

MEETING AGENDA
CITY OF POCATELLO
POCATELLO DEVELOPMENT AUTHORITY
NOVEMBER 19, 2025 – 11:00 AM
COUNCIL CHAMBERS | 911 N 7TH AVENUE

In accordance with the Americans with Disabilities Act, it is the policy of the City of Pocatello to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require an accommodation, please contact Skyler Beebe with two (2) business days' advance notice at sbeebe@pocatello.gov; 208.234.6248; or 5815 South 5th Avenue, Pocatello, Idaho. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

In the event this meeting is still in progress at 12:00 p.m., a ten-minute recess may be called.

- 1. CALL TO ORDER, ROLL CALL, DISCLOSE CONFLICTS OF INTEREST AND ACKNOWLEDGMENT OF GUESTS.**
- 2. ACTION ITEM: MEETING MINUTES.** The Board may wish to waive the oral reading of the Board of Commissioners' meeting minutes held October 22, 2025, and approve the minutes as presented.
- 3. ACTION ITEM: MONTHLY FINANCIAL REPORT, EXPENSES AND REIMBURSEMENTS.** The Board may wish to approve the monthly financial report, expenses and reimbursements as presented.
- 4. ACTION ITEM: RFQ FOR MONARCH BUILDING DEMOLITION PHASE.** The Board may wish to review and authorize staff to post the RFQ for the Monarch Building demolition phase.
- 5. ACTION ITEM: HOLIDAY LUNCHEON.** The Board may wish to discuss and authorize staff to coordinate efforts for the holiday luncheon.
- 6. CALENDAR REVIEW.** The Board may wish to take this opportunity to inform other Board members of upcoming meetings and events that should be called to their attention.
- 7. ADJOURN MEETING.**

Action Item 2

MEETING MINUTES
CITY OF POCATELLO
POCATELLO DEVELOPMENT AUTHORITY MEETING
OCTOBER 15, 2025 – 11:00 AM
COUNCIL CHAMBERS | 911 NORTH 7TH AVENUE, POCATELLO

1. CALL MEETING TO ORDER AND DISCLOSURE OF CONFLICTS OF INTEREST.

Villarreal called the meeting to order at 11:02 AM. No conflicts were disclosed.

Members present: Mayor Brian Blad, , Linda Leeuwrik (arrived at 11:21 a.m.), Fred Parrish (arrived at 11:03 a.m.), Nathan Richardson, Scott Turner, David Villarreal and Ruby Walsh. **Members excused:** Jeff Hough. **Members unexcused:** Kirk Lepchenske. **Others present:** Executive Director Brent McLane, Treasurer Thane Sparks, City Staff Wendy Prather, City of Pocatello City Engineer Merril Quayle. **Visitors:** Buck Swaney of Millennial Development Partners, MiaCate Kennedy and Yarely Rodriguez of Bannock Development Corporation, and others in attendance.

2. ACTION ITEM: REIMBURSEMENT REQUEST NO. 1 BY BANNOCK DEVELOPMENT CORPORATION FOR THE AIRPORT URA CREST DEVELOPMENT PROJECT MARKETING ANALYSIS.

The Board may wish to approve the reimbursement request no. 1 by Bannock Development Corporation for the Airport URA CREST Development Project Marketing Analysis for \$65,000.00.

McLane provided the invoice and payment receipt by Pendulum

It was moved by **B. Blad** and seconded by **N. Richardson** to approve the reimbursement request no. 1 by Bannock Development Corporation for the Airport URA CREST Development project marketing analysis in the amount of \$65,000.00. Those in favor: B. Blad, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: F. Parrish. Motion carried.

3. MEETING MINUTES.

The Board may wish to waive the oral reading of the Board of Commissioners' meeting minutes held September 17, 2025, and the minutes of the special joint work session held October 2, 2025, and to approve the minutes as presented.

It was moved by **B. Blad** and seconded by **R. Walsh** to approve the meeting minutes for September 17 and October 2 as presented. Those in favor: B. Blad, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

4. MONTHLY FINANCIAL REPORT, EXPENSES AND REIMBURSEMENTS. The Board may wish to approve the monthly financial report, expenses and reimbursements.

It was moved by **B. Blad** and seconded by **R. Walsh** to approve the financial report, expenses and reimbursements as presented. Those in favor: B. Blad, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

5. PDA ELECTIONS OF CHAIR AND VICE CHAIR.

The Board may wish to elect a Chair and Vice Chair for the next fiscal year.

Blad nominated David Villarreal as Chair and Scott Turner as Vice Chair.
Richardson seconded the nominations.

It was moved by **B. Blad** and seconded by **N. Richardson** to appoint David Villarreal as Chair and Scott Turner as Vice Chair for the next year. Those in favor: B. Blad, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

6. POCATELLO QUINN LLC – IRG OWNER PARTICIPATION AGREEMENT (OPA) NO. 3 IN THE NAVAL ORDINANCE PLANT (NOP) URBAN RENEWAL AREA (URA) IMPROVEMENT PLAN BY RESOLUTION NO. 2025-7.

The Board may wish to review, approve, and execute the Pocatello Quinn LLC – IRG OPA No. 3 by Resolution 2025-7 within the NOP District not to exceed \$290,887.00.

McLane noted this was discussed and approved by the Board on August 20, 2025, where the Board instructed to have PDA Legal Counselor Meghan Conrad create an owner participation agreement between Pocatello Quinn LLC – IRG and the PDA to complete façade improvements on building no. 10 that they did significant structural repairs to and meets the criteria of the urban renewal improvement plan within the NOP District and similar to façade work done on the other buildings. The documents and language are similar to the first two owner participation agreements with them. This project will also require a Deed of Façade Easement and agreement with the City of Pocatello that will be approved by City Council. The façade agreement requires that Pocatello Quinn LLC - IRG maintain the facade for 10-years following the Tax Incrementing Financing (TIF) District's closure. There is no obligation by the PDA or the City for that maintenance requirement. It will be retained by that property owner.

Villarreal clarified that that will be a transferrable interest if that entire asset is sold. **McLane** confirmed that is correct. This is a grandfathered rule that is an eligible expense for these façade improvements. This building was the roller hockey facility. The roller hockey team was forced to move out of the building due to structural reasons, and those issues have been resolved. It was not included in the original agreement, because they were not sure if they were going to keep or remove the building.

Villarreal asked if the maintenance of the façade work for 10-years following TIF District closure is perpetual type of commitment that belongs to the property asset while the developer's in ownership? **Parrish** clarified that this OPA3 will not exceed \$290,887.00. **McLane** confirmed that is correct.

It was moved by **B. Blad** and seconded by **F. Parrish** to approve the FY2023 Annual Report as presented. Those in favor: Those in favor: B. Blad, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

7. REIMBURSEMENT REQUEST NO. 1 BY MILLENNIAL PARTNERS GROUP FOR THE PUBLIC ROAD CONSTRUCTION WITHIN THE NORTHGATE TIF.

The Board may wish to review and discuss the agreement presented by Buck Swaney of the Millennial Partners Group for the creation of an Owner Participation Agreement for a reimbursement request.

McLane presented an agreement submitted by Buck Swaney of the Millennial Partners Group to get in line for reimbursements for the Northgate development. The email McLane received has not been reviewed for nuances of what details are or are not eligible. McLane wanted to bring this to the Board about next steps. As the developer of the Northgate District, there are some reimbursable expenses they are eligible for this development. They realize they are down on the list to be reimbursed. The City of Pocatello is in the process of making their final payment request in the next few month, Bannock County and the PDA have some reimbursable expenses that need to happen first, Mr. Swaney did want this documented and he gets things lined up, so as funds become available that he may receive those future reimbursements.

McLane recommends working with our legal counsel and write up an owner participation agreement with Mr. Swaney and the Millennial Partners Group and how that would work. This will clarify and delineate at which time they may be eligible for reimbursable expenses. This will allow time to review their documents and identify actual costs and where the expenses fall within the development and verify what parts meet criteria and are eligible for

reimbursement, which will be reviewed and determined by Pocatello City Engineer Merrill Quayle. When the review and the document has been created, McLane will bring the OPA before the Board for approval. This will clarify what the detailed expenses are and how much is reimbursable with an OPA and put them in line for reimbursement.

Blad noted Buck Swaney of Millennial Partners Group has been a great partner with the City and even during the Pandemic, has taken hits from the public that it has not been successful, has done a great job and been patient during unexpected events.

Buck Swaney of Millennial Partners Group provided a history of this project and the two-year process to create a State, Local and County partnership and this TIF District so MPG could be delivered. This project was delivered within in budget and on time. The funds were placed in Escrow and all expenses were paid through the Escrow for all the work done and there is a very neat and detailed report for reimbursement. The gentlemen's agreement that the public entities would be paid first was best for the public entities and then the Millennial Partner Group would be next. This was a building stone to a great partnership and for future development with the City.

It was moved by **R. Walsh** and seconded by **B. Blad** to authorize Meghan Conrad, PDA legal counsel to create an OPA with of the Millennial Partners Group as presented. Those in favor: B. Blad, L. Leeuwrik, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

8. CALENDAR REVIEW.

The Board may wish to take this opportunity to inform other Board members of upcoming meetings and events that should be called to their attention.

Nothing was reported.

9. ADJOURN REGULAR MEETING.

With no further business, **Villarreal** adjourned the meeting at 11:38 AM.

