans, or established by the Engineer.

This work shall include all excavation performed under this item regardless of the material encountered.

This work shall include the removal and disposal of any structure or any miscellaneous obstructions which are visible or are indicated on the plans which encroach upon or otherwise obstruct the work and for which a separate bid is not taken.

This work shall also include the preparation of the subgrade when the subgrade is not on a fill section. Subgrade elevation shall be below the gravel base elevation of pavement as indicated on the plans, and shall conform to the crown of the finished pavement surface. All depressions or ruts containing water shall be drained, as arranged with the Engineer. The entire surface shall be bladed to remove inequalities and secure a uniform surface. Line and grade stakes will be provided once by the Engineer, or his/her representative. The Engineer, or his/her representative, will set one set of stakes at fifty (50) foot intervals and at closer intervals where necessary. The subgrade shall be brought to a firm unyielding surface, true to line, grade, and cross section, by rolling and processing with equipment generally used for this purpose and acceptable to the Engineer. All soft, spongy, or yielding spots, which may be ordered to be removed by the Engineer, shall be entirely removed and replaced with geotextile and suitable rock material and thoroughly compacted to the satisfaction of the Engineer.

5.2 Structural Fill

This work shall consist of furnishing and placing selected material in one or more courses to form a stable roadbed in accordance with these specifications and in conformity with the Plans.

Structural fill (also 'Borrow' or 'Embankment') may consist of naturally occurring sand, sand gravel, sand and rock mixtures, decomposed granites, and native loess or clays. Sand and rock mixtures shall contain sufficient sand to fill the voids of the larger gravel

and stone to permit the required compaction. All borrow must be obtained from designated or approved sources. Structural fill shall be free of roots, bark, topsoils or other organic materials.

The surface upon which the structural fill is to be placed shall conform to the established lines and grades and shall be smooth and uniform, having been cleared of all vegetation, roots, stumps, topsoil, and foreign material.

The Contractor shall use necessary precautions in loading borrow to assure reasonable uniformity in grading.

Borrow shall be compacted with modern, efficient, compacting equipment satisfactory to the Engineer.

Embankment shall be placed in successive horizontal layers not exceeding eight (8) inches in loose thickness. All embankment shall be compacted to at least ninety-five (95) percent of the maximum density in accordance with AASHTO T-99. At all locations that are inaccessible to a roller, the embankment shall be brought up in horizontal layers and compacted thoroughly with mechanical tampers. The horizontal layers shall not exceed eight (8) inches in loose thickness. The compacting equipment may be of any type provided they are capable of compacting each lift of the material to the specified density.

5.3 Payment

The accepted quantities of EXCAVATION will be paid for by the per cubic yard unit price or by lump sum. The quantity of excavation, as listed on the proposal or measured in the field, shall be used to compute the final payment, exclusive of any extra work ordered by the Owner or his/her representatives, as provided under Section GC-11, Extra Work.

The accepted quantities of STRUCTURAL FILL will be paid for by per cubic yard unit price or by lump sum. The unit price per cubic yard shall include all materials, labor, equipment and other costs incidental to furnishing and placing the borrow as herein specified and as shown on the plans.

ES-6. SUBGRADE SEPARATION GEOTEXTILES

6.1 Materials

Geotextile shall be Type II, nonwoven or woven, as set forth in **Section 718.07 – Subgrade Separation Geotextile Property Requirements** of the latest edition of the Idaho Transportation Department's Standard Specifications for Highway Construction.

6.2 Construction Requirements

Geotextile shall be furnished and installed in accordance with **Section 640 – Construction Geotextiles** of the latest edition of the Idaho Transportation Department's Standard Specifications for Highway Construction.

6.3 Payment

Geotextile will be paid for on the basis of unit price, per square yard, furnished and installed.

ES-7. CRUSHED ROCK BASE

7.1 Description

This work shall consist of furnishing and placing one or more courses of aggregate on a prepared surface in accordance with these Specifications and in reasonably close conformity with the lines, grades, thicknesses and typical sections shown on the Plans and/or established by the Engineer.

The Contractor shall make their own arrangements for obtaining crushed rock base material and shall designate the source of same in ample time to permit sampling and testing by the Engineer.

7.2 Aggregate

A. 3/4" (-) Aggregate shall conform to the following gradation:

Sieve Size	Percent Passing
1 inch	100
3/4 inch	90 – 100
No. 4	40 – 65
No. 8	30 – 50
No. 200	3 – 9

The sand equivalent shall not be less than 30 if 5 percent or more of the material passes the No. 200 sieve. Sand equivalent will not be required if less than 5 percent passes the No. 200 sieve.

B. 1-1/4" (-) Aggregate shall conform to the following gradation:

Sieve Size	Percent Passing
1-1/2 inch	100
1 inch	90 – 100
1/2 inch	60 – 80
No. 4	35 – 60
No. 8	25 – 50

No. 30	10 – 30
No. 200	2 – 9

The sand equivalent shall not be less than 30 if 5 percent or more of the material passes the No. 200 sieve. Sand equivalent will not be required if less than 5 percent passes the No. 200 sieve.

7.3 Test Methods

Tests shall be made in accordance with the following applicable standard methods:

Field determination of density of soil in-place and percent compaction.

Idaho T-74

Compaction standard for coarse granular materials by use of the vibratory spring-loaded compactor.

Idaho T-74

Moisture density relations using a 5.5 lb. rammer and 18 inch drop, method A or C.

AASHTO T-99

Nuclear method for the determination of percent compaction in place density and moisture content of soils and aggregates.

WAQTC TM7

7.4 Placing

Prior to placing base rock, the excavated subgrade will be graded smooth and compacted to the satisfaction of the Engineer. Geotextile fabric shall then be placed upon the full width of the compacted subgrade. The geotextile fabric shall be as specified in Specification ES-6 SUBGRADE SEPARATION GEOTEXTILES. Joints between sections of fabric shall overlap a minimum of 2 feet along longitudinal joints and a minimum of 6 feet at end joints.

If the required compacted depth of the base course exceeds 8.0 inches, the base shall be constructed in two or more layers of approximate equal thickness.

7.5 Mixing

Unless otherwise specified, the Contractor shall mix the base course by any one or a combination of the three methods specified below:

Stationary Plant Method. The aggregate and water shall be mixed in an approved mixer. Water shall be added during the mixing operation in an amount necessary to facilitate compaction. After mixing, the base material shall be placed on the roadbed by means of an approved aggregate spreader.

Travel Plant Method. After the material for each layer of base course has been placed through an aggregate spreader or windrow sizing device, the base shall be uniformly mixed by a traveling mixing plant. During the mixing, water shall be added in an amount necessary to facilitate compacting.

Road Mix Method. After material for each layer of base course has been placed, the materials shall be mixed by motor graders or other approved equipment until the mixture is uniform throughout. During the mixing, water shall be added in an amount necessary to facilitate compaction.

7.6 Shaping and Compaction

After each layer has been spread it shall be compacted for its full width. The choice of compaction equipment will be left to the Contractor. Compaction shall continue until not less than 95% of the standard density is attained as determined by AASHTO T-99.

At the request of the Contractor, the Engineer, or his/her representative, will set one set of stakes at fifty (50) foot intervals and at closer intervals where necessary.

All soft, spongy, or yielding spots, which may be ordered repaired by the Engineer, shall be repaired in accordance with Specification ES-8 SOFT SPOT REPAIR.

7.7 Payment

The accepted quantities of CRUSHED ROCK BASE will be paid for by the unit price per ton. The unit price per ton shall include all materials, labor, equipment and other costs incidental to furnishing and placing the crushed rock, as herein specified and as shown on the plans.

Weight slips, in duplicate form, shall accompany each load of crushed rock to the construction site. Upon delivery of the material, one copy of the weight slip will be given to the Engineer, or his representative, and one copy will remain with the truck driver, before the material is unloaded. Under no conditions will any weight slips be accepted by the Engineer, or his representative, after the material is unloaded from the vehicle. It shall be the responsibility of the Contractor to give the Engineer ample advance notice of the time when such material shall arrive at the job site, in order to assure the presence of the Engineer, or his representative, at the job site during delivery of the material. The weight slips will be the only basis of determination of pay quantity for this item.

ES-8. SOFT SPOT REPAIR

8.1 Materials

Geotextile shall be Type II, nonwoven or woven as per Specification ES-6 SUBGRADE SEPARATION GEOTEXTILES. Crushed Rock Base shall be 1-1/4"(-) crushed basalt per Specification ES-7 CRUSHED ROCK BASE.

8.2 Construction Requirements

All soft spots in the subgrade shall be called to the attention of the Inspector prior to placing the geotextile fabric. The Inspector shall determine where additional excavation is necessary and instruct the Contractor on such over excavation.

All soft, spongy, pumping or yielding areas will be ordered by Engineer to be repaired as herein described:

1. Remove subgrade to a depth of one foot below design subgrade elevation.
2. Add Subgrade Separation Geotextile to the bottom of the excavated area. This layer of geotextile will be in addition to that required for the entire subgrade area.
3. Backfill the area with Crushed Rock Base (95% min. compaction) to subgrade design elevation.

Dispose of the excavated material per Specification ES-4 REMOVALS AND DISPOSALS.

The Contractor shall cooperate with the City in determining the areas that require Soft Spot Repair by furnishing a loaded dump truck and operator to roll over the entire subgrade area and, with the assistance of a City representative, locate and mark all soft spots.

8.3 Payment

SOFT SPOT REPAIR will be paid for on the basis of unit price, per square yard, complete, in-place; including excavation, base aggregate and geotextile.

The Engineer may determine that excavation in excess of the one foot depth may be required to accomplish the repair; in such instances compensation will be adjusted proportionately.

ES-9. WATERING

Bulk water furnished to contractors for the construction of City funded projects will be provided at NO cost to the contractor. Bulk water furnished to contractors for purposes other than the construction of City funded projects must be purchased from the City. All bulk water use by contractors will be metered and paid for under rates and fees established by the City's most current adopted fee schedule and pursuant to City Code.

ALL BULK WATER WILL BE FURNISHED IN ACCORDANCE WITH THE CITY OF MOSCOW'S 'BULK WATER USE POLICY'.

Contractors shall coordinate ALL water usage with the Moscow Water Department.

ES-10. WEIGHING

Weighing equipment for the weighing of crushed stone surfacing materials, bituminous construction, etc., shall consist of and conform to Section 109, of the latest edition, of the Idaho Transportation Departments Standard Specifications for Highway Construction, and amendments thereto. In any event, the scales shall be tested and sealed, at the expense of the Contractor, as set forth in the Standard Specifications listed above. Weight slips in duplicate form shall accompany each load of crushed rock or asphalt to the construction site.

ES-11. CONCRETE

11.1 General

Portland cement concrete shall conform to Section 502 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, and amendments thereto, and as follows:

Portland cement concrete shall be composed of Portland cement, fine aggregate, coarse aggregate and water, proportioned and mixed in accordance with these specifications. Unless otherwise provided, the Portland cement concrete shall be Idaho Transportation Department Class 40B having a minimum unit compressive strength at 28 days age of 4,000 psi. Class 40B concrete shall have 6 sacks of cement per cubic yard of concrete and an air entrainment content of 6.5 percent, plus or minus 1.5 percent. The slump shall be a maximum of five (5) inches and shall not vary more than one (1) inch from the average.

11.2 Portland Cement

Portland cement shall conform to AASHTO M-85, Type I or II and shall contain no more than 0.60 percent total alkali. Type III can be used with prior approval of the Engineer.

Unless otherwise permitted, the product of only one mill or any one brand and type of Portland cement shall be used on any single pour.

11.3 Aggregates

Aggregates shall be reasonably free from wood, roots, bark, soft or disintegrated pieces, or other deleterious matter. Blend sand may be approved for use to correct deficiencies in the grading sizes, provided the combination meets the specification requirements for the class of material being produced.

Fine aggregate for concrete shall conform to the following gradation:

<u>Sieve Size</u>	<u>Percent Passing</u>
3/8 inch	100
No. 4	95 – 100
No. 16	45 – 80
No. 50	10 – 30
No. 100	2 – 10
No. 200	0 – 4

Sand equivalent shall be a minimum of 70.

Fineness modulus to be between 2.50 and 3.10 (AASHTO M-6).

The amount of deleterious substances shall not exceed the following limits:

	<u>Percent by Weight Maximum</u>
Clay lumps	1.0
Coal & lignite	1.0
Material to be reasonably free of shale, alkali, mica, coated grains, & soft flaky particles.	

Organic impurities shall not exceed those specified in AASHTO T-21. Mortar making properties shall conform to AASHTO T-71 or ASTM C87.

Coarse aggregate for concrete shall conform to the following gradations for coarse aggregate size No. 3:

<u>Sieve Size</u>	<u>Percent Passing</u>
1 1/2 inch	100
1 inch	95 – 100
1/2 inch	25 – 60
No. 4	0 – 10
No. 8	0 – 5

The amount of deleterious substances shall not exceed the following limits:

	<u>Percent by Weight (Maximum)</u>
Coal & lignite	1.0
Clay lumps	0.5
Material to be reasonably free of shale, alkali, mica, coated grains, & soft flaky particles.	

11.4 Water

Water for concrete shall be obtained from any source of potable water. Sources of non-potable water shall be approved before use.

11.5 Curing Compound

The curing compound shall be a liquid membrane-forming curing compound conforming to AASHTO M-148 Type I, with a fugitive dye and shall be applied to all finished concrete surfaces immediately after the concrete has set.

11.6 Air Entraining Admixture

Air entraining admixture shall conform to AASHTO M-154.

ES-12. CONCRETE CONSTRUCTION REQUIREMENTS

12.1 Mixing and Delivery

- A. Concrete shall be mixed and delivered by means of any of the following:
 - 1. Mixed complete in a stationary mixer and the mixed concrete transported to the point of delivery in agitating equipment or in non-agitating equipment when approved. (Known as central-mixed concrete.)
 - 2. Mixed completely in a truck mixer at the batching plant or while in transit. (Known as transit mixed concrete.)
 - 3. Mixed completely in a truck mixer at the point of delivery following the addition of mixing water. (Known as truck mixed concrete.)
 - 4. Mix partially in a stationary mixer and the mixing completed in a truck mixer. (Known as shrink-mixed concrete.)
- B. Truck mixers and truck agitators shall be operated within the rated capacity and at a speed of rotation for mixing or agitating as designated by the manufacturer of the equipment.
- C. When a stationary mixer is used for the complete mixing of the concrete, the mixing time for mixers having a capacity of 10 cubic yards or less shall be 60 seconds minimum. For 10 or more yards capacity, the mixing time shall be approved. Mixing time shall be measured from the time all cement and aggregates are in the drum. The batch shall be so charged into the mixer that some water will enter in advance of cement and aggregates and all water shall be in the drum by the end of the first one-fourth (1/4) of the specified mixing time.
- D. For shrink-mixed concrete, the mixing time in the stationary mixer may be reduced to a minimum of 30 seconds. Mixing shall be completed in a truck mixer by not less than 50

or more than 100 revolutions of the drum or blades at mixing speed. The batch volume shall not exceed 70 percent of the gross volume of the drum.

- E. When a truck mixer is used for complete mixing each batch of concrete shall be mixed for not less than 70 nor more than 100 revolutions of the drum or blades at mixing speed. Additional mixing, if any, shall be at agitating speed.
- F. When a truck mixer or agitator is used for transporting concrete that has been completely mixed in a stationary mixer, mixing during transport shall be at the agitating speed.
- G. Unless otherwise approved, when a truck mixer or agitator is used for transporting concrete, the concrete shall be delivered to the site of the work and discharged completely within 1-1/2 hours or before the drum has been revolved 300 revolutions, whichever comes first, after the introduction of the cement to the aggregates. In hot weather or under conditions contributing to quick stiffening of the concrete, a time less than 1-1/2 hours may be directed. When a truck mixer is used for the complete mixing of the concrete, the mixing operation shall begin within 30 minutes after the cement has been intermingled with the aggregates. If additional mixing water is required to replace evaporated mixing water to maintain the specified slump and is added with the permission of the Engineer, a minimum of 20 revolutions of the truck mixer drum at mixing speed shall be required before discharge of any concrete.

Tests for consistency may be made at approximately the beginning, the midpoint, and the end of the load. If the results vary by more than the tolerance specified below, the mixer or agitator shall not be used until the condition is corrected.

<u>When Average Slump is</u>	<u>Tolerance</u>
3 inches or less	1/2 inch
More than 3 inches	1 inch

- H. Central mixing concrete may be transported in suitable non-agitating equipment. The bodies of such equipment shall be smooth, watertight metal containers.

12.2 Re-tempering

Concrete shall be mixed only in such quantities as are required for immediate use and shall be used while fresh before initial set has taken place. Any concrete having initial set before placing and finishing shall be wasted and not used for the work. No re-tempering of concrete (remixing with water or other materials) will be allowed, unless otherwise approved by the Engineer, and in no instance shall concrete be re-tempered at a rate in excess of 1 gallon of water per 1 cubic yard of concrete remaining in the truck.

12.3 Placing Concrete

General. Concrete shall not be placed until forms have been checked and approved by the Engineer. The forms shall be clean of all debris before concrete is placed. Concrete shall be placed so as to avoid segregation of the materials and the displacement of the reinforcement. Care shall be taken to fill each part of the form by depositing the concrete as near the final position as possible. After initial set of the concrete, the forms shall not be jarred and no strain shall be placed on the ends of projecting reinforcement.

12.4 Cold Weather Concreting

Heating and Placing Concrete. Before any concrete is placed, all snow and frost shall be completely removed. Concreting operations shall meet the following requirements when the ambient temperature falls below 40 degrees F.

To achieve adequate curing, the temperature of the concrete shall be maintained above 50°F during the entire curing period or 7 days, whichever is greater. The concrete temperature shall not be allowed to fall below 35°F during this time. Prior to placing concrete in cold weather, the Contractor shall provide a written procedure for cold weather concreting to the Engineer. The procedure shall detail how the Contractor will adequately cure the concrete and prevent the concrete temperature from falling below 35°F. Extra protection shall be provided for areas especially vulnerable to freezing (such as exposed top surfaces, corners and edges, thin sections, and concrete placed into steel forms). Concrete placement will only be allowed if the Contractor's cold weather protection plan has been approved by the Engineer.

The Contractor shall furnish concrete that will have a temperature of at least 50 degrees F and not more than 80 degrees F at the time of placing. Heating equipment shall heat all the materials uniformly. Such heating shall prevent the occurrence of non-uniform moisture contents or contamination in the aggregates. Aggregates shall be heated in a manner such that frozen lumps, ice and snow are eliminated. The average temperature of an individual batch of aggregate shall not exceed 150 degrees F.

The Contractor is solely responsible for protecting concrete from inclement weather during the entire curing period. Permission given by the Engineer to place concrete during cold weather will in no way ensure acceptance of the Work by the Contracting Agency. Should the concrete placed under such conditions prove unsatisfactory in any way, the Engineer shall still have the right to reject the Work although the plan and the Work were carried out with the Engineer's permission.

12.5 Placing in Hot Weather

The temperature of the concrete shall not exceed 80 degrees F at the time of placement. When the combination of ambient air temperature, concrete temperature, humidity and wind is such that rapid evaporation of moisture from the concrete surface will take place, the Contractor shall take measures to slow the evaporation to tolerable limits. Such measures may include, but not limited to, erecting sun shades or placing at night or early morning. Ice may be used as a part of the mixing water providing it has completely melted by the time mixing is completed.

12.6 Finishing Concrete

If, in the judgment of the Engineer, rock pockets are of such extent or character as to materially affect the strength of the structure or to endanger the life of the steel reinforcement, he may declare the concrete defective and require the removal and replacement of that portion of the structure affected. All holes and depressions shall be cleaned, thoroughly wetted, and filled with cement mortar composed of one part of cement to two parts of sand. All fins caused by form joints and other projections shall be removed above ground line. The resulting surfaces shall be reasonably smooth and uniform in texture and color. After the concrete is placed, it shall be struck off with a template or a vibrating screen. Concrete shall be finished to an even surface by means of both longitudinal and transverse floats. The use of power trowels will not be permitted.

When concrete sidewalk has hardened sufficiently the surface shall be given a broom finish. The broom shall be of an approved type. The stroke shall be perpendicular to the centerline with adjacent strokes, slightly overlapped. The finish shall be free from porous spots, irregularities, depressions, small pockets or rough spots.

12.7 Curing Concrete

Concrete surfaces shall be kept completely and continuously moist until a curing method is applied. Curing compound shall not be applied to concrete surfaces before the finishing has been acceptably completed and shall not be applied to construction joints or to the inside faces of joints to be sealed with silicone joint sealer. The curing compound shall not be applied during rainfall.

Prior to completion of the curing period, if any membrane surface is marred or damaged by scuffing and wear, the Engineer may require an immediate application of the same type membrane or water cure for the remainder of the cure period.

Membrane forming curing compounds shall be thoroughly mixed before use and agitated during application to prevent settling of the suspended solids. The membrane must be uniformly applied.

Membrane forming curing compounds shall be applied to the finished concrete immediately after the bleed water or free-water sheen leaves the surface of the finished concrete surface.

The curing compound shall be a liquid membrane curing compound conforming to AASHTO M-148 Type I. Curing compound shall be applied under pressure, at the rate of application as directed, and shall be at least 1 gallon per 200 square feet for each application. All concrete cured by this method shall receive two applications of the curing compound for a total minimum coverage of 1 gallon per 100 square feet. The first coat shall be applied immediately after stripping the forms and/or acceptance of the concrete finish. If the surface under the forms has dried the concrete shall be thoroughly wet with water and the curing compound applied just as the surface film of water disappears. The second application shall be applied after the first application has set. During curing operations all unsprayed exposed surfaces shall be kept wet with water.

Should the film become damaged from any cause, within 10 days, the damaged portion shall be repaired immediately with additional compound.

If this curing compound is applied to construction joints, it shall be removed by sandblasting before fresh concrete is placed against them.

All membrane forming curing compounds shall be accompanied by a Manufacturer's Certificate of Compliance and shall be approved by the Engineer, prior to its use.

12.8 Correction of Work After Completion of Construction – Two Year Warranty

The contractor/person installing the concrete shall be responsible for faulty and/or non-conforming materials or workmanship for a period of two (2) years from the date of the initial installation; he/she shall remedy any defects due thereto. The City shall give notice of observed defects with reasonable promptness.

Surface scaling (or spalling) of the new concrete surface will be the fundamental consideration for determining non-conforming workmanship and materials requiring remediation. Scaled surfaces exceeding 5% (randomly dispersed or concentrated) per twenty (20) square feet of concrete surfacing area will be considered defective and shall be replaced. Manner and method as well as configuration of the area requiring replacement will be as directed and approved by the City Engineer. All replacement of concrete shall be as per City standards and at the Contractor's expense.

ES-13. CONCRETE CURB

13.1 General

All concrete curb shall conform to the City of Moscow Standard Drawings, the Plans, and Specifications. Concrete for curbs shall conform to the requirements of ES-11 CONCRETE and ES-12 CONCRETE CONSTRUCTION REQUIREMENTS of these specifications.

13.2 Forms

Curb forms shall be set to line and grade as designated; securely staked, and so constructed as to result in finished lines true to the dimensions and shapes shown on the plans.

Forms shall be of wood or metal, straight and free from warp, and of sufficient strength to resist springing while placing concrete. Where a section must be constructed on a curve, straight lengths of the section shall be short enough that the middle ordinate to the curve, from the face of that section, does not exceed one-half (1/2) inch or the section shall be continuously curved.

13.3 Joints

Expansion joints (or thru joints) shall be provided at intervals of forty-eight (48) feet throughout the length of the curb and at the junction of straight curb and radii and at either end of a driveway or alley section. Pre-formed joint fillers of one-half (1/2) inch or three-eighths (3/8) inch thickness will be placed in expansion joints.

Contraction joints (or "Dummy Joints") shall be constructed every sixteen (16) feet. These joints shall be 1/8 inch minimum thickness and constructed to a minimum depth of 1-1/2 inches by scoring with a tool which will leave the corners rounded and destroy aggregate interlock.

13.4 Construction Requirements

- A. Dimensions. All curbs, unless otherwise specified, shall be in accordance with dimensions conforming to one of the types shown on City of Moscow Standard Drawings as specified by the approved project plans.
- B. Consistency. All Class A curb (cast in place) shall be of good plastic consistency and shall have a slump of three (3) inches and shall be tested by the Engineer according to the provisions of AASHTO T-119.

All Class C curb (extruded) shall meet the requirements for Class A curb, except for the amount of slump which may vary according to the conditions of the concrete mix and the extrusion equipment used. Under no circumstances however, shall the finished curb vary more than one-half (1/2) inch from the design elevation, and not more than ten (10) percent from the dimensions shown in the City of Moscow Standard Drawings and Specifications. Class C curbs will not require expansion joints.

13.5 Finishing

While the concrete is still green, the top and front face, or other exposed portions of the curb, shall be troweled to produce a uniform even surface then given a fine brush finish with brush strokes parallel to the long axis of the curb. Form marks and other irregularities shall be removed. The edges of the curb shall be rounded with an edger. Honeycombed areas in the back of the curb that, in the opinion of the Engineer, are not detrimental to the curb, need not be patched.

13.6 Curing

Immediately after finishing, the concrete shall be cured in accordance with the requirements of ES-12.7, Curing Concrete.

13.7 Backfilling

All curb shall be backfilled as described herein. If sidewalk or concrete pavers are to be constructed behind the curb, all backfill material shall be 3/4" minus crushed aggregate. If the area behind the curb is to be lawn or planted area, the top 16 inches shall be topsoil. All denuded

areas shall be fertilized, re-sown with grass seed and covered with mulch as specified in Sections ES-27 and ES-28.

13.8 Payment

The accepted quantities of curb will be paid for by the unit price per linear foot. Compacted aggregate base under the curb and curb and gutter pan at catch basin locations will be considered incidental to the unit price for the curb. The unit price per linear foot shall include all materials, labor, equipment and other costs incidental to constructing concrete curb as herein specified and as shown on the Plans and special drawings.

ES-14. CONCRETE SIDEWALK

14.1 General

All concrete sidewalk, including driveways, shall conform to the City of Moscow Standard Drawings, Contract Plans, and Specifications. Concrete for sidewalks shall conform to the requirements of ES-11 CONCRETE and ES-12 CONCRETE CONSTRUCTION REQUIREMENTS of these specifications.

14.2 Gravel Base

Sidewalk shall be constructed on a compacted base of (3/4) inch minus crushed rock; base aggregate shall be placed on compacted, non-pumping subgrade. The crushed rock shall have the following gradation:

Sieve Size	Percent Passing
1 inch	100
3/4 inch	90 – 100
No. 4	40 – 65
No. 8	30 – 50
No. 200	3 – 9

The sand equivalent shall not be less than 30 if 5 percent or more of the material passes the No. 200 sieve. Sand equivalent will not be required if less than 5 percent passes the No. 200 sieve.

The total thickness of the gravel base shall be at least six (6) inches, compacted, in-place.

The gravel base shall be graded, rolled, tamped, or otherwise compacted to ninety-five (95) percent of the maximum density determined in accordance with AASHTO T-99.

The gravel base shall be thoroughly sprinkled with water before the concrete is placed.

All cost for furnishing and placing gravel base for sidewalks shall be included in the unit price bid on the bid proposal form for constructing concrete sidewalks. No additional compensation will be made for this gravel base.

14.3 Construction requirements

- A. Dimensions. Sidewalk width, thickness, and reinforcement shall be as shown on the City of Moscow Standard Drawings.

Sidewalk shall have a cross slope of between 1% and 2%, unless otherwise approved by the Engineer.

- B. Forms. Side forms shall be rigid and shall bear full length on the compacted gravel base and shall be the full depth of the finished walk. Forms shall be well staked, braced or otherwise rigidly held to true line and grade and shall rest upon stakes driven into the ground at intervals sufficient to provide rigid support. If metal forms are used they shall be of a type satisfactory to the Engineer.

- C. Placing and Finishing Concrete. SLUMP SHALL NOT EXCEED FIVE (5) INCHES. The concrete shall be spread uniformly between the forms and thoroughly consolidated and leveled with an approved strikeboard. Expansion joints of premolded joint material one-half (1/2) inch thick or three-eighths (3/8) inch thick may be constructed through the sidewalk at intervals of twenty (20) feet. Expansion joints may also be located where new sidewalk meets existing concrete, unless otherwise approved by the Engineer. Where applicable, joints in sidewalks and curb shall coincide.

After the concrete has been thoroughly consolidated and leveled it shall be bullfloated to eliminate high and low spots and to embed large aggregate. The concrete shall then be allowed to harden properly before jointing, edging, and brooming is completed.

Contraction joints shall be tooled into the concrete every four feet for four foot wide sidewalk and five feet for five foot wide sidewalk, shall be 3/8 inch minimum in depth, and shall be perpendicular to the direction of the walk. All joints shall then be edged with a 3/8 inch radius edger and the sidewalk edges shall be tooled with a one-half (1/2) inch radius edger.

After edging and jointing has been completed the concrete shall be smoothed with wood or metal hand floats. The floated surface shall then be coarse broomed uniformly in a transverse direction with a fiber hair brush or an approved type.

The placing and furnishing of all sidewalk shall be performed under the control of the Engineer, or his/her representative, and the tools shall meet with his/her approval.

The contractor shall keep a person at the job site for a minimum of four hours following the concrete surface brooming operation for the purpose of both preventing and repairing any damaged surfacing to the newly placed concrete.

Concrete left unattended, if damaged or defaced shall be replaced at contractor expense.

- D. Curing. Curing shall be performed by applying a sealing compound conforming to AASHTO M-148 Type I to the surface of the concrete immediately after it has set sufficiently to permit such application. Curing shall conform to Section ES-12.7, Curing Concrete.
- E. Backfill. After removal of the forms, the area behind the sidewalks shall be backfilled and compacted with at least sixteen (16) inches of topsoil level with the sidewalk and curb. Less than 16 inches of topsoil may be approved where new sidewalk is being constructed along older streets. The topsoil shall be raked or otherwise leveled, taking care to break up large dirt clods and remove large stones. All denuded areas shall be fertilized, resown with grass seed and covered with mulch as specified in Sections ES-27, ES-28.

14.4 Payment

The accepted quantities of concrete sidewalk will be paid for by the unit price per square yard. The unit price per square yard shall include all materials, labor, equipment, and other costs incidental to construction of concrete sidewalk, including aggregate base, as herein specified and as shown on the Plans and special drawings.

ES-15. SUPERPAVE HOT MIX ASPHALT

15.1 Hot Mix Asphalt

The Hot Mix Asphalt (HMA) pavement shall be placed in lifts to the thickness as specified on the Contract Plans and as required by the Standard Construction Drawings.

PAVEMENT THICKNESS SPECIFIED BY CITY OF MOSCOW DOCUMENTS (STANDARD DRAWINGS, STANDARD SPECIFICATIONS ETC.) SHALL MEAN THE FULLY COMPACTED, IN-PLACE DEPTH.

The materials of which the asphaltic concrete is composed shall be of such sizes and grading that, when proportioned and mixed together, they will produce a uniformly graded mixture, which when tested by means of laboratory screens, will conform to the requirements in the following table. The percentages of refer to the completed HMA mixture. All percentages shall be computed on the basis of weight. Screens and sieves used for determining the percentages of the different sizes of aggregate shall have square openings.

3/4" Superpave HMA Pavement CL SP-2 (Base Course)

<u>Sieve Size</u>	<u>Percent Passing</u>
-------------------	------------------------

1 inch	100
3/4 inch	90 – 100
1/2 inch	90 max
3/8 inch	52 – 80
No. 8	23 – 49
No. 200	2.0 – 8.0

1/2" Superpave HMA Pavement CL SP-2 (Surface Course)

Sieve Size	Percent Passing
3/4 inch	100
1/2 inch	90 – 100
3/8 inch	90 max
No. 8	28 – 58
No. 200	2.0 – 10.0

Superpave hot mix asphalt paving shall conform to the requirements, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer. Paving asphaltic cement used will be PG58-22 or PG58-28, or an approved equal, and shall conform to the specifications, of the latest edition, of the Washington State Department of Transportation Standard Specifications for Road, Bridge, and Municipal Construction and amendments thereto.

Section 405, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto, shall apply as to the items of "Weather Limitations, Hauling Equipment, Pavers, Rollers, Mixing Plant, Spreading and Finishing, Joints, Rolling, Surface Smoothness."

A Hveem or Super Pave Mix Design shall be submitted with associated "Job Mix Formula" (JMF) for approval, if required by the City Engineer.

15.2 Rolling and Compaction

Rolling and compaction of the asphaltic concrete mat shall be done in accordance, with the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto.

Compaction shall be achieved, as per Section 810, of the latest edition of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

The cost of the rolling and compaction shall be included in the price of furnishing and placing superpave hot mix asphalt pavement.

15.3 Tack Coat

Tack coat shall be applied at all edges where the new asphaltic surface joins the existing pavement and shall be applied in accordance with Section 401, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto.

15.4 Payment

The accepted quantities of superpave hot mix asphalt pavement will be paid for by the unit price per ton or per square yard. The unit price shall include all materials, labor, equipment, and other costs incidental to furnishing and placing the superpave hot mix asphalt pavement herein specified and as shown on the plans.

Weight slips in duplicate form shall accompany each load of superpave hot mix asphalt pavement to the construction site. Upon delivery of the material, one copy of the weight slip will be given to the Engineer, or his/her representative, and one copy will remain with the truck driver before the material is unloaded. Under no conditions will any weight slips be accepted by the Engineer, or his/her representative, after the material is unloaded from the vehicle. It shall be the responsibility of the Contractor to give the Engineer ample advance notice of the time when such material shall arrive on the job site in order to assure the presence of the Engineer, or his/her representative, at the job site during delivery of the material. The weight slips will be the only basis of determination of pay quantity for this item.

ES-16 CEMENT CONCRETE PAVEMENT

16.1 General

Portland cement concrete shall conform to Section ES-11 CONCRETE, of these Specifications except as modified by the following sections and subsections.

16.2 Aggregates

Aggregates shall possess such characteristics of shape and size that concrete, prepared from a mixture of fine and coarse material in the proportions specified, will be of satisfactory workability in the opinion of the Engineer. Regardless of compliance with all other provisions of these specifications, if the concrete is not of a workable character or when finished does not exhibit a proper surface, either the fine or the coarse aggregate or both shall be rejected or altered as required by the Engineer.

- A. Fine aggregate shall consist of sand or other inert materials, or combinations thereof approved by the Engineer, having hard, strong, durable particles free from adherent coating. Fine aggregate shall be thoroughly washed to remove clay, loam, alkali, organic matter or other deleterious matter.

Fine aggregate with more than the maximum percentage passing any sieve may be accepted provided the mix proportions are adjusted to produce concrete having the same net water-cement ratio, slump and workability. Any resulting increase in the cement

content shall be at the expense of the Contractor. Under no circumstances shall the fine aggregate, which has a grading finer than that permitted under Section 703, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction, and amendments thereto, be used in paving concrete.

Fine aggregate shall develop in the mortar strength test, at an age of 7 days, a compressive strength of not less than ninety (90) percent of the strength of a mortar prepared with the same cement (AASHTO T-71 or ASTM C-87) .

- B. Coarse aggregate shall consist of gravel, crushed stone or other inert material or combinations, thereof approved by the Engineer, having hard, strong, durable pieces free from adherent coatings. Coarse aggregate shall be thoroughly washed to remove clay, loam, bark, sticks, alkali, organic matter, or other deleterious material.

Coarse aggregate containing more than the maximum percentage passing any screen may be accepted provided the mix proportions are adjusted to produce concrete having the same net water-cement ratio, slump and workability. Any resulting increase in the cement content shall be at the expense of the Contractor.

Coarse aggregate shall not be used, under any circumstances in paving concrete, when the amount by weight passing the screens exceeds the following:

3/4" square opening.....	70%
3/8" square opening.....	30%

- C. Properties of concrete aggregate shall be determined in accordance with the following methods of test:
1. Amount of Material Finer than No. 200 Sieve in Aggregates: ASTM Designation C-117.
 2. Organic Impurities: AASHTO T-113.
 3. Flexural Strength of Concrete: AASHTO T-104.
 4. Percentage of Particles of Less than 1.95 Specific Gravity: AASHTO T-150.
 5. Clay Lumps in Aggregates: AASHTO T-112.
 6. Abrasion of Coarse Aggregate by Use of the Los Angeles Machine; AASHTO T-96.

16.3 Curing and Protection

- A. Curing and protection shall conform to the specifications of Section 703, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

16.4 Joint Fillers and Sealants

- A. Joint fillers and sealants shall conform to the specifications of Section 705, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

16.5 Air-Entrained Concrete

Air-entrained concrete shall be used, as per ES-11, unless otherwise provided for in the Special Provisions. Either air-entrained Portland cement or an air-entraining admixture shall be added at the mixer.

The volume of air in freshly mixed concrete shall conform to that specified in the table which follows:

AIR CONTENT OF FRESHLY MIXED CONCRETE

Maximum Size of Coarse Aggregate (Inches)	Air Content (Percent by Volume)
1-1/2, 2, and 3	5 ± 1
3/4 and 1	6 ± 1
3/8 and 1/2	7-1/2 ± 1

If the measured air content is found above or below the values contained in the table, the Contractor shall immediately make changes in mixing or materials as will be necessary to comply with the requirements for air content.

If an air-entraining agent is used, it shall be introduced at the nominal rate of one fluid ounce per sack of cement, but the rate shall be varied if necessary to comply with the requirements for air content.

An automatic dispenser accurate to 10%, which will introduce into the mixing water the specified amount of air-entraining agent for each cycle of mixing, shall be connected to the mixer.

Aggregates shall be adjusted to compensate for increased yield resulting from air-entrainment so that the specified amount of cement is contained in each cubic yard of concrete. Adjustment shall be made by decreasing the weight of fine aggregates only, unless otherwise directed by the Engineer.

Other Admixtures: Calcium chloride or any other admixture for any purpose other than air-entrainment may be added only upon the approval of the Engineer and under his/her supervision.

16.6 Reinforcing Steel

Reinforcing steel shall consist of round or square deformed bars or wire mesh. Square twisted bars shall not be used.

- A. Deformed steel bars for concrete reinforcement sizes No. 3 through 11 shall conform to the requirements of ASTM A-615M, Billet Steel Bars for Concrete Reinforcement, Grade 60, except as noted on the plans and except that the bars shall be made only by the open-hearth process or the electric furnace process.

The form of the deformed bars shall conform to ASTM A-706M, Minimum Requirements for Deformations of Deformed Steel Bars for Concrete Reinforcement.

Deformed bars size No. 14 and size No. 18 for concrete reinforcement shall conform to the requirements of ASTM A-615M, Special Large Size Deformed Billet Steel Bars for Concrete Reinforcement Intermediate Grade.

- B. Wire mesh for concrete reinforcement shall conform to the requirements of the standard specifications of AASHTO M-55, Welded Steel Wire Fabric for Concrete Reinforcement. All wire mesh shall be of an approved kind and quality of manufacture.
- C. Tie bars shall be free from rust, loose mill scale, dirt, grease or other defects affecting the strength or bond with the concrete.

16.7 Measurement of Materials

The fine aggregate and each size of coarse aggregate shall be measured by weighing. Corrections shall be made for variations in weight of material due to moisture content and specific gravity. The quantities of aggregates used in each batch shall be such that the cement can be measured in full sacks unless it is weighted in bulk.

Fine and coarse aggregate shall be proportioned by weight, except that if the project is small, then volumetric proportioning may be used with permission of the Engineer. In proportioning, the unit of measure for cement will be by the sack, ninety-four (94) pounds.

Weights of fine and coarse aggregate are based on a bulk specific gravity, saturated surface dry, of 2.67. When volume measurements are used, one cubic foot of sand shall be taken as equivalent to 100 pounds of sand and one cubic foot of gravel shall be taken as equivalent to 105 pounds of gravel. Corrections must be made for contained moisture in the aggregates and variations in specific gravity.

Concrete mixes shall be proportioned to the satisfaction of the Engineer. The proportion of aggregate may be altered to give better workability only upon written approval of the Engineer.

16.8 Re-tempering

Concrete shall be mixed only in such quantities as are required for immediate use and shall be used while fresh before initial set has taken place. Any concrete having initial set before placing

and finishing shall be wasted and not used for the work. No re-tempering of concrete (remixing with water or other materials) will be allowed.

16.9 Construction of Portland Cement Concrete Pavement

Construction of Portland cement concrete pavement shall conform to the requirements of Section 705, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer. Concrete pavement batches shall meet the requirements of Section 703, of these Standard Specifications.

Concrete batch proportions shall be approved by the Engineer and any subsequent changes to the approved batch must be made in writing by the Engineer.

16.10 Payment

The accepted quantities of Portland cement concrete pavement will be paid for by the unit price per square yard. The unit price per square yard shall include all materials, labor, equipment and other costs incidental to furnishing and placing the Portland cement concrete pavement herein specified and as shown on the plans.

Batch slips in triplicate form shall accompany each load of concrete for pavement delivered to the construction site. Upon delivery of the material, one copy of the batch slips will be given to the Engineer, or his/her representative, and one to the Contractor. Delivery of concrete shall mean discharged from the mixer truck and all water added to the mix shall be added to the batch slip. It shall be the responsibility of the Contractor to give the Engineer ample advance notice of the time when such material shall arrive at the job site in order to assure the presence of the Engineer, or his/her representative, at the job site during material delivery. The batch slips may be used for the determination of cross section conformity.

1. All catch basins shall be separated from the pavement and curb by boxing out around basin. Expansion joint material shall extend completely through curb and slab. Manhole castings within the pavement limits shall be boxed in like manner except when telescoping type castings are used.
2. When a joint falls within 5 feet of, or contacts, basins, manholes or other structures, shorten one or more panels either side of opening to permit joint to fall on round structures and at or between corners of rectangular structures.
3. All transverse joints must extend through curbs and must be continuous across pavement, except tied transverse construction joints. Expansion joints will not be required except at structures or as shown on the plans.
4. Transverse sawed joints to be a + 15' o.c. as shown on drawings. Joints at 60' to be sawed the same day as placement. Intermittent joints at 15' to be sawed next day after placement. Longitudinal joints shall be sawed prior to permitting traffic on the pavement.

ES-17. ADJUSTMENT OF GATE VALVE BOXES, MONUMENTS, CATCH BASINS, CATCH INLETS, AND MANHOLES

Gate valve boxes, catch basins, catch inlets, monument casings, and manholes shall be adjusted to the grade, as established by the Engineer. Valve boxes, casings, rings and covers shall be reset in a careful and workmanlike manner to conform to the new grade. Special care shall be exercised in all operations in order not to damage the structures, equipment or water mains. Any damage occurring to the manholes, catch basins, gate valves, monuments, water meters or water mains, due to the contractor's operation, shall be repaired at the contractor's expense. Any masonry adjustment shall be made by using pre-cast risers, bricks, concrete blocks or poured concrete or HDPE Cretex Pro-Ring or City Approved Equal

The Contractor shall notify the appropriate utility company, in advance, if gas valve boxes need to be adjusted, so the utility company personnel can do so, in a timely manner.

The Contractor shall notify the City Water Department, in advance, if water meter boxes need to be adjusted, so the Water Department personnel can do so, in a timely manner.

Location of valve boxes, catch basins and manholes on the plans is approximate only. They will be accurately located and referenced by the Engineer, or his/her representative, whenever possible. Manhole lids and catch basin and monument covers and valve box lids shall, preferably, be set to grade following the final application of asphaltic concrete. During paving operations, tops of manholes, monuments, catch basins and valve box lids shall be covered with building paper, diesel oil, or other suitable material to prevent sticking of asphalt to the metal lids.

Where excavation is necessary to adjust the grade of manholes, catch basins, monuments, or valve boxes, the backfill shall be carefully placed and tamped by hand.

Payment for adjustment of manholes, catch basins, gate valves, and monuments will be made according to the unit price for each unit adjusted:

The unit price bid shall include all costs incurred in furnishing materials and labor necessary to adjust the particular units to grade.

ES-18. MANHOLES AND CATCH BASINS

18.1 General

Catch basins, catch inlets, and manholes shall be precast reinforced concrete units, furnished and installed in accordance with the project plans, these Standard Specifications, and the Standard Drawings.

Completed catch basins and manholes including ring shall be capable of withstanding, with a reasonable margin of safety, a concentrated load of 20,000 pounds.

Backfill shall be placed in horizontal layers no more than 6 inches thick with each layer compacted to 95 percent of the maximum density or as approved by the Engineer.

18.2 Precast Reinforced Concrete Manholes, Catch Basins, and Catch Inlets

Precast reinforced manholes, catch basins, and catch inlets sections shall conform to AASHTO M-199, ASTM C-478 and ASTM C-433 and as shown on the Standard Construction Drawings.

- A. Base Sections. Base shall be placed on a well graded dewatered granular bedding course. The bedding course shall be firmly tamped and made smooth and level to assure uniform contact and dimensions shall conform to the standard drawings. If the base is cast in place, the concrete shall conform, to the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction Class 30 concrete. Where water is encountered at the site all cast in place bases shall be placed on a one-piece waterproof membrane so as to prevent any movement of water into the fresh concrete.
- B. Joints. All lift holes and all joints between precast elements shall be first filled with an asphaltic fiber material then finished smooth with mortar. The fiber shall be Ramneck brand or approved equal.
- C. Steps. Not required.
- D. Workmanship and Finish. Cones and sections shall be substantially free from fractures, large and deep cracks and surface roughness. In precast sections where loops have been provided in lieu of lift holes, the loops shall be removed flush with the inside wall surface after the manhole or catch basin has been completed. No sharp cut-off protrusions will be permitted. If concrete spalling occurs as a result of loop removal, the spalled area shall be restored in workmanship manner to a uniform smooth surface with mortar.

18.3 Rings and Lids

Rings and lids shall be cast iron and shall conform to the Standard Drawings. Castings shall conform to the requirements of ASTM A-48 Class 138 and shall be free of porosity shrink cavities, cold shuts or cracks, or any surface defects which would impair serviceability.

18.4 Sanitary Sewer Manholes

- A. General. Sanitary sewer manholes shall be constructed according to Plans, Standard Drawings and Specifications. All sanitary manholes shall be constructed of precast reinforced concrete sections.

The Contractor may construct a channel through the manhole by either running sewer pipe through the bottom of the manhole, pouring concrete around the pipe and breaking out the upper half of the pipe; or by pouring concrete in the bottom of the manhole and forming a channel through the manhole by hand.

- B. Basis of Payment. Sanitary sewer manholes will be paid for according to the unit price per each or per vertical foot.

The unit price bid shall include all cost incurred in furnishing materials, labor, excavation, installing the manholes in place including the asphaltic coating on the outside of the manhole and the manhole rings and lids, and backfilling.

- C. Watertightness

1. **SANITARY SEWER MANHOLES SHALL BE CONSTRUCTED WATERTIGHT.** All visible leaks (infiltrating subsurface water) shall be sealed; sealing shall be accomplished by a manner and method, in the opinion of the Engineer, that constitutes permanency. Leaks that cannot be sealed by Contractor shall be sealed either by the pressure grouting method (injected chemical sealants) or the interior surface coating method, utilizing a firm specializing in such services, at the Contractor's expense. Less than four minor drips in a single manhole will be considered negligible and will not require sealing.
2. Hydrostatic Testing.
 - a. All sanitary sewer manholes constructed in areas where subsurface water may, in the opinion of the Engineer, pond around them shall be hydrostatically tested in accordance with this specification.
 - b. Prior to testing, the manhole shall be completely constructed and all inlet and outlet pipes shall be plugged. The Contractor shall fill the manhole to the top with water. Four hours minimum after the manhole has been filled, the Contractor shall refill the manhole to the original water level and commence the test for a minimum 2-hour period. The leakage rate shall not exceed 0.2 gallons per hour per foot of test head above the pipe invert elevation. Manholes which fail the test shall be repaired and re-tested until they pass.
 - c. Manholes tested by the exfiltration method shall have all infiltrating water sealed prior to beginning the exfiltration test.

18.5 Storm Sewer Manholes

- A. General. Storm sewer manholes shall be constructed according to the Plans, Standard Drawings and Specifications. Storm sewer manholes shall be precast reinforced concrete, unless otherwise approved by the Engineer.

All pipe extending into catch basins shall be trimmed within 1"-2" of the inside wall surfaces and shall be neatly grouted inside and out and watertight.

- B. Basis of Payment. Storm sewer manholes will be paid for according to the unit price per each or per vertical foot.

The unit price bid shall include all costs incurred in furnishing materials, labor, excavation, installing manholes in place including the manhole rings and lids, and backfilling.

18.6 Catch Basins and Catch Inlets

- A. General. Catch basins and catch inlets shall be constructed according to the Plans, Standard Drawings and specifications. Catch basins shall be precast reinforced concrete per WSDOT TYPE 1, catch inlets shall be WSDOT CONCRETE INLET - unless otherwise approved by the Engineer.

All pipe extending into basins and inlets shall be trimmed within 1"-2" of the inside wall surfaces shall be neatly grouted inside and out and watertight

Lids, grates, and risers shall be centered over the basin or inlet; unless specifically allowed otherwise.

- B. Payment. Catch basins will be paid for by the unit price per each.

The unit price shall include all cost incurred in furnishing materials, labor, excavation, installing catch basins in place including the catch basin rings and lids, and backfilling.

18.7 Risers

- A. Risers for height adjustment shall be as per WSDOT's standard for the precast unit being furnished.

ES-19. TRENCH EXCAVATION AND BACKFILL

19.1 Scope

This section covers the work necessary for the trench excavation and backfill above the pipe zone. Pipe zone backfill is included under the specification for the pipe.

19.2 Type of Backfill

The class of backfill to be used above the pipe zone shall be as set forth on the Plans or as given in the project Special Provisions and if not specifically set forth in project documents then as required by the "use" description given herein. The right is reserved to modify the use, location,

and quantities of the various types of backfill, during construction, as the Engineer considers being in the best interest of the Owner.

Trench backfill, above the pipe zone, shall be as follows:

1. Class A Backfill. Use in landscaping and agricultural type areas where lawn sod, shrubs, topsoil, fences, and other landscape items are either being replaced or are anticipated.
2. Class B Backfill. Use within existing or proposed gravel parking lots – not within gravel streets or alleys.
3. Class C Backfill. Use in areas where asphalt pavement, concrete, curb, sidewalk, gravel surfacing, landscaping and agricultural use is not anticipated, present or future.
4. Class D Backfill. Use in existing gravel streets and alleys, existing gravel roadway shoulders and in areas where asphalt pavement, concrete, curb, and sidewalk is existing or anticipated in the future.
5. Class E Backfill. Use in lieu of Class D Backfill in new streets when specifically allowed by the City Engineer.
6. Class F Backfill. Use within and immediately adjacent to existing asphalt paved streets, alleys, driveways, and parking lots.

19.3 Excavation and Backfill for Fire Hydrants

Excavation and backfill for fire hydrants shall be included in the unit price payment for Fire Hydrants (See ES-22).

19.4 Trench Excavation

Trench excavation shall be classified as common excavation or rock excavation and shall include whatever materials are encountered to the depths as shown or as directed by the Engineer.

Common Excavation. Common excavation is defined as the removal of all material which is not classified as rock excavation.

Rock Excavation. Rock excavation shall conform to all specifications of Section 302, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said Specifications is available at the office of the City Engineer.

19.5 Materials

- A. **Foundation Stabilization.** Materials for foundation stabilization shall be 3/4 inch minus crushed rock with reasonable even gradation from coarse to fine and free from excessive dirt or other foreign material.
- B. **Granular Material.** Granular backfill shall be 3/4 inch minus crushed basalt conforming to ES-7 CRUSHED ROCK BASE.

- C. Imported Topsoil. Imported topsoil shall possess friability and a high degree of fertility. It shall be free of clods, roots, gravel and other inert material. It shall be free of quack grass, horsetail and other noxious vegetation and seed. Should such regenerative material be present in the soil, it shall be the responsibility of the Contractor to remove all such growth, both surface and root, which may appear in the planting within one year following acceptance of the job, at his/her own expense, and in a manner satisfactory to the Owner.
- D. Compaction Equipment. Compaction equipment shall be of suitable type and adequate to obtain the amount of compaction specified. Compaction equipment shall be operated in strict accordance with the manufacturer's instructions and recommendations and shall be maintained in such condition that it will deliver the manufacturer's rated compactive effort.

19.6 Workmanship

- A. Clearing. Do not remove existing trees or tree limbs over 2 inches in diameter, whether on public or private property, unless they are within 4 feet of the pipe centerline without permission from the Engineer. All such work shall conform to the City's Community Forestry ordinance. The Contractor shall bear all costs of disposing of trees, stumps, brush, roots, limbs, and other waste materials from clearing operations. Material shall be disposed of in such a manner as to meet all requirements of state, county and local regulations regarding health, safety and public welfare.
- B. Obstructions. This term refers to obstructions which may be removed and do not require replacement. Obstructions within the trench area or adjacent thereto such as tree roots, stumps, abandoned piling, buildings and concrete structures, logs, rubbish and debris of all types shall be removed without additional compensation from the Owner. The Engineer will, if requested, make changes in the trench alignment to avoid major obstructions; if such alignment changes can be made within the perpetual easement and right-of-way and without adversely affecting the intended function of the facility.

The contract amount will be adjusted accordingly for any cost changes resulting from such alignment modifications.

Dispose of obstructions removed from the excavation in accordance with section ES-4 REMOVALS AND DISPOSALS.

- C. Utility Repairs. Any and all underground utility damaged in any way during trench excavation shall be repaired and properly backfilled, by the Contractor, at no cost to the City. The repair shall be as approved by the City – NO EXCEPTIONS.
- D. Removal and Replacement of Topsoil. In all cases where trenches cross lawns, garden areas, pasture lands, cultivated fields, or other areas on which reasonable topsoil conditions exist; first remove the topsoil for a depth of 10 inches for the full width of the trench to be excavated. Stockpile this topsoil to one side of the right-of-way and do not mix with the remaining excavated material. Replace the topsoil in the top 10 inches of

the backfilled trench. In lieu of stockpiling the top 10 inches of soil, "Imported Topsoil" from borrow pits may be substituted in the top 8 inches. Maintain the finished grade of the topsoil, over the center line of the trench, level with the immediate area bordering the trench, until acceptance of final seeding. Correct all damage to adjacent topsoil caused by trenching or pipe laying operations by removal of all rock, gravel, clay, and any other foreign materials from the surface and by regrading the additional topsoil as required.

- E. Pavement, Curb and Sidewalk Removal. Cut (full depth) all asphaltic concrete or Portland Cement concrete pavements (regardless of the thickness), and all curbs and sidewalks prior to excavation of the trenches with an approved pavement saw, hydrohammer or other approved pavement cutter. Removal of street surfacing for excavations shall comply with the Specifications and Standard Drawing for Street/Alley Curb Repair. Pavement and concrete materials removed shall be hauled from the site and not used for trench backfill.

- F. Trench Width. Minimum width of trenches in which pipe is to be laid shall be 18 inches greater than the inside diameter of the pipe except by permission of the Engineer.

The maximum clear width at the top of the trench will not be limited, except in cases where excess width of excavation would cause damage to adjacent structures or property.

In all cases, confine trench widths to dedicated rights-of-way for public thoroughfares or within areas for which construction easements have been obtained.

- G. Grade. Carry the bottom of the trench to the lines and grades shown, or as established by the Engineer, with proper allowance for pipe thickness and for pipe base or special bedding, when required. If the trench is excavated below the required grade, correct any part of the trench excavated below the grade, at no additional cost to the Owner, with gravel of the type specified for pipe zone material. Place the gravel over the full width of trench in compacted layers, not exceeding 6 inches deep, to the established grade with allowance for the pipe base or special bedding.
- H. OSHA Compliance. All trench excavation and backfill shall conform to the latest published OSHA regulations, NO EXCEPTIONS.
- I. Location of Excavated Materials. During trench excavation, locate the excavated material within the construction easement or right-of-way or specified working area so that the excavated material will not obstruct private or public traveled roadways or streets. It shall be the contractor's responsibility to conform with the federal, state and local codes governing the safe loading of all trenches with excavated material.
- J. Removal of Water. Provide and maintain ample means and devices which will promptly remove and dispose of all water entering the trench excavation during the time the trench is being prepared for the pipe laying, during the laying of pipe, and until the backfilling of the pipe zone has been completed. These provisions shall apply during the lunch hour as well as overnight.

Dispose of the water in an approved manner without damage to adjacent property.

Drainage of trench waste through the pipeline, under construction, is prohibited.

- K. Foundation Stabilization. When, in the opinion of the Engineer, the existing material in the bottom of the trench is unsuitable for supporting the pipe, excavate below the flow line of the pipe, as directed by the Engineer, and backfill the trench to the subgrade of pipe base with approved material. Place the material over the full width of the trench in compacted layers, not exceeding 6 inches deep, to the established grade.
- L. Backfill in Pipe Zone. Pipe zone backfill is included in the Specification for the pipe.
- M. Trench Backfill Above Pipe Zone. Do not push the backfill material into the trench in such a way as to permit free fall of the material into the open trench, until at least 2 feet of cover is provided over the pipe. Under no circumstances allow sharp, heavy pieces of material to drop directly onto the pipe or the tamped material around the pipe. Do not use backfill material of consolidated masses larger than 1 cubic foot.
- N. Classes of Backfill.
Trench backfill shall comply with the City's Standard Construction Drawings and as follows:

- 1. Class A Backfill
Backfill the trench, above the pipe zone, with approved excavated trench material to within 10 inches of final surface grade. Compact the entire trench depth in suitable lifts with a vibratory compactor, pneumatic or gasoline powered tampers, or hydraulic hammers. Determine the method and type of equipment and amount of compaction required to prevent subsequent settlement.

Where Class A backfill is specified replace topsoil in the top 10 inches of the trench. Compact and rake to match the ground surface adjacent to the trench.

Maintain the surface of the backfilled trench level with the existing grade until the entire project is accepted by the Owner. Any subsequent settlement of the finished surfacing during the warranty period shall be considered to be a result of improper or insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

- 2. Class B Backfill
Backfill the trench, above the pipe zone, with approved excavated trench material to within 6 inches of final surface grade. Compact the entire trench depth in suitable lifts with vibratory compactors, pneumatic or gasoline power tampers, or hydraulic hammers. Determine the method and type of equipment and the amount of compaction required to prevent subsequent settlement. Place and compact granular material in the top 6 inches.

Maintain the surface of the backfilled trench level with the existing grade by additions of granular backfill material, as specified, until final surface replacement is completed or the entire project is accepted by the Owner. Any subsequent settlement of the finished surface, during the warranty period, shall be considered to be a result of insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

3. Class C Backfill

After the completion of the backfilling of the pipe zone, the excavated trench material may be pushed back into the trench by mechanical means.

In all locations where Class C backfill is used, the Contractor shall make his/her own estimate of the amount of backfill material required at the trench, so that after normal settlement has occurred, the finished surface will meet the existing grade. Neatly windrow the material over the trench and remove all excess. Any excess or deficiency of backfill material, which becomes apparent after settlement within the warranty period, shall be corrected by regrading, disposing of excess material or adding additional material where required. Remove rocks larger than 2 inches from the upper 8 inches of backfill.

4. Class D Backfill

Backfill the entire trench, above the pipe zone, with granular backfill material. Compact the entire trench depth to 95 percent density in 6 inch lifts with mechanical, vibrating or impact tampers. Determine the method and type of equipment and amount of compaction required to prevent subsequent settlement.

Maintain the surface of the backfilled trench level with the existing grade with crushed rock backfill material until final surface replacement is completed or the entire project is accepted by the Owner. Any subsequent settlement of the finished surface during the warranty period shall be considered to be a result of insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

5. Class E Backfill

Class E trench backfill is to be used only where a new paved street is going to be constructed above the installed pipe.

The width of the trench, above the pipe zone, may be increased beyond the required specifications for pipe zone width, as described in the City of Moscow Standard Drawing #15, but shall not be less than (6) six feet.

Approved native excavated material may be used for backfill above the pipe zone in this widened trench. Compaction for all trench backfill, above the pipe zone, shall be 95% minimum of AASHTO T-99. All native backfill shall be placed in

(6) six inch maximum lifts and method of compaction shall be only by a (5) five foot minimum wide sheepsfoot roller. Density testing frequency, for this approved native excavated material, will be in excess of that required for the Class 'D' crushed basalt backfill.

6. Class F Backfill

Backfill the trench, above the pipe zone, with granular material to within 4 inches of the finished surface.

Compact the entire trench, above the pipe zone, in six (6) inch maximum lifts with vibratory compactors, pneumatic or gasoline power tampers, or hydraulic hammers to a minimum 95 percent standard density. The top 4 inches of the trench is to have smooth cut edges before being backfilled with two equal lifts of asphaltic concrete patching mix.

7. Subsurface Drain Backfill

Backfill the entire trench to within 10 inches of the final surface grade or to the street subgrade, as applicable, with crushed or naturally occurring granular material from approved sources.

The material shall be washed, if necessary, to render the particles free from clay. It shall contain no more than 1% of clay lumps or other decomposed material. It shall conform to the following requirements for grading:

Sieve Size	Percent Passing
3"	100
2.5"	95 – 100
3/4"	50 – 80
1/4"	30 – 60
No. 8	20 – 50
No. 30	8 – 30
No. 50	3 – 12
No. 200	0 – 1.2

* All percentages are by weight.

That portion of the gravel backfilled for drains retained on a 1/4" square sieve shall not contain more than 0.05% by weight of wood waste.

Compaction, above the pipe zone, shall be accomplished by the use of mechanical, vibrating or impact tampers. Determine the method and type of equipment to use and amount of compaction required to prevent subsequent settlement.

Maintain the surface of the backfilled trench level with the existing grade by additions of granular backfill material as specified until final surface replacement is completed or the entire project is accepted by the Owner. Any subsequent

settlement of the finished surface, during the warranty period, shall be considered to be a result of insufficient compaction and shall be promptly repaired by the Contractor at no cost to the Owner.

- O. Maintenance of Excavated Trench. Maintain the excavated trench between any two successive valved sections of pipeline or as specified in the project Special Provisions until the following operations have been completed, to the satisfaction of the Engineer, for waterline construction: Service connections have been installed, including pressure tap; valves, valve boxes, hydrants and thrust blocks installed, hydrostatic or air testing, sterilization, cleanup and restoration of all physical features, utilities restored to their original condition, or better, and in general, all work required between the two line valves accomplished with the exception of repaving.
- P. Maintenance of Trench Backfill. This maintenance shall include, but not be limited to, the addition of crushed rock backfill material to keep the surface of the backfilled trenches reasonably smooth and free from excessive ruts and potholes and suitable for normal traffic flow.
- Trenches backfilled within existing paved streets shall be temporarily surfaced with 2.5 inches of cold mix asphalt pavement; which temporary cold mix surfacing shall be placed within one day of completion of trench backfilling. This temporary patch shall be installed and maintained smooth until the permanent hot mix patch is installed. Under certain circumstances, this requirement may be waived by the City Engineer.
- No additional payment will be made for the maintenance of the trench backfill prior to completion of the work outlined above, and the trench backfill maintenance and shall be considered as incidental to that item of work.
- Q. Disposal of Excess Excavation. All excess excavation not required or suitable for backfill shall be disposed of in a waste area arranged by the Contractor.
- R. Drainage Culverts. Replace, in like kind, drainage culverts which are removed or damaged. If the pipe is damaged during removal, dispose of it and furnish and install new pipe. Dispose of culvert pipe that is in too poor condition to reuse because of age or physical conditions. Repair drainage pipes with manufactured fittings only; encase Ferncos in concrete.
- S. Blasting. Blasting shall conform to all specifications of Section 302, of the latest edition, of the Idaho Standards for Public Works Construction and amendments thereto. A copy of said specifications is available at the office of the City Engineer.

19.7 Payment

Payment for trench excavation and backfill will be as specified for main line pipe as follows:

- A. Trench Excavation and Backfill. Payment for trench excavation and backfill shall be included in the price per linear foot of the respective pipe stated in the Contractor's bid proposal.

Payment for trench excavation and the respective backfill shall constitute full compensation for all work specified and incidental to the price per linear foot of the respective pipe.

Pipe zone backfill is specified under Section ES-20 PIPE.

- B. Rock Excavation. Rock excavation shall be measured for payment as the actual quantity of rock removed within the approved limits.

ES-20. PIPE

20.1 Storm Sewer Pipe

Mains, 4-inch to 15-inch: SDR 35 PVC ASTM D 3034, gasketed.

Mains, 18-inch to 36-inch: Solid wall PVC ASTM F 679 or HDPE (High Density Polyethylene) AASHTO M 294, smooth-walled interior, silt-tight.

Culvert Pipe: Corrugated Steel Pipe and Pipe Arches conforming to AASHTO M 36, 2-2/3" x 1/2 corrugations. Round pipe shall be 16 gage minimum; arch pipe shall be 12 gage minimum.

Storm Sewer Service Laterals: SDR 35 PVC ASTM D-3034, except as follows: where a service lateral crosses a water main or a water service line with less than 18 inches of clearance between the two pipes the sanitary sewer service lateral pipe shall be un-jointed PVC pressure water pipe, either Schedule 40 PVC or Class 160 PVC ASTM D-2241 for distance nominally ten feet each side of the crossing. This pressure water pipe shall be joined to standard SDR 35 PVC pipe at both ends with FERNCO couplers having stainless steel shear ring bands.

