



## **Finance and Performance Committee**

### **Regular Monthly Meeting**

**Wednesday, April 1, 2020, 12:30pm**

**Computer Access:** <https://global.gotomeeting.com/join/771569389>

**Teleconference: Dial: 1 (872) 240-3212 Access Code: 771-569-389**

### **AGENDA**

- 1) Call to Order
- 2) Comments from the Chair and Members
- 3) Review: February 2020 Operating Financial Statement & Bills Paid
- 4) Discuss: Electric Bus Infrastructure Capital Project
- 5) Discuss: P.O. for BEBs (4) and Charging Stations (4)
- 6) Discuss: Bellevue land acquisition
- 7) Discuss: Other items that may come before the Committee
- 8) Adjourn

*Public information supporting agenda items is available at the Mountain Rides office at 800 1<sup>st</sup> Ave. North, Ketchum, or by requesting a copy by calling Mountain Rides at 208.788.7433*

*Any person needing special accommodation to attend the above noticed meeting should contact Mountain Rides at least 72 hours in advance of the meeting by calling 208.788.7433.*

11:40 AM

03/31/20

Accrual Basis

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**February 2020**

	Feb 20	Budget	% of Budget	Oct '19 - Feb 20	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
41000 · Federal Funding							
41200 · Federal - 5311	167,980.00	150,000.00	112.0%	767,445.00	750,000.00	102.3%	1,268,065.00
41600 · Federal - SRTS	4,181.00	5,000.00	83.6%	17,408.00	20,000.00	87.0%	60,000.00
41800 · Federal - RTAP	0.00	1,500.00	0.0%	7,955.81	7,500.00	106.1%	20,000.00
<b>Total 41000 · Federal Funding</b>	<b>172,161.00</b>	<b>156,500.00</b>	<b>110.0%</b>	<b>792,808.81</b>	<b>777,500.00</b>	<b>102.0%</b>	<b>1,348,065.00</b>
43000 · Local Funding							
43100 · Local - Ketchum	45,808.34	45,808.34	100.0%	229,041.70	229,041.70	100.0%	549,700.00
43200 · Local - Hailey	6,016.67	6,016.67	100.0%	30,083.36	30,083.35	100.0%	72,200.00
43300 · Local - Bellevue	0.00			5,700.00	5,700.00	100.0%	5,700.00
43400 · Local - Blaine County	11,291.67	11,291.67	100.0%	56,458.36	56,458.35	100.0%	135,500.00
43500 · Local - Sun Valley	25,850.00	25,850.00	100.0%	129,250.00	129,250.00	100.0%	310,200.00
43600 · Local - Sun Valley Company	35,418.18	33,600.00	105.4%	115,109.08	109,200.00	105.4%	176,000.00
43700 · Local - Other Business	0.00	0.00	0.0%	18,300.00	19,000.00	96.3%	19,000.00
<b>Total 43000 · Local Funding</b>	<b>124,384.86</b>	<b>122,566.68</b>	<b>101.5%</b>	<b>583,942.50</b>	<b>578,733.40</b>	<b>100.9%</b>	<b>1,268,300.00</b>
44000 · Fares							
44100 · Fares - Valley Cash	3,172.30	5,500.00	57.7%	20,693.01	27,500.00	75.2%	66,000.00
44200 · Fares - Valley Passes	10,827.84	10,000.00	108.3%	60,493.16	62,000.00	97.6%	135,960.00