Submitted by:

Aceline McCulla, Secretary

Approved on:

Action Item 3

**Pocatello Development Authority
 Monthly Finance Report
 November 19, 2025
 Fiscal Year 2026**

Expenditure Approvals:

Checks to be ratified:

Vendor	Check #	Amount
VISA	dbt25-10	853.25 ID State Journal - Public Notice

Checks to be approved:

Vendor	Check #	Amount
ICCU VISA	dbt25-11	126.24 Goodys Deli
Thane Sparks	2096	1,500.00 November Invoice
Keller Associates	2097	22,400.00 Invoice # 253009,253252
City of Pocatello	2098	9,605.78 staff reimbursement qtr ending 9/30/25
SB Friedman	2099	22,522.00 Invoice # 10, 11, 12

Board Approval

Cash Balances as of November 19, 2025

	General Fund		Naval Ordinance *		North Portneuf		Airport		Northgate		So 5th Ave		Total	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Cash*	1,056,010.44		210,107.03		1,448,119.60		49,985.89		422,919.75		0.00		3,187,142.71	
Income														
Administrative fees	104,800	-	-	-	-	-	-	-	-	-	-	-	104,800	0.00
Property taxes	-	-	-	-	122,000	-	81,600	-	845,000	716.80	-	-	1,048,600	716.80
Interest income	90,000	10,700.89	-	-	-	-	-	-	-	-	-	-	90,000	10,700.89
Transfer In	-	-	50,000	-	-	-	-	-	-	-	25,000	-	75,000	0.00
Total Income	194,800	10,700.89	50,000	0.00	122,000	0.00	81,600	0.00	845,000	716.80	25,000	0.00	1,318,400	11,417.69
Expense														
Administrative expense	-	-	-	-	12,200	-	8,160	-	84,500	-	-	-	104,860	0.00
Luncheon costs	2,500	249.87	-	-	-	-	-	-	-	-	-	-	2,500	249.87
Office expenses	500	853.25	-	-	-	-	-	-	-	-	-	-	500	853.25
Dues and memberships	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00
Insurance	12,500	-	-	-	-	-	-	-	-	-	-	-	12,500	0.00
City admin charges	20,000	9,605.78	-	-	-	-	-	-	-	-	-	-	20,000	9,605.78
Professional services	150,000	31,818.00	50,000	-	-	-	-	-	-	-	25,000	-	225,000	31,818.00
Reimbursement - district imp.	-	-	-	-	-	-	-	-	956,500	-	-	-	956,500	0.00
Planned development projects	-	-	-	-	510,000	22,400.00	-	-	-	-	-	-	510,000	22,400.00
Transfer out	25,000	-	50,000	-	-	-	-	-	-	-	-	-	75,000	0.00
Non-capital Infrastructure	984,300	-	-	-	769,800	-	126,440	65,000.00	-	-	-	-	1,880,540	65,000.00
Total Expense	1,194,800	42,526.90	100,000	0.00	1,292,000	22,400.00	134,600	65,000.00	1,041,000	0.00	25,000	0.00	3,787,400	129,926.90

* - includes Titan Center 2026 budget



PROFORMA INVOICE

APG West Payment
Processing
PO Box 1570
Pocatello, ID 83204
Ph. (208) 239-3163

BILLING DATE:	ACCOUNT NO:
10/13/25	18588

ACELINE MCCULLA
POCATELLO DEVELOPMENT AUTHORITY
911 N 7th Avenue
POCATELLO, ID 83205

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
682874	NOTICE OF REGULAR ME	10/17/25	10/31/25	4	\$853.25

Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
10/13/25	CC	VISA	0272		\$853.25

Discount: **\$0.00**
Surcharge: **\$0.00**
Credits: **\$0.00**

Gross: **\$853.25**
Paid Amount: **\$853.25**

Amount Due: **\$0.00**

We Appreciate Your Business!

**NOTICE OF REGULAR MEETING AND PUBLIC HEARING
BY THE CITY COUNCIL OF THE CITY OF POCATELLO, IDAHO,
TO CONSIDER THE URBAN RENEWAL PLAN FOR THE
SOUTH 5TH AVENUE URBAN RENEWAL PROJECT
OF THE URBAN RENEWAL AGENCY OF THE CITY OF POCATELLO, IDAHO,
ALSO KNOWN AS THE POCATELLO DEVELOPMENT AUTHORITY**

NOTICE IS HEREBY GIVEN that on Thursday, November 20, 2025, at 6:00 p.m. in the City Council Chambers, 911 N. 7th Avenue, Pocatello, Idaho, the City Council of the City of Pocatello, Idaho (the "City") will hold, during its regular meeting, a public hearing to consider for adoption the proposed Urban Renewal Plan for the South 5th Avenue Urban Renewal Project (the "Plan"), of the Urban Renewal Agency of the City of Pocatello, Idaho, also known as the Pocatello Development Authority ("Agency"). The urban renewal and revenue allocation area boundary is coterminous and is hereinafter described. The Plan proposes that the Agency undertake urban renewal projects, including identifying public facilities for funding, pursuant to the Idaho Urban Renewal Law of 1965, Title 50, Chapter 20, Idaho Code, as amended. The Plan being considered for adoption contains a revenue allocation financing provision pursuant to the Local Economic Development Act, Title 50, Chapter 29, Idaho Code, as amended, that will cause property taxes resulting from an increase in equalized assessed valuation in excess of the equalized assessed valuation as shown on the base assessment roll as of January 1, 2025, to be allocated to the Agency for urban renewal purposes. The Agency has adopted and recommended approval of the Plan. Following the public hearing, the City Council may also consider the ordinance readings and/or final consideration of the ordinance consistent with the City's ordinance approval process.

The general scope and objectives of the Plan are:

- a. The provision for participation by property owners and developers within the Project Area to achieve the objectives of this Plan;
- b. The engineering, design, installation, construction, and/or reconstruction of the transportation network within the Project Area, including all streets and streetscapes within the Project Area, and related pedestrian and bicycle facilities, sidewalk, curb and gutter, intersection improvements, road widenings, and traffic signals (if needed), and the engineering, design, installation, and construction of additional roads throughout the Project Area to support connectivity within the Project Area and future development;
- c. The engineering, design, installation, construction and/or reconstruction of sidewalks and related pedestrian and bicycle facilities, curb and gutter and streetscapes, which for purposes of this Plan, the term streetscapes include sidewalks, lighting, landscaping, benches, signage, way-finding, bike racks, public art, and similar amenities between the curb and right-of-way line; and other public improvements, including multi-use pathways with landscape buffers and public open spaces, including but not limited to public parking facilities, parks, and plazas;
- d. The engineering, design, installation, construction, and/or reconstruction of utilities (within and outside of the Project Area) including but not limited to improvements and upgrades to the water distribution system, including extension of the water distribution system, water capacity improvements, including to increase fire flows, water storage upgrades, wastewater system improvements and upgrades, including extension of the wastewater collection system, lift stations, and improvements, and upgrades to power, gas, fiber optics, communications and other such facilities. To the extent construction of utilities outside of the Project Area are identified, such improvements are directly related to the growth and development within the Project Area, but cannot be sited within the Project Area;
- e. Removal, burying, or relocation of overhead utilities; removal or relocation of underground utilities; extension of electrical distribution lines and transformers; improvement of irrigation canals and drainage ditches and laterals; undergrounding or piping of laterals; addition of fiber optic lines or other communication systems; public parking facilities, and other public improvements, including but not limited to, fire protection systems, floodway and flood zone mitigation; and other public improvements that may be deemed appropriate by the Board;
- f. The acquisition of real property for public right-of-way and streetscape improvements, utility undergrounding, extension, upgrades, public parks, plazas, community spaces and trails, pedestrian facilities, pathways and trails, recreation access points, open space and to encourage housing diversity, enhance transportation and mobility options, decrease underutilized parcels and surface parking lots, create development opportunities consistent with the Plan, including but not limited to future disposition to qualified developers for qualified developments;
- g. The disposition of real property through a competitive process in accordance with this Plan, Idaho law, including Idaho Code § 50-2011, and any disposition policies adopted by the Agency;
- h. The demolition or removal of certain buildings and/or improvements for public rights-of-way and streetscape improvements, pedestrian facilities, utility undergrounding extension and upgrades, public parks and trails, public facilities, and to encourage and enhance housing diversity, enhance transportation and mobility options, decrease underutilized parcels and surface parking lots, to eliminate unhealthful, unsanitary, or unsafe conditions, eliminate obsolete or other uses detrimental to the public welfare or otherwise to remove or to prevent the spread of deteriorating or deteriorated conditions;
- i. The management of any property acquired by and under the ownership and control of the Agency;
- j. The development or redevelopment of land by private enterprise or public agencies for uses in accordance with this Plan;
- k. The construction and financial support of infrastructure necessary for the provision of improved transit and alternative transportation;
- l. The engineering, design, installation, construction, and/or reconstruction of below ground infrastructure to support the construction of certain municipal buildings, or permitted remodels, pursuant to Idaho Code § 50-2905A;
- m. The provision of financial and other assistance to encourage and attract business enterprise including but not limited to start-ups and microbusinesses, mid-sized companies, hospitality industry and industrial projects;
- n. The provision of financial and other assistance to encourage greater density;
- o. The rehabilitation of structures and improvements by present owners, their successors, and the Agency;
- p. The preparation and assembly of adequate sites for the development and construction of facilities for mixed-use, commercial, office, retail, multi-family and single family residential, hospitality and light industrial use;
- q. In collaboration with property owners and other stakeholders, working with the City to amend zoning regulations (if necessary) and standards and guidelines for the design of streetscape, festival streets, plazas, multi-use pathways, parks and open space and other like public spaces applicable to the Project Area as needed to support implementation of this Plan;
- r. In conjunction with the City, the establishment and implementation of performance criteria to assure high site design standards and environmental quality and other design elements which provide unity and integrity to the entire Project Area, including commitment of funds for planning studies, achieving high standards of development, and leveraging such development to achieve public objectives and efficient use of scarce resources;
- s. To the extent allowed by law, lend or invest federal funds to facilitate development and/or redevelopment; and
- t. To make improvements to utilities (within and outside of the Project Area) to encourage development throughout the Project Area.
- u. The engineering, design, installation, construction, and/or reconstruction of storm water management infrastructure to support compliance with federal, state, and local regulations for storm water discharge and to support private development;
- v. The provision for relocation assistance to displaced Project Area occupants, as required by law, or within the discretion of the Agency Board for displaced businesses;
- w. The environmental assessment and remediation of brownfield sites, or sites where environmental conditions detrimental to development and/or redevelopment exist;
- x. Agency participation in the remediation of any brownfield or other environmental conditions present in the Project Area; and
- y. Other related improvements to those set forth above as further set forth in Attachment 5.

Any such land uses as described in the Plan will be in conformance with zoning for the City and the City's Comprehensive Plan, as amended, or as may be applicable, zoning for Bannock County and the Bannock County Comprehensive Plan. Land made available will be developed by private enterprises or public agencies as authorized by law. The Plan identifies various public and private improvements which may be made within the Project Area.

The Urban Renewal Project Area and Revenue Allocation Area herein referred to is generally described as follows:

An area consisting of an estimated 2,292 acres in size (including public rights-of-way), bounded by the Union Pacific Railroad tracks to the south and west, Barton Road to the north, and the foothills of the Pocatello Range of mountains to the east. The Project Area is bisected by both Interstate 15 and South 5th Avenue.

The Project Area and Revenue Allocation Area is depicted in the map below.