20.2 Sanitary Sewer Pipe

All sanitary sewer pipe shall be a minimum of eight (8) inch diameter except sewer to house connections which shall be a minimum of four (4) inch diameter.

Mains, 8-inch diameter and larger: SDR 35 PVC ASTM D-3034.

Service Laterals: SDR 35 PVC ASTM D-3034, except as follows: where a service lateral crosses a water main or a water service line with less than 18 inches of clearance between the two pipes the sanitary sewer service lateral pipe shall be un-jointed PVC pressure water pipe, either Schedule 40 PVC or Class 160 PVC ASTM D-2241 for

distance nominally ten feet each side of the crossing. This pressure water pipe shall be joined to standard SDR 35 PVC pipe at both ends with FERNCO couplers having stainless street shear ring bands.

20.3 Perforated Subsurface Drain Pipe

- A. General. A perforated roadway underdrain system may be shown on the Plans and shall be furnished and installed as herein described in these Specifications, as shown on the City's Standard Construction Drawings and as shown on the Plans.

Laterals will generally be connected to the collector at 60° angles. The terminal end of each lateral will be sealed with a plug. All connections between pipe sections and branches are to be water tight.

The pipe shall be wrapped with a filtering sock.

Perforated Subsurface Drain Pipe that is corrugated on the inside will not be allowed.

Perforated pipe and fittings shall not be dumped into the trench. All pipe shall be inspected prior to lowering into the trench and if necessary cleaned of any material tending to plug the perforations of the pipe.

Pipe shall be laid with the perforations at the bottom or as per manufacturer's instructions.

Gravel backfill for drains shall be as defined under Section ES-19 TRENCH EXCAVATION AND BACKFILL.

- B. Types of Pipe. Perforated subsurface drain pipe as indicated on the plans and standard drawings shall be one of the following types of pipe or as approved by the Engineer:

1. Perforated Corrugated Plastic Pipe

This pipe shall be Advanced Drainage System (ADS) N-12 pipe or approved equal. The pipe shall be 4" in diameter, having at least two (2) rows of perforations parallel to the axis of the pipe. The pipe and fittings shall meet the requirements of AASHTO M-252 Type S (corrugated outside-SMOOTH INSIDE). The joints shall be gasketed non-water tight joints (Soil tight per AASHTO section 26); Gaskets may be architectural weather stripping material per ASTM D-1056 or rubber per ASTM F-477.

2. Perforated Solid Wall Plastic Pipe

This pipe shall be Advanced Drainage System (ADS) pipe or approved equal. The pipe shall be 4" in diameter, having at least two (2) rows of perforations parallel to the axis of the pipe. The pipe and fittings shall meet the requirements of AASHTO M-252. The joints shall be gasketed non-water tight joints (Soil tight

per AASHTO section 26); Gaskets may be architectural weather stripping material per ASTM D-1056 or rubber per ASTM F-477.

20.4 Water Pipe & Ductile Iron Fittings

- A. Joints. Pipe joints shall be push-on joints except where specifically shown or detailed otherwise.
- B. Mechanical Joint Fittings. Three-inch through sixteen inch mechanical joint ductile iron fittings shall be Tyler SSB Class 350 ductile iron fittings, or an approved equal, and shall conform to ANSI/AWWA C-111
- C. Flanged Ductile Iron Fittings. Flanged fittings shall conform to ANSI/AWWA C-110 and shall be faced and drilled to 125-pound ANSI. The fittings shall be 125 PSI rated working pressure and cement-mortar lined to same thickness specified for pipe.
- D. Mechanical Couplings. Mechanical couplings, not a part of the pipe itself, shall be ductile iron couplings with long solid sleeves and be Mechanical Joint Class 350. Mechanical couplings shall mean straight couplings, transition couplings, reducing couplings, and flanged coupling adapters.
- E. Ductile Iron Pipe. All ductile iron pipe shall be centrifugally cast of 60-42-10 iron and shall conform to ANSI / AWWA C-151. Thickness class or classes shall be 51(minimum). The pipe shall be cement mortar lined and seal coated in accordance with ANSI / AWWA C-104. The rubber ring gaskets shall be suitable for the specified pipe sizes and pressure and shall conform to applicable parts of the latest federal specification ANSI / AWWA C-111, and shall be furnished by the pipe manufacturer. A nontoxic vegetable soap lubricant shall be supplied with the pipe in sufficient quantities for installing the pipe.
- F. Polyvinyl Chloride (PVC) Pressure Pipe. All PVC pressure pipe shall conform to pressure Class 150 AWWA C-900 or pressure Class 165 AWWA C-905. All pipe shall be push-on joints with one gasket bell end.
- G. Tapping Sleeves. All tapping sleeves shall be ROMAC "SST" Stainless Steel as per ASTM A-240, Type 304 and Type 304L or an approved equal.

20.5 Pipe Laying

Pipes shall be laid in straight lines at uniform rates of grade as shown on the plans.

Proper preparation of foundation, placement of foundation material where required, and placement of pipe zone material below the pipe shall precede the installation of all sewer, water and culvert pipe. This shall include necessary leveling of the native trench bottom or the top of the foundation material as well as placement and compaction of required pipe zone material, below the pipe, to a uniform grade so that the entire length of pipe will rest firmly on a well

compacted material, so the backfill material around the pipe will be placed in a manner to meet requirements specified under backfilling.

Water pipe delivered for construction shall be handled so as to minimize entrance of foreign material. When pipe laying is not in progress as, for example, at the close of a day's work, all openings in the pipeline shall be closed by water-tight plugs. Joints of all pipe in the trench shall be completed before work is stopped. If water accumulates in the trench, the plugs shall remain in place until the trench is dry.

If dirt that, in the opinion of the Engineer, will not be removed by flushing enters the pipe, the interior of the pipe shall be cleaned and swabbed as necessary with a 5% hypochlorite disinfecting solution.

- A. Backfill at the Pipe Zone. The pipe zone shall be considered to include the full width of the excavated trench from the bottom of the trench (a minimum of 4 inches under the pipe) to a point 12 inches above the top outside surface of the barrel of the pipe.

Particular attention must be given to the area of the pipe zone from the flow line to the center line of the pipe to insure that firm support is obtained to prevent any lateral movement of the pipe during the final backfilling of the pipe zone.

Backfill the area of the pipe zone from the bottom to the horizontal center line of the pipe with "imported pipe zone material." Hand place the material around the pipe in 6 inch layers and thoroughly hand tamp with approved tamping bars supplemented by "walking in" and slicing with a shovel.

All material, within the pipe zone, shall be hand tamped and done in such a manner as to not change the grade of the pipe (particularly gravity pipe).

- B. Joints. In making the joints on the pipe care shall be exercised to clean all dirt, rock or other foreign matter completely from the inside of the bells and the outside of the spigots. The pipe shall be forced tightly in place with a bar or mechanical puller of a type approved by the Engineer. When the pipe is aligned it shall be supported by placing sufficient backfill material alongside and carefully tamped into place as described under Section 20.5.A.

When two different types of gravity pipe are joined together, a Fernco coupler may be used, upon approval of the Engineer. The completed connection shall be supported, in such a manner, as to maintain established line and grade and shall be encased, on all sides, with a minimum of four (4) inches of concrete. The concrete shall extend a minimum of two (2) feet on each side of the coupler.

Lubricant for water pipe gaskets shall be supplied by the pipe manufacturer.

- C. Caps and Connections. Caps for pipe branches, stubs, or other open ends which are not to be immediately connected shall be made of an approved material and shall be secured

in a place with a joint comparable to the main line joint, or stoppers may be of an integrally cast breakout design. Caps of the type recommended by the pipe's manufacturer shall be used.

- D. Imported Pipe Zone Material. Granular material for pipe zone backfill shall be 3/4" minus crushed rock unless otherwise specified. The material shall meet the specifications, of the latest edition, of the Idaho Transportation Department Standard Specifications for Highway Construction and amendments thereto.
- E. Water Main Location and Separation. The location and separation of the water and non-potable water main pipes, both horizontal and vertical, shall meet the most current requirements of IDAPA 58.01.08 – Idaho Rules for Public Drinking Water Systems.
- F. Permissible Deflection at Joints - Water Pipe. Wherever it is necessary to deflect pipe from a straight line, either in the vertical or horizontal plane, to avoid obstructions or where long radius curves are permitted, the amount of deflection allowed shall not exceed the values in the following table:

*MAXIMUM DEFLECTION PERMITTED (18 FOOT LENGTH PIPE)

Bell and Spigot		Mechanical Joint		Push-on Joint
Diameter (Inches)	Max. & Min. Deflection Angle (Degrees)	Deflection (Inches)	Max. Deflection Angle (Degrees)	Deflection (Inches)
6	7-07	27	5	19
8	5-21	20	5	19
10	5-21	20	5	19
12	5-21	20	5	19
14	3-35	13 ½	3	11
16	3-35	13 ½	2	11
18	3-00	11	3	11
20	3-00	11	3	11
24	2-23	9	3	11

*The maximum deflection shall be whichever is less, the table or that recommended by pipe manufacturer.

G. Anchorage (water pipe)

1. Limiting Pipe Diameter and Degree of Bend
On all pipelines 6 inches in diameter or larger, securely anchor by suitable thrust blocking all tees, plugs, caps, and bends where unbalanced forces exist, as directed by the Engineer.

2. Thrust Blocking

Provide thrust blocks as required by the Standard Construction Drawings. The concrete mix shall have a compressive strength of not less than 2500 psi. Place blocking between the undisturbed ground and the fitting to be anchored; plastic sheathing to be placed between the concrete and fitting. The bearing surface shall be as shown or as directed by the Engineer. Place the blocking so that the pipe and fitting joints will be accessible to repairs, unless otherwise shown.

3. Metal Tie Rods

Metal tie rods, if specifically required by the Plans or the Engineer, shall be used in conjunction with thrust block. The rods, nuts and washers shall be coated with a rust resistant coating. (A product intended for such use.)

20.6 Pipe Testing and T. V. Inspection

- A. Sanitary Sewer Pipe. The finished sanitary sewer shall be tight against leakage from either the inside or the outside of the pipe.

All wyes, tees, and stubs shall be plugged with flexible jointed caps, or acceptable alternate, securely fastened to withstand the internal test pressure. Such plugs or caps shall be readily removable, and their removal shall provide a socket suitable for making a flexible jointed lateral connection or extension.

Exfiltration testing of the sanitary sewer pipe will be conducted by the Contractor, under the supervision of the Engineer, or his/her representative, after the sewer line is backfilled. The Contractor shall notify the Engineer at least twenty-four (24) hours in advance of his/her intention to pressure test the line.

If the test indicates that there is excessive leakage in the line the Contractor shall make repairs, at his/her own expense, and take such corrective action as may be required by the Engineer.

T.V. inspection of the sanitary and storm sewer pipe will be conducted by the City after the pipe has been backfilled and the manholes are accessible.

1. Exfiltration Test (Using Air)

The Contractor shall plug all openings in the pipe and supply necessary metering equipment and hoses for the test and a blower or compressor with adequate capacity to perform the test.

Immediately following the pipe cleaning, the pipe installation shall be tested with low pressure air. Air shall be slowly supplied to the plugged pipe installation until the internal air pressure reaches four (4) pounds per square inch greater than the average back pressure of any ground water that may submerge the pipe as determined by the Engineer.

At least two minutes shall be allowed for temperature stabilization before proceeding further. The inspector will then accurately determine the time of loss of one (1) psi. This time interval shall not be less than the time interval determined in the following formula.

$$T = 0.0109 D^2 L$$

T = time in seconds

D = nominal inside diameter of pipe in inches

L = length of pipe in feet

Failure to meet or exceed the computed time interval for the loss of one (1) psi will be cause for rejection of the sewer pipe.

All repairs necessary to meet these requirements and/or testing will be at the expense of the Contractor.

The maximum length of sewer pipe, for the above tests, shall be the distance between consecutive manholes. Any section of sewer pipe, between any two manholes that does not meet the above requirements, shall be rejected.

2. T.V. Inspection

T.V. inspection, (by the City), of the newly installed sanitary and storm sewer pipes will be required, preferably, before the placement of asphalt on the roadway. It shall be the responsibility of the Contractor to give the Engineer ample advance notice of the time when this inspection is to be performed to assure the timely scheduling of the City's personnel and equipment.

Any and all imperfections (i.e. sags in the pipe invert, joints not fully seated, offset joints, poor manhole entries and exits, etc.) found in the installation of the pipe shall be immediately repaired by the Contractor at no cost to the City. Such repairs shall be as allowed and directed by the City Engineer.

C. Water Pipe

All new watermain shall pass City standard pressure testing and bacteriological testing. Pressure testing, flushing, disinfection, and bacteriological testing shall be performed by the City Water Department. All testing, flushing, and disinfecting materials and labor costs of the City's must be paid by the Contractor. It is the Contractor's responsibility to repair all leaks. The test pressure shall be 1-½ times the working pressure of the pipe per AWWA standards. The bacteriological test criteria shall be as follows: one test showing "absence" of coliform bacteria (<1) and a standard plate count of less than 100. The Contractor shall be responsible for all excavation and back fill necessary to allow the City Water Department access to the new main for the City to furnish, install, and remove all corporation stops necessary to test, chlorinate, and bacteriological sample the new main

as required. This includes backfill and trench surfacing once and then returning to the site to re-excavate and re-backfill (including cold mix patching) any corporation stops that remain in the main during disinfecting and sampling procedure. Where connections are made to existing mains the fitting and pipe shall be thoroughly cleaned and spray disinfected with 150(+) ppm chlorine solution immediately prior to their installation and such procedure shall be witnessed by a representative of the City; such operations by the contractor require the City to be notified a minimum of 48 hours in advance. The 48 hour notice is necessary to allow the City crew to notify customers of the water outage. The contractor shall be responsible for coordinating and cooperating with the City Water Department for testing, flushing, and disinfecting activities.

20.7 Plugging Existing Pipe

Where shown in the Plans or where designated by the Engineer, existing pipes shall be plugged on the inlet end for a distance of 2 diameters with commercial concrete. Care shall be used in placing the concrete in the pipe to see that the opening of the pipe is completely filled and thoroughly plugged.

20.8 Basis of Payment

- A. Storm Sewer Pipe. The accepted quantities of storm sewer pipe will be paid for by the unit price per linear foot and shall include all costs incidental to furnishing and laying pipe, as herein described, including furnishing and installing lock bands at each joint and all pipe zone material.
- B. Sanitary Sewer Pipe. The accepted quantities of sanitary sewer pipe will be paid for by the unit price per linear foot and shall include all costs incidental to furnishing and laying pipe. The cost of furnishing all pipe zone material is also included in this item.
- C. Perforated Sub-surface Drain Pipe. The accepted quantities of subsurface drain pipe will be paid for by the unit price per linear foot and shall include all costs incidental to furnishing and laying pipe, as herein described, including all angle branches, plugs, pipe connectors, and all pipe zone material.
- D. Water Pipe & Ductile Iron Fittings. Payment for main line water pipe, including fittings, thrust blocks and couplings will be made at the unit price per linear foot.
- E. Plugging existing pipes will be measured per each, for each plug installed, for pipe diameters up to and including 36 inches. The concrete for plugging pipes in excess of 36 inches in diameter will be measured by the cubic yard. Computations for corrugated metal pipes will be based on the nominal diameter.

The measurement for payment will be the field measured centerline length of the pipe in place within the limits shown. Laying lengths of valves, fittings and couplings will be included. Payment for fittings, couplings and thrust blocks shall be considered incidental to the cost of the respectively-sized pipe. Payment for valves will be made at a per each unit price.

ES-21 GATE VALVES AND VALVE BOXES

21.1 Scope

This section covers the work necessary for furnishing and installing the gate valves and valve boxes, complete.

21.2 Materials

- A. Gate Valves (all sizes). Valves shall be ductile iron AMERICAN FLOW CONTROL SERIES 2500 resilient seated valves, or an approved equal, and shall open when the stem is rotated counterclockwise. Unless otherwise shown, valves shall have 2-inch square wrench nut. Valve ends and valve sizes shall be shown. Valves shall conform to ANSI / AWWA C-509.
- B. Valve Boxes. Valve boxes for valves 12" in size and smaller shall be Buffalo 2-piece slip - type, cast iron with 5-1/4 inch shaft, and shall be TYLER 6855 series of appropriate length for the installation, or approved equal. Valve boxes for valves over 12" in size shall be Buffalo 3-piece sliding type cast iron with 5-1/4 inch shaft and shall be TYLER 6855 series of appropriate length for the installation or approved equal. The word "Water" shall be cast into the top of the lids. Extension pieces, if required, shall be the manufacturer's standard type for use with the valve boxes.
- C. Extension stems for valve operators. Where the depth of the opening nut is more than 4.5 feet, standard operating extensions shall be provided to bring the operating nut to a point 3.5 feet below the surface of the ground or pavement. The extension stem shall be constructed of steel (and coated).

21.3 Workmanship

- A. Valves. Before installation, the valves shall be thoroughly cleaned of all foreign material, and shall be inspected for proper operation for both opening and closing, and to verify that the valves seat properly. Valves shall be installed so that the stems are vertical, unless otherwise directed by the Engineer. Jointing shall conform to AWWA C-600 or AWWA C-603, whichever is applicable. Valves shall be installed in accordance with "Standard Details". Joints shall be tested with the adjacent pipeline. If joints leak during the test, valves shall be disconnected and reconnected, and the valve and/or the pipeline retested.

Faces of flanges shall be cleaned thoroughly before flanged joint is assembled. After cleaning, the gasket shall be inserted and the nuts tightened uniformly around the flange. If flanges leak under test, the nuts shall be loosened, the gasket reset or replaced, the nuts retightened, and the valve and/or pipeline retested.

Valves on all service connections and stubouts, 4 inch and larger, shall be mechanical joint and shall be restrained with coated tie rods.

- B. Valve Boxes. Center the valve boxes and set plumb over the wrench nuts of the valves. Set valve boxes so that they do not transmit shock or stress to the valves. Set the valve box covers flush with the surface of the finished pavement as shown, or such other level as may be ordered by the Engineer. Cut extensions to the proper length so that the valve box does not ride on the extension when set at grade.

Backfill shall be the same as specified for the adjacent pipe. Place backfill around the valve boxes and thoroughly compact to a density equal to that specified for the adjacent trench and in such a manner that will not damage or displace the valve box from proper alignment or grade. Misaligned valve boxes shall be excavated, plumbed, and backfilled at the Contractor's expense.

Valve boxes shall be clean prior to final project acceptance.

21.4 Payment

Payment for gate valves furnished and installed, complete, with valve boxes will be by the unit prices per each. Payment for the gate valves and valve boxes shall constitute full compensation for the work as specified under this section.

Payment for gate valves and valve boxes furnished and installed as auxiliary valves on hydrants shall be included in the unit price for hydrants.

ES-22. FIRE HYDRANTS

22.1 Scope

This section covers the work necessary for furnishing and installing the fire hydrants, complete, and the work necessary for the removal of existing hydrants.

22.2 Materials

- A. Low Pressure Hydrants. Hydrants to be corey pattern with nominal 5-1/4 inch main valve opening with 6 inch bottom connections. Equip with two 2-1/2 inch hose nozzles and one 4-1/2 inch pumper port with a 5 inch Storz hose nozzle. The Storz nozzle shall be an integral part of the fire hydrant and must be furnished by the manufacturer or authorized distributor designated by the manufacturer. Storz adapters will not be accepted. Operating nut shall be equipped with O-ring seals and shall open when turned to the left or counterclockwise. Hydrants shall be of the break-flange or safety-top type. Hydrants shall conform to AWWA C-502, and these Specifications. The depth of bury will generally be 5 feet; and as required to accommodate site conditions. Nozzle threads shall be American National Standard. The hydrant isolation valve shall be attached to the tee at the main and all of the piping shall be restrained from the tee to the hydrant with flanged fittings, retaining glands (mega lugs, etc.) or tie rods as approved by the City Engineer. Hydrants shall be factory painted or may be painted by the contractor using a

high quality industrial enamel high intensity red paint above the ground line; spray can paint will not be allowed.

- B. Manufacturer, "Model": Waterous, "Pacer" or Mueller, "Centurian"
- C. Base Block. Solid precast concrete pier block having nominal dimensions of 8-inch thickness by 15-inch square base.
- D. Drain Rock. Washed 1-1/2 inch crushed rock or graded river gravel free of organic matter, sand, loam, clay, and other small particles that will tend to restrict water flow through the gravel.
- E. Concrete for Thrust Blocking. City Standard per ES-11 CONCRETE.
- F. Thrust Ties. 3/4 inch diameter steel rods and duc-lugs as manufactured by Stellar Corporation, Columbus, Ohio, or approved equal. Rods shall have rust resistant protective coating.
- G. Auxillary Gate Valve. See City Standard ES-21 GATE VALVES AND VALVE BOXES.

22.3 Workmanship

Construction and installation shall conform to the detail on the Plans and to provisions of Sections 11 and 12 of AWWA C-600, except where otherwise specified.

- A. Location and Position. Locate as shown or directed so as to provide complete accessibility and minimize possibility of damage from vehicles or injury to pedestrians. A 3-foot clear space shall be provided and maintained around the circumference of the hydrant or as approved by the Engineer. Where hydrants are subject to impact by a motor vehicle, guard posts other approved means shall be provided as approved by the Engineer. Improperly located hydrants shall be disconnected and relocated, at the Contractor's expense.

When placed behind the curb, set hydrant barrel so that the face of the pumper or hose nozzle cap will be 2 feet from the back of the curb. When set in lawn space between curb and sidewalk, or between sidewalk and property line, let no portion of the hydrant or nozzle cap be within 12 inches of the sidewalk.

Set all hydrants plumb and nozzles parallel with, or at right angles to the curb, with the pumper nozzle facing the curb. Set hydrants so that safety flange is a minimum of 3 inches and maximum of 6 inches above finished ground or sidewalk level to clear bolts and nuts, and as directed.

- B. Excavation. Do not carry below sub-base grade. Replace over-excavated areas with gravel, and hand tamp to provide firm foundation.

- C. Base Block. Place on firm level sub-base to assure uniform support.
- D. Installation of Hydrants. Place hydrant carefully on base block to prevent the base block from breaking. After hydrant is in place and connected to the pipeline, place temporary blocks to maintain the hydrant in a plumb position during subsequent work.
- E. Drain Rock. Place gravel around base block and hydrant bottom after hydrant has been blocked in place. Drain gravel shall be not less than 6 inches above hydrant drain opening. Do not connect drainage system to sewer.
- F. Concrete Thrust Blocking. Place after hydrant is blocked in its final position and hydrant is joined to pipe. Concrete thrust block shall have a minimum of 4 square feet of bearing area against undisturbed earth. Restraint devices such as flanged fitting, mega lugs, or tie rods may be used in lieu of thrust blocks if approved by the City Engineer.
- G. Bury Depth and Thrust Ties. The ground surface around fire hydrants shall be as follows:
 - 1. Behind the hydrant: The ground surface shall be a minimum of 4.5 feet above the hydrant base (as measured from 'level') for a distance of at least 10 feet behind the back of the hydrant. The City Engineer may approve a lesser bury requirement if thrust ties consisting of two $\frac{3}{4}$ inch coated steel tie rods connecting the hydrant to the valve and the main are utilized. All earthen fill behind hydrants for a minimum distance of 10 feet shall be compacted full depth to a minimum of 95% of AASHTO T99 proctor value.
 - 2. Sides of the hydrant: The ground surface shall be a minimum of 4.5 feet above the hydrant base (as measured from 'level') for a distance of at least 6 feet from the centerline of the hydrant barrel. All earthen fill at the sides of the hydrant for a minimum distance of 6 feet shall be compacted full depth to a minimum of 95% of AASHTO T99 proctor value.
 - 3. Front of the hydrant (towards the main): 4.0 foot minimum cover over the hydrant lateral pipe shall be maintained – as shown on the City of Moscow Standard Construction Drawings.

Payment for existing fire hydrant removal will be made at the unit price stated in the Contractor's bid proposal for each hydrant removed, as covered herein and on the plans.

- H. Existing Fire Hydrant Removal. Remove fire hydrants on existing city mains as shown on the plans and as directed by the Engineer. The hydrants shall remain the property of the City of Moscow and shall be stockpiled, for the City, at a location to be determined. Care shall be taken so as not to damage the hydrants during removal, transporting, or stockpiling.

22.4 Payment

Payment for fire hydrants furnished and installed will be by unit price per each. Payment for fire hydrants shall constitute full compensation for all work specified under this section, and shall include the auxiliary gate valve and connecting pipe from the main line to the valve, and all trench excavation and backfill from the main to the hydrant.

Payment for existing fire hydrant removal will be made at the per each unit price.

ES-23. STORM AND SANITARY CONNECTIONS

23.1 Materials

- A. Sewer house connections, where required on the plans or ordered by the Engineer, shall be a minimum of four (4) inch diameter pipe. The pipe shall conform to Specification ES-8.2, Sanitary Sewer Pipe, except that it shall be green in color.
- B. Pipe zone material, unless otherwise specified, shall be 3/4 inch minus pea gravel, crushed rock, pea gravel, or clean sand.

23.2 Workmanship

- A. The sewer house connections shall be branched from the main sewer line by a Y branch on new mains; by a ROMAC style "CB" saddle on existing sewer mains. Branches shall be placed where indicated on the plans or as ordered by the Engineer, and shall be installed, at a point, above the centerline of the sanitary sewer main.
- B. ROMAC style "CB" saddles shall be furnished and installed by the City and paid for by the contractor.
- C. Sanitary sewer services shall not be connected to manholes.
- D. Maximum deflection permissible with any one fitting shall not exceed 45 degrees and shall be accomplished with long-radius curves or bends. Short-radius elbows or curves will not be permitted except by approval of the Engineer.
- E. Provide ends of all sewer house connection lines with standard watertight plugs, suitably braced to prevent blowoff during internal hydrostatic or air testing. With all plugs in place, test the sanitary sewer lines in accordance with ES-20.6, Pipe Testing and T.V. Inspection.
- F. After the line has been tested by the Contractor and accepted by the Engineer, the Contractor shall furnish and install an approved marker, as per City of Moscow Standard Drawings, to identify the ends of the sewer stubs. The marker shall be wrapped with detectable sewer tape.

- G. Conform to applicable portions of Section ES-19 Trench Excavation and Backfill and Section ES-20.2 Sanitary Sewer Pipe.
- H. Backfill the pipe zone with granular pipe zone material, hand-placed simultaneously on both sides of the pipe for the full trench width and hand-tamped with approved tamping bars supplemented by 'walking in' and slicing with a shovel.
- I. Backfill, above the pipe zone, shall conform to applicable portions of Section ES-19 Trench Excavation and Backfill. Do not backfill sewer house connection pipe until inspected and approved by the Engineer.
- J. All denuded areas shall be fertilized, re-sown with grass seed and covered with mulch as specified in Sections ES-27 and ES-28.
- K. Install as per the Standard Construction Drawings.
- L. Separation of storm and sanitary sewer service laterals from water mains and water service lines shall conform to the requirements of Idaho Drinking Water Standards.

23.3 Basis of Payment

- A. Trench excavation and backfill, required under this item, will be paid for as incidental to the price per linear foot of pipe stated in the Contractor's bid proposal. Payment for that item shall constitute full compensation for all work connected with excavation and backfill.
- B. Sewer house connection pipe, in place, will be paid for on the unit price per linear foot for the appropriate size of pipe stated in the Contractor's bid proposal. Payment for this item shall constitute full compensation for all materials and work required to install the sewer house connection pipe, complete, including trench excavation and backfill. The length of the house connection will be based on the total length of pipe installed, including all fittings, measured along the pipe center line.

ES-24. STREET / ALLEY CUT REPAIR

All excavations in to existing City street paving shall be repaired in accordance with the City's adopted STREET / ALLEY CUT REPAIR policy and as per Standard Construction Drawing entitled STREET /ALLEY CUT REPAIR.

ES-25. EROSION AND SEDIMENT CONTROL

All construction in the City involving earthwork shall comply with all of the requirements of City Code Section 7-1-4 pertaining to Erosion and Sediment Control and the City of Moscow EROSION AND SEDIMENT CONTROL STANDARDS adopted by resolution.

The Contractor shall implement appropriate erosion control eliminating sediment transport to City infra-structure and private property. The Contractor shall pay all costs associated with sediment removal from City infra-structure, private property or environmental remediation.

All sediment control devices shall be installed prior to any ground disturbing activity.

ES-26 STORMWATER RUNOFF CONTROL

All construction and development activity in the City shall comply with all of the requirements of City Code Section 5-15 STORMWATER RUNOFF CONTROL and including Moscow STORMWATER RUNOFF CONTROL STANDARDS adopted by resolution.

ES-27.IMPORTED TOPSOIL

27.1 General

Imported topsoil shall possess friability and a high degree of fertility. It shall be free of clods, roots, gravel and other inert material. It shall be free of quack grass, horsetail and other noxious vegetation and seed. Should such regenerative material be present in the soil, it shall be the responsibility of the Contractor to remove all such growth, both surface and root, which may appear in the planting within one year following acceptance of the job at his/her own expense and in a manner satisfactory to the Owner.

27.2 Payment

Payment for furnishing and placing imported topsoil shall be paid according to the unit price bid on the Contractor's bid proposal form or as noted as set forth in the Contract documents.

ES-28 SEEDING

28.1 Seed

Seed furnished shall be labeled; true as to variety; noxious weed-free; and meet all purity, germination specifications, and standards of the Federal Seed Act and Idaho State Seed Laws. The variety shall be as required to best satisfy the particular application - as approved by the City Engineer.

28.2 Application

Seed all cut and fill slopes and all other denuded areas where any earthwork has occurred. Seeding shall be done in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.3 Fertilizer

Fertilizer shall be commercial grade and used in the seeding application in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.4 Mulch

Mulch shall be used in the seeding operation and shall consist of furnishing and placing mulch in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.5 Seedbed Preparation

Preparing the surface area to be seeded is part of the seeding operation and shall be done in accordance with Section 621 of the latest edition of the Idaho Transportation Department Standard Specifications for Highway Construction, including all amendments thereto.

28.6 Payment

Seeding will be paid for as allowed and described in the project specific contract documents; which may include, but not limited to, the following methods of payment: unit price per unit area; lump sum amount; incidental to other item unit prices; included in a project lump sum amount.

ES-29. TREE TRIMMING

Any tree, within the construction area, whose branches, trunk or roots must be removed in order to complete the work, should be trimmed, as directed by the Engineer. All costs for such trimming shall be noted as set forth in the Contract documents. **ALL TREE TRIMMING SHALL CONFORM TO THE APPLICABLE SECTIONS OF THE COMMUNITY FORESTRY ORDINANCE.**

ES-30. INSPECTION

Work performed under this contract shall be inspected at various stages of progress. These inspections include, but shall not be limited to the following:

- A. After storm sewer lines, sanitary sewer lines, perforated drain lines and their structures are in place, but before any backfilling is started.
- B. Prior to and during the placement of all concrete. This inspection shall be requested when the forms are in place and ready to receive the concrete.
- C. After the street has been excavated and compacted, but before any crushed rock is placed.

- D. During the application and processing of the crushed rock base and after the crushed rock base has been placed and compacted, but before the prime coat is applied.
- E. After valve boxes, catch basins, manholes and monuments have been adjusted to the proper elevation.
- F. Prior to and during the placement of prime coat and tack coat.
- G. Prior to and during the placement of all superpave hot mix asphalt pavement.
- H. At the completion of the job, after all cleanup, backfilling and all other work is done and job is ready for final acceptance.

It shall be the responsibility of the Contractor to notify the Engineer, or his/her representative, when the various phases of the project are ready for inspection.

Request for inspection may be verbal but shall be given in sufficient time to allow the Engineer, or his/her representative, to arrange to be present as required. Failure to notify the Engineer, or his/her representative, of the inspections shall be sufficient ground to reject the uninspected work and cause its immediate removal.

All discrepancies, indicated by the inspector, shall be corrected by the Contractor and re-inspected before the next phase of operation is started. No claim shall be made for delays caused by correction of work found unacceptable to the inspector.

ES-31. WORKMANSHIP AND CLEAN UP

It is the intent and purpose of these Specifications and Plans to obtain good workmanship throughout with the completed work complying with the said Specifications and Plans and in full working order upon completion. Work will not be accepted until this result is obtained.

All debris or rubbish caused by the contractor's operations shall be removed and the areas occupied during such operation shall be left in a neat and presentable condition.

Any damage to private property shall be repaired, replaced in kind, as approved by the City Engineer or the Owner compensated as required by the General Specifications.

Upon the satisfactory completion of all work embraced in the contract and specifications, including the cleanup, together with full compliance with the requirements of the General Specifications the Engineer will, within fifteen (15) days after such completion and compliance, issue a certificate of completion to the Owner with two (2) copies to the Contractor.

ES-32. MOBILIZATION

This item shall consist of preparatory work and operations, including but not limited to, those necessary for the movement of personnel, equipment, supplies and incidentals to the project site; for the establishment of offices, buildings and other facilities necessary for the work on the project; for premiums on bond and insurance for the project; for all other work and operations which must be performed or costs incurred before beginning production work on the various contract items. Mobilization cost for subcontracted work shall be considered to be included in the prices bid by the prime Contractor.

The amounts to be allowed for mobilization in the partial payment to be made under the contract will be made as follows:

1. Sixty percent of the amount bid for mobilization will be paid on the first monthly progress estimate.
2. Forty percent of the amount bid for mobilization will be paid on the second monthly estimate providing that the contractor has initiated productive work on the project.

Mobilization will be measured and paid for by the Lump Sum as shown on the Contractor's Proposal

SPECIAL PROVISIONS

SCOPE

This project's scope includes construction of approximately 1800 linear ft of 8" DR 18 C900-16 water main, 520 linear ft of 1" HDPE service line, including trenchless installation methods for street crossings, replacing 28 water service meter boxes, as well as surface restoration of streets, sidewalk, and green strips. Construction of water main and service lines include new hydrants, associated fittings/valves, thrust restraint, and connection to existing water mains.

Note: All quantities are approximate, planned and actual quantities may vary.

GENERAL

All labor, materials, equipment, traffic control, and incidentals necessary for the completion of the work, as herein described in these specifications and as shown on the plans, shall be furnished by the Contractor. All work performed under this contract shall be completed in strict accordance with these SPECIAL PROVISIONS, ENGINEERING SPECIFICATIONS, CONTRACT PLANS, and the City of Moscow STANDARD CONSTRUCTION SPECIFICATIONS and DRAWINGS (unless herein modified). These SPECIAL PROVISIONS, and the CONTRACT PLANS have precedence over the City standards and Standard Drawings where not in agreement.

The Contractor shall schedule all work under this contract to be a sustained and concerted effort to complete the project within the allotted time. The project construction schedule specific to the item tasks shall be completed by Contractor subject to possible restrictions established by the Owner.

Traffic control shall be in place any time a vehicle, piece of equipment or stockpile is in the roadway. No stockpiles of material will be allowed except during working hours. The Contractor shall make no changes or modifications to the approved traffic control without prior approval from the Street Division Manager or the Engineer.

The contractor is responsible for worker and public safety and control within and about the work site and shall provide all necessary warning devices, barricades, signage and ground personnel needed to ensure safety, protection and warning to all persons and traffic within the area. The Contractor must obtain all permits and bonds required.

The contractor is responsible for damages to any and all facilities and appurtenances, plant material, underground utilities and other improvements and must repair and/or replace any or all items damaged in a timely and acceptable manner at no cost to the Owner. The Contractor shall

patch, repair, and/or replace all existing work immediately adjacent to the newly constructed areas, or where removals are made, so that such adjacent work is left in the same state of work.

All lawn areas damaged by the Contractor shall be repaired to the satisfaction of the Engineer. This work may include grading and sodding, as required. Any tree, within the construction area, whose branches, trunk or roots must be removed in order to complete the work, should be trimmed, as directed by the Engineer. All costs for such trimming shall be noted as set forth in the Contract documents. All tree trimmings shall conform to the applicable sections of the community forestry ordinance.

Underground utility locates shall be the responsibility of the Contractor. The Contractor shall be responsible for all repair of 'located' utilities damaged during this project.

All debris or rubbish generated by the Contractor's operations shall be removed and the areas occupied during such operation shall be left in a neat appearing condition. Any property, public or private, damaged by the Contractor shall be repaired to its original condition at the expense of the Contractor and approved by the Engineer.

It is the Contractor's responsibility to make provision and pay for water and power necessary for work under this contract and to clean-up any spills or debris or residues created by their work.

The Contractor shall become familiar with the site and its restrictions prior to bidding. He/she should also be familiar with all aspects of these specifications, pertinent to City Codes and the plans for this works. All tax liabilities imposed by the State Tax Commission must be met and verified prior to the release of the final payment. Attention to Idaho Code, Chapter 15, Title 63.

Construction items that are not explicitly covered in these written specifications but are required to complete a functioning project shall not be misconstrued by the Contractor as not being a part of the scope of the work covered by the contract. Those items that are not specifically covered in these specifications, but are required by the plans, shall be constructed in accordance with the construction industry's highest standards.

It is the intent and purpose of these specifications and plans to obtain good workmanship throughout, with all work complying with these specifications. The project will not be considered substantially complete until all requirements of these specifications have been completed to the satisfaction of the Engineer.

INSPECTION

It shall be the responsibility of the Contractor to notify the City Engineer, or his/her designated representative, when the various phases of the project are ready for inspection.

Request for inspection may be verbal, but shall be given in sufficient time to allow the Engineer, or his/her representative, to arrange to be present as required. Failure to notify the Engineer, or his/her representative, of the inspections shall be sufficient ground to reject the uninspected work and cause its immediate removal.

All discrepancies indicated by the inspector shall be corrected by the Contractor and re-inspected before the next phase of operation is started. No claim shall be made for delays caused by correction of work found unacceptable to the inspector.

ORDER OF WORK

The specific details of the order of work will be worked out in conjunction with, and under the supervision of the City Engineer. The Contractor shall coordinate all work within city streets at least twenty-four (24) hours in advance with the Street Supervisor, Steve Schulte, (208) 883-7097. Failure to provide advance notification shall void any claims for delay of Contractor's work by City forces.

ABANDONING & REMOVAL OF EXISTING WATER MAINS

The contractor shall abandon existing water mains after completion of new water main installation. Where existing water mains have been cut or removed because of new pipe conflict the cut ends must be plugged with a water class plug to prevent the abandoned pipe from filling with groundwater. This work of removal, abandoning and plugging is to be considered incidental to the new pipe installation.

LOCATING WIRE

General

- A. Installation of electrically continuous tracer wire with access points as described herein to be used for locating pipe with an electronic pipe locator after installation. Tracer wire shall be installed on all water mains and services up to the water service meter box. Tracer wire shall be installed on all sanitary sewer mains and services, and storm sewer mains and services up to the service line right of way (ROW).

Materials

- A. Open Trench / Open Cut: No. 12 AWG Copper with a minimum 450 lb. break load, minimum 30 mil insulation for direct bury color coded per American Public Works Association (APWA) standard for the specific utility being marked.
- B. Directional Drilling/Boring: No 12. AWG extra strength wire with a minimum 1,150 lb. break load, minimum 45 mil HDPE insulation for direct bury, color coded per APWA standard for the specific utility being marked.

- C. Pipe Bursting: Copperhead 7x7 stranded copper-clad steel SoloShot Xtreme Strength with 4,700 lb. break load, minimum 50 mil HDPE insulation color coded per APWA standard for specific utility being marked, or approved equivalent.
- D. Direct Bury Splice Kit: 3M Direct Bury Splice Kit DBR/Y-6, or, Copperhead SnakeBite Locking Connector, Mainline to Service Connector, or an approved equal.
- E. Ground Rod: Magnesium grounding anode, 18.5" in length, 1.5 lb. minimum.

Locating Wire Access Point Box

- A. Fire Hydrant Access Point Box: Copperhead Industries Cobra, two-terminal, with flange or an approved equal.
- B. Medium Duty Access Point Box located within a path, driveway, or sidewalk: Copperhead Industries, SnakePit Concrete/Driveway, Two-terminal switchable, or an approved equal.
- C. Light Duty Access Point Box located within a yard or green strip: Copperhead Industries, SnakePit Light Duty Series, Two-terminal switchable, or an approved equal.
- D. Traffic Rated Access Point Box for water line, sanitary and storm sewer box. Located where interval between access points are greater than 500 feet:
 - 1. Frame and Cover: Rich Series 921 or 926, or approved substitute.

Marking Tape

- A. Water line marking tape: 3 inch blue 4 mil polyethylene detectible with labelling reading "Caution – Buried Water Line Below" in 1-1/2" black lettering.
- B. Sanitary and storm drain sewer marking tape: 3 inch green 4 mil polyethylene detectible with labelling reading "Caution – Buried Sewer Line Below" in 1-1/2" black lettering.

Workmanship

- A. General:
 - 1. Tracer wire installation shall be performed in such a manner that allows proper access for connection of line tracing equipment, proper locating of wire without loss or deterioration of low frequency (512Hz) signal.
 - 2. Tracer wire systems must be installed as a single continuous wire, except where using approved connectors. No looping or coiling of wire is allowed.
 - 3. Any damage occurring during installation of the tracer wire must be immediately repaired by removing the damaged wire and installing a new section of wire with approved connectors. Taping and/or spray coating shall not be allowed.
 - 4. Tracer wire shall be installed at the bottom half of the pipe and secured taped/tied) at 10 - foot intervals.

5. Mainline tracer wire shall not be connected to existing conductive pipes. Treat as a mainline dead-end ground using an approved waterproof connector to a Ground Rod driven into virgin soil beneath and in line with the utility.
6. All service lateral tracer wire shall be a single wire, connected to the mainline tracer wire using a three-way mainline-to-service connector, installed without cutting/splicing the mainline tracer wire.
7. In occurrences where an existing tracer wire is encountered on an existing utility that is being extended or tied into, the new tracer wire and existing tracer wire shall be connected using approved connectors.
8. Tracer wire on all service laterals/stubs must terminate at an approved tracer wire access point located directly above the utility, at the edge of the road right-of-way, but out of the roadway.
9. One foot of excess/slack wire is required in all tracer wire access points after meeting final elevation.
10. Tracer wire must be properly grounded as specified.
11. At all mainline dead-ends, tracer wire shall go to ground using an approved connection to a 1.5-lb., drive-in, magnesium ground rod.
12. When grounding the tracer wire at dead-ends/stubs, the Ground Rod shall be driven into virgin soil directly beneath and in line with the utility.
13. Where the Ground Rod wire will be connected to a tracer wire access point, one foot of excess/slack wire is required after meeting final elevation.
14. Prior to commencing any new construction, a Utility Locating System Plan (ULSP) must be submitted and approved by the City showing the proper tracer wire installation for all water and sewer lines. The ULSP will be required to show the locations of all tracer wire, ground rods, and above grade access points.
15. When tracer wire access point is to be located within a public or private street, a Traffic Rated Tracer Wire Access Point Box per MSD-2000.8 shall be used. For tracer wire access point located within a sidewalk, walking path, or driveway an access point box per 2060.2.4.B shall be used. For a tracer wire point located within a yard or green strip an access point box per 2060.2.4.C shall be used. For a tracer wire access point located on a fire hydrant an access point box per 2060.2.4.A shall be used. The tracer wire access point for water service lines shall be located in an approved water meter box per ISPWC Division 400.

Sanitary And Storm Sewer Systems

- A. A mainline tracer wire must be installed, with all service lateral tracer wires properly connected to the mainline tracer wire, to promote tracing/locating capabilities from a single connection point.
- B. Lay mainline tracer wire continuously, by-passing around the outside of manholes/structures on the north or east side.
- C. Tracer wire on all sanitary service laterals must terminate at an approved tracer wire access point color coded green and located directly above the service lateral at the edge of right-of-way.

Water

- A. A mainline tracer wire must be installed, with all service lateral tracer wires properly connected to the mainline tracer wire, to promote tracing/locating capabilities from a single connection point.
- B. Lay mainline tracer wire continuously, by-passing around the outside of valves and fittings on the north or east side.
- C. A single tracer wire only shall be installed on all water service laterals and must terminate at an approved tracer wire access point, color coded blue and located directly above the service lateral at the edge of right-of-way.
- D. Tracer wire access points will be installed at all fire hydrants and service line water meters per MSD-2000.4.
- F. All conductive and non-conductive service lines shall include tracer wire.

Testing

- A. All new tracer wire installations shall be located using typical low frequency (512 Hz) line tracing equipment, witnessed by the City as applicable, prior to acceptance.
 - B. This verification shall be performed upon completion of rough grading and again prior to final acceptance of the project.
 - C. Continuity testing in lieu of actual line tracing shall not be accepted.
- Measurement and Payment

No separate measurement or payment to the Contractor will be made for the work required under this Section.

MISC REMOVALS

Items requiring removal to complete new installations of underground infrastructure that do not have a bid item specifically associated with them, but are required to complete the work shall be incidental to the new installation.

TREE ROOTS

The Contractor shall be especially cognizant of apparent tree roots that will require caution during the performance of this work item and shall notify the Community Forestry Administrator, David Schott (208) 883-7098, upon encountering roots of 1" or greater diameter before cutting those roots.

ENVIRONMENTAL PROTECTION

The contractor shall comply with all Federal, State, and local laws and regulations pertaining to protection of the environment. Best management practices shall be followed to prevent pollution of surface and groundwater, soil, and the atmosphere with any contaminate including hazardous or toxic materials. Any release of these materials into the environment will require immediate corrective action by the Contractor in accordance with applicable State and Federal regulations.

The Contractor shall conduct and schedule his/her operations and abide by the conditions of any State or Federal permit to avoid or minimize impacts on streams, lakes, wetlands, reservoirs, aquifers, and associated fish and wildlife habitat. The contractor shall not use for any purpose public storm sewer, sanitary sewer, recreation areas, regulatory floodways, wetlands, or critical habitat without written approval of the regulatory agency.

SP-1.1 REMOVE AND DISPOSE OF BITUMINOUS SURFACE

This work shall consist of, but not limited to, the removal and disposal of bituminous surface. The removal shall be performed in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings. Monuments shall be referenced prior to street removal.

Existing bituminous surface to be removed shall be saw-cut, if necessary, full depth, on smooth, straight lines as marked in the field. Saw cutting shall be considered incidental to this item. The asphalt is to be removed and disposed of by the contractor in a timely manner. Location of a disposal site is the responsibility of the contractor.

Crushed rock must be placed along the edge of any vehicle or pedestrian approach affected by these removals to provide temporary vehicle access if needed to maintain local access. The

contractor must notify the property owner at least 24 hours in advance of any impact to driveway access.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Removal and disposal of bituminous surface shall be paid per square yard. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-1.1 REMOVE AND DISPOSE OF BITUMINOUS SURFACE SY

SP-1.2 REMOVE AND DISPOSE OF CONCRETE SIDEWALK

This work shall consist of, but not limited to, the removal and disposal of concrete sidewalk. The removal shall be performed in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings. Any property corners shall be referenced prior to removal.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Removal and disposal of concrete sidewalk shall be paid per square yard. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-1.2 REMOVE AND DISPOSE OF CONCRETE SIDEWALK SY

SP-1.3 REMOVE & DISPOSE OF TYPE A CONCRETE CURB

This work shall consist of, but not limited to, the removal and disposal of concrete curb. The removal shall be performed in accordance with the Project Plans, Engineering Specifications ES-4, and the Standard Drawings.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Removal and disposal of concrete curb shall be paid by the linear foot. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-1.3 REMOVE AND DISPOSE OF CONCRETE CURB & GUTTER..... LF

SP-1.4 REMOVE AND DISPOSE OF EXISTING CATCH BASIN

This work shall consist of, but not limited to, the removal and disposal of existing catch basins with a depth less than 4 feet. The removal shall be performed in accordance with the Project Plans, Engineering Specifications and the Standard Drawings.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Removal and disposal of catch basins shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-1.4 REMOVE AND DISPOSE OF EXISTING CATCH BASIN..... EA

SP-2.1 8-INCH DR 18 C900-16 WATER PIPE (CLASS D BACKFILL)

This work shall consist of, but not limited to, the installation of 8" DR 18 C900-16 water pipe including the required fittings, locating wire, and thrust blocks. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-19, ES-20, and the Standard Drawings.

Pressure testing on newly installed pipe/fittings will be performed by the contractor with a City representative on site to witness the testing. Testing will be performed at 150 psi or 1.5 times the working pressure, whichever is greater. Testing will be considered passing if there is 5 psi or less pressure loss over a 2 hour period.

Flushing and disinfecting of newly installed pipe will be the contractors responsibility and meet AWWA C651-99 standards for disinfecting water mains. Bacteria sampling and testing will be performed by the City.

Backfill for this work shall be in accordance with "Class F Backfill" from Standard Drawing MSCD-300.103.

Restoring disturbed vegetated surfaces will be considered incidental to this item and conform to Engineering Specifications ES-28.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Installation of water pipe and fittings shall be paid by the linear foot installed. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.1 8-INCH DR 18 C900-16 WATER PIPE (CLASS F BACKFILL)..... LF

SP-2.2 6-INCH DR 18 C900-16 WATER PIPE (CLASS F BACKFILL)

This work shall consist of, but not limited to, the installation of 6" DR 18 C900-16 water pipe including the required fittings, locating wire and thrust blocks. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-19, ES-20, and the Standard Drawings.

Pressure testing on newly installed pipe/fittings will be performed by the contractor with a City representative on site to witness the testing. Testing will be performed at 150 psi or 1.5 times the working pressure, whichever is greater. Testing will be considered passing if there is 5 psi or less pressure loss over a 2 hour period.

Flushing and disinfecting of newly installed pipe will be the contractors responsibility and meet AWWA C651-99 standards for disinfecting water mains. Bacteria sampling and testing will be performed by the City.

Backfill for this work shall be in accordance with "Class F Backfill" from Standard Drawing MSCD-300.103.

Restoring disturbed vegetated surfaces will be considered incidental to this item and conform to Engineering Specifications ES-28.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Installation of water pipe and fittings shall be paid by the linear foot installed. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.2 6-INCH DR 18 C900-16 WATER PIPE (CLASS F BACKFILL)..... LF

SP-2.3 10-INCH DR 18 C900-16 WATER PIPE (CLASS F BACKFILL)

This work shall consist of, but not limited to, the installation of 10" DR 18 C900-16 water pipe including the required fittings, locating wire, and thrust blocks. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-19, ES-20, and the Standard Drawings.

Pressure testing on newly installed pipe/fittings will be performed by the contractor with a City representative on site to witness the testing. Testing will be performed at 150 psi or 1.5 times the working pressure, whichever is greater. Testing will be considered passing if there is 5 psi or less pressure loss over a 2 hour period.

Flushing and disinfecting of newly installed pipe will be the contractors responsibility and meet AWWA C651-99 standards for disinfecting water mains. Bacteria sampling and testing will be performed by the City.

Backfill for this work shall be in accordance with "Class F Backfill" from Standard Drawing MSCD-300.103.

Restoring disturbed vegetated surfaces will be considered incidental to this item and conform to Engineering Specifications ES-28.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Installation of water pipe and fittings shall be paid by the linear foot installed. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.3 10-INCH DR 18 C900-16 WATER PIPE (CLASS F BACKFILL)..... LF

SP-2.4 1-INCH HDPE WATER SERVICE LINE, TRENCHLESS INSTALLATION

This work shall consist of, but not limited to, the trenchless installation of 1" IPS HDPE 250 PSI water service line including required fittings, valves, locating wire, and backfill. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-19, ES-20, and Standard Drawings MSCD-400.101, MSCD-400.102, and MSCD-400.109.

Pressure testing on newly installed pipe/fittings will be performed by the contractor with a City representative on site to witness the testing. Testing will be performed at 150 psi or 1.5 times the working pressure, whichever is greater, and will be tested against the closed curb stop of the newly installed service line, after air is evacuated from the line. Testing will be considered passing if there is 5 psi or less pressure loss over a 2 hour period.

Flushing and disinfecting of newly installed pipe will be the contractors responsibility and meet AWWA C651-99 standards for disinfecting water mains. Bacteria sampling and testing will be performed by the City.

Backfill for this work shall be in accordance with "Class F Backfill" from Standard Drawing MSCD-300.103 for bore pits within road section, and "Class A Backfill" in the green strip areas per Standard Drawing MSCD-300.101.

Top soil associated with Class A backfill shall conform to Engineering Specifications ES-27.

Restoring disturbed vegetated surfaces will be considered incidental to this item and conform to Engineering Specifications ES-28.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Installation of water pipe and fittings shall be paid by the linear foot installed. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.4 1-INCH HDPE WATER SERVICE LINE, TRENCHLESS INSTALLATION . LF

SP-2.5 1-INCH HDPE SERVICE LINE, OPEN TRENCH (CLASS A BACKFILL)

This work shall consist of, but not limited to, the open trench installation of 1" IPS HDPE 250 PSI water service line including required fittings, valves, locating wire, and backfill. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-19, ES-20, and Standard Drawings MSCD-400.101, MSCD-400.102, and MSCD-400.109.

Pressure testing on newly installed pipe/fittings will be performed by the contractor with a City representative on site to witness the testing. Testing will be performed at 150 psi or 1.5 times the working pressure, whichever is greater, and will be tested against the closed curb stop of the newly installed service line, after air is evacuated from the line. Testing will be considered passing if there is 5 psi or less pressure loss over a 2 hour period.

Flushing and disinfecting of newly installed pipe will be the contractors responsibility and meet AWWA C651-99 standards for disinfecting water mains. Bacteria sampling and testing will be performed by the City.

Backfill for this work shall be in accordance with "Class A Backfill" from Standard Drawing MSCD-300.101 for areas in the green strip.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Top soil associated with Class A backfill shall conform to Engineering Specifications ES-27.

Restoring disturbed vegetated surfaces will be considered incidental to this item and conform to Engineering Specifications ES-28.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Installation of water pipe and fittings shall be paid by the linear foot installed. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.5 1-INCH HDPE SERVICE LINE, OPEN TRENCH (CLASS A BACKFILL)...LF

SP-2.6 1-INCH CONNECTION TO WATER MAIN

This work shall consist of, but not limited to, the installation of a 1" service tap of the new water main, including the corporation stop and service saddle. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-20, and Standard Drawing MSCD-400.102. Parts and descriptions can be found on Standard Drawing MSCD-400.102. All connections to the new main shall be done under the supervision of the water dept. or a designated inspector.

Pressure testing on newly installed pipe/fittings will be performed by the contractor with a City representative on site to witness the testing. Testing will be performed at 150 psi or 1.5 times the

working pressure whichever is greater. Testing will be considered passing if there is 5 psi or less pressure loss over a 2 hour period.

Flushing and disinfecting of newly installed pipe will be the contractors responsibility and meet AWWA C651-99 standards for disinfecting water mains. Bacteria sampling and testing will be performed by the City.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Installation of 1” service taps shall be paid per each installed. Payment shall be as shown on the Contractor’s Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.6 1-INCH CONNECTION TO WATER MAINLF

SP-2.7 8-INCH GATE VALVE

This work shall consist of, but not limited to, the installation of 8” gate valves, including valve can. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-21, Standard Drawings MSCD-400.601, and MSCD-400.603.

This item includes everything required to complete this work including, but not limited to labor, valve, fittings, valve boxes, connections, materials, equipment and all apparatuses.

Measurement and Payment:

Gate valves shall be paid per each with valve box. Payment shall be as shown on the Contractor’s Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.7 8-INCH GATE VALVE LF

SP-2.8 6-INCH GATE VALVE

This work shall consist of, but not limited to, the installation of 6” gate valves, including valve can. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-21, Standard Drawings MSCD-400.601, and MSCD-400.603.

This item includes everything required to complete this work including, but not limited to labor, valve, fittings, valve boxes, connections, materials, equipment and all apparatuses.

Measurement and Payment:

Gate valves shall be paid per each with valve box. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.8 6-INCH GATE VALVEEA

SP-2.9 10-INCH GATE VALVE

This work shall consist of, but not limited to, the installation of 10" gate valves, including valve can. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-21, Standard Drawings MSCD-400.601, and MSCD-400.603.

This item includes everything required to complete this work including, but not limited to labor, valve, fittings, valve boxes, connections, materials, equipment and all apparatuses.

Measurement and Payment:

Gate valves shall be paid per each with valve box. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.9 10-INCH GATE VALVEEA

SP-2.10 FIRE HYDRANT (EXCLUDING VALVE AND HYDRANT LEAD

This work shall consist of, but not limited to, the installation of fire hydrants including hydrant tee fitting to connect to main. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-22, and Standard Drawing MSCD-400.301. Parts and descriptions can be found on Standard Drawing MSCD-400.301.

This item includes everything required to complete this work including, but not limited to labor, locating wire, fittings, fire hydrant, connections, materials, equipment and all apparatuses.

Measurement and Payment:

Fire hydrant shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.10 FIRE HYDRANT (EXCLUDING VALVE AND HYDRANT LEAD)... EA

SP-2.11 CONNECT TO EXISTING MAIN

This work shall consist of, but not limited to, the work and materials required to connect to existing water mains. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-19, ES-20, ES-21 and the Standard Drawings.

The Contractor shall cut and remove pipeline components as indicated by the plans and as necessary for the installation of the required fittings at the points of connection. The Contractor shall determine the exact length of the existing water main that must be removed, and shall cut and bevel all pipe ends to prevent damage to couplings or gaskets during installation of the new fittings. The exterior of the existing pipe end shall be cleaned to a sound, smooth finish before installation of fittings. All damage to existing pipelines to remain in-service that is caused by the Contractor's operations shall be repaired by the Contractor at no expense to the City.

The Contractor shall provide and install all pipeline, fittings, and other components necessary to complete the connection of the new water main and the existing pipeline(s) unless otherwise noted in the plans. All fittings, pipeline, thrust blocking, locating wire, restraints, and other components required to complete the connection shall be provided and installed by the Contractor at no additional cost to the City, unless otherwise noted on the plans.

When work is started on a connection, it shall proceed continuously without interruption, and as rapidly as possible until completed. If the connection to the existing system involves turning off the water, the Contractor shall be responsible for notifying the residents affected by the shutoff. No shutoff of mains will be permitted overnight, over weekends, or on holidays.

No connections or modifications to the existing water system shall be made unless the Engineer or authorized representative of the City's Water Department is present. All such connections or modifications shall be completed between 6:30 a.m. and 5:00 p.m., Monday through Friday, unless requested and approved a minimum of 2 working days in advance.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Connect to existing main shall be paid per each connection to existing water main regardless the size or type. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, dewatering, and incidentals necessary to perform the work for:

SP-2.11 CONNECT TO EXISTING MAIN EA

SP-2.12 12-INCH POTABLE SEPARATION SLEEVE (20')

This work shall consist of, but not limited to, the installation of 12" potable separation sleeve per DEQ separation requirements. The installation shall be in accordance with the Project Plans and DEQ water/sewer separation requirements. Potable separation sleeve shall be a 20' stick of potable quality pipe, centered on sewer crossing with both ends sealed using non-shrink grout or approved equal.

This item includes everything required to complete this work including, but not limited to labor, materials, and equipment.

Measurement and Payment:

12" separation sleeve shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.12 12-INCH POTABLE SEPARATION SLEEVE..... EA

SP-2.13 8-INCH TEE REMOVAL AND SECTION REPAIR

This work shall consist of, but not limited to, the removal of a Tee in an existing main. The West leg of the Tee will be plugged and abandoned, while the 8" north/south main in Mountain View Road will have a section repair performed. This work will be performed after the new main in Camas and Howard Streets become active and the existing main in Howard can be abandoned. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-22, and the Standard Drawings.

Backfill for this work shall be in accordance with "Class F Backfill" from Standard Drawing MSCD-300.103.

This item includes everything required to complete this work including, but not limited to labor, locating wire, fittings, connections, materials, equipment and all apparatuses.

Measurement and Payment:

Fire hydrant shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-2.13 8-INCH TEE REMOVAL AND SECTION REPAIR..... EA

SP-2.14 REMOVE/REPLACE 5/8-INCH METER BOX AND SETTER

This work shall consist of, but not limited to, the work and materials required to remove and replace multiple 5/8" single family meter boxes and setters. This work includes connecting the newly installed service lines to the new setter, as well as reconnecting the existing service line from the house to the new setter. Curb stop to be installed inside the new meter box. The installation shall be adjusted in accordance with the Project Plans, Engineering Specifications ES-20, Standard Drawings MSCD-400.101, MSCD-400.102, and MSCD 400.109.

This item includes removing and disposing of existing meter boxes and setters. As well as procurement and installation of new meter boxes, lids, setters, and all parts necessary to connect the setter to service lines. See Standard Drawing MSCD-400.102 for parts and descriptions. The City Water Department will provide and install the meter once the setter is installed.

All disturbed areas and landscaping shall be returned to their original condition, fertilized, raked, and seeded per Engineering Specifications ES-23, ES-27, and ES-28. Grass seed, landscaping, shrubbery replacement, and labor are considered incidental to this pay item.

This item includes everything required to complete this work including, but not limited to labor, valves, fittings, boxes, setters, connections, materials, equipment, and all apparatuses.

Measurement and Payment:

Remove/replace 5/8" meter box and setter shall be paid per meter box/setter installed. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, dewatering, and incidentals necessary to perform the work for:

SP-2.14 REMOVE/REPLACE 5/8-INCH METER BOX AND SETTER.....EA

SP-3.1 INSTALL CATCH BASIN AND GRATE

This work shall consist of, but not limited to, the installation of City of Moscow standard catch basin and connection to any accompanying pipe. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-18, ES-19, ES-23, and the Standard Drawings MSCD-600.301 and MSCD-600.303 . Catch basins shall be placed in the flow line of the street.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Install catch basin and grate shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include excavation, bedding, frame and grate, backfill, connection to accompanying pipe, and all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-3.1 INSTALL CATCH BASIN AND GRATEEACH

SP-4.1 1/2" SUPERPAVE HMA PAVEMENT (4")

This work shall consist of, but not limited to, the installation of hot mix asphalt pavement. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-15, and the Standard Drawings. This work shall take place after the aggregate base grade and compaction are approved by the Engineer.

Paving for the Mountain View Road sections of the project shall be immediately placed after trenching is backfilled, or a temporary cold mix patch shall be immediately placed that will be considered incidental to this item. Once work has started on the Mountain View Road portion of the project, every effort shall be made to complete the work and reopen Mountain View Road as soon as possible.

Areas outside of the Mountain View Road section of the project may be left as compacted rock until permanent paving activities can be performed. No abrupt edges will be left along the street cut or in front of driveways, contractor will leave a compacted 18" tapered rock transition where necessary and will be considered incidental to this item.

Tack coat shall be applied at all edges where the new asphalt surface joins the existing pavement and/or curb in accordance with ES-15 SUPERPAVE HOT MIX ASPHALT. Tack coat shall not be applied when surface or weather conditions would prevent proper construction. All objects adjacent to the areas to be tacked, including curbs, shall be adequately protected from over spray from the distributor. The Contractor shall satisfactorily repair any discolored surfaces.

Any rutted, damaged, or chipped edges in the existing asphalt matt shall be neatly sawn and removed immediately prior to tack coat application. Contractor is responsible for scheduling density testing of HMA placement.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Measurement for 1/2" SUPERPAVE HMA PAVEMENT shall be by the ton, as determined by weigh slips, and complete with all necessary compaction. The Contractor will be responsible for furnishing weigh slips to the Engineer upon delivery to the project. Payment shall be as shown

on the Contractor's Proposal and shall include all materials, labor, equipment and incidentals necessary to the do the work for:

SP-4.1 1/2" SUPERPAVE HMA PAVEMENT (4").....TON

SP-4.2 CONCRETE SIDEWALK

This work shall consist of, but not limited to, the installation of concrete sidewalk. The installation shall be in accordance with the Project Plans, Engineering Specifications ES-11, ES-12, ES-14, and the Standard Drawings.

This item includes everything required to complete this work including, but not limited to labor, base rock, excavation, materials and equipment.

Measurement and Payment:

Concrete sidewalk shall be paid per square yard. Payment shall be as shown on the Contractor's Proposal and shall include base rock, excavation, all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-4.2 CONCRETE SIDEWALK.....SY

SP-4.3 CONCRETE CURB (TYPE A)

This work shall consist of, but not limited to, the installation of concrete curb. The installation be in accordance with the Project Plans, Engineering Specifications ES-11, ES-12, ES-13, and the Standard Drawings.

This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Concrete curb shall be paid by the linear foot. Payment shall be as shown on the Contractor's Proposal and shall include excavation, base rock, all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-4.3 CONCRETE CURB (TYPE A) LF

SP-5.1 CATCH BASIN INLET PROTECTION

This work consists of installing and maintaining inlet protection below or above, or as a prefabricated cover at each inlet grate prior to the beginning of any construction.

Below inlet grate devices shall be prefabricated units specifically designed for inlet protection and shall remain securely attached to the drainage structure when fully loaded with sediment and debris, or at the maximum level of sediment and debris specified by the manufacturer.

Above Inlet Grate devices may be silt fence, sandbags, or prefabricated units specifically designed for inlet protection. The device shall remain securely in place around the drainage Structure under all conditions.