44250 · Fares- Hailey Route- Cash	0.00	0.00	0.0%	0.00	5,000.00	0.0%	5,000.00
44300 · Fares - Vanpool	12,495.80	10,000.00	125.0%	76,868.18	67,000.00	114.7%	165,000.00
44400 · Fares - ADA	0.00			0.00	0.00	0.0%	0.00
44500 · Fares- Galena Service	912.00	1,000.00	91.2%	4,869.80	4,000.00	121.7%	4,000.00
<b>Total 44000 · Fares</b>	<b>27,407.94</b>	<b>26,500.00</b>	<b>103.4%</b>	<b>162,924.15</b>	<b>165,500.00</b>	<b>98.4%</b>	<b>375,960.00</b>
45000 · Revenue							
45100 · Rev - Advertising	412.50	2,500.00	16.5%	52,525.00	54,500.00	96.4%	72,000.00
45500 · Rev - Charter/Special Event	2,215.00	0.00	100.0%	2,215.00	0.00	100.0%	15,300.00
45600 · Rev - Bike Share- Bike Swap	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
<b>Total 45000 · Revenue</b>	<b>2,627.50</b>	<b>2,500.00</b>	<b>105.1%</b>	<b>54,740.00</b>	<b>54,500.00</b>	<b>100.4%</b>	<b>87,300.00</b>
47000 · Private Donations							
47100 · Priv. Donation - Foundations	0.00	0.00	0.0%	2,500.00	1,000.00	250.0%	1,000.00
<b>Total 47000 · Private Donations</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>2,500.00</b>	<b>1,000.00</b>	<b>250.0%</b>	<b>1,000.00</b>
48000 · Transfers							
48400 · Transfer - Housing Fund	1,250.00	1,250.00	100.0%	6,250.00	6,250.00	100.0%	15,000.00
<b>Total 48000 · Transfers</b>	<b>1,250.00</b>	<b>1,250.00</b>	<b>100.0%</b>	<b>6,250.00</b>	<b>6,250.00</b>	<b>100.0%</b>	<b>15,000.00</b>
49000 · Interest Income	769.44	80.00	961.8%	2,855.64	440.00	649.0%	1,000.00
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	0.00	0.0%	144,572.00
49810 · Returned Check Charges	0.00			25.00	0.00	100.0%	0.00
<b>Total Income</b>	<b>328,600.74</b>	<b>309,396.68</b>	<b>106.2%</b>	<b>1,606,046.10</b>	<b>1,583,923.40</b>	<b>101.4%</b>	<b>3,241,197.00</b>
<b>Gross Profit</b>	<b>328,600.74</b>	<b>309,396.68</b>	<b>106.2%</b>	<b>1,606,046.10</b>	<b>1,583,923.40</b>	<b>101.4%</b>	<b>3,241,197.00</b>
<b>Expense</b>							
51000 · Payroll Expenses							
51100 · Salaries and Wages	136,419.03	143,230.00	95.2%	672,853.67	710,140.00	94.7%	1,631,230.00
51300 · FICA Expense	8,145.06	8,594.00	94.8%	40,049.03	42,609.00	94.0%	97,870.00
51350 · Medicare Tax Expense	1,904.88	2,005.00	95.0%	9,366.30	9,941.00	94.2%	22,840.00
51400 · Retirement Plan Expenses	32,158.74	0.00	100.0%	34,836.24	38,200.00	91.2%	136,210.00
51500 · Workers Comp Expense	7,034.00	15,000.00	46.9%	14,632.00	30,000.00	48.8%	60,000.00
51600 · SUI Expense	892.01	1,003.00	88.9%	3,222.09	4,973.00	64.8%	11,420.00
51700 · Medical Ins. Expense	23,601.08	25,350.00	93.1%	117,981.56	126,750.00	93.1%	304,400.00
51950 · Employee Performance Bonus	0.00	0.00	0.0%	250.00	0.00	100.0%	6,000.00
51000 · Payroll Expenses - Other	0.00			0.00	0.00	0.0%	0.00

