AGENDA ITEM SUMMARY


SUBJECT: Change Orders, special pay requests, and associate agreements for Hailey Rodeo Grounds Project.

AUTHORITY: ☐ ID Code ☐ IAR ___________ ☐ City Ordinance/Code ________ (IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

With a series of special city council meetings available to the rodeo grounds engineering and construction team, we have asked that change orders and associate agreements be handled in advance with full council approval, with only very minor elements of a highly time-sensitive nature be directed by city staff.

We attended the construction meeting on Thursday, March 31, 2011, during which the electrical conduit installation was discussed. Three actions need to occur:

1. an Idaho Power Work Order for installation of conduit from the east end transformer, under the arena to the Hailey Ice Transformer needs to be accepted and paid for by the city ($8,136). The check is drafted and shows on the Open Invoice Report under Consent Agenda, and the associate documents are attached here. This groundwork must occur prior to installation of stadium bleachers. We will bill Hailey Ice later for this work.
2. an Idaho Power Work Order for installation of conduit from the Hailey Ice Transformer to the Interpretive Center meter needs to occur. This will cost approximately $10,000, and is forthcoming, as we do not have the paperwork from Idaho Power by council packet production deadline.
3. Electric lines, cable, and phone lines will all be placed within the conduit within the next 30 days.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Approximately $18,000 total, $8136 of which will be billed and potentially recaptured from Hailey Ice, Inc.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney ___ Clerk / Finance Director ___ Engineer ___ Mayor
___ P & Z Commission ___ Parks & Lands Board ___ Public Works ___ Other

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

FOLLOW-UP/COMMENTS:
In Account With
City of Hailey
Attn: Tom Hellen
115 S. Main St.
Hailey, ID 83333

Work Order # 27340751 Date March 24, 2011

In accordance with your request:
Extend underground 4" primary conduit to future transformer location for ice rink.

Line Location: 791 S. Main St., Hailey, Idaho

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Line Installation Costs (Line 1)</td>
<td>$6,078.00</td>
</tr>
<tr>
<td>Line installation Credits (Betterment, Salvage, Customer Trench)(Lines 2-4)</td>
<td></td>
</tr>
<tr>
<td>Terminal Facilities (Line 6)</td>
<td></td>
</tr>
<tr>
<td>Customer Allowance (Line 7)</td>
<td></td>
</tr>
<tr>
<td>Unusual Conditions (Line 9)</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Other Charges (Eng Fees, Right of Way, Misc Charges) (Lines 14-23)</td>
<td>$558.00</td>
</tr>
</tbody>
</table>

Amount to be paid and received prior to job being scheduled. $8,136.00

☐ Please remit payment.
☒ Please return signed and dated Service Request and Customer Cost document (attached).
☒ Please return signed and dated Work Order Map.
☒ Other

Comments:

Work order will not be released for scheduling for construction until payment and/or requested documents are signed and returned.

PLEASE RETURN SIGNED DOCUMENTS TO:

IDAHO POWER COMPANY
Attn: Cyndi Bradshaw
PO Box 3909
Hailey, ID 83333

If you have any questions, please telephone:
Cyndi @ (208) 788-8002
Service Request Number: 003065511

CITY OF HAILEY-INSTALL PRIMARY CONDUIT ON SITE TO NEXT XFMR LOC.

Work Order Number: 27340751
Request Type: CS
Rate Sch.: 
Reply By: 

Feeder: HALY13B
Service Location: 791 S MAIN ST HAILEY, ID 83333
Required in Service Date: 3/2/2011
Planning Center/Team: HAILEY

Contact Detail:

252R CITY OF HAILEY
115 S Main St., HAILEY ID 83333
788-4221

CUST CITY OF HAILEY-JIM ZARUBICA
,,
788-9830

IPCO CYNDI BRADSHAW
,,
309-2614

Attribute Information
RES/COM
Service Voltage
Number of Phases
KW Motor Load:
Largest Motor
1 Phase KW Demand
3 Phase KW Demand
Connected KW Load
Commercial Deposit Amount

No. Of Meters
Meter Location
Ct Loc
Primary OH/UG
Service OH/UG
Srv Owner
Panel Amp Size

Notes
EXTEND 4" PRIMARY CONDUIT FROM END OF LAST PROJECT TO THREE PHASE TRANSFORMER LOCATION AT ICE RINK. CONDUIT INSTALLATION ONLY - PLUG AND MARK.