Inlet Grate Cover devices shall be prefabricated units specifically designed for inlet protection and have the following features:

1. Be a sewn geotextile fabric unit fitted to the individual grate and completely enclosing the grate.
2. Have built-in lifting devices to allow manual access of the stormwater system.

Check dams or functionally equivalent devices may be used as inlet protection devices with the approval of the Engineer.

Measurement and Payment

Measurement and payment for Catch Basin Inlet Protection will be per each installed as shown on the Contractor's Proposal for all materials, labor, equipment, and incidental costs necessary to complete the work for:

SP-5.1 CATCH BASIN INLET PROTECTION.....EA

SP-5.2 TRAFFIC CONTROL

Traffic control for this project will require multiple street closures throughout the project area. Local access shall remain open for residents within the closure area with a hard closure utilized in the immediate work area. Detour routes shall be provided for all street closures. Driveway access shall remain open throughout project, except for short duration closures when necessary.

All driveways to be accessible during non-work hours. Traffic control shall follow the progression of the project, with areas where pipework and backfill have been completed to be reopened to traffic until paving.

Temporary traffic Control

This item shall consist of furnishing all necessary materials, labor, equipment and incidentals necessary to adequately sign, flag and direct vehicular traffic and pedestrians through or around the project. Traffic control must conform to the requirements of ES-2 TRAFFIC CONTROL/R.O.W. USE PERMITS, the Manual on Uniform Traffic Control Devices (MUTCD) and these Specifications.

Traffic Control Plan(s) must be approved by the Engineer prior to the commencement of any work. The Contractor shall provide a Traffic Control Plan prepared by a Traffic Control Supervisor maintaining access for side streets and driveways throughout the project except for necessary short term closures.

Approval of construction signing and flagging assignment must be made in the field by the Engineer prior to any paving operations.

A sufficient number of barricades and flashers shall be provided to warn of disturbed areas through the work zone. Signing plans must be prepared and approved for general access of local traffic during the evening as well. Local access points provided for and identified in the traffic control plans, furnished by the Contractor, must transition safely into the construction area and must be maintained by the Contractor. Appropriate advance warning must be provided on all approaches to the construction. Signing must be done in accordance with the latest edition of the MUTCD. When flagging is to be used, an adequate number of certified flaggers must be provided for each movement of traffic. The Contractor shall have flagging vests and stop paddles on the job for use in flagging operations. The Contractor must be prepared to provide unexpected signing if construction operations dictate the need. The Contractor must also provide an individual to function as a contact for Traffic Control Maintenance in evenings and weekends.

Pedestrian traffic shall be restricted in the project area. The Contractor shall provide and place sidewalk closure and detour signage as necessary to adequately route pedestrian traffic around the site in a manner that minimizes “back-tracking” and additional walking distance. This shall be included in the traffic control plan and must be approved by the Engineer prior to beginning the work.

Public Communication / Notification and Access

City of Moscow will provide advance notification to all residents within the project limits approximately one to two months prior to start of the project. The Contractor will be responsible for notifying affected residents by flyer / door hangers or other approved method a minimum of 72 hours in advance of their work. The information shall be approved by the Engineer prior to use and shall include information such as: date(s) and time that their operation will be in progress; what residents should expect and the conditions for which they should be made aware of; a request that any irrigation or other items that cause the roadway to become saturated to be turned off; an on-site Field Supervisor’s contact name with mobile phone number; and to provide a knowledgeable person that can address special access needs during the construction work or to answer questions.

The Contractor will be required to provide ingress and egress to driveways and side streets at all times, except for short-term closures needed to perform the Work.

In addition, the Contractor shall be responsible for notifying other agencies and services 72 hours in advance of their Work. These agencies and services are considered, but not limited to: Smart Transit, Whitcom, local school district (if applicable), U.S. Post Office, local fire department, local garbage service, etc.

If weather or other issues prevent the Contractor from performing the Work, they will reschedule the Work and provide additional Public Notification per the requirements listed within this section.

Measurement and Payment

Measurement and payment for TRAFFIC CONTROL shall be by lump sum as shown on the Contractor's Proposal for all materials, labor, equipment, and incidental costs necessary to complete the work for:

SP-5.2 TRAFFIC CONTROL.....LS

SP-5.3 MOBILIZATION

This item shall consist of preparatory work and operations, including but not limited to, those necessary for the movement of personnel, equipment, supplies and incidentals to the project site; for the establishment of offices, buildings and other facilities necessary for the work on the project; for premiums on bond and insurance for the project; for all other work and operations which must be performed or costs incurred before beginning production work on the various contract items. Mobilization cost for subcontracted work shall be considered to be included in the prices bid by the prime contractor.

The amounts to be allowed for mobilization in the partial payment to be made under the contract will be made as follows:

1. Sixty percent of the amount bid for mobilization will be paid on the first monthly progress estimate.
2. Forty percent of the amount bid for mobilization will be paid on the second monthly estimate providing that the contractor has initiated productive work on the project.

Measurement for MOBILIZATION shall be lump sum. Payment for this item shall be at the price shown on the Contractor's Proposal, according to the above guidelines, and shall include all materials, labor, equipment and incidentals to do the work for:

SP-5.3 MOBILIZATIONLS

APPENDIX I

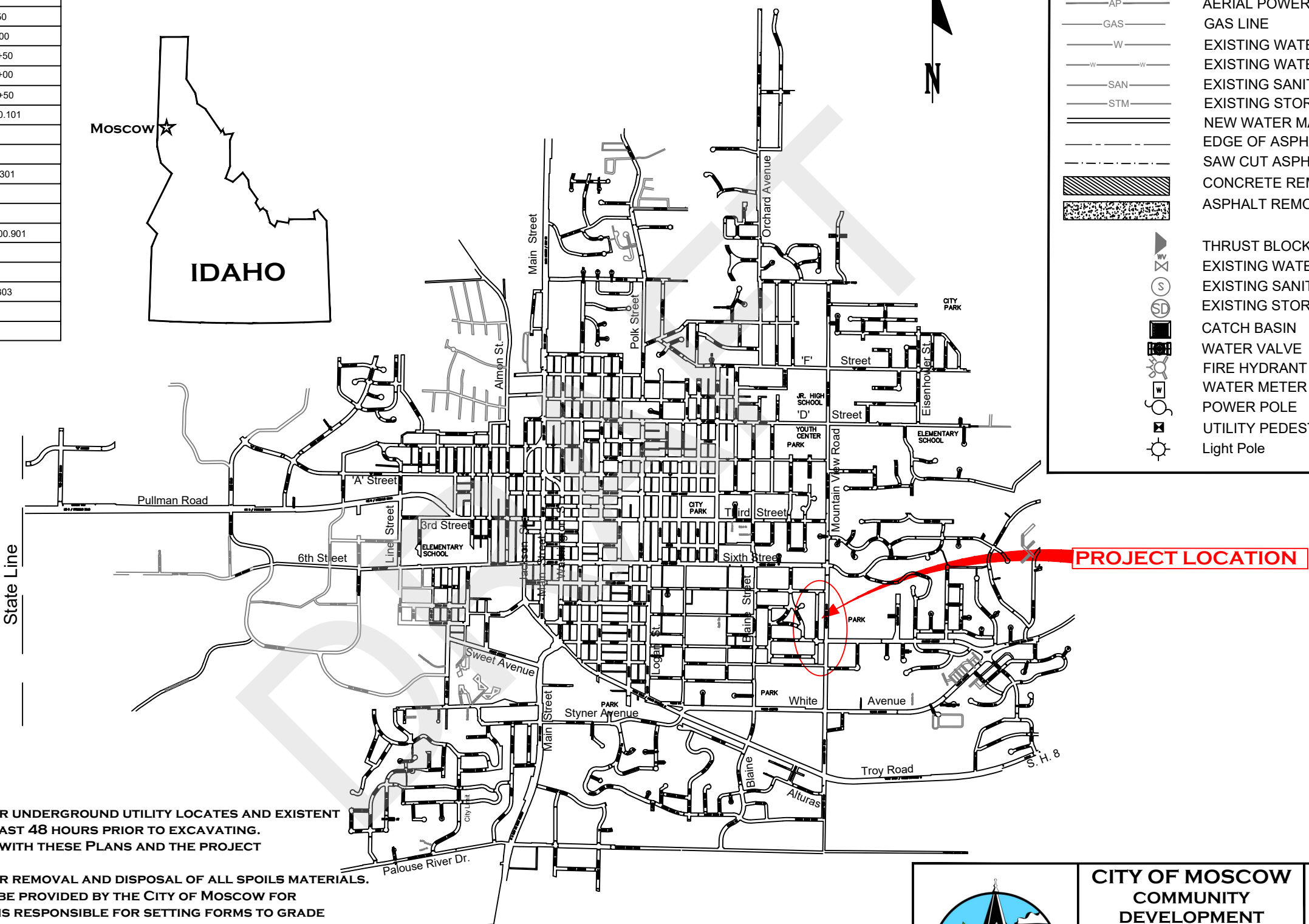
Construction Plans

INDEX TO SHEETS	
Sheet NO.	Description
1	COVER SHEET
2	WATER MAIN PLAN AND PROFILE STA: 0+00 - 2+50
3	WATER MAIN PLAN AND PROFILE STA: 2+50 - 5+00
4	WATER MAIN PLAN AND PROFILE STA: 5+00 - 7+50
5	WATER MAIN PLAN AND PROFILE STA 7+50 - 10+00
6	WATER MAIN PLAN AND PROFILE STA 10+00 - 12+50
7	WATER MAIN PLAN AND PROFILE STA 12+50 - 15+00
8	WATER MAIN PLAN AND PROFILE STA 15+00 - 17+50
9	WATER SERVICE CONNECTIONS STD #MSCD-400.101
10	SERVICE METER VAULT STD #MSCD-400.102
11	TRACER WIRE STD #MSCD-400.109
12	TYPICAL 6" HYDRANT SETTING STD #MSCD-400.301
13	WATER VALVES STD #MSCD-400.601
14	WATER VALVE BOX STD #MSCD-400.603
15	HORIZONTAL THRUST BLOCKING STD #MSCD-400.901
16	VERTICAL THRUST BLOCKING STD #31
17	CATCH BASIN STD #MSCD-600.301
18	CATCH BASIN TYPE 'A' GRATE STD #MSCD-600.303
19	CLASS F BACKFILL STD MSCD-300.103
20	CLASS A BACKFILL STD MSCD-300.101

CAMAS STREET WATER MAIN REPLACEMENT

PROJECT NO. 113-025

LEGEND	
	RIGHT OF WAY
	UNDERGROUND FIBER OPTIC
	UNDERGROUND POWER
	AERIAL POWER
	GAS LINE
	EXISTING WATER LINE
	EXISTING WATER SERVICE LINE
	EXISTING SANITARY SEWER
	EXISTING STORM DRAIN
	NEW WATER MAIN
	EDGE OF ASPHALT
	SAW CUT ASPHALT
	CONCRETE REMOVAL/REPLACE
	ASPHALT REMOVAL & REBUILD
	THRUST BLOCK
	EXISTING WATER VALVE
	EXISTING SANITARY MANHOLE
	EXISTING STORM MANHOLE
	CATCH BASIN
	WATER VALVE
	FIRE HYDRANT
	WATER METER
	POWER POLE
	UTILITY PEDESTAL
	Light Pole



GENERAL NOTES:

1. THE CONTRACTOR IS RESPONSIBLE FOR UNDERGROUND UTILITY LOCATES AND EXISTENT DEPTH VERIFICATION. CALL 811 AT LEAST 48 HOURS PRIOR TO EXCAVATING.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THESE PLANS AND THE PROJECT SPECIFICATIONS.
3. THE CONTRACTOR IS RESPONSIBLE FOR REMOVAL AND DISPOSAL OF ALL SPOILS MATERIALS.
4. INITIAL CONSTRUCTION STAKING WILL BE PROVIDED BY THE CITY OF MOSCOW FOR HORIZONTAL CONTROL. CONTRACTOR IS RESPONSIBLE FOR SETTING FORMS TO GRADE USING THE ELEVATIONS SHOWN IN THESE PLANS.
5. THE CONTRACTOR SHALL MAINTAIN ACCESS FOR RESIDENCES AND BUSINESSES SERVED BY AFFECTED STREETS AND SHALL COORDINATE AND COMMUNICATE ALL WORK SCHEDULING WITH THE AFFECTED RESIDENCES AND BUSINESSES.
6. THE CONTRACTOR SHALL COMPLETE THIS PROJECT AS EXPEDITIOUSLY AS POSSIBLE IN ORDER TO MINIMIZE THE IMPACT ON ADJACENT RESIDENCES AND BUSINESSES.
7. THE CONTRACTOR IS RESPONSIBLE FOR ALL TRAFFIC AND PEDESTRIAN CONTROL AND SHALL COMPLY WITH ALL OF THE REQUIREMENTS OF THE MUTCD.



CITY OF MOSCOW
COMMUNITY DEVELOPMENT

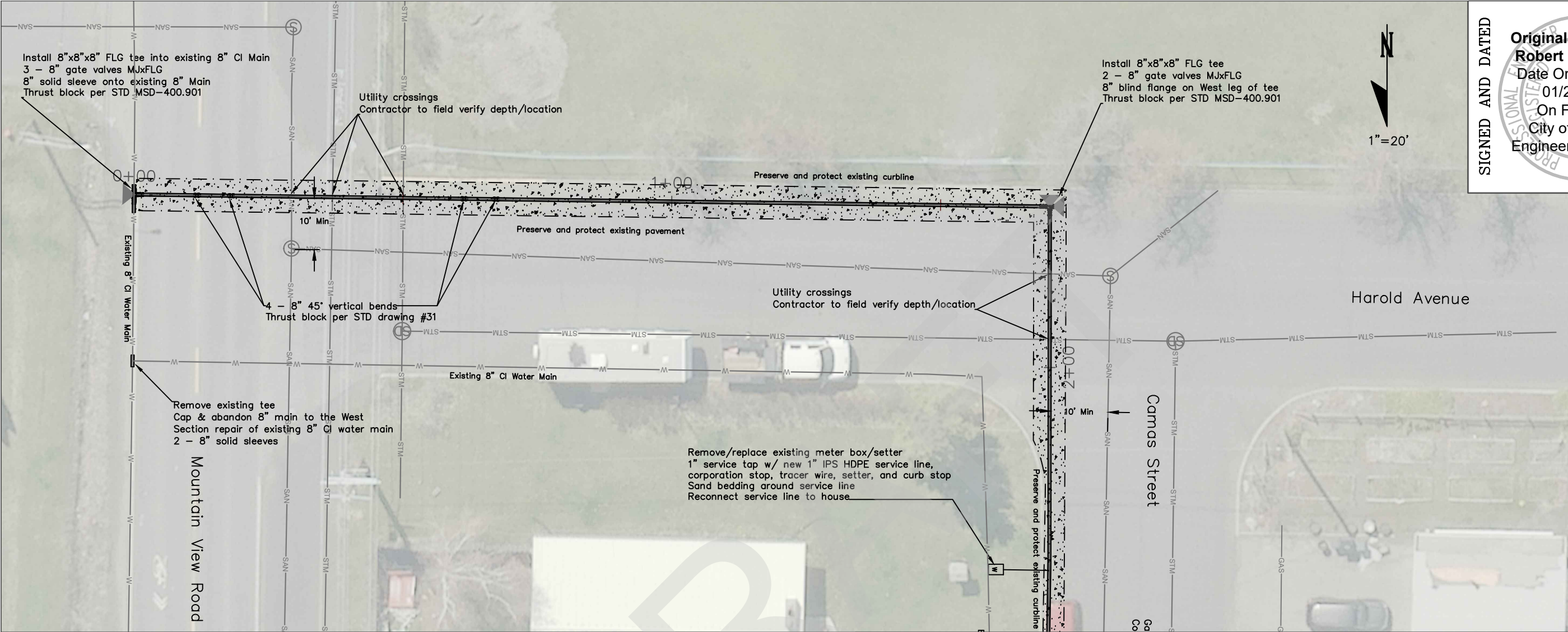
ENGINEERING DIVISION
504 S. WASHINGTON STREET
(208) 883-7034

CITY ENGINEER
SCOTT BONTRAGER

Original Signed By:
Robert H. Buvel III

Date Original Sign:
01/24/2025

On File With:
City of Moscow
Engineering Division



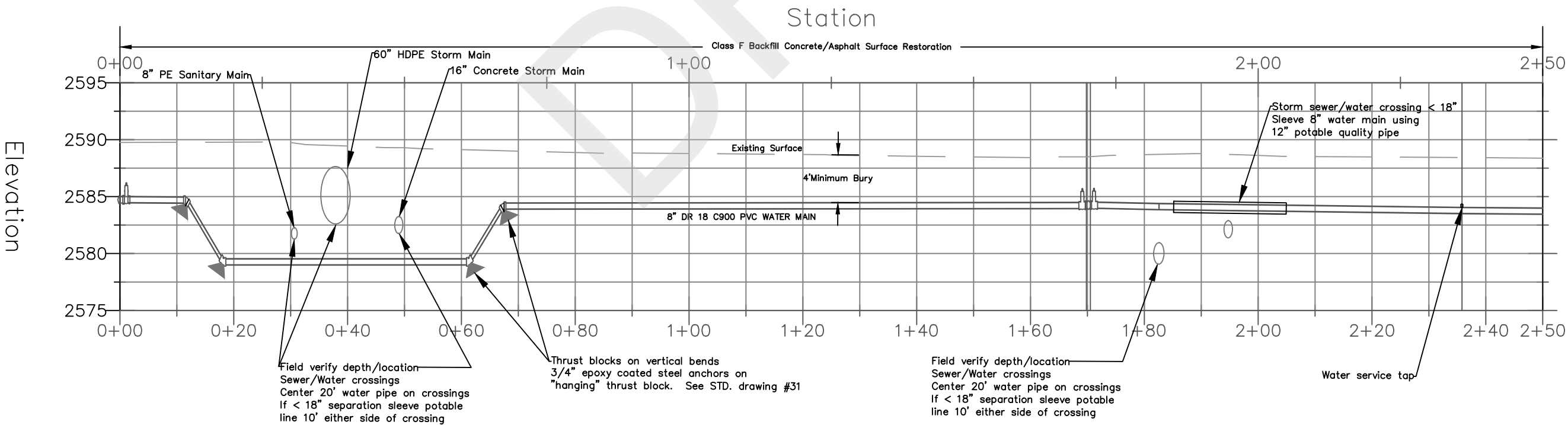
SIGNED AND DATED

Original Signed By:
Robert H. Buvel III
Date Original Sign:
01/24/2025
On File With:
City of Moscow
Engineering Division

CHK'D. BY:	
DRAWN BY:	KR
DATE:	1/25
Job No.:	113-025

CAMAS STREET
WATER MAIN
PLAN & PROFILE

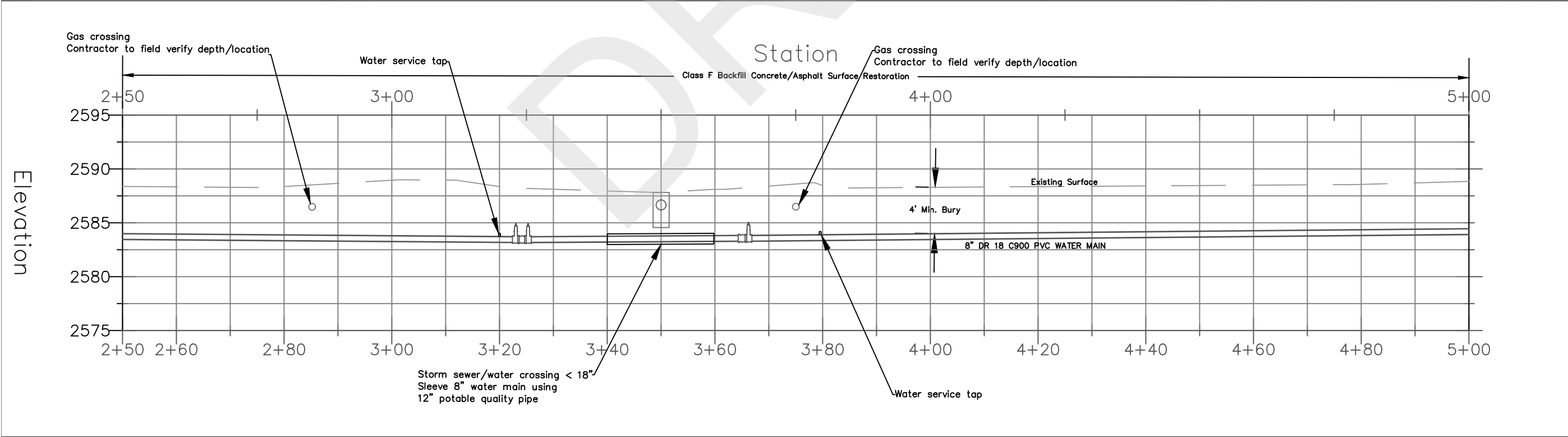
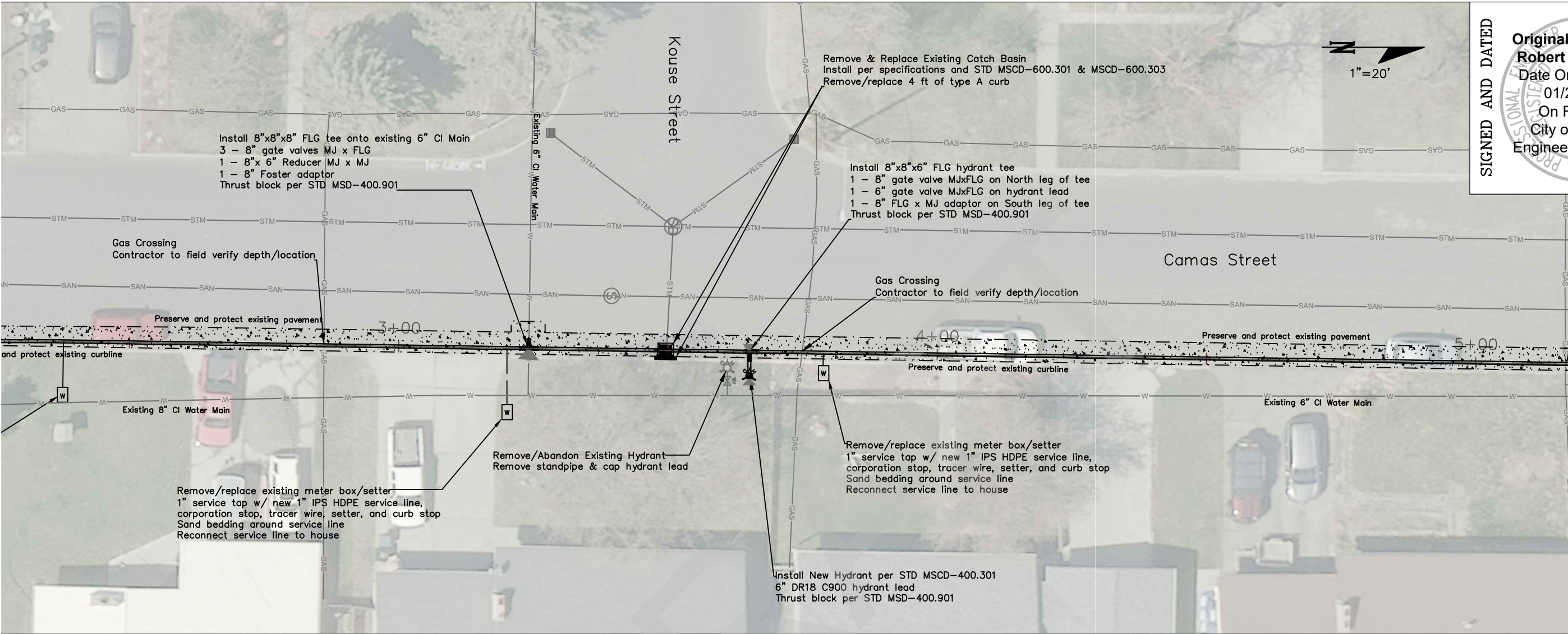
PROJECT NO. 113-025



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DATE: 1/25
DRAWN BY: K. RAINER
CHK'D BY: B. BUVEL

CITY OF MOSCOW
ENGINEERING DEPARTMENT
MOSCOW, IDAHO

SHEET 2



SIGNED AND DATED

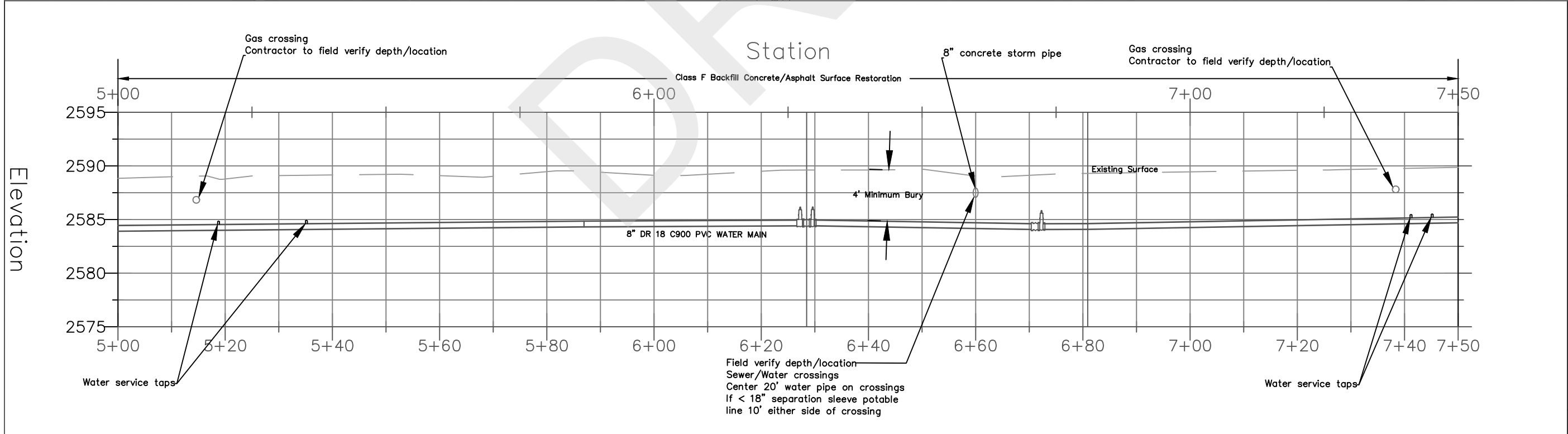
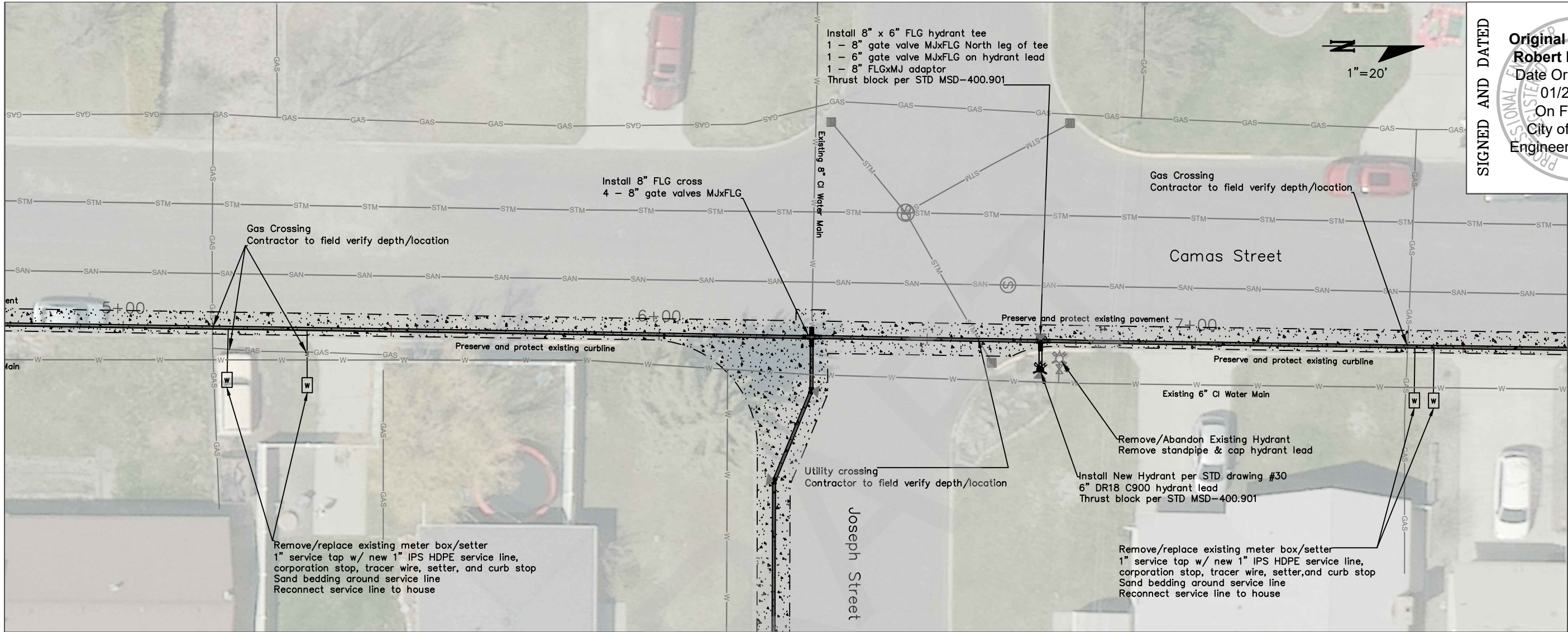
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Robert H. Buvel III
Date Original Sign:
01/24/2025
On File With:
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Engineering Division

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DATE:	1/25
BY:	KR
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CAMAS STREET
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PLAN & PROFILE
PROJECT NO. 113-025

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CITY OF MOSCOW
ENGINEERING DEPARTMENT
MOSCOW, IDAHO



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Robert H. Buvel III
Date Original Sign:
01/24/2025
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City of Moscow
Engineering Division

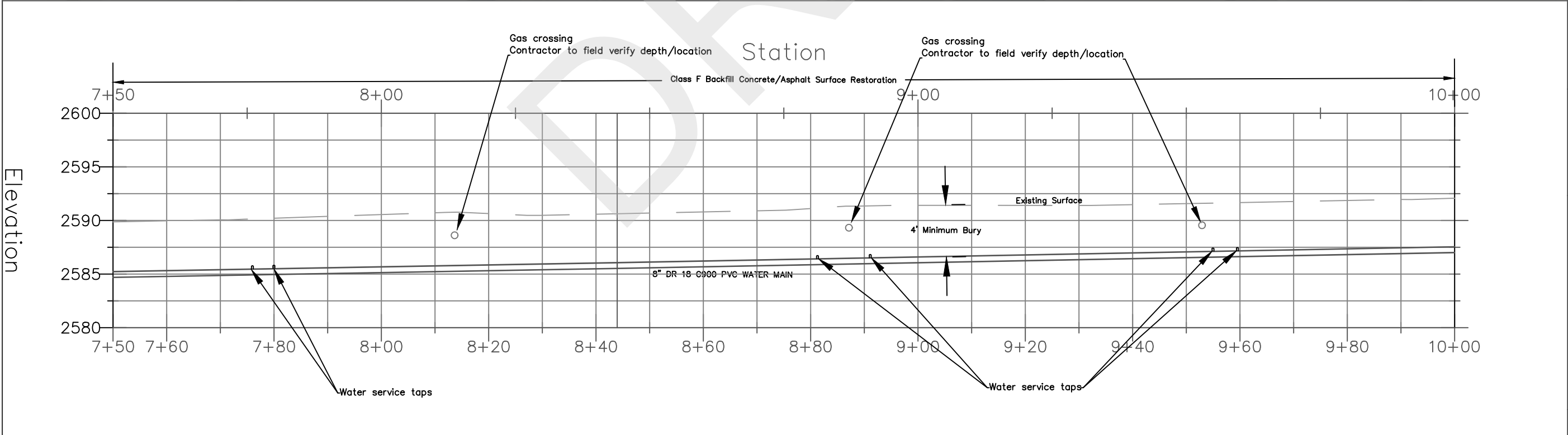
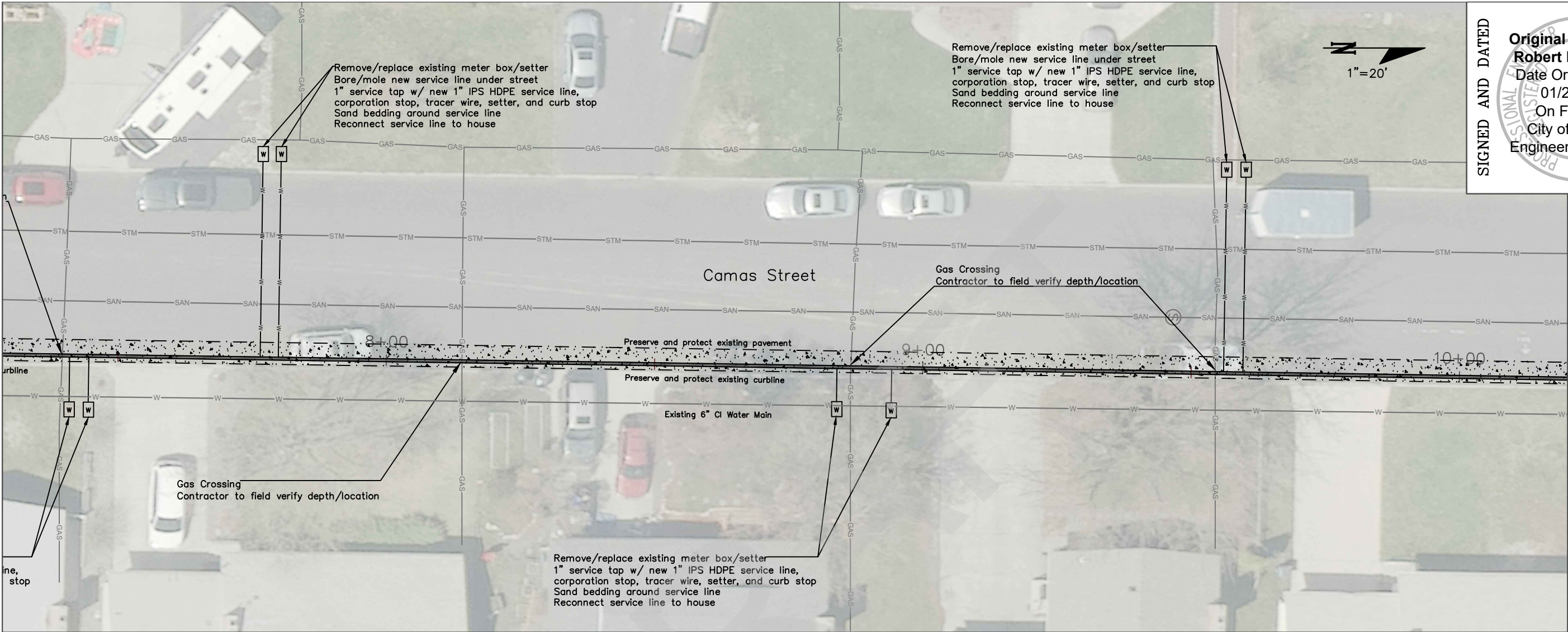
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BY:	KR
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**CAMAS STREET
WATER MAIN
PLAN & PROFILE**

PROJECT NO. 113-025

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**CITY OF MOSCOW
ENGINEERING DEPARTMENT
MOSCOW, IDAHO**



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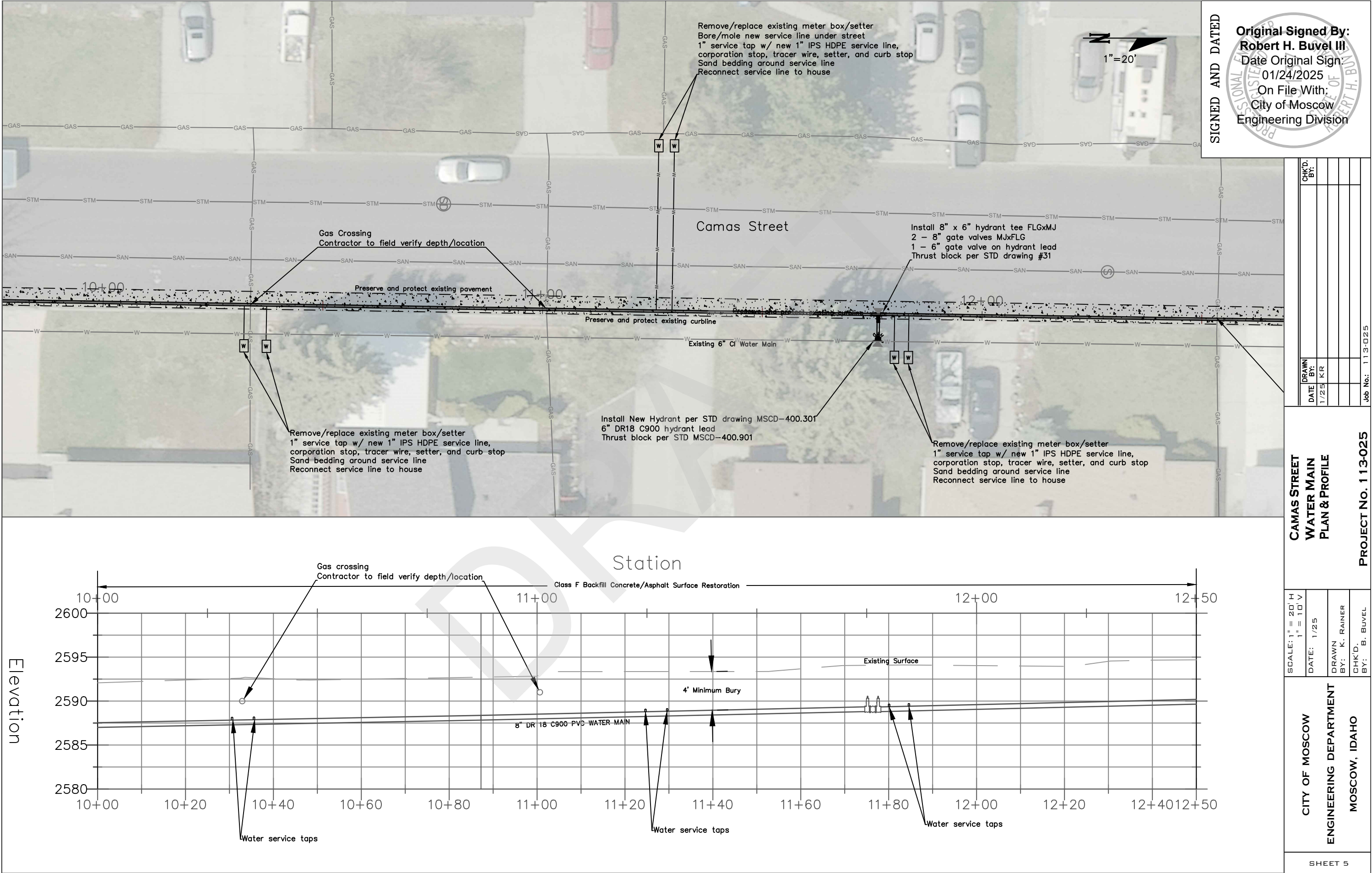
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Robert H. Buvel III
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ENGINEERING DEPARTMENT
MOSCOW, IDAHO



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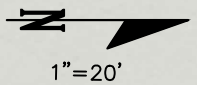
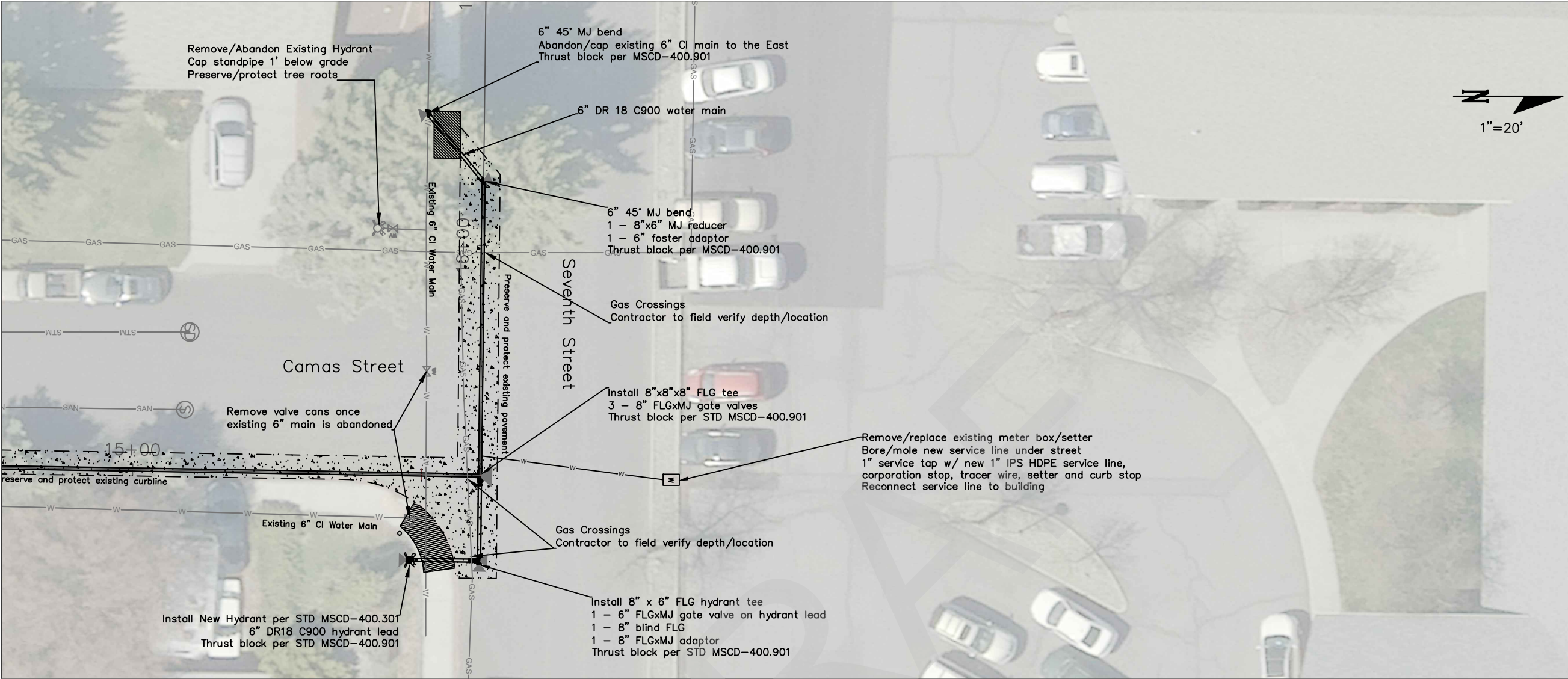
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Robert H. Buvel III
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CITY OF MOSCOW
ENGINEERING DEPARTMENT
MOSCOW, IDAHO



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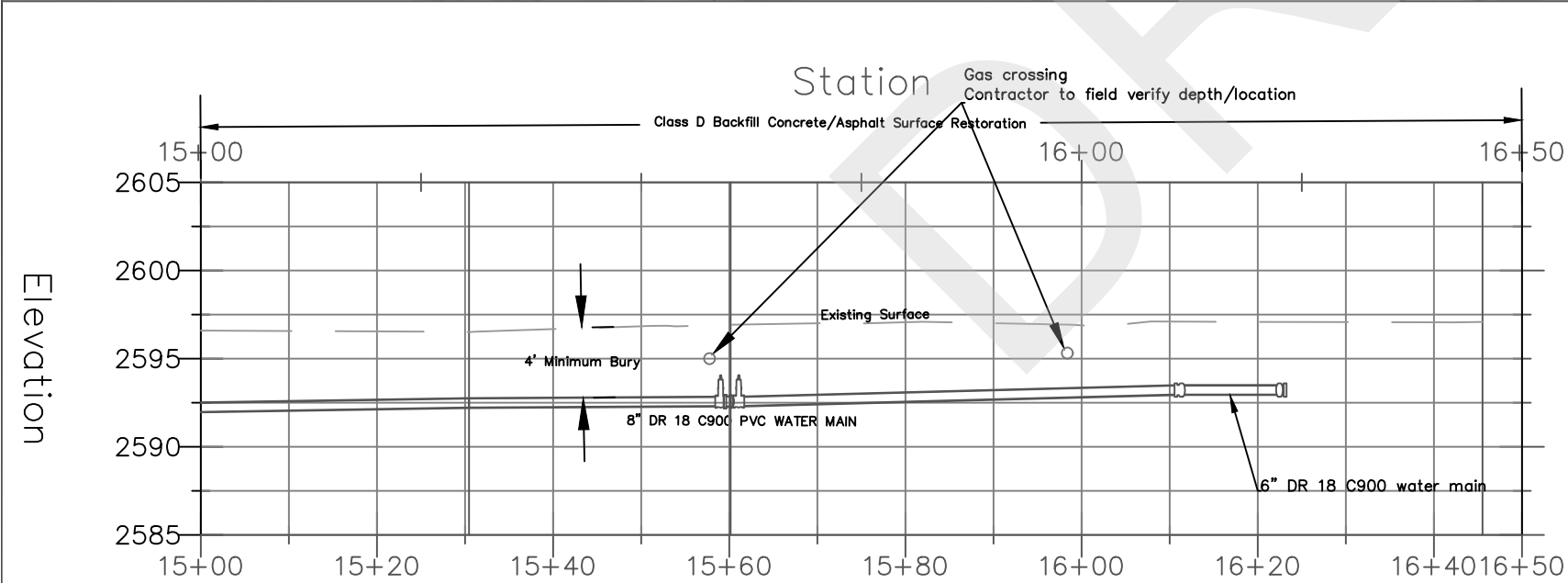
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Robert H. Buvel III
Date Original Sign:
01/24/2025
On File With:
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Engineering Division



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DRAWN BY:	KR
DATE	1/25
Job No.:	113-025

**CAMAS STREET
WATER MAIN
PLAN & PROFILE**

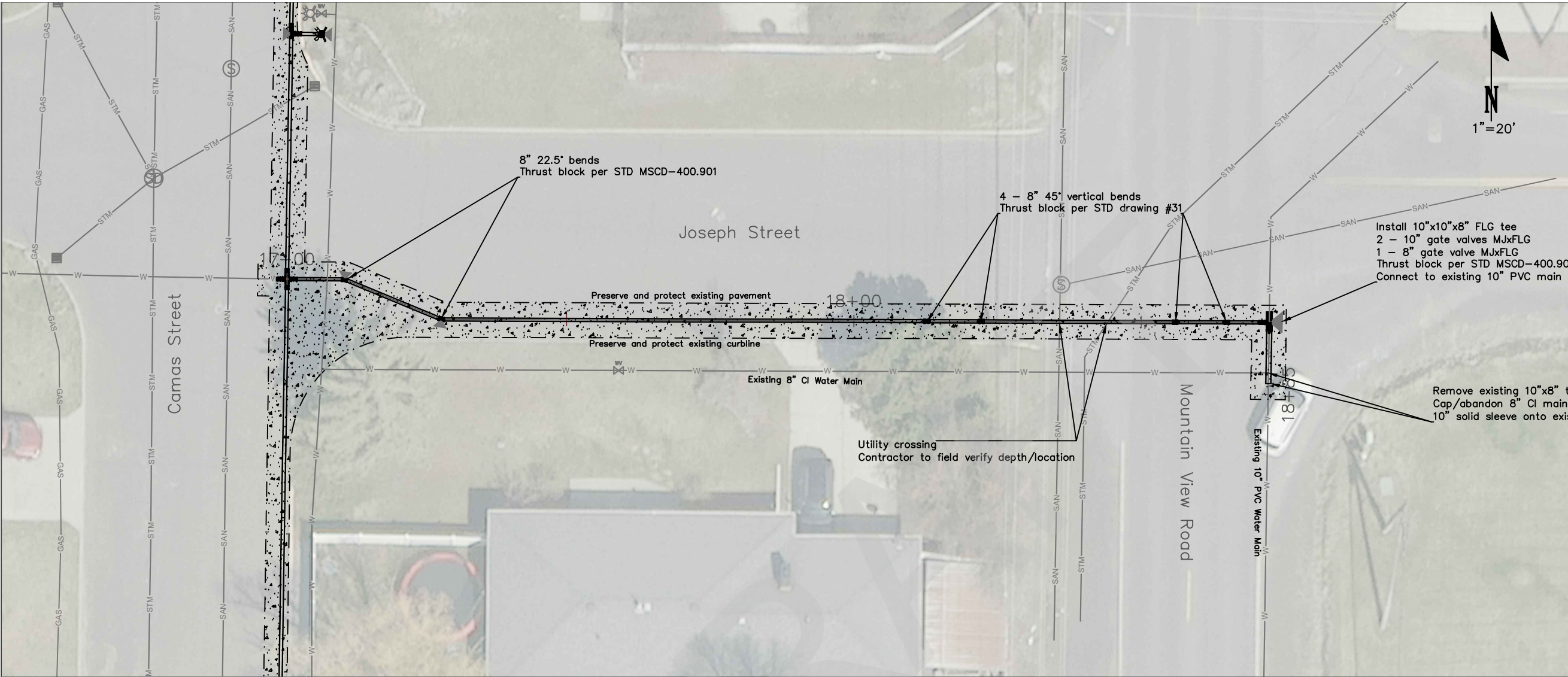
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**CITY OF MOSCOW
ENGINEERING DEPARTMENT
MOSCOW, IDAHO**

SHEET 7



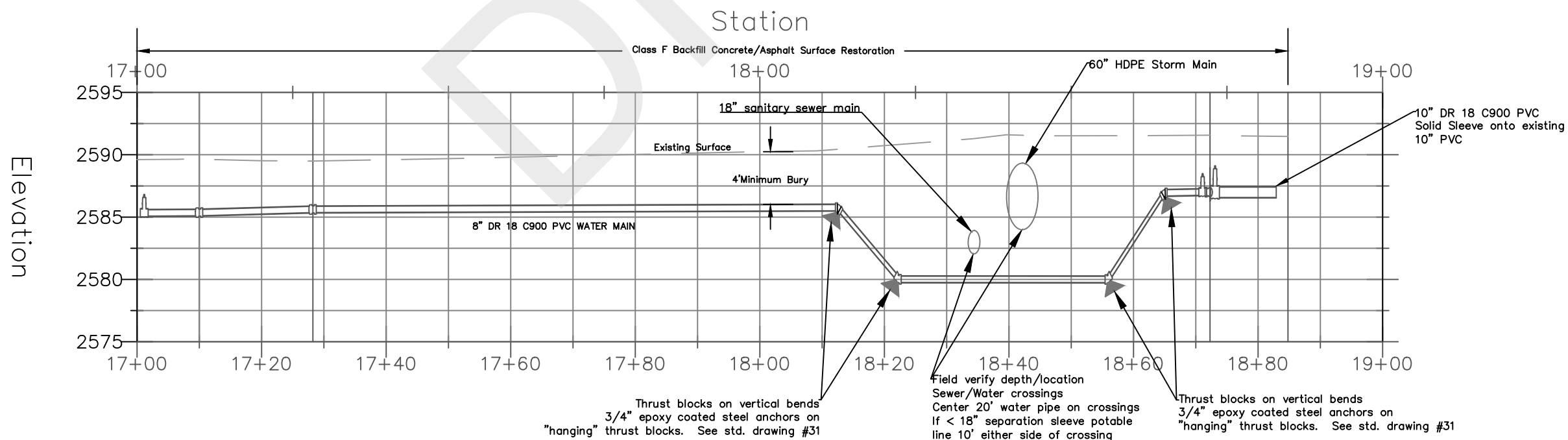
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Robert H. Buvel III
Date Original Sign:
01/24/2025
On File With:
City of Moscow
Engineering Division

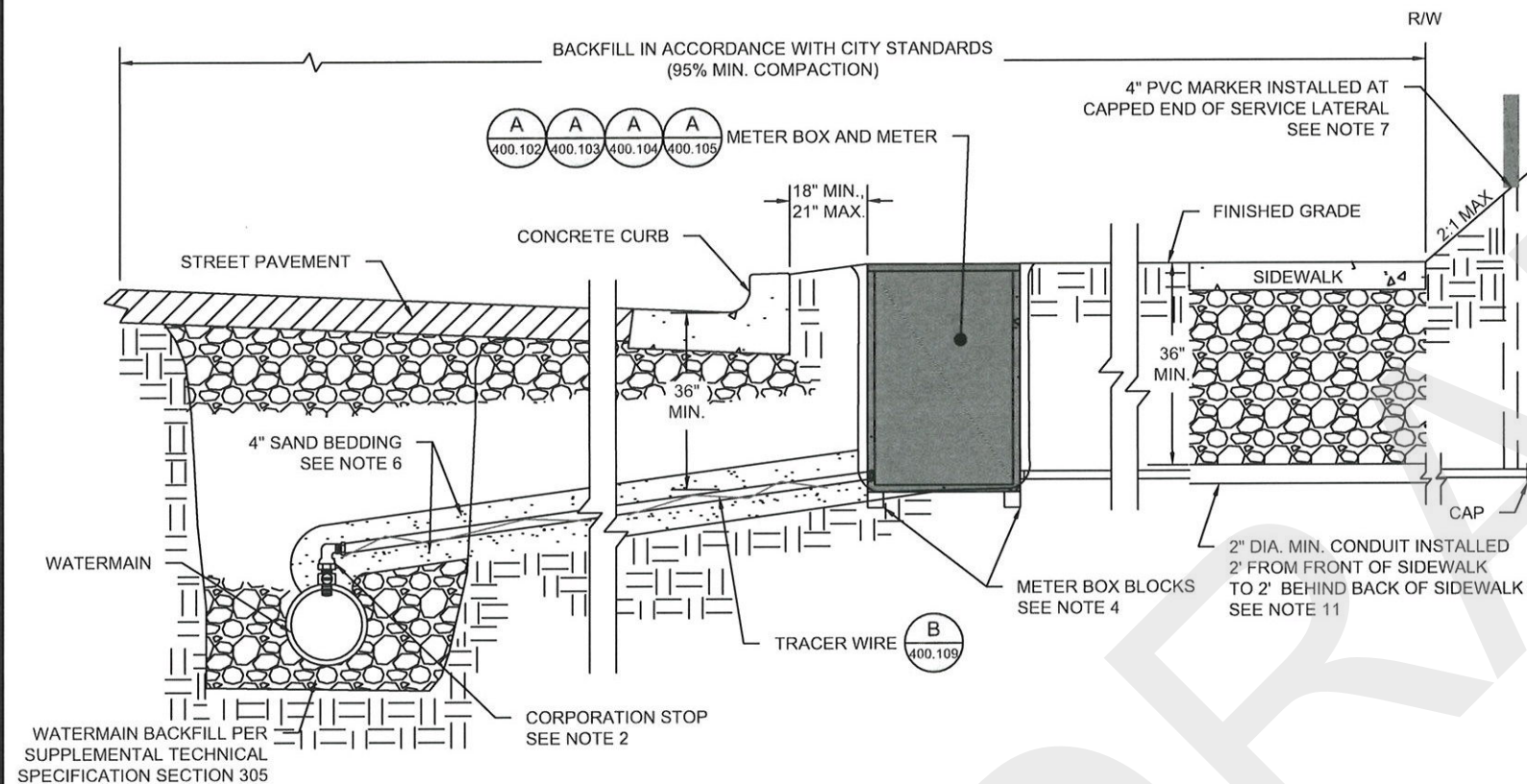
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CAMAS STREET
WATER MAIN
PLAN & PROFILE

PROJECT NO. 113-025



SCALE: 1" = 20' H 1" = 10' V	DATE: 1/25	DRAWN BY: K. RAINER	CHK'D BY: B. BUVEL
CITY OF MOSCOW ENGINEERING DEPARTMENT MOSCOW, IDAHO			
SHEET B			



CONTRACTOR SHALL INSURE THAT CORPORATION STOP IS TURNED OPEN BEFORE BACKFILLING TRENCH.

(A) WATER METER CONNECTION LAYOUT

NOTES:

1. THE INTENT OF THIS DRAWING IS TO ESTABLISH WATER SERVICE LAYOUT. METER WILL BE INSTALLED AFTER PLUMBING APPROVAL. IRRIGATION CONNECTION WILL BE INSTALLED WITH PLUMBING APPROVAL.
2. MATERIALS FOR SADDLE, PIPE AND FITTINGS FROM THE WATERMAIN TO THE CAPPED END PER ISPPWC DIVISION 400 AND STANDARD DRAWINGS MSCD-400.102 AND MSCD-400.103.
3. TRENCH BOTTOM TO BE PREPARED, AS REQUIRED FOR A FIRM BED.
IF THE WATER SERVICE LINE AND SANITARY OR STORM DRAIN SERVICE LINES, FROM THE RIGHT-OF-WAY TO THE HOUSE, ARE INSTALLED IN THE SAME TRENCH, THEN ALL THREE OF THE FOLLOWING REQUIREMENTS SHALL BE MET:
 - A. THE BOTTOM OF THE WATER PIPE, AT ALL JOINTS, SHALL BE AT LEAST TWELVE INCHES (12") ABOVE THE TOP OF THE SANITARY OR STORM DRAIN SERVICE LINES.
 - B. THE WATER PIPE SHALL BE PLACED ON A SOLID SHELF, EXCAVATED AT ONE SIDE OF THE COMMON TRENCH, WITH A MINIMUM CLEAR HORIZONTAL DISTANCE OF AT LEAST TWELVE INCHES (12") FROM THE SANITARY OR STORM DRAIN SERVICE LINES.
 - C. WHERE THE SANITARY OR STORM DRAIN LINE CROSSES THE WATER SERVICE LINE, THE TOP OF THE SANITARY OR THE STORM DRAIN LINE IS A MINIMUM OF TWELVE INCHES (12") BELOW THE WATER SERVICE LINE.
4. IF TRENCH SUBGRADE IS OF POOR QUALITY, CITY MAY REQUIRE METER BOX BLOCKING.
5. THE ROADWAY SUBGRADE SHALL BE ESTABLISHED PRIOR TO THE INSTALLATION OF THE WATER SERVICE LATERALS.
6. THE WATER SERVICE LATERAL SHALL BE BEDDED IN SAND, OR PEA GRAVEL, FROM FOUR INCHES (4") UNDER THE PIPE TO FOUR INCHES (4") OVER THE PIPE.
7. AFTER THE INSTALLATION OF THE WATER SERVICE LATERAL, A 4" PVC MARKER SHALL BE PLACED AT THE CAPPED END OF THE CURB STOP. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO INSTALL, MAINTAIN AND PROTECT THE MARKER.
8. THE CAPPED CURB STOP SHALL BE LOCATED EIGHTEEN INCHES (18") BEYOND THE BACK OF CURB, IF PLACED IN THE GREEN STRIP, AND ONE FOOT (1') MINIMUM TO TWO FEET (2') MAXIMUM BEYOND THE BACK OF SIDEWALK, IF SIDEWALK IS INSTALLED NEXT TO THE CURB.
9. THE CAPPED CURB STOP SHALL BE BURIED TO A MINIMUM DEPTH OF THIRTY-SIX INCHES (36") AND MAXIMUM OF THIRTY-SIX INCHES PLUS OR MINUS SIX INCHES (36" ± 6") FROM FINISHED GRADE ELEVATION.
10. THE WATER SERVICE LATERAL AND CURB STOP SHALL BE INSTALLED WITHIN FIVE FEET (5') FROM PERPENDICULAR TO THE WATERMAIN.
11. WHEN WATER METER IS LOCATED IN THE GREEN STRIP, A TWO INCH (2") MINIMUM DIAMETER CONDUIT SHALL BE INSTALLED EXTENDING TWO FEET (2') FROM THE FRONT OF THE SIDEWALK TO TWO FEET (2') BEHIND THE BACK OF SIDEWALK.
12. PIPE INSTALLATION SHALL BE INSPECTED BY THE CITY BEFORE THE TRENCH IS BACKFILLED.
13. THE OWNER'S WORK SHALL COMPLY WITH THE UNIFORM PLUMBING CODE (UPC).
14. ALL BACKFILL UNDER SIDEWALKS SHALL BE 3/4" (-) CRUSHED AGGREGATE (95% MIN. COMPACTION).
15. WATER METER CANNOT BE LOCATED WITHIN CONCRETE (I.E., DRIVEWAY SIDEWALK, PATHWAY, ETC.)
16. METER PLACEMENT AND ELEVATION FOR "INFILL" DEVELOPMENT SHALL BE ON A CASE BY CASE BASIS AND BASED ON EXISTING INFRASTRUCTURE LOCATIONS.

DRAWING NUMBER:

MSCD-400.101

WATER SERVICE
CONNECTIONS

CITY OF MOSCOW
ENGINEERING DEPARTMENT

DRAFTED BY:

CHECKED BY:

DRAWING SCALE:

NTS

DATE: 3/27/24

SIGNED AND DATED

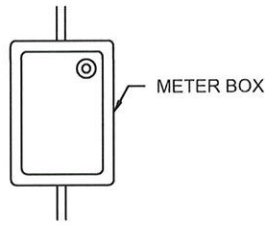


REVISIONS

DESCRIPTION

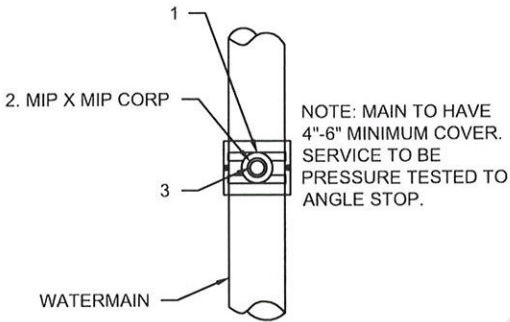
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WATER SERVICE METER VAULT

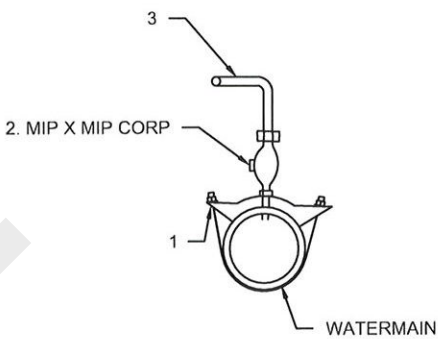


PLAN VIEW

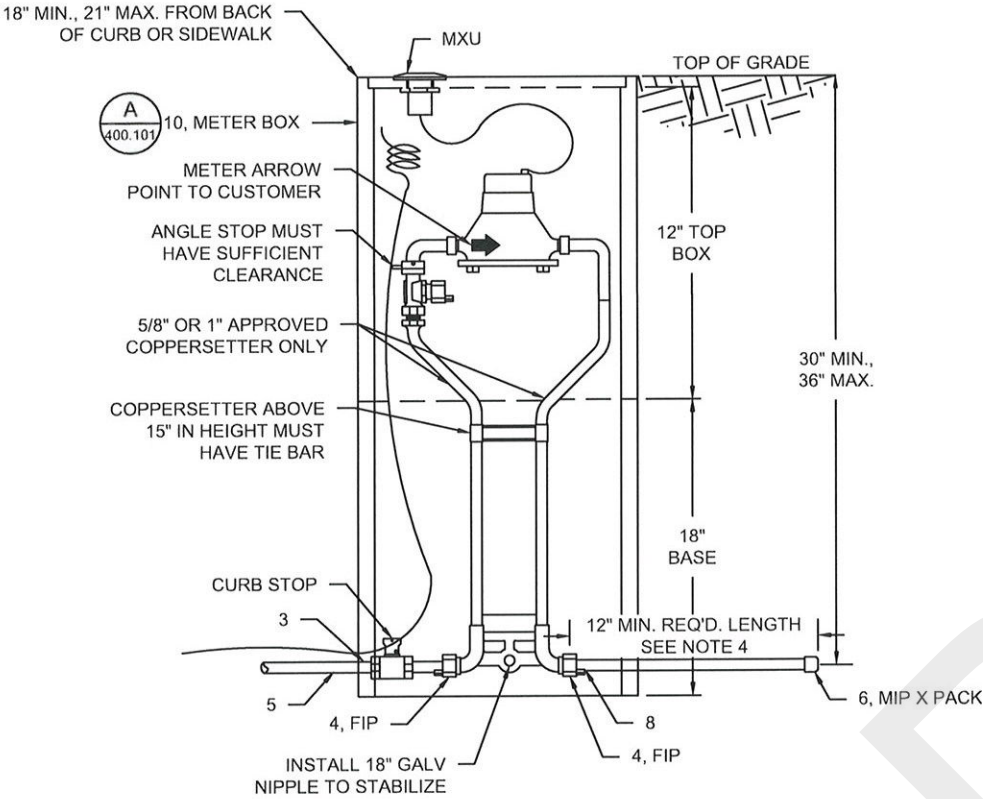
APPROVED TAPPING METHOD



TOP VIEW



SIDE VIEW



SIDE VIEW

APPROVED TAPPING METHOD AND PARTS		
ITEM No.	No. REQ'D.	DESCRIPTION
1	1	1" ROMAC DOUBLE STAINLESS STEEL STRAP SERVICE SADDLE
2	1	1" IPS X 1" POLY PACK JOINT BRONZE CORPORATION STOP
3	1	5/8" OR 1" X REQ'D. LENGTH - USE PIPE SIZE, 250 PSI POLYETHYLENE SERVICE LINE
4	1	5/8" OR 1" IPS X 5/8" OR 1" POLY BRASS PACK JOINT ADAPTER
5	1	5/8" OR 1" X MIN. 12" LONG BRASS OR POLY PIPE AS APPROVED BY CITY ENGINEER - BRASS PIPE BACK SIDE
6	1	5/8" OR 1" PVC CAP
7	1	5/8" OR 1" APPROVED NSF-61 COMPLAINT COPPERSETTER, ALL COMPONENTS
8	2	5/8" OR 1" POLY INSERTS, WHERE NEEDED
9	1	OLDCASTLE 1730 BOX. BOX WILL CONSIST OF 1-18" BOTTOM AND 1-12" TOP SECTION.
10	1	POLYMER COMPOSITE LID-FL36-MULTI SKU. CHECK LID FOR MXU.
ALL MATERIALS USED IN CONTACT WITH POTABLE WATER SHALL BE NSF-61 COMPLIANT.		