11:40 AM

03/31/20

Accrual Basis

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**February 2020**

	Feb 20	Budget	% of Budget	Oct '19 - Feb 20	YTD Budget	% of Budget	Annual Budget
<b>Total 51000 · Payroll Expenses</b>	210,154.80	195,182.00	107.7%	893,190.89	962,613.00	92.8%	2,269,970.00
<b>52000 · Insurance Expense</b>							
52100 · Ins. - Vehicles	10,375.44	10,375.00	100.0%	51,877.23	51,875.00	100.0%	124,505.00
52150 · Ins- Deductibles/claims	270.80	400.00	67.7%	5,267.14	2,200.00	239.4%	5,000.00
<b>Total 52000 · Insurance Expense</b>	10,646.24	10,775.00	98.8%	57,144.37	54,075.00	105.7%	129,505.00
<b>53000 · Professional Fees</b>							
53100 · Accounting & Audit	1,075.00	1,120.00	96.0%	14,475.00	14,600.00	99.1%	22,440.00
53200 · IT Systems	435.00	350.00	124.3%	2,827.50	2,550.00	110.9%	5,000.00
53400 · Legal Fees	56.25	350.00	16.1%	825.75	1,050.00	78.6%	3,500.00
53475 · Medical	259.00	500.00	51.8%	2,548.05	3,400.00	74.9%	6,900.00
53500 · Other Professional Fees	27.62	250.00	11.0%	3,157.34	1,350.00	233.9%	3,100.00
<b>Total 53000 · Professional Fees</b>	1,852.87	2,570.00	72.1%	23,833.64	22,950.00	103.9%	40,940.00
<b>54000 · Equipment/ Tool Expense</b>							
54100 · Shop Equipment/ Tools	117.61	515.00	22.8%	850.85	2,575.00	33.0%	6,180.00
54300 · Office Equipment	0.00	70.00	0.0%	3,072.88	2,510.00	122.4%	3,000.00
54000 · Equipment/ Tool Expense - Other	0.00			9.00			
<b>Total 54000 · Equipment/ Tool Expense</b>	117.61	585.00	20.1%	3,932.73	5,085.00	77.3%	9,180.00
<b>55000 · Rent and Utilities</b>							
55200 · Utilities	2,567.44	3,000.00	85.6%	11,471.63	12,000.00	95.6%	22,440.00
<b>Total 55000 · Rent and Utilities</b>	2,567.44	3,000.00	85.6%	11,471.63	12,000.00	95.6%	22,440.00
<b>56000 · Supplies</b>							
56200 · Janitorial & Safety Supplies	2,436.74	680.00	358.3%	5,740.03	3,400.00	168.8%	8,160.00
56300 · Department & Office Supplies	72.13	400.00	18.0%	1,002.25	2,000.00	50.1%	5,000.00
56400 · Uniforms	175.08	200.00	87.5%	2,881.86	5,800.00	49.7%	8,000.00
56500 · Postage and Delivery	81.09	70.00	115.8%	642.65	350.00	183.6%	850.00
<b>Total 56000 · Supplies</b>	2,765.04	1,350.00	204.8%	10,266.79	11,550.00	88.9%	22,010.00
<b>57000 · Repairs and Maintenance</b>							
57100 · Equipment Repairs/Maintenance	889.78	160.00	556.1%	2,880.54	800.00	360.1%	2,000.00
57200 · Building Repairs/Maintenance	25.27	1,000.00	2.5%	6,093.32	5,000.00	121.9%	12,000.00
57250 · Bus Stop Repairs/Maint	417.98	200.00	209.0%	1,837.44	1,200.00	153.1%	4,500.00
57300 · Grounds Repairs/Maintenance	793.75	1,500.00	52.9%	3,168.75	4,500.00	70.4%	7,000.00
57400 · Bike Share Repairs/Maintenance	0.00			0.00	0.00	0.0%	0.00
57500 · Janitorial Services	1,508.00	1,372.00	109.9%	9,323.88	4,896.00	190.4%	7,500.00
<b>Total 57000 · Repairs and Maintenance</b>	3,634.78	4,232.00	85.9%	23,303.93	16,396.00	142.1%	33,000.00
<b>58000 · Communications Expense</b>							
58100 · Office Phone Expense	319.66	380.00	84.1%	1,607.51	1,900.00	84.6%	4,600.00
58200 · Cell & Two-Way Mobile	958.55	1,250.00	76.7%	4,924.34	6,250.00	78.8%	15,000.00
58300 · Internet/Website	430.69	330.00	130.5%	1,706.70	1,650.00	103.4%	4,000.00
58400 · On-Board Vehicle Computers	0.00	270.00	0.0%	14,968.00	16,080.00	93.1%	18,000.00
<b>Total 58000 · Communications Expense</b>	1,708.90	2,230.00	76.6%	23,206.55	25,880.00	89.7%	41,600.00
<b>59000 · Travel and Training</b>							
59100 · Vehicle/Airfare	2,799.77	550.00	509.0%	5,682.23	2,750.00	206.6%	6,700.00
59200 · Lodging	461.96	420.00	110.0%	1,738.12	2,100.00	82.8%	5,080.00
59300 · Food/Meals/Entertainment	0.00	300.00	0.0%	742.05	1,500.00	49.5%	3,650.00
59400 · Training/Education	5,665.00	800.00	708.1%	7,925.00	4,000.00	198.1%	9,640.00
59500 · Safety Curriculum	0.00	0.00	0.0%	0.00	0.00	0.0%	520.00
<b>Total 59000 · Travel and Training</b>	8,926.73	2,070.00	431.2%	16,087.40	10,350.00	155.4%	25,590.00
<b>60000 · Business Expenses</b>							
60100 · Vehicle Registration Fees	0.00	55.00	0.0%	46.00	275.00	16.7%	700.00
60400 · Membership,Dues & Subscriptions	150.45	380.00	39.6%	1,323.26	1,900.00	69.6%	7,500.00
60500 · Bank Fees	0.00	40.00	0.0%	58.37	200.00	29.2%	500.00