The Urban Renewal Project Area and Revenue Allocation Area include certain property outside the corporate city limits of the City. Bannock County has adopted a resolution declaring the need for an urban renewal project for the South 5th Avenue Project Area. The City is in the process of negotiating and will enter into a separate intergovernmental agreement with Bannock County concerning administration of the revenue allocation financing provision extending beyond the municipal boundary of the City and concerning implementation of the Plan for those properties outside the city limits of the City and within the boundaries of unincorporated Bannock County as may be required by Idaho Code Section 50-2906(1), (3)(a)(ii). The agreement with Bannock County will be or has been formalized by a transfer of power ordinance adopted by Bannock County.

Copies of the proposed Plan are on file for public inspection and copying at the office of the City Clerk, 911 N. 7th Avenue, Pocatello, Idaho, 83201 between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, exclusive of holidays. Click the link <https://pda.pocatello.gov/#documents> to view the Plan online. For additional assistance in obtaining a copy of the Plan in the event of business office interruptions, contact the office of the City Clerk at 208-234-6217.

At the hearing date, time, and place noted above (November 20, 2025, at 6:00 p.m.), all persons interested in the above matters may appear and be heard. Written testimony is encouraged. Written testimony must be submitted at least five days prior to the hearing. Oral testimony may be limited to three minutes per person. Additional information regarding attending the meeting and submitting written testimony may be obtained by emailing kkendell@pocatello.gov or by calling 208-234-6217.

Pocatello City Hall is accessible to persons with disabilities. All information presented in the hearing shall also be available upon advance request in a form usable by persons with hearing or visual impairments, individuals with other disabilities may receive assistance by contacting the City twenty-four (24) hours prior to the hearing.

DATED: October 10, 2025.

Konni Kendall
City Clerk

Published: October 17, 31, 2025 (ISJ18588-682874)

Goody's Deli

905 S 5th Ave nue
 Pocatello, ID 83201

PDA Luncheon for November 19, 2025

Phone: 208-233-9210 Contact: Jessica GM email: goodysdeli2022@gmail.com

City of Pocatello Tax Exempt ID: 82-6000244

Deliver to: 911 N 7th Avenue, City Hall Council Chambers no later than 10:40 am

PDA Contact: Aceline McCulla mobile: 406.202.6444, Office line: 208.234.6184

# of 5.33" Subs per Giant	Items	Qty	Each Cost	Totals
3	#6 Giant Goody's Club: Ham, Turkey & Pepper Jack, lettuce, tom	1	\$ 16.49	\$ 16.49
3	#9 Giant Turkey & Pepper Jack, lettuce, tom	1	\$ 16.49	\$ 16.49
3	#25 Giant Meatball & Prov. (prepare as it comes, with easy sauce)	1	\$ 16.49	\$ 16.49
3	#15 Giant Pastrami Reuben (prepare as it comes)	1	\$ 16.49	\$ 16.49
3	#3 Giant Italian Supreme & Provolone (1) 5" No iceberg Lettuce, romaine ok	1	\$ 16.49	\$ 16.49
13	Chips - 3 Cool Ranch, 2 S&O, 3 Jalep, 2 Nacho & 3 Harv Ched	13	\$ 1.75	\$ 22.75
TOTAL FOOD (verify prices)				\$ 105.20
Gratuity 20% of food				\$ 21.04
Delivery Charge, Zero if over \$100, \$10 if under \$100				\$ -
TOTAL AMOUNT, Pay with credit card.				\$ 126.24

NOTES:

1) All sandwiches will be dry. Will you please provide mayo, mustard & oil/vinegar packets on side, EXCEPT: Meatball (easy sauce) & Pastrami make normal.
2) Please cut all Giant 16" sandwiches into (3) sections, to create (15) 5.33" subs. Will you then please cut each 5.33" sub in half for ease of handling and wrap them individually. Please make (1) 5" #3 Italian Supreme sub without iceberg lettuce, romaine's okay and LABEL sub "LINDA".
3) Please label each 5.33" sub to identify (MEATBALL, CLUB, TURKEY, PASTRAMI, ...)
4) Lettuce & Tomato on all EXCEPT: meatball and pastrami make normal.
5) Three (3) napkins per sandwich please.



100 East Bower Street, Suite 110
Meridian, ID 83642

(208) 288-1992

Pocatello Development Authority
Attn: David Villarreal Jr.
911 N 7th Ave
Pocatello, ID 83201

September 15, 2025
Project No: 225098-000
Invoice No: 0253009

Project 225098-000 PDA - Pocatello Railroad Overpass and Access Roadway
Project Manager: Donn Carnahan

Professional Services from July 27, 2025 to August 23, 2025

Task	1.0	Administration		
Fee				
Total Fee		28,000.00		
Percent Complete	10.00	Total Earned	2,800.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	2,800.00	
		Total Fee		2,800.00
			Total this Task	\$2,800.00

Task	2.0	Survey		
Fee				
Total Fee		35,000.00		
Percent Complete	20.00	Total Earned	7,000.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	7,000.00	
		Total Fee		7,000.00
			Total this Task	\$7,000.00

Task	3.0	Concept Design		
Fee				
Total Fee		77,000.00		
Percent Complete	5.00	Total Earned	3,850.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	3,850.00	
		Total Fee		3,850.00
			Total this Task	\$3,850.00

Task	4.1	Geotechnical Investigation and Design		
Fee				
Total Fee		135,000.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee		0.00
			Total this Task	0.00

Task	4.2	4.2-4.4: 30% Bridge and Roadway Design		
------	-----	--	--	--

Remittance Address: 100 East Bower St. Suite 110, Meridian, ID 83642
ACH payment: Transit/Routing No. 021052053 Account No. 72589770 Remittance Email: invoices@kellerassociates.com

GROWING POSSIBILITIES

Doc ID: 1d481a709e2f99545a7face224f49dafdbbe71bc

Project	225098-000	PDA - RR Overpass & Access Roadway	Invoice	0253009
---------	------------	------------------------------------	---------	---------

Fee

Total Fee	235,000.00		
Percent Complete	0.00	Total Earned	0.00
		Previous Fee Billing	0.00
		Current Fee Billing	0.00
		Total Fee	0.00
		Total this Task	0.00
		Total this Invoice	<u><u>\$13,650.00</u></u>

Billings to Date

	Current	Prior	Total
Fee	13,650.00	0.00	13,650.00
Totals	13,650.00	0.00	13,650.00



100 East Bower Street, Suite 110
Meridian, ID 83642

(208) 288-1992

Pocatello Development Authority
Attn: Brent McLane
E-Mail: amcculla@pocatello.gov
911 N 7th Ave
Pocatello, ID 83201

October 15, 2025
Project No: 225098-000
Invoice No: 0253252

PDA - Pocatello Railroad Overpass and Access Roadway

Project Manager: 225 *Donn Carnahan*

Professional Services from August 24, 2025 to September 30, 2025

Task	1.0	Administration		
Fee				
Total Fee		28,000.00		
Percent Complete		15.00	Total Earned	4,200.00
			Previous Fee Billing	2,800.00
			Current Fee Billing	1,400.00
			Total Fee	1,400.00
			Total this Task	\$1,400.00

Task	2.0	Survey		
Fee				
Total Fee		35,000.00		
Percent Complete		30.00	Total Earned	10,500.00
			Previous Fee Billing	7,000.00
			Current Fee Billing	3,500.00
			Total Fee	3,500.00
			Total this Task	\$3,500.00

Task	3.0	Concept Design		
Fee				
Total Fee		77,000.00		
Percent Complete		10.00	Total Earned	7,700.00
			Previous Fee Billing	3,850.00
			Current Fee Billing	3,850.00
			Total Fee	3,850.00
			Total this Task	\$3,850.00

Task	4.1	Geotechnical Investigation and Design		
Fee				
Total Fee		135,000.00		
Percent Complete		0.00	Total Earned	0.00
			Previous Fee Billing	0.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Task	0.00

Task	4.2	4.2-4.4: 30% Bridge and Roadway Design		
------	-----	--	--	--

Remittance Address: 100 East Bower St. Suite 110, Meridian, ID 83642
ACH payment: Transit/Routing No. 021052053 Account No. 72589770 Remittance Email: invoices@kellerassociates.com

GROWING POSSIBILITIES

Doc ID: 16d3b2c780fd351e3da0fd02982c2e87f4479cc4

Project	225098-000	PDA - RR Overpass & Access Roadway	Invoice	0253252
---------	------------	------------------------------------	---------	---------

Fee				
Total Fee	235,000.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee		0.00
			Total this Task	0.00
			Total this Invoice	<u><u>\$8,750.00</u></u>

Outstanding Invoices

Number	Date	Balance
0253009	9/15/2025	13,650.00
		13,650.00

Billings to Date

	Current	Prior	Total
Fee	8,750.00	13,650.00	22,400.00
Totals	8,750.00	13,650.00	22,400.00