- NOTES:
- THE INTENT OF THIS DRAWING IS TO ESTABLISH DISTINCTION BETWEEN WHICH WATER SERVICE MATERIALS ARE AT THE RESPONSIBILITY OF THE DEVELOPER.
 - STABILIZER BAR MUST BE USED FOR SETTINGS HAVING GALVANIZED PIPE ON BOTH FRONT AND BACK SIDES.
 - NO PRIVATE CONNECTIONS OR FITTINGS ALLOWED INSIDE THE METER BOX.
 - POLY OR BRASS PIPE MUST EXTEND TO THE BACK OF SIDEWALK IF METER IS WITHIN GREEN STRIP. OTHERWISE, PIPE MUST EXTEND TO CITY-OWNED SIDE OF SIDEWALK AS PER MSCD-400.101.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL MATERIALS. CITY SHALL PERFORM WATER MAIN TAPPING AND INSTALLATION OF SERVICE SADDLE AND CORPORATION STOP.
 - METER BOX SETUP SHALL CONSIST OF THE FOLLOWING:
 - LID.
 - 12" TOP BOX SECTION.
 - 18" BASE SECTION.

REVISIONS

DESCRIPTION

DATE

SIGNED AND DATED



DRAFTED BY:

CHECKED BY:

DRAWING SCALE:

NTS

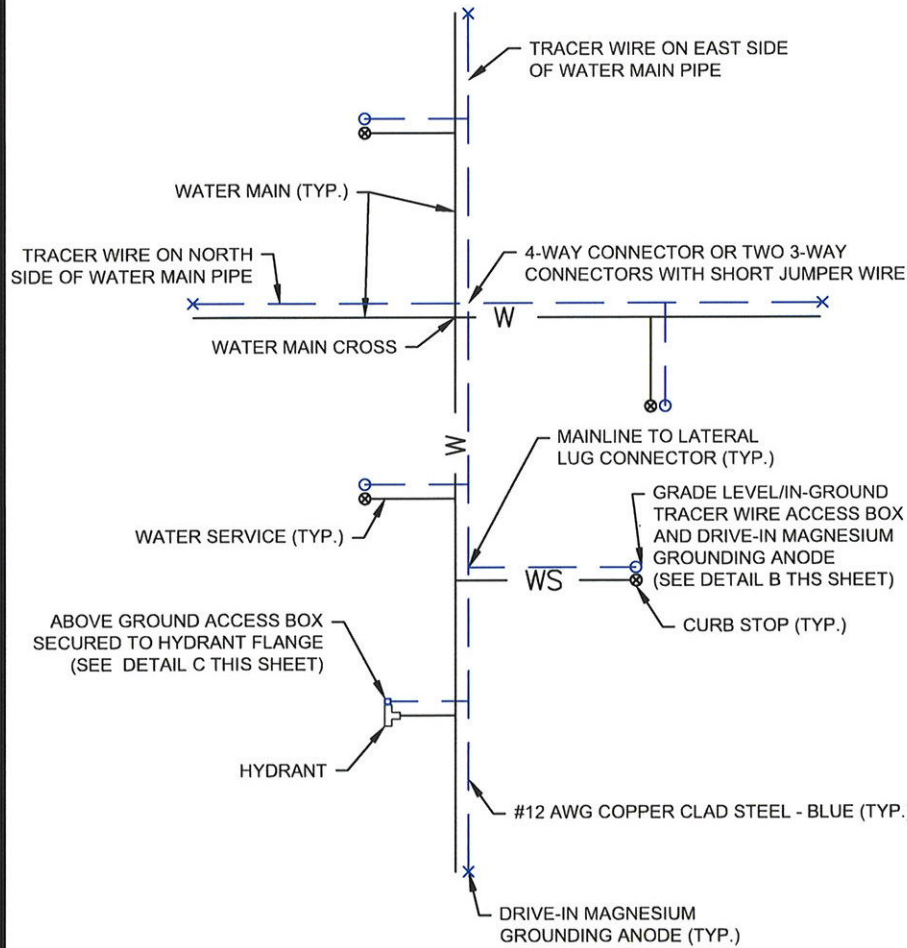
DATE: 4/16/24

5/8" AND 1" WATER
SERVICE METER VAULT

CITY OF MOSCOW
ENGINEERING DEPARTMENT

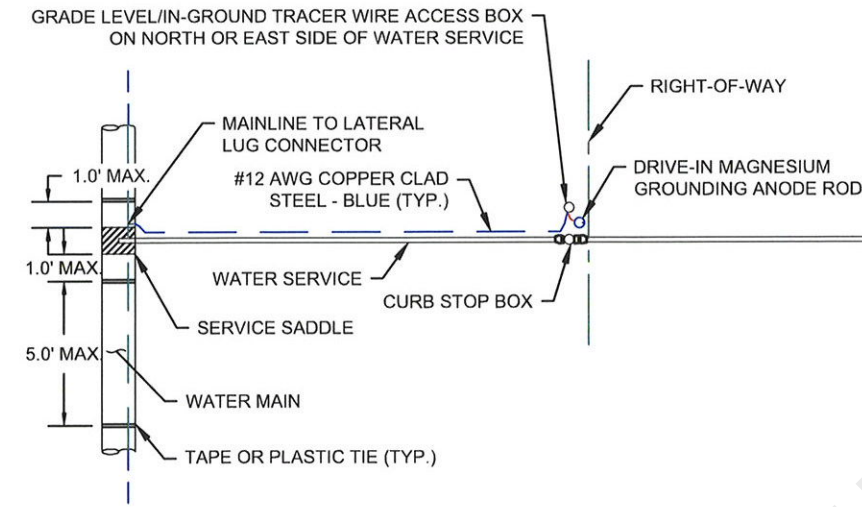
DRAWING NUMBER:
MSCD-400.102

(A) 5/8" AND 1" METER VAULT

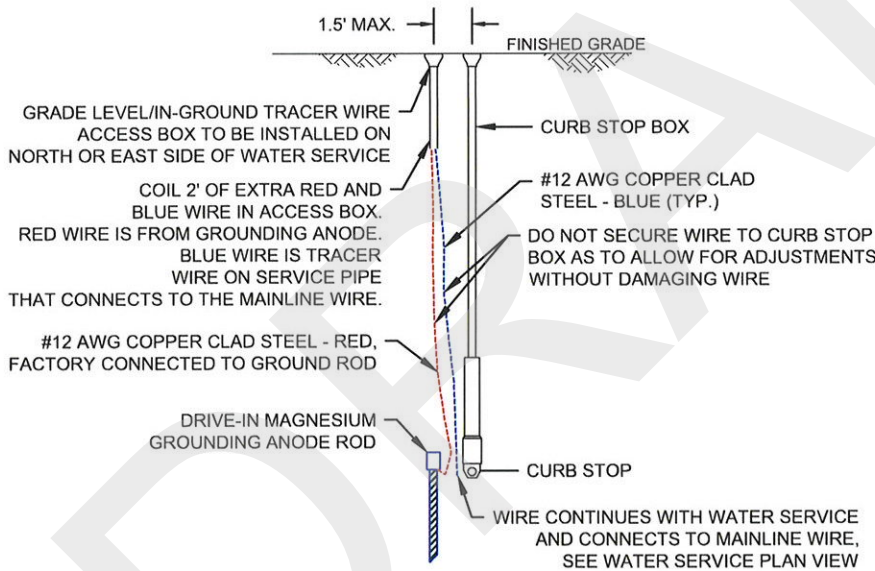


SAMPLE WATER PLAN NOTES:
 1. WIRE SHOWN AWAY FROM PIPE FOR CLARITY. WIRE SHALL BE INSTALLED ON THE BOTTOM SIDE OF THE PIPE BELOW THE SPRING LINE. THE WIRE SHALL BE FASTENED TO THE PIPE WITH TAPE OR PLASTIC TIES AT 5' INTERVALS.

Ⓐ TRACER WIRE SAMPLE WATER PLAN



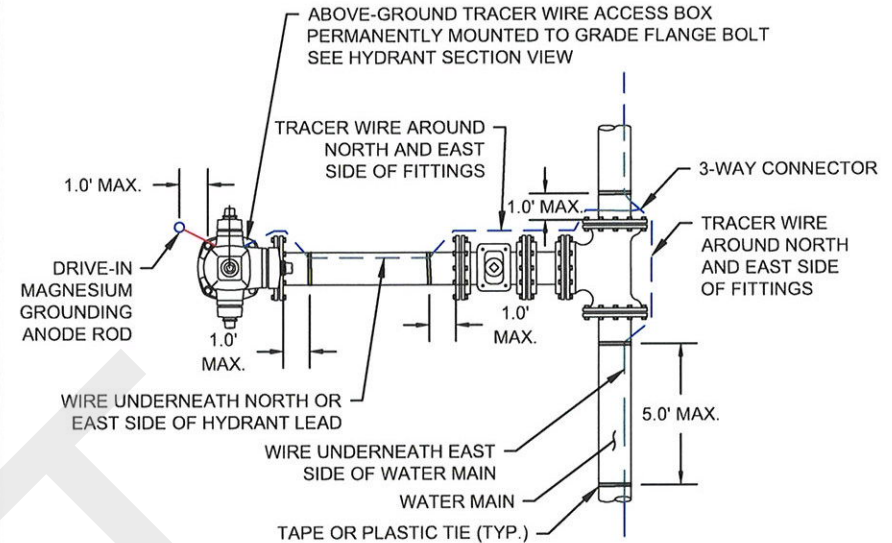
TRACER WIRE WATER SERVICE PLAN VIEW



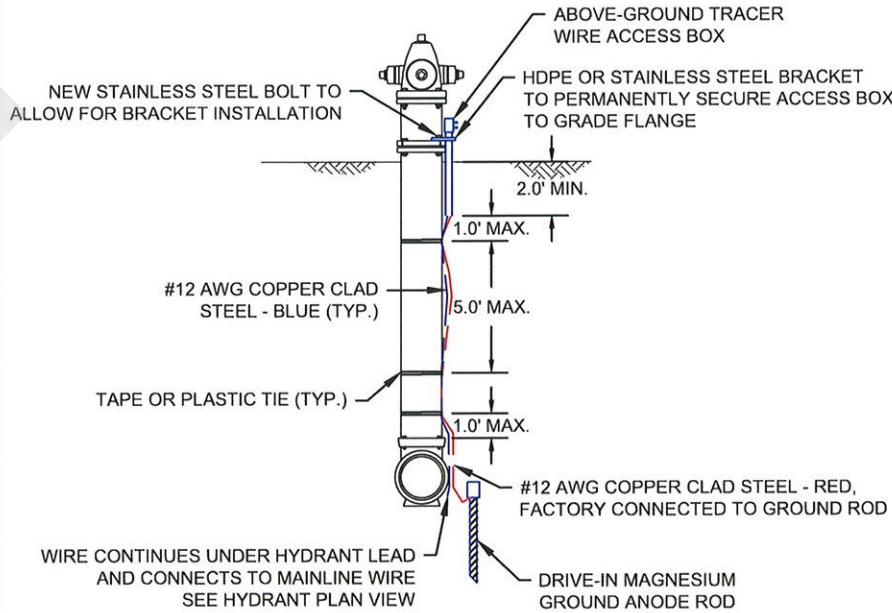
TRACER WIRE WATER SERVICE SECTION VIEW

WATER SERVICE NOTES:
 1. WIRE SHOWN AWAY FROM PIPE FOR CLARITY. WIRE SHALL BE INSTALLED ON THE BOTTOM SIDE OF THE PIPE BELOW THE SPRING LINE. THE WIRE SHALL BE FASTENED TO THE PIPE WITH TAPE OR PLASTIC TIES AT 5' INTERVALS.

Ⓑ TRACER WIRE WATER SERVICE DETAIL



TRACER WIRE HYDRANT PLAN VIEW



TRACER WIRE HYDRANT SECTION VIEW

Ⓒ TRACER WIRE HYDRANT DETAIL

REVISIONS	DESCRIPTION	
	DATE	

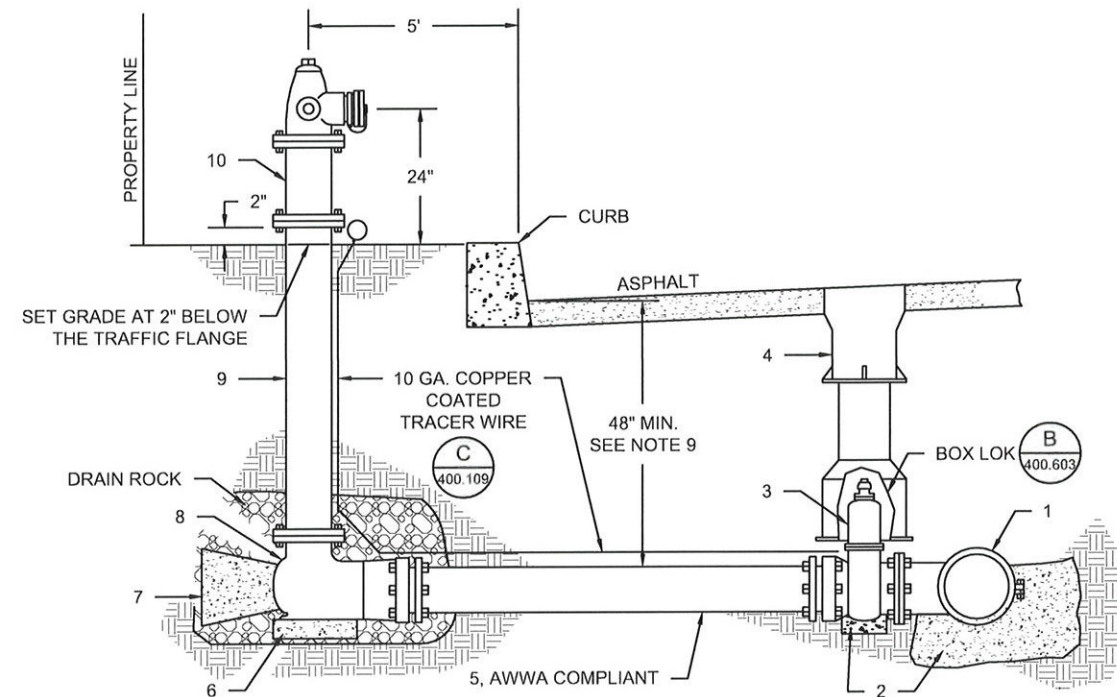
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DRAFTED BY:	CHECKED BY:	DRAWING SCALE: NTS	DATE: 3/27/24
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TRACER WIRE (WATER)

CITY OF MOSCOW
ENGINEERING DEPARTMENT

DRAWING NUMBER:
MSCD-400.109



NOTES:

CURRENT ACCEPTED FIRE HYDRANTS (ONLY)

1. 5-1/4" WATEROUS PACER (WITH 24" STANDPIPE)
2. STORZ ADAPTER MOUNTED BY MANUFACTURER
3. ALL FIRE HYDRANTS SHALL BE PRESSURE TESTED, DISINFECTED, FLUSHED AND SAMPLED PRIOR TO PLACING IN SERVICE.
4. FIRE HYDRANT MUST BE LEVEL AND PLUMB.
5. CORRECT BURY DEPTH SHALL BE USED FOR NEW INSTALLATIONS. ALL EXTENSIONS TO HAVE PRIOR APPROVAL BY CITY WATER DEPT.
6. TRACER WIRE TO BE A MAXIMUM OF 2" ABOVE FINAL GRADE AND SHALL NOT BE TIED TO HYDRANT AT FINISH OF PROJECT.
7. WRAP ALL FITTINGS WITH 6 MIL PLASTIC PRIOR TO POURING THRUST BLOCKS.
8. EXISTING WATER MAIN DEPTH MAY VARY FROM 48" MINIMUM.

FIRE HYDRANT SETTINGS

- A. FIRE HYDRANTS SHALL BE SET SQUARE TO CLOSEST CURB.
- B. ALL PORT CAP CHAINS SHALL BE ATTACHED TO CAPS AND HYDRANT.
- C. ALL FIRE HYDRANTS SHALL BE SAFETY CHROME RED ONLY!
- D. ALL FIRE HYDRANTS SHALL BE A MINIMUM OF 5' FROM DRIVEWAYS OR OTHER FIXED OBSTRUCTIONS.
- E. BOLLARDS MAY BE REQUIRED FOR ADDITIONAL PROTECTION BY FIRE DEPT.
- F. LIVE TAPS ONLY WHEN ATTACHING TO EXISTING WATERMAINS.
- G. NO MORE THAN ONE (1) SPACER IS ALLOWED.
- H. ALL HYDRANTS SHALL HAVE FIVE (5) FEET RADIUS OF CLEARANCE AROUND THEM, INCLUDING FROM RETAINING WALLS.

5-1/4" WATEROUS PACER SPECIFICATIONS

- 6" DRY-BARREL FIRE HYDRANT SUITABLE FOR A 5' TRENCH
- 6" MECHANICAL JOINT BOTTOM CONNECTION
- USE RESTRAINED BELL CONNECTIONS ON HYDRANT SERVICES REQUIRING MORE THAN ONE (1) LENGTH OF PIPE.
- 1-1/2" PENTAGON OPERATING NUT, OPEN LEFT
- TWO 2-1/2" HOSE NOZZLES INTEGRAL STORZ DDP.
- ONE PUMPER NOZZLE 5" STORZ PORT DDP.
- HYDRANT COLOR - FACTORY PAINTED RED.
- 150 LBS W.W.P., 300 LBS, WTP.
- MODERN PROFILE TYPE

ITEM No.	No. REQ'D.	DESCRIPTION
1	1	MAIN SIZE MJ X 6" FLANGE CAST IRON TEE OR DIRECT TAP SADDLE
2	1	CONCRETE BLOCKING PER MSCD-400.901 AND AWWA M17
3	1	6" FLANGE X MJ GATE VALVE
4	1	TYLER CAST IRON VALVE BOX W/ LID. SERIES 6855, OR APPROVED EQUAL.
5	1	6" C900 PVC PIPE X REQ'D. LENGTH, OR APPROVED EQUAL
6	1	CONCRETE BLOCKING - 12" WIDE X 12" LONG X 4" THICK
7	1	CONCRETE BLOCKING PER MSCD-400.901 AND AWWA M17
8	1	BASE
9	1	EXTENSION - SIZED AS NEEDED FOR CORRECT BURY DEPTH
10	1	FIRE HYDRANT - 5 1/4 WATEROUS PACER TRAFFIC MODEL OR MUELLER CENTRUION MODEL 200

NOTES: NUMBERS 8-10 COME PRE-ASSEMBLED AS ONE UNIT. ONLY NEW ASSEMBLIES WILL BE USED TO REPLACE OR RELOCATE AN EXISTING HYDRANT.

(A) STANDARD FIRE HYDRANT

DRAWING NUMBER:
MSCD-400.301

**TYPICAL 6"
HYDRANT SETTING**

CITY OF MOSCOW
ENGINEERING DEPARTMENT

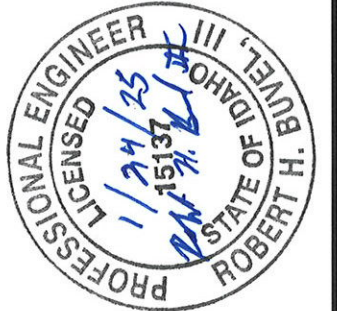
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DRAWING SCALE:
NTS

DATE: 3/27/24

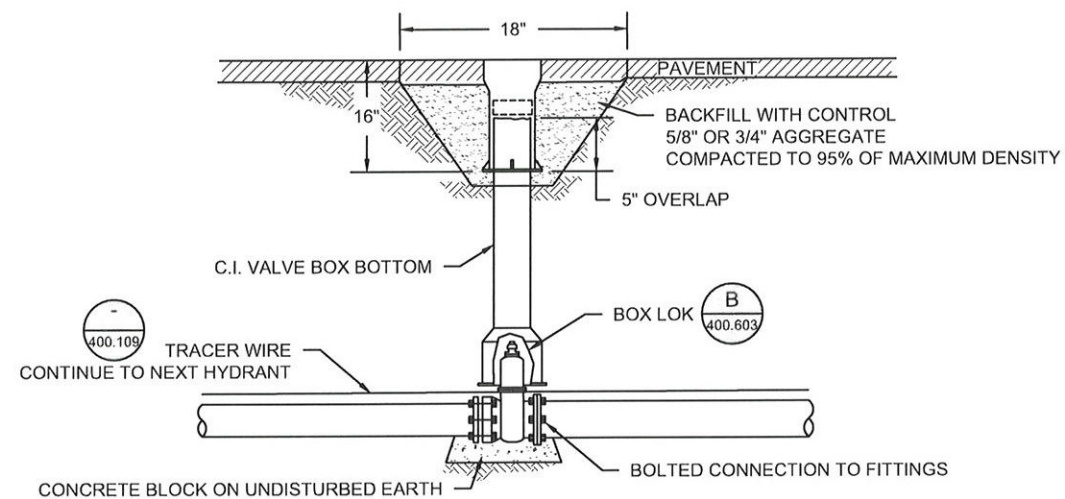
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REVISIONS

DESCRIPTION

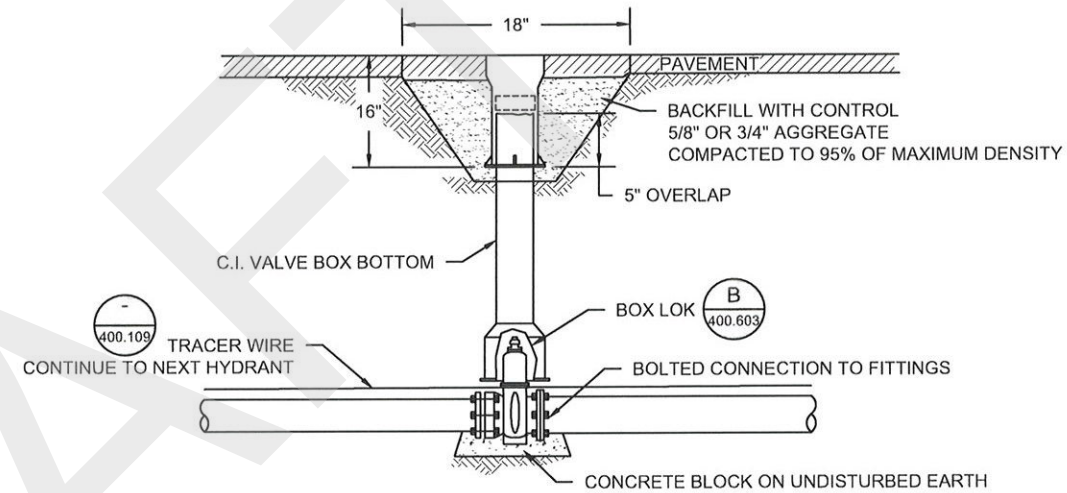
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NOTES:

1. TYLER CAST IRON VALVE BOX 6855 HD, WITH NO FLIP "WATER" HEAVY LID
2. 16" X 6 1/8" ID TO SLIP OVER C.I. VALVE BOX BOTTOM SECTION.
3. THE USE OF RISER LESS THAN 6 INCHES ARE NOT ALLOWED.
4. PROVIDE KEY, NO EXTENSIONS.
5. BELL JOINTS WITHIN 10 FEET OF VALVE TO BE RESTRAINED.

(A) GATE VALVE



NOTES:

1. TYLER CAST IRON VALVE BOX 6855 HD, WITH NO FLIP "WATER" HEAVY LID
2. 16" X 6 1/8" ID TO SLIP OVER C.I. VALVE BOX BOTTOM SECTION.
3. THE USE OF RISER LESS THAN 6 INCHES ARE NOT ALLOWED.
4. PROVIDE KEY, NO EXTENSIONS.
5. BELL JOINTS WITHIN 10 FEET OF VALVE TO BE RESTRAINED.

(B) BUTTERFLY VALVE

DRAWING NUMBER:
MSCD-400.601

VALVES

CITY OF MOSCOW
ENGINEERING DEPARTMENT

DRAFTED BY:

CHECKED BY:

DRAWING SCALE:

NTS

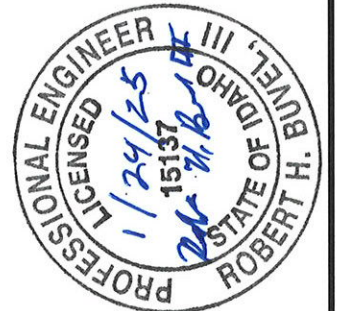
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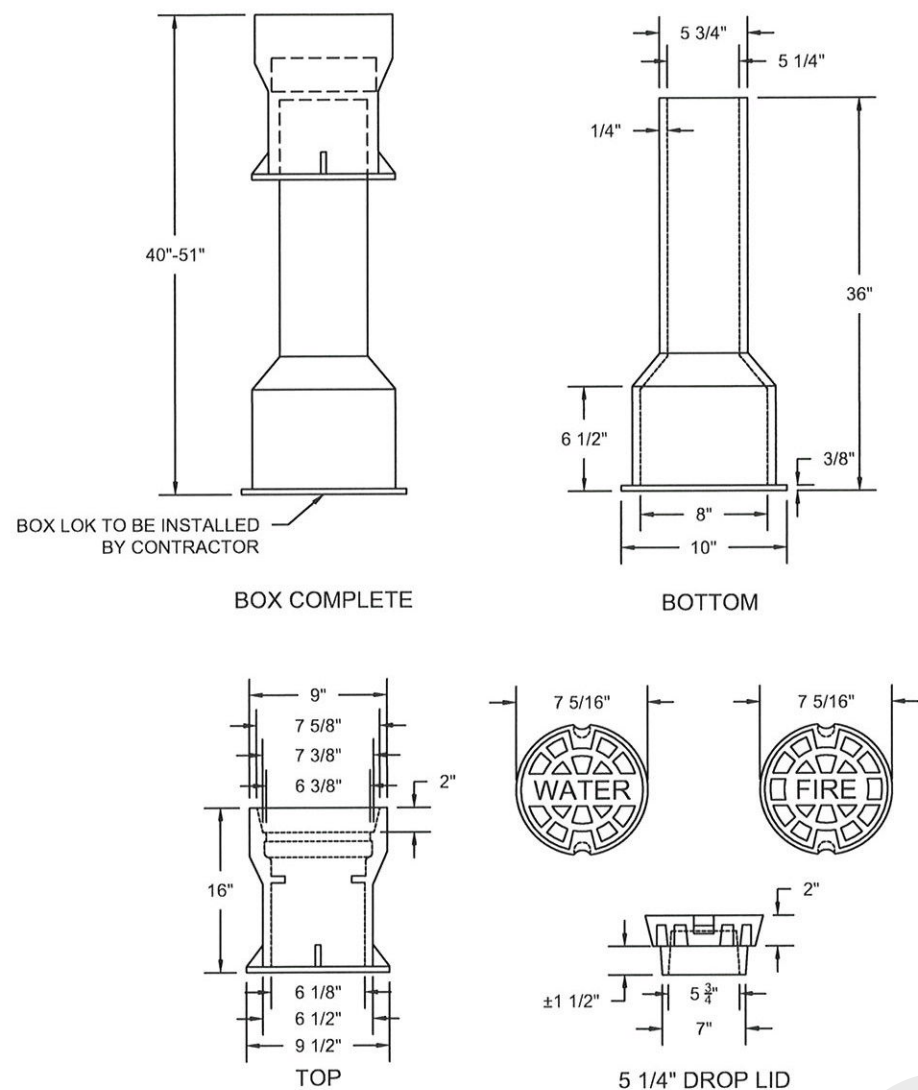
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REVISIONS

DATE

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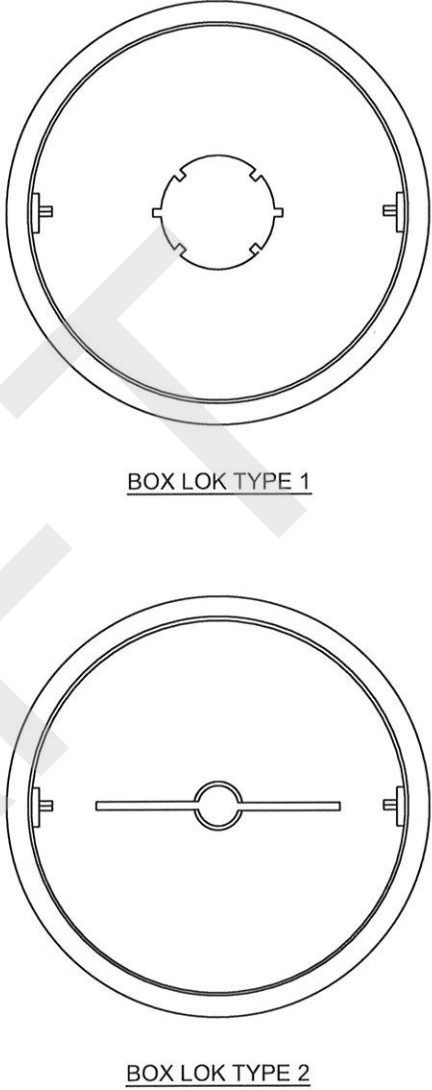


TYLER 6855 HD SERIES CAST IRON VALVE BOX
 TYLER CAST IRON VALVE BOX SERIES 6855 HD WITH HEAVY LID, OR APPROVED EQUAL, ACCOMMODATES 4" THROUGH 12" VALVES, 5 1/4" SHAFTS, SLIP-TYPE.

- NOTES:**
1. TRACER WIRE INSTALLATION PER MSD-400.109 AND ISPWC MOSCOW SUPPLEMENTAL SECTION 2000.
 2. ALL FIRE LINES MUST USE SEPARATE LID FOR DEDICATED FIRE LINES.
 3. THE USE OF VALVE STACK RISER LESS THAN 6 INCHES IS NOT ALLOWED.

BOX COMPLETE EXTENSION		TOP SECTION WITH LID		BOTTOM SECTION	
LENGTH	WEIGHT	LENGTH	WEIGHT	LENGTH	WEIGHT
40"-51"	90 LBS	16"	45 LBS	36"	45 LBS

Ⓐ TYPICAL VALVE BOX



- NOTES:**
1. ALL BOX LOK PRODUCTS ARE DESIGNED AS A CENTERING DEVICE.
 2. THESE UNITS SHOULD ONLY BE USED INSIDE THE VALVE BOX, OR ANOTHER GENERALLY ACCEPTED UNIT, TO ACHIEVE OPERATING NUT ACCESS ON THE VALVE.
 3. THE BOX LOK SHOULD NOT BE USED IN A SITUATION WHERE A VERTICAL LOAD IS PLACED ON BOX LOK. THIS WILL CAUSE THE UNIT TO BIND THE OPERATING NUT.
 4. CONSULT MANUFACTURER'S SPECIFICATIONS FOR USAGE OF TYPE 1 OR TYPE 2. TYPE SPECIFIED WILL DEPEND ON THE SIZE AND VALVE MANUFACTURE.
 5. BOX LOK SHALL BE TRUMBULL MODEL 1 OR 2 ITEM No. 367-4850 OR 367-4851.

Ⓑ BOX LOK

REVISIONS	DATE	DESCRIPTION
SIGNED AND DATED		
	DRAFTED BY:	CHECKED BY:
DRAWING SCALE:		DATE:
NTS		3/27/24
VALVE BOX CITY OF MOSCOW ENGINEERING DEPARTMENT		
DRAWING NUMBER: MSCD-400.603		

THRUST BLOCK NOTES:

1. CONCRETE STRENGTH f'_c = 3000 PSI AT 28 DAYS, POURED AGAINST UNDISTURBED EARTH.

2. STANDARD THRUST BLOCKING IS BASED ON THE FOLLOWING ASSUMPTIONS AND LIMITATIONS. IF THESE CONDITIONS ARE NOT MET, SPECIAL DESIGN IS REQUIRED:
a) TEST PRESSURE (WORKING + SURGE) IS 250 PSI OR LOWER.
b) DEPTH FROM FINISHED GRADE TO TOP OF PIPE ASSUMED TO EQUAL 4'-0" OR DEEPER.
c) ELEVATION OF GROUNDWATER TABLE ASSUMED TO BE BELOW BOTTOM OF THE BLOCK.
3. IF SOIL CONDITIONS ARE SOFT OR ORGANIC, A SPECIAL DESIGN IS REQUIRED AND SHOULD BE SUBMITTED TO THE CITY FOR REVIEW.

4. FOR LARGER PIPE DIAMETERS, SEE DRAWINGS FOR SPECIAL DETAILS.

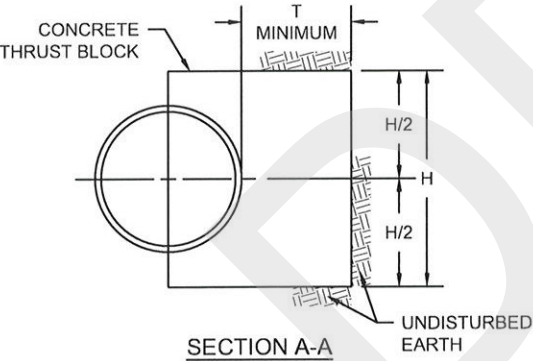
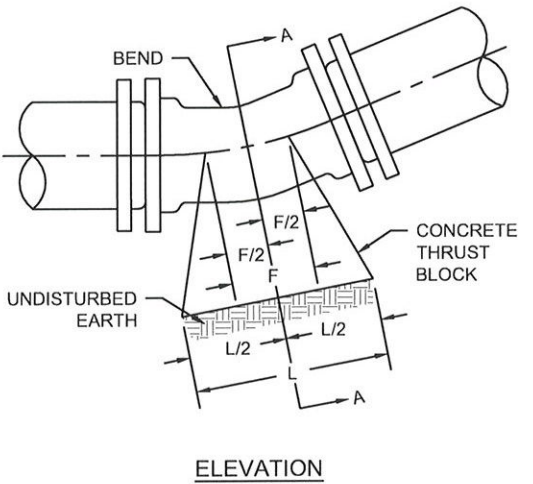
5. ALL DIMENSIONS ARE MINIMUMS EXCEPT WHERE LARGER DIMENSION WILL INTERFERE WITH THE PIPE JOINTS OR NOT FACILITATE BOLT REMOVAL ON MECHANICAL JOINT FITTINGS. IN THESE CASES, SUBMIT REVISIONS TO THE CITY.
6. COVER BOLTS AND FLANGES WITH PLASTIC TO PROTECT FROM CONCRETE ADHERENCE.

7. PROVIDE 6 IL POLYPROPYLENE BETWEEN FITTINGS AND CONCRETE.

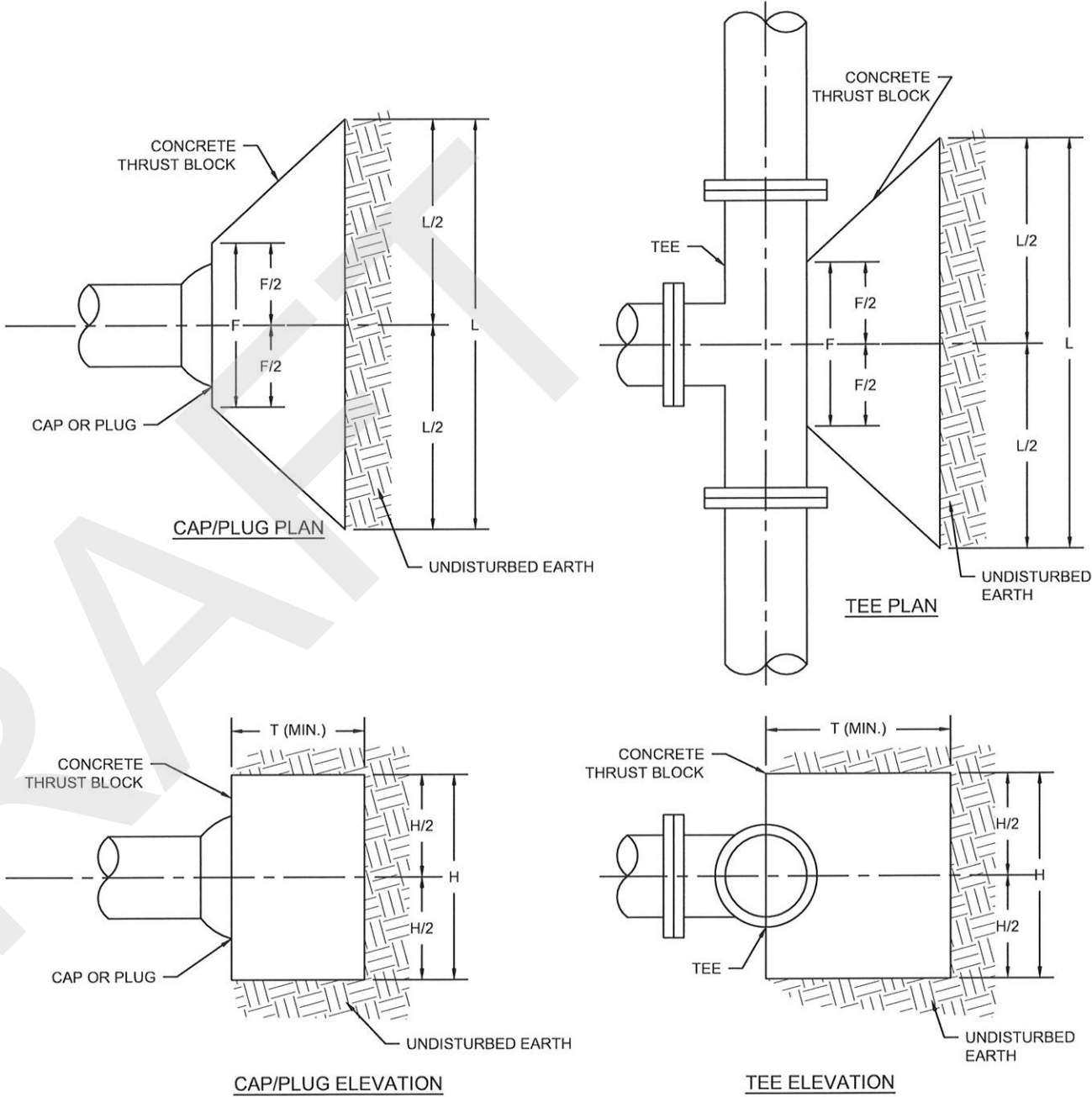
8. DESIGN ASSUMPTIONS:
PASSIVE PRESSURE = 300 PSF/FT
FACTOR OF SAFETY = 1.5

BEND TYPE	PIPE DIAMETER*	THRUST BLOCK DIMENSIONS			
		L	H	F	T
11.25°	4"	1'-0"	1'-0"	0'-5"	1'-0"
	6"	1'-3"	1'-6"	0'-5"	1'-0"
	8"	1'-6"	2'-0"	0'-5"	1'-6"
	10"	1'-9"	2'-6"	0'-6"	1'-6"
22.5°	4"	1'-6"	1'-6"	0'-5"	1'-0"
	6"	1'-9"	2'-0"	0'-5"	1'-6"
	8"	2'-0"	3'-0"	0'-5"	2'-0"
	10"	3'-0"	3'-6"	0'-10"	2'-0"
45°	4"	1'-6"	2'-0"	0'-6"	1'-6"
	6"	3'-0"	2'-6"	0'-6"	1'-6"
	8"	4'-0"	3'-0"	0'-6"	2'-0"
	10"	5'-0"	4'-0"	0'-10"	2'-6"
90°	4"	3'-0"	2'-0"	0'-6"	1'-6"
	6"	4'-6"	3'-0"	0'-6"	2'-0"
	8"	6'-0"	3'-6"	0'-6"	2'-6"
	10"	7'-0"	5'-0"	0'-10"	3'-0"

*FOR LARGER PIPE DIAMETERS, SUBMIT CALCULATIONS TO THE CITY FOR REVIEW.



Ⓐ THRUST BLOCKS - HORIZONTAL BENDS



NOMINAL DIAMETER OF PLUG, CAP, OR TEE*				
	4"	6"	8"	10"
L	2'-0"	3'-0"	4'-0"	6'-0"
H	2'-0"	3'-0"	4'-0"	4'-0"
T	1'-6"	2'-0"	2'-6"	2'-6"
F	1'-0"	1'-0"	1'-0"	1'-0"

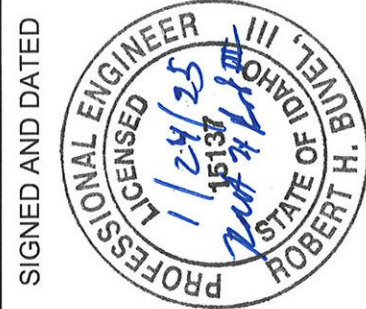
*FOR LARGER PIPE DIAMETERS, SUBMIT CALCULATIONS TO THE CITY FOR REVIEW.

Ⓑ THRUST BLOCKS - PLUG, CAP, OR TEE

DRAWING NUMBER:
MSCD-400.901

THRUST BLOCKS

CITY OF MOSCOW
ENGINEERING DEPARTMENT

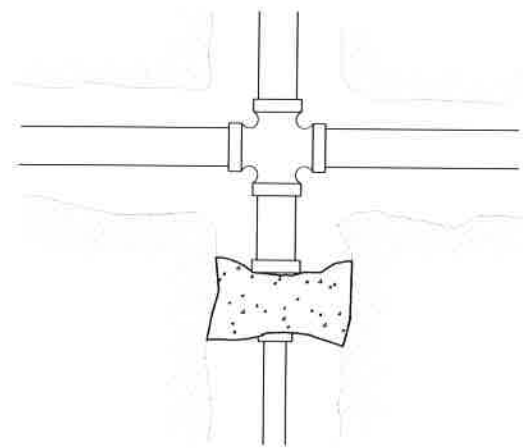


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DRAWING SCALE:
NTS
DATE: 3/27/24

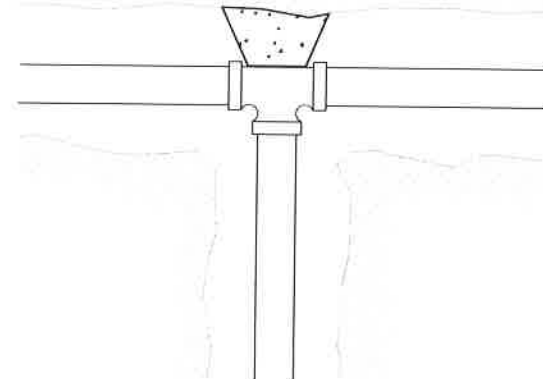
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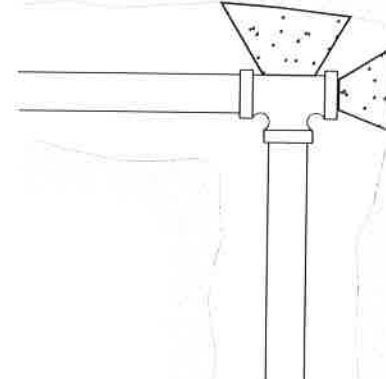
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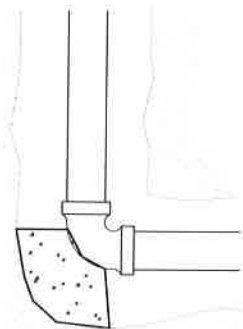
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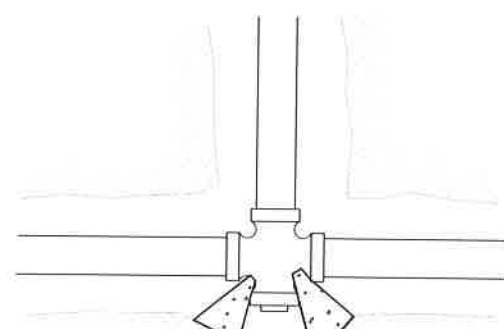
TEE



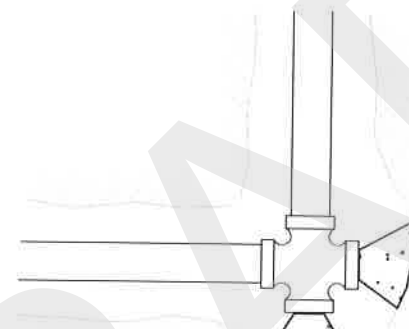
TEE WITH PLUG



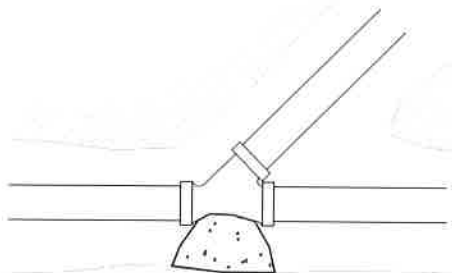
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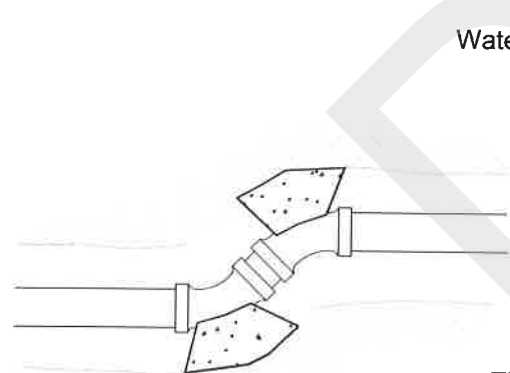
CROSS WITH PLUG



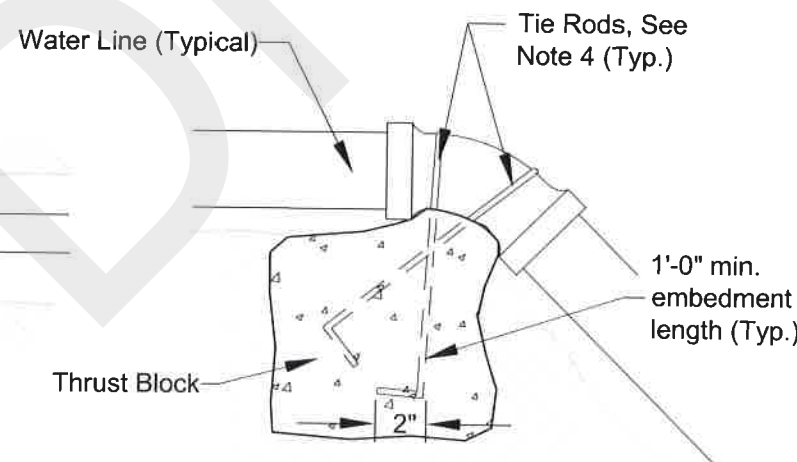
CROSS WITH 2 PLUGS



WYE



11-1/4°, 22-1/2°
OR 45° BENDS



VERTICAL DOWN BENDS

THRUST BLOCK SIZE

Size of Pipe	Horizontal Bends Sq. Feet of Bearing on Undisturbed Earth				Vertical Down Bends Cu.Yds.
	Tees & Deadends	90°	45°	22 1/4° 11 1/4°	
4"	2	3	1-1/2	1	1/2
6"	4	5-1/2	3	1-1/2	1/2
8"	7	9-1/2	5	2-1/2	1
10"	11	15	8-1/2	4	1-1/2
12"	15-1/2	22	12	6	2
16"	21	27	21	11	2-1/2

NOTES:

1. Thrust blocking for water mains shall be, as a minimum, the size indicated in the above Table.
2. Concrete shall be from a commercial source and be a minimum of 5-sack mix or ITD Class 22.
3. Concrete shall not be allowed in joints or in contact with pipes. Protect with plastic or paper sheeting prior to placing concrete.
4. Tie rods shall be 3/4" minimum diameter steel; coat tie rods with bituminous coating or approved equal. Hook (2" min.) all embedded ends.
5. The minimum distance between the fitting and excavated bank shall be three (3) pipe diameters.
6. Thrust blocks shall be cast against firm, undisturbed earth, as approved by the City Engineer.
7. Thrust blocks must be inspected by the City prior to backfill.
8. Thrust blocks for vertical up bends shall correspond to the requirements of horizontal bends.

REVISIONS

DATE DESCRIPTION

SIGNED AND DATED



DRAFTED BY:
RKC/KWK

CHECKED BY:
K.Lilly

DRAWING SCALE:
N.T.S.

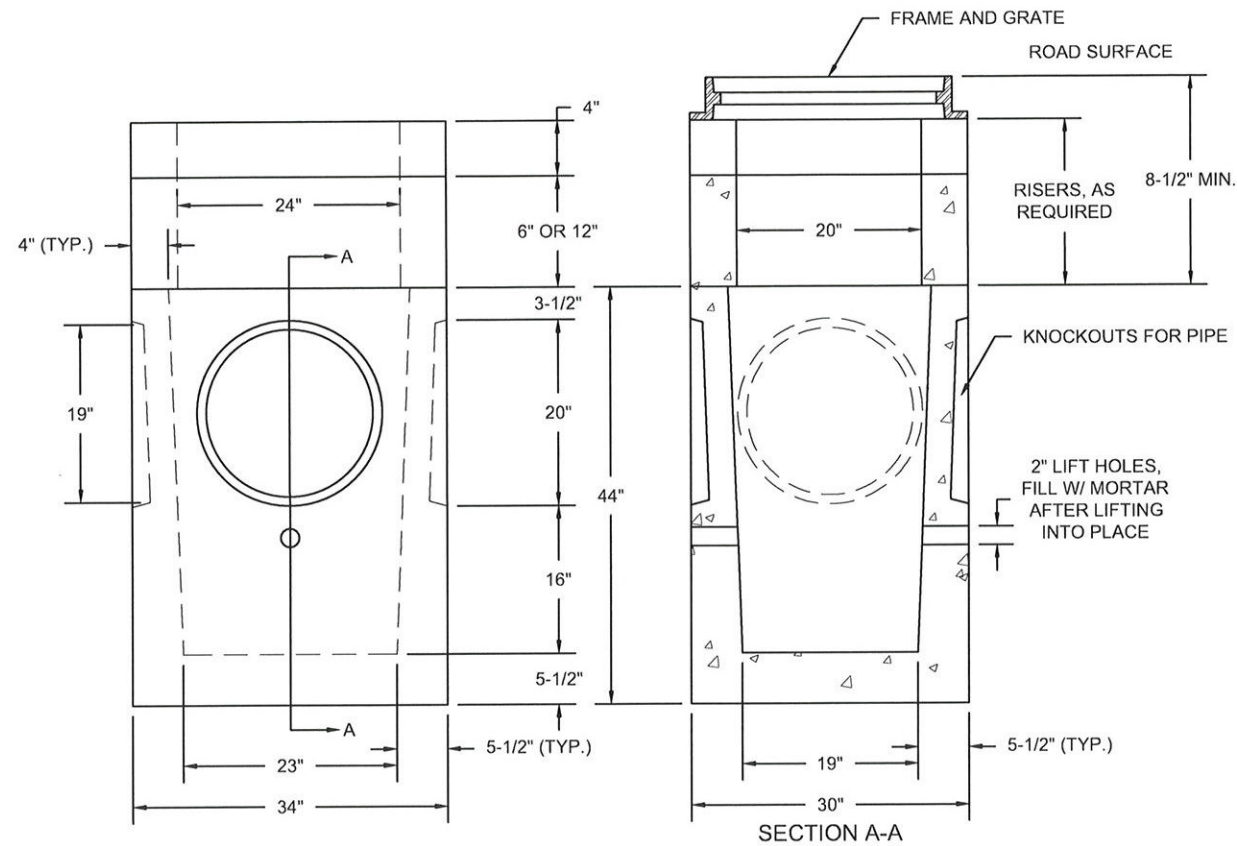
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WATER MAIN
THRUST BLOCKING

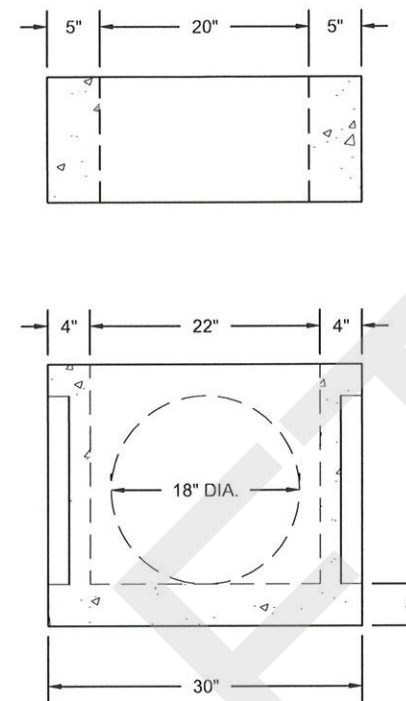
CITY OF MOSCOW
ENGINEERING DEPARTMENT

DRAWING NUMBER:

31



(A) CATCH BASIN



(B) CATCH INLET

NOTES:

1. CATCH BASIN SHALL BE USED IN ALL CITY STREET, CITY PARKING LOTS, AND CITY ALLEYS FOR CATCHMENT AND CONVEYANCE OF SURFACE RUNOFF. CATCH INLETS ARE NOT TO BE USED IN THESE LOCATIONS UNLESS SPECIFICALLY ALLOWED BY THE CITY ENGINEER.
2. CATCH BASIN SHALL BE PRECAST CONCRETE PER WSDOT CATCH BASIN TYPE 1 AND CATCH INLETS PER WSDOT CONCRETE INLET, UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER.
3. CATCH BASINS LOCATED IN PAVED AREAS SHALL HAVE ASPHALTIC PATCH FOUR INCHES (4") THICK (IN TWO LIFTS) RESTORING SURFACE TO ORIGINAL LINE AND GRADE. SEE NOTE 6.
4. CATCH BASINS LOCATED IN GRAVEL STREETS OR ALLEYS SHALL HAVE GRATE ADJUSTED TWO INCHES (2") BELOW GRAVEL SURFACE.
5. ALL PIPES SHALL PROTRUDE 1"-2" INTO THE BASIN AND SHALL BE NEATLY MORTARED ALL AROUND (INSIDE AND OUTSIDE). EXIT PIPE TO MANHOLE OR STORM MAIN SHALL HAVE 1'-6" MINIMUM COVER.
6. CATCH BASIN SHALL BE SET 0.1' LOWER THAN ADJOINING STREET GRADE.

7. CATCH BASINS SHALL BE WATERTIGHT. CATCH BASINS SHALL BE INSTALLED AND TESTED PER ISPMC SECTION 602 AND THE CITY OF MOSCOW STANDARDS AS SUPPLEMENTAL.
8. ALL MATERIALS SHALL BE MANUFACTURED IN THE UNITED STATES OF AMERICA (U.S.A.).
9. CATCH BASINS AND INLETS SHALL BE PRECAST CONCRETE CONFORMING TO AASHTO M199 OR ASTM C478, AS SHOWN.
10. CATCH BASINS AND INLETS SHALL BE BACKFILLED TO GRADE AS PER ADJOINING PIPE TRENCH BACKFILL.
11. CATCH INLETS MAY ONLY BE USED AS A 'BUBBLER', AREA DRAIN, OR WHERE CLEARANCE OVER SOME PARTICULAR OBSTACLE IS NECESSARY AND IF APPROVED BY THE CITY ENGINEER.
12. FRAMES AND GRATES SHALL BE PER THE MOSCOW STANDARD DRAWINGS MSCD-600.103 - COMBINATION INLET, MSCD-600.104 - CATCH BASIN AND INLET TYPE 'A' GRATE, AND MSCD-600.105 - CATCH BASIN AND INLET TYPE 'B' GRATE.
13. BACKFILL AROUND CATCH BASINS SHALL BE CLASS 'D' FOR ALL ROADWAYS AND ALLEYS; CLASS 'A' FOR ALL OTHER LOCATIONS UNLESS SPECIFICALLY ALLOWED OR DIRECTED BY THE CITY ENGINEER.

REVISIONS	
DATE	DESCRIPTION

SIGNED AND DATED

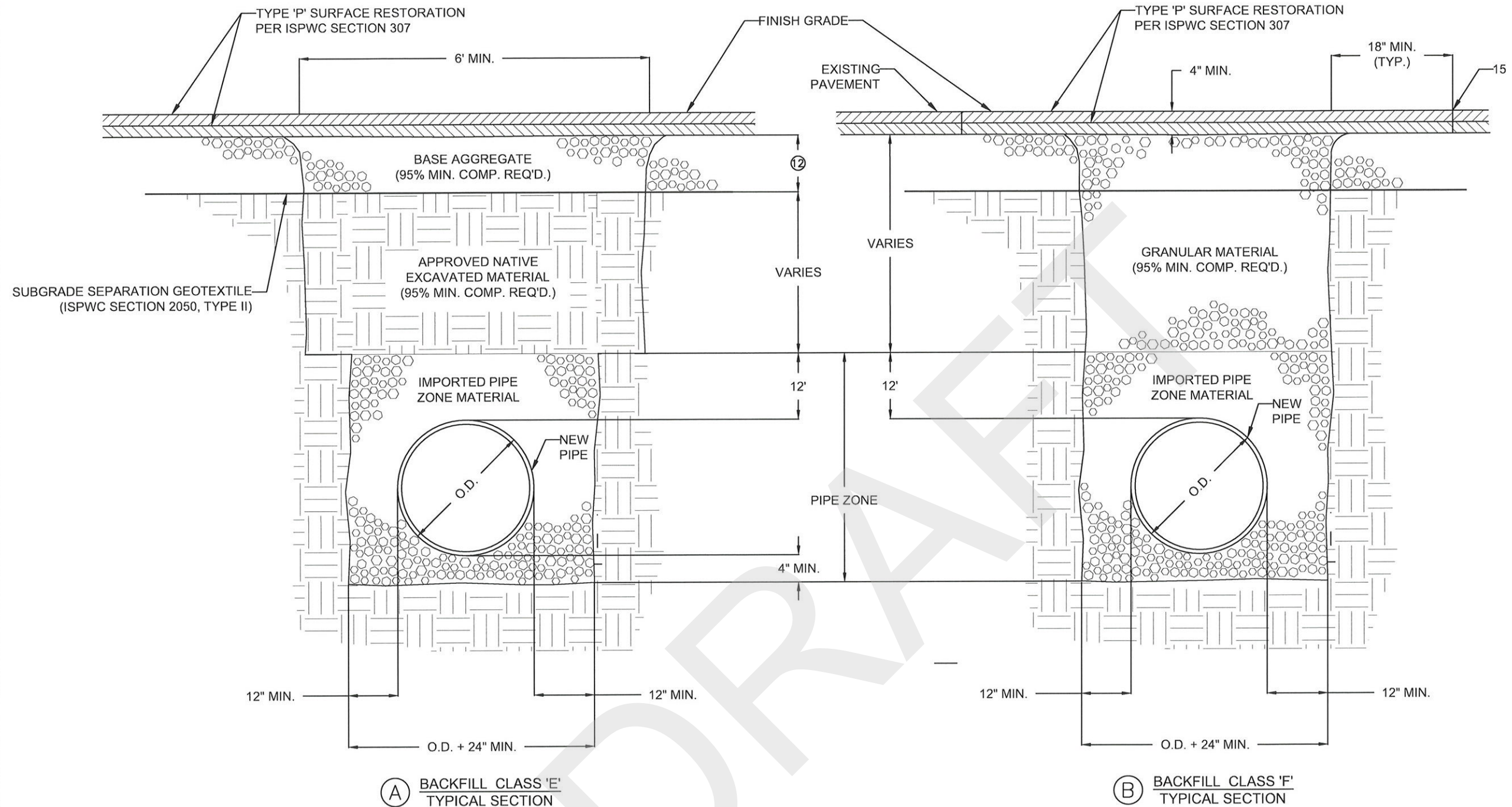
PROFESSIONAL ENGINEER
LICENSED
1/24/25
15137
STATE OF IDAHO
ROBERT H. BUEL, III

DRAFTED BY:	CHECKED BY:	DRAWING SCALE: NTS	DATE: 3/27/24
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CATCH BASIN AND
CATCH INLET

CITY OF MOSCOW
ENGINEERING DEPARTMENT

DRAWING NUMBER:
MSCD-600.301



NOTES:

1. CLASS 'E' BACKFILL MAY BE SUBSTITUTED FOR CLASS 'D' BACKFILL WITHIN NEW STREETS ONLY (NOT EXISTING STREET) IF SPECIFICALLY ALLOWED BY THE CITY ENGINEER.
2. CLASS 'F' BACKFILL SHALL BE UTILIZED IN TRENCHES WITHIN EXISTING PAVEMENT.
3. THE CONTRACTOR SHALL COMPLY WITH THE MOST CURRENT OSHA REQUIREMENTS FOR EXCAVATIONS.
4. TRENCH EXCAVATION PER ISPWC SECTION 301.
5. BACKFILL AND COMPACTION PER ISPWC SECTION 301.
6. SURFACE REPAIR AND BASE PER ISPWC SECTION 307. SEE ISPWC STANDARD DRAWING SD-303.
10. PIPE BEDDING PER ISPWC SECTION 305. SEE ISPWC STANDARD DRAWING SD-302.
11. FOUNDATION STABILIZATION MAY VARY PER SOIL TYPE AND STABILITY (ISPWC SECTION 304).
12. BASE AGGREGATE DEPTH AND TYPE SHALL BE THE SAME AS THAT REQUIRED FOR THE STREET SECTION WHERE THIS TRENCH BACKFILL IS UTILIZED.
13. ALL TRENCHES EXCAVATED WITHIN EXISTING PAVED STREETS SHALL BE BACKFILLED AND SURFACED THE SAME DAY WITH A TWO-INCH (2") THICK COMPACTED COLD MIX ASPHALT PATCH (SMOOTH). THE COLD MIX ASPHALT PATCH SHALL BE REPLACED WITH THE CITY'S STANDARD FOUR-INCH (4") THICK HOT MIX ASPHALT SURFACING AS SOON AS SCHEDULING ALLOWS, UNLESS SPECIFICALLY APPROVED OTHERWISE BY THE CITY ENGINEER.
14. THE NEW ASPHALT PATCH SHALL BE CUT FULL DEPTH AND IN CONTINUOUS PAVEMENT GRADE ACROSS THE WIDTH OF THE TRENCH. THE NEW SURFACE SHALL NOT EXCEED 0.25 INCHES OUT-OF-LEVEL.
15. EXISTING PAVEMENT SHALL BE CUT FULL DEPTH AND IN CONTINUOUS, STRAIGHT LINES. BROKEN EDGES WILL NOT BE ALLOWED. PAVEMENT CUTS SHALL BE 'TACKED' IMMEDIATELY PRIOR TO INSTALLATION OF THE HOT MIX PATCH.