11:40 AM

03/31/20

Accrual Basis

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**February 2020**

	Feb 20	Budget	% of Budget	Oct '19 - Feb 20	YTD Budget	% of Budget	Annual Budget
60700 · Bad Debt	0.00			0.00	0.00	0.0%	0.00
<b>Total 60000 · Business Expenses</b>	<b>150.45</b>	<b>475.00</b>	<b>31.7%</b>	<b>1,427.63</b>	<b>2,375.00</b>	<b>60.1%</b>	<b>8,700.00</b>
<b>61000 · Advertising</b>							
61100 · Print Advertising	0.00	900.00	0.0%	2,595.57	4,500.00	57.7%	11,000.00
61200 · Radio Advertising	975.00	80.00	1,218.8%	975.00	400.00	243.8%	1,000.00
61300 · Online Advertising	170.03	80.00	212.5%	966.70	400.00	241.7%	1,000.00
61400 · Vehicle Graphics	0.00	580.00	0.0%	0.00	2,900.00	0.0%	7,000.00
<b>Total 61000 · Advertising</b>	<b>1,145.03</b>	<b>1,640.00</b>	<b>69.8%</b>	<b>4,537.27</b>	<b>8,200.00</b>	<b>55.3%</b>	<b>20,000.00</b>
<b>62000 · Marketing and Promotion</b>							
62100 · Info. Displays-Stop Signage	76.00	330.00	23.0%	1,549.81	1,650.00	93.9%	4,000.00
62200 · Graphic Design	0.00	580.00	0.0%	1,576.55	2,900.00	54.4%	7,000.00
62300 · Promotional Items	0.00	330.00	0.0%	0.00	1,650.00	0.0%	4,000.00
62400 · Customer Events and Misc.	175.00	80.00	218.8%	175.00	400.00	43.8%	1,000.00
62500 · Staff Appreciation/ Events	476.93	250.00	190.8%	3,576.06	3,200.00	111.8%	5,000.00
<b>Total 62000 · Marketing and Promotion</b>	<b>727.93</b>	<b>1,570.00</b>	<b>46.4%</b>	<b>6,877.42</b>	<b>9,800.00</b>	<b>70.2%</b>	<b>21,000.00</b>
<b>63000 · Printing and Reproduction</b>							
63100 · Copies, Passes & Flyers	172.43	250.00	69.0%	1,486.77	1,250.00	118.9%	3,000.00
63200 · Schedules, Maps & Brochures	0.00	0.00	0.0%	6,817.48	6,500.00	104.9%	7,500.00
<b>Total 63000 · Printing and Reproduction</b>	<b>172.43</b>	<b>250.00</b>	<b>69.0%</b>	<b>8,304.25</b>	<b>7,750.00</b>	<b>107.2%</b>	<b>10,500.00</b>
<b>64000 · Fuel Expense</b>	<b>24,823.78</b>	<b>27,000.00</b>	<b>91.9%</b>	<b>121,890.19</b>	<b>126,000.00</b>	<b>96.7%</b>	<b>294,190.00</b>
<b>65000 · Vehicle Maintenance</b>							
65100 · Parts Expense							
65150 · Vehicle Maintenance- freight	121.00	200.00	60.5%	143.00	1,000.00	14.3%	2,500.00
65100 · Parts Expense - Other	6,851.09	9,500.00	72.1%	43,580.39	48,500.00	89.9%	115,000.00
<b>Total 65100 · Parts Expense</b>	<b>6,972.09</b>	<b>9,700.00</b>	<b>71.9%</b>	<b>43,723.39</b>	<b>49,500.00</b>	<b>88.3%</b>	<b>117,500.00</b>
65200 · Fluids Expense	1,901.30	1,550.00	122.7%	7,288.97	7,750.00	94.1%	19,000.00
65300 · Tires Expense	2,640.25	1,300.00	203.1%	15,782.12	24,800.00	63.6%	38,000.00
65400 · Purchased Services	0.00	830.00	0.0%	628.29	4,150.00	15.1%	10,000.00
65500 · Vehicle Computer/Diagnostic	1,707.94	330.00	517.6%	1,707.94	1,650.00	103.5%	4,000.00
65600 · Vehicle Glass/Windshield Repai	0.00	450.00	0.0%	291.04	2,250.00	12.9%	5,500.00
65700 · Shop Supplies	0.00	330.00	0.0%	1,213.31	1,650.00	73.5%	4,000.00
<b>Total 65000 · Vehicle Maintenance</b>	<b>13,221.58</b>	<b>14,490.00</b>	<b>91.2%</b>	<b>70,635.06</b>	<b>91,750.00</b>	<b>77.0%</b>	<b>198,000.00</b>
<b>69500 · Contribution to Fund Balance</b>	<b>94,572.00</b>	<b>0.00</b>	<b>100.0%</b>	<b>94,572.00</b>	<b>94,572.00</b>	<b>100.0%</b>	<b>94,572.00</b>
<b>69810 · Bank Service Charges</b>	<b>0.00</b>			<b>2.00</b>			
<b>Total Expense</b>	<b>377,187.61</b>	<b>267,419.00</b>	<b>141.0%</b>	<b>1,370,683.75</b>	<b>1,461,346.00</b>	<b>93.8%</b>	<b>3,241,197.00</b>
<b>Net Ordinary Income</b>	<b>-48,586.87</b>	<b>41,977.68</b>	<b>-115.7%</b>	<b>235,362.35</b>	<b>122,577.40</b>	<b>192.0%</b>	<b>0.00</b>
<b>Net Income</b>	<b>-48,586.87</b>	<b>41,977.68</b>	<b>-115.7%</b>	<b>235,362.35</b>	<b>122,577.40</b>	<b>192.0%</b>	<b>0.00</b>