I understand that the information provided above is accurate to the best of my knowledge. Changes to load; voltage; location; etc. may result in additional engineering charges.

Client Signature

Date

Idaho Power Representative Signature

Date
**CUSTOMER COST QUOTE**

**IDAHO**

<table>
<thead>
<tr>
<th>Customer or Project Name: CITY OF HAILEY-INSTALL PRIMARY CONDUIT ON SITE TO</th>
<th>Design Number: 0000086458</th>
<th>Work Order #: 27340761</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Line Installation Cost</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Line Installation/Upgrade Costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Company Betterment / Other Credits</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>3. Salvage Taxable - Credit</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>4. Customer Provided Trench</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>5. <strong>Net Line Installation Cost</strong></td>
<td></td>
<td>6,078</td>
</tr>
<tr>
<td><strong>Terminal Facilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Terminal Facilities</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>7. Customer Allowance</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>8. <strong>Net Terminal Facilities</strong></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>9. Unusual Conditions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Bank Letter of Credit</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>(Only for Unusual Conditions over $10,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Net Construction Cost</td>
<td></td>
<td>7,578</td>
</tr>
<tr>
<td>12. Net Vested OR Refundable Construction Cost (Limited to 5 years or 4 additional applicants)</td>
<td></td>
<td>6,362</td>
</tr>
<tr>
<td>13. Construction Cost Not Available for Vesting or Refund</td>
<td></td>
<td>1,216</td>
</tr>
</tbody>
</table>

**Other Charges**

| 14. Vested Interest Work Order # | 0 |
| 15. Billable Right of Way Permits | 0 |
| 16. Prepaid Right of Way Permits | 0 |
| 17. Billable Engineering Charges | 558 |
| 18. Prepaid Engineering Fees | 0 |
| 19. Underground Service Attachment Charge | 0 |
| 20. Relocation or removal with new capacity | 0 |
| 21. Relocation or removal with NO new capacity | 0 |
| 22. Salvage Credit on Relocation or Removal | 0 |
| 23. Miscellaneous Charges/Adjustments | 0 |
| 24. **Net Other Charges** | 558 |
| 25. Total Work Order Charges | 8,136 |
| 26. Idaho Power Co. Contribution & Other Credits | 0 |
| 27. Total Customer Payment Due (Line 11 + Line 24) | **8,136** |

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**Notes:**

Notice: This written quotation shall be binding on the Company for a period of sixty days (60) from the date below indicated, subject to change in information provided by the Customer or changes in the Company's ability to obtain satisfactory rights-of-way or to comply with governmental regulations, including but not limited to the rules, regulations, and tariffs of the Idaho Public Utilities Commission. The Customer must make payment of the quote amount not less than thirty (30) days prior to the start of construction, but the Company does not represent that construction will commence within.

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**Customer Signature X**

**Date X**

**(Customer Initials) Charges for installation of underground electrical service are not included in this Cost Quote and will be billed to the customer after work has completed**

**NA**

**Customer Signature X**

**Date X**

**(Customer Initials) The customer acknowledges receipt of the reduced charge option brochure/packet, also available at idahopower.com**

**IP Co Representative (Lyndi Bradshaw)**

**Quotation Date 3/24/11**
Unusual Conditions Acknowledgement

Unusual Conditions are construction conditions not normally encountered. These conditions may include, but are not limited to: frost, landscape replacement, road compaction, pavement replacement, chip-sealing, rock digging, boring, incomplete customer trench, nonstandard facilities or construction practices, and other than available voltage requirements.

I have read and understand the above definition of Unusual Conditions as set forth in Idaho Power Company's Line Installation tariff, Rule H. I further understand that Idaho Power Company will determine the type and extent of the Unusual Conditions encountered.

Unusual Conditions charged for on the Customer Cost Quote sheet, but not encountered, will be refunded to the Customer by Idaho Power Company after the completion of construction.

Signed: ____________________________________________
Customer Signature

Date: ________________________________
Memorandum of Understanding

Project Name: City Of Hailey - Conduit Only

Work Order Number: 27340751

The quoted prices and credits include these requirements for trench backfill and compaction and the final grade.

1. **Standard Compaction**
   
   **Standard compaction** is required in all areas that do not require high compaction.
   
   For standard compaction, backfill with the native soil and “wheel-roll” the trench. If the soil is "loamy" or does not compact well, the spoils must be hauled off and replaced with 3/4" road mix up to 12" of the surface. Use native backfill for the top 12" of the trench.