REVISIONS		SIGNED AND DATED	DRAFTED BY:	CHECKED BY:	DRAWING SCALE: NTS	DATE: 3/27/24
DATE	DESCRIPTION					

BACKFILL

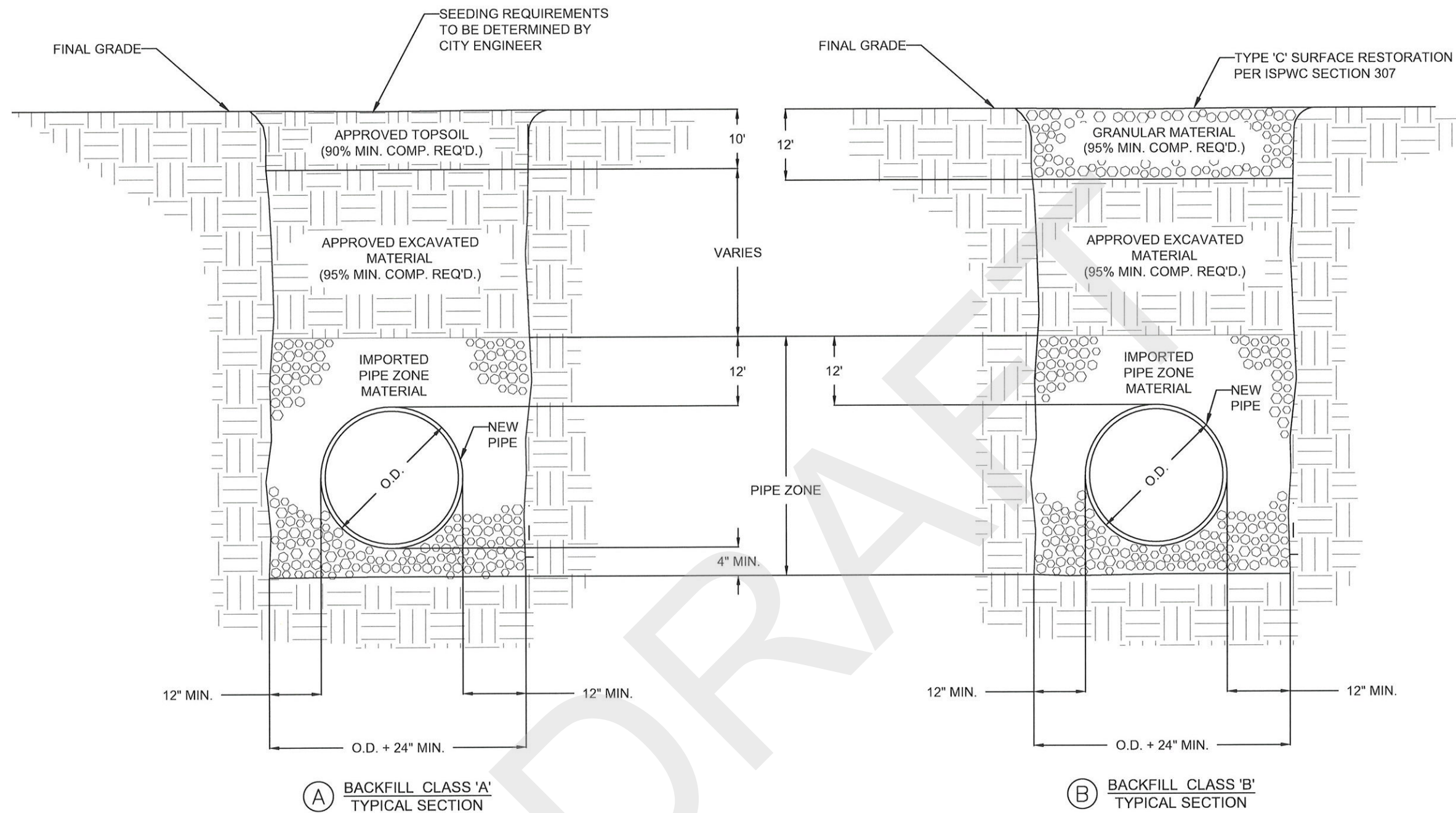
CLASS E & F

CITY OF MOSCOW

ENGINEERING DEPARTMENT

DRAWING NUMBER:

MSCD-300.103



NOTES:

1. CLASS 'A' BACKFILL SHALL BE USED IN AREAS WHERE THERE IS TO BE RE-VEGETATION AND SOME TRENCH SETTLEMENT MAY BE TOLERATED.
2. CLASS 'B' BACKFILL MAY NOT BE CONSTRUCTED WITHIN THE PUBLIC RIGHT-OF-WAY AND HAS LIMITED APPLICATION - REFER TO THE CITY'S STANDARD CONSTRUCTION SPECIFICATIONS.
3. THE CONTRACTOR SHALL COMPLY WITH THE MOST CURRENT OSHA REQUIREMENTS FOR EXCAVATIONS.
4. TRENCH EXCAVATION PER ISPMC SECTION 301.
5. BACKFILL AND COMPACTION PER ISPMC SECTION 301.
6. SURFACE REPAIR AND BASE PER ISPMC SECTION 307. SEE ISPMC STANDARD DRAWING SD-303.
7. PIPE BEDDING PER ISPMC SECTION 305. SEE ISPMC STANDARD DRAWING SD-302.
8. FOUNDATION STABILIZATION MAY VARY PER SOIL TYPE AND STABILITY (ISPMC SECTION 304).

REVISIONS		SIGNED AND DATED	DRAFTED BY:	CHECKED BY:	DRAWING SCALE: NTS	DATE: 3/27/24
DATE	DESCRIPTION					

BACKFILL CLASS A & B

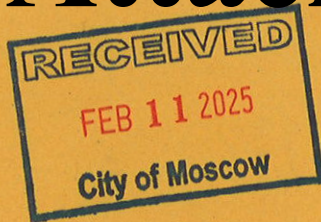
CITY OF MOSCOW

ENGINEERING DEPARTMENT

DRAWING NUMBER:
MSCD-300.101

Construction & Excavating Attachment "B"

83824



sed - Camas Street Watermain"

Date: February 11th 2025

Time: 2:00 pm

y of Moscow, ID.

504 S. Washington St.

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Accelerated Construction & Excavating, LLC
631 Larson Road
DeSmet, ID 83824

SURETY:

(Name, legal status and principal place of business)

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION
450 Alaskan Way South, Suite 200
Seattle, WA 98104
Mailing Address for Notices
450 Alaskan Way South, Suite 200
Seattle, WA 98104

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

City of Moscow, Idaho

BOND AMOUNT: Five Percent of Total Amount Bid (5%)

PROJECT:

(Name, location or address, and Project number, if any)

CAMAS STREET WATER MAIN
CITY OF MOSCOW PROJECT NO. 113-025

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

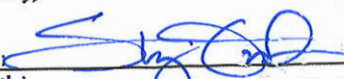
Signed and sealed this 11th day of February, 2025


(Witness) Marshall Williams


(Witness) Sydney Schmidt, Witness

Accelerated Construction & Excavating, LLC
(Principal) (Seal)

By: 
(Title) Managing member
SWISS RE CORPORATE SOLUTIONS
AMERICA INSURANCE CORPORATION
(Surety) (Seal)

By: 
(Title) Shelby Groth, Attorney-in-Fact

SWISS RE CORPORATE SOLUTIONS

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION ("SRCSAIC")
SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION ("SRCSPIC")
WESTPORT INSURANCE CORPORATION ("WIC")

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT SRCSAIC, a corporation duly organized and existing under laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, and SRCSPIC, a corporation organized and existing under the laws of the State of Missouri and having its principal office in the City of Kansas City, Missouri, and WIC, organized under the laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, each does hereby make, constitute and appoint:

H. KEITH McNALLY, ERIN L. REPP, WM DINNEEN, DIANA R. WILLIAMS, RYAN J. PUGH,

SHELBY GROTH, DANIEL J. STOWE, TRAVIS LONG, KIRSTEN K. JORDAN, and SYDNEY SCHMIDT

JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

FIFTY MILLION (\$50,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both SRCSAIC and SRCSPIC at meetings duly called and held on the 18th of November 2021 and WIC by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Managing Director, any Senior Vice President, any Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is, authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Corporation bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Corporation; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Corporation may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By Erik Janssens, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC

By Gerald Jagrowski, Vice President of SRCSAIC & Vice President of SRCSPIC & Vice President of WIC



IN WITNESS WHEREOF, SRCSAIC, SRCSPIC, and WIC have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers

this 2ND day of MAY, 20 23

State of Illinois
County of Cook

SS

Swiss Re Corporate Solutions America Insurance Corporation
Swiss Re Corporate Solutions Premier Insurance Corporation
Westport Insurance Corporation

On this 2ND day of MAY, 20 23, before me, a Notary Public personally appeared Erik Janssens, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Senior Vice President of WIC and Gerald Jagrowski, Vice President of SRCSAIC and Vice President of SRCSPIC and Vice President of WIC, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.



Christina Manisco
Christina Manisco, Notary

I, Jeffrey Goldberg, the duly elected Senior Vice President and Assistant Secretary of SRCSAIC and SRCSPIC and WIC, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said SRCSAIC and SRCSPIC and WIC, which is still in full force and effect.
IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 11th day of February, 20 25.

Jeffrey Goldberg
Jeffrey Goldberg, Senior Vice President &
Assistant Secretary of SRCSAIC and
SRCSPIC and WIC

January 30, 2025

ADDENDUM NO. 1

City of Moscow Project: **CAMAS STREET WATER MAIN**

Project No. **113-025**

The following changes, additions, clarifications, and/or deletions are hereby made a part of Moscow's project **CAMAS STREET WATER MAIN**, as fully and completely as if the same were entirely set forth in the Plans, Specifications, and Contract Documents. This addendum, as set forth herein, shall become an integral part of any contract entered into by and between the Owner and the Contractor.

1. **DRAWINGS, SPECIFICATIONS AND PROPOSAL, ENGINEERING SPECIFICATIONS:**

Amend **BID SCHEDULE:**

Replace the current bid schedule on page 4 of 129 with the base bid schedule attached to this addendum.

2. **DRAWINGS, SPECIFICATIONS AND PROPOSAL, SPECIAL PROVISIONS:**

Amend **SPECIAL PROVISIONS** to include "Remove and Dispose of Existing Hydrant."

Include the following in special provisions:

SP-1.5 REMOVE AND DISPOSE OF HYDRANT

This work shall consist of, but not limited to, the removal and disposal of existing fire hydrants. The hydrant and standpipe shall be completely removed and disposed of by contractor, with the remaining hydrant lead plugged in accordance with ES-20.7. The City shall have the opportunity to salvage any hydrants they deem reuseable. The removal shall be performed in accordance with the Project Plans, Engineering Specifications, and the Standard Drawings.

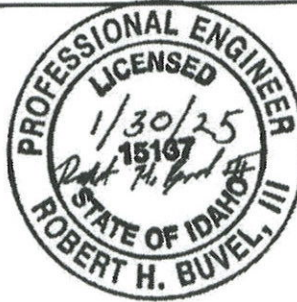
This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Removal and disposal of hydrants shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-1.5 REMOVE AND DISPOSE OF EXISTING HYDRANT EA

SUBMITTED BY:



Receipt of **ADDENDUM NO. 1** must be acknowledged. This document must be signed and attached to the bid to acknowledge its receipt:

Accelerated Construction & Excavating L.L.C.

Firm Name of Bidder

Michael Willett

Signature of Bidder

Managing member

Title

02/06/2025

Date

INVITATION TO BID

The City of Moscow, Idaho is accepting sealed bids to be submitted to the Community Development Building (Engineering Division) at 504 South Washington Street, Moscow, Idaho 83843, and clearly marked **"Bid Enclosed – Camas Street Water Main"** until **2:00 p.m.**, prevailing local time, **Tuesday, February 11th, 2025**, for the following project:

CAMAS STREET WATER MAIN

At 2:05 p.m., on the same day, all proposals will be publicly opened and read aloud in the Community Development Building, Main Floor Conference Room, at 504 South Washington Street, Moscow, ID 83843.

This project's scope includes construction of approximately 1800 linear ft of 8" DR 18 C900-16 water main, 520 linear ft of 1" HDPE service line utilizing trenchless installation methods for street crossings, replacing 28 water services, as well as surface restoration of streets, sidewalk, and green strips. Construction of water main and service lines include new hydrants, associated fittings/valves, thrust restraint, and connection to existing water mains and service lines.

Complete digital Project Manual and Project Plans, may be viewed at questcdn.com via the link provided on The City of Moscow Website at: www.ci.moscow.id.us – click on "Business" / "Bid Opportunities" / "Camas Street Water Main"

Once on the Quest site, you may download the digital plan documents for a **non-refundable fee of \$22.00**. The Quest project number is **9502048**. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with digital project information.

IMPORTANT - All communication about this project, including addenda **will only be issued** via QuestCDN, and **only to those firms listed on the Plan Holder's List**.

The Project Documents may also be examined at the City of Moscow Haddock Building (Engineering Division), 504 South Washington Street, Moscow, ID 83843.

Questions should be directed to Britany Luft, City of Moscow Engineering Division, 504 South Washington Street, Moscow, Idaho, via email only at: bluft@ci.moscow.id.us

Any objections to the contents or terms of the documents shall be raised three (3) business days prior to bid opening or it shall be deemed to have been waived.

The City reserves the right to reject any and all Bid Proposals, to waive any formality in the Bidding Contract Documents and to make selection to the lowest responsive, responsible and qualified Bidder as it may best serve the interest of the City.

Britany Luft

Britany Luft, Deputy City Clerk

Publish Dates: January 25, 2025 and February 1, 2025

CAMAS STREET WATER MAIN

PAGE 1 OF 129

BID PROPOSAL

TO: Mayor and City Council
City of Moscow, Idaho

Date: Feb. 06 2025

This proposal is submitted as an offer by the undersigned to enter into contract with the City of Moscow, Idaho as represented by the City Council, hereinafter referred to as the 'CITY' for CAMAS STREET WATER MAIN, (hereinafter "Project"), specified herein and which construction documents are on file with the City Engineer, Haddock Building, 504 South Washington Street, Moscow, Idaho, and which are a condition hereof with the same force and effect as though they were attached hereto. The offer is conditioned on the following declarations as to the facts, intention and understanding of the undersigned and the agreement of the CITY to the terms and prices herein submitted.

1. All Project specifications and drawings examined by the undersigned and their terms and conditions are hereby agreed to.
2. The undersigned certifies that he/she has received or made himself/herself aware of any and all existing site conditions that may affect the proposed work.
3. It is understood that the contract drawings may be supplemented by additional drawings and specifications in explanation and elaboration of the contract drawings and it is agreed that such supplemental drawings, when not in conflict with those referred to in paragraph 1 above, will have the same force and effect as if attached hereto and that when received they will be considered a part of the contract.
4. The undersigned will furnish separate performance and payment bonds in the full amount of the contract price.
5. The cash, certified check, bid bond, or cashier's check accompanying this proposal shall be forfeited to the City of Moscow, Idaho to the extent of 5% of the amount bid if the undersigned shall fail or refuse to execute the contract, furnish performance and payment bonds, and insurance certificate as required by the specifications within the time limit therein after notification that the said proposal is accepted, all in accordance with the provisions of this proposal and the specifications.
6. The undersigned further agrees that CITY shall have the right to accept or reject any bid which rejection or acceptance is deemed to be in the best interest of CITY.
7. The undersigned agrees to order all necessary equipment and materials within a period of three (3) days after Notice to Proceed has been issued by the City Engineer.

8. The undersigned, as a bidder, acknowledges that Addenda Number 1 through 1 have been delivered to him/her and have been examined as part of the contract documents.
9. The undersigned agrees to complete all work embraced in the contract within the time limitations set forth in paragraph IB-13 of the Instruction to Bidders.
10. The undersigned holds Idaho Public Works Contractor's License Number 15926-AA-1-3.
11. The undersigned proposes to use the following sub-contractors in the performance of meeting the contract requirements. Information herein must comply with Idaho Code Section 67-2310 and IB-16:

Subcontractors	Trade Specialty	Idaho Public Works License No.	\$ Amount
a.			
b.			
c.			
d.			
e.			

12. The undersigned proposes to furnish labor, materials, equipment and services of all kinds required for "CAMAS STREET WATER MAIN" as described in the specifications, including all appurtenant work, all as required by the specifications and this proposal for the prices in accordance with the completed schedule contract prices as follows:

BID SCHEDULE

Item		Base Bid			
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)
1	Removals				
SP-1.1	Remove and Dispose of Bituminous Surface	971	SY	6 ⁰⁰	5826 ⁰⁰
SP-1.2	Remove and Dispose of Concrete Sidewalk	11	SY	10 ⁰⁰	110 ⁰⁰
SP-1.3	Remove and Dispose of Concrete Curb	27	LF	5 ⁰⁰	135 ⁰⁰
SP-1.4	Remove and Dispose of Existing Catch Basin	1	EA	850 ⁰⁰	850 ⁰⁰
SP-1.5	Remove and Dispose of Existing Hydrant	3	EA	300 ⁰⁰	900 ⁰⁰
2	Water				
SP-2.1	8-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	1800	LF	113 ⁰⁰	203,400 ⁰⁰
SP-2.2	6-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	42	LF	114 ⁰⁰	4788 ⁰⁰
SP-2.3	10-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	10	LF	280 ⁰⁰	2800 ⁰⁰
SP-2.4	1-Inch HDPE Service Line (Trenchless Installation)	415	LF	31 ⁰⁰	12,865 ⁰⁰
SP-2.5	1-Inch HDPE Service Line (Class A Backfill)	105	LF	50 ⁰⁰	5250 ⁰⁰
SP-2.6	1-Inch Connection to Water Main	28	EA	500 ⁰⁰	14,000 ⁰⁰
SP-2.7	8-Inch Gate Valve	20	EA	2200 ⁰⁰	44,000 ⁰⁰
SP-2.8	6-Inch Gate Valve	4	EA	1800 ⁰⁰	7200 ⁰⁰
SP-2.9	10-Inch Gate Valve	2	EA	3200 ⁰⁰	6400 ⁰⁰
SP-2.10	Fire Hydrant (excluding valve and hydrant lead)	4	EA	5500 ⁰⁰	22,000 ⁰⁰
SP-2.11	Connect to Existing Water Main	5	EA	2500 ⁰⁰	12,500 ⁰⁰
SP-2.12	12" Potable Separation Sleeve (20')	2	EA	800 ⁰⁰	1600 ⁰⁰
SP-2.13	8-Inch Existing Tee Removal/Section Repair	1	EA	1500 ⁰⁰	1500 ⁰⁰
SP-2.14	Remove/Replace 5/8-Inch Meter Box & Setter	28	EA	2700 ⁰⁰	75,600 ⁰⁰
3	Storm Water				
SP-3.1	Install New Catch Basin and Grate	1	EA	8500 ⁰⁰	8500 ⁰⁰
4	Surfacing				
SP-4.1	1/2" Superpave HMA Pavement (4")	221	TON	340 ⁰⁰	75,140 ⁰⁰
SP-4.2	Concrete Sidewalk	11	SY	90 ⁰⁰	990 ⁰⁰
SP-4.3	Type A Curb	27	LF	50 ⁰⁰	1350 ⁰⁰
5	MISC				
SP-5.1	Catch Basin Inlet Protection	6	EA	500 ⁰⁰	3000 ⁰⁰
SP-5.2	Traffic Control	1	LS	45,000 ⁰⁰	45,000 ⁰⁰
SP-5.3	Mobilization	1	LS	53,839 ⁰⁰	53,839 ⁰⁰
Bid Total					609,543⁰⁰

Total (written in words):

Six Hundred Nine Thousand Five Hundred Forty Three dollars and zero cents.

Accelerated Construction & Excavating LLC

Firm Name of Bidder



Signature of Bidder

Managing member

Official Title

631 Larson Rd. Desmet, ID. 83824

Bidders Mailing Address

15926-AA-1-3

Public Works License No.

Not incorporated

State of Incorporation if Incorporated

SEAL (if incorporated)

Dated at 5:20 pm

This 6 day of February, 2025

Attachment "C"

January 30, 2025

ADDENDUM NO. 1

City of Moscow Project: **CAMAS STREET WATER MAIN**
Project No. **113-025**

The following changes, additions, clarifications, and/or deletions are hereby made a part of Moscow's project **CAMAS STREET WATER MAIN**, as fully and completely as if the same were entirely set forth in the Plans, Specifications, and Contract Documents. This addendum, as set forth herein, shall become an integral part of any contract entered into by and between the Owner and the Contractor.

1. DRAWINGS, SPECIFICATIONS AND PROPOSAL, ENGINEERING SPECIFICATIONS:
Amend **BID SCHEDULE:**

Replace the current bid schedule on page 4 of 129 with the base bid schedule attached to this addendum.

2. DRAWINGS, SPECIFICATIONS AND PROPOSAL, SPECIAL PROVISIONS:
Amend **SPECIAL PROVISIONS** to include "Remove and Dispose of Existing Hydrant."

Include the following in special provisions:

SP-1.5 REMOVE AND DISPOSE OF HYDRANT

This work shall consist of, but not limited to, the removal and disposal of existing fire hydrants. The hydrant and standpipe shall be completely removed and disposed of by contractor, with the remaining hydrant lead plugged in accordance with ES-20.7. The City shall have the opportunity to salvage any hydrants they deem reuseable. The removal shall be performed in accordance with the Project Plans, Engineering Specifications, and the Standard Drawings.

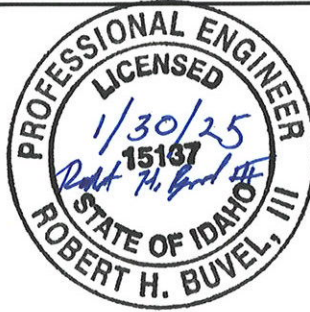
This item includes everything required to complete this work including, but not limited to labor, materials and equipment.

Measurement and Payment:

Removal and disposal of hydrants shall be paid per each. Payment shall be as shown on the Contractor's Proposal and shall include all materials, labor, equipment, and incidentals necessary to perform the work for:

SP-1.5 REMOVE AND DISPOSE OF EXISTING HYDRANT EA

SUBMITTED BY:



Receipt of **ADDENDUM NO. 1** must be acknowledged. This document must be signed and attached to the bid to acknowledge its receipt:

Firm Name of Bidder

Signature of Bidder

Title

Date

BID SCHEDULE

Item		Base Bid			
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)
1	<i>Removals</i>				
SP-1.1	Remove and Dispose of Bituminous Surface	971	SY		
SP-1.2	Remove and Dispose of Concrete Sidewalk	11	SY		
SP-1.3	Remove and Dispose of Concrete Curb	27	LF		
SP-1.4	Remove and Dispose of Existing Catch Basin	1	EA		
SP-1.5	Remove and Dispose of Existing Hydrant	3	EA		
2	<i>Water</i>				
SP-2.1	8-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	1800	LF		
SP-2.2	6-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	42	LF		
SP-2.3	10-Inch DR 18 C900-16 Water Pipe (Class F Backfill)	10	LF		
SP-2.4	1-Inch HDPE Service Line (Trenchless Installation)	415	LF		
SP-2.5	1-Inch HDPE Service Line (Class A Backfill)	105	LF		
SP-2.6	1-Inch Connection to Water Main	28	EA		
SP-2.7	8-Inch Gate Valve	20	EA		
SP-2.8	6-Inch Gate Valve	4	EA		
SP-2.9	10-Inch Gate Valve	2	EA		
SP-2.10	Fire Hydrant (excluding valve and hydrant lead)	4	EA		
SP-2.11	Connect to Existing Water Main	5	EA		
SP-2.12	12" Potable Separation Sleeve (20')	2	EA		
SP-2.13	8-Inch Existing Tee Removal/Section Repair	1	EA		
SP-2.14	Remove/Replace 5/8-Inch Meter Box & Setter	28	EA		
3	<i>Storm Water</i>				
SP-3.1	Install New Catch Basin and Grate	1	EA		
4	<i>Surfacing</i>				
SP-4.1	1/2" Superpave HMA Pavement (4")	221	TON		
SP-4.2	Concrete Sidewalk	11	SY		
SP-4.3	Type A Curb	27	LF		
5	<i>MISC</i>				
SP-5.1	Catch Basin Inlet Protection	6	EA		
SP-5.2	Traffic Control	1	LS		
SP-5.3	Mobilization	1	LS		
Bid Total					

Total (written in words):

Heart of the Arts, Inc.
Profit & Loss
 January through December 2024

	Jan - Dec 24
Income	
City Contract	
Management	84,000.00
Operations	45,000.00
Total City Contract	129,000.00
Direct Contributions	
Restricted Contributions	
Building Fund	252,319.91
HAI Event/Program Contribution	9,246.97
Total Restricted Contributions	261,566.88
Total Direct Contributions	261,566.88
Facility Room Rental	
Historic Classroom	40.00
Game Room	5,780.00
Living Room	7,592.52
Arts Workshop	10,805.00
Fiske Room	9,035.00
Friendship Hall	3,120.00
Great Room	65,228.58
Lecompte Auditorium	13,965.00
Reception Gallery	19,220.00
Total Facility Room Rental	134,786.10
Facility Tenant Rental	7,500.00
Grants	
Non-Government Grants	5,000.00
Total Grants	5,000.00
HAI Programming Revenue	3,977.35
Misc Income	14,288.33
Total Income	556,118.66
Gross Profit	556,118.66
Expense	
Administrative	
Advertising	4,876.98
Bank Fees	2,706.33
Board Expenses	2,041.20
Computer	2,943.21
Depreciation Expense	88,800.00
Dues,Fees,Subscriptions	1,050.18
E.D. Cell Phone	480.00
Holding Account	0.00
Insurance	
Liability and D&O	2,630.76
Total Insurance	2,630.76
Misc Exp	94.76
Office Supplies & Printing	5,919.52
Outreach	421.96
Postage	970.41
Payroll Expenses	
Hourly	68,980.64
Salaries	54,000.00
Payroll Taxes and Workmans Comp	12,240.41
Total Payroll Expenses	135,221.05

Heart of the Arts, Inc.
Profit & Loss
 January through December 2024

	Jan - Dec 24
Professional Fees	
Misc Consulting	200.00
Accounting	875.00
Bookkeeping	7,200.00
Total Professional Fees	8,275.00
Total Administrative	256,431.36
Operations	
Bldg Supplies and Small Tools	2,617.77
Facility Rental Supplies	13,255.02
Janitorial	
In-House Janitorial	19,299.19
Other Cleaning	4,436.93
Supplies	6,233.88
Total Janitorial	29,970.00
Repairs & Maintenance	61,059.15
Telephone and Communications	
Internet & WEB Service	251.73
Phone Service	3,494.27
Total Telephone and Communications	3,746.00
Utilities	
City Water and Sewer	5,032.00
Gas and Electric	19,022.34
Solid Waste	2,095.52
Total Utilities	26,149.86
Total Operations	136,797.80
Fundraising	
Donor Acknowledgements	370.17
Promotional Materials	1,959.05
Total Fundraising	2,329.22
HAI Programming Expenses	
Advertising & Promotions	5,352.19
Event Supplies	2,774.16
Food and Entertainment	14,787.23
Total HAI Programming Expenses	22,913.58
Total Expense	418,471.96
Net Income	137,646.70

Annual Report to Moscow City Council From Heart of the Arts, Inc. (HAI)

For January to December 2024

Heart of the Arts, Inc. (HAI)

Founded in December 2002 to develop and fund artistic and cultural programs, using the 1912 Center as the heart of that development, Heart of the Arts, Inc. is the non-profit company selected by the City of Moscow to run, maintain and grow the 1912 Center. HAI took over operations on May 1, 2007 and entered into renewal terms with the City in 2011 and 2016 and a new 20-year lease agreement that expires in September 2031.

Mission

Enriching lives and creating community by operating and restoring the 1912 Center. To that end, we:

- Provide space and programs that welcome the greater Moscow community.
- Foster connections between the community and various art forms.
- Unite the community across the lines of age, race, gender and economics.
- Give visibility to the history of this community.
- Nurture new programs and organizations to meet emerging community needs.

Accomplishments in 2024

- RFP process to hire Knit Architects from Moscow to do a schematic design process for the Third Floor Renovation Project. A community open house and design charrette was held on April 30th for community input. The designs were delivered, with cost estimations for review by the 1912 Center community development committee, on November 12th. Heart of the Arts, Inc. board will review them in January 2025.
- Historic Classroom's Pen and Primer Program brought three schools and five fourth grade classes to the free 1913 school day program in October. Returning schools Lena Whitmore and McDonald Elementary were joined by Genesee Elementary School this fall. A new staff member Luke McGreevy joined the teaching team of Annie Sheneman and Kailey Smith bringing the students a chance to see the clothing of a man in 1913 this fall.
- The Moscow Welcome Table hosted 10 dinners this year (skipping the holidays in May and December) in the Great Room, serving over 1,000 people dinner in a community environment. This year included a special visit in June from Shane and Megan Clark from the Pow'Waw Food Truck of Spokane serving a pre-colonial meal to our guests.
- This year featured four shows in the 1912 Center's Hallway Art Gallery. The first show was a community art show with 56 participating artists who made art on the theme "As the Saying Goes." The next show opened in April and was titled "Natural Impressions" and featured the work of Steve Ewert in his first solo show. Our summer ArtWalk artist was Rachael Eastman and her show was up from June to the end of August. In the fall we featured the work of Karla Newman Smiley in her show titled "Seismic Shifts."
- The back parking lot asphalt that had failed was replaced in July by Motley and Motley and the exterior railings around the whole property were repainted by Inland Northwest Painters in July and August. We also replaced a failing drinking fountain with a new ADA accessible filtered fountain with a water bottle filler feature.
- The trees on the property were trimmed by Strunk's Tree Service in early November and we started a Palouse Prairie restoration project with David Herbold of Woodstack, LLC and Greg Freistadt of Deep Roots Farm on the southwest corner of the property around our 1912 Center sign. It will be bringing native plants to the property and removing some of the lawn.

- We participated in Idaho Gives in May and came in 5th place in the medium nonprofit category and had 189 donors give a total of \$19,026 online. All of our board members donated, making our board a 100% donating board! We had additional prize funds of \$25,000 come in from the event so the total raised was \$44,526 this year.
- Our 20th Season of the Winter Market began in November and we have over 140 vendors registered for the 6 market dates. Rosalyn Gray of MadBear Creative Agency helped us with advertising this season and we have a Moscow moose as our look for all the posters and ads this year.
- We participated in Palousafest this year and handed out over 350 flyers to connect with UI students up on campus to let them know all the programming we have this season. Then we sponsored the prizes for the LEGO building competition at the Latah County Fair and we invited award winners to visit the 1912 Center to see what we are building here. When they visit we had free LEGO kits donated by Hodgins Drug and Hobby to give them.
- Free fitness programming has been added at the building for seniors in 2024 at a consistent time of 9:30 a.m. We now host Fit and Fall Proof on Mondays and Wednesdays, Chair Yoga on Tuesdays. QiGong on Thursdays and Dance Fitness Gold on Fridays. No registration is required to participate so seniors have indoor fitness activities 5 days a week!
- 1912 Center Makes! had a great season January to May and started again in September after a summer break. The free program in the Arts Workshop on the third Monday evening of the month offers people a chance to try their hand at making something different each time. We have worked with clay, paper collage, hand sewing, weaving, pen and watercolor, gell printing and candle decorating.

COMMITTEE / CITY COUNCIL STAFF REPORT

DATE: Monday, March 3, 2025



AGENDA ITEM TITLE

Annual Comprehensive Financial Report Presentation (ACTION ITEM) - Sarah Decker /Nick Nicholson

RESPONSIBLE STAFF

Sarah Decker, Director of Finance & Employee Services

ADDITIONAL PRESENTER(S)

DESCRIPTION

Presnell Gage PLLC, the City's auditors, will be presenting the City's FY2024 Annual Comprehensive Financial Report (ACFR), which includes any significant changes regarding the annual audit and outlining comparative changes from the FY2023 ACFR. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the ACFR for 21 consecutive years. After approval, staff will submit the FY2024 ACFR for consideration for the award. The accompanying final draft of the FY2024 ACFR is submitted for City Council review.

REVIEWED BY

PROPOSED ACTIONS

PROPOSED ACTIONS: Accept the City of Moscow audited Annual Comprehensive Financial Report for FY2024 as presented, or take other action deemed appropriate.

STAFF RECOMMENDATION

Accept the City of Moscow audited Annual Comprehensive Financial Report for FY2024 as presented.

OTHER RESOURCES

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. ACFRFinal

CITY OF MOSCOW

ANNUAL COMPREHENSIVE FINANCIAL REPORT



*FISCAL YEAR ENDED
SEPTEMBER 30, 2024*

Arthur D. Bettge
Mayor

Maureen Laflin
Council President

Drew Davis
Councilmember

Sandra Kelly
Councilmember

Bill Belknap
City Administrator

Gina Taruscio
Council Vice President

Hailey Lewis
Council Member

Julia Parker
Councilmember



Annual Comprehensive Financial Report



CITY OF MOSCOW, IDAHO

FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2024

Prepared
by the
Finance Department

Sarah L. Decker
Finance Director

CITY OF MOSCOW, IDAHO

Annual Comprehensive Financial Report For the Fiscal Year Ended September 30, 2024

TABLE OF CONTENTS

	<u>Page</u>
INTRODUCTORY SECTION	
Letter of Transmittal	6
GFOA Certificate of Achievement	13
Organizational Chart	14
List of Elected and Appointed Officials	16
FINANCIAL SECTION	
INDEPENDENT AUDITOR'S REPORT	18
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)	21
BASIC FINANCIAL STATEMENTS	
GOVERNMENT-WIDE FINANCIAL STATEMENTS	
Statement of Net Position	43
Statement of Activities	45
FUND FINANCIAL STATEMENTS	
Balance Sheet – Governmental Funds	46
Statement of Revenues, Expenditures, and Changes in Fund	
Balances – Governmental Funds	48
Statement of Net Position - Proprietary Funds	50
Statement of Revenues, Expenses, and Changes in	
Fund Net Position – Proprietary Funds	51
Statement of Cash Flows – Proprietary Funds	52
NOTES TO FINANCIAL STATEMENTS	54
REQUIRED SUPPLEMENTARY INFORMATION (RSI)	
Budgetary Comparison Schedule – General Fund	81
Budgetary Comparison Schedule – Street Fund	82
Budgetary Comparison Schedule – Recreation and Culture Fund	83
Budgetary Comparison Schedule – Hamilton Fund	84
Schedule of the City's Share of Net Pension Liability	85
Schedule of the City's Contributions to Pension Plans	86
SUPPLEMENTARY INFORMATION	
COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES	
Major Governmental Funds	
Schedule of Revenues, Expenditures, and Changes in	
Fund Balance – Budget and Actual	
Capital Projects Fund	88

	<u>Page</u>
COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES (CONTINUED)	
Nonmajor Governmental Funds	
Combining Balance Sheet – Nonmajor Governmental Funds	90
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Governmental Funds	91
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budgetary Basis – Budget and Actual	
MSD Community Playfields	92
1912 Center	93
Transit Center	94
LID Construction	95
Bond and Interest	96
Special Assessments	97
Major Proprietary Funds	
Enterprise Funds	
Schedule of Revenues, Expenses, and Changes in Fund Balance – Budgetary Basis – Budget and Actual	
Water	99
Sewer	100
Sanitation	101
Stormwater	102
Internal Service Funds	
Combining Statement of Net Position	104
Combining Statement of Revenues, Expenses, and Changes in Net Position	105
Combining Statement of Cash Flows	106
STATISTICAL SECTION	
Net Position by Component	109
Changes in Net Position	110
Fund Balances, Governmental Funds	111
Changes in Fund Balances, Governmental Funds	112
Tax Revenue by Source, Governmental Funds	113
Assessed Value and Estimated Actual Value of Taxable Property	114
Direct and Overlapping Property Tax Rates	115
Principal Property Taxpayers	116
Property Tax Levies and Collections	117
Ratios of Outstanding Debt by Type	118
Ratios of Net General Bonded Debt Outstanding	119
Direct and Overlapping Government Activities Debt	120
Legal Debt Margin Information	121
Historical Operating Results and Debt Service Coverage - Sewer Bonds	122
Special Assessment Billings and Collections	123
Pledged Revenue Coverage	124
Principal Employers	125
Demographic and Economic Statistics	126
Full-time Equivalent City Government Employees by Function/Program	127
Operating Indicators by Function/Program	128
Capital Asset Statistics by Function/Program	129
COMPLIANCE REPORTING SECTION	
Independent Auditor's Report – <i>Government Auditing Standards</i>	131
Independent Auditor's Report – <i>Uniform Guidance</i>	133
Schedule of Findings and Questioned Costs	136
Schedule of Expenditures of Federal Awards – Modified Accrual Basis	138



INTRODUCTORY SECTION



Heart of the Arts



Arthur D. Bettge
Mayor

Julia Parker
Council President

Drew Davis
Council Vice-President

Bryce Blankenship
Council Member

Sandra Kelly
Council Member

Hailey Lewis
Council Member

Gina Taruscio
Council Member



Bill Belknap
City Administrator



City of Moscow, City Hall
c/o Bill Belknap, City Administrator
206 East 3rd Street
P.O. Box 9203
Moscow ID 83843
Phone (208) 883-7000
Fax (208) 883-7018

Website: www.ci.moscow.id.us
Hearing Impaired (208) 883-7019



March 3, 2025

Honorable Mayor, City Council Members, and Citizens of the City of Moscow:

We are pleased to submit to you the audited Annual Comprehensive Financial Report (ACFR) for the City of Moscow, Idaho (hereinafter "City") for the fiscal year October 1, 2023 through September 30, 2024.

Idaho state law requires that all general-purpose local governments publish, within six months of the close of each fiscal year, a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB), and an audit report in accordance with auditing standards generally accepted in the United States of America by Certified Public Accountants. Pursuant to that requirement, we hereby issue the audited annual financial statements of the City for the fiscal year ended September 30, 2024.

The City of Moscow Finance Department has prepared this report to present the financial position of the City as of September 30, 2024. We believe the information, as presented, is accurate in all material aspects; that it is presented in a manner designed to set forth fairly the financial position and results of operations of the City as measured and reported by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain an adequate understanding of the City's financial affairs have been included. Responsibility of both the accuracy of the data, and the completeness and fairness of the presentation and disclosures rests with City management.

Moscow's Mission Statement:

The City of Moscow delivers quality municipal services while ensuring responsible use of resources. We anticipate and meet the needs of our diverse population in order to build public trust and enhance a sense of community.

ACFR Presentation:

The ACFR was prepared by the City of Moscow Finance Department in accordance with GAAP and GASB. It is intended to provide sufficient information to permit the assessment of stewardship and accountability, to demonstrate legal compliance, and to facilitate management control. City management is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse and to ensure adequate accounting data is compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America. In addition, the City maintains extensive budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual appropriated budget adopted by City Council. Activities of all funds are included in the annual adopted budget.

Presnell Gage, PLLC, Accounting and Consulting, a firm of Certified Public Accountants, have issued an opinion that the City's financial statements were presented fairly in all material respects for the year ended September 30, 2024.



The Independent Auditor's report is located at the front of the financial section of this report.

The ACFR is presented in four sections: Introductory, Financial, Statistical, and Compliance. The Introductory section, which is unaudited, includes this Letter of Transmittal, a City organizational chart, the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting awarded for the 2023 fiscal year, and a list of the City's principal elected officials. The Letter of Transmittal is designed to complement the Management's Discussion and Analysis (MD&A) and should be read in conjunction with the MD&A. The City's MD&A can be found in the financial section along with the independent auditor's opinion, basic financial statements (including entity-wide fund financial statements), notes to the basic financial statements, required supplementary information and supplemental information, combining and individual statements, and schedules for the City's funds. The Statistical Section, which is unaudited, includes selected financial and demographic information, generally presented on a multi-year basis.

City of Moscow Profile:

Moscow Idaho is located among the rolling Palouse hills of Latah County in northern Idaho and the western City limits border the State of Washington. The City encompasses a land area of approximately 7.4 square miles. Moscow is the county seat and largest city in Latah County and with a population of 26,387 (2023 U.S. Census Bureau) and is the 14th largest city in Idaho. Latah County's population is 41,301 (2023 U.S. Census Bureau) and comprises the majority of the eastern portion of the Palouse region, which is world-renowned for its agriculture and fertile soil. Latah County is the only county in the United States that was established by an act of Congress. Originally part of Nez Perce County, Latah County was created in 1888 and named for Latah Creek, which is located in its northwest corner.

The City of Moscow is home to the University of Idaho, the state's land grant institution and primary research university. Eight miles (13 km) west is Pullman Washington, home of Washington State University, also a land-grant institution. The close proximity of these two universities creates an environment that is a wonderful combination of small-town comfort and safety, together with the cultural, recreational, and educational opportunities of a larger city.

The City of Moscow was incorporated on July 12, 1887. The City operates under a Mayor/Council form of government consisting of an elected mayor and six council members. The mayor and six council members are elected on an at-large, non-partisan basis, and the council serves staggered 4-year terms, with one-half of the council positions elected every two years. The City is considered to be a "full service" city and provides the following services authorized by charter and by Title 50 of the *Idaho Code*: general government, public safety, recreation and culture, transportation, water, sewer, stormwater and sanitation.

Moscow's City Council is required to adopt a final budget no later than the close of the current fiscal year. The City's fiscal year starts on October 1 and ends on September 30. The annual budget serves as the foundation for the City's management and financial planning and controls and is prepared by the Administration and Finance Departments. Department managers are responsible



for their department's budgetary controls. The budget is adopted at the fund level by the City Council following a public hearing and meets the state's legal requirement for a balanced budget of revenues and expenditures. The same public budget process is necessary on any occasion when budget amendments are necessary to accept unanticipated revenues and expenditures.

Moscow Idaho is settled into the Palouse, a landscape historically and currently inhabited by the Nimiipuu (Nez Perce) people indigenous to the region. Incorporated in 1887, the City's modern history is rooted in agriculture; the region is a major global producer of peas and lentils. The presence of farming in the community goes far beyond commerce, however, as grain silos and other architectural features announce agricultural endeavors as part of the community's aesthetic identity. The City is home to the University of Idaho (UI), a land grant institution established in 1889. School spirit infuses the atmosphere of the city with the balance of gravitas and celebration that characterizes the educational experience. Moscow's culture is woven together with the work of passionate citizens and creative institutions dedicated to the arts in all their forms. The City of Moscow stands out amongst Idaho cities in many ways, and its tradition of Arts and Culture programming contributes greatly to that unique identity.

Listed below are City-sponsored cultural offerings:

- Moscow Farmers Market (MFM) is held every Saturday from May through October. Established in 1977, the MFM is the longest-running market in the state of Idaho and provides farmers, artisans, and customers the opportunity to connect with one another in Moscow's downtown core;
- Third Street Gallery and The Box Gallery, both located in Moscow City Hall, bring art installations into the heart of the public process;
- Artwalk is a monthly event featuring multiple forms of art at host locations throughout the community on the 3rd Thursday of each month from October through June;
- Palouse Plein Air is an annual painting event that brings artists together in celebration of the picturesque Palouse;
- Moscow Poet Laureate increases awareness of the role that poetry and literature play in the community;
- Annual Tree-lighting, Light up the Season Parade, and other downtown events get the whole community into the spirit of the winter season;
- Moscow's Public Art collection is made up of over 220 artworks including temporary, portable, and permanent collections. Growth and stewardship of the collection began in 1985 and has become even more of a focus since the City's 2004 adoption of a 1% for Public Arts ordinance.

The City of Moscow is proud to partner with the following cultural institutions and events:

- The University of Idaho's Prichard Art Gallery, Lionel Hampton Jazz Festival, and Festival Dance;
- Moscow Chamber of Commerce + Visitor Center
- Moscow Renaissance Fair;
- Rendezvous in the Park;
- The Kenworthy Performing Arts Center;
- Moscow Contemporary;



- The 1912 Center, a property owned by the City and operated through contract by non-profit organization Heart of the Arts, Inc.

The City has a highly skilled and educated workforce supporting many thriving businesses, as well as the University of Idaho and nearby Washington State University. The University of Idaho is a nationally recognized research institution committed to undergraduate and graduate research education, with extension services responsive to Idaho and to the region's business and community needs. Many students take advantage of an emphasis on undergraduate research opportunities in computer science, transportation innovation, environmental science, evolutionary biology, and biomedical research. The University of Idaho enrolls over 12,000 students. As Idaho's land grant research university, the University of Idaho offers students a complete living and learning experience. The residential campus in Moscow matches architectural beauty with a small and friendly academic community. Outdoor recreational activities complement the many cultural amenities. The University of Idaho ranked in the top 30 in the nation as a "great university to hit the books and backcountry" by Outside magazine. Living and learning in Moscow will put you just minutes from opportunities for skiing, snowboarding, whitewater rafting, biking, climbing, camping, fishing and more.

Local Economic Outlook:

Moscow's major employers are heavily represented in the sectors of education, health care, retail, and government. These four sectors represent 65 percent of Moscow's economy. The Latah County unemployment rate for the month ending in September 2024 was 3.3 percent compared to 2.5 percent in September 2023. The September 2024 unemployment rate of 3.3 percent was below a state unemployment rate of 3.7 percent and a national unemployment rate of 4.1 percent.

While overall employment decreased, Latah County saw employment expansion in the following sectors from 2023 – 2024, including:

- Construction (9.4 percent)
- Manufacturing (13.9 percent)
- Retail Trade (3.5 percent)
- Information (6.4 percent)
- Real Estate (7.5 percent)

Real Estate:

- The average home sale price in the City of Moscow increased 4.5 percent from \$412,063 in 2023 to \$430,960 in 2024, after a 3.2 percent increase the prior year.
- The average home sale price in Latah County increased 3.8 percent from \$403,506 in 2023 to \$418,964 in 2024 after an 1.8 percent increase the prior year.



Tourism:

- In 2024, Latah County transient occupancy tax decreased by approximately 2 percent compared to the previous year.

Building Permits:

- Total permitted construction value in the City of Moscow increased from \$28.3 million in 2023 to \$68.4 million in 2024. This is well above the 10-year average of \$35.7 million.

Moscow continues its economic development efforts. The Moscow Urban Renewal Agency (MURA) manages one active urban renewal district called the Legacy Crossing District, which covers approximately 169 acres and includes former railroad right-of-way and industrial areas, comprising the majority of the blighted and underutilized properties located between Moscow's historic downtown and the University of Idaho. The primary objective in creating this District was to eliminate conditions impeding the City's economic growth in the area. The MURA's focus is to assist and encourage the transition of properties from former agricultural and/or industrial uses to new uses and economic vibrancy adding to the quality of civic life and improving the public safety of citizens and visitors.

The Legacy Crossing District will have long-term positive impacts on the community. The re-urbanization of inner-city districts, particularly those with land uses transitioning from industrial uses to mixed-uses, requires an extended planning horizon. Redevelopment activities continue within the District and on the MURA-owned property located at the southwest corner of the intersection of Sixth and Jackson Streets, including the completion of environmental remediation activities and the planning for the redevelopment of the site.

The City is a leader in a consortium that maintains a 25-mile fiber optic network serving government, education, medical, and business facilities in the City. Other members of the consortium include the Idaho Transportation Department, Moscow School District #281, and Gritman Medical Center.

The Intermodal Transit Center (ITC) is home to public transit provider Sustainable Moscow Area Regional Transportation (SMART), which provides services to area residents and the University of Idaho. The fixed-route public transportation service in Moscow continues to see increased ridership. The ITC houses administrative and passenger service areas, exterior covered passenger boarding areas, bicycle parking facilities, and transit vehicle parking and serves as a link between transportation service providers to facilitate the seamless integration of transportation options for the Palouse region. Public transportation services are provided by not only SMART, but also Northwest Trailways (providing inter-city passenger service) and the University of Idaho's Vandal Access Service.

Tourism is Idaho's third-largest industry statewide. The City provides and hosts many cultural opportunities along with other art attractions. The arts, entertainment, and recreation sectors include a wide range of establishments that operate facilities or provide services to meet varied cultural, entertainment, and recreational interests of the local and surrounding population.



Long-Term Financial Planning for the City:

The City's future and in progress capital improvement projects include:

- Street and improvements on the Mountain View Road corridor;
- A pedestrian underpass on South Main Street;
- Landscape enhancements at the south couplet;
- Replacement on an aging City shop facility;
- Continued upgrades to deficient sidewalks and the installation of missing sidewalks throughout the City;
- Water Reclamation and Reuse Facility (WRRF) improvements to meet the National Pollutant Discharge Elimination System (NPDES) permit issued by the United States Environmental Protection Agency (EPA);
- Various sewer and water main replacements and rehabilitations;
- Various street surface restoration projects;
- Various park, pathway, and playground improvements.

The City is in process of updating several long-range planning documents including the Water, Sewer, and Transportation Comprehensive Plans. These plans, and others, define the operational and capital needs for those service sectors. They also provide the information necessary to develop the City of Moscow's Strategic Plan as well as the City's Capital Improvement Plan (CIP) and are excellent resources for reviewing progress made on the major challenge areas adopted by the Moscow City Council. In turn, Administration and Finance are then able to continue the development of a comprehensive long-range financial plan to assist policymakers in developing strategies to meet the City's operational and capital needs.

The City has fund balances assigned for long-term capital needs of \$14.1 million for general government purposes and \$39.0 million restricted for water, sewer, stormwater, and sanitation, which will assist in the long-term capital improvement projects list.

Financial Policies:

On November 4, 2024, the City Council adopted Resolution No. 2024-24, replacing Resolution No. 2011-11. These Resolutions establish financial policies for the City, which address general financial policies, revenue, operating expenditures, capital expenditures, and debt and fund balance, including working capital requirements. The City implements all GASB pronouncements in order to remain in compliance with the accounting standards for governments.

GFOA Award for Excellence in Financial Reporting:

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its annual comprehensive financial report for the fiscal year ending September 30, 2023. This was the twenty-first consecutive year that the City has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy GAAP,



GASB, and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only and, therefore, must be applied for each subsequent year. Staff represents that the City's current Annual Comprehensive Financial Report continues to meet the Certificate of Achievement Program's requirements, and the ACFR ending September 30, 2024, will be submitted to the GFOA for consideration.

Audited Statements Introduction:

Presnell Gage, PLLC, Accounting and Consulting, a firm of Certified Public Accountants, has audited the City's financial statements. The goal of the annual independent audit is to provide reasonable assurance that the financial statements of the City are free of material misstatement. The independent audit examines, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The independent audit also involves the assessment of the and the evaluation of the presentation of the overall financial statements. The independent auditor, based upon the audit, concluded there was a reasonable basis for rendering an unmodified opinion that the City's financial statements for the fiscal year ended September 30, 2024, are fairly presented in conformity with GAAP and GASB. The independent auditor's report is presented as the first component of the financial section of this report.

The independent audit of the City's financial statements requires the independent auditor to report not only on the fair presentation of the financial statements but also with special emphasis on the audited government's internal controls and compliance with legal requirements. Because the cost of controls should not exceed the benefits to be derived, the objective is to provide reasonable, rather than absolute assurance, that the financial statements are free of any material misstatements.

Acknowledgments:

The preparation of this report would not have been possible without the professional, efficient, and dedicated services of the City's Audit Committee and the entire staff of the Finance and Administration Departments. Appreciation is also extended to all members of the other City departments who assisted and contributed to the preparation of this report. Our thanks are also extended to the Mayor and the City Council for their support in maintaining the highest standards of professionalism in the management of the City's finances.

Respectfully submitted,



Bill Belknap
City Administrator



Sarah L. Decker
Finance Director



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

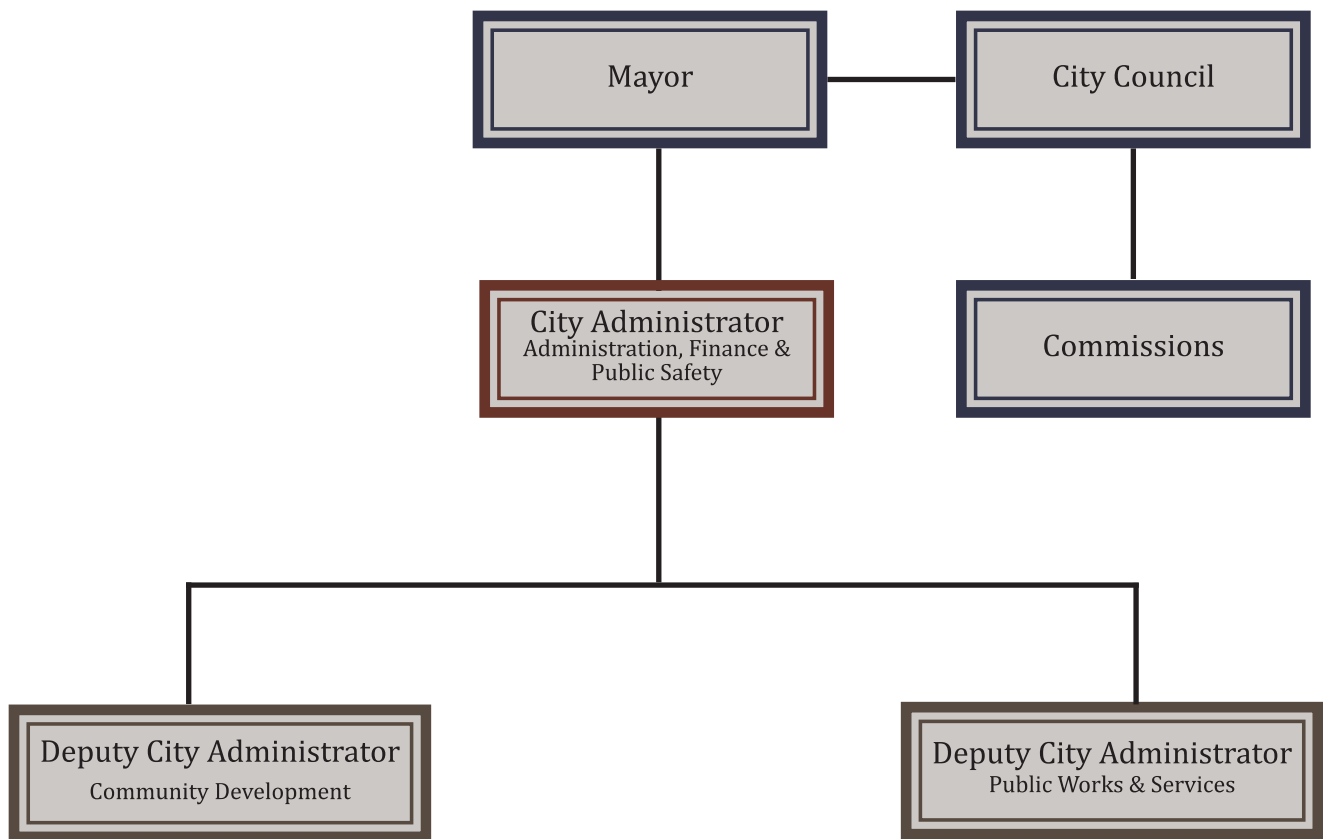
Presented to

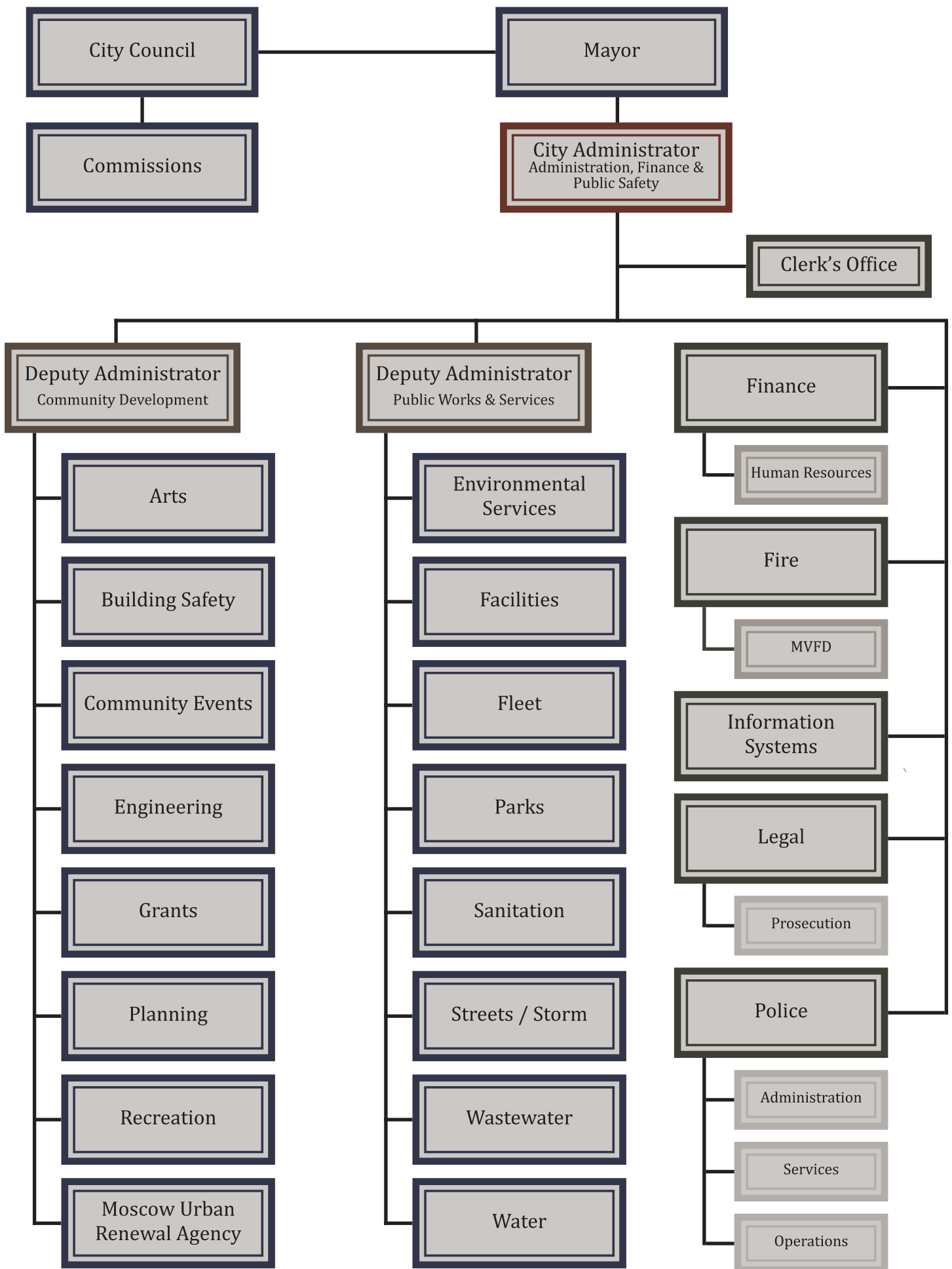
**City of Moscow
Idaho**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2023

Executive Director/CEO





Public Officials

For information on how to vote in Moscow, please visit IdahoVotes.gov or the Latah County website (www.latah.id.us). You may also call the Latah County Courthouse at (208) 883-2249 or the City Clerk's office at (208) 883-7015.

Elected Officials at 09/30/2024

Official	Name	Term End
Mayor	Art Bettge	12/31/2025
Council Member	Bryce Blankenship	12/31/2027
Council Member	Drew Davis	12/31/2027
Council Member	Sandra Kelly	12/31/2027
Council Member	Hailey Lewis	12/31/2025
Council Member	Julia Parker	12/31/2025
Council Member	Gina Taruscio	12/31/2025

Elected Officials at 01/06/2025

Official	Name	Term End
Mayor	Art Bettge	12/31/2025
Council Member	Bryce Blankenship	12/31/2027
Council Member	Drew Davis	12/31/2027
Council Member	Sandra Kelly	12/31/2027
Council Member	Hailey Lewis	12/31/2025
Council Member	Julia Parker	12/31/2025
Council Member	Gina Taruscio	12/31/2025

Appointed Officials at 09/30/2024

Official	Name
City Administrator	Bill Belknap
City Attorney	Mia Bautista
City Clerk	Laurie M. Hopkins
Deputy Administrator Community Development	Cody Riddle
Deputy Administrator Public Works and Services	Tyler Palmer
Director of Finance and Employee Services	Sarah L. Decker
Fire Chief	Brian Nickerson
Police Chief	Anthony Dahlinger



FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Members of the City Council
City of Moscow, Idaho
Moscow, Idaho

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Moscow, Idaho, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Moscow, Idaho's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Moscow, Idaho, as of September 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Moscow, Idaho, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Moscow, Idaho's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Moscow, Idaho's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Moscow, Idaho's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and other required supplementary information on pages 21 through 41 and 81 through 86, respectively, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Moscow, Idaho's basic financial statements. The combining and individual nonmajor fund financial statements, budgetary comparison schedules, and schedule of expenditures of federal awards, as required by Title 2 *U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

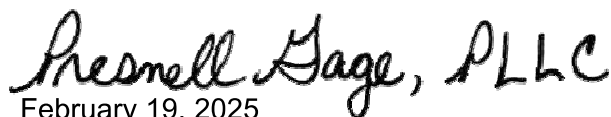
Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 19, 2025, on our consideration of the City of Moscow, Idaho's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Moscow, Idaho's internal control over financial reporting and compliance.



February 19, 2025
Moscow, Idaho

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Management's Discussion and Analysis: This section of the report provides financial highlights, overview, and economic factors affecting the City. It is intended to serve as an introduction to the City's basic financial statements.

Report Layout: The City's Annual Comprehensive Financial Report (ACFR) consists of four sections: (1) the introduction section; (2) financial section; (3) statistical section; and (4) the compliance reporting section. Taken together, they provide an overview of the City.

The discussion and analysis of the financial performance of the City of Moscow (hereinafter the "City") provides an overview of the City's financial activities for the fiscal year ended September 30, 2024 (FY2024) and is intended to:

- Assist the reader in focusing on significant financial issues,
- Provide an overview of the City's financial activity,
- Identify changes in the City's financial position (its ability to address challenges in subsequent years); identify any material deviations from the financial plan and the adopted budget; and
- Identify individual fund issues or concerns. Since the Management's Discussion and Analysis (MD&A) is designed to focus on the report year's activities, resulting changes, and currently known facts, please read it in conjunction with the Transmittal Letter found in the introductory section (page 6) and the City's financial statements beginning on page 43.