11:42 AM

03/31/20

Accrual Basis

# MRTA - Operations Main Checks Issued

As of February 29, 2020

Type	Date	Num	Name	Memo	Amount	Balance
<b>11100 - Mountain West Checking</b>						161,809.44
Liability Check	02/03/2020	ACH	Idaho State Tax Commission	000186434	-4,087.00	157,722.44
Bill Pmt -Check	02/03/2020	ACH	CenturyLink	208-726-1690 623B	-42.14	157,680.30
Bill Pmt -Check	02/03/2020	ACH	Intermtn Gas #450 916 6521 1	Acct # 45091665211	-100.75	157,579.55
Bill Pmt -Check	02/03/2020	ACH	Intermtn Gas Co #826 580 3000 0	#826 580 3000 0	-1,052.42	156,527.13
Bill Pmt -Check	02/03/2020	9313	AC Houston Lumber Company	16203-1	-44.07	156,483.06
Bill Pmt -Check	02/03/2020	9314	Allstar Property Services, Inc.		-372.00	156,111.06
Bill Pmt -Check	02/03/2020	9315	AmeriPride Services, Inc	240001334	-499.26	155,611.80
Bill Pmt -Check	02/03/2020	9316	Ben Varner'	expense reimbursement	-92.59	155,519.21
Bill Pmt -Check	02/03/2020	9317	City of Bellevue'	RIDES1- 121 Clover St	-119.56	155,399.65
Bill Pmt -Check	02/03/2020	9318	Clear Creek Disposal	1327	-98.08	155,301.57
Bill Pmt -Check	02/03/2020	9319	Clearwater Landscaping		-1,257.50	154,044.07
Bill Pmt -Check	02/03/2020	9320	Davis Embroidery		-418.45	153,625.62
Bill Pmt -Check	02/03/2020	9321	Gillig, LLC	36869601	-218.22	153,407.40
Bill Pmt -Check	02/03/2020	9322	Integrated Technologies		-63.24	153,344.16
Bill Pmt -Check	02/03/2020	9323	Kimberly L Richmond	1/16/20 - 1/31/20	-450.00	152,894.16
Bill Pmt -Check	02/03/2020	9324	Lawson Products, Inc.	Acc# 10140112	-555.86	152,338.30
Bill Pmt -Check	02/03/2020	9325	Les Schwab	117-00888	-642.32	151,695.98
Bill Pmt -Check	02/03/2020	9326	Silver Creek Ford		-80.08	151,615.90
Bill Pmt -Check	02/03/2020	9327	United Oil	38068	-14,410.74	137,205.16
Bill Pmt -Check	02/03/2020	9328	Valley Auto Body	RO #4474	-2,500.00	134,705.16
Deposit	02/03/2020			Deposit	179.50	134,884.66
Check	02/03/2020	9329	Ill-A Trust	Billing Period 02/01/2020 - 02/29/2020	-28,831.00	106,053.66
Bill Pmt -Check	02/03/2020	9330	Ketchum Computers, Inc.		-471.25	105,582.41
Bill Pmt -Check	02/03/2020	9331	Napa Auto Parts	3752	-891.75	104,690.66
Bill Pmt -Check	02/04/2020	ACH	American Funds	plan ID BRK100102	-32,158.74	72,531.92
Liability Check	02/04/2020	E-pay	United States Treasury	82-0382250 QB Tracking # -2069880858	-15,392.88	57,139.04
Bill Pmt -Check	02/04/2020	9335	AmeriBen Solutions/IEC Group		-170.00	56,969.04
Bill Pmt -Check	02/04/2020	9336	Northwest Lift & Equipment, LLC		-1,708.68	55,260.36
Bill Pmt -Check	02/04/2020	9337	RouteMatch Software, Inc		-300.00	54,960.36
Deposit	02/04/2020			Deposit	4,183.00	59,143.36
Liability Check	02/05/2020		QuickBooks Payroll Service	Created by Payroll Service on 02/04/2020	-51,722.39	7,420.97
Deposit	02/05/2020			Deposit	113.25	7,534.22
Deposit	02/05/2020			Deposit	1,028.17	8,562.39
Paycheck	02/06/2020	DD	Aguilar, Hortencia	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Baker, Pamela	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Canfield, James	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Cerron Calderon, Franz	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Conlago, Maira P.	