PROJECT: PDA001-POCATELLO DEVELPMNT AUTH. TYPE: -DEFAULT SUB-TYPE: - STATUS: ACTIVE

TYPE	CHK#	TRAN DT	REF #	VOUCH#	VEND #	BUDGET DESCRIPTION	PROJECT-TO-DATE	YEAR-TO-DATE	ENCUMBERED	BALANCE
							TRANS AMT	TRANS	ENCUMBERED	FISC YR PERIOD
01-0200-414.31-03			POSTAGE			.00	40.24	.00	.00	40.24-
AP	7168921	08/29/2025		004234	17110	U S POSTAL SERVICE-POST	2.22		.00	2025 11
						METERED POSTAGE AUG25				
AP	7168343	07/31/2025		001954	17110	U S POSTAL SERVICE-POST	23.43		.00	2025 10
						METERED POSTAGE JLY25				
						TRANSACTION TOTAL:	25.65		.00	
01-0200-414.40-20			CENTRAL COPIER			.00	418.38	.00	.00	418.38-
AP	7169040	09/16/2025		006094	23953	DEX IMAGING(PREV VALLEY	91.38		.00	2025 12
						MAILROOM COPIER SEP25				
AP	7168465	08/18/2025		003775	23953	DEX IMAGING(PREV VALLEY	6.79		.00	2025 11
						90 COLOR COPIES/PDA				
AP	7168160	07/31/2025		001912	23953	DEX IMAGING(PREV VALLEY	.08		.00	2025 10
						1 COLOR COPIES/PDA				
						TRANSACTION TOTAL:	98.25		.00	
01-0600-415.10-01			PERS.-EXEMPT, FULL			.00	5,370.01	.00	.00	5,370.01-
AJ		09/26/2025	PR0926			PAYROLL SUMMARY	406.52		.00	2025 12
AJ		09/12/2025	PR0912			PAYROLL SUMMARY	349.80		.00	2025 12
AJ		08/29/2025	PR0829			PAYROLL SUMMARY	558.96		.00	2025 11
AJ		08/15/2025	PR0815			PAYROLL SUMMARY	372.04		.00	2025 11
AJ		08/01/2025	PR0801			PAYROLL SUMMARY	256.91		.00	2025 11
AJ		07/18/2025	PR0718			PAYROLL SUMMARY	204.05		.00	2025 10
AJ		07/03/2025	PR0703			PAYROLL SUMMARY	495.55		.00	2025 10
						TRANSACTION TOTAL:	2,643.83		.00	
01-0600-415.10-02			PERS.-NONEXEMPT, FU			.00	8,149.14	.00	.00	8,149.14-
AJ		09/26/2025	PR0926			PAYROLL SUMMARY	1,035.14		.00	2025 12
AJ		09/12/2025	PR0912			PAYROLL SUMMARY	817.94		.00	2025 12
AJ		08/29/2025	PR0829			PAYROLL SUMMARY	876.38		.00	2025 11
AJ		08/15/2025	PR0815			PAYROLL SUMMARY	319.13		.00	2025 11
AJ		08/01/2025	PR0801			PAYROLL SUMMARY	113.08		.00	2025 11
AJ		07/18/2025	PR0718			PAYROLL SUMMARY	415.09		.00	2025 10
AJ		07/03/2025	PR0703			PAYROLL SUMMARY	440.60		.00	2025 10
						TRANSACTION TOTAL:	4,017.36		.00	
01-0600-415.21-01			MEDICAL			.00	2,580.73	.00	.00	2,580.73-

PROJECT: PDA001-POCATELLO DEVELPMNT AUTH. TYPE: -DEFAULT SUB-TYPE: - STATUS: ACTIVE

TYPE	CHK#	TRAN DT	REF #	VOUCH#	VEND #	BUDGET #	PROJECT-TO-DATE DESCRIPTION	YEAR-TO-DATE TRANS AMT	ENCUMBERED TRANS ENCUMBERED	BALANCE FISC YR PERIOD
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	356.53	.00	2025 12
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	247.55	.00	2025 12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	284.18	.00	2025 11
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	78.44	.00	2025 11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	143.45	.00	2025 10
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	188.63	.00	2025 10
TRANSACTION TOTAL:								1,298.78	.00	

01-0600-415.21-02		LIFE				.00	3.41	.00	.00	3.41-
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	.68	.00	2025 12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	.62	.00	2025 11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	.28	.00	2025 10
TRANSACTION TOTAL:								1.58	.00	

01-0600-415.21-03		DENTAL				.00	81.51	.00	.00	81.51-
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	11.40	.00	2025 12
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	8.03	.00	2025 12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	9.08	.00	2025 11
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	2.26	.00	2025 11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	4.55	.00	2025 10
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	5.76	.00	2025 10
TRANSACTION TOTAL:								41.08	.00	

01-0600-415.21-04		VISION				.00	17.45	.00	.00	17.45-
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	2.21	.00	2025 12
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	1.76	.00	2025 12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	2.05	.00	2025 11
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	.43	.00	2025 11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	.92	.00	2025 10
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	1.20	.00	2025 10

PROJECT: PDA001-POCATELLO DEVELPMNT AUTH. TYPE: -DEFAULT SUB-TYPE: - STATUS: ACTIVE

TYPE	CHK#	TRAN DT	REF #	VOUCH#	VEND #	BUDGET #	PROJECT-TO-DATE DESCRIPTION	YEAR-TO-DATE TRANS AMT	ENCUMBERED TRANS ENCUMBERED	BALANCE FISC YR PERIOD
----- TRANSACTION TOTAL: -----								8.57	.00	
01-0600-415.21-05			EAP			.00	5.55	.00	.00	5.55-
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	1.53	.00	2025 12
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	.37	.00	2025 11
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	1.05	.00	2025 10
----- TRANSACTION TOTAL: -----								2.95	.00	
01-0600-415.22-00			WORKERS COMPENSATI			.00	36.01	.00	.00	36.01-
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	5.26	.00	2025 12
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	2.50	.00	2025 12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	3.98	.00	2025 11
AJ		08/15/2025	PR0815				PAYROLL SUMMARY	5.67	.00	2025 11
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	1.35	.00	2025 11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	1.86	.00	2025 10
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	2.12	.00	2025 10
----- TRANSACTION TOTAL: -----								22.74	.00	
01-0600-415.24-03			PERSI			.00	1,620.40	.00	.00	1,620.40-
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	172.42	.00	2025 12
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	140.10	.00	2025 12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	171.67	.00	2025 11
AJ		08/15/2025	PR0815				PAYROLL SUMMARY	82.66	.00	2025 11
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	44.49	.00	2025 11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	74.08	.00	2025 10
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	112.60	.00	2025 10
----- TRANSACTION TOTAL: -----								798.02	.00	
01-0600-415.24-04			MEDICAL SAVINGS			.00	339.23	.00	.00	339.23-
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	27.66	.00	2025 12
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	57.69	.00	2025 12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	25.63	.00	2025 11

PROJECT: PDA001-POCATELLO DEVELPMNT AUTH. TYPE: -DEFAULT SUB-TYPE: - STATUS: ACTIVE

TYPE	CHK#	TRAN DT	REF #	VOUCH#	VEND #	BUDGET #	PROJECT-TO-DATE DESCRIPTION	YEAR-TO-DATE TRANS AMT	ENCUMBERED TRANS	ENCUMBERED ENCUMBERED	BALANCE FISC YR	PERIOD
AJ		08/15/2025	PR0815				PAYROLL SUMMARY	11.56		.00	2025	11
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	5.49		.00	2025	11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	11.53		.00	2025	10
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	15.59		.00	2025	10
TRANSACTION TOTAL:								155.15		.00		
01-0600-415.25-00 SOCIAL SECURITY						.00	989.47	.00		.00		989.47-
AJ		09/26/2025	PR0926				PAYROLL SUMMARY	104.21		.00	2025	12
AJ		09/12/2025	PR0912				PAYROLL SUMMARY	85.70		.00	2025	12
AJ		08/29/2025	PR0829				PAYROLL SUMMARY	104.88		.00	2025	11
AJ		08/15/2025	PR0815				PAYROLL SUMMARY	52.63		.00	2025	11
AJ		08/01/2025	PR0801				PAYROLL SUMMARY	26.93		.00	2025	11
AJ		07/18/2025	PR0718				PAYROLL SUMMARY	44.87		.00	2025	10
AJ		07/03/2025	PR0703				PAYROLL SUMMARY	68.47		.00	2025	10
TRANSACTION TOTAL:								487.69		.00		
01-0600-415.31-01 OFFICE						.00	38.00	.00		.00		38.00-
TRANSACTION TOTAL:									.00	.00		
01-0601-445.10-01 PERS.-EXEMPT, FULL						.00	1,575.14	.00		.00		1,575.14-
TRANSACTION TOTAL:									.00	.00		
01-0601-445.21-01 MEDICAL						.00	369.23	.00		.00		369.23-
TRANSACTION TOTAL:									.00	.00		
01-0601-445.21-02 LIFE						.00	.30	.00		.00		.30-
TRANSACTION TOTAL:									.00	.00		
01-0601-445.21-03 DENTAL						.00	9.66	.00		.00		9.66-
TRANSACTION TOTAL:									.00	.00		
01-0601-445.21-04 VISION						.00	1.42	.00		.00		1.42-
TRANSACTION TOTAL:									.00	.00		
01-0601-445.21-05 EAP						.00	.45	.00		.00		.45-
TRANSACTION TOTAL:									.00	.00		
01-0601-445.22-00 WORKERS COMPENSATI						.00	10.34	.00		.00		10.34-
TRANSACTION TOTAL:									.00	.00		

PROJECT: PDA001-POCATELLO DEVELPMNT AUTH. TYPE: -DEFAULT SUB-TYPE: - STATUS: ACTIVE											
TYPE	CHK#	TRAN DT	REF #	VOUCH#	VEND #	BUDGET #	PROJECT-TO-DATE DESCRIPTION	YEAR-TO-DATE TRANS AMT	ENCUMBERED TRANS	ENCUMBERED ENCUMBERED	BALANCE FISC YR PERIOD
01-0601-445.24-03		PERSI				.00	151.29	.00	.00	.00	151.29-
							TRANSACTION TOTAL:	.00	.00	.00	
01-0601-445.24-04		MEDICAL SAVINGS				.00	26.72	.00	.00	.00	26.72-
							TRANSACTION TOTAL:	.00	.00	.00	
01-0601-445.25-00		SOCIAL SECURITY				.00	55.32	.00	.00	.00	55.32-
							TRANSACTION TOTAL:	.00	.00	.00	
01-0601-445.26-05		CLOTHING ALLOWANCE				.00	13.75	.00	.00	.00	13.75-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.10-02		PERS.-NONEXEMPT, FU				.00	111.14	.00	.00	.00	111.14-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.21-01		MEDICAL				.00	20.41	.00	.00	.00	20.41-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.21-02		LIFE				.00	.06	.00	.00	.00	.06-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.21-03		DENTAL				.00	.75	.00	.00	.00	.75-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.21-04		VISION				.00	.20	.00	.00	.00	.20-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.22-00		WORKERS COMPENSATI				.00	1.37	.00	.00	.00	1.37-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.24-03		PERSI				.00	13.29	.00	.00	.00	13.29-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.24-04		MEDICAL SAVINGS				.00	2.57	.00	.00	.00	2.57-
							TRANSACTION TOTAL:	.00	.00	.00	
31-3001-443.25-00		SOCIAL SECURITY				.00	8.39	.00	.00	.00	8.39-
							TRANSACTION TOTAL:	.00	.00	.00	
32-3010-442.10-02		PERS.-NONEXEMPT, FU				.00	111.12	.00	.00	.00	111.12-
							TRANSACTION TOTAL:	.00	.00	.00	
32-3010-442.21-01		MEDICAL				.00	20.41	.00	.00	.00	20.41-
							TRANSACTION TOTAL:	.00	.00	.00	
32-3010-442.21-02		LIFE				.00	.06	.00	.00	.00	.06-
							TRANSACTION TOTAL:	.00	.00	.00	
32-3010-442.21-03		DENTAL				.00	.75	.00	.00	.00	.75-
							TRANSACTION TOTAL:	.00	.00	.00	