   ![Standard compaction footnote]

   **Note:** The grantor of the right-of-way may require high compaction in areas that are not under a paved surface or road but still within the right-of-way.

2. **High (or 95%) Compaction**
   
   **High compaction** is required in areas where the trench will be under:
   
   - A roadway, alley, driveway, or parking lot (whether paved or unpaved).
   - A paved surface.
   - Where the grantor of the right-of-way requires high compaction.

   ![High compaction footnote]

   For high compaction, backfill the trench in 12" lifts with 3/4" roadmix or "pit run" and compact each lift with a "wacker" or other similar compaction device. Native soil is not acceptable as a backfill material for high compaction and must be hauled off.

   ![240' High compaction footage]

3. **Final Grade**
   
   We understand that as of [signature], the above named project will be ready for facilities to be installed by Idaho Power.

   All roadways and cable routes must have all grading and subgrading completed by this date. The project must be properly referenced and have grade stakes installed at all Idaho Power device locations and as might be necessary to establish proper elevations and burial depths for Idaho Power facilities. The customer will be responsible for the total cost of damage to Idaho Power facilities that results from any subsequent changes in property any needed relocation, repair, or lines, lot lines, elevations, grades, excavations, or profiles causing improper locations or burial depths of above-ground equipment, below-ground equipment, cable, or conduit.

   **This Memorandum of Understanding is accepted by:**

   ![Signature]

   Customer's Signature

   [Signature]

   Idaho Power Representative's Signature

   Date: 3/24/11

   ![Sign Here]
Vested Interest Waiver

Idaho Power Co.
Hailey, Idaho

Re: Idaho Rule H, Overhead and Underground line Installation Construction Contribution Waiver

To Whom It May Concern:

I, ___________________________, Customer Name

the vested interest holder in the Line Installation or Line Installation Upgrade that serves the

City of Hailey - Primary conduit only ___________________________ Load(s) at or near

791 S. Main St. ___________________________ Address, Street or Road

County of Blaine, State of Idaho, located in Section 9

Township 02N Range 18E BM, hereby notify Idaho Power Company that I waive any and all Additional Applicant refund requirements

by the Idaho Rule H Overhead and Underground line Extensions on the $_______ 6362

Construction Contribution paid by me for electric service provider under the Idaho Power Company’s

Work Order No. 27340751 to the above load(s).

______________________________
Customer’s Signature

______________________________
Title

______________________________
Signature, Designer

______________________________
Idaho Power Company Representative

______________________________
Date

______________________________
Date

3/24/11
INSTALLING PRIMARY 4" CONDUIT ONLY.
PLUG AND MARK WITH MARKER BALL.

UNDERGROUND CABLE NOTES

<table>
<thead>
<tr>
<th>STATION</th>
<th>CABLE SIZE</th>
<th>CABLE LENGTH</th>
<th>TRENCH LENGTH</th>
<th>CONDUIT SIZE</th>
<th>CONDUIT LENGTH</th>
<th>COMPACTION LENGTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>RBS-PRI STUB</td>
<td>260</td>
<td>4&quot;</td>
<td>260</td>
<td>260</td>
<td>260</td>
<td></td>
</tr>
</tbody>
</table>

95% COMPACTION REQUIRED ON ALL OF TRENCH LINE.

FUTURE SITE
OF 3 PHASE
TRANSFORMER
NEEDED FOR
ICE RINK.

EXISTING 4" PRIMARY CONDUIT INSTALLED 2010.
END OF CONDUIT MARKED BEGIN EXCAVATION HERE.

**GALENA ENGR TO PROVIDE ALL TRENCH LOCATION STAKING AS WELL AS FINAL GRADE STAKING.**

CITY OF HAILEY—INSTALL PRIMARY CONDUIT ON SITE TO NEXT XFMR LOC.

AS FINAL GRADE**

Surveyed or GPS: SURVEYED Joint Use Attachments: NO
Pre-Built Date: Built as Designed:
Construction Date:
Operating Voltage: 12.5 kV

For By: ____________________
Date: ____________________

Arch By: ____________________
Date: ____________________

Feeder Map file Name: HALLY1302

Guo: N 1
Tw 02 N
Rng 18 E
Sec 09
Mer BM

State ID
County BLAINE

IDaho Power Co. Work Order Map Scale: 1" = 100

Designer: CDC0468
Design No: 0000086485
Work Order No: 27340751

Customer: ____________________
Date: ____________________

-50-