AGENDA ITEM SUMMARY

DATE: 12/19/11    DEPARTMENT: PW - Street    DEPT. HEAD SIGNATURE: [Signature]

SUBJECT: Amendment #2 to the Woodside Blvd TIGER II Grant

AUTHORITY: □ ID Code □ IAR □ City Ordinance/Code (IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:
With the change in the project schedule resulting from the higher bids an amended agreement from US-DOT was necessary. The attached agreement includes the necessary revisions to the agreement, primarily the project schedule to a one year construction period. There is no revision to the contribution of city funds – leaving that at the $910,000 previously agreed to.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

# Budget Line Item # YTD Line Item Balance $
Estimated Hours Spent to Date: Estimated Completion Date:
Staff Contact: Phone #
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

City Administrator □ Library □ Benefits Committee
City Attorney □ Mayor □ Streets
City Clerk □ Planning □ Treasurer
Building □ Police X Grant Administrator
Engineer X Public Works, Parks □
Fire Dept. □ P & Z Commission □

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Motion to approve TIGER II Grant Amendment #2 and authorize the mayor to sign.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _______ Dept. Head Attend Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:
Date ______________________

City Clerk ______________________

FOLLOW-UP:
*Ord./Res./Agrmt./Order Originals: Record Copies (all info.): Instrument #
*Additional/Exceptional Originals to: Copies (AIS only)
CITY OF HAILEY
RESOLUTION NO. 2011-51
RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF CHANGE ORDER NO. 2 TO THE
WOODSIDE BLVD TIGER II GRANT

WHEREAS, the City of Hailey has agreed to the terms and conditions of the Amendment to the Grant Agreement #2, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Amendment to the Grant Agreement #2 and that the Mayor is authorized to execute the attached Agreement,

Passed this 19th day of December, 2011.

City of Hailey

_________________________________________
Richard L. Davis, Mayor

ATTEST:

_________________________________________
Mary Cone, City Clerk
AMENDMENT TO GRANT AGREEMENT

1. AMENDMENT NO.: 2        EFFECTIVE DATE: See No. 14, below

2. PROCUREMENT REQUEST NO.: N/A

3. AMENDMENT OF AGREEMENT NO.: DTFH61-11-G-00001

4. ISSUED BY: Federal Highway Administration
   Office of Acquisition Management
   1200 New Jersey Ave., SE
   HAAM-20, Mail Stop E65-101
   Washington, DC 20590

5. NAME AND ADDRESS OF RECIPIENT:
   City of Hailey
   115 Main St. S, Suite H
   Hailey, ID  83333-8408
   DUNS: 169191517
   TIN: 82-6000201

6. ACCOUNTING AND APPROPRIATION DATA (if required):
   N/A

7. DOLLAR AMOUNT OF AMENDMENT: $0

8. DESCRIPTION OF AMENDMENT:
   This amendment is to revise the statement of work, schedule, and budget for this grant agreement. Additionally, the Government points of contact are updated. Changes to the grant agreement are listed by grant section on pages 2-6 of this amendment.
   The total amount of the grant remains the same. Except as noted herein, all other terms and conditions remain unchanged and in full force and effect.

9. NAME AND TITLE OF SIGNER

10. NAME OF AGREEMENT OFFICER
    Samantha Reizes

11. RECIPIENT

12. FEDERAL HIGHWAY ADMINISTRATION

13. DATE SIGNED: __________

14. DATE SIGNED: __________
PROJECT SCOPE, SCHEDULE AND BUDGET AMENDMENT

TO THE GRANT AGREEMENT

UNDER THE

TRANSPORTATION, HOUSING AND URBAN DEVELOPMENT, AND RELATED AGENCIES

APPROPRIATIONS ACT FOR 2010 (DIV. A OF THE CONSOLIDATED APPROPRIATIONS ACT,

2010 (PUB. L. 111–117, DEC. 16, 2009)), FOR THE NATIONAL INFRASTRUCTURE

INVESTMENTS DISCRETIONARY GRANT PROGRAM (TIGER II DISCRETIONARY GRANTS)