PROJECT: PDA001-POCATELLO DEVELPMNT AUTH. TYPE: -DEFAULT SUB-TYPE: - STATUS: ACTIVE

TYPE	CHK#	TRAN DT REF #	VOUCH# VEND #	BUDGET #	PROJECT-TO-DATE DESCRIPTION	YEAR-TO-DATE TRANS AMT	ENCUMBERED TRANS ENCUMBERED	BALANCE FISC YR PERIOD
32-3010-442.21-04		VISION		.00	.20	.00	.00	.20-
TRANSACTION TOTAL:						.00	.00	
32-3010-442.22-00		WORKERS COMPENSATI		.00	1.37	.00	.00	1.37-
TRANSACTION TOTAL:						.00	.00	
32-3010-442.24-03		PERSI		.00	13.29	.00	.00	13.29-
TRANSACTION TOTAL:						.00	.00	
32-3010-442.24-04		MEDICAL SAVINGS		.00	2.57	.00	.00	2.57-
TRANSACTION TOTAL:						.00	.00	
32-3010-442.25-00		SOCIAL SECURITY		.00	8.39	.00	.00	8.39-
TRANSACTION TOTAL:						.00	.00	
53-5300-416.40-99		OTHER PURCH. PROF.		.00	4.92	.00	.00	4.92-
AJ		07/18/2025 PR0718			PAYROLL SUMMARY	4.13	.00	2025 10
TRANSACTION TOTAL:						4.13	.00	

==== PROJECT: PDA001 ===== P R O J E C T T O T A L S =====

CLASSIFICATION TOTALS:	EXPENDITURES:	9,605.78		
TRANSACTION TOTAL:		9,605.78	.00	
ESTIMATE COMPARISON:	.00	22,224.41	.00	22,224.41-
(ACTUAL) SUMMARY TOTAL:	.00	22,224.41	.00	22,224.41-

MISCELLANEOUS INFO:	CODE	FREEFORM INFORMATION	DATE
MISC		TO TRACK TIME SPENT WORKING ON PDA IN CASE THE	06/18/2019
MISC		CITY WANTS TO BILL THEM FOR SERVICES.	06/18/2019

Pocatello Development Authority Printing Fees for Reimbursement

Department Number 3
 Department Name PDA
 Department Code 4000
 Color Quota Setting OFF
 Color Quota
 Default Color Quota
 Black Quota Setting OFF
 Black Quota
 Default Black Quota

Print Counter

Total Counter

	Full Color	Twin/ Mono Color	Black	Total
Copy	0	0	0	0
Fax	0	0	0	0
Printer	532	0	640	1172
List	0	0	0	0
Total	532	0	640	1172

Mail Room copier went down, had to finish printing agenda packets on another computer 9.17.25.

Color price: Qty 532 x .06 = \$31.92

B/W price: Qty 640 x .0092 = 5.89

Total Amount Due: \$37.81

Expense line item: 001.0600.415.31.01

Revenue fund line: 001.0000.386.99.00

SB Friedman Development Advisors, LLC
70 W. Madison St., Suite 3700
Chicago, IL 60602
312/424-4250 fax 312/424-4262

October 15, 2025

Invoice No: 12

Brent McLane
Pocatello Development Authority
P.O. Box 4169
Pocatello, ID 83205-4169

Project 00112.23

**Pocatello – 3 URA Feasibility Studies
Historic Downtown Pocatello URA**

Professional Services Rendered Re: Revise eligibility study based on lawyer's comments; attend PDA Board meeting.

August 2, 2025 to October 15, 2025

	Hours	Rate	Amount	
G. Dickinson, Senior Vice President	1.00	\$300.00	\$300.00	
E. Caminer, Senior Project Manager	.50	\$276.00	\$138.00	
G. Vara, Associate	1.25	\$185.00	\$231.25	
	<u>2.75</u>		<u>\$669.25</u>	
Total Professional Fees				\$669.25
		Total this Invoice		\$669.25

Thank you. We appreciate the opportunity to work with you.

Invoices are payable within 30 days.

REMITTANCE REPORT
From County Auditor of Bannock County

Remittance No. 030
Date: October 25, 2025

To: **POCATELLO URBAN**

SOURCE AND FUND	PREPAID	CURRENT	----- DELINQUENT TAXES -----					INTEREST	MISC	TOTAL	
	2025	2024	2023	2022	2021	2020	2019	2018	COLLECTION		
NORTH YELLOWSTONE (1-0013)										0.00	
NAVAL ORDINANCE (1-0014)										0.00	
NORTH PORTNEUF 801 (1-0016)										0.00	
NORTHGATE (1-0017)		648.72							68.08	716.80	
NORTHGATE (1-0018)										0.00	
NORTHGATE (83-0000)										0.00	
NORTHGATE (84-0000)										0.00	
NORTH PORTNEUF 802 (82-0000)										0.00	
PRSN PROPERTY RPLCMNT										0.00	
CIRCUIT BREAKER										0.00	
HOMEOWNER TAX RELIEF										0.00	
ADDITIONAL TAX RELIEF										0.00	
COLUMN TOTALS	0.00	648.72	0.00	0.00	0.00	0.00	0.00	0.00	68.08	0.00	716.80

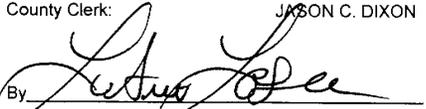
Amount of Remittance 716.80

STATE OF IDAHO, }
 }ss.
COUNTY OF BANNOCK }

I, JASON C. DIXON, County Clerk in and for the County aforesaid, being duly sworn on oath, make the following statement:
That the foregoing is a full, true, and correct report, in accordance with Section 3326, Compiled Statutes of Idaho, as amended by
Chapter 169, laws of 1925, by source and fund, of all monies paid into the treasury of said county and apportioned to the
since the 30TH DAY OF SEPTEMBER the date of my last report. Subscribed and sworn to in duplicate before me on the
POCATELLO URBAN and included district
25TH DAY OF OCTOBER

 Notary Public of Bannock County.



County Clerk: JASON C. DIXON
By:  Deputy Auditor

N.B. The Clerk will countersign the attached order and transmit same to the treasurer of the municipality or district accompanied by a duplicate of this report.

Action Item 4

Pocatello Development Authority

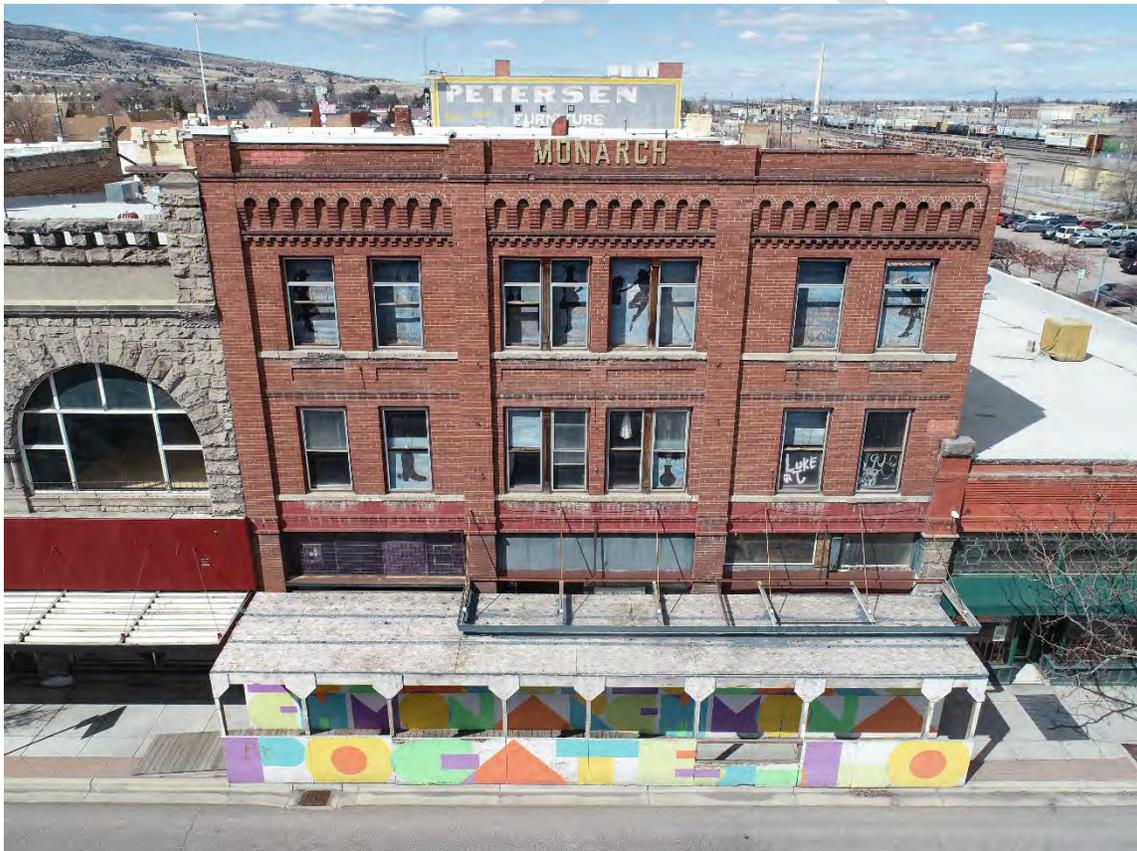
REQUEST FOR QUALIFICATIONS

for Monarch Building Demolition

Project Title: Monarch Building Demolition

RFQ Number: 2025-001

Submission Deadline: January 9, 2026 at 3:00 PM MT



Awarding Authority: Urban Renewal Agency of the City of Pocatello, Idaho, also known as the Pocatello Development Authority

Contact:

Brent McLane, Executive Director, Pocatello Development Authority

911 N. 7th Ave.

Pocatello, Idaho 83201

bmclane@pocatello.gov

Telephone: (208) 234-6583

Table of contents

Section I. Introduction	3
Section II. Proposal Requirements	4
Section III: Terms and Conditions	9
Section IV: Selection Process and Evaluation Criteria	10
Section V. Contract Award	11