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Glasscock, David T	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Gray, Stuart	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Hoechtl, Gerhard	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Humback, Eric	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Johnson, Kim	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Juarez, Felimon	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Kelbert, Ashley	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Kelly, David W	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Knudson, Michael W	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Leon, Teofilo O	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	MacPherson, Kim	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Morgus, Wallace	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Nestor, Robert A	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Obland, Bryan	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Osborn, Cecelia	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Parker, Michael J	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Perez, Jose	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Romanchuk, Ryan	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Romero-Campos, Raul	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Russell, Tiffany	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Schultz, Margaret	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Selisch, Kurt	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Sproule, William	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Tellez, Carlos	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Uberuaga, Richard S	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Van Law, Tucker G	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Varner, Benjamin N	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Victorino, Jose L	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Wahlgren, Allan	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Walsh, Murray S.	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Ward, Douglas B	Direct Deposit	0.00	8,562.39
Paycheck	02/06/2020	DD	Woodworth, Scott	Direct Deposit	0.00	8,562.39
Liability Check	02/06/2020	9332	Blaine County Collectors	20716	-75.00	8,487.39
Liability Check	02/06/2020	9333	Idaho Child Support Receipting	326231	-200.76	8,286.63
Liability Check	02/06/2020	9334	Support Payment Clearinghouse	000877532101	-269.98	8,016.65
Deposit	02/06/2020			Deposit	6,600.00	14,616.65
Bill Pmt -Check	02/10/2020	9338	Atkinsons' Grocery	Acct #5805	-3.78	14,612.87
Bill Pmt -Check	02/10/2020	9339	BengalWorks, LLC		-352.98	14,259.89
Bill Pmt -Check	02/10/2020	9340	Business As Usual		-55.45	14,204.44
Bill Pmt -Check	02/10/2020	9341	Certified Folder Display Service, Inc	14-0086946	-76.00	14,128.44
Bill Pmt -Check	02/10/2020	9342	Cintas	Cust #16952	-135.02	13,993.42
Bill Pmt -Check	02/10/2020	9343	City of Ketchum		-357.54	13,635.88
Bill Pmt -Check	02/10/2020	9344	Clear Mind Graphics, Inc		-475.00	13,160.88
Bill Pmt -Check	02/10/2020	9345	Gem State Welders Supply Inc	MOUNTB 0	-62.14	13,098.74
Bill Pmt -Check	02/10/2020	9346	Gillig, LLC	36869601	-311.21	12,787.53
Bill Pmt -Check	02/10/2020	9347	Katrina Vanden Heuvel		-1,750.00	11,037.53
Bill Pmt -Check	02/10/2020	9348	Les Schwab	117-00888	-847.54	10,189.99
Bill Pmt -Check	02/10/2020	9349	Michael Pogue Law, PC		-56.25	10,133.74
Bill Pmt -Check	02/10/2020	9350	Sun Valley Services LLC		-3,532.25	6,601.49
Bill Pmt -Check	02/10/2020	9351	UPS Store - 2444 (Ketchum)		-17.14	6,584.35
Bill Pmt -Check	02/10/2020	9352	Webb Landscape	Cust #MOU005	-487.50	6,096.85
Bill Pmt -Check	02/10/2020	9353	White Cloud Communications Inc.		-336.00	5,760.85