CITY OF HAILEY, IDAHO

WOODSIDE BOULEVARD COMPLETE STREETS INITIATIVE

FHWA TIGER II Grant No. TDGII-C-07

SECTION 1. PURPOSE

The purpose of this “Amendment” is to revise the statement of work, schedule, and budget for the Project subject to the “Grant Agreement” with an effective date of April 8, 2011, between the U.S. Department of Transportation, Federal Highway Administration (the “Government”), and the City of Hailey, ID (the “Grantee”).

SECTION 2. PROJECT SCOPE

Attachment A – Statement of Work of the Grant Agreement is revised to read as follows:

“The work will consist of the resurfacing, rehabilitation and reconstruction of 2.44 miles of street including the addition of sidewalks, bike lanes, bus pull-outs, bus shelters, bike parking and a landscape buffer zone.

This project will construct a new traffic signal at the SH-75/ Woodside Blvd intersection. A signal for that intersection was environmentally cleared in August, 2008 under the SH-75 Timmerman to Ketchum corridor EIS. This project will ensure the signal’s construction will be compatible with the full (future) vision of the corridor explained in the EIS. A roundabout will be designed and constructed at the intersection of Woodside Blvd and Fox Acres Road. The roadway between these intersections will be reconstructed as described in the prior paragraph.

The bid documents will require construction in 2012.

The 2012 construction phase will include construction of the traffic signal at SH75, construction of a roundabout at Fox Acres Road/Woodside Blvd., widening of a section of approximately 2000 feet to accommodate bike lanes, and construction of the north and south sections of Woodside Blvd shown in the attached map of the project area.

See the attached map of the project area.
SECTION 3. PROJECT SCHEDULE AND MILESTONES

a) Paragraph 2.2 of the Grant Agreement is amended to read as follows:

"2.2 Project’s Schedule Summary (for further information see Attachment B):

Planned or Actual Subcontractor Selection/Award Date: March, 2012
Planned or Actual Construction Start Date: April, 2012
Planned Project Completion Date: March, 2013”.

b) Attachment B of the Grant Agreement is amended to read as follows:

"ATTACHMENT B
PROJECT SCHEDULE

Project Permits, Licenses and Approvals (Including NEPA Approvals/Completion, Planning Approvals, included on STIP/TIP, etc.)

Project approvals and permits required (all approvals are by FHWA, unless otherwise indicated):

- Preliminary Design approval – entire corridor ..................03/2011
- NEPA approval – entire corridor .....................................03/2011
- STIP approval ...............................................................04/2011
- Plans, Specifications, and Estimate approval ..................04/2011

2012 Construction Phase
- Final Design Approval ..................................................04/2011
- Nationwide 14 Permit (by USACE) .................................05/2011
- Certify ROW and Utilities are clear .................................05/2011
- Concurrence in award of Construction Contract(s) ...........03/2012
- Notice to Proceed to Contractor .....................................04/2012
- Roundabout Construction .............................................06/2012-09/2012
- Construction Complete ..................................................11/2012

- Project Closeout – entire corridor ...............................03/2013

Project Milestone/Deliverable Schedule (Engineering/Design Complete, ROW Complete, Construction – Advertisement, Construction – Award, Construction - NTP/Actual Start, Construction - Open to Traffic/Completion) (Assuming a build alternative has or will be selected and approved if NEPA is incomplete)

- Preliminary Design Complete ........................................01/2011
- First Public Meetings (2) Held ........................................01/2011
- Draft Categorical Exclusion Complete ............................02/2011
- Final Categorical Exclusion Complete ............................03/2011
2012 Construction Phase
- Final Design Complete ........................................ 12/2011
- Plans, Specs and Estimate (PS&E) Complete........... 12/2011
- Public Meeting with City Council.......................... 01/2012
- Advertise Bid Package ........................................ 01/2012
- Open Bids & Award ........................................... 03/2012
- Construct Project ............................................. 04 to 11/2012
- Complete Project (open to traffic) ......................... 11/2012
- Closeout Project ............................................ 03/2013”.