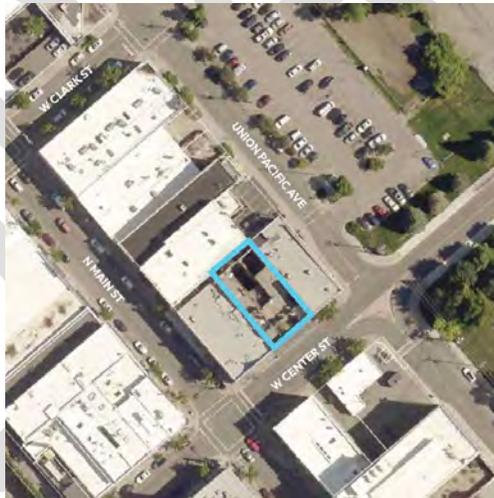
Appendices

A. Certificate of Non-Collusion	12
B. Certificate of Tax Compliance	13
C. Certification Regarding Lobbying	14
D. Photos of the Current Conditions	15
E. Phase 1 Environmental Executive Summary	16
F. Waiver & Release	20

POCATELLO DEVELOPMENT AUTHORITY
REQUEST FOR QUALIFICATIONS (RFQ)
FOR MONARCH BUILDING DEMOLITION

Section I. Introduction

- A. Invitation:** The Pocatello Development Authority (“PDA”) is seeking responses from qualified contractors (“Respondent” or “Contractor”) to provide all labor, equipment, materials, and services necessary to perform the complete demolition and site clearance of the Monarch Building located at 244 W. Center St. in Historic Downtown Pocatello, Idaho. The purpose of this project is to safely remove the existing structure, cap any existing utilities, shore up adjacent property walls, and prepare the property for future redevelopment in accordance with applicable laws, codes, and regulations.
- B. About PDA:** The PDA is an Urban Renewal Agency located in Southeast, Idaho. The purpose of the PDA is to undertake urban renewal projects pursuant to the authority of chapters 20 and 29, Title 50, Idaho Code.
- C. Project Details and Information:** The project involves a historic building located in Downtown Pocatello that was destroyed by fire in 2014. The building was recently gifted to the PDA, who is now looking to demolish the building. The building was constructed in 1909 of unreinforced masonry and shares common walls on both sides. The west side is to remain intact and the east side is to be removed to the upper stories up to the level of the shared wall of the neighboring building.



D. Project Site Information

Address	244 W Center Street, Pocatello, ID 83204
Ownership	Pocatello Development Authority (PDA)
Site Description	4,875ft ² (97.5' x 50')
Location	The site is located in downtown Pocatello, Idaho within the Downtown Pocatello Historic District.
Parcel/Legal	Parcel #RPRPPOC276000; S26-T6S-R34E W50' OF E90' X S7 1/2' LOT 7 W50' OF E90' LOTS 8-9-10 BLOCK 432 POCATELLO TOWNSITE
Design Standards	A Certificate of Appropriateness is required for all exterior building alterations, new construction, demolition and/or building signage.
Access	The site is surrounded by historic buildings. Access to the site includes 50' frontage along W Center Street and a 5' wide access between buildings from the rear of the site accessed only across adjacent properties.

Section II. Proposal Requirements

A. Proposal Minimum Requirements:

In order for a proposal to be deemed complete and to be further reviewed it must include the minimum requirements. In the event the minimum requirements have not been met for a submission by the **due date of January 9, 2026** the proposal will be deemed incomplete and will not be eligible for further consideration. Written notification confirming whether the proposal is considered complete will be provided to the contact listed in each proposal. If you have any questions regarding these minimum requirements, please contact the PDA as soon as possible.

Submittals must include the following documents to be deemed a complete submittal:

1. **The Cover Sheet.** The individual listed on the Cover Sheet will be contacted if additional information or clarification on the submitted proposal is required.
2. **Acknowledgement & Release.** Completed and signed, Acknowledgement & Release Agreements that are attached to this RFQ.
3. **Demolition Team Information**
 - a. Demolition Team Identification (including but not limited to): architect, engineer, contractor, erosion and sediment control responsible party, utility coordinator etc. Include address, phone numbers and email contacts.
 - b. Identify whether team has worked together on prior projects and identify and describe those projects briefly.
 - c. Include three professional references- including name, title, email and phone number. References cannot be a member of the demolition team.
4. **Project Summary**
 - a. Pre-Demolition Activities
 - i. Conduct site inspections and review existing conditions.
 - ii. Develop and submit a Demolition Plan including methods, schedule, safety measures, and traffic control.

- iii. Perform utility disconnection and coordination with utility providers (electric, gas, water, sewer, telecommunications).
 - iv. Obtain and pay for all required permits, licenses, and approvals.
 - v. Conduct hazardous materials survey and arrange for proper abatement and disposal of asbestos, lead-based paint, or other hazardous substances, in compliance with federal, state, and local requirements.
- b. Demolition
- i. Perform complete demolition of the Monarch Building structure(s), including foundations, footings, basements, slabs, and other appurtenances.
 - ii. Provide shoring and bracing of adjacent building foundation and shared walls.
 - iii. Provide dust, noise, and vibration control measures during demolition activities.
 - iv. Protect adjacent properties, sidewalks, streets, and utilities from damage during demolition.
 - v. Implement traffic and pedestrian safety controls per City requirements.
- c. Debris Removal and Disposal
- i. Remove and properly dispose of all construction and demolition debris at licensed facilities.
 - ii. Segregate and recycle materials where feasible in compliance with environmental standards.
 - iii. Maintain documentation of all disposal and recycling activities.
- d. Site Restoration
- i. Backfill and compact excavated areas to grade with clean fill material.
 - ii. Rough grade the site to ensure proper drainage and stable conditions.
 - iii. Install temporary erosion and sediment control measures as required.
 - iv. Leave the site in a clean, safe, and stable condition, suitable for future redevelopment.

5. Deliverables

- a. Demolition Plan and Schedule (prior to work).
- b. Hazardous Materials Survey Report and Abatement Documentation.
- c. Waste Disposal and Recycling Records.
- d. Final Site Clearance Report including photographic documentation of demolition and restoration.

6. Project Schedule. Include a detailed schedule within ten (10) calendar days of Notice to Proceed, identifying major activities, critical milestones, and completion dates.

The awarded Contractor must have substantive experience with building demolition in a downtown setting, building safety review, permitting processes, and the preparation of building documents that comply with local, state, and federal requirements. Only the Contractors responding to the RFQ will be considered. The PDA will evaluate responses to select a candidate to negotiate a contract. PDA invites interested parties to submit Demolition proposals. Contractors must have experience completing plans in accordance with the International Building Code (IBC), the International Fire Code (IFC), Americans with Disabilities Act (ADA) requirements, and any other local and state requirements for building demolition.

This solicitation is being conducted in accordance with the provisions of Idaho Code Title 67, Chapter 28 (Purchasing by Political Subdivisions and other applicable requirements). Those provisions are hereby incorporated by reference into this RFQ. All contracts must be strictly awarded in accordance with the requirements of the RFQ. If it becomes necessary to revise any part of this RFQ or otherwise provide additional information, an addendum will be issued to all prospective Respondents who received copies of the original request.

Proposal Due Date: January 9, 2026 3:00 PM MT

Proposal Subject: Demolition of the Monarch Building located at 244 W. Center St., Pocatello, Idaho.

RFQ Title: Monarch Building Demolition

RFQ Availability: RFQ information packets will be available beginning November 21, 2025 after 8:00AM MT through January 9, 2026 at 10:59AM MT by contacting Brent McLane, Executive Director, at 208-234-6583, or via email at bmclane@pocatello.gov.

Return RFQs to: Pocatello Development Agency (PDA)
Attn: Brent McLane
911 N. 7th Avenue
Pocatello, ID 83201

Any questions pertaining to the scope of services in this solicitation should be submitted in writing. All answers will be in the form of an addendum and sent to registered Respondents. All questions must be submitted in writing no later than 5:00 PM MT on December 26, 2025 to Brent McLane, Executive Director, at 208-234-6583, or via email at bmclane@pocatello.gov.

Please read this entire document before responding or submitting questions. Thank you for your interest.

RFQ Issuance	DATE	November 21, 2025 at 8:00AM MT
Questions Deadline	DATE	December 26, 2025 at 5:00PM MT
Proposals Due	DATE	January 9, 2026 at 3:00PM MT
Interviews, if necessary	DATE	January 19-23, 2026
Anticipated Selection	Week of	January 26, 2026
Anticipated Contract Start	DATE	February 18, 2026

A. Instructions

1. Time and Place for Submission

Proposals are to be submitted by mail or in person to Pocatello City Hall, Attn: Pocatello Development Authority, 911 N. 7th Avenue, Pocatello, ID 83201 by 3:00 PM MT on January 9, 2026. Proposals will be considered on time if received by the Submission Deadline using the time on the clock located in the City of Pocatello, Planning and Development Services Department at City Hall. Postmarks will not be considered. E-mail submissions will not be accepted. The PDA shall not be responsible for proposals arriving late due to couriers, deliveries to wrong locations, express mailing service errors, etc. If, at the time that proposals are due, City Hall is closed due to uncontrolled events, proposals

will be accepted until 11:00AM MT on the next day that City Hall is open. No individual extensions of this deadline will be granted. Late proposals will be deemed “non-responsive” and will not be opened. They may be picked up by the Respondent if so desired.

2. Idaho Code

Attention of all Respondents is directed to Title 67, Chapter 28 of the Idaho Statutes governing transactions involving requests for qualifications, and to all other applicable sections of the Idaho Code as most recently amended which govern the award of this contract. Respondent must be properly licensed as required by the State of Idaho, to render the services described herein.

3. Disclosure of Information

Submission of a proposal shall be deemed acknowledgement that the Respondent is familiar with the Idaho Public Records Law, Idaho Code Title 74, Chapter 1, and is bound thereby. Disclosure of any information provided by a Respondent in connection with this RFQ shall be in strict accordance with the laws and regulations regarding such disclosure pursuant to Idaho Code Title 74, Chapter 1. To review copies of proposals after contracts have been awarded, submit a written request in compliance with the Idaho Public Record Law by contacting the RFQ contact person identified in this RFQ.

4. Reservation of Right

The PDA may cancel this Request for Proposals or may reject in whole or in part any and all responses or proposals when it is determined that said cancellation or rejection serves the best interests of the PDA. The PDA reserves the right to reject any or all proposals after determining if each response is responsive and responsible.

5. Non-Collusion

It is understood that the Respondent has submitted the proposal in good faith and has not colluded with any other individuals, developers, or corporations in creating the proposal to subvert the market process. See Certificate of Non-Collusion (Appendix A). Respondents are required to complete this form. Failure to do so will result in a rejection of the proposal.

6. Cost of Proposal

All costs involved in preparing the proposal will be borne by the Respondent. The PDA will not be liable for any costs associated with the creation of the proposal.