Financial Highlights

- The City's general fund (the City's primary operating fund), on a current financial resource basis, reported a fund balance decrease for FY2024 of \$3,293,710 (32.63%) as a result of a decrease in Unassigned fund balance due mainly to funds being transferred to Capital Projects.
- Working capital is the funding necessary to meet the cash flow needs of any particular fund. In compliance with the City's adopted financial policies, working capital is reported on the balance sheet for governmental funds. The General Fund working capital decreased in FY2024 by \$226,377 (4.3%) to \$5,031,607. The Street Fund working capital for FY2024 increased by \$4,910 (0.5%) to \$882,514. The Recreation and Culture Fund working capital for FY2024 increased by \$31,346 (3.5%) to \$932,353.
- The City of Moscow has an investment policy that manages and directs the Finance Director and provides a guide to invest available funds. In FY2020, the City updated its Investment Policy, which can be found in Resolution #2020-02. In short, the investment policy prioritizes City investments by several factors including safety, liquidity, and yield. The City invests in U.S. Agencies containing adequate guarantees. Bond values can change inversely to interest rate changes during the time that the City holds the bond. When bonds mature, they are valued at 100% of the bond price (par). In FY2019, the City reviewed its investment strategies and engaged an Investment Advisory Committee consisting of financial professionals associated with the University of Idaho and Lewis-Clark State College to formulate a sustainable investment strategy focused on minimizing risks and maximizing returns on these public dollars. This strategy was implemented in FY2020, which included entering into an asset management agreement with Moreton Asset Management, LLC which was continued through FY2024.
- Governmental activities program revenue decreased \$1,662,806 (13.0%) to \$11,147,513 in FY2024. This is mainly due to a decrease in capital grants and contributions. In FY2024, the City complied with the single audit reporting requirements and federal funding received totaled \$2,002,894 compared with \$5,889,164 the prior year.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

- Business-type activities (enterprise funds) program revenue increased in FY2024 by \$713,550 (2.8%) to \$26,640,912. Capital grants and contributions increased by \$463,461. Any utility rate adjustments are made in conformance with the recommendations of the rate study adopted by the City Council. Water connection fees are comprised of meter charges and general facility charges.
- In FY2024, the City received \$2,002,854 in federal grant funding reimbursements, which assisted the City in completing several infrastructure projects that included a bridge replacement, street improvements, upgraded water transmission lines, and multiple park restrooms. Assistance also funded the design of upcoming projects, participation in the construction of a new airport terminal, support for public safety, flooding analysis, and staffing for arts programming. The federal funding supported several City departments including Public Works, Engineering, Fire, Police, Parks, Arts, Community Development, and the Pullman-Moscow Regional Airport:
 - The Local Highway Safety Improvement Program (LHSIP) grant managed by the Local Highway Technical Assistance Council (LHTAC), on behalf of ITD, was awarded to the City for the Public Avenue Corridor Safety Improvements. This project will provide a pedestrian/bike friendly environment and cautions drivers with the installation of curbing, advance warning signs for curves, and reduction of roadside hazards to prevent adverse roadway departures. The project will also include retro-reflective signage, thermoplastic crosswalk bars and a permanent concrete splitter island at the intersection of Polk Street and Public Avenue. FY2024 expenses included professional consultant services for final engineering and design. This project is planned for construction in the summer of 2025. (\$41,920).
 - The Idaho Office of Emergency Management (IOEM) Hazardous Mitigation Division, under the US Department of Homeland Security to include the Federal Emergency Management Assistance (FEMA), awarded the City an Advanced Assistance grant to explore potential flood hazard mitigation alternatives and determine the most viable method to reduce flooding issues of Paradise Creek. The “impacted area” of this study extended from the northeast city limits near Mountain View Park to the Paradise Creek crossing of the Troy Highway near the intersection with Styner and White Avenue. The scope of work included contracting with a consulting firm to perform a Hydrologic and Hydraulic Study of Paradise Creek, developing an alternatives analysis through data collection with environmental considerations, benefit cost analysis, and pre-engineering of potential project alternatives. Alternatives were developed and assessed with the goal of mitigating flooding within the impacted area. The FY2024 project activities included final reporting and project closeout. (\$3,000).
 - The City received a grant award from the Idaho Transportation Department (ITD) Transportation Alternatives Program (TAP), which is administered by the Local Highway Technical Assistance Council (LHTAC). TAP funds a variety of alternative transportation projects to advance ITD’s strategic goals of Mobility, Safety, and Economic Opportunity while maximizing the use of federal funds. The TAP provides funding for programs and projects defined as transportation alternatives, including on-and-off road pedestrian and bicycle facilities, and infrastructure projects for improving non-driver access to public transportation. The awarded project was to construct a bike/pedestrian underpass in the existing stream banks of Paradise Creek at the US Highway 95 crossing. This underpass will allow pedestrians and bicyclists to cross under Highway 95 on a new Paradise Path connection without needing to cross the busy highway and disrupt traffic flow. In FY2024, the City expended funds for surveying, Geotechnical reporting, Hydrologic and Hydraulics analysis and reporting, Cultural and Historical reviews, and preliminary engineering. (\$41,235).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

- The City received two additional TAP grant awards from the Idaho Transportation Department (ITD) for bike and pedestrian improvements on North and South Mountain View Road in April of 2023. Combined total project costs are \$1,072,000 with grant awards of \$993,314 and a local match of 78,685. The north portion of the project consists of improvements from “F” Street to Slonaker Drive and the south section is from Joseph Street to Paradise Path near the entrance of Heron’s Hideout and Fire Station No. 2. The project(s) are currently being designed by a consultant contracted through ITD. During FY2024, the City was reimbursed for expenses paid to the design consultant (\$68,032).
- The Idaho Commission on the Arts (ICA) receives an annual appropriation from the National Endowment of the Arts to support public art programs and sub-awards funds to non-profit and municipal organizations throughout Idaho. The purpose of the program is to expand arts engagement and increase arts participation and supports the creative, cultural, professional, and economic development of communities through public programming of the arts. In FY2024, the Moscow Arts Department received funding for general operating costs from ICA Public Programs in the Arts (\$6,379).
- The Idaho Division of Aeronautics awarded the Pullman-Moscow Regional Airport funds, under the Idaho Airport Aid Program assisted by the Federal Aviation Administration (FAA), for the construction of the new airport terminal. Additional funding was also received directly from FAA under the CARES Act for airport development projects. The City of Moscow is the Sponsor of this FY2024 award with funds transferred to the City of Pullman, Washington, as the fiscal agent for the regional airport project (\$517,500).
- The American Relief Plan Act of 2021 (ARPA) provided funding to Non-Entitlement Units of Local Government (NEU) for local fiscal recovery. A NEU is a city in the State of Idaho with a population less than 50,000, that is not receiving direct funding from the US Treasury. The City allocated ARPA funding for employee wages, street improvements, and stormwater projects. The total FY2024 funding was expended to assist in the recovery from the COVID-19 pandemic (\$863,442).
- The Idaho Department of Commerce (IDOC), under the US Department of Housing and Urban Development, awarded the City an Idaho Community Development Block Grant (ICDBG) for Public Parks ADA Accessibility Improvements to enhance accessibility at both the Mountain View and Indian Hills Parks. Project activities completed in the 2024 fiscal year included the installation of a new pre-cast single-occupant ADA-accessible restroom at Indian Hills Park (\$18,720).
- The Idaho Department of Commerce (IDOC), also under the US Department of Housing and Urban Development, awarded the City an Idaho Community Development Block Grant (ICDBG) for a Public Facility project to purchase a new Fire Pumper Engine for the Moscow Volunteer Fire Department. The City received an award of \$335,000, or 50% of the purchase price of the new Engine in the amount of \$670,000. This is the second award the City has received under this program for the purchase of a new Engine. The Engine arrived in Moscow in late 2023 and is now housed at Fire Station No. 2. During FY2024, the City received full reimbursement for this grant award (\$335,000).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

- The Bureau of Justice Assistance (BJA) provides funding to state and local law enforcement departments under the Bulletproof Vest Partnership (BVP) where individual jurisdictions receive funding for reimbursement of body armor purchases. The BVP Reauthorization Act of 2015 included a provision that states the BJA may fund up to 50% of each armor vest purchased for law enforcement officers that are uniquely fitted for individual use. These vests are ballistic and stab resistant and the Moscow Police Department has participated in this program for many years. In FY2024, the City received a 50% reimbursement for the purchase of fourteen vests, which included vests for recently hired officers and replacement of older vests for existing officers (\$7,359).
- The National Highway Traffic Safety Administration (NHTSA) sponsors a federal grant program available to the Idaho Transportation Department (ITD) Office of Highway Safety (OHS). This program is also referred to as the Selective Traffic Enforcement Program (STEP), which addresses specific behaviors related to traffic safety priority areas and safety deficiencies within local law enforcement jurisdictions. STEP is focused on combatting traffic crashes resulting in fatal and serious injuries and reimburses law enforcement departments for the time dedicated to traffic enforcement. Recipients are required to track objectives, measures and targets, and budgeted expenses. In FY2024, with the assistance of this funding, the Moscow Police Department had 4,854 traffic stops, which is a 12% increase over the prior year, and included 527 collisions. The annual maximum request for the program is 2,080 regular-time traffic officer enforcement hours with allowable benefit percentages. Requests can also include a maximum of 200 hours of overtime and equipment purchases (\$63,198).
- The Department of Health and Human Services funds the Idaho Office of Drug Policy through a Partnership for Success Law Enforcement Grant Funding program. The Moscow Police Department (MPD) receives funding from this grant aimed to prevent underage drinking, marijuana use, and methamphetamine use in Moscow. This funding is used to conduct compliance checks, interdiction activities, party patrols, shoulder-tap operations, and provide presentations on topics related to the targeted prevention focus. In FY2024, MPD received their last quarterly reimbursement of the current award for staffing at University of Idaho athletic events (\$269).
- The U.S. Department of Transportation provides funding to the Idaho Transportation Department (ITD), which operates the Office of Highway Safety (OHS) to provide various Traffic Enforcement Mobilizations. The Moscow Police Department (MPD) has participated in this program for multiple years. This mobilization program establishes project requirements and a funding process to support the enforcement efforts by Idaho law enforcement agencies to reduce deaths, serious injuries, and economic loss as part of the Strategic Highway Safety Plan (SHSP). The purpose is to address Idaho's own unique circumstances and specific highway needs and funds overtime enforcement hours and/or traffic enforcement equipment for hours worked during designated mobilizations. In FY2024, MPD participated in the campaigns for Impaired Driving for Cinco de Mayo and 4th of July, Seat Belt – Click It Don't Risk It, and Holiday Impaired Driving (\$3,935).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

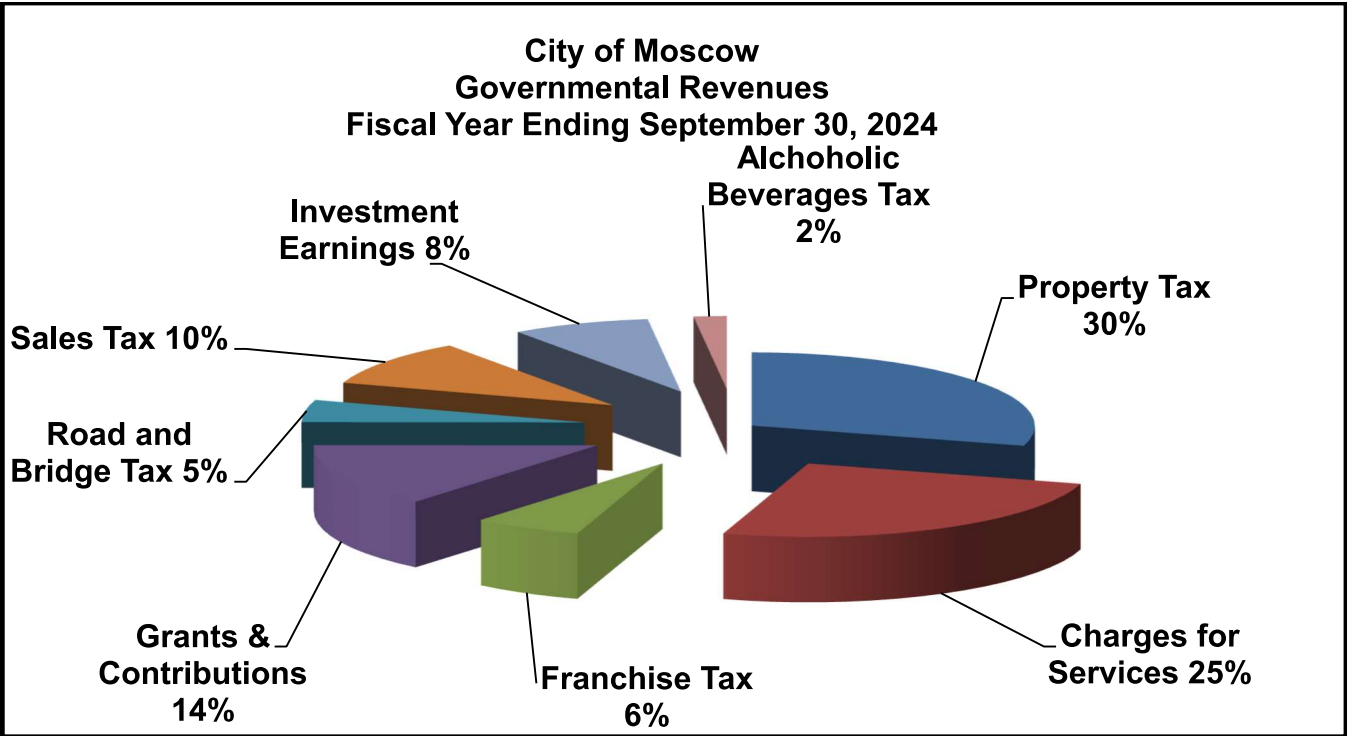
- The Idaho Transportation Department's (ITD) Office of Highway Safety (OHS) receives grant funding from the National Highway Safety Administration (NHTSA). This funding is used to support grant programs and activities identified in the Highway Safety Plan (HSP) to assist local government agencies. The Information System Department (IS) and the Moscow Police Department (MPD) received an award to purchase new Electronic Ticketing Equipment units to replace our existing outdated models for eleven (11) police vehicles. In FY2024, the equipment was purchased with total project costs of \$43,873, requiring a 25% match of \$10,968 and grant reimbursement of (\$32,905).
- Idaho State House Bill 312 remained effective in FY2024. This legislation implemented an increase in state fuel taxes with the intent that the additional funding would be used exclusively for the maintenance of bridges and roads and replacement projects at both the state and local levels. The City of Moscow received \$288,568 of HB312 funds in FY2024.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

General Fund revenues, comprised primarily of property taxes, charges for services, grants & contributions, and state shared revenue and were used to support the following major activities:

- Public Safety
- General Government
- Highways and Streets
- Recreation and Culture
- Interest on Long-term Debt



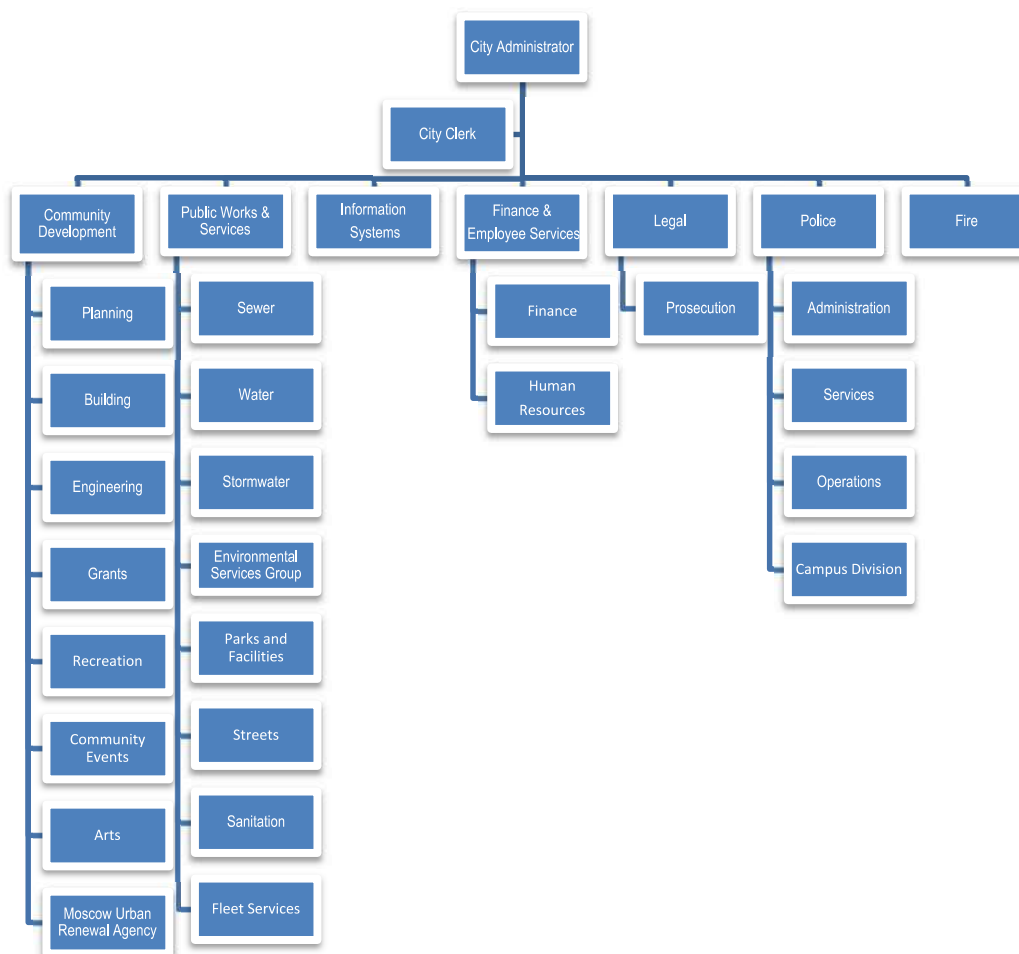
CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Major Initiatives

Fiscal Year 2024 Highlights:

The City of Moscow operates under an administrative structure that includes two Deputy City Administrators who oversee the management of relevant groups, according to like functions and budget type. The structure also allowed for redundant positions to be eliminated through attrition and reduced the management load for the City Administrator.



There have never been higher expectations for public programs and services at a time where financial resources remain even more limited. In order to ensure that the City's limited resources can be allocated toward the City's most significant needs, Strategic planning is becoming a hallmark of how the City of Moscow manages these expectations in a transparent and fiscally sound manner.

The City's strategic plan, initially developed in 2015, has provided the foundation for addressing many significant issues facing the organization and, in turn, the community of Moscow. The Strategic Plan is based on data-driven research quantifying substantial issues facing the organization and/or community. Above all, strategic plans look over the horizon to determine those impending forces that must be addressed or planned for, so they do not pose severe threats to the City's integrity, health, or quality of life. 'Major Strategic Initiatives' are the most significant issues the community faces and must address.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Once identified and listed comprehensively, these issues are then vetted and prioritized by the City Council to determine what are the most critical Major Strategic Initiatives. This prioritization process is undertaken every few years to provide an opportunity for new Council members to weigh in, identify new issues, prioritize them appropriately, and ensure agreement on the prioritization of focus for resources and staff time.

In the Spring of 2022, the City Council updated and reprioritized the City's identifiable Strategic Initiatives. The updated list of Strategic Initiatives in order of priority include:

- Sustainable Water Resource Development
- Emergency Medical and Fire Service Stabilization
- Emergency Communications System Update
- City Shop Facility Needs
- Employee Recruitment and Retention
- Roadway Maintenance Funding
- Downtown Infrastructure Reinvestment
- Urban Forest Management
- Housing Affordability
- Community Mobility Improvements
- Community Beautification
- Community Playfield Facility Development
- Local Economic Development

Significant progress has been made in achieving success to alleviate issues the City has faced as major challenge areas. Specifically, the City completed construction of a new Police Services Facility in 2022, design and bid award on a new City Shop, and execution of contracts for replacement of the City's emergency radio system currently underway. The City's commitment to moving forward strategically, intentionally, and mindfully is steadfast and is proving to be a hallmark of the City's success.

The Strategic Plan has also paved the way for a comprehensive Capital Improvement Plan. The Capital Improvement Program (CIP) is a statement of the City of Moscow's plan to address long-term capital asset maintenance and development necessary to support the continued and expanded delivery of public services to the community. The CIP incorporates planned capital investments in the City's water and wastewater utilities, transportation systems, parks, and recreation facilities, and general government facilities. The continuous maintenance, repair, and reinvestment in these critical systems are essential to ensure that the City has the supporting infrastructure necessary to serve our current and future residents, businesses, and institutions.

This program strategically focuses on projects for a five-year period and is reviewed and updated annually. To be included in the CIP, a project should generally require a total expenditure of at least \$25,000, have a functional life of over five years, and/or extend the functional life or capacity of an existing capital asset. By providing a planned schedule, cost estimates, and location of public sector improvements, the CIP provides elected officials and the community with valuable information concerning proposed public facilities and their associated costs.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

The City of Moscow promotes and implements sustainable practices across all departments. The City's interoffice recycling program has been revamped to streamline recycling practices across all City facilities. Other standardized practices include sustainable purchasing, reuse, and waste reduction strategies. With the combined success of the EcoDriver and fleet replacement programs, emissions and fuel consumption continue to decline. The City has set goals for Green House Gas emission reductions with biennial inventory updates. A number of budgeted projects have reduced carbon emissions and made City operations more efficient while saving the City money in power costs.

The Finance Department earned the prestigious Government Finance Officers Association (GFOA) Award for the City's Annual Comprehensive Financial Report for the twenty-first consecutive year.

The City of Moscow Fire Department and Moscow Volunteer Fire Department, Inc. have been partnering and serving the Moscow community for more than 130 years. This organization operates with mostly volunteers who number approximately 90 firefighters and emergency medical personnel and 7 career staff. During FY2024, the volunteers of the MVFD responded to approximately 3,002 calls, averaging approximately 251 calls for service each month. The volunteers logged more than 9,000 hours of training to prepare themselves to serve and maintain the level of professionalism the citizens of Moscow have come to expect. In addition to the excellent emergency medical response provided by the volunteers, the MVFD has maintained a Class 3 ISO rating (2022 Insurance Services Office audit). This rating results in significant fire insurance savings to both residential and commercial property owners within Moscow and is similar to the ISO ratings of much larger fire departments/communities such as the City of Boise and the City of Coeur d'Alene.

The City continues to be an effective regional partner in the areas of water research and conservation, actively supporting the work of the Palouse Basin Aquifer Committee (PBAC), promoting customer conservation efforts, and exploring alternative water resources, including surface water detention and expansion of treated effluent reuse infrastructure. Annually, approximately 80 million gallons of treated wastewater effluent from the City of Moscow Water Reclamation Facility is land-applied for irrigation on the University of Idaho campus. The City continued to support PBAC's research and operations in FY2024.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Sanitation collection rates were not increased for FY2024. As a result of the 2021 Rate Study and 2023 update, Sanitation tipping (weight) related fees at the Solid Waste Processing Facility were contractually obligated to be increased by 2.5% annually. Solid Waste Disposal contracts between the City of Moscow and Latah County, the cities of Bovill, Deary, Genesee, Juliaetta, Kendrick, Potlatch, and Troy reflect the findings of the FY2023 Rate Study update requiring tipping fee increases at the Solid Waste Processing Facility from 1.5% to 2.5% each year from FY2024 through FY2028.

City Ordinance No. 2004-30 states that it is the policy of the City to support public art through the dedication of 1% of the total cost of public capital improvement projects to facilitate the installation of art in public places in order to beautify public areas, enhance the quality of life for Moscow citizens, attract tourism, and provide incentives to businesses to locate within the City. The ending balance at the close of FY2024 was \$239,114.

Parks and Facilities accomplishments during 2024 include the following:

- The new playground at Milton Arthur Park has been completed.
- The entryway to Harvest Park was constructed to provide ADA access to the park.
- A permanent restroom was completed at Indian Hills Park.
- The Mosco Tree Commission celebrated Arbor Day by planting six trees in partnership with West Park Elementary school at Ghormley Park.
- The Harvest Park Subcommittee organized a volunteer planting project at Harvest Park to plant pollinator friendly plants.
- Parks installed a sidewalk from the Hamilton Indoor Recreation Center to Ventura Avenue.
- The fence at the Hamilton Lowe Aquatic Center was moved to expand the turf area inside the pool area. New shade structures were installed in the increased area for pool users.
- The pathway at Carol Rylie Brink Nature Park was replaced to mitigate extensive root damage.
- The park sign at Anderson Frontier Park was relocated for better visibility. The new location near West Palouse River Drive includes a retaining wall.
- The planter adjacent to the pickleball courts was landscaped at Ghormley Park.
- Triangle Park was designated as a pesticide-free park.
- The front plaza of the library was resurfaced with an acrylic overlay.
- The first floor HVAC unit and boiler were replaced at City Hall.
- The City Hall third floor backup furnace was replaced.
- The water heater at Fire Station #2 was replaced.
- A panic button was installed at the Eggan Youth Center.

Basic Financial Statements: The City's basic financial statements comprise three components: (1) government-wide financial statements; (2) fund financial statements; and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

1. Government-Wide Financial Statements:

The government-wide financial statements focus on an entity-wide presentation using the accrual basis of accounting and are designed to provide readers with a broad overview of the City's finances in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. The difference is further separated into amounts restricted for specific purposes and unrestricted amounts. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. The statement of net position focuses on resources available for future operations. In simple terms, this statement presents a snapshot view of the assets the City owns, the liabilities it owes and the net difference. The focus of the statement of net position (the "unrestricted net position") is designed to be similar to a bottom line or "net worth" for the City and its governmental and business-type activities. The statement of activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement of net position for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave). This statement of net position summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues. The statement of activities focuses on both the gross and net cost of various activities, which are provided by the government's property tax and other revenues. This is intended to summarize and simplify the user's analysis of the cost of various governmental services and/or subsidy to various business-type activities and/or component units.

The governmental activities reflect the City's basic services, including general government, public safety, transportation, recreation and culture, and interest on long-term debt. A further explanation of these categories will assist the reader's understanding of the statements. General government consists of the following departments: legislative, executive, administration, finance, legal, human resources, general buildings and grounds, community development, non-departmental expenses, fleet, and information systems. Public Safety consists of the following departments: police, emergency communication, parking enforcement services, code enforcement, fire, and public health. Transportation consists of the following services: street repair and maintenance, street sweeping, streetlights, Intermodal Transit Center management, and coordination of resources with state and county highway projects. Recreation and Culture consists of the following departments: parks administration, maintenance and operation of

City parks, recreation programs, Hamilton-Lowe Aquatics Center, Hamilton Indoor Recreation Center (HIRC), Eggan Youth Center, Moscow School District Community Playfield fund (MSDCP), 1912 Center, Arts, and Community Events. Finally, the interest on long-term debt consists of the 2019 general obligation bond interest payments for the construction of a new police facility. Property and roadway taxes, State revenue sharing, franchise fees, and user fees finance the majority of these aforementioned services.

The business-type activities reflect the following private sector type operations of water, sewer, stormwater and solid waste management utility services (which the financial statements list as “sanitation”), where the fee for service typically covers all costs associated with the operation, including depreciation and net investment in capital assets. These services are classified as Enterprise Funds.

The statements present an aggregate view of the City’s finances. Government-wide statements contain useful long-term information as well as information for the just completed fiscal year. To assess the overall financial condition of the City, additional non-financial factors, such as changes in the condition of the City buildings, facilities, and equipment should also be considered.

2. Fund Financial Statements:

A fund is a fiscal and accounting entity that is used to provide control over resources that have been segregated for specific activities or objectives. Funds allow the City to track sources of funding and spending for specific programs and to demonstrate compliance with various regulatory requirements.

The City of Moscow maintains eighteen individual funds in six separate categories. The categories and their funds include:

- **The General Fund** is the City’s chief operating fund, and accounts for all financial resources except those required to be accounted for in another fund.
- **Special Revenue** funds include the Street fund, Recreation and Culture Fund, Moscow School District Community Playfield fund (MSDCP), 1912 Center fund, and Transit Center fund. Special revenue funds are used to account for the proceeds of specific revenue sources that are assigned for specific purposes.
- **Enterprise** funds include the water, sewer, stormwater and sanitation funds. Enterprise funds account for activity for which a fee is charged to external users for goods and/or services.
- **Debt service** funds include the bond and interest, local improvement district, and guaranty funds. Debt service funds are used to set aside resources to meet current and future debt service requirements on general long-term debt.
- **Capital projects** funds include capital projects, LID Construction, and Hamilton funds. Capital projects funds are used to account for major capital acquisitions and construction separately from ongoing operating activities.
- **Internal service** funds include the information systems and fleet management funds. Internal service funds are used to account for centralized services and then allocate the cost of those services within the government.

Fund financial statements generally report operations in more detail than the government-wide statements. These statements focus on its most significant or “major” funds and not on the City as a whole. Governmental fund statements follow the more traditional presentation of financial statements.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

The City's major governmental funds are each presented in their own column. Budgetary comparison statements are presented for the funds. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. The focus is now on major funds, rather than fund types. Major funds are defined in the following manner:

- The City's main operating fund, the general fund, is always considered a major fund; and
- Each of the City's enterprise funds; and
- Any fund whose assets, liabilities, revenues or expenses are at least:
 - A. 10% of the total for all governmental OR enterprise funds; AND
 - B. 5% of the total for all governmental AND enterprise funds COMBINED.
- City management may designate any fund as a major fund believed to be important to the users of the City's financial statements.
- City management has determined the following funds are major funds:
 - A. The governmental funds: included are the general fund, street fund, recreation and culture fund, capital projects fund, and the Hamilton fund.
 - B. The enterprise funds: included are the water fund, sewer fund, stormwater fund and sanitation fund.

Governmental Funds. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term outflows of available resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's current financing requirements. In particular, unrestricted fund balance may serve as a useful measure of a government's net resources available to be spent at the end of the fiscal year. These funds are reported on the "modified accrual" basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides.

Proprietary Funds. The City maintains two different types of proprietary funds: enterprise funds and internal service funds. Enterprise funds (as previously noted) are used to report the functions presented as business-type activities in the government-wide financial statements. The City's enterprise funds are the water, sewer, stormwater and sanitation funds. Internal service funds keep, accumulate, and allocate costs integrally among the City's various functions. Internal service funds include the fleet management fund, which accounts for fleet activities, and the information system fund, which accounts for network and communication activities. Because services provided by these internal service funds predominantly benefit governmental rather than business-type functions, they have been included within the governmental activities section in the government-wide statements.

3. Notes to the Financial Statements:

The notes to the financial statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding the City's financial condition.

4. Additional Supplementary Information:

The basic financial statements are followed by a section of supplementary information that further explains and supports the information in the financial statements. The supplementary information includes a budgetary comparison schedule reconciling the statutory operating activities for budgetary purposes to the generally accepted principles operating activities and fund balances, as presented in the governmental fund financial statements.

5. Statistical Information:

Following the supplementary information is the statistical section of the Annual Comprehensive Financial Report (ACFR). The statistical section consists of historical data and non-financial data useful in establishing trends and should be used in conjunction with the financial information in establishing a full representation of the overall financial health of the City.

6. Compliance Reporting:

This section contains compliance reporting on internal controls and Federal awards. Compliance reporting on Federal awards is a federal requirement when expending monies in excess of \$750,000 from Federal awards.

Accounting System and Budgetary Control

In developing and evaluating the City's accounting system, consideration is given to the adequacy of internal accounting controls. Internal control is a process utilized by the City Council, Administration, and staff, which is designed to provide reasonable assurance, not absolute assurance, regarding the achievements of objectives in the following categories: (1) the effectiveness and efficiency of operations; (2) reliability of financial reporting; and (3) compliance with applicable laws and regulations. The concept of reasonable assurance recognizes that: (1) the cost of control should not exceed the benefit likely to be derived; and (2) the evaluation of costs and benefits requires estimates and judgments by management.

The financial statements meet requirements as set forth by the Governmental Accounting Standards Board (GASB). Generally accepted accounting principles promulgated by GASB, as appropriate for cities, have been followed in handling financial transactions and in preparation of reports.

Activities of the general fund, special revenue funds, debt service fund, and capital projects fund are included in the City's annual budget. Budgetary control is maintained by the issuance of monthly financial statements, which reflect current and year-to-date expenses in comparison to budgeted amounts. Anticipated expenses are reviewed to determine that sufficient funds are available prior to commitment. As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

Capital Assets. General capital assets include land, improvements to land, buildings, vehicles, machinery and equipment, infrastructure, and all other tangible assets that are used in operations and that have initial useful lives in excess of three years, and which exceed the City's capitalization threshold of \$5,000. These capital assets provide services to the City's residents; consequently, these assets are not available for future spending. The largest portion of the City's net position (56.3%) reflects the net investment in capital assets which totaled \$107,735,229 in FY2024. The City must elect to either a) depreciate these assets over their estimated useful life; or b) develop a system of asset management designed to maintain the service delivery potential to near perpetuity. The City has elected to depreciate its assets. Accumulated depreciation was recorded for the first time in 2003 based on the date of acquisition and the life span of the asset.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve as a useful indicator of a city's financial position. In the case of the City of Moscow, assets exceeded liabilities by \$190,819,618 in FY2024.

City of Moscow Statement of Net Position (in Thousands)

	Governmental Activities		Business-Type Activities		Total Primary Government	
	<u>2024</u>	<u>2023</u>	<u>2024</u>	<u>2023</u>	<u>2024</u>	<u>2023</u>
Current and other assets	\$ 44,423	\$ 41,259	\$ 53,555	\$ 48,289	\$ 97,978	\$ 89,548
Capital assets (net of accumulated depreciation)	<u>70,362</u>	<u>69,396</u>	<u>54,924</u>	<u>50,980</u>	<u>125,286</u>	<u>120,377</u>
Total assets	<u>\$ 114,785</u>	<u>\$ 110,656</u>	<u>\$ 108,480</u>	<u>\$ 99,269</u>	<u>\$ 223,265</u>	<u>\$ 209,925</u>
Defined Benefit Pension	\$ 1,941	\$ 3,852	\$ 488	\$ 921	\$ 2,429	\$ 4,773
Total deferred outflows	<u>\$ 1,941</u>	<u>\$ 3,852</u>	<u>\$ 488</u>	<u>\$ 921</u>	<u>\$ 2,429</u>	<u>\$ 4,773</u>
Long-term debt	\$ 13,206	\$ 14,450	\$ 10,685	\$ 11,832	\$ 23,891	\$ 26,282
Other liabilities	<u>6,295</u>	<u>7,028</u>	<u>2,736</u>	<u>2,740</u>	<u>9,032</u>	<u>9,768</u>
Total liabilities	<u>\$ 19,502</u>	<u>\$ 21,478</u>	<u>\$ 13,421</u>	<u>\$ 14,573</u>	<u>\$ 32,923</u>	<u>\$ 36,050</u>
Leases	\$ 1,233	\$ 1,286			\$ 1,233	\$ 1,286
Defined benefit pension	<u>546</u>	<u>154</u>	<u>171</u>	<u>90</u>	<u>718</u>	<u>244</u>
Total deferred inflows	<u>\$ 1,779</u>	<u>\$ 1,440</u>	<u>\$ 171</u>	<u>\$ 90</u>	<u>\$ 1,951</u>	<u>\$ 1,530</u>
Net investment in						
Capital assets	\$ 63,681	\$ 62,802	\$ 43,817	\$ 41,034	\$ 107,498	\$ 103,836
Restricted	<u>1,837</u>	<u>1,900</u>	<u>39,393</u>	<u>27,382</u>	<u>41,230</u>	<u>29,282</u>
Unrestricted	<u>29,928</u>	<u>26,888</u>	<u>12,164</u>	<u>17,110</u>	<u>42,092</u>	<u>43,999</u>
Total Net Position	<u>\$ 95,445</u>	<u>\$ 91,590</u>	<u>\$ 95,374</u>	<u>\$ 85,527</u>	<u>\$ 190,819</u>	<u>\$ 177,117</u>

Statement of net position - As of the end of FY2024 the City's government-wide net position increased by \$13,702,592 (7.7%) to \$190,819,618. The increase identified in the business-type activities restricted net position is due to the accumulation of funds for future capital outlay. The City's business-type activities restricted fund balance of \$39,393,205 consists of \$38,990,509 for water, sewer, stormwater and sanitation capital projects and \$402,696 for debt service. The City's restricted fund balance for governmental activities of \$1,836,636 consists of \$565,061 for debt service, \$317,147 for highway user tax purposes, \$796,455 for parks and recreation as directed by Bobby Hamilton's bequest to the City in FY2000 and \$157,973 of Opioid settlement funds received.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

City of Moscow						
Changes In Net Position (in Thousands)						
	Governmental Activities		Business-type Activities		Total Primary Government	
	2024	2023	2024	2023	2024	2023
Program Revenue:						
Charges for services	\$ 7,183	\$ 7,535	\$ 24,494	\$ 24,148	\$ 31,677	\$ 31,683
Operating grants and contributions	3,461	1,568	152	248	\$ 3,613	\$ 1,816
Capital grants and contributions	503	3,708	1,995	1,531	\$ 2,498	\$ 5,239
General Revenue:						
Property taxes	8,336	7,959			\$ 8,336	\$ 7,959
Sales taxes	2,896	2,857			\$ 2,896	\$ 2,857
Franchise taxes	1,754	1,356			\$ 1,754	\$ 1,356
Road and bridge taxes	1,390	1,341			\$ 1,390	\$ 1,341
Alcoholic beverage taxes	532	580			\$ 532	\$ 580
State revenue sharing	-	-			\$ -	\$ -
Gain/loss on sale of capital assets	17	34	1		\$ 17	\$ 34
Investment earnings	2,240	1,288	3,035	1,701	\$ 5,276	\$ 2,989
Total Revenues	28,314	28,227	29,677	27,628	\$ 57,990	\$ 55,855
Expenses:						
General government	11,727	9,135			\$ 11,727	\$ 9,135
Public Safety	8,710	8,192			\$ 8,710	\$ 8,192
Highways and Streets	3,867	3,851			\$ 3,867	\$ 3,851
Recreation and Culture	4,113	3,866			\$ 4,113	\$ 3,866
PERSI retirement						\$ -
Interest on long term debt	66	157			\$ 66	\$ 157
Water – distribution			4,283	3,640	\$ 4,283	\$ 3,640
Sewer – collection						
And treatment			4,621	4,610	\$ 4,621	\$ 4,610
Sanitation			6,225	5,394	\$ 6,225	\$ 5,394
Stormwater			677	630	\$ 677	\$ 630
Total Expenses	28,482	25,200	15,806	14,275	\$ 44,288	\$ 39,475
Transfers In (Out)	4,024	6,540	(4,024)	(6,540)	\$ -	\$ -
Changes in net position	3,855	9,566	9,848	6,814	\$ 13,703	\$ 16,380
Net position - beginning	91,590	82,024	85,527	78,713	177,117	160,737
Net position - ending	\$ 95,445	\$ 91,590	\$ 95,375	\$ 85,527	\$ 190,820	\$ 177,117

Changes in net position - The table above shows that the changes in net position for FY2024 governmental activities increased the City's net position by \$3,855,086, and business-type activities increased net position by \$9,847,506. The City had total expenses of \$44,287,882 and total revenues of \$57,990,474, contributing to a total net position increase of \$13,702,592 (7.7%).

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As of the end of FY2024, the City's governmental funds reported a combined ending fund balance of \$26,097,937, an increase of \$3,749,868 (16.8%) when compared to the ending fund balance of \$22,348,069 for FY2023. The increase is mainly due to accumulation of funds in the Capital Projects fund for future projects.

The unassigned fund balance for the general fund is \$722,361 or 2.7% of the total governmental fund balance. The \$722,361 is mostly comprised of outstanding receivables, which are collected within 60 days. The remaining unassigned fund balance within the governmental funds is available for spending at the government's discretion in accordance with adopted budgets. The remaining fund balances are either assigned to a specific purpose or project or otherwise committed.

General Fund. The general fund is the maintenance and operation fund for the City. At the end of FY2024, the general fund balance was \$6,790,657, a \$3,293,710 (32.7%) decrease from the ending balance of \$10,084,367 for FY2023. This fluctuation in balance is attributed to capital transfers to the capital projects fund for future capital outlay.

Street Fund. The street fund is responsible for the construction and maintenance of public streets and traffic services within the City. The ending fund balance for FY2024 was \$2,050,465, a decrease of \$224,868 (9.9%) from the prior year's fund balance of \$2,275,333.

Recreation and Culture Fund. The recreation and culture fund accounts for the costs of maintaining and improving parks facilities, recreation and culture programs, and community center operations in the City. At the end of FY2024, the recreation and culture fund balance was \$1,451,961, an \$89,489 (6.6%) increase from the ending balance of \$1,362,472 for FY2023. Fund balance policy requires a working capital balance of \$932,353 leaving a fund balance of \$519,688. This is made up of \$239,114 of restricted fund balance and \$280,494 of assigned fund balance.

Capital Projects Fund. The capital projects fund accounts for money set aside by the City Council for identified and unidentified future projects. Additionally, this fund is used to accumulate grant match funds and capital grant monies for anticipated future projects. The accumulation of monies for street projects include: South Couplet Beautification, South Main Underpass and the Public Avenue Safety Improvement projects. The accumulation for parks and recreation projects include: land and park developments, playground equipment, building improvements, and parkland dedication. General government projects that were designed, constructed, or completed during the year include street improvements, sidewalk improvements and park pathways. The fund balance increased in FY2024 by \$7,130,764 to \$14,149,230 due to an increase in accumulation for future capital projects.

Hamilton Fund. The Hamilton fund accounts for money bequeathed to the City by the Last Will and Testament of Mr. Bobby C. Hamilton. Mr. Hamilton's will stipulates the money be designated "for the benefit of the Parks and Recreation Department to be used as much as possible for the benefit of young children." At the end of FY2024, the ending fund balance in the fund was \$796,455. This represents an increase of \$7,451 (0.9%) from FY2023.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Enterprise Funds. The City's proprietary funds consist of water, sewer, stormwater and sanitation.

The Water Fund. The water fund is responsible for the operation and maintenance of wells, reservoirs, and distribution systems. The drinking water distribution system comprises approximately 95 miles of piping, with sizes ranging from four inches to twenty-four inches for the main lines. There are six booster stations that facilitate the transfer of drinking water from lower to higher elevation points within their respective zones. Additionally, there are three finished water storage facilities with a combined capacity of 4.5 million gallons, which are essential in meeting system demands, including fire flow requirements. The consumption fees for commercial accounts are set at a flat rate, whereas residential consumption fees are designed with a tiered rate structure to promote conservation. Currently, the Comprehensive Water System Plan and the Water Rate Study are in progress and are expected to be completed by Spring 2025. Ending fund balance for FY2024 decreased by \$586,326 to \$2,903,744 due to an increase in capital project spending.

The Sewer Fund. The sewer fund accounts for the operation and maintenance of the Water Reclamation Facility and Conveyance System. The Water Reclamation Facility treats on average 698 million gallons annually. The Water Reclamation conveyance system consists of 87 miles of sewer pipe and 6 lift stations pumping a combined average daily total of 304,800 gallons. Rates are comprised of two elements: a base fee and a consumption (volume) fee. Consumption fees are applicable only to commercial accounts and are determined based on account classification, which takes into account the contaminant loading. The update to the Comprehensive Sewer System Plan is currently in progress, with an expected completion date in fiscal year 25. The existing Comprehensive Sewer System Plan was adopted in January 2012, while the Water Reclamation Facility Plan was approved in June 2022. Additionally, the updated Sewer Rate Study is being conducted and is also anticipated to be completed in fiscal year 2025. The current Sewer Rate Study received approval in May 2020. Ending fund balance for FY2024 increased by \$3,681,132 (17.3%) to \$24,952,461.

The Stormwater Fund. The stormwater fund accounts for the planning, operation, construction, maintenance, and management of the stormwater control system. The stormwater system consists of 94 miles of storm drainpipe, 10 miles of open ditch, 3,000+ manholes/inlets, and 9.5 miles of receiving waters (Paradise Creek, Hogg Creek, S. Fork of the Palouse River). Rates are based on the total impervious surface area (ISA) for the three customer groups: residential properties, multi-family residential properties, and non-residential properties. The NPDES Permit went into effect in October 2019 and the stormwater fees were implemented in October 2021. A Stormwater Rate Study will be completed in the Spring of 2025. Ending fund balance for FY24 decreased by \$142,763 (26.1%) to \$403,605 in the third year of operations due to an increase in capital spending.

The Sanitation Fund. The Sanitation fund accounts for all transactions related to the collection of garbage or refuse, recycling, and hauling or transportation and disposal. The City contracts with Latah Sanitation, Inc. (LSI) for collection and delivery of solid waste to the Solid Waste Processing Facility. The City contracts with Waste Connections, Inc., for transportation and final disposal of municipal solid waste at Finley Buttes Landfill in Boardman, Oregon. The City contracts with LSI for disposal of non-municipal solid waste (NMSW) at the LSI Landfill located at the Solid Waste Processing Facility site. LSI acts as the City's agent for collection of fees at the Solid Waste Processing Facility and NMSW Landfill from self-haul and commercial customers. The City also owns Moscow Recycling Center and contracts with Moscow Recycling (a division of LSI) for operations of the recycling center. The Sanitation Strategic Plan was adopted in February of 2011. The first comprehensive Sanitation Rate Study was adopted in November of 2013 and Sanitation Rate Study updates were completed in FY2016 and FY2023. Ending fund balance for FY2024 increased by \$1,373,172 (11.7%) to \$13,041,511.

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

BUDGETARY HIGHLIGHTS

In the general fund, differences between the budget and actual figures included a \$1,590,721 (10.0%) net increase in total revenues and a \$2,705,352 (12.4%) decrease in total expenses. The significant highlights are summarized as follows:

- Revenues:
 - \$841,874 positive variance in intergovernmental revenues
 - \$378,852 positive variance in franchise fees
 - \$236,252 positive variance in investment earnings
 - \$220,168 positive variance in licenses and permits
 - \$113,606 negative variance in sales tax revenues.
- Expenses:
 - \$1,562,004 positive variance for general government expenses
 - \$1,239,255 positive variance for public safety expenses

Budget to actual revenues for the general fund reflect a mix of positive and negative variances in revenue. The remaining categories reflect minimal positive and negative variances.

Budget to actual expenses for the general fund reflect variances in general government and public safety expenses. The remaining categories reflect minimal positive and negative variances.

Additional information comparing the City's budgeted expenses to actual expenses can be found in the financial statements on pages 81-102 of this report.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets. The City's net investment in capital assets for its governmental and business-type activities as of September 30, 2024, amounts to \$107,735,229. This net investment in capital assets includes land, buildings, collection and distribution systems, improvements, equipment, roads, streets, and bridges. The total increase in the City's net investment in capital assets for FY2024 was 3.5% (a 1.3% increase for governmental activities and a 6.7% increase for business-type activities).

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Major capital asset events during FY2024 included the following projects:

- City of Moscow Public Works Department:
 - Completion of Booster Stations – Phase II (\$1,729,496)
 - Completion of A Street Reconstruction – Washington to Adams (\$1,110,796)
 - Continued work on Alley E of Washington – 5th to 8th Streets (\$659,199)
 - Continued work on Public Ave Improvements (\$459,482)
 - Continued work on Brent Drive to S Morton (\$450,216)
 - Completion of South US95 Water/Sewer Extension (\$403,414)
 - Completion of Palouse Mall AC Water Main Replacement (\$396,830)
 - Completion of Well 2 & 3 Chlorine Generator (\$233,987)
 - Continued work on City Shop Renovation (211,622)
- The City of Moscow Parks Department continued the development of Moscow parks and playgrounds (\$376,910)

Net Investment in Capital Assets

	Governmental Activities	Business-Type Activities	Total
Capital Assets	\$120,937,077	\$104,348,889	\$225,285,966
Depreciation & Amortization	(50,575,220)	(49,424,402)	(99,999,622)
Total Liabilities	(5,821,247)	(1,700,248)	(7,521,495)
DEQ Loans & Bonds Payable	(860,000)	(9,406,767)	(10,266,767)
Total	<u>\$63,680,610</u>	<u>\$43,817,472</u>	<u>\$107,498,082</u>

Additional information on the City's capital assets can be found in Note 3 beginning on page 65 of this report.

Debt Outstanding, At Year-End

	Governmental Activities	Business-Type Activities	Total
General obligation bonds	\$ 4,660,000		\$ 4,660,000
Revenue bonds		1,520,000	1,520,000
Idaho DEQ Loans		7,886,767	7,886,767
Total	<u>\$ 4,660,000</u>	<u>\$ 9,406,767</u>	<u>\$ 14,066,767</u>

CITY OF MOSCOW, IDAHO

MANAGEMENT'S DISCUSSION AND ANALYSIS

Debt Outstanding. At the end of FY2024, the City had total bonded debt outstanding of \$6,180,000: \$1,520,000 representing bonds secured solely by specified sewer revenue resources and \$4,660,000 of general obligation bonds for construction of a new police facility.

In FY2021, the City secured a loan from the Idaho Department of Environmental Quality (IDEQ) for improvements to the City's domestic water system in the amount of \$4,300,000. In FY24, the city secured a second loan from IDEQ for an additional \$4,300,000. Current borrowings against these loans are \$8,600,000.

General Obligation and Revenue Bonds

	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
General obligation bonds	\$4,660,000	\$ 5,490,000			\$ 4,660,000	\$ 5,490,000
Revenue bonds			\$ 9,406,767	\$ 5,645,935	9,406,767	5,645,935
Total	<u>\$4,660,000</u>	<u>\$ 5,490,000</u>	<u>\$ 9,406,767</u>	<u>\$ 5,645,935</u>	<u>\$ 14,066,767</u>	<u>\$ 11,135,935</u>

Additional information on the City's long-term debt can be found in Note 3D beginning on page 69 of this report.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability. Any questions or requests for additional information should be directed to the City's Finance Director, Sarah L. Decker, at City Hall, 206 East Third Street, Moscow, Idaho, 83843, by phone at (208) 883-7016, or by email at sdecker@ci.moscow.id.us.



BASIC FINANCIAL STATEMENTS

CITY OF MOSCOW, IDAHO

STATEMENT OF NET POSITION
September 30, 2024

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Urban Renewal Agency
ASSETS				
CURRENT ASSETS				
Cash	\$ 477,867	\$ 50,000	\$ 527,867	\$ 26,216
Investments	36,768,144	10,937,711	47,705,855	3,662,780
Receivables	3,624,582	2,378,998	6,003,580	62,434
Inventory		596,319	596,319	
Prepaid and other assets	10,794		10,794	5,260
Total current assets	40,881,387	13,963,028	54,844,415	3,756,690
NONCURRENT ASSETS				
Temporarily restricted cash and investments	2,624,017	39,592,145	42,216,162	
Net pension asset	917,795		917,795	
Capital assets:				
Land	9,368,336	1,675,539	11,043,875	679,420
Buildings	27,137,177	5,256,903	32,394,080	
Vehicles	9,390,469	167,275	9,557,744	
Improvements	59,231,648	1,993,730	61,225,378	
Machinery and equipment	8,331,475	16,168,858	24,500,333	
Infrastructure		77,856,009	77,856,009	
Construction in progress	3,653,105	1,230,575	4,883,680	
Information systems	3,799,268		3,799,268	
Right of use asset	25,600		25,600	
Accumulated depreciation	(50,568,241)	(49,424,402)	(99,992,643)	
Accumulated amortization	(6,981)		(6,981)	
Total noncurrent assets	73,903,668	94,516,632	168,420,300	679,420
Total assets	114,785,055	108,479,660	223,264,715	4,436,110
DEFERRED OUTFLOWS OF RESOURCES				
Defined benefit pension	1,941,140	487,584	2,428,724	

See accompanying notes

CITY OF MOSCOW, IDAHO

STATEMENT OF NET POSITION
September 30, 2024

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Urban Renewal Agency
LIABILITIES				
CURRENT LIABILITIES				
Accounts payable and other current liabilities	\$ 1,801,227	\$ 1,601,407	\$ 3,402,634	\$ 373
Deposits payable	297,128	90,697	387,825	
Accrued interest payable	23,818	56,482	80,300	
Unearned revenue	3,195,142		3,195,142	
Current portion of long-term liabilities	860,000	725,988	1,585,988	44,000
Current portion of compensated absences	118,169	24,868	143,037	
Total current liabilities	<u>6,295,484</u>	<u>2,499,442</u>	<u>8,794,926</u>	<u>44,373</u>
LONG-TERM OBLIGATIONS				
Compensated absences	827,185	174,072	1,001,257	
Landfill post closure care payable		237,147	237,147	
Net pension liability	7,594,453	1,829,844	9,424,297	
Long-term liabilities, net of current portion	4,784,818	8,680,778	13,465,596	151,537
Total long-term obligations	<u>13,206,456</u>	<u>10,921,841</u>	<u>24,128,297</u>	<u>151,537</u>
Total liabilities	<u>19,501,940</u>	<u>13,421,283</u>	<u>32,923,223</u>	<u>195,910</u>
DEFERRED INFLOWS OF RESOURCES				
Leases	1,232,718		1,232,718	
Defined benefit pension	546,446	171,434	717,880	
Total deferred inflows of resources	<u>1,779,164</u>	<u>171,434</u>	<u>1,950,598</u>	
NET POSITION				
Net investment in capital assets	63,680,610	43,817,472	107,498,082	558,420
Restricted for:				
Recreation and culture	796,455		796,455	
Debt service	565,061	402,696	967,757	44,312
Capital outlay		38,990,509	38,990,509	
Transportation	317,147		317,147	
Other purposes	157,973		157,973	
Unrestricted	<u>29,927,845</u>	<u>12,163,850</u>	<u>42,091,695</u>	<u>3,637,468</u>
Total net position	<u>\$ 95,445,091</u>	<u>\$ 95,374,527</u>	<u>\$ 190,819,618</u>	<u>\$ 4,240,200</u>

See accompanying notes

CITY OF MOSCOW, IDAHO

STATEMENT OF ACTIVITIES

Year Ended September 30, 2024

Net (Expense) Revenue and Changes in Net Position							
FUNCTIONS/PROGRAMS	Program Revenues				Primary Government		Component Unit Urban Renewal Agency
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	
Primary Government:							
Governmental activities							
General government	\$ 11,726,611	\$ 4,481,084	\$ 342,280	\$ 32,905	\$ (6,903,247)		\$ (6,903,247)
Public safety	8,710,021	1,854,021	1,003,063		(5,820,032)		(5,820,032)
Highways and streets	3,866,649	73,250	2,018,047	469,619	(1,305,733)		(1,305,733)
Recreation and culture	4,113,102	774,857	97,937	450	(3,239,858)		(3,239,858)
Interest on long-term debt	65,966				(65,966)		(65,966)
Total governmental activities	28,482,349	7,183,212	3,461,327	502,974	(17,334,836)	\$ 0	(17,334,836)
Business-type Activities							
Water	4,283,079	7,439,150		1,370,089		4,526,160	4,526,160
Sewer	4,620,866	9,054,117		351,284		4,784,535	4,784,535
Sanitation	6,224,733	6,895,633				670,900	670,900
Stormwater	676,855	1,105,208	152,094	273,337		853,784	853,784
Total business-type activities	15,805,533	24,494,108	152,094	1,994,710	0	10,835,379	10,835,379
Total primary government	\$ 44,287,882	\$ 31,677,320	\$ 3,613,421	\$ 2,497,684	(17,334,836)	10,835,379	(6,499,457)
Component Units:							
Urban Renewal Agency	\$ 119,700						0
Total component units	\$ 119,700	0	0	0			0
General revenues:							
Property taxes					8,336,430		8,336,430
Sales taxes					2,896,389		2,896,389
Franchise taxes					1,753,576		1,753,576
Road and bridge taxes					1,390,410		1,390,410
Alcoholic beverage taxes					532,315		532,315
Unrestricted investment earnings (losses)					2,240,448	3,035,280	5,275,728
Gain on sale of capital assets					16,600	601	17,201
Transfers					4,023,754	(4,023,754)	0
					21,189,922	(987,873)	20,202,049
Change in net position					3,855,086	9,847,506	13,702,592
Net position - beginning					91,590,005	85,527,021	177,117,026
Net position - ending					\$ 95,445,091	\$ 95,374,527	\$ 190,819,618
							\$ 4,240,200

See accompanying notes 45

CITY OF MOSCOW, IDAHO

BALANCE SHEET - GOVERNMENTAL FUNDS

September 30, 2024

	General	Streets	Recreation and Culture	Capital Projects	Hamilton	Other Governmental Funds	Total Governmental Funds
ASSETS							
Cash	\$ 467,067		\$ 800				\$ 467,867
Investments	5,211,952	\$ 2,236,564	1,543,901	\$ 17,659,569	\$ 793,285	\$ 846,504	28,291,775
Receivables	2,808,314	326,099	22	276,263	3,170	142,733	3,556,601
Prepaid and other assets	10,794						10,794
Total assets	<u>\$ 8,498,127</u>	<u>\$ 2,562,663</u>	<u>\$ 1,544,723</u>	<u>\$ 17,935,832</u>	<u>\$ 796,455</u>	<u>\$ 989,237</u>	<u>\$ 32,327,037</u>
LIABILITIES							
Accounts payable	\$ 59,678	\$ 90,956	\$ 25,329	\$ 599,245		\$ 1,249	\$ 776,457
Accrued salaries and benefits	355,827	33,370	60,244			1,992	451,433
Deposits payable	9,628	387,872					397,500
Other accruals	858						858
Unearned revenue - other	596		7,189	3,187,357			3,195,142
Total liabilities	<u>426,587</u>	<u>512,198</u>	<u>92,762</u>	<u>3,786,602</u>	<u>\$ 0</u>	<u>3,241</u>	<u>4,821,390</u>
DEFERRED INFLOWS OF RESOURCES							
Leases	1,128,489					104,229	1,232,718
Unavailable revenue - property taxes	152,394					22,598	174,992
Total deferred inflows of resources	<u>1,280,883</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>126,827</u>	<u>1,407,710</u>
FUND BALANCES							
Restricted for:							
Streets		317,147					317,147
Parks and recreation					796,455		796,455
Recreation and culture			239,114				239,114
Debt service						565,061	565,061
Other purposes	157,973						157,973
Committed for:							
Working capital	5,031,607	882,514	932,353			91,026	6,937,500
Drug enforcement	70,924						70,924
Assigned for:							
Compensated absences	744,372	57,428	79,469				881,269
VEBA proceeds	63,420	5,370				167,253	68,790
Special revenue fund operations		788,006	201,025			218	1,156,284
Capital projects				14,149,230			14,149,448
Debt service						35,611	35,611
Unassigned, reported in:							
General fund	722,361		1,451,961				722,361
Total fund balances	<u>6,790,657</u>	<u>2,050,465</u>	<u>1,451,961</u>	<u>14,149,230</u>	<u>796,455</u>	<u>859,169</u>	<u>26,097,937</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 8,498,127</u>	<u>\$ 2,562,663</u>	<u>\$ 1,544,723</u>	<u>\$ 17,935,832</u>	<u>\$ 796,455</u>	<u>\$ 989,237</u>	<u>\$ 32,327,037</u>

See accompanying notes
46

CITY OF MOSCOW, IDAHO

RECONCILIATION OF THE STATEMENT OF NET POSITION TO THE BALANCE SHEET - GOVERNMENTAL FUNDS September 30, 2024

Total fund balances - Governmental Funds	\$ 26,097,937
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds:	
Cost of capital assets, excluding internal service funds	105,723,554
Accumulated depreciation, excluding internal service funds	(40,846,383)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported	
General government debt	(4,683,818)
Unamortized premiums on bonds	(965,019)
Compensated absences to employees	(881,269)
Deferred outflows and deferred inflows for pension liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Deferred outflows	1,818,714
Deferred inflows	(449,836)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Net pension asset	917,795
Net pension liability	(7,166,348)
Property taxes receivable to be collected this year, but are not available soon enough to pay for the current period's expenditures and, therefore, are deferred in the funds.	174,992
Internal service funds are used by management to charge information systems services and fleet services to individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the statement of net position.	15,704,772
Total net position - Governmental Activities	\$ 95,445,091

See accompanying notes
47

CITY OF MOSCOW, IDAHO

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
Year Ended September 30, 2024**

	General	Streets	Recreation and Culture	Capital Projects	Hamilton	Other Governmental Funds	Total Governmental Funds
REVENUES							
Taxes							
Property	\$ 7,259,618					\$ 1,047,665	\$ 8,307,283
Sales	2,896,389						2,896,389
Franchise	1,753,576						1,753,576
Alcoholic beverage	532,315						532,315
Road and bridge		\$ 1,390,410					1,390,410
Licenses and permits	1,226,456		\$ 600	\$ 5,000			1,232,056
Intergovernmental	1,126,077	2,070,531	63,046	368,083		101,852	3,729,589
Charges for services	1,691,755	264	657,749			39,740	2,389,508
Fines	190,904					5,173	196,077
Investment earnings (losses)	547,752	162,806		677,063	\$ 39,451	25,199	1,452,271
Contributions and donations	7,280		34,891	49,502			91,673
Refunds and reimbursements	178,236	33,080	1,861	28,454			241,631
Other	145,146		13,355				158,707
Total revenues	17,555,504	3,657,091	771,542	1,128,102	39,451	1,219,795	24,371,485
EXPENDITURES							
Current							
General government	7,906,618					498	7,907,116
Public safety	8,135,195						8,135,195
Recreation and culture			3,248,911	1,899		265,098	3,515,908
Transportation		2,025,438				23,118	2,048,556
Debt service							
Principal retirement						830,000	830,000
Interest						219,600	219,600
Capital outlay	127,057		28,000			7,000	2,067,712
Total expenditures	16,168,870	2,025,438	3,276,911	1,907,554	0	1,345,314	24,724,087
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	1,386,634	1,631,653	(2,505,369)	(779,452)	39,451	(125,519)	(352,602)
OTHER FINANCING SOURCES (USES)							
Transfers in	2,745,950	572,151	2,710,983	7,929,502		229,710	14,188,296
Transfers out	(7,426,294)	(2,428,672)	(116,125)	(19,286)	(32,000)	(63,449)	(10,085,826)
Total other financing sources (uses)	(4,680,344)	(1,856,521)	2,594,858	7,910,216	(32,000)	166,261	4,102,470
NET CHANGE IN FUND BALANCES	(3,293,710)	(224,868)	89,489	7,130,764	7,451	40,742	3,749,868
FUND BALANCES AT BEGINNING OF YEAR	10,084,367	2,275,333	1,362,472	7,018,466	789,004	818,427	22,348,069
FUND BALANCES AT END OF YEAR	\$ 6,790,657	\$ 2,050,465	\$ 1,451,961	\$ 14,149,230	\$ 796,455	\$ 859,169	\$ 26,097,937

See accompanying notes

CITY OF MOSCOW, IDAHO

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS TO
THE STATEMENT OF ACTIVITIES
Year Ended September 30, 2024

Net change in fund balances - Total Governmental Funds	\$ 3,749,868
Amounts reported for governmental activities in the statement of activities are different because:	
Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, for governmental activities, those costs are shown in the statement of net position and allocated over their estimated useful lives as annual depreciation:	
Current year capital outlay	2,902,142
Current year depreciation	(2,395,711)
Amounts borrowed on long-term debt are reported in the governmental funds as other financing sources. Amounts repaid on long-term debt are reported in the governmental funds as expenditures. However, for governmental activities, the borrowing and repayment of funds is reflected as outstanding long-term debt:	
Current year repayment of long-term debt	830,000
Change in interest payable	36,365
Change in compensated absences	40,000
Net pension liability and the related deferred outflows and deferred inflows are not considered available for the governmental funds in the current year:	
Current year net pension liability, deferred outflows, and deferred inflows	(1,106,603)
Some amounts receivable will not be collected for several months after the fiscal year-ends, and they are not considered available revenues in the governmental funds. Instead, they are counted as deferred tax revenues. They are, however, recorded as revenues in the statement of activities:	
Current year taxes receivable	174,992
Prior year taxes receivable	(145,845)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. They are, however, recorded as expenditures in the statement of activities:	
Amortization of bond premiums	118,159
Internal service funds are used by management to charge service center equipment to individual funds. The net revenue of the internal service funds is reported with governmental activities.	(348,281)
Change in net position - Governmental Activities	\$ 3,855,086

See accompanying notes
49

CITY OF MOSCOW, IDAHO

STATEMENT OF NET POSITION - PROPRIETARY FUNDS
September 30, 2024

	Business-Type Activities - Enterprise Funds					Governmental Activities
					Total	Internal Service Funds
ASSETS	Water	Sewer	Sanitation	Stormwater		
CURRENT ASSETS						
Cash	\$ 20,000	\$ 20,000	\$ 10,000		\$ 50,000	\$ 10,000
Investments	3,805,306	4,223,262	2,362,454	\$ 546,689	10,937,711	11,100,386
Receivables	928,771	796,679	549,109	104,439	2,378,998	67,981
Inventory	308,377	250,910		37,032	596,319	
Total current assets	5,062,454	5,290,851	2,921,563	688,160	13,963,028	11,178,367
NONCURRENT ASSETS						
Cash and investments - restricted	6,526,352	22,475,402	10,384,054	206,337	39,592,145	5,484,685
Capital assets, net	29,999,669	23,699,500	748,974	476,344	54,924,487	5,484,685
Total noncurrent assets	36,526,021	46,174,902	11,133,028	682,681	94,516,632	5,484,685
Total assets	41,588,475	51,465,753	14,054,591	1,370,841	108,479,660	16,663,052
DEFERRED OUTFLOWS OF RESOURCES						
Defined benefit pension	194,164	191,669	36,676	65,075	487,584	122,426
LIABILITIES						
CURRENT LIABILITIES						
Accounts payable and other current liabilities	355,152	624,992	421,377	199,886	1,601,407	472,107
Deposits payable	90,697			90,697	90,697	
Accrued interest payable	40,566	15,916			56,482	
Revenue bonds - current	360,988	365,000			725,988	
Current portion of compensated absences	8,661	12,126	1,872	2,209	24,868	8,011
Unearned Revenue				0		
Total current liabilities	856,064	1,018,034	423,249	202,095	2,499,442	480,118
LONG-TERM OBLIGATIONS						
Compensated absences						
Post closure care payable	60,621	84,884	13,106	15,461	174,072	56,074
Lease liability			237,147		237,147	
Net pension liability	738,758	810,197	119,185	161,704	1,829,844	19,799
Revenue bonds payable	7,525,778	1,155,000			8,680,778	428,105
Total long-term obligations	8,325,157	2,050,081	369,438	177,165	10,921,841	503,978
Total liabilities	9,181,221	3,068,115	792,687	379,260	13,421,283	984,096
DEFERRED INFLOWS OF RESOURCES						
Defined benefit pension	93,443	77,991			171,434	96,610
NET POSITION						
Net investment in capital assets	21,814,971	21,608,292	98,895	295,314	43,817,472	5,027,703
Restricted for:						
Debt service	6,457,070	402,696	10,369,076	188,667	402,696	10,677,069
Future capital outlay	4,235,934	4,524,632	2,830,609	572,675	12,163,850	
Unrestricted						
Total net position	\$ 32,507,975	\$ 48,511,316	\$ 13,298,580	\$ 1,056,656	\$ 95,374,527	\$ 15,704,772

See accompanying notes

CITY OF MOSCOW, IDAHO
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -
PROPRIETARY FUNDS
Year Ended September 30, 2024

	Business-Type Activities - Enterprise Funds					Governmental Activities
	Water	Sewer	Sanitation	Stormwater	Total	Internal Service Funds
OPERATING REVENUES						
Charges for services	\$ 7,431,555	\$ 9,048,992	\$ 6,895,756	\$ 1,105,208	\$ 24,481,511	\$ 2,740,367
Other services	7,595	5,125	(123)	152,094	12,597	367,905
Operating grant	7,439,150	9,054,117	6,895,633	1,257,302	24,646,202	3,108,272
Total operating revenues						
OPERATING EXPENSES						
Water - distribution	3,083,412				3,083,412	
Sewer - collection and treatment		3,426,316			3,426,316	
Sanitation			6,178,129		6,178,129	
Stormwater collection and treatment				635,548	635,548	
Services provided				10,204	2,021,892	2,204,467
Depreciation	922,453	1,058,004	31,231	645,752	2,657,439	1,088,908
Total operating expenses	4,005,865	4,484,320	6,209,360		15,345,297	3,293,375
OPERATING INCOME (LOSS)	3,433,285	4,569,797	686,273	611,550	9,300,905	(185,103)
NONOPERATING REVENUES (EXPENSES)						
Investment earnings	577,386	1,643,223	778,346	36,325	3,035,280	788,177
Interest expense	(182,524)	(42,783)			(225,307)	(890)
PERSI retirement actuarial charges	(94,690)	(93,763)	(15,373)	(31,103)	(234,929)	(53,919)
Gain (loss) on disposition of assets		601			601	16,600
Total nonoperating revenues (expenses)	300,172	1,507,278	762,973	5,222	2,575,645	749,968
INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	3,733,457	6,077,075	1,449,246	616,772	11,876,550	564,865
CONTRIBUTIONS AND TRANSFERS						
General facility charges	288,603	320,241		273,337	608,844	
Capital contributions	1,081,486	31,043			1,385,866	
Transfers in	36,457	45,555			82,012	1,383,924
Transfers out	(1,644,249)	(1,736,146)	(221,334)	(504,037)	(4,105,766)	(2,297,070)
Total contributions and transfers	(237,703)	(1,339,307)	(221,334)	(230,700)	(2,029,044)	(913,146)
CHANGE IN NET POSITION	3,495,754	4,737,768	1,227,912	386,072	9,847,506	(348,281)
NET POSITION AT BEGINNING OF YEAR	29,012,221	43,773,548	12,070,668	670,584	85,527,021	16,053,053
NET POSITION AT END OF YEAR	\$ 32,507,975	\$ 48,511,316	\$ 13,298,580	\$ 1,056,656	\$ 95,374,527	\$ 15,704,772

See accompanying notes
51

CITY OF MOSCOW, IDAHO

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
Year Ended September 30, 2024

	Business-Type Activities - Enterprise Funds						Governmental Activities	
	Water	Sewer	Sanitation	Stormwater	Total		Internal Service Funds	
CASH FLOWS FROM OPERATING ACTIVITIES								
Receipts from customers and users	\$ 7,366,918	\$ 9,044,045	\$ 6,920,180	\$ 1,152,141	\$ 24,483,284	\$	\$ 3,040,291	
Payments from other funds	(2,349,186)	(1,788,119)	(5,767,915)	(153,995)	(10,059,215)		(1,013,651)	
Payments to suppliers	(1,395,040)	(1,407,862)	(226,524)	(477,049)	(3,506,475)		(795,749)	
Payments to employees	3,622,692	5,848,064	925,741	521,097	10,917,594		1,230,891	
Net cash provided by operating activities								
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES								
Transfers from other funds	36,457	45,555			82,012		1,383,924	
Transfers to other funds	(1,644,249)	(1,736,146)	(221,334)	(504,037)	(4,105,766)		(2,297,070)	
Net cash provided (used) by noncapital financing activities	(1,607,792)	(1,690,591)	(221,334)	(504,037)	(4,023,754)		(913,146)	
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES								
Acquisition and construction of capital assets	(2,752,082)	(1,804,616)		(23,469)	(4,580,167)		(1,547,950)	
Sale of capital assets		601			601		16,600	
General facility charges	288,603	320,241			608,844			
Proceeds from capital debt	4,300,000				4,300,000			
Principal paid on capital debt	(184,169)	(355,000)			(539,169)		(1,710)	
Interest paid on capital debt	(175,463)	(46,500)			(221,963)		(890)	
Net cash provided (used) by capital and related financing activities	1,476,889	(1,885,274)	0	(23,469)	(431,854)		(1,533,950)	
CASH FLOWS FROM INVESTING ACTIVITIES								
Net investment activity in LGIP	(1,424,549)	886,945	(3,283,021)	(29,916)	(3,850,541)		(966,962)	
Proceeds from sales and maturities of investments	196,069	580,827	3,156,696		3,933,592		2,270,502	
Purchase of investments	(2,840,659)	(5,383,149)	(1,356,428)		(9,580,236)		(875,512)	
Interest received	577,350	1,643,178	778,346		36,325		788,177	
Net cash used by investing activities	(3,491,789)	(2,272,199)	(704,407)	6,409	(6,461,986)		1,216,205	
Net change in cash	0	0	0	0	0		0	
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	20,000	20,000	10,000	0	50,000	\$	\$ 10,000	
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 20,000	\$ 20,000	\$ 10,000	\$ 0	\$ 50,000	\$	\$ 10,000	

See accompanying notes
52

CITY OF MOSCOW, IDAHO

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
Year Ended September 30, 2024

	Business-Type Activities - Enterprise Funds					Governmental Activities
	Water	Sewer	Sanitation	Stormwater	Total	Internal Service Funds
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES						
Operating income	\$ 3,433,285	\$ 4,569,797	\$ 686,273	\$ 611,550	\$ 9,300,905	\$ (185,103)
Adjustments to reconcile operating income to net cash provided by operating activities:						
Depreciation	922,453	1,058,004	31,231	10,204	2,021,892	1,088,908
Changes in:						
Accounts receivable	(77,534)	(10,072)	24,547	46,933	(16,126)	(67,981)
Inventory	(36,563)	(15,759)		(849)	(53,171)	
Accounts payable	(637,750)	246,408	85,517	2,189	(303,636)	393,509
Payroll payable	11,372	4,781	712	2,971	19,836	5,856
Deposits payable	5,302				5,302	
Unearned revenue				(152,094)	(152,094)	
Post closure care payable			98,656		98,656	
Other assets and liabilities	2,127	(5,095)	(1,195)		(3,970)	(4,298)
Net cash provided by operating activities	\$ 3,622,692	\$ 5,848,064	\$ 925,741	\$ 521,097	\$ 10,917,594	\$ 1,230,891
NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES						
Capital asset contributions received	\$ 1,081,486	\$ 31,043	\$ 0	\$ 273,337	\$ 1,385,866	\$ 0

See accompanying notes
53

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Moscow, Idaho, was incorporated on July 12, 1887. The City operates under a Mayor/Council form of government and provides the following services as authorized by its charter and by Title 50 of the *Idaho Code*: general government, public safety, highway and streets, culture and recreation, community development, water, sewer, stormwater, and sanitation.