SECTION 4. PROJECT BUDGET

Attachment C of the Grant Agreement is amended to read as follows:

“ATTACHMENT C
PROJECT BUDGET

a. TIGER II Grant Amount - $3,500,000.00. TIGER II funds will be used to fund the construction phases of this project only.

<table>
<thead>
<tr>
<th>TIGER II Funds</th>
<th>Preliminary Engineering</th>
<th>ROW</th>
<th>Final Design</th>
<th>2012 Construction Phase</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$3,500,000</td>
<td>$3,500,000</td>
</tr>
</tbody>
</table>

b. Total Project Amount and Other Funding Sources - $4,410,000.00.

<table>
<thead>
<tr>
<th>TIGER II Funds</th>
<th>City of Hailey</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Engineering</td>
<td>$0.00</td>
</tr>
<tr>
<td>ROW</td>
<td>$0.00</td>
</tr>
<tr>
<td>Final Design</td>
<td>$0.00</td>
</tr>
<tr>
<td>2012 Construction</td>
<td>$3,500,000</td>
</tr>
<tr>
<td>Subtotals</td>
<td>$3,500,000</td>
</tr>
</tbody>
</table>

TOTAL PROJECT COST (all sources) = $4,410,000”.

SECTION 5. PRE-PROJECT REPORT

Paragraph 3.1.1 of the Grant Agreement is amended to read as follows:

“3.1.1 The Pre-project Report shall consist of current baseline data for each of the performance measures specified in the Performance Measurement Table in Attachment D. The Pre-project Report shall include a detailed description of data sources, assumptions, variability, and the estimated level of precision for
each measure. Grantee shall submit the report to the Government by **August 31, 2011**. Grantee shall represent that the data in the Pre-project Report is current as of July 31, 2011 based upon counts conducted in May, June, and July, 2011. These counts are being conducted prior to the start of construction work. No previous bicycle or pedestrian counts have been conducted.”

**SECTION 6. NOTICES**

Paragraph 3.5 of the Grant Agreement is amended by striking the contact information for Ed Strocko and Robert Mariner and inserting the following:

“FHWA TIGER Program Coordinator
Federal Highway Administration
Office of Freight Management and Operations
1200 New Jersey Avenue, SE
Room E86-207
Washington, DC 20590
(202) 366-0408
FHWA-TIGER.Reports@dot.gov

and

OST TIGER Discretionary Grants Coordinator
United States Department of Transportation
Office of the Secretary
1200 New Jersey Avenue, SE
Washington, DC 20590
(202) 366-8914
TIGERGrants@dot.gov”.

**SECTION 7. TERMINATION**

a) Paragraph 5.1.2 of the Grant Agreement is amended to read as follows:

“5.1.2 The Grantee fails to begin construction before June 30, 2012.”.

a) Paragraph 5.1.3 of the Grant Agreement is amended to read as follows:

“5.1.3 The Grantee fails to begin expenditure of Grant funds by July 31, 2012.”.

**SECTION 8. AWARD AND EXECUTION OF GRANT AGREEMENT**

There are three (3) identical counterparts of this Amendment in typewritten hard copy; each counterpart is to be fully signed in writing by the parties and each counterpart is deemed to be an original-having identical legal effect. When signed and dated by the authorized official of the Government, this instrument will constitute an amendment to the Grant Agreement. Except as modified, changed, and supplemented by this Amendment, all terms of the original Grant Agreement shall continue in full force and effect. Upon final execution of this Amendment by the Grantee, the effective date will be the date the Government executes this Amendment as set forth below.
EXECUTION BY THE GOVERNMENT

Executed this __________ day of __________, 2011.