7. Incomplete or Conditional Proposals

Proposals, which are incomplete, conditional or obscure, may be rejected. No award will be made to any Respondent who cannot satisfy the awarding authority that they have sufficient ability and sufficient capital to enable them to meet the requirements of these specifications. The awarding authority’s decision or judgment on these matters shall be final, conclusive, and binding.

B. Submission Requirements

8. One bound, single-sided original hard copy proposal is to be submitted, in a sealed envelope clearly marked with the words: “Monarch Building Demolition Proposal” as well as the Respondent’s name. Submission by email is not acceptable.
9. One electronic copy of the proposal should be submitted with the hard copy. Electronic copies should be submitted on properly labeled portable media and MUST mirror paper versions exactly. Electronic copies must be a single PDF file. Submission by email is not acceptable.
10. Failure to submit proposals in the format described herein may result in the rejection of the proposal.
11. The contract is scheduled to be awarded within sixty (60) days of this proposal opening. This RFQ as well as the successful Respondent’s proposal will become part of the contract.
12. By submitting a signed proposal, the Respondent acknowledges and agrees to the Pocatello Development Authority’s “Terms and Conditions” contained in Section III: Terms and Conditions.
13. If any changes are made to this RFQ, an addendum will be distributed to all Respondents who have received the RFQ.
14. A Respondent may correct, modify, or withdraw a proposal by written notice if received by the PDA prior to the time and date set for the proposal opening. Proposal modifications must be submitted in a sealed envelope clearly labeled “Modification No. _.” Each modification must be numbered in sequence and must reference the original RFQ. After the proposal opening, a Respondent may not change any provision of the proposal in a manner prejudicial to the interests of the PDA or fair competition. Minor informalities will be waived or the Respondent will be allowed to correct them. If a mistake and the intended correct wording are clearly evident on the face of the proposal document, the mistake will be corrected to reflect the intended correct meaning. A Respondent may withdraw a proposal if a mistake is clearly evident on the face of the proposal document, but the intended correct wording is not similarly evident.
15. Individuals are encouraged to submit proposals; individuals who submit proposals will not be subject to requirements that are only applicable to businesses such as authorized signatory and financial stability certifications. However, individuals will still be required to fill out those applicable portions of the required forms.
16. Proposals must also include the: Certificate of Non-Collusion, Certificate of Tax Compliance, Certification Regarding Lobbying, and Waiver and Release as provided in this RFQ. See Appendices for additional details.
17. All proposals must be signed by appropriate, authorized individual or individuals, e.g. if the Respondent is a partnership, by the name of the partnership, with the signature of each general partner. If the Respondent is a corporation, it must be signed by the authorized officer whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed, or appropriate certificate of authorization.

18. All questions and requests for clarification must be received in writing by 5:00PM MT on December 26, 2025.
19. Written addenda issued by the PDA will be e-mailed as necessary to all parties that the PDA is aware have requested documents using the contact information provided to the PDA. A copy of any addendum as may be issued will be on file with the PDA. Absence of “failure” messages electronically transmitted from addressee’s site will serve as receipt of delivery of addenda. Respondent should contact Brent McLane via e-mail or phone, if they believe an addendum has not been received. A copy of all addenda that are issued should be included in the proposal package and each addendum should be initialed in the bottom left corner of the first page of the document by the Respondent.
20. The PDA is the awarding entity that will sign the contract and to whom invoices will be submitted/received and by whom the Respondent will be paid/submit payment.
21. All proposals will be reviewed by the Evaluation Committee. A recommendation will be made by the Evaluation Committee to accept the proposal which is in the best interest of the PDA. The Evaluation Committee will, in turn, recommend to the Board for a vote to award. The consideration of all proposals and subsequent selection of a successful Respondent shall be made without regard to race, color, sex, age, handicap, religion, political affiliation, or national origin. The recommendation will be based on the evaluation criteria (Section IV).
22. Failure to complete the enclosed forms, answer any questions, or provide the required documentation will result in the proposal being deemed non-responsive and the rejection of the proposal, unless the PDA determines that such failure constitutes a minor informality.

Section III. Terms & Conditions

1. General Terms and Conditions

The process of selecting organizations to provide consultation services for the PDA’s benefit requires the accumulation of comprehensive and accurate information to ensure that a knowledgeable, objective decision can be made for the implementation portion of this proposal.

The PDA reserves the right to accept or reject all proposals or portions thereof without stated cause. The PDA reserves the right to re-issue any RFQ or cancel the RFQ if none of the proposals are deemed satisfactory to the PDA. Upon selection of a finalist, the PDA by its proper officials shall attempt to negotiate and reach a final agreement with the finalist. If the PDA, for any reason, is unable to reach a final agreement with this finalist the PDA then reserves the right to reject such finalist and negotiate a final agreement with another finalist who has the next most viable proposal. The PDA may also elect to reject all proposals and re-issue a new RFQ.

Clarification of proposals: The PDA reserves the right to obtain clarification of any point in a Respondent's proposal or obtain additional information. Any request for clarification or other correspondence related to the RFQ shall be in writing or email, and a response shall be provided within two business days. The PDA is not bound to accept the proposal with the lowest cost, but may accept the proposal that demonstrates the best ability to meet the needs of the PDA. The PDA reserves the right to waive any formalities, defects, or irregularities, in any proposal, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the PDA. The PDA reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the Respondent.

2. Conflict of Interest

By the submission of a proposal, the Respondent agrees to ensure that, at the time of contracting, the Respondent will have no interest, direct or indirect, that would conflict in any manner or degree with the performance of the Respondent's obligations under the Agreement. The Respondent shall further covenant that, in the performance of the Agreement, the Respondent shall not employ any person, or subcontract with any entity, having any such known interest.

3. Public Information

Information supplied by the Respondent to the PDA is subject to the Idaho Public Records Law. Such information shall become public unless it falls within one of the exceptions in the statute, such as security information, trade secret information, or labor relations information. If the Respondent believes any information which is not public will be supplied in response to this RFQ, the Respondent shall take reasonable steps to identify for the PDA what data, if any, it believes falls within the exceptions. If the proposal data is not marked in such a way as to identify non-public data, the PDA will treat the information as public and release it upon request. In addition, the PDA reserves the right to make the final determination of whether data identified by the Respondent as not public falls within the exceptions within the statute.

4. Equal Employment Opportunity

The Respondent agrees to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual preference, disability, or age. When required by law or requested by the PDA, the Respondent shall furnish a written action plan.

Section IV. Selection Process and Evaluation Criteria

1. Selection Process

- I. Only those Respondents who submit all forms and materials as required and meet the Minimum Criteria will be considered responsive.
- II. Those Respondents who are considered responsive and are rated in the top three most advantageous Respondents after review of the Proposal Evaluation Criteria may participate in an interview with the Evaluation Committee on or about January 19-23, 2026. Interviews will be optional and the PDA reserves the right to conduct interviews or not based on the proposals received.

III. The PDA has determined that the selection of the most advantageous offer for these services requires comparative judgement of factors (evaluation criteria). The proposals will be evaluated on a points basis with the highest score being deemed the most advantageous.

IV. The contract award shall be made to the responsible Contractor whose proposal is determined most advantageous, considering all factors specified in the RFQ.

2. Contractor Qualifications - Minimum Criteria

Contractor’s qualifications shall be as follows:

- i. Properly licensed as required by the State of Idaho to render the services described herein
- ii. Have available facilities and/or equipment to render the services described herein
- iii. Technical knowledge and at least two years of experience in demolishing historic buildings in a downtown setting as described herein
- iv. Available manpower to render the services
- v. Adequate financial status to meet the financial obligations incident to the work
- vi. Has no just or proper claim pending against the contractor or the company
- vii. verification of insurance, such as worker’s compensation, employer’s liability and commercial general liability insurance
- viii. verification of contractor’s experience with similar demolition and removal projects.

II.

III. Respondent demonstrates experience and familiarity with the International Building Code (IBC), the International Fire Code (IFC), Americans with Disabilities Act (ADA) requirements, and any other local and state requirements for building demolition (or equivalent).

IV. Respondent provides a project proposal for completing the Scope of Work. Project proposals shall include information explaining how the Scope of Work requirements will be achieved.

V. Respondent provides at least three references.

3. Proposal Evaluation Criteria

Category	Maximum Points
Describe your team’s size, resources, philosophy of service, financial stability, and capability to undertake this project.	20
Describe your team’s experience with projects of similar size and scope.	20
List the names, titles, and relevant qualifications and experience of each member of your team, including sub-	20

developers, that will be contributing on this project.	
Describe the path your team will take in order to complete the objectives, including your approach to communication, quality control, sustainability, practicality, and design review and edits.	10
Describe your familiarity with any and all city, state, and federal laws and regulations that may be applicable to this project and your Contractor's plan to comply with such.	10
Completion of Similar Work in Recent Years	10
Quality of Proposal	5
Interview (optional for up to top 3 respondents if necessary)	5

Section V. Contract Award

The PDA intends to evaluate proposals and award a contract without discussions with Respondents (except for clarification purposes). The PDA reserves the right to reject any and all offers for any reason whatsoever in the PDA's sole discretion; to waive immaterial project requirements; and to pursue purchasing in a manner that is in the best interests of the PDA.

The Respondent deemed to be the most highly advantageous to provide the services required for the proposed project will be notified in writing through a notice of award. Once an agreement is reached with a preferred Respondent, the PDA will provide a service agreement with the PDA for signature and full execution. A Notice to Proceed will be issued to formally begin work.

If after negotiation and consideration, the PDA is unable to reach an acceptable agreement with the Respondent, the PDA will terminate negotiations with the Respondent and, at its sole discretion, may enter into negotiations with the second most highly advantageous Respondent and/or withhold the award for any reason and/or elect not to proceed with any of the Respondent and/or re-solicit via a new RFQ.