United States generally accepted accounting principles require the City of Moscow's financial statements to include component units. Component units are entities for which the City of Moscow is considered to be financially accountable. The City has one discretely presented component unit that is reported in a separate column in the government-wide financial statement to emphasize that it is legally separate from the government.

Discretely Presented Component Unit. The Moscow Urban Renewal Agency (the Agency), is empowered to engage in the general economic revitalization and redevelopment of the City through acquisition and development of property, public improvements, and revitalization activities in those areas of the City determined to be in a declining condition. The Agency's governing board is made up of seven commissioners appointed by the Mayor of the City of Moscow. The City's management also provides the Agency with management and oversight through a service contract with an annual obligation of \$57,005. Complete financial statements of the Agency may be obtained at the City of Moscow's administrative offices.

B. Measurement Focus Basis of Accounting and Basis of Presentation

The financial statements of the City are prepared in accordance with United States generally accepted accounting principles (GAAP). The City uses the following two bases of accounting in these financial statements.

Economic Resources Measurement Focus and Accrual Basis of Accounting. Under this measurement focus, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Current Financial Resources Measurement Focus and Modified Accrual Basis of Accounting. Under this measurement focus, revenues are recorded when they become measurable and available. For this purpose, the City considers revenues to be available if they are collected within sixty (60) days of the end of the current fiscal year-end. All material revenues, including property taxes, grants, entitlements, and donations, are considered measurable and available and are, thus, susceptible to accrual.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)**

Current Financial Resources Measurement Focus and Modified Accrual Basis of Accounting (Continued). Fines and permits revenues are not susceptible to accrual because generally they are not measurable until received in cash. The City reports unearned revenue in its fund financial statements. Unearned revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Unearned revenues also arise when the City receives resources before it has a legal claim to them, as when recreational program or grant monies are received prior to the incurrence of qualifying expenditures.

In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to the resources, the liability for unearned revenue is removed from the balance sheet and revenue is recognized. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable. An exception to this general rule is principal and interest on general long-term obligations, which are recognized when due. General capital asset acquisitions are reported as expenditures in governmental funds.

Restricted Resources

Program expenses are allocated to restricted program revenue first and then to the next highest level of net position/fund balance restrictions when both restricted and unrestricted resources are available.

Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB #54) defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB #54 requires the fund balance amounts to be properly reported within one of the fund balance categories listed below:

Nonspendable

Includes amounts that cannot be spent because they are either (1) not in spendable form or (2) legally or contractually required to be maintained intact.

Restricted

Includes amounts that can be spent only for the specific purpose stipulated by external resource providers, constitutional provisions, or enabling legislation.

Committed

Includes amounts that can only be used for the specific purposes determined by a formal action of the government's highest level of decision-making authority.

Assigned

Includes amounts that are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)****Restricted Resources (Continued)****Unassigned**

Residual classification of fund balance that includes all spendable amounts that have not been restricted, committed, or assigned. The General Fund is the only fund that can report negative unassigned fund balances.

Government-Wide Statements

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the City as a whole. Individual funds are not displayed but the statements distinguish governmental activities generally supported by taxes, intergovernmental revenues, and other non-exchange transactions from business-type activities, generally financed in whole or in part with fees charged to external customers. Eliminations have been made to minimize the double-counting of internal activities, interfund services provided and used are not eliminated in the process of consolidation.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the function program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. These revenues are subject to externally imposed restrictions to these program uses. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

The Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, including the reclassification or elimination of internal activity (between or within funds).

Fund Financial Statements

The fund financial statements provide information about the City's fund categories. Separate statements for each fund category—governmental and proprietary—are presented. The emphasis of fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. All remaining funds are aggregated and reported as non-major funds. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)

Fund Financial Statements (Continued)

Governmental Funds. All governmental funds are accounted for using the current financial resources measurement focus and modified accrual basis of accounting. The City reports the following major governmental funds:

- General Fund. This is the City's primary operating fund. The General Fund accounts for all financial resources of the City, except those required to be accounted for in another fund.
- Street Fund. The "Street Fund" is responsible for the construction and maintenance of streets and traffic services within the City. Dedicated revenue is derived from state shared revenues and gas, county road, and bridge taxes.
- Capital Projects. The "Capital Projects Fund" accounts for money set aside by the City Council for identified future projects.
- Recreation and Culture Fund. The "Recreation and Culture Fund" accounts for the costs of maintaining and improving park facilities, recreational programs, and community center operations in the City. Revenue is derived from user fees of the park facilities.
- Hamilton Fund. The "Hamilton Fund" accounts for the money willed to the City by Mr. Bobby C. Hamilton. Mr. Hamilton's will stipulates the money is "for the benefit of the parks and recreation department to be used as much as possible for the benefit of young children." The Hamilton Fund is considered a special revenue fund

Proprietary Funds. All proprietary funds are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. Proprietary funds include enterprise funds and internal service funds.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise and internal service funds are charges to customers for sales and services. The enterprise funds also recognize as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The enterprise funds recognize general facility charges as non-operating revenue. General facility charges represent a charge to new customers for their share of the capital cost of increasing the capacity of the system to meet the additional demand created by the connection of new customers.

Enterprise Funds. Enterprise Funds are used to account for activities that are similar to those often found in the private sector. The City reports the following major enterprise funds:

- Water Fund. This activity accounts for the provision of water services to the residents of the City.
- Sewer Fund. This activity accounts for the provision of sewer services to the residents of the City.
- Stormwater Fund. This activity accounts for the provision of stormwater services to the residents of the city.
- Sanitation Fund. This activity provides sanitation services to all City residents.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus Basis of Accounting and Basis of Presentation (Continued)

Fund Financial Statements (Continued)

Internal Service Funds. Internal service funds are used to allocate fleet maintenance and information systems services to other funds of the City on a cost reimbursement basis. The internal service funds are included in governmental activities for government-wide reporting purposes. As a general rule, the revenue and expenses of the internal service funds have been eliminated from the government-wide financial statements. The excess revenue or expenses for the fund are allocated to the appropriate functional activity.

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

1. Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

State statutes authorize the City to invest in obligations of the state of Idaho and its agencies, U.S. Treasury and U.S. agencies, City coupon and local improvement district bonds, repurchase agreements, tax and revenue anticipation bonds, notes, and the Idaho State Treasurer's Local Government Investment Pool (LGIP).

Investments are stated at fair value as quoted for the purchase and sale of units.

Deposits in the LGIP are stated at fair value, which is the same as the value of the pool shares. The Idaho State Treasurer oversees the LGIP under the Joint Exercises of Power provisions of *Idaho Code*.

The State Treasurer combines deposits from all governmental entities in the State, which participate in the LGIP and purchases the following types of investments:

- Local Certificates of Deposit
- Repurchase Agreements
- U.S. Government Securities
- Bonds and debentures of "A" rated companies

The entities participating in the LGIP own a percentage of each investment held. This percentage is calculated by dividing the individual entity's deposits by the total deposits held in the LGIP. The purpose of this is to:

- Increase the overall rate of return.
- Reduce the risk of default.
- Place each entity under the FDIC and SLIC limits of \$250,000.

Investments held at year-end are disclosed in Note 3A.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)

2. Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “interfund receivables/payables” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements.

All trade accounts receivable are shown net of an allowance for doubtful accounts. No allowance for uncollectible accounts has been provided for governmental and enterprise fund receivables. Management has determined that uncollectible amounts are immaterial. Substantially, all property taxes are collected; therefore, no allowance is provided for property taxes.

The City’s property taxes are levied by Latah County in November and payable on December 20 and June 20 following the levy date. Taxes are remitted to the City in the month following collection. When the taxes are delinquent a lien is filed the day following the due date. A tax deed is issued on property three years from the date of delinquency. At fiscal year-end, the receivables represent delinquent taxes. Amounts not paid within 60 days are recorded as unavailable revenue for the fund financial statements.

3. Inventory

Inventory is valued at cost, which approximates market, using the first-in, first-out method. The cost of inventories are recorded as expenditures when consumed rather than when purchased.

4. Capital Assets

The City’s property, plant, and equipment, with useful lives of more than three years and an initial individual cost of more than \$5,000, are stated at historical cost. Donated capital assets are valued at their acquisition value. Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Infrastructure assets acquired prior to implementation of GASB 34 are also reported.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)

4. Capital Assets (Continued)

Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset Type</u>	<u>Years</u>
Buildings and structures	10 to 40
Infrastructure systems	20 to 50
Machinery and equipment	3 to 15

5. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. For example, grant expenditures paid in advance of meeting timing requirements.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The item "unavailable revenue" is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: property taxes and special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

6. Compensated Absences

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure of the governmental fund that will pay it. Only the portion of vested or accumulated leave that has matured is reported as a liability in the governmental funds. Vested or accumulated vacation leave of proprietary funds is recorded as an expense and liability of those funds as the benefits accrue to employees. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits. However, a liability is recognized for the vesting portion of accumulating sick leave benefits that is estimated will be taken by the employee at retirement. Each fund is responsible to pay for its own compensated absences.

The funds that have historically paid for compensated absences are the general, street, recreation and culture, fleet, information systems, and enterprise funds. City-wide compensated absences accrued and paid out were \$60,963 and \$109,231, respectively, during the current year. This resulted in a change of liability from \$1,192,562 to \$1,144,294. The current amount of \$143,037, which is shown on the statement of net position, has been estimated by the City based on a reasonable estimate of expected usage.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)****7. Long-Term Obligations**

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures in the current period.

8. Cash Flow Statement

The City considers all bank accounts, restricted, and unrestricted cash to be cash for the proprietary and internal service funds statement of cash flow purposes.

9. Use of Estimates

Management of the City uses estimates and assumptions in preparing financial statements in accordance with United States generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that management uses.

10. Adoption of New Accounting Standard

As of October 1, 2021, the City adopted GASB Statement No. 87, *Leases*. The implementation of this standard establishes a single model for lease accounting based on the foundational principle that leases are financing of the right to use an underlying asset. The standard requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. See note 3.E for details of the City's identified leases that required recognition under the provision of GASB Statement No. 87. The recognition of these leases did not result in a prior effect on the beginning net position and fund balance as of October 1, 2021.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

2. BUDGETARY AND LEGAL COMPLIANCE

A. Budgetary Information

The City Council follows these procedures in establishing the budgetary data reflected in the financial statements:

Prior to September 1, the City Administrator submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1 and ending September 30. The operating budget includes proposed expenditures and the means of allocating resources by fund.

Public hearings are conducted at various times during the year to obtain taxpayer comments.

Prior to the submission to the county auditor on the Thursday following the first Tuesday in September, the budget is legally enacted through passage of an appropriations ordinance. The budget covers all governmental and proprietary fund types. The City adopts budgets on the modified accrual basis of accounting for all governmental fund types. The City adopts budgets on the accrual basis of accounting for proprietary fund types. At any time during the fiscal year, the Council may amend the appropriations ordinance for unforeseen and unanticipated revenues by following the same procedures used during the budget adoption process.

Revisions that alter the total expenditures of any fund must be approved by the City Council and the legal level of budgetary control is the fund level.

For the fiscal year ended September 30, 2024, no fund expenditures exceeded appropriations.

3. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

Deposits and investment policies are disclosed in Note 1C.

The bank statement cash balances amounted to \$1,008,338. Of the bank statement cash balances, \$287,024 was covered by federal depository insurance.

As of September 30, 2024, the City had the following investments and maturities:

	<u>Less than 1</u>	<u>1-5</u>	<u>Greater than 5</u>	<u>Interest Rate</u>	<u>Fair Value</u>
U.S. Government obligations	\$ 10,179,353	\$ 20,273,279		0.50-5.25	\$ 30,452,632
Certificate of deposit	4,961,029	11,537,835		0.40-5.15	16,498,864
Corporate obligations	2,903,123	9,237,644		0.60-6.50	12,140,767
Cash and equivalents	459,178			4.50-5.25	459,178
External investment pools	30,319,956			5.31	30,319,956
Other	50,620				50,620
Total investments	<u>\$ 48,873,259</u>	<u>\$ 41,048,758</u>	<u>\$ 0</u>		<u>\$ 89,922,017</u>

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)**A. Deposits and Investments (Continued)**

Other investments in the governmental activities include gold, silver, and jewelry. The City did not invest in corporate stock or these other investments. They were received from the estate of Bobby C. Hamilton. Other investments also include accrued income held in the City's Moreton Asset Management investment account.

Interest rate risk: The risk that changes in interest rate will reduce the value of the City's investments. As a means of limiting exposure to loss the City structures their portfolio so that maturities meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity. Also, the policy calls for investing funds primarily in shorter-term securities and limiting the average maturity of the portfolio.

Credit risk: As of September 30, 2024, the City's investment in the LGIP is unrated. The City's investments held through private investment banks are a variety of U.S. agency bonds, certificates of deposit, corporate bonds, and money market funds. The rating of these investments vary per type of investment. Overall Moody's rating of the Moreton Asset Management investment account is stated as A1.

Concentration of credit risk: The City's investment policy states that the City shall mitigate concentration risk by:

1. Limiting investments to avoid over concentration in securities from a specific issuer or business sector,
2. Limiting investment in securities that have higher credit risks,
3. Investing in securities with varying maturities, and
4. Continuously investing a portion of the portfolio in readily available funds such as the LGIP, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

Custodial Credit Risk – Investments: For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's policies regarding investments require that the City only uses financial institutions and depositories approved to do business in the state of Idaho. Policies also require that the City only invests in securities allowed by *Idaho Code* 50-1013 and uses brokers that qualify under Securities & Exchange Commission *Rule 15C3-1*.

Fair Value Measurements - Investments are measured at fair value on a recurring basis. Recurring fair value measurements are those that GASB Statements require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

A. Deposits and Investments (Continued)

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the plan has the ability to access.

Level 2 Inputs to the valuation methodology include:

- quoted prices for similar assets or liabilities in active markets;
- quoted prices for identical or similar assets or liabilities in inactive markets;
- inputs other than quoted prices that are observable for the asset or liability;
- inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The following sets forth, by level, the fair value hierarchy. The City held investment securities at fair value that meet the level 2 methodology.

The following table represents the City's investments that are measured or disclosed at fair value on a recurring basis. The City does not have any financial assets that are measured at fair value on a non-recurring basis.

Investment Type	Fair Value	Fair Value Hierarchy		
		Level 1	Level 2	Level 3
<u>Debt Securities:</u>				
U.S. Government obligations	\$ 30,452,632	\$ 30,452,632		
Certificate of Deposit	16,498,864		\$ 16,498,864	
Corporate obligations	12,140,766		12,140,766	
Currency	5,666	5,666		
Money Market Funds	453,513	453,513		
External investment pools	30,319,956	30,319,956		
Other	50,620	50620		
Total investments				
measured at fair value	\$ 89,922,017	\$ 61,282,387	\$ 28,639,630	\$ 0

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

B. Capital Assets

Capital asset activity for the year ended September 30, 2024, was as follows:

Governmental Activities:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated				
Land	\$ 9,368,336			\$ 9,368,336
Construction in progress	13,132,233	\$ 2,215,428	\$ (11,694,556)	3,653,105
Total capital assets, not being depreciated	22,500,569	2,215,428	(11,694,556)	13,021,441
Capital assets being depreciated				
Buildings	27,137,177			27,137,177
Vehicles	8,162,228	1,415,192	(186,951)	9,390,469
Improvements	46,924,953	12,306,695		59,231,648
Equipment	8,178,305	153,170		8,331,475
Information systems	3,762,257	37,011		3,799,268
Right of Use Asset	25,600			25,600
Total capital assets being depreciated	94,190,520	13,912,068	(186,951)	107,915,637
Less accumulated depreciation for				
Buildings	(8,504,090)	(428,826)		(8,932,916)
Vehicles	(5,061,702)	(820,497)	186,951	(5,695,248)
Improvements	(25,464,363)	(1,753,506)		(27,217,869)
Equipment	(5,692,977)	(247,535)		(5,940,512)
Information systems	(2,566,920)	(214,776)		(2,781,696)
Right of Use Asset	(4,654)	(2,327)		(6,981)
Total accumulated depreciation	(47,294,706)	(3,467,467)	186,951	(50,575,222)
Total capital assets, being depreciated, net	46,895,814	10,444,601	0	57,340,415
Governmental activities capital assets, net	<u>\$ 69,396,383</u>	<u>\$ 12,660,029</u>	<u>\$ (11,694,556)</u>	<u>\$ 70,361,856</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

B. Capital Assets (Continued)

Business-Type Activities:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Capital assets, not being depreciated				
Land	\$ 1,675,539			\$ 1,675,539
Construction in progress	7,557,305	\$ 1,542,714	\$ (7,869,444)	1,230,575
Total capital assets, not being depreciated	<u>9,232,844</u>	<u>1,542,714</u>	<u>(7,869,444)</u>	<u>2,906,114</u>
Capital assets being depreciated:				
Buildings	4,073,705	1,183,198		5,256,903
Vehicles	181,175	17,153	(31,053)	167,275
Improvements	1,993,730			1,993,730
Water systems	32,491,495	8,391,672		40,883,167
Equipment	16,168,858			16,168,858
Sewer systems	34,232,710	2,421,087		36,653,797
Stormwater systems	22,240	296,805		319,045
Total capital assets being depreciated	<u>89,163,913</u>	<u>12,309,915</u>	<u>(31,053)</u>	<u>101,442,775</u>
Less accumulated depreciation for:				
Buildings	(2,107,179)	(106,841)		(2,214,020)
Vehicles	(181,175)	(17,153)	31,053	(167,275)
Improvements	(622,470)	(49,683)		(672,153)
Water systems	(12,653,946)	(842,273)		(13,496,219)
Equipment	(15,340,285)	(94,619)		(15,434,904)
Sewer systems	(16,510,908)	(922,097)		(17,433,005)
Stormwater Systems	(445)	(6,381)		(6,826)
Total accumulated depreciation	<u>(47,416,408)</u>	<u>(2,039,047)</u>	<u>31,053</u>	<u>(49,424,402)</u>
Total capital assets, being depreciated, net	<u>41,747,505</u>	<u>10,270,868</u>	<u>0</u>	<u>52,018,373</u>
Business-type activities capital assets, net	<u>\$ 50,980,349</u>	<u>\$ 11,813,582</u>	<u>\$ (7,869,444)</u>	<u>\$ 54,924,487</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

B. Capital Assets (Continued)

Depreciation expense was charged to functions/programs of the City as follows:

Governmental Activities:

General government	\$ 616,969
Public safety	471,549
Recreation and culture	597,125
Streets, including depreciation of general infrastructure assets	1,798,979
Total depreciation expense - governmental activities	<u>\$ 3,484,622</u>

Business-type Activities:

Water	\$ 922,453
Sewer	1,058,004
Sanitation	31,231
Stormwater	10,204
Total depreciation expense - business-type activities	<u>\$ 2,021,892</u>

Construction Commitments. The City of Moscow has no construction commitments as of September 30, 2024.

C. Interfund Receivables, Payables, and Transfers

All interfund balances and activity at September 30, 2024, is due to pooling of the City's cash. The City did not have any interfund receivables or payables at September 30, 2024.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

C. Interfund Receivables, Payables, and Transfers (Continued)

Interfund Transfers:

<i>Fund</i>	<i>Transfers In</i>	<i>Transfers Out</i>
General	\$ 2,745,950	\$ 7,426,296
Streets	572,151	2,428,672
Recreation and Culture	2,710,983	116,125
MSD Community Fields	98,170	63,449
1912 Center	131,540	
Water	36,457	1,644,247
Sewer	45,555	1,736,146
Stormwater		504,037
Sanitation		221,334
Fleet Management	1,336,619	74,830
Information Systems	47,305	2,222,240
Capital Projects	7,929,502	19,286
Hamilton		32,000
General Fixed Assets	834,430	
	<u>16,488,662</u>	<u>16,488,662</u>

Transfers are used to (1) move revenues from the fund with collection authorization to the debt service fund as debt service principal and interest payments become due, (2) move restricted amounts from borrowings to the debt service fund to establish mandatory reserve accounts, (3) move unrestricted general fund revenues to finance various programs that the government must account for in other funds in accordance with budgetary authorizations, including amounts provided as subsidies or matching funds for various grant programs, and (4) move unrestricted revenues in the amounts equivalent in value to the interfund services provided and other charges between the City's water, sewer, stormwater, sanitation, recreation and culture, and street functions. These transfers are not the result of reimbursements of expenses.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

D. Long-Term Debt

The summary of outstanding debt as of September 30, 2024, is as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental Activities:					
Bonds payable					
Police Station bonds, Series 2019	\$ 5,490,000		\$ 830,000	\$ 4,660,000	\$ 860,000
Unamortized Premium on Bonds	1,083,178		118,159	965,019	
Lease payable	21,509		1,710	19,799	
Governmental activities liabilities	<u>\$ 6,594,687</u>	<u>\$ 0</u>	<u>\$ 949,869</u>	<u>\$ 5,644,818</u>	<u>\$ 860,000</u>
Business-type Activities:					
Sewer Revenue bonds, Series 2017	1,875,000		355,000	1,520,000	\$ 365,000
Water Revenue bonds, Series 2020	3,770,935		184,169	3,586,766	188,562
Water Revenue bonds, Series 2024	4,300,000			4,300,000	172,426
Business-type activities long-term liabilities	<u>\$ 9,945,935</u>	<u>\$ 0</u>	<u>\$ 539,169</u>	<u>\$ 9,406,766</u>	<u>\$ 725,988</u>

The total interest expense in 2024 amounted to \$65,966 in the governmental funds. The total interest expense in 2024 amounted to \$225,307 in the business activities.

Government Obligation Bonds. On August 20, 2019, the City secured General Obligation Bonds, Series 2019, in the amount of \$8,465,000 in order to finance the new police station. The General Obligation Bonds, Series 2019, have a stated rate of between 3.00 percent and 4.00 percent and are payable in annual installments through August 15, 2029.

Year Ended September 30,	Governmental Activities Series 2019	
	Principal	Interest
2025	860,000	186,400
2026	895,000	152,000
2027	930,000	116,200
2028	970,000	79,000
2029	1,005,000	40,200
	<u>\$ 4,660,000</u>	<u>\$ 573,800</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

D. Long-Term Debt (Continued)

Revenue Bonds. On November 23, 2011, the City secured advance refunding Sewer Revenue Bonds, Series 2011, in the amount of \$6 million in order to refinance the Sewer Revenue Bonds Series 2002 in November 2012, when the bonds became callable. The Sewer Revenue Bonds, Series 2011, have a stated rate of between 2.00 percent and 4.00 percent and are payable in varying semi-annual installments through November 1, 2022. In December 2017, the City secured Sewer Revenue Refinancing Bonds, Series 2017 in the amount of \$3,560,000 in order to refinance the Sewer Revenue Bonds Series 2008 in December 2017. The Sewer Revenue Bonds, Series 2017 have a stated rate of 2.48 percent and are payable in varying semi-annual installments through May 1, 2028. In May 2020, the City secured Water Revenue Bonds, Series 2020 in the amount of \$4,300,000 in order to finance improvements to the City's domestic water system. The Water Revenue Bonds, Series 2020 have a stated rate of 2.50 percent and are payable in varying semi-annual installments through May 12, 2040. In 2024, the City secured a loan for improvements to the City's domestic water system in the amount of \$4,300,000. Current borrowings against this loan are \$4,300,000, there is no required payment at this time.

Debt service requirements for the revenue bonds held to maturity are as follow:

Year Ended September 30,	Business-Type Activities Series 2017	
	Principal	Interest
2025	365,000	37,696
2026	375,000	28,644
2027	385,000	19,344
2028	395,000	9,796
	<u>\$ 1,520,000</u>	<u>\$ 95,480</u>

Year Ended September 30,	Business-Type Activities Series 2020	
	Principal	Interest
2025	188,562	79,660
2026	192,829	75,393
2027	197,192	71,030
2028	201,474	66,748
2029	206,212	62,010
2030-2032	646,930	157,736
2033-2037	1,179,702	161,409
2038-2040	773,865	30,800
	<u>\$ 3,586,766</u>	<u>\$ 704,786</u>

Year Ended September 30,	Business-Type Activities Series 2024	
	Principal	Interest
2025	172,426	95,773
2026	176,328	91,872
2027	180,317	87,882
2028	184,162	84,037
2029	188,564	79,635
2030-2034	1,008,587	332,410
2035-2039	1,128,025	212,973
2040-2045	1,261,590	79,406
	<u>\$ 4,300,000</u>	<u>\$ 1,063,988</u>

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

3. DETAILED NOTES ON ALL FUNDS (CONTINUED)

E. Leases

City as a Lessee. The City, as a lessee, has entered into lease agreements involving fiber optic infrastructure. The City sub-leases the infrastructure to various communication companies and other governmental entities.

The total costs of the City's lease assets are recorded as \$25,600, less accumulated amortization of \$6,981.

The future lease payments under the lease arrangement are as follows:

	Leases		
	Principal	Interest	Total
2025	1,859	820	2,679
2026	2,016	743	2,759
2027	2,182	659	2,841
2028	2,358	569	2,927
2029	2,543	471	3,014
2030-2032	8,841	755	9,596
Total	<u>\$ 19,799</u>	<u>\$ 4,017</u>	<u>\$ 23,816</u>

City as a Lessor. The City, as a lessor, has entered into lease agreements involving office space, fiber optic infrastructure, and cell phone towers. The total amount of inflows of resources, including lease revenue, interest revenue, and other lease-related inflows, recognized during the fiscal year was \$194,755.

4. OTHER INFORMATION

A. Risk Management

The City of Moscow purchases liability and property insurance through the Idaho Counties Risk Management Program (ICRMP). ICRMP is an all-lines aggregate insurance program providing liability, property, and casualty insurance coverage to Idaho's counties and other political subdivisions on a voluntary participation basis. ICRMP assumes or reinsures all risk covered for claims. Participants are charged an annual insurance premium. The City is responsible for up to the first \$2,500 of any loss claim depending on the type of claim.

4. OTHER INFORMATION (CONTINUED)

A. Risk Management (Continued)

The general insurance limits are as follows:

Property damage	Total insured value
General liability	\$3,000,000 per occurrence
Automobile liability	\$3,000,000 per occurrence
Law enforcement liability	\$3,000,000 per occurrence
Sexual molestation	\$3,000,000 per claim
Errors or omissions liability	\$3,000,000 per occurrence
Employee medical insurance benefit liability	\$3,000,000 per claim
Uninsured/underinsured motorist	\$100,000 per person, \$300,000 per accident
Crime insurance and bond	\$500,000 per occurrence
Boiler/Machinery damage	\$100,000,000 in aggregate
Chemical spraying activities	\$500,000 per occurrence

B. Public Employee Retirement System of Idaho (PERSI)

Plan Description. All permanent full-time employees of the City except firefighters who were hired before October 1, 1980, participate in the Public Employee Retirement System of Idaho (PERSI) Base Plan, a cost-sharing, multiple-employer public retirement system created by the Idaho State Legislature. It is a defined benefit plan requiring that both the member and the employer contribute. Designed as a mandatory system for eligible state and school district employees, the legislation provided for political subdivisions to participate by contractual agreement with PERSI. The cost to administer the Plan is financed through the contributions and investment earnings of the Plan.

The City contributes to the Firefighters' Retirement Fund Plan (FRF) for firefighters who were hired before October 1, 1980. The FRF is a cost-sharing, multiple-employer defined benefit pension plan administered by PERSI that covers a closed group of firefighters who were hired before October 1, 1980, and who received benefits in addition to those provided under the PERSI Base Plan. The cost to administer the Plan is financed through the contributions and investment earnings of the FRF. Additional FRF funding is obtained from receipts from a state fire insurance premium tax.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI Base Plan and the FRF. That report may be obtained on the PERSI website at www.persi.idaho.gov.

Pension Benefits. After five years of credited service, members become fully vested in retirement benefits earned to date. Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. For each year of credited service, the annual service retirement allowance is 2.0 percent (2.3 percent for police/firefighters under the Base Plan) of the average monthly salary for the highest consecutive 42 months for covered members of the Base Plan. The Base Plan is required to provide a 1 percent minimum cost of living increase per year provided the *Consumer Price Index* increases 1 percent or more. The PERSI board has the authority to provide higher cost of living increases to a maximum of the *Consumer Price Index* movement or 6 percent, whichever is less; however, any amount above the 1 percent minimum is subject to review by the Idaho Legislature.

4. OTHER INFORMATION (CONTINUED)**B. Public Employee Retirement System of Idaho (PERSI) (Continued)**

Pension Benefits (Continued). The FRF cost of living increase is based upon the increase in the statewide average firefighter's wage. The retirement benefit for covered members of the FRF is based on *Idaho Code*, Title 72, Chapter 14.

Member and Employer Contributions. Member and employer contributions paid to PERSI are set by statute and are established as a percent of covered compensation. Contribution rates are determined by the PERSI board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) that are adequate to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60 percent of the employer rate for general employees and 72 percent for police and firefighters. The employer contribution rate is set by the Retirement Board and is 11.96 percent of covered compensation for general employees and 14.65 percent for police and firefighters under the Base Plan, and 14.65 percent for FRF members. The City contributions required and paid were \$1,394,339, \$1,325,237, and \$1,273,268 for the three years ended September 30, 2024, 2023, and 2022, respectively. Any fund that has covered payroll has contributed to liquidating the net pension liabilities. The highest contributors are the City's major funds.

Pension Assets, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At September 30, 2024, the City reported a liability of \$9,424,297 for its proportionate share of the net pension asset under the Base Plan and a net pension asset of \$917,795 for its proportionate share of the FRF. The net pension liability were measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions in the Base Plan pension plan and the FRF pension plan relative to the total contributions of all participating PERSI employers in each plan. At July 1, 2024, the City's proportion was 0.24214206 percent for the base plan and 0.3646443 percent for the FRF.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

Pension Liabilities, Assets, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued). For the year ended September 30, 2024, the City recognized a net loss on pension expense of \$1,287,658 for the Base Plan, \$48,651 for the Base Plan – Fire Dept., and \$59,142 for the FRF Plan, (\$1,395,451 in total: \$1,106,603 for governmental funds, \$234,929 for business-type funds, and \$53,919 for internal service funds). At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

PERSI BASE PLAN	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date of June 30, 2024	\$ 345,000	
Differences between expected and actual experience	\$ 1,500,435	
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions	\$ 180,444	\$ 546,813
Changes in assumptions or other inputs	\$ 373,343	
Net difference between projected and actual earnings on pension plan investments	\$ 0	\$ 171,067

PERSI FRF PLAN	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date of June 30, 2024		
Net difference between projected and actual earnings on pension plan investments	\$ 29,502	

Contributions made by the employer subsequent to the measurement date for the Base Plan but before the end of the City's reporting period, will be recognized as an increase of the net pension asset in the year ending September 30, 2025. These contributions were \$345,000 and are reported as deferred outflows of resources and will be recognized as a reduction of the net pension liability in the fiscal year ending September 30, 2024. The FRF Plan is currently going through a rate holiday, requiring no payments in the fiscal year.

The average of the expected remaining service lives of all employees that are provided with pensions through the system (active and inactive employees) determined at July 1, 2023, the beginning of the measurement period ended June 30, 2024, is 4.4 and 4.4 for the measurement period June 30, 2023 for the Base Plan. The FRF is a closed plan and the average expected remaining service life used is 1 year.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenues) as follows:

	Base Plan
2025	\$ 346,673
2026	1,661,926
2027	(394,589)
2028	(277,668)

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

Actuarial Assumptions. Valuations are based upon actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. PERSI amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period permitted under Section 59-1322, *Idaho Code*, is 25 years.

The total pension liability in the June 30, 2024, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30%
Salary increases including inflation	3.05%
Investment rate of return	6.35%, net of pension plan investment expense
Cost of Living Adjustments (COLA)	1.00%

Several different sets of mortality rates are used in the valuation for contributing members, service retirement members, and beneficiaries. These rates were adopted for the valuation dated July 1, 2024.

Contributing Members, Service Retirement Members, and Beneficiaries

General Employees and All Beneficiaries – Male	Pub-2010 General Tables, increased 11%
General Employees and All Beneficiaries – Female	Pub-2010 General Tables, increased 21%
Teachers – Male	Pub-2010 Teacher Tables, increased 12%
Teachers – Female	Pub-2010 Teacher Tables, increased 21%
Fire & Police – Male	Pub-2010 Safety Tables, increased 21%
Fire & Police – Female	Pub-2010 Safety Tables, increased 26%
Disabled Members – Male	Pub-2010 Disabled Tables, increased 38%
Disabled Members – Female	Pub-2010 Disabled Tables, increased 36%

An experience study was performed for the period July 1, 2013 through June 30, 2017, which reviewed all economic and demographic assumptions other than mortality. The total pension liability as of June 30, 2024, is based on the results of an actuarial valuation date of July 1, 2024.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach, which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers, and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of the System's assets.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation.

CAPITAL MARKET ASSUMPTIONS

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Cash	0%	0.00%
Large Cap	18%	4.50%
Small/Mid Cap	11%	4.70%
International Equity	15%	4.50%
Emerging Markets Equity	10%	4.90%
Domestic Fixed	20%	(0.25%)
TIPS	10%	(0.30%)
Real Estate	8%	3.75%
Private Equity	8%	6.00%

Discount Rate. The discount rate used to measure the total pension liability was 6.35 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plan's net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

CITY OF MOSCOW, IDAHO

NOTES TO FINANCIAL STATEMENTS

4. OTHER INFORMATION (CONTINUED)

B. Public Employee Retirement System of Idaho (PERSI) (Continued)

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the City's proportionate share of the net pension liability and asset calculated using the discount rate of 6.35 percent, as well as what the City's proportionate share of the net pension liability and asset would be if it were calculated using a discount rate that is 1-percentage-point lower (5.35 percent) or 1-percentage-point higher (7.35 percent) than the current rate:

	1% Decrease (5.35%)	Current Discount Rate (6.35%)	1% Increase (7.35%)
City's proportionate share of the Base Plan net pension liability (asset)	\$ 17,909,101	\$ 9,424,297	\$ 2,494,376
City's proportionate share of the FRF Plan net pension liability (asset)	\$ (846,937)	\$ (917,795)	\$ (979,771)

Pension Plan Fiduciary Net Position. Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

C. Hamilton Estate

In January 2000, Mr. Bobby C. Hamilton passed away and made a bequest of the majority of his estate to the City. To comply with the requirements of the bequest, the City initially recorded these assets in two separate funds. Mrs. Hamilton passed away during 2011, at which time the principal amount became unrestricted to the City and the assets were transferred into the Hamilton Fund and the second fund was closed.

The Hamilton Fund: Mr. Hamilton's bequest states that the money shall be used "for the benefit of the Parks and Recreation Department to be used as much as possible for the benefit of young children." This fund is classified as a special revenue fund and is considered a major fund.

In addition to various cash and investments received from the estate, the City also received jewelry, gold bars, ingots, medallions, and silver coins. The City sold the majority of these assets during the fiscal year ending 2010. At September 30, 2024, the City had in its possession jewelry appraised at \$37,103; gold bars, ingots, and medallions with an approximate value of \$4,665; and silver coins with an approximate value of \$7,600. These assets have been recorded as investments on the City's books. The City intends to liquidate these assets.

D. Contingencies and Commitments

1. Grant and Contract Expenditures

Grant and contract expenditures are subject to the approval of various granting and contracting agencies. To be eligible for reimbursement of expenditures made under federal, state, and locally funded programs, the City must comply with regulations established by the related agency and non-compliance could result in disallowed costs and a liability for reimbursement received. The City expects such amounts, if any, to be immaterial.

4. OTHER INFORMATION (CONTINUED)**D. Contingencies and Commitments (Continued)****2. Litigation**

As of September 30, 2024, there were no lawsuits or claims against the City that would have a material effect on the financial statements.

3. Solid Waste Landfill Closure Costs

The City is responsible for the costs associated with minimum closure requirements for an inert commercial/demolition non-municipal solid waste landfill and composting area. The City has established a transfer station whereby all municipal solid waste is hauled to a permanent solid waste facility in Boardman, Oregon.

The Non-MSW landfill closure and post-closure, as required by the City, State, and Federal requirements, is allocated based on a remaining useful life of 30 years, or 2054. Total current costs of landfill closure and post-closure care are estimates and subject to annual changes due to a variety of factors. The City entered into a new contract in 2024 for these costs. The City began recording expenses for future closure and post-closure according to a 35-year expense recognition schedule during 2024. The liability for these costs increased by \$98,657 during the current fiscal year. Of the total estimated \$3,591,477 closure and post-closure cost, \$237,147 was amortized as of September 30, 2024.

E. Fund Balance Classifications

Restricted. Restricted net position/fund balances represent amounts whose use is restricted by creditors, grantors, laws and regulations of other governments, or through enabling legislation. Restrictions for the City include revenue received from the state of Idaho for highway user fees that is restricted for the specific use of road improvements by the City's street fund. Restrictions of debt proceeds and other resources of the bond and interest fund and the sewer fund exist for the specific purpose of satisfying debt service requirements set forth by the City's individual bond related covenants. The City also has restricted funds relating to the Hamilton fund, which all funds were designated in the will of the donor for the specific purpose of benefitting the recreation and culture fund.

Committed Fund Balance. The fund balance is committed and can only be used for specific purposes pursuant to constraints imposed by a City Council approved ordinance and cannot be used for any other purpose. A City ordinance is also required to modify or rescind any fund balance commitment. Committed fund balance includes funds for drug enforcement and public art. The City has also committed funds for the purpose of maintaining proper working capital balances in governmental funds.

Assigned Fund Balance. The fund balances classified as assigned are for use for specific purposes but do not have rise to the level of restricted or committed. It is the policy of the City that all fund balance assignments are to be authorized by the City council. The City has assigned balances that include the assignments for compensated absences, VEBA proceeds, and for the activity of special revenue, capital project, and debt service funds.

4. OTHER INFORMATION (CONTINUED)

E. Fund Balance Classifications (Continued)

Unassigned Fund Balance. The unassigned fund balance is in the general fund and has not been restricted, committed, or assigned to specific purposes within the general fund. In governmental funds other than the general fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund. The general fund is the only fund that reports a positive unassigned fund balance amount.



REQUIRED SUPPLEMENTARY INFORMATION

CITY OF MOSCOW, IDAHO

**BUDGETARY COMPARISON SCHEDULE -
GENERAL FUND
Year Ended September 30, 2024**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final	(Budgetary Basis)	
REVENUES				
Taxes				
Property	\$ 7,282,270	\$ 7,282,270	\$ 7,259,618	\$ (22,652)
Sales	3,009,995	3,009,995	2,896,389	(113,606)
Franchise	1,374,724	1,374,724	1,753,576	378,852
Alcoholic beverage	580,291	580,291	532,315	(47,976)
Licenses and permits	1,006,288	1,006,288	1,226,456	220,168
Intergovernmental	284,203	284,203	1,126,077	841,874
Charges for services	1,708,559	1,708,559	1,691,755	(16,804)
Fines	150,600	150,600	190,904	40,304
Investment earnings	311,500	311,500	547,752	236,252
Contributions and donations	12,100	12,100	7,280	(4,820)
Refunds and reimbursements	178,748	178,748	178,236	(512)
Other	65,505	65,505	145,146	79,641
Total revenues	<u>15,964,783</u>	<u>15,964,783</u>	<u>17,555,504</u>	<u>1,590,721</u>
EXPENDITURES				
Current				
General government	9,468,622	9,468,622	7,906,618	1,562,004
Public safety	9,374,450	9,374,450	8,135,195	1,239,255
Capital outlay	31,150	31,150	127,057	(95,907)
Total expenditures	<u>18,874,222</u>	<u>18,874,222</u>	<u>16,168,870</u>	<u>2,705,352</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(2,909,439)</u>	<u>(2,909,439)</u>	<u>1,386,634</u>	<u>4,296,073</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	4,620,500	4,620,500	2,745,950	(1,874,550)
Transfers out	(4,747,507)	(4,747,507)	(7,426,294)	(2,678,787)
Total other financing sources (uses)	<u>(127,007)</u>	<u>(127,007)</u>	<u>(4,680,344)</u>	<u>(4,553,337)</u>
NET CHANGE IN FUND BALANCES	<u>(3,036,446)</u>	<u>(3,036,446)</u>	<u>(3,293,710)</u>	<u>(257,264)</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>3,036,446</u>	<u>3,036,446</u>	<u>10,084,367</u>	<u>7,047,921</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 6,790,657</u>	<u>\$ 6,790,657</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

**BUDGETARY COMPARISON SCHEDULE -
STREET FUND
Year Ended September 30, 2024**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final	(Budgetary Basis)	
REVENUES				
Taxes				
Road and bridge	\$ 1,381,267	\$ 1,381,267	\$ 1,390,410	\$ 9,143
Intergovernmental	1,144,076	1,144,076	2,070,531	926,455
Charges for services	293,500	293,500	264	(293,236)
Investment earnings	53,300	53,300	162,806	109,506
Refunds and reimbursements	5,000	5,000	33,080	28,080
Total revenues	<u>2,877,143</u>	<u>2,877,143</u>	<u>3,657,091</u>	<u>779,948</u>
EXPENDITURES				
Current				
Transportation	<u>2,409,302</u>	<u>2,409,302</u>	<u>2,025,438</u>	<u>383,864</u>
Total expenditures	<u>2,409,302</u>	<u>2,409,302</u>	<u>2,025,438</u>	<u>383,864</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>467,841</u>	<u>467,841</u>	<u>1,631,653</u>	<u>1,163,812</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	990,938	990,938	572,151	(418,787)
Transfers out	<u>(2,056,553)</u>	<u>(2,056,553)</u>	<u>(2,428,672)</u>	<u>(372,119)</u>
Total other financing sources (uses)	<u>(1,065,615)</u>	<u>(1,065,615)</u>	<u>(1,856,521)</u>	<u>(790,906)</u>
NET CHANGE IN FUND BALANCES	<u>(597,774)</u>	<u>(597,774)</u>	<u>(224,868)</u>	<u>372,906</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>597,774</u>	<u>597,774</u>	<u>2,275,333</u>	<u>1,677,559</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 2,050,465</u>	<u>\$ 2,050,465</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

**BUDGETARY COMPARISON SCHEDULE -
RECREATION AND CULTURE FUND
Year Ended September 30, 2024**

	Budgeted Amounts		Actual Amounts	Variance with
	Original	Final	(Budgetary Basis)	Final Budget
REVENUES				
Licenses and permits	\$ 650	\$ 650	\$ 600	\$ (50)
Intergovernmental	6,300	6,300	63,046	56,746
Charges for services	741,474	741,474	657,749	(83,725)
Contributions and donations	49,250	49,250	34,891	(14,359)
Refunds and reimbursements	8,400	8,400	1,861	(6,539)
Other	8,770	8,770	13,395	4,625
Total revenues	<u>814,844</u>	<u>814,844</u>	<u>771,542</u>	<u>(43,302)</u>
EXPENDITURES				
Current				
Administration	331,579	331,579	322,222	9,357
Parks	1,388,098	1,388,098	1,207,020	181,078
Recreation	321,562	321,562	339,318	(17,756)
Pool	694,823	694,823	584,634	110,189
Youth Center	216,995	216,995	168,362	48,633
Community Center	266,777	266,777	241,637	25,140
Art	300,318	300,318	170,787	129,531
Farmers Market	244,868	244,868	214,931	29,937
Capital outlay	0	0	28,000	(28,000)
Total expenditures	<u>3,765,020</u>	<u>3,765,020</u>	<u>3,276,911</u>	<u>488,109</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(2,950,176)</u>	<u>(2,950,176)</u>	<u>(2,505,369)</u>	<u>444,807</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	2,909,051	2,909,051	2,710,983	(198,068)
Transfers out	(116,125)	(116,125)	(116,125)	
Total other financing sources (uses)	<u>2,792,926</u>	<u>2,792,926</u>	<u>2,594,858</u>	<u>(198,068)</u>
NET CHANGE IN FUND BALANCES	<u>(157,250)</u>	<u>(157,250)</u>	<u>89,489</u>	<u>246,739</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>157,250</u>	<u>157,250</u>	<u>1,362,472</u>	<u>1,205,222</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,451,961</u>	<u>\$ 1,451,961</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

**BUDGETARY COMPARISON SCHEDULE -
HAMILTON FUND
Year Ended September 30, 2024**

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget
	Original	Final		
REVENUES				
Investment earnings	\$ 20,200	\$ 20,200	\$ 39,451	\$ 19,251
Total revenues	<u>20,200</u>	<u>20,200</u>	<u>39,451</u>	<u>19,251</u>
EXPENDITURES				
Total expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>20,200</u>	<u>20,200</u>	<u>39,451</u>	<u>19,251</u>
OTHER FINANCING SOURCES (USES)				
Transfers out	<u>(32,000)</u>	<u>(32,000)</u>	<u>(32,000)</u>	
Total other financing sources (uses)	<u>(32,000)</u>	<u>(32,000)</u>	<u>(32,000)</u>	<u>0</u>
NET CHANGE IN FUND BALANCES	(11,800)	(11,800)	7,451	19,251
FUND BALANCES AT BEGINNING OF YEAR	<u>11,800</u>	<u>11,800</u>	<u>789,004</u>	<u>777,204</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 796,455</u>	<u>\$ 796,455</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

SCHEDULE OF THE CITY'S SHARE OF NET PENSION LIABILITY

Data reported is measured as of June 30, 2024

	PERSI - Base Plan									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Employer's portion of the net pension (asset) liability	\$ 9,424,297	\$ 10,790,793	\$ 10,494,024	\$ (215,484)	\$ 6,452,000	\$ 3,211,000	\$ 4,248,000	\$ 4,579,000	\$ 5,915,300	\$ 3,968,300
Employer's proportionate share of the net pension liability	0.24214206%	0.26103866%	0.2575785%	0.2636392%	0.2778434%	0.2724738%	0.2879787%	0.2913370%	0.2918020%	0.3013670%
Employer's covered payroll	11,522,304	10,760,134	10,243,592	9,705,743	9,681,446	9,415,180	9,190,213	8,971,383	8,448,107	8,730,006
Employer's proportionate share of the net pension (asset) liability as a percentage of its covered payroll	82%	100%	102%	-2%	67%	34%	46%	51%	70%	45%
Plan fiduciary net position as a percentage of the total pension liability	86%	84%	83%	100%	88%	94%	92%	91%	87%	91%

PERSI - FRF

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Employer's portion of the net pension asset	\$ 917,795	\$ 862,029	\$ 748,582	\$ 985,368	\$ 543,000	\$ 598,000	\$ 479,000	\$ 387,000	\$ 242,200	\$ 237,900
Employer's proportionate share of the net pension asset	0.3646443%	0.3646443%	0.3646443%	0.3646443%	0.3646443%	0.4157717%	0.4231688%	0.4513309%	0.4505920%	0.4405290%
Employer's covered payroll	418,589	346,791	329,843	331,195	325,473	326,357	316,817	329,525	308,082	296,398
Employer's proportionate share of the net pension asset as a percentage of its covered payroll	219%	249%	227%	298%	167%	183%	151%	117%	79%	80%
Plan fiduciary net position as a percentage of the total pension liability	208%	201%	185%	212%	156%	153%	140%	130%	118%	118%

(1) PERSI has not provided calculations for years prior to implementation of GASB Statement No. 68.

CITY OF MOSCOW, IDAHO

SCHEDULE OF THE CITY'S CONTRIBUTIONS TO PENSION PLANS
Data reported is measured as of September 30, 2024

	PERSI - Base Plan									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Statutorily required contribution	\$1,394,339	\$1,325,237	\$1,215,021	\$1,191,880	\$1,201,859	\$1,095,185	\$1,054,077	\$1,034,425	\$1,016,635	\$953,216
Contributions in relation to the										
statutorily required contribution	1,394,339	1,325,237	1,215,021	1,191,880	1,201,859	1,095,185	1,054,077	1,034,425	1,016,635	953,216
Contribution (deficiency) excess	0	0	0	0	0	0	0	0	0	0
Employer's covered payroll	11,255,414	10,719,673	10,587,178	10,036,938	10,006,918	9,474,911	9,236,993	9,060,969	8,903,639	8,334,477
Contributions as a percentage of covered payroll	12.39%	12.36%	11.48%	11.87%	12.01%	11.56%	11.41%	11.42%	11.42%	11.44%
PERSI - FRF										
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Statutorily required contribution	\$20,930	\$22,338	\$17,179	\$16,560	\$16,274	\$16,255	\$15,949	\$16,448	\$16,170	\$24,053
Contributions in relation to the										
statutorily required contribution	20,930	22,338	17,179	16,560	16,274	16,255	15,949	16,448	16,170	24,053
Contribution (deficiency) excess	0	0	0	0	0	0	0	0	0	0
Employer's covered payroll	418,590	446,754	343,586	331,195	325,472	325,092	318,984	328,969	323,394	298,423
Contributions as a percentage of covered payroll	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	8.06%



SUPPLEMENTARY INFORMATION

CITY OF MOSCOW, IDAHO

CAPITAL PROJECTS

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
Year Ended September 30, 2024**

	Budgeted Amounts		Actual Amounts	Variance Favorable (Unfavorable)
	Original	Final		
REVENUES				
Licenses and permits			\$ 5,000	\$ 5,000
Intergovernmental	\$ 888,979	\$ 888,979	368,083	(520,896)
Investment earnings	197,300	197,300	677,063	479,763
Contributions and donations	525,000	525,000	49,502	(475,498)
Refunds and reimbursements	70,700	70,700	28,454	(42,246)
Total revenues	<u>1,681,979</u>	<u>1,681,979</u>	<u>1,128,102</u>	<u>(553,877)</u>
EXPENDITURES				
Recreation and culture	1,500	1,500	1,899	(399)
Capital outlay	<u>3,647,156</u>	<u>3,647,156</u>	<u>1,905,655</u>	<u>1,741,501</u>
Total expenditures	<u>3,648,656</u>	<u>3,648,656</u>	<u>1,907,554</u>	<u>1,741,102</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(1,966,677)</u>	<u>(1,966,677)</u>	<u>(779,452)</u>	<u>1,187,225</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	2,472,261	2,472,261	7,929,502	5,457,241
Transfers out			(19,286)	(19,286)
Total other financing sources (uses)	<u>2,472,261</u>	<u>2,472,261</u>	<u>7,910,216</u>	<u>5,437,955</u>
NET CHANGE IN FUND BALANCES	505,584	505,584	7,130,764	6,625,180
FUND BALANCES AT BEGINNING OF YEAR	<u>(505,584)</u>	<u>(505,584)</u>	<u>7,018,466</u>	<u>7,524,050</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 14,149,230</u>	<u>\$ 14,149,230</u>

Note: The budgetary comparison schedule is presented on the modified accrual basis of accounting, which is the same basis of accounting used by the City in the fund financial statements.

CITY OF MOSCOW, IDAHO

NONMAJOR GOVERNMENTAL FUNDS

Special Revenue Funds

Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for a particular purpose.

Moscow School District Community Playfields – To account for revenue and costs associated with an agreement to jointly develop and jointly use the District owned property located adjacent to Joseph Street and Mountain View Road into a high quality athletic field complex to serve the community.

1912 Center Fund – To account for revenues and costs associated with the renovation of the 1912 Community Center. Financing is provided by rental charges, grants, and donations.

Transit Center Fund – To account for revenues and costs associated with the operation of the City of Moscow Intermodal Transit Center. Financing is provided by user fees, grants and donations.

Capital Projects Funds

LID Construction Fund – To account for the financing and construction of Local Improvement Districts consisting of benefited properties and public improvement developments. Financing is backed by the full faith and credit of the City.

Debt Service Funds

Bond and Interest – To account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment.

Special Assessments – To account for the accumulation of resources and payment of bonds and warrants used to finance Local Improvement Districts (LID).

CITY OF MOSCOW, IDAHO
COMBINING BALANCE SHEET -
NONMAJOR GOVERNMENTAL FUNDS
September 30, 2024

	Special Revenue		Capital Projects	Debt Service		Totals
	MSD Community Playfields	1912 Center	Transit Center	LID Construction	Bond and Interest	Special Assessments
ASSETS						
Investments	\$ 122,988	\$ 62,420	\$ 66,309	\$ 218	\$ 558,958	\$ 35,611
Property taxes			3,378		28,403	\$ 846,504
Accounts receivable			110,654			3,378
Lease receivable					298	110,654
Other						298
Total assets	<u>\$ 122,988</u>	<u>\$ 62,420</u>	<u>\$ 180,341</u>	<u>\$ 218</u>	<u>\$ 587,659</u>	<u>\$ 35,611</u>
						<u>\$ 989,237</u>
LIABILITIES						
Accounts payable	\$ 1,129		\$ 120			\$ 1,249
Accrued salaries and benefits	1,992					1,992
Total liabilities	<u>3,121</u>	<u>\$ 0</u>	<u>120</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>3,241</u>
DEFERRED INFLOWS OF RESOURCES						
Leases			104,229			104,229
Unavailable revenue - property taxes					22,598	22,598
Total deferred inflows of resources	<u>0</u>	<u>0</u>	<u>104,229</u>	<u>0</u>	<u>22,598</u>	<u>126,827</u>
FUND BALANCES						
Restricted for:						
Debt service					565,061	565,061
Committed for:						
Working capital	48,725	24,923	17,378			91,026
Assigned for:						
Special revenue fund operations	71,142	37,497	58,614	218		167,253
Capital projects						218
Debt service						35,611
Total fund balances	<u>119,867</u>	<u>62,420</u>	<u>75,992</u>	<u>218</u>	<u>565,061</u>	<u>35,611</u>
						<u>859,169</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 122,988</u>	<u>\$ 62,420</u>	<u>\$ 180,341</u>	<u>\$ 218</u>	<u>\$ 587,659</u>	<u>\$ 35,611</u>
						<u>\$ 989,237</u>

CITY OF MOSCOW, IDAHO

**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
NONMAJOR GOVERNMENTAL FUNDS
Year Ended September 30, 2024**

	MSD Community Playfields	Special Revenue 1912 Center	Transit Center	Capital Projects LID Construction	Debt Service Bond and Interest	Special Assessments	Totals
REVENUES							
Property taxes	\$ 101,852		\$ 39,740		\$ 1,047,665		\$ 1,047,665
Intergovernmental			5,173	\$ 5	17,682		101,852
Charges for services	7,512		166				39,740
Investment earnings							30,372
Other							166
Total revenues	109,364	\$ 0	45,079	5	1,065,347	\$ 0	1,219,795
EXPENDITURES							
Current							
General government					498		498
Recreation and culture	133,875	131,223	23,118				265,098
Transportation							23,118
Debt service					830,000		830,000
Principal retirement					219,600		219,600
Interest							7,000
Capital outlay		7,000					
Total expenditures	133,875	138,223	23,118	0	1,050,098	0	1,345,314
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(24,511)	(138,223)	21,961	5	15,249	0	(125,519)
OTHER FINANCING SOURCES (USES)							
Transfers in	98,170	131,540					229,710
Transfers out	(63,449)						(63,449)
Total other financing sources (uses)	34,721	131,540	0	0	0	0	166,261
NET CHANGES IN FUND BALANCES	10,210	(6,683)	21,961	5	15,249		40,742
FUND BALANCES AT BEGINNING OF YEAR	109,657	69,103	54,031	213	549,812	35,611	818,427
FUND BALANCES AT END OF YEAR	\$ 119,867	\$ 62,420	\$ 75,992	\$ 218	\$ 565,061	\$ 35,611	\$ 859,169

CITY OF MOSCOW, IDAHO

MSD COMMUNITY PLAYFIELDS

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Intergovernmental	\$ 101,892	\$ 101,852	\$ (40)
Investment earnings		7,512	7,512
Total revenues	<u>101,892</u>	<u>109,364</u>	<u>7,472</u>
EXPENDITURES			
Recreation and culture	<u>188,034</u>	<u>133,875</u>	<u>54,159</u>
Total expenditures	<u>188,034</u>	<u>133,875</u>	<u>54,159</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(86,142)</u>	<u>(24,511)</u>	<u>61,631</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	98,170	98,170	
Transfers out	<u>(63,449)</u>	<u>(63,449)</u>	
Total other financing sources (uses)	<u>34,721</u>	<u>34,721</u>	<u>0</u>
NET CHANGES IN FUND BALANCES	(51,421)	10,210	61,631
FUND BALANCES AT BEGINNING OF YEAR	<u>51,421</u>	<u>109,657</u>	<u>58,236</u>
FUND BALANCES AT END OF YEAR	<u><u>\$ 0</u></u>	<u><u>\$ 119,867</u></u>	<u><u>\$ 119,867</u></u>

CITY OF MOSCOW, IDAHO

1912 CENTER

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Investment earnings			
Total revenues	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
EXPENDITURES			
Recreation and culture	138,500	131,223	7,277
Capital outlay	<u>17,940</u>	<u>7,000</u>	<u>10,940</u>
Total expenditures	<u>156,440</u>	<u>138,223</u>	<u>18,217</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(156,440)</u>	<u>(138,223)</u>	<u>18,217</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	131,540	131,540	
Transfers out			
Total other financing sources (uses)	<u>131,540</u>	<u>131,540</u>	<u>0</u>
NET CHANGES IN FUND BALANCES	(24,900)	(6,683)	18,217
FUND BALANCES AT BEGINNING OF YEAR	<u>24,900</u>	<u>69,103</u>	<u>44,203</u>
FUND BALANCES AT END OF YEAR	<u><u>\$ 0</u></u>	<u><u>\$ 62,420</u></u>	<u><u>\$ 62,420</u></u>

CITY OF MOSCOW, IDAHO

TRANSIT CENTER

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 42,850	\$ 39,740	\$ (3,110)
Investment earnings		5,173	5,173
Other	200	166	(34)
Total revenues	<u>43,050</u>	<u>45,079</u>	<u>2,029</u>
EXPENDITURES			
Transportation	<u>27,896</u>	<u>23,118</u>	<u>4,778</u>
Total expenditures	<u>27,896</u>	<u>23,118</u>	<u>4,778</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>15,154</u>	<u>21,961</u>	<u>6,807</u>
OTHER FINANCING SOURCES (USES)			
Transfers out			
Total other financing sources (uses)	<u>0</u>	<u>0</u>	<u>0</u>
NET CHANGES IN FUND BALANCES	15,154	21,961	6,807
FUND BALANCES AT BEGINNING OF YEAR	<u>(15,154)</u>	<u>54,031</u>	<u>69,185</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 75,992</u>	<u>\$ 75,992</u>

CITY OF MOSCOW, IDAHO

LID CONSTRUCTION

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024**

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Investment earnings		\$ 5	\$ 5
Total revenues	<u>\$ 0</u>	<u>5</u>	<u>5</u>
EXPENDITURES			
Capital outlay			
Total expenditures	<u>0</u>	<u>0</u>	<u>0</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>0</u>	<u>5</u>	<u>5</u>
OTHER FINANCING SOURCES (USES)			
Transfers out			
Total other financing sources (uses)	<u>0</u>	<u>0</u>	<u>0</u>
NET CHANGES IN FUND BALANCES		5	5
FUND BALANCES AT BEGINNING OF YEAR	<u>0</u>	<u>213</u>	<u>213</u>
FUND BALANCES AT END OF YEAR	<u><u>\$ 0</u></u>	<u><u>\$ 218</u></u>	<u><u>\$ 218</u></u>

CITY OF MOSCOW, IDAHO

BOND AND INTEREST

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Property taxes	\$ 1,049,600	\$ 1,047,665	\$ (1,935)
Investment earnings	5,150	17,682	12,532
Total revenues	<u>1,054,750</u>	<u>1,065,347</u>	<u>10,597</u>
EXPENDITURES			
General government	500	498	2
Debt service			
Principal retirement	830,000	830,000	
Interest	219,600	219,600	
Total expenditures	<u>1,050,100</u>	<u>1,050,098</u>	<u>2</u>
NET CHANGES IN FUND BALANCES	4,650	15,249	10,599
FUND BALANCES AT BEGINNING OF YEAR	<u>(4,650)</u>	<u>549,812</u>	<u>554,462</u>
FUND BALANCES AT END OF YEAR	<u>\$ 0</u>	<u>\$ 565,061</u>	<u>\$ 565,061</u>

CITY OF MOSCOW, IDAHO

SPECIAL ASSESSMENTS

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024**

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Total revenues	\$ 0	\$ 0	\$ 0
EXPENDITURES			
Total expenditures	0	0	0
EXCESS OF REVENUES OVER EXPENDITURES	0	0	0
NET CHANGES IN FUND BALANCES	0	0	0
FUND BALANCES AT BEGINNING OF YEAR	0	35,611	35,611
FUND BALANCES AT END OF YEAR	\$ 0	\$ 35,611	\$ 35,611

CITY OF MOSCOW, IDAHO

ENTERPRISE FUNDS

Water Fund – To account for the provision of water services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, billing, and collection.

Sewer Fund – To account for the provision of sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, billing, and collection.

Stormwater Fund – To account for the provision of stormwater services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, billing, and collection.

Sanitation Fund – To account for the provision of sanitation and related services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, but not limited to, operations, billing, collecting, franchising, and contracted operations.