____________________________
Signature of Government’s Authorized Representative

Samantha Reizes
Agreement Officer

EXECUTION BY THE GRANTEE/RECIPIENT

By signature below, the Grantee/Recipient acknowledges that it accepts and agrees to be bound by this Agreement.

Executed this __________ day of __________, 2011.

____________________________
Signature of Grantee’s Authorized Representative

Richard L. Davis
Mayor
AGENDA ITEM SUMMARY

DATE: 12/19/11  DEPARTMENT: PW - Street  DEPT. HEAD SIGNATURE: 

SUBJECT: Woodside Blvd pre-construction public outreach revised scope of work from the Langdon Group

AUTHORITY: □ ID Code □ IAR □ City Ordinance/Code

(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:
At the December 12, 2011 city council meeting it was decided to use The Langdon Group to assist city staff with the public outreach program for the Woodside Blvd reconstruction project. City staff forwarded the task list and schedule (attached) and requested a revised scope of work from The Langdon Group. Attached is a revised scope of work showing a reduced cost estimate of $13,960.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

#
Budget Line Item #: ___________________________ YTD Line Item Balance $ ___________________________
Estimated Hours Spent to Date: ___________________________ Estimated Completion Date: ___________________________
Staff Contact: ___________________________ Phone #: ___________________________
Comments: ___________________________

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

□ City Administrator □ Library □ Benefits Committee
□ City Attorney □ Mayor □ Streets
□ City Clerk □ Planning □ Treasurer
□ Building □ Police □ Grant Administrator
□ Engineer □ Public Works, Parks  X
□ Fire Dept. □ P & Z Commission □

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Motion to authorize the use of The Langdon Group to assist with the Woodside Blvd public outreach tasks as outlined on the attached document from The Langdon Group.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator ___________________________ Dept. Head Attend Meeting (circle one) Yes  No

ACTION OF THE CITY COUNCIL:
Date ___________________________

City Clerk ___________________________

FOLLOW-UP:
*Ord./Res./Agrmt./Order Originals: Record Copies (all info.): ___________________________
*Additional/Exceptional Originals to: ___________________________
Instrument # ___________________________

Copies (AIS only) ___________________________
CITY OF HAILEY
RESOLUTION NO. 2011-57

RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE USE OF THE LANGDON GROUP.

WHEREAS, the City of Hailey is authorizing the use of The Langdon Group to assist with the Woodside Blvd. public outreach tasks as outlined on the attached document from the Langdon Group.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves and authorizes the use of the Langdon Group.

Passed this 19th day of December, 2011.

City of Hailey

____________________________
Richard L. Davis, Mayor

ATTEST:

____________________________
Mary Cone, City Clerk
<table>
<thead>
<tr>
<th>TASK</th>
<th>SCHEDULE</th>
<th>RESPONSIBLE PARTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepare letter to Woodside Residents</td>
<td>Complete by December 20</td>
<td>Tracy with review by Heather &amp; Tom</td>
</tr>
<tr>
<td>Prepare Contact Information Post Cards for Distribution</td>
<td>Complete by December 20</td>
<td>Tracy with review by Heather &amp; Tom</td>
</tr>
<tr>
<td>Fold, Stuff and Mail Resident Letters</td>
<td>Complete by January 6</td>
<td>Tracy with review by Heather &amp; Tom</td>
</tr>
<tr>
<td>Prepare FAQ Sheet for Project &amp; Post Information on Website</td>
<td>Complete by December 20</td>
<td>Tom with assistance from Clerks Office to post</td>
</tr>
<tr>
<td>Prepare and send E-mail to Residents when Project goes to Bid,</td>
<td>Prepare ahead of time, send when bid</td>
<td>Tracy with review by Heather &amp; Tom</td>
</tr>
<tr>
<td>include media</td>
<td>documents are released</td>
<td></td>
</tr>
<tr>
<td>Meet with Stakeholders (BCSD, BCRD, Mtn Rides, Emergency</td>
<td>January 3 - 31</td>
<td>Tom and Heather</td>
</tr>
<tr>
<td>Responders)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conduct Door-to-Door visits as needed</td>
<td>January 16 – February 3</td>
<td>Heather with Carol &amp; Martha</td>
</tr>
<tr>
<td>Handle all Public Inquiries including documentation</td>
<td>December 13 – March 31</td>
<td>Heather &amp; Tom</td>
</tr>
<tr>
<td>Prepare and send E-mail to Residents when a Bid is selected,</td>
<td>February 15 – 29</td>
<td>Tracy with review by Heather &amp; Tom</td>
</tr>
<tr>
<td>include media</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coordinate with JUB Engineers for Citizen Information Meeting</td>
<td>March 1 – 15</td>
<td>Tom with assistance from Tracy &amp; Heather</td>
</tr>
<tr>
<td>Select location and arrange displays for Citizen Information Meeting</td>
<td>March 1 – 15</td>
<td>Tracy with assistance from Tom</td>
</tr>
<tr>
<td>Prepare and send E-mail with information for Citizen meeting,</td>
<td>March 1 – 15</td>
<td>Tracy with review by Heather &amp; Tom</td>
</tr>
<tr>
<td>include media</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepare Ad for Citizen meeting</td>
<td>March 1 – 15</td>
<td>Tracy with review by Heather &amp; Tom</td>
</tr>
<tr>
<td>Bi-weekly meetings on next steps</td>
<td>December 13 – March 31</td>
<td>Tom with assistance from Tracy &amp; Tom</td>
</tr>
<tr>
<td>Arrange for Spanish Translation when needed</td>
<td>December 13 – March 31</td>
<td>Heather, Tracy &amp; Tom</td>
</tr>
</tbody>
</table>

- 39 -
### Woodside Boulevard Improvements Project

#### Draft Scope of Work (revised Dec. 14, 2011)

<table>
<thead>
<tr>
<th>Task</th>
<th>Schedule</th>
<th>Responsible parties</th>
<th>TLG labor hour estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Prepare project FAQ sheet; update project info on City website</td>
<td>underway</td>
<td>Tom with support from The Langdon Group (TLG) and assistance from Clerks Office for posting</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Complete by Dec 22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Prepare letter to Woodside residents; update south section</td>
<td>Complete by Dec 22</td>
<td>TLG with review by Heather, Tom, Tracy; coordination of Spanish-language content with City staff</td>
<td>6</td>
</tr>
<tr>
<td>residents on revised construction schedule</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(double-sided, English/Spanish)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Prepare post cards to collect Woodside resident email/phone</td>
<td>Complete by Dec 22</td>
<td>TLG with review by Heather, Tom, Tracy; coordination of Spanish-language content with City staff</td>
<td>5</td>
</tr>
<tr>
<td>contact information (including Spanish)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(for distribution to entire Woodside neighborhood)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Print-fold-stuff-mail resident letters</td>
<td>Complete by Jan 6</td>
<td>Tracy with review by Heather &amp; Tom</td>
<td>0</td>
</tr>
<tr>
<td>5. Prepare and send email to residents when project goes to bid;</td>
<td>Prepare ahead of time; send</td>
<td>TLG with review by Heather, Tom, Tracy</td>
<td>2</td>
</tr>
<tr>
<td>include media</td>
<td>when bid documents are</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>released (est late Jan)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Meet with key stakeholders (BCSD, BGRD, Mtn Rides, Emergency</td>
<td>Jan 3 – 31</td>
<td>Tom and Heather</td>
<td>0</td>
</tr>
<tr>
<td>Responders, law enforcement)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Conduct door-to-door visits as needed</td>
<td>Jan 16 – Feb 3</td>
<td>Heather with Carol &amp; Martha</td>
<td>0</td>
</tr>
<tr>
<td>8. Handle all public phone and email inquiries including</td>
<td>Dec 13 – Mar 31</td>
<td>Tom and Heather</td>
<td>0</td>
</tr>
<tr>
<td>documentation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Track resident email, phone contact info, update existing</td>
<td>Dec 20 – Mar 31</td>
<td>TLG in coordination with Tom and Heather</td>
<td>18</td>
</tr>
<tr>
<td>database; assist with other documentation needs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Prepare and send email to residents when a bid is selected;</td>
<td>Feb 15 – 29</td>
<td>TLG with review by Heather, Tom, Tracy</td>
<td>2</td>
</tr>
<tr>
<td>include media</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Coordinate with JUB Engineers for one Citizen Information</td>
<td>Mar 1 – 15</td>
<td>TLG in coordination with Tom and assistance from Tracy &amp; Heather</td>
<td>20</td>
</tr>
<tr>
<td>Meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Woodside Boulevard Improvements Project