Appendix C: Certification Regarding Lobbying

CERTIFICATION REGARDING LOBBYING

Project Address: Pocatello Development Authority – 244 W Center St, Pocatello, Idaho

Applicable to: All Contractors and SubContractors

The undersigned certifies, to the best of his/her knowledge and belief that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to report Lobbying" in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subContractors, sub-grants and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Date: _____

Signed:

Printed Name:

Title:

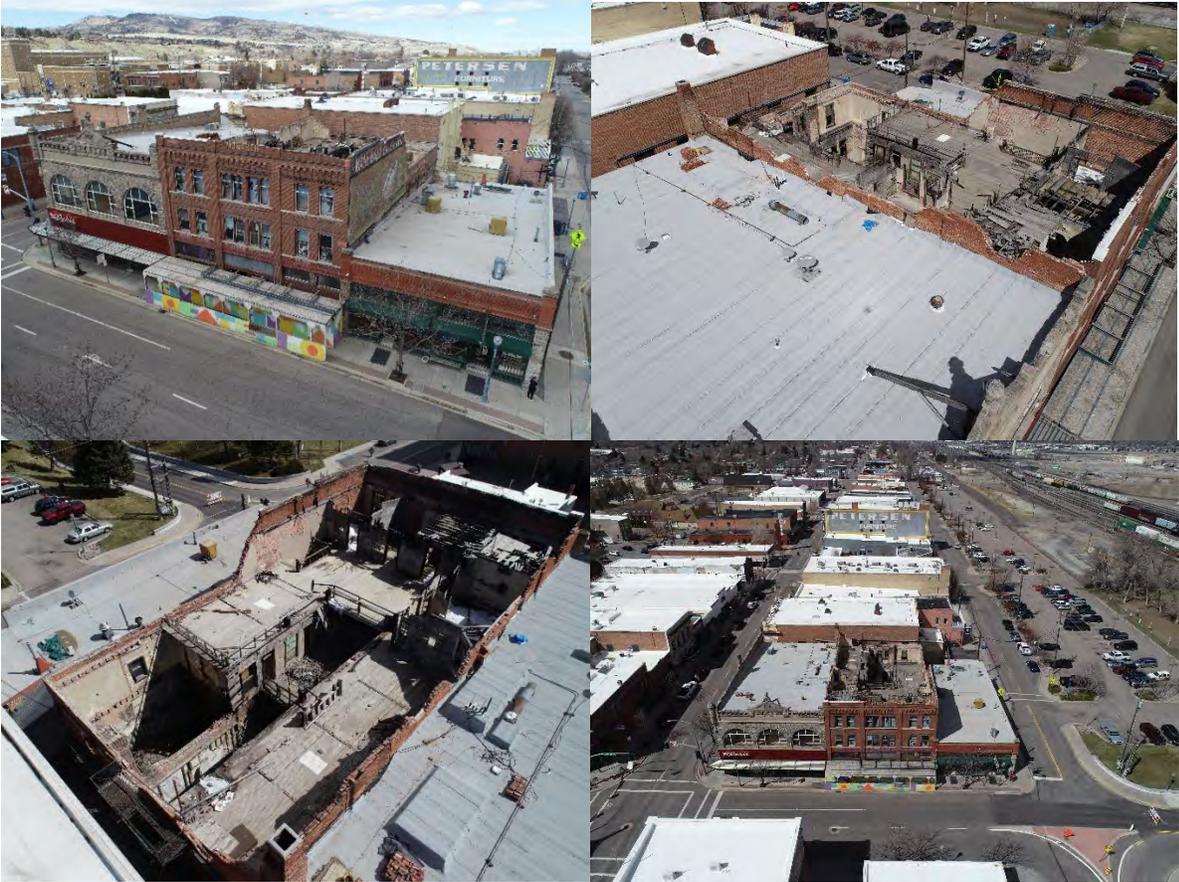
DBA:

SUBSCRIBED AND SWORN TO before me this ____ day of _____, 20__

Notary Public for
My Commission Expires:

DRAFT

Appendix D: Photos of Existing Conditions



DRAFT

Appendix E: Phase 1 Environmental Assessment Executive Summary

Phase I Environmental Site Assessment Report Monarch Building Property, 244 West Center Street, Pocatello, Idaho

January 15, 2025

Executive Summary

Stantec Consulting Services Inc. (Stantec) has completed a Phase I Environmental Site Assessment (ESA) report of the property located at 244 West Center Street, Pocatello, Idaho (the Subject Property), on behalf of the City of Pocatello (Client or City). The work was conducted in conformance with the City's community-wide brownfield assessment grant cooperative agreement (BF-02J15301) with the United States Environmental Protection Agency (EPA) except as may have been modified by the scope of work, and terms and conditions, requested by the Client. The Client has been designated as the User of this report. The intended use of this Phase I ESA is for due diligence in support of Subject Property transfer and redevelopment.

The Phase I ESA was conducted in conformance with the requirements of ASTM International (ASTM) Designation E1527-21, and All Appropriate Inquiries (AAI) as defined by the EPA in Title 40 of the Code of Federal Regulations, Part 312 (40 CFR 312), except as may have been modified by the scope of work, and terms and conditions, requested by the Client. Any exceptions to, or deletions from, the ASTM or AAI practice are described in Section 2.3.

The Subject Property is located on the northwest side of West Center Street between North Union Pacific Avenue and North Main Street in Old Town Pocatello, Idaho. The Subject Property consists of a single Bannock County tax parcel (RPRPPOC276000) comprising approximately 0.11 acres. The Subject Property is developed with the Monarch Building, a vacant, condemned building severely damaged by fire in 2014. Subject Property zoning is Central Commercial. Adjacent sites are used for commercial purposes and are zoned Central Commercial.

The Subject Property was first developed prior to 1892 with commercial storefronts. The current three-story Subject Property building was constructed in 1909, occupying 100% of the Subject Property. The first story of the building housed various retail businesses, while the upper stories housed 32 hotel rooms. In 2014, the building was severely damaged by fire, subsequently condemned, and has been vacant since.

We have performed a Phase I ESA in conformance with the scope and limitations of ASTM Practice E1527-21 of 14369 and 14371 Highway 30, Pocatello, Idaho, or the "Subject Property." Any exceptions to, or deletions from, this practice are described Section 2.3 of this report. This assessment has revealed the following recognized environmental conditions (RECs), controlled RECs (CRECs), and/or significant data gaps in connection with the Subject Property:

- Following the identification of RECs in a previous Phase I conducted by Stantec (Stantec 2024a), Stantec completed a Phase II ESA at the Subject Property (Stantec 2024b) consisting of the collection of three sub-slab vapor samples. Chloroform was identified in one sample at a concentration above the EPA Resident Soil Gas Vapor Intrusion Screening Level (VISL). The identified concentration of chloroform above screening levels constitutes a REC for the Subject Property.

**Phase I Environmental Site Assessment Report
Monarch Building Property, 244 West Center Street, Pocatello, Idaho**

January 15, 2025

Given that the Property is zoned as commercial, the detected chloroform concentration in soil vapor does not pose an unacceptable risk to human health (i.e., commercial/industrial human health exposure scenario). Based on the proposed commercial future use, Startec does not recommend further investigation at the time. If the Property is repurposed for residential use in the future, additional investigation may be warranted.

The preceding summary is intended for informational purposes only. Reading of the full body of this report is recommended.

Project: 203723232

v

RELEASE, WAIVER AND INDEMNITY AGREEMENT

The undersigned has read and fully accepts the discretion and non-liability of the Urban Renewal Agency of the City of Pocatello, Idaho, also known as the Pocatello Development Authority (PDA), and the City of Pocatello, Idaho (hereinafter "City") as stipulated herein.

A. Discretion of City and PDA

PDA reserves the right in its sole discretion and judgment for whatever reasons it deems appropriate to, at any time:

1. Modify or suspend any and all aspects of the process for the Request for Proposals (hereinafter "RFP") seeking interested responders to provide requested financing, as defined in the RFP.
2. Obtain further information from any person, entity, or group, including, but not limited to, any person, entity, or group responding to PDA's RFP (any such person, entity, or group so responding is, for convenience, hereinafter referred to as "Responder"), and to ascertain the depth of Responder's capability and desire to provide financing, and in any and all other respects, to meet with and consult with Responder or any other person, entity, or group;
3. Waive any formalities or defects as to form, procedure, or content with respect to its RFP and any responses by any Responder thereto;
4. Accept or reject any proposal or statement of interest received in response to the RFP including any proposal or statement of interest submitted by the undersigned, or select one Responder over another;
5. Accept or reject all or any part of any materials, implementation programs, schedules, phasings, and proposals or statements, including, but not limited to, the nature of the financing.

B. Non-Liability of City and PDA

The undersigned agrees: (1) that neither City nor PDA shall have any liability whatsoever of any kind or character, directly or indirectly, by reason of all or any of the following; and (2) that the undersigned has not obtained and shall not obtain at any time, whether before or after acceptance or rejection of any statement of interest or proposal, any claim or claims against City, PDA, or any of them, or against PDA or City property (all as hereinafter defined) or PDA, directly or indirectly, by reason of all or any of the following:

1. Any aspect of the RFP, including any information or material set forth therein or referred to therein;

2. Any modification or suspension of the RFP for informalities or defects therein;
3. Any modification of or criteria or selection or defects in the selection procedure or any act or omission of PDA with respect thereto, including, but not limited to, obtaining information from any Responder contacts or consultations with Responders who have submitted statements of interest or proposals as to any matters or any release or dissemination of any information submitted to PDA;
4. The rejection of any statement of interest or proposal, including any statement of interest or proposal by the undersigned, or the selection of one Responder over another;
5. The acceptance by PDA of any statement of interest or proposal;
6. Entering into and thereafter engaging in negotiations;
7. The expiration of negotiations;
8. Entering into any financing agreement, other agreement, relating to the statement of interest or proposal, or as a result thereof;
9. Any statement, representations, acts, or omissions of PDA in connection with all or any of the foregoing;
10. The exercise of PDA discretion and judgment set forth herein or with respect to all or any of the foregoing; and
11. Any and all other matters arising out of or directly or indirectly connected with all or any of the foregoing.

The undersigned further, by its execution of this Release, expressly and absolutely waives any and all claim or claims against PDA and PDA property, or City and City property, directly or indirectly, arising out of or in any way connected with all or any of the foregoing.

For purposes of this section, the terms "PDA," and "City" include their respective commissioners, appointed and elected officials, members, officers, employees, agents, selection committee, volunteers, successors, and assigns; the terms "PDA property" or "City property" and all property of PDA and City, real, personal, or of any other kind or character; the terms "claim or claims" include any and all protests, rights, remedies, interest, objections, claims, demands, actions, or causes of actions, of every kind or character whatsoever, in law or equity, for money or otherwise including, but not limited to, claims for injury, loss, expense, or damage, claims to property, real or personal accounts or funds, or rights or interests therein, and claims to contract interests of any kind or character, in any PDA and/or City property, accounts, or funds, or claims which might be asserted against to cloud title to PDA or City property, accounts, or funds. The