CITY OF MOSCOW, IDAHO

WATER

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 7,397,974	\$ 7,431,555	\$ 33,581
Investment revenues (losses)	229,200	577,386	348,186
Other	225,963	296,198	70,235
Total revenues	<u>7,853,137</u>	<u>8,305,139</u>	<u>452,002</u>
EXPENSES			
Current			
Water distribution	4,047,420	3,083,412	964,008
Debt service			
Principal retirement	184,168	184,169	(1)
Interest	84,054	182,524	(98,470)
Capital outlay	1,320,384	3,833,568	(2,513,184)
Total expenses	<u>5,636,026</u>	<u>7,283,673</u>	<u>(1,647,647)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>2,217,111</u>	<u>1,021,466</u>	<u>(1,195,645)</u>
OTHER FINANCING SOURCES (USES)			
Bond proceeds			
Transfers in	2,448,558	36,457	(2,412,101)
Transfers out	(4,416,158)	(1,644,249)	2,771,909
Total other financing sources (uses)	<u>(1,967,600)</u>	<u>(1,607,792)</u>	<u>359,808</u>
NET CHANGES IN FUND BALANCES	249,511	(586,326)	(835,837)
FUND BALANCE, BEGINNING OF YEAR	<u>(249,511)</u>	<u>3,490,070</u>	<u>3,739,581</u>
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 2,903,744</u>	<u>\$ 2,903,744</u>
RECONCILIATION OF CHANGES IN FUND BALANCE - BUDGETARY BASIS TO CHANGE IN NET POSITION			
Net changes in fund balances - budgetary basis		\$ (586,326)	
BUDGETED REVENUES AND EXPENSES, WHICH DO NOT AFFECT NET POSITION			
Debt service principal retirement		184,169	
Capital outlay		3,833,568	
NONCASH, NONBUDGET ACTIVITY, WHICH AFFECTS NET POSITION			
Capital contributions		1,081,486	
PERSI retirement actuarial charges		(94,690)	
Depreciation		<u>(922,453)</u>	
CHANGE IN NET POSITION		<u>\$ 3,495,754</u>	

CITY OF MOSCOW, IDAHO

SEWER

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 8,846,899	\$ 9,048,992	\$ 202,093
Investment revenues (losses)	546,650	1,643,223	1,096,573
Other	188,700	325,366	136,666
Total revenues	<u>9,582,249</u>	<u>11,017,581</u>	<u>1,435,332</u>
EXPENSES			
Current			
Sewer collection and treatment	4,128,202	3,426,316	701,886
Debt service			
Principal retirement	355,000	355,000	
Interest	46,500	42,783	3,717
Capital outlay	3,641,988	1,821,759	1,820,229
Total expenses	<u>8,171,690</u>	<u>5,645,858</u>	<u>2,525,832</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>1,410,559</u>	<u>5,371,723</u>	<u>3,961,164</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	3,165,615	45,555	(3,120,060)
Transfers out	<u>(5,563,380)</u>	<u>(1,736,146)</u>	<u>3,827,234</u>
Total other financing sources (uses)	<u>(2,397,765)</u>	<u>(1,690,591)</u>	<u>707,174</u>
NET CHANGES IN FUND BALANCES	(987,206)	3,681,132	4,668,338
FUND BALANCE, BEGINNING OF YEAR	<u>987,206</u>	<u>21,271,329</u>	<u>20,284,123</u>
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 24,952,461</u>	<u>\$ 24,952,461</u>
RECONCILIATION OF CHANGES IN FUND BALANCE - BUDGETARY BASIS TO CHANGE IN NET POSITION			
Net changes in fund balances - budgetary basis		\$ 3,681,132	
BUDGETED EXPENSES, WHICH DO NOT AFFECT NET POSITION			
Debt service principal retirement		355,000	
Capital outlay		1,821,759	
NONCASH, NONBUDGET ACTIVITY, WHICH AFFECTS NET POSITION			
PERSI retirement actuarial charges		(93,763)	
Capital contributions		31,043	
Depreciation		<u>(1,058,004)</u>	
CHANGE IN NET POSITION		<u>\$ 4,737,768</u>	

CITY OF MOSCOW, IDAHO

SANITATION

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 6,799,852	\$ 6,895,756	\$ 95,904
Investment revenues (losses)	254,500	778,346	523,846
Other	250	(123)	(373)
Total revenues	<u>7,054,602</u>	<u>7,673,979</u>	<u>619,377</u>
EXPENSES			
Current			
Collection services	2,978,564	3,298,992	(320,428)
Transfer station	2,649,499	2,553,574	95,925
Recycling and compost	277,201	226,907	50,294
Capital outlay	8,048,986		8,048,986
Total expenses	<u>13,954,250</u>	<u>6,079,473</u>	<u>7,874,777</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>(6,899,648)</u>	<u>1,594,506</u>	<u>8,494,154</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	850,000		(850,000)
Transfers out	(1,719,938)	(221,334)	1,498,604
Total other financing sources (uses)	<u>(869,938)</u>	<u>(221,334)</u>	<u>648,604</u>
NET CHANGES IN FUND BALANCES	<u>(7,769,586)</u>	<u>1,373,172</u>	<u>9,142,758</u>
FUND BALANCE, BEGINNING OF YEAR	<u>7,769,586</u>	<u>11,668,339</u>	<u>3,898,753</u>
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 13,041,511</u>	<u>\$ 13,041,511</u>
RECONCILIATION OF CHANGES IN FUND BALANCE - BUDGETARY BASIS TO CHANGE IN NET POSITION			
Net changes in fund balances - budgetary basis		\$ 1,373,172	
NONCASH, NONBUDGET ACTIVITY, WHICH AFFECTS NET POSITION			
PERSI retirement actuarial charges		(15,373)	
Depreciation		(31,231)	
Post closure care costs		<u>(98,656)</u>	
CHANGE IN NET POSITION		<u>\$ 1,227,912</u>	

CITY OF MOSCOW, IDAHO

STORMWATER

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES
IN FUND BALANCE - BUDGETARY BASIS - BUDGET AND ACTUAL
Year Ended September 30, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Charges for services	\$ 1,202,166	1,105,208	\$ (96,958)
Investment revenues (losses)		36,325	36,325
Operating grants		152,094	152,094
Total revenues	<u>1,202,166</u>	<u>1,293,627</u>	<u>91,461</u>
EXPENSES			
Current			
Stormwater collection and treatment	911,460	635,548	275,912
Capital outlay	<u>25,000</u>	<u>296,805</u>	<u>(271,805)</u>
Total expenses	<u>936,460</u>	<u>932,353</u>	<u>4,107</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>265,706</u>	<u>361,274</u>	<u>95,568</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	71,706		(71,706)
Transfers out	<u>(300,706)</u>	<u>(504,037)</u>	<u>(203,331)</u>
Total other financing sources (uses)	<u>(229,000)</u>	<u>(504,037)</u>	<u>(275,037)</u>
NET CHANGES IN FUND BALANCES	36,706	(142,763)	(179,469)
FUND BALANCE, BEGINNING OF YEAR	<u>(36,706)</u>	<u>546,368</u>	<u>583,074</u>
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 403,605</u>	<u>\$ 403,605</u>
RECONCILIATION OF CHANGES IN FUND BALANCE - BUDGETARY BASIS TO CHANGE IN NET POSITION			
Net changes in fund balances - budgetary basis		\$ (142,763)	
BUDGETED EXPENSES, WHICH DO NOT AFFECT NET POSITION			
Capital outlay		296,805	
NONCASH, NONBUDGET ACTIVITY, WHICH AFFECTS NET POSITION			
PERSI retirement actuarial charges		(31,103)	
Capital contributions		273,337	
Depreciation		<u>(10,204)</u>	
CHANGE IN NET POSITION		<u>\$ 386,072</u>	

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

Internal service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the government and to other government units on a cost reimbursement basis.

Fleet Management Fund – This fund is used to account for the costs of operating the City's motorized equipment.

Information Systems Fund – This fund is used to account for the costs and operations of the computer hardware, software, and networking system within the City.

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

COMBINING STATEMENT OF NET POSITION

September 30, 2024

	Fleet Management	Information Systems	Total
ASSETS			
CURRENT ASSETS			
Cash		\$ 10,000	\$ 10,000
Accounts receivable	\$ 35,076	32,905	67,981
Investments	6,903,100	4,197,286	11,100,386
Total current assets	6,938,176	4,240,191	11,178,367
CAPITAL ASSETS			
Land	47,000		47,000
Construction in progress		429,888	429,888
Buildings and improvements	286,875		286,875
Vehicles	9,390,469		9,390,469
Equipment	3,175,901	1,857,791	5,033,692
Right of Use Asset		25,600	25,600
Accumulated depreciation	(8,305,356)	(1,416,502)	(9,721,858)
Accumulated Amortization		(6,981)	(6,981)
Total capital assets	4,594,889	889,796	5,484,685
Total assets	11,533,065	5,129,987	16,663,052
DEFERRED OUTFLOWS OF RESOURCES			
Defined benefit pension	61,703	60,723	122,426
LIABILITIES			
Accounts payable	73,998	398,109	472,107
Compensated absences payable	30,079	34,006	64,085
Lease Liability		19,799	19,799
Net pension liability	199,146	228,959	428,105
Total liabilities	303,223	680,873	984,096
DEFERRED INFLOWS OF RESOURCES			
Defined benefit pension	27,872	68,738	96,610
NET POSITION			
Net investment in capital assets	4,534,723	492,980	5,027,703
Restricted for future capital purchases	6,728,950	3,948,119	10,677,069
Total net position	\$ 11,263,673	\$ 4,441,099	\$ 15,704,772

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

**COMBINING STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN NET POSITION
Year Ended September 30, 2024**

	<u>Fleet Management</u>	<u>Information Systems</u>	<u>Total</u>
OPERATING REVENUES			
Charges for services	\$ 967,831	\$ 1,772,536	\$ 2,740,367
Operating grants	<u>335,000</u>	<u>32,905</u>	<u>367,905</u>
Total operating revenues	<u>1,302,831</u>	<u>1,805,441</u>	<u>3,108,272</u>
OPERATING EXPENSES			
Costs of services	544,634	862,526	1,407,160
Administration	316,827	480,480	797,307
Depreciation and amortization	<u>973,377</u>	<u>115,531</u>	<u>1,088,908</u>
Total operating expenses	<u>1,834,838</u>	<u>1,458,537</u>	<u>3,293,375</u>
OPERATING INCOME (LOSS)	<u>(532,007)</u>	<u>346,904</u>	<u>(185,103)</u>
NONOPERATING REVENUES (EXPENSES)			
Investment earnings	424,788	363,389	788,177
Interest expense		(890)	(890)
Net pension expense (revenue)	(21,017)	(32,902)	(53,919)
Gain (loss) on disposition of assets	<u>16,600</u>		<u>16,600</u>
Total nonoperating revenues (expenses)	<u>420,371</u>	<u>329,597</u>	<u>749,968</u>
NET INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	<u>(111,636)</u>	<u>676,501</u>	<u>564,865</u>
CONTRIBUTIONS AND TRANSFERS			
Transfers in	1,336,619	47,305	1,383,924
Transfers out	<u>(74,830)</u>	<u>(2,222,240)</u>	<u>(2,297,070)</u>
Total contributions and transfers	<u>1,261,789</u>	<u>(2,174,935)</u>	<u>(913,146)</u>
CHANGE IN NET POSITION	1,150,153	(1,498,434)	(348,281)
NET POSITION AT BEGINNING OF YEAR	<u>10,113,520</u>	<u>5,939,533</u>	<u>16,053,053</u>
NET POSITION AT END OF YEAR	<u>\$ 11,263,673</u>	<u>\$ 4,441,099</u>	<u>\$ 15,704,772</u>

CITY OF MOSCOW, IDAHO

INTERNAL SERVICE FUNDS

COMBINING STATEMENT OF CASH FLOWS

Year Ended September 30, 2024

	Fleet Management	Information Systems	Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers and users	\$ 1,267,755	\$ 1,772,536	\$ 3,040,291
Payments to suppliers	(508,627)	(505,024)	(1,013,651)
Payments to employees	(309,647)	(486,102)	(795,749)
Net cash provided (used) by operating activities	449,481	781,410	1,230,891
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfers to other funds	(74,830)	(2,222,240)	(2,297,070)
Transfers from other funds	1,336,619	47,305	1,383,924
Net cash provided (used) by noncapital financing activities	1,261,789	(2,174,935)	(913,146)
CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES			
Acquisition and construction of capital assets	(1,139,912)	(408,038)	(1,547,950)
Principal paid on capital debt		(1,710)	(1,710)
Interest paid on capital debt		(890)	(890)
Sale of capital assets	16,600		16,600
Net cash provided (used) by capital financing activities	(1,123,312)	(410,638)	(1,533,950)
CASH FLOWS FROM INVESTING ACTIVITIES			
Net investment activity in local government investment pool	(242,095)	(724,867)	(966,962)
Proceeds from sales and maturities of investments		2,270,502	2,270,502
Purchase of investments	(770,651)	(104,861)	(875,512)
Interest received	424,788	363,389	788,177
Net cash provided (used) by investing activities	(587,958)	1,804,163	1,216,205
Net change in cash	0	0	0
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	0	10,000	10,000
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 0	\$ 10,000	\$ 10,000
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY OPERATING ACTIVITIES			
Operating income (loss)	\$ (532,007)	\$ 346,904	\$ (185,103)
Adjustment to reconcile operating income (loss) to net cash provided by operating activities:			
Depreciation and amortization	973,377	115,531	1,088,908
Changes in:			
Accounts receivable	(35,076)	(32,905)	(67,981)
Accounts payable	36,007	357,502	393,509
Payroll payable	3,945	1,911	5,856
Other assets and liabilities	3,235	(7,533)	(4,298)
Net cash provided (used) by operating activities	\$ 449,481	\$ 781,410	\$ 1,230,891
NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES	\$ 0	\$ 0	\$ 0



STATISTICAL SECTION

City of Moscow, Idaho
Statistical Section
(Unaudited)

This part of the City of Moscow's comprehensive annual financial report presents detailed information as a context for understanding what information in the financial statements, note disclosures, and required supplementary information says about the City's overall health.

<u>Contents</u>	<u>Page</u>
Financial Trends	109
These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	
Revenue Capacity	113
These schedules contain information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.	
Debt Capacity	118
These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	
Demographic and Economic Information	125
These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place and to help make comparisons over time and with other governments.	
Operating Information	127
These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.	
Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year. The City implemented Statement No. 34 in 2003; schedules presenting government-wide information include information beginning in that year.	

Schedule 1
City of Moscow
Net Position by Component
Last Ten Fiscal Years
(acrual basis of accounting)

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Governmental Activities										
Net Investment in capital assets	\$40,477,275	\$42,402,937	\$42,494,877	\$44,171,088	\$38,800,498	\$39,815,325	\$49,573,717	\$54,348,184	\$62,801,695	\$63,680,610
Restricted	3,384,248	3,323,418	3,143,511	2,896,395	11,507,641	3,009,701	2,854,415	1,595,984	1,900,160	1,836,636
Unrestricted	10,532,614	11,817,712	13,849,018	14,772,529	13,649,830	22,322,832	21,586,415	26,079,616	26,888,150	29,927,845
Total governmental activities net position	\$54,394,137	\$57,544,067	\$59,487,406	\$61,840,012	\$63,957,969	\$65,147,858	\$74,014,547	\$82,023,784	\$91,590,005	\$95,445,091
Business-type Activities										
Net Investment in capital assets	\$23,171,378	\$24,625,818	\$26,256,354	\$28,553,421	\$29,036,370	\$30,917,443	\$34,038,247	\$36,457,066	\$41,034,414	\$43,817,472
Restricted	13,488,693	14,709,203	15,622,009	16,385,982	20,093,558	27,984,651	28,754,412	29,803,266	27,382,162	39,393,205
Unrestricted	6,785,652	7,940,392	10,367,567	13,429,605	15,072,677	10,106,131	12,041,375	12,452,988	17,110,445	12,163,850
Total business-type activities net position	\$43,445,723	\$47,275,413	\$52,245,930	\$58,369,008	\$64,202,605	\$69,008,225	\$74,834,034	\$78,713,320	\$85,527,021	\$95,374,527
Primary Government										
Net Investment in capital assets	\$63,648,653	\$67,028,755	\$68,751,231	\$72,724,509	\$67,836,868	\$70,732,768	\$83,611,964	\$90,805,250	\$103,836,109	\$107,498,082
Restricted	16,872,941	18,032,621	18,765,520	19,282,377	31,601,199	30,994,352	31,608,827	31,399,250	29,282,322	41,229,841
Unrestricted	17,318,266	19,758,104	24,216,585	28,202,134	28,722,507	32,428,963	33,627,790	38,532,604	43,998,595	42,091,695
Total primary government net position	\$97,839,860	\$104,819,480	\$111,733,336	\$120,209,020	\$128,160,574	\$134,156,083	\$148,848,581	\$160,737,104	\$177,117,026	\$190,819,618

Schedule 2

City of Moscow

Changes in Net Position, Last Ten Fiscal Years
(accrual basis of accounting)

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Expenses										
Governmental Activities:										
General Government	\$ 5,805,926	\$ 5,976,857	\$ 5,954,035	\$ 6,466,636	\$ 6,644,788	\$ 7,292,640	\$ 6,653,388	\$ 9,173,761	\$ 9,134,701	\$ 11,726,611
Public Safety	6,464,442	6,944,507	7,241,400	7,224,416	7,692,487	7,691,147	6,914,806	7,220,500	8,191,775	8,710,021
Highways and Streets	2,315,481	2,342,327	2,470,955	3,339,330	3,254,599	3,215,785	3,254,599	3,851,366	3,866,649	3,866,649
Recreation and Culture	3,290,306	3,139,717	3,127,109	3,268,196	3,559,033	3,318,388	4,792,952	3,865,506	4,113,102	4,113,102
Interest on long-term debt	15,667	9,367	2,767	(15,016)	142,927	317,933	227,044	213,408	156,875	65,969
Total governmental activities expenses	17,891,822	18,412,715	18,786,266	20,283,562	21,499,072	24,154,261	20,329,391	24,654,863	25,200,223	28,482,349
Business-type Activities:										
Water	2,456,962	2,611,387	2,806,438	2,673,222	3,064,916	3,553,170	3,143,544	3,483,918	3,640,484	4,283,079
Sewer	4,143,042	4,124,504	4,339,398	4,143,667	4,277,695	4,653,569	4,380,561	4,219,848	4,610,142	4,620,866
Sanitation	3,551,475	4,217,918	4,025,778	4,236,772	4,378,824	4,615,299	4,705,275	5,009,535	5,393,911	6,224,733
Stormwater						456,354			630,338	676,855
Total business-type activities expenses	10,153,479	10,953,809	11,171,614	11,053,661	11,721,435	12,832,058	12,229,380	13,169,755	14,274,875	15,805,533
Total primary government expenses	\$ 28,045,301	\$ 29,366,594	\$ 29,967,880	\$ 31,337,223	\$ 33,220,507	\$ 36,786,339	\$ 32,558,771	\$ 37,824,618	\$ 39,475,098	\$ 44,287,882
Program Revenues										
Governmental Activities:										
Charges for Services	\$ 2,807,239	\$ 3,164,056	\$ 3,273,252	\$ 3,134,796	\$ 3,167,669	\$ 3,675,275	\$ 3,604,013	\$ 3,851,254	\$ 4,663,913	\$ 4,481,084
General Government	1,491,064	1,544,973	1,544,445	1,547,700	1,692,402	1,689,153	1,790,901	1,700,139	1,785,049	1,854,021
Public Safety	395,542	350,384	370,228	424,833	347,716	345,030	345,572	345,185	370,484	73,250
Highways and Streets	606,125	621,210	618,688	609,665	612,998	612,998	574,630	705,237	715,099	774,857
Culture and Recreation	1,079,178	1,298,086	1,311,307	1,327,481	1,635,086	1,264,612	2,439,586	2,339,353	1,567,705	3,461,327
Operating grants and contributions	331,494	1,671,816	469,146	1,540,153	891,274	948,620	2,694,086	3,358,315	3,708,069	502,974
Capital grants and contributions	6,710,642	8,650,525	7,587,066	8,584,628	8,347,145	8,144,906	11,448,788	12,299,483	12,810,319	11,147,513
Total governmental activities program revenues	4,842,230	4,838,492	5,212,423	5,475,945	5,836,424	5,872,184	6,526,141	6,486,775	7,102,705	7,439,150
Business-type Activities:										
Charges for services:										
Water	6,404,742	6,916,401	7,288,980	7,615,300	8,086,760	8,536,165	8,373,530	8,601,773	8,900,766	9,054,117
Sewer	4,537,037	5,374,754	5,661,081	5,927,039	6,270,955	6,271,840	6,436,307	6,556,533	6,941,553	6,895,633
Sanitation	578,893	830,553	1,075,806	1,362,238	1,288,501	860,185	1,460,008	1,163,513	1,203,195	1,105,208
Stormwater							482,094		1,779,153	2,146,804
Capital grants and contributions	16,462,902	17,960,200	19,258,290	20,380,522	21,482,700	21,340,394	22,801,766	23,272,488	25,927,362	26,640,912
Total business-type activities program revenues	23,173,544	26,610,725	26,845,356	28,965,150	29,829,845	29,485,300	34,250,574	35,571,971	38,737,881	37,788,425
Total primary government program revenues	\$ (11,181,180)	\$ (9,762,250)	\$ (11,209,200)	\$ (11,698,934)	\$ (13,151,927)	\$ (16,009,375)	\$ (8,890,603)	\$ (12,355,380)	\$ (12,389,904)	\$ (17,334,835)
Net (Expense) Revenue	\$ 6,309,423	\$ 7,006,391	\$ 8,086,676	\$ 9,326,861	\$ 9,761,265	\$ 8,708,336	\$ 10,572,406	\$ 10,102,733	\$ 11,652,487	\$ 10,835,379
Governmental Activities										
Business-type activities	\$ (4,871,757)	\$ (2,755,859)	\$ (3,122,524)	\$ (2,372,073)	\$ (3,390,662)	\$ (7,301,039)	\$ 1,691,803	\$ (2,252,647)	\$ (737,417)	\$ (6,499,457)
Total primary government net expense										
General Revenues and Other Changes in Net Position										
Governmental Activities:										
Taxes	\$ 5,284,721	\$ 5,482,880	\$ 5,591,688	\$ 5,764,448	\$ 5,722,147	\$ 7,259,097	\$ 7,437,427	\$ 7,874,875	\$ 7,958,859	\$ 8,336,430
Property taxes	500,820	544,653	584,051	638,480	682,884	771,140	2,573,291	2,749,482	2,857,335	2,896,389
Sales taxes	1,280,494	1,219,095	1,251,645	1,282,289	1,238,435	1,267,438	1,306,672	1,312,134	1,356,072	1,753,576
Franchise taxes	660,172	662,056	684,538	720,706	773,989	821,804	854,704	1,786,012	1,341,022	1,390,410
Road and bridge taxes	534,229	574,509	581,702	578,182	581,851	607,913	654,704	669,623	580,425	532,315
Alcoholic beverage taxes	920,257	951,454	1,039,711	1,079,643	1,079,643	1,180,613	-	-	-	-
State Revenue Sharing	134,149	63,281	114,647	330,119	453,622	556,186	30,664	(438,315)	1,288,200	2,240,448
Unrestricted investment earnings	28,708	60,140	21,873	32,833	26,921	(37,513)	42,208	903,163	34,491	16,600
Gain (loss) on sale of capital assets										
Transfers	3,199,481	3,354,112	3,327,083	3,684,792	4,710,392	4,738,894	4,842,423	5,594,972	6,539,720	21,023,754
Total governmental activities	12,543,031	12,912,180	13,152,539	14,051,540	15,269,864	17,167,572	17,747,292	20,364,617	21,956,124	24,189,924
Business-type Activities:										
Unrestricted investment earnings	47,469	147,036	216,526	483,871	779,973	836,178	95,826	(628,475)	1,700,934	3,035,280
Gain (loss) on sale of capital assets	-	30,375	(5,602)	(2,862)	2,750	-	-	-	-	601
Transfers	(3,199,481)	(3,354,112)	(3,327,083)	(3,684,792)	(4,710,391)	(4,738,894)	(4,842,423)	(5,594,972)	(6,539,720)	(4,023,754)
Total business-type activities	(3,152,012)	(3,176,701)	(3,116,159)	(3,203,783)	(3,927,668)	(3,902,716)	(4,746,597)	(6,223,447)	(4,838,786)	(987,873)
Total primary government activities	\$ 9,391,019	\$ 9,735,479	\$ 10,036,380	\$ 10,847,757	\$ 11,342,216	\$ 13,264,856	\$ 13,000,695	\$ 14,141,170	\$ 17,117,338	\$ 20,202,049
Changes in Net Assets										
Governmental activities	\$ 1,361,851	\$ 3,149,930	\$ 1,943,339	\$ 2,352,606	\$ 2,117,957	\$ 1,158,197	\$ 8,866,689	\$ 8,009,237	\$ 9,566,220	\$ 3,855,086
Business-type activities	3,157,411	3,829,690	4,970,517	6,123,078	5,833,597	4,805,620	5,825,809	3,879,286	6,813,701	9,847,506
Total Changes in Net Assets	\$ 4,519,262	\$ 6,979,620	\$ 6,913,856	\$ 8,475,684	\$ 7,951,554	\$ 5,963,817	\$ 14,692,498	\$ 11,888,523	\$ 16,379,921	\$ 13,702,592

Notes: Water and Sewer rates have risen over the last years due to raising capital to replace aging infrastructure and to meet DEQ requirements.

GASB 68 was implemented 2015.

State Sales Tax Revenue Sharing was reclassified to Sales Tax from State Revenue Sharing in FY2021.

The Stormwater utility became operational in FY2022.

Schedule 3
City of Moscow
Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
General Fund										
Restricted									\$ 62,136	\$ 157,973
Committed	\$ 3,720,197	\$ 3,744,137	\$ 3,886,546	\$ 4,060,783	\$ 4,290,902	\$ 4,319,648	\$ 4,739,782	\$ 5,136,200	\$ 5,322,346	\$ 5,102,531
Assigned	487,064	545,323	559,884	547,943	534,964	699,313	828,665	799,559	832,623	807,792
Unassigned	1,277,946	862,002	714,414	823,972	808,652	844,904	1,672,396	2,176,235	3,867,262	722,361
Total General Fund	<u>\$ 5,485,207</u>	<u>\$ 5,151,462</u>	<u>\$ 5,160,844</u>	<u>\$ 5,432,698</u>	<u>\$ 5,634,518</u>	<u>\$ 5,863,865</u>	<u>\$ 7,240,843</u>	<u>\$ 8,111,994</u>	<u>\$ 10,084,367</u>	<u>\$ 6,790,657</u>
All Other Governmental Funds										
Restricted	\$ 3,384,249	\$ 3,323,418	\$ 3,143,511	\$ 2,957,383	\$ 11,573,632	\$ 3,066,028	\$ 2,946,301	\$ 1,753,234	\$ 1,999,589	\$ 1,917,777
Committed	1,631,906	1,660,792	1,725,624	1,785,525	1,734,791	1,529,990	1,687,237	2,090,836	1,853,772	1,905,893
Assigned	4,245,775	5,157,474	5,767,128	6,027,391	4,344,973	12,002,095	6,366,242	8,983,687	8,410,341	15,483,610
Total all other governmental funds	<u>\$ 9,261,930</u>	<u>\$ 10,141,684</u>	<u>\$ 10,636,263</u>	<u>\$ 10,770,299</u>	<u>\$ 17,653,396</u>	<u>\$ 16,598,113</u>	<u>\$ 10,999,780</u>	<u>\$ 12,827,757</u>	<u>\$ 12,263,702</u>	<u>\$ 19,307,280</u>

14,747,137	15,293,146	15,797,107	16,202,997	23,287,914	22,461,978	18,240,623	20,939,751	22,348,069	26,097,937
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Schedule 4
City of Moscow
Changes in Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Revenues										
Taxes (see Schedule 5)	\$ 8,309,668	\$ 8,474,296	\$ 8,695,726	\$ 8,965,204	\$ 9,030,688	\$ 10,694,924	\$ 12,829,065	\$ 14,316,525	\$ 13,990,989	\$ 14,879,973
Licenses and permits	548,931	618,929	867,280	811,174	610,553	744,375	923,713	934,269	876,810	1,232,056
Intergovernmental	2,313,180	3,163,132	2,663,392	3,632,762	2,982,593	3,528,136	3,188,553	4,704,434	5,004,959	3,729,589
Charges for services	2,204,958	2,231,946	2,289,409	2,346,564	2,392,539	2,045,865	2,462,806	2,540,982	2,613,477	2,389,508
Fines and penalties	163,279	161,804	131,705	124,657	163,804	127,825	175,352	130,057	177,414	196,077
Special Assessments	15,424	12,874	36,303	9,139	3,121	5,549	5,964	-	-	-
Investment earnings	134,149	63,281	96,597	247,830	332,600	443,121	20,508	(253,225)	835,481	1,452,271
Contributions and donations	43,054	36,852	62,123	155,093	70,517	32,299	503,001	576,125	464,804	91,673
Refunds and reimbursements	150,580	387,464	167,131	119,726	218,423	188,172	186,988	377,261	829,197	241,631
Other revenues	132,422	81,560	84,637	112,379	69,978	67,214	110,591	112,910	166,082	158,707
Total revenues	14,015,645	15,232,138	15,094,303	16,524,528	15,874,816	17,877,480	20,406,541	23,439,338	24,959,213	24,371,485
Expenditures										
General government	4,148,625	4,252,336	4,268,791	4,496,326	4,437,178	3,605,469	3,174,489	5,235,741	5,356,509	7,907,116
Public Safety	6,362,551	6,635,677	6,980,553	6,878,441	7,568,343	7,860,743	6,778,980	7,097,804	7,730,030	8,135,195
Recreation and Culture	2,780,859	2,596,231	2,602,558	2,719,025	2,957,406	2,618,343	2,818,449	4,279,801	3,342,628	3,515,908
Transportation	1,522,566	1,433,275	1,553,472	1,702,201	1,644,189	1,700,111	1,822,575	1,624,075	2,121,809	2,048,566
Capital Outlay	813,568	2,016,366	1,370,507	3,118,153	5,542,415	4,604,942	11,036,141	5,906,683	7,963,513	2,067,712
Debt Service										
Principal	210,000	220,000	225,000	235,000	0	680,000	735,000	765,000	795,000	830,000
Interest	26,700	20,400	13,800	7,050	121,528	314,288	273,340	247,534	219,277	219,600
Total expenditures	15,864,869	17,174,285	17,014,681	19,156,196	22,271,059	21,383,896	26,638,974	25,156,638	27,528,766	24,724,087
Excess of revenues over (under) expenditures	(1,849,224)	(1,942,147)	(1,920,378)	(2,631,668)	(6,396,243)	(3,506,416)	(6,232,433)	(1,717,300)	(2,569,553)	(352,602)
Other Financing Sources (Uses)										
Transfers in	6,307,498	7,010,578	7,138,333	8,210,203	10,258,856	17,963,833	9,752,090	11,844,562	11,330,197	14,188,296
Transfers out	(3,734,097)	(4,522,422)	(4,707,834)	(5,172,645)	(6,539,225)	(15,315,045)	(7,741,012)	(8,327,821)	(7,352,326)	(10,085,826)
Bond proceeds	-	-	-	-	8,465,000	-	-	-	-	-
Bond Premiums	-	-	-	-	1,296,529	-	-	-	-	-
Gain (loss) on sale of assets	-	-	-	-	-	-	-	899,687	-	-
Total other financing sources (uses)	2,573,401	2,488,156	2,430,499	3,037,558	13,481,160	2,648,788	2,011,078	4,416,428	3,977,871	4,102,470
Net change in fund balances	\$ 724,177	\$ 546,009	\$ 510,121	\$ 405,890	\$ 7,084,917	\$ (857,628)	\$ (4,221,355)	\$ 2,699,128	\$ 1,408,318	\$ 3,749,868
Debt service as a percentage of noncapital expenditures	1.57%	1.59%	1.53%	1.51%	0.73%	5.93%	6.46%	5.26%	5.18%	4.63%

Schedule 5
City of Moscow
Tax Revenue by Source, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)
(in thousands)

Fiscal Year	Property	Sales	Franchise	Alcoholic Beverage	Road and Bridge	Total
2015	5,334	501	1,280	534	660	8,309
2016	5,474	545	1,219	574	662	8,474
2017	5,584	584	1,252	582	694	8,696
2018	5,766	638	1,262	578	721	8,965
2019	5,754	683	1,238	582	774	9,031
2020	7,227	771	1,267	608	822	10,695
2021	7,434	2,573	1,307	660	855	12,829
2022	7,887	2,749	1,312	582	1,786	14,316
2023	7,856	2,857	1,356	581	1,341	13,991
2024	8,307	2,896	1,753	532	1,390	14,878
Change 2015-2024	55.7%	478.0%	37.0%	-0.4%	110.6%	79.1%

Notes:

State Sales Tax Revenue Sharing was reclassified to Sales Tax from Intergovernmental Revenue in FY2021.
Road and Bridge tax increased beginning in 2022 due to one time funds received from Leading Idaho HB772.

Schedule 6
City of Moscow
Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years
(modified accrual basis of accounting)

Fiscal Year	Residential Property	Commercial Property	Tax-Exempt Property	Personal Property	Personal Property		Casualty Loss	Developer's		Total Taxable Assessed Value	Total Direct Tax Rate	Actual Taxable Value
					Exemption	Exemption		Exemption	Exemption			
2015	915,602,455	344,955,011	279,635,648	33,204,665	19,101,547			2,567,550		1,293,762,131	4.999	992,457,386
2016	983,934,274	417,831,967	303,965,014	43,050,888	19,102,594			2,428,050		1,444,817,129	4.934	1,119,321,471
2017	1,018,588,828	378,333,035	320,038,158	39,226,262	19,037,479		7,101	1,777,050		1,436,148,125	4.922	1,095,288,337
2018	1,139,902,624	455,419,611	335,165,043	33,872,715	9,834,895		80,446	1,890,135		1,629,194,950	4.487	1,282,224,431
2019	1,241,976,028	497,593,460	345,143,967	33,981,608	9,631,027		36,935	5,043,908		1,773,551,096	5.205	1,413,695,259
2020	1,301,618,958	528,485,963	350,847,533	34,024,705	9,534,216			5,739,645		1,864,129,626	3.926	1,498,008,232
2021	1,424,932,782	545,157,695	438,852,005	34,678,588	9,117,238			3,855,255		2,004,769,065	5.002	1,552,944,567
2022	1,847,685,170	574,286,405	460,607,375	33,048,489	13,004,598			3,069,825		2,471,119,901	4.049	1,994,438,103
2023	2,138,435,679	644,986,508	470,977,139	64,781,487	10,262,138		478,322	3,587,700		2,860,900,778	3.576	2,375,595,479
2024	2,250,904,344	702,537,933	478,556,056	91,984,062	10,277,695		90,312	6,472,050		3,060,762,629	3.477	2,565,366,516

Note: Latah County assesses property values at 100% of market.

Schedule 7
City of Moscow
Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years

City Direct Rates				Overlapping Rates		
Fiscal Year	Basic Rate	General	Total Direct Rate	Latah County	Moscow	Other Levy
		Obligation Debt Service			School District No. 281 Levy	
2015	4.723	0.276	4.999	4.349	7.502	2.954
2016	4.731	0.204	4.935	4.315	7.195	2.897
2017	4.773	0.150	4.923	4.368	7.007	2.918
2018	4.488	0.000	4.488	4.214	6.432	2.795
2019	4.502	0.704	5.206	4.062	7.055	2.687
2020	3.228	0.698	3.926	3.808	6.819	2.604
2021	4.329	0.674	5.003	3.898	6.215	2.582
2022	3.527	0.523	4.050	3.087	4.804	1.962
2023	3.134	0.442	3.576	2.752	3.862	1.796
2024	3.070	0.408	3.478	2.739	3.633	1.779

Latah County Assessor

Taxing Entities

Moscow School District No. 281
North Latah Highway District
Latah County
Latah County Library
Moscow Cemetery District
Moscow Rural Fire District

Note: The City's basic property tax rate may be increased only by a majority vote of the City's residents. Rates for debt service are set based on each year's requirements.

Schedule 8
City of Moscow
Principal Property Taxpayers,
Current and Ten Years Ago

Taxpayer	2024			2015		
	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Schweitzer Engineering	49,733,987	1	1.74%			
Hill Rental Properties, LLC	22,675,380	2	0.79%	14,937,000	2	1.09%
HRA Moscow LLC	16,903,660	3	0.59%			0.00%
P.E.M. Management LLC	15,624,600	4	0.55%	15,564,230	1	1.13%
The Grove Apartments	13,977,700	5	0.49%	13,851,100	3	1.01%
ACV Longview, LLC	10,797,060	6	0.38%			0.00%
Gritman Medical Park LLC	10,545,414	7	0.37%	7,473,000	6	0.54%
Wal-Mart Real Estate Bus Trust	10,480,000	8	0.37%	10,940,000	4	0.79%
Blum Enterprises 2 LLC	8,393,160	9	0.29%	8,127,048	5	0.59%
Idaho Apartment Rentals LLC	8,282,057	10	0.29%			
Avista Corp				6,695,981	7	0.49%
Good Samaritan Society						
Hagadone Hospitality				4,759,700	8	0.35%
Eastside Marketplace				4,508,250	9	0.33%
Clyde & Bond Enterprises, LLC				4,194,555	10	0.30%
Total	<u>\$ 167,413,018</u>		<u>5.85%</u>	<u>\$ 91,050,864</u>		<u>6.61%</u>

Source: Latah County Treasurer

Schedule 9
City of Moscow
Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year Ended Sept 30	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2015	5,195,775	5,016,815	96.56%	58,726	5,075,542	97.69%
2016	5,381,765	5,200,887	96.64%	57,225	5,258,112	97.70%
2017	5,481,546	5,420,864	98.89%	56,637	5,477,501	99.93%
2018	5,645,216	5,405,854	95.76%	31,676	5,437,531	96.32%
2019	5,666,358	5,371,331	94.79%	74,590	5,445,920	96.11%
2020	7,164,617	7,109,085	99.22%	45,727	7,154,812	99.86%
2021	5,730,141	5,691,032	99.32%	22,076	5,713,108	99.70%
2022	7,859,905	7,647,937	97.30%	86,074	7,734,011	98.40%
2023	8,214,483	7,799,289	94.95%	0	7,799,289	94.95%
2024	8,614,902	8,118,874	94.24%	0	8,118,874	94.24%

Source: Latah County

Schedule 10
City of Moscow
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

	Governmental Activities		Business-type Activities		Total City Government		
	General Obligation Bonds	Leases	Sewer Revenue Bonds	Interim Financing	Percentage of Personal Income	Per Capita	
2015	724,132	0	9,628,495	198,332	10,550,959	1.27%	429
2016	493,099	0	8,777,101	1,476,865	10,747,065	1.24%	429
2017	257,066	0	7,900,707	2,565,046	10,722,819	1.12%	423
2018	0	0	6,953,956	3,815,924	10,769,880	1.08%	428
2019	9,761,529	0	5,999,165	3,927,881	19,688,575	1.83%	764
2020	9,068,548	0	4,979,582	4,300,000	18,348,130	1.71%	714
2021	8,290,844	0	3,999,582	4,127,576	16,418,002	1.43%	628
2022	7,459,595	23,078	2,949,791	3,951,250	14,383,714	1.10%	556
2023	6,573,178	21,509	1,875,000	3,770,935	12,240,622	0.89%	466
2024	5,625,019	19,799	1,520,000	7,886,767	15,051,585	1.04%	570

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.
See Schedule 16 for personal income and population data.
Sewer Revenue Bond column includes unamortized premium on bonds.
Series 2011 Refunding Bonds for the construction of the Swimming Pool at Hamilton Aquatic Center were paid off in FY2018.
Sewer Revenue Bond Series 2017 were issued as an advance refunding issue for the Sewer Revenue Bond Series 2008 to be called in May 2018.
General Obligation Bond Series 2019 for construction of new Police Station were issued in FY2019.
GASB 87 on Lease Accounting was implemented in FY2022.

Schedule 11
City of Moscow
Ratios of Net General Bonded Debt Outstanding
Last Ten Fiscal Years

Fiscal Year	General Bonded Debt Outstanding		Total	Percentage of Actual Taxable Value of	
	General Obligation Bonds	Bond Premium		Property ^a	Per Capita ^b
2015	680,000	44,132	724,132	0.07%	29.42
2016	460,000	33,099	493,099	0.04%	19.68
2017	235,000	22,066	257,066	0.02%	10.15
2018	-	-	-	0.00%	-
2019	8,465,000	1,296,529	9,761,529	0.69%	379.80
2020	7,785,000	1,283,548	9,068,548	0.61%	352.83
2021	7,050,000	1,240,844	8,290,844	0.53%	317.32
2022	6,285,000	1,174,595	7,459,595	0.37%	288.57
2023	5,490,000	1,083,178	6,573,178	0.28%	250.42
2024	4,660,000	965,019	5,625,019	0.22%	213.17

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

^a See Schedule 6 for property value data.

^b Population data can be found on Schedule 16.

Schedule 12
City of Moscow

Direct and Overlapping Government Activities Debt

	Direct Debt	Debt Outstanding	Percentage Applicable to Government	Amount Applicable to Government
Jurisdiction:				
Reserved				
Direct:				
City of Moscow	\$ 5,644,818	\$ 5,644,818	80%	\$ 4,515,855
Overlapping:				
Moscow School District No. 281	\$ 5,631,385	\$ 5,631,385	100%	\$ 5,631,385
Latah County Cemetery District				\$ -
Library				\$ -
Road District				\$ -
Total	<u>\$ 11,276,203</u>	<u>\$ 11,276,203</u>		<u>\$ 10,147,240</u>
Source:				
City of Moscow				
Moscow School District				
Latah County Cemetery District				
Library				
Road District				

Note: The Moscow School District #281 levied debt in FY2013. Percent applicable calculated by MSD

Schedule 13a
City of Moscow
Legal Debt Margin Information
Last Ten Fiscal Years

Legal Debt Margin Calculation for Fiscal Year 2023

Assessed Market Valuation:
Assessed Value \$ 2,565,366,516

Debt applicable to limit
Debt limitation: 2% \$ 51,307,330
Less:
General obligation bonds 4,660,000

Legal debt margin \$ 46,647,330

Fiscal Year

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Debt Limit	\$ 19,169,148	\$ 22,386,429	\$ 21,905,767	\$ 25,644,489	\$ 28,273,905	\$ 29,960,165	\$ 31,058,891	\$ 39,888,762	\$ 47,511,910	\$ 51,307,330
Total net debt applicable to limit	724,132	493,099	257,066	-	8,465,000	7,785,000	7,050,000	6,285,000	5,490,000	4,660,000
Legal debt margin	\$ 18,445,016	\$ 21,893,330	\$ 21,648,701	\$ 25,644,489	\$ 19,808,905	\$ 22,175,165	\$ 24,008,891	\$ 33,603,762	\$ 42,021,910	\$ 46,647,330

121 Total net debt applicable to the limit
as a percentage of debt limit 3.78% 2.20% 1.17% 0.00% 29.94% 25.98% 22.70% 15.76% 11.55% 9.08%

Source: City of Moscow
Latah County Assessors Office

Schedule 13b
City of Moscow
Historical Operating Results and Debt Service Coverage - Sewer Bonds
Last Five Fiscal Years

	2020	2021	2022	2023	2024
OPERATING REVENUES					
Charges for services	\$ 8,291,920	\$ 8,322,862	\$ 8,550,656	\$ 8,836,649	\$ 9,048,992
Other services	4,474	16,677	11,326	24,316	5,125
Total operating revenues	8,296,394	8,339,539	8,561,982	8,860,965	9,054,117
OPERATING EXPENSES					
Sewer - collection and treatment	2,893,760	3,147,101	3,069,935	3,428,399	3,426,316
Depreciation	1,522,314	1,228,288	956,447	1,006,279	1,058,004
Total operating expenses	4,416,074	4,375,389	4,026,382	4,434,678	4,484,320
OPERATING INCOME (LOSS)	3,880,320	3,964,150	4,535,600	4,426,287	4,569,797
NONOPERATING REVENUES (EXPENSES)					
Investment earnings	400,045	40,546	(274,021)	886,264	1,643,223
Interest expense	(152,760)	(118,945)	(83,862)	(53,142)	(42,783)
PERSI retirement actuarial charges	(94,755)	113,773	(109,604)	(122,322)	(93,763)
Gain (loss) on disposition of assets	-	-	-	-	601
Amortization of bond premium	39,791	39,791	39,791	39,791	
Total nonoperating revenues (expenses)	192,321	75,165	(427,696)	750,591	1,507,278
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	4,072,641	4,039,315	4,107,904	5,176,878	6,077,075
CONTRIBUTIONS AND TRANSFERS					
General facility charges	162,190	231,905	143,643	196,761	320,241
Capital contributions	408,829	468,780	3,641	853,845	31,043
Net transfers in/(out)	(2,045,563)	(1,723,560)	(1,419,565)	(2,775,046)	(1,690,591)
Total contributions and transfers	(1,474,544)	(1,022,875)	(1,272,281)	(1,724,440)	(1,339,307)
CHANGE IN NET POSITION	\$ 2,598,097	\$ 3,016,440	\$ 2,835,623	\$ 3,452,438	\$ 4,737,768
NET REVENUE AVAILABLE FOR DEBT SERVICE					
Change in Net Position	\$ 2,598,097	\$ 3,016,440	\$ 2,835,623	\$ 3,452,438	\$ 4,737,768
Plus Depreciation	1,522,314	1,228,288	956,447	1,006,279	1,058,004
Plus Interest Expense	152,760	118,945	83,862	53,142	42,783
Plus Sewer Capital Transfers	\$ 3,214,244	\$ 3,105,259	\$ 2,676,728	\$ 2,397,795	\$ 4,358,173
Plus Sewer Fleet Management Transfers	\$ 280,000	\$ -	\$ 75,000	\$ 50,000	\$ 132,601
Less Capital Contributions	(408,829)	(468,780)	(3,641)	(853,845)	(31,043)
Net revenue available for debt service	\$ 7,358,586	\$ 7,000,152	\$ 6,624,019	\$ 6,105,809	\$ 10,298,286
Parity Debt Service					
2008 Bonds	-	-	-	-	-
2011 Bonds	706,850	706,550	705,250	-	-
2017 Bonds	399,732	406,796	403,488	400,056	401,500
Total Annual Debt Service	\$ 1,106,582	\$ 1,113,346	\$ 1,108,738	\$ 400,056	\$ 401,500
Debt Service Coverage	6.65X	6.29X	5.97X	15.26X	25.65X
Net Position at End of Year	\$ 34,469,047	\$ 37,485,487	\$ 40,321,110	\$ 43,773,548	\$ 48,511,316
Debt Service Reserve Account	\$ 1,113,346	\$ 1,108,738	\$ 1,100,981	\$ 401,500	\$ 402,696
Revenue Stabilization Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Fleet Management Reserve	\$ 280,000	\$ -	\$ 75,000	\$ 50,000	\$ 132,601
Sewer Capital Reserve	\$ 3,214,244	\$ 3,105,259	\$ 2,676,728	\$ 2,397,795	\$ 4,358,173

Notes:

Capital contributions are dependent on new subdivisions/properties being added to the system.

Schedule 14a
City of Moscow
Special Assessment Billings and Collections
Last Ten Fiscal Years

Fiscal Year	Debt Service				
	Special Assessment Collected	Principal	Interest	Total	Coverage
2015	15,424	0	0	0	0.00
2016	12,874	0	0	0	0.00
2017	30,205	0	0	0	0.00
2018	1,693	0	0	0	0.00
2019	3,120	0	0	0	0.00
2020	5,742	0	0	0	0.00
2021	5,803	0	0	0	0.00
2022	0	0	0	0	0.00
2023	0	0	0	0	0.00
2024	0	0	0	0	0.00

Source: City of Moscow

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.
 As of fiscal year 2021, all existing Special Assessments have been paid in full.

Schedule 14b
City of Moscow
Pledged Revenue Coverage
Last Ten Fiscal Years

Sewer Revenue Bonds								
			Debt Service					
Fiscal Year	Gross Revenues	Operating Expenses	Net Revenue Available for Debt Service		Principal	Interest	Total	Coverage
2015	6,516,695	3,517,371	2,999,324		790,000	368,005	1,158,005	2.59
2016	7,083,694	3,514,820	3,568,874		810,000	342,560	1,152,560	3.10
2017	7,859,737	3,812,808	4,046,929		835,000	316,050	1,151,050	3.52
2018	8,044,574	3,710,967	4,333,607		890,000	245,365	1,135,365	3.82
2019	8,528,934	3,930,919	4,598,015		915,000	195,794	1,110,794	4.14
2020	8,858,629	2,893,760	5,964,869		940,000	166,582	1,106,582	5.39
2021	8,611,990	3,147,101	5,464,889		980,000	133,346	1,113,346	4.91
2022	8,431,604	3,069,935	5,361,669		1,010,000	98,738	1,108,738	4.84
2023	9,943,990	3,428,399	6,515,591		1,035,000	65,981	1,100,981	5.92
2024	11,017,581	3,426,316	7,591,265		355,000	46,500	401,500	18.91

*Total revenues include interest.

*Total operating expenses exclude depreciation.

Source: City of Moscow

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Operating expenses include operating transfers out but exclude transfers out to the Internal Service Funds for capital outlay.

Schedule 15
City of Moscow
Principal Employers
Current Year and Ten Years Ago

	2024			2015		
Employer	Number of Employees	Rank	Percentage of Total County Employment	Number of Employees	Rank	Percentage of Total City Employment
University of Idaho	4,400	1	26.3%	4,527	1	34.0%
Gritman Medical Center	700	2	4.2%	437	3	3.3%
Moscow School District	450	3	2.7%	364	2	2.7%
Wal-Mart	250	4	1.5%	250	5	1.9%
City of Moscow *	200	5	1.2%	250	4	1.9%
EMSI Inc. (Lightcast)	150	6	0.9%			0.0%
Latah County	150	7	0.9%	154	6	1.2%
Northwest River Supplies	150	8	0.9%			0.0%
Best Western University Inn	100	9	0.6%	175	8	1.3%
Family Resource Home Care	100	10	0.6%			0.0%
Moscow Building Supply			0.0%			0.0%
Moscow Food Coop				140	7	1.1%
Good Samaritan Village				120	9	0.9%
Winco				115	10	0.9%
Total: Top 10 City Employers	6,650		39.7%	6,532		49.1%
Total: County Employment	16,735			13,300		

Source: Regional Economist Communications & Research

* Includes both full and part-time employees

Schedule 16
City of Moscow
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	City Population	Personal Income (thousands of dollars)	Per Capita Income	Student Enrollment	Unemployment Rates
2015	24,615	833,340,825	33,855	2,311	4.0%
2016	25,060	865,371,920	34,532	2,337	2.9%
2017	25,322	959,146,716	37,878	2,419	2.1%
2018	25,146	995,152,950	39,575	2,371	2.6%
2019	25,766	1,065,192,206	41,341	2,304	2.9%
2020	25,702	1,075,191,766	41,833	2,172	4.2%
2021	26,128	1,148,168,832	43,944	2,196	2.6%
2022	25,850	1,310,672,550	50,703	2,207	2.9%
2023	26,249	1,381,406,123	52,627	2,177	3.1%
2024	26,387	1,445,849,278	54,794	2,159	3.5%

Source: City of Moscow
U.S. Census Bureau
Moscow School District
State of Idaho Department of Labor

Schedule 17
City of Moscow
Full-Time Equivalent City Government Employees by Function/Program
Last Ten Fiscal Years

Function/Program	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
General Government										
Administration	7	6	6	5.5	5	6.3	3.8	4.9	3.1	4.0
Finance	7	7	7	7	7	6.5	6.5	6.5	6.5	5.2
Legal	3	3	3	3	3	4	4	5	4.25	4
Human Resources	1	1	1	1.5	1.4	1.5	1.3	1.45	2.45	2.3
Community Planning & Design	17.5	17.5	17.5	17.5	17.5	17.5	20	20	20	19.7
Buildings and Grounds	2	2	2	2	2.6	2.6	2.6	2.6	2.6	2.6
Police										
Police Officers	34	35	35	35	37	37	36	36	36	37
Police Unsworn	8	8	8	8	8	8	8	8	8	5
Fire										
Officers	4.5	4.5	5	6	6	6	6	6	6	6
Admin support	1	1	1	1	1	1	1	1	1	1
Streets	9	9	8.55	8.55	9.55	9.55	9.55	9.55	9	8.95
Internal Service Funds										
Fleet	4	4	3.85	3.85	3.85	3.9	3.9	3.6	3.6	3.6
Information Systems	4	4	4.85	4.85	4.85	5.05	5.25	5.1	6.1	5.1
Culture and Recreation										
Recreation	5	5	5	5	2	4.4	4.9	3.85	3.85	3.7
Parks	5	5.3	5.25	5.25	9.2	7.25	7.25	9.25	9.25	8.25
MSDCP	1	0.8	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Art	1.8	2	3	1.6	1.6	1.5	1.5	1.8	2.0	1.0
Community Events	0	0	0	1.4	1.4	1.7	1.7	2.2	2.0	2.0
Water	15.1	15.5	15.25	15.25	15.25	16.75	17.1	16.8	15.88	15.73
Wastewater	10.9	11.3	12	12.05	12.05	14.55	12.1	11.8	11.89	11.55
Sewer	4	4	5	5	5	3	5	5	5	5
Stormwater	0	0	0	0	0	0	0	4.75	5.18	5.13
Sanitation	1	1	1	1.5	1.5	1.5	1.6	1.75	1.75	1.75
Total	145.8	146.9	150.0	151.6	155.6	160.3	159.8	167.7	166.15	159.31

Source: City of Moscow

Notes:

Full-time employees are scheduled to work 2,080 hours per year (including vacation and sick leave).

Employees with less than full-time equivalent employment are calculated by dividing total labor hours by 2,080.

Moscow School Community Playfields fund was added in FY2015 with one FTE.

Utility Locate Technician and Forensic Computer Detective added in 2016.

Economic Development Specialist position eliminated in 2016.

Videographer and Wastewater Conveyance Operator added in 2017.

Legal Department Specialist went from part-time to full-time; Environmental Education and Sustainability Programs Specialist went from part-time to full time; IS Computer Systems Specialist position added in FY2020.

FY2021 reorganization of City management structure resulted in positions moving and/or consolidating functions/programs.

Stormwater utility was added in FY2022 and 2 FTE's were added to Parks.

Schedule 18
City of Moscow
Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Government										
Full-Time employees	145	147	150	151	156	160	160	168	166	159
Building permits issued	833	715	817	895	810	904	849	927	838	1,049
Cellular telephone co-location fees	11	11	11	7	7	7	7	8	8	8
Fire										
Number of Firefighters & Officers	6	6	6	6	6	6	6	6	6	6
Number of Paramedics	6	6	6	11	13	13	11	6	6	5
Number Volunteer Firefighters	73	73	65	62	68	65	59	45	42	49
Number Volunteer EMS	40	40	40	56	53	65	64	50	48	55
Number of Calls Answered (Fire and Ambulance)	2,431	2,342	2,400	2,400	2,350	2,049	2,822	2,778	2,723	2,820
Police										
Number of Police personnel (sworn)	34	35	35	35	37	37	36	36	36	37
Number of Police personnel (not sworn)	8	8	6	8	8	8	8	8	8	5
Physical arrests	255	228	237	252	248	188	231	210	237	250
Traffic violations	772	985	991	972	1,175	1,117	1,791	1,501	2,360	1,651
Parking violations	4,454	4,132	3,624	4,183	4,377	4,146	5,376	3,046	6,022	5,633
Streets										
Overlay in linear feet	973	5,462	4,656	2,758	0	0	600	0	0	0
Overlay in linear feet (seal)	0	4091	43,234	77,150	48,950	0	0	0	0	0
Pavement maintenance program sq yards	0	0	0	291,512	184,959	0	116,667	33,000	39,559	0
Water										
Number of consumers	5,985	6,020	6,073	6,154	6,224	6,288	6,292	6,354	6,397	6,479
Number of new connections	65	68	42	62	51	48	63	60	42	80
Average daily consumption (million gallons)	2.38	2.36	2.00	1.91	1.91	1.87	1.99	1.73	1.83	1.79
Sewer										
Average daily sewage treatment (million gallons)	1.80	1.90	2.09	1.93	1.88	1.79	1.72	2.02	1.81	1.75

Source: Various City departments

Note: Building permits are reported for calendar year and include miscellaneous residential roofing, siding, and fencing.

Schedule 19
City of Moscow
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Government										
Service vehicles	13	13	12	12	13	13	13	12	13	14
Fiber Optic System	18 miles	18 miles	18 miles	18 miles	18 miles	18.25 miles	25 miles	25 miles	25 miles	25 miles
Fire										
Number of stations	3	3	3	3	3	3	3	3	3	3
Fire engines and vehicles	13	13	13	13	14	15	15	15	16	16
Police										
Number of stations	2	2	2	2	2	2	2	2	2	2
Police vehicles	23	24	22	22	23	23	22	21	23	24
Streets										
Area in square miles	6.92	6.98	7	7	6.93	7.19	7.58	7.58	7.6	7.7
Miles of streets	76.75	77.62	78.27	78.71	79.34	79.53	81.31	81.31	78.41	78.41
Service vehicles	29	29	25	27	27	28	28	29	29	29
Parks and Recreation										
Number of developed parks	22	22	21	21	22	22	22	22	22	22
Developed park acreage	262.38 acres	262.38 acres	224.56 acres	229.22 acres	235.95 acres	238.17 acres	238.17 acres	238.17 acres	238.17 acres	238.17 acres
Undeveloped parks	10	11	8	7	3	3	3	3	3	3
Undeveloped park acreage	66.9 acres	67.17 acres	59.87 acres	60.74 acres	10.57 acres	10.57 acres	10.57 acres	10.57 acres	10.57 acres	10.57 acres
"Open Space" properties	8	8	7	7	8	8	8	8	8	8
"Open Space" acreage	6.3 acres	6.3 acres	6.71 acres	8.09 acres	66.25 acres	66.25 acres	66.25 acres	66.25 acres	66.25 acres	66.25 acres
Paradise Path System miles	2.61 miles	2.61 miles	3.22 miles	3.22 miles	4.97 miles	4.97 miles	4.97 miles	4.97 miles	4.97 miles	4.97 miles
Eggan Youth Center	1	1	1	1	1	1	1	1	1	1
1912 Center	1	1	1	1	1	1	1	1	1	1
Hamilton Indoor Recreation Center	1	1	1	1	1	1	1	1	1	1
Hamilton-Lowe Aquatics Center (swimming pools)	2	2	1	1	1	1	1	1	1	1
Service vehicles	32	32	33	33	38	38	38	40	40	40
Water										
Miles of water mains	94.41	94.95	95.99	96.65	97.36	97.67	97.98	98.9	96.1	95.2
Service vehicles	19	19	17	19	19	20	20	20	20	21
Wastewater										
Miles of sanitary sewers	84.62	84.78	84.9	85.52	88.8	89.19	86.35	87.11	87.28	87.3
Miles of storm sewers	60.5	60.46	63.82	64.73	65.86	66.4	70.2	70.2	70.47	70.7
Service vehicles	12	12	12	13	12	12	12	12	12	12
Stormwater										
Service vehicles	NA	NA	NA	NA	NA	NA	0	1	3	3

Source: Various City departments



COMPLIANCE REPORTING



INDEPENDENT AUDITOR'S REPORT - GOVERNMENT AUDITING STANDARDS

Members of the City Council
City of Moscow, Idaho
Moscow, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Moscow, Idaho, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Moscow, Idaho's basic financial statements and have issued our report thereon dated February 19, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Moscow, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Moscow, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Moscow, Idaho's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Moscow, Idaho's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of the financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Presnell Gage, PLLC". The signature is written in a cursive, flowing style.

February 19, 2025
Moscow, Idaho



INDEPENDENT AUDITOR'S REPORT – *UNIFORM GUIDANCE*

Members of City Council
City of Moscow, Idaho
Moscow, Idaho

Report on Compliance for Each Major Federal Program

Opinion of Each Major Federal Program

We have audited the City of Moscow, Idaho's compliance with the types of compliance requirements described in the OMB's *Compliance Supplement* that could have a direct and material effect on each of the City of Moscow, Idaho's major federal programs for the year ended September 30, 2024. The City of Moscow, Idaho's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City of Moscow, Idaho, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2024.

Basis for Opinion of Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Our responsibilities under those standards and the *Uniform Guidance* are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City of Moscow, Idaho, and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City of Moscow, Idaho's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City of Moscow, Idaho's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City of Moscow, Idaho's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the *Uniform Guidance* will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City of Moscow, Idaho's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the *Uniform Guidance*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City of Moscow, Idaho's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City of Moscow, Idaho's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the *Uniform Guidance*, but not for the purpose of expressing an opinion on the effectiveness of the City of Moscow, Idaho's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the *Uniform Guidance*. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "Presnell Gage, PLLC". The signature is written in a cursive, flowing style.

February 19, 2025
Moscow, Idaho

CITY OF MOSCOW, IDAHO

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended September 30, 2024

Section I – Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

* Material weakness(es) identified _____ yes X no

* Significant deficiency(ies) identified
that are not considered to be
material weaknesses? _____ yes X none reported

Noncompliance material to financial
statements noted? _____ yes X no

Federal Awards

Internal control over major programs:

* Material weakness(es) identified _____ yes X no

* Significant deficiency(ies) identified
that are not considered to be
material weaknesses? _____ yes X none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to
be reported in accordance with
Uniform Guidance _____ yes X no

Identification of major programs:

<u>CFDA Numbers</u>	<u>Name of federal program or cluster</u>
21.027	Coronavirus State and Local Fiscal Recovery Funds
20.205	Highway Planning and Construction

Dollar threshold used to distinguish
between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee? X yes _____ no

CITY OF MOSCOW, IDAHO

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended September 30, 2024

Section II – Financial Statement Findings

No matters were reported.

Section III – Federal Award Findings and Questioned Costs

No matters were reported.

CITY OF MOSCOW, IDAHO

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - MODIFIED ACCRUAL BASIS
Year Ended September 30, 2024

	Federal CFDA Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Total Federal Expenditures
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT				
Passed through the State of				
Idaho - Idaho Department of Commerce				
Community Development Block Grant	14.228	ICDBG-20-II-14-PK, ICDBG-22-11-07-PF	None	\$ 353,720
Total for Department of Housing and Urban Development				<u>353,720</u>
DEPARTMENT OF TRANSPORTATION				
Passed through the State of				
Idaho - Transportation Department				
Airport Improvement Grant	20.106	L238PUW/SP-PUW-01	None	<u>517,500</u>
Passed through the State of				
Idaho - Transportation Department				
Highway Planning and Construction	20.205	KN 22943, 23902 & 23903	None	<u>109,267 *</u>
Total Highway Planning and Construction Cluster				<u>109,267</u>
Passed through the State of				
Idaho - Transportation Department				
Highway Safety Grant	20.600	SPT2203 & CDBG 20-11-14-PK	None	96,103
State Traffic Safety Information Systems Grant	20.610	KN 22402	None	41,920
Mobilizations/Special Emphasis	20.616		None	3,935
Total Highway Safety Cluster				<u>141,958</u>
Total for Department of Transportation				<u>768,725</u>
DEPARTMENT OF JUSTICE				
Passed through the State of				
Idaho - Attorney General				
Bulletproof Vest Partnership	16.607	248905, 248706	None	<u>7,359</u>
Total for Department of Justice				<u>7,359</u>
DEPARTMENT OF TREASURY				
Passed through the State of				
Idaho - Office of the Governor				
Coronavirus State and Local Fiscal Recovery Funds	21.027	ID1113 2022-01	None	<u>863,442 *</u>
Total for Department of Treasury				<u>863,442</u>
NATIONAL ENDOWMENT FOR THE ARTS				
Passed through the State of				
Idaho - Commission on the Arts				
Promotion of the Arts Partnership Agreements	45.024	05016	None	<u>6,379</u>
Total for National Endowment for the Arts				<u>6,379</u>
DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Passed through the State of				
Idaho - Office of Drug Policy				
Substance Abuse and Mental Health Services Projects				
of Regional and National Significance	93.243	2021000176	None	<u>269</u>
Total for Department of Health and Human Services				<u>269</u>
DEPARTMENT OF HOMELAND SECURITY				
Passed through the State of				
Idaho - Military Division - Idaho Office of Emergency Management				
Hazardous Mitigation	97.039	D4313H - HMGP	None	<u>3,000</u>
Total for Hazardous Mitigation				<u>3,000</u>
Total for Department of Homeland Security				<u>3,000</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS				<u>\$ 2,002,894</u>

CITY OF MOSCOW, IDAHO

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - MODIFIED ACCRUAL BASIS Year Ended September 30, 2024

Note 1. Basis of Presentation

BASIS OF PRESENTATION - SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

The schedule of expenditures of federal awards includes the federal grant awards of the City of Moscow, Idaho, and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in, the presentation of the basic financial statements.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the *Uniform Guidance*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

DE MINIMIS INDIRECT COST RATE

The City of Moscow, Idaho, has elected not to use the 10-percent *de minimis indirect cost* rate allowed under the *Uniform Guidance*.

* Major program