**Pre-Construction Public Outreach**

**Draft Scope of Work (revised Dec. 14, 2011)**

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Start Date</th>
<th>Responsible Party</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>12. Prepare displays, select location and coordinate set-up arrangements for Citizen Information Meeting</td>
<td>Mar 1 – 15</td>
<td>TLG with assistance from Tom</td>
<td>15</td>
</tr>
<tr>
<td>13. Prepare and send email with information for Citizen meeting, include media</td>
<td>Mar 1 – 15</td>
<td>TLG with review by Heather, Tom, Tracy</td>
<td>2</td>
</tr>
<tr>
<td>14. Prepare/reserve space for display and legal ads for Citizen meeting</td>
<td>Mar 1 – 15</td>
<td>TLG with review by Heather, Tom, Tracy</td>
<td>6</td>
</tr>
<tr>
<td>15. Bi-weekly meetings on next steps</td>
<td>Dec 13 – Mar 31</td>
<td>Heather, Tom, TLG</td>
<td>10</td>
</tr>
<tr>
<td>16. Arrange for Spanish translation when needed; coordinate with existing City staff/PD resources</td>
<td>Dec 13 – Mar 31</td>
<td>Heather, Tracy &amp; Tom</td>
<td>0</td>
</tr>
<tr>
<td>17. Reformat existing information to be included in “Our Town” newsletters</td>
<td>Jan – Mar</td>
<td>Heather, Tracy &amp; Tom</td>
<td>0</td>
</tr>
<tr>
<td>18. Team coordination; facilitate communication flow, prepare information for city staff/council updates, admin support</td>
<td>Dec 22 – Mar 31</td>
<td>TLG in coordination with Heather, Tom, Tracy</td>
<td>15</td>
</tr>
</tbody>
</table>

**Total estimated Langdon Group labor hours**: 105

**Labor hour cost estimate**: $11,460

**Direct expense estimate**: $2,500

**TOTAL COST ESTIMATE**: $13,960

**Assumptions:**

- **Spanish translation**: City staff/PD staff have been identified as resources to serve as project translators, for day-to-day verbal/phone/meetings, for assistance in translating written materials, and for translation at citizen meetings.

- **Printing/mailing**: All printing, mailing and/or other distribution for all aspects of the project will be managed and paid for by City of Hailey.

- **Citizen meetings**: City staff, two JUB engineering, two TLG team to participate in Citizen Information meetings and Contractor representative to participate if identified; TLG will coordinate with JUB staff for design and production of displays; existing boards from previous meetings may be used as appropriate; advertising, necessary rental fees and other incidentals will be paid for by City.

- **Citizen inquiries**: City staff and/or Council members will respond to all phone/email/personal responses to citizen inquiries.

*Direct expense assumptions:*

- Includes production of citizen meeting displays and other meeting supply expenses; two staff members’ lodging, per diem and travel for one overnight trip (including RT mileage Boise-Hailey).