11:42 AM

03/31/20

Accrual Basis

# MRTA - Operations Main Checks Issued

As of February 29, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	02/10/2020			Deposit	523.00	6,283.85
Deposit	02/11/2020			Deposit	50.00	6,333.85
Deposit	02/11/2020			Deposit	88,280.00	94,613.85
Deposit	02/11/2020			Deposit	297.00	94,910.85
Deposit	02/11/2020			Deposit	1,090.84	96,001.69
Deposit	02/12/2020			Deposit	154,687.00	250,688.69
Deposit	02/13/2020			Deposit	136,733.00	387,421.69
Bill Pmt -Check	02/17/2020	ACH	Verizon Wireless	942013229	-59.45	387,362.24
Bill Pmt -Check	02/17/2020	9354	Copy & Print		-32.08	387,330.16
Bill Pmt -Check	02/17/2020	9355	Cummins Rocky Mountain LLC		-396.46	386,933.70
Bill Pmt -Check	02/17/2020	9356	GEM State Paper & Supply Co.	105020	-197.02	386,736.68
Bill Pmt -Check	02/17/2020	9357	Gillig, LLC	36869601	-129.60	386,607.08
Bill Pmt -Check	02/17/2020	9358	Jackson Group Peterbilt	3551	-947.63	385,659.45
Bill Pmt -Check	02/17/2020	9359	Kimberly L Richmond	2/1/20 - 2/15/20	-550.00	385,109.45
Bill Pmt -Check	02/17/2020	9360	Les Schwab	117-00888	-423.77	384,685.68
Bill Pmt -Check	02/17/2020	9361	Lost in Translation		-27.62	384,658.06
Bill Pmt -Check	02/17/2020	9362	Matco Tools	Acct #737	-36.00	384,622.06
Bill Pmt -Check	02/17/2020	9363	National Benefit Services, LLC		-150.00	384,472.06
Bill Pmt -Check	02/17/2020	9364	Roberts Electric		-66.16	384,405.90
Bill Pmt -Check	02/17/2020	9365	Rush Truck Centers	R567941	-97.80	384,308.10
Bill Pmt -Check	02/17/2020	9366	Silver Creek Ford		-215.97	384,092.13
Bill Pmt -Check	02/17/2020	9367	State Insurance Fund	Policy # 495600	-7,034.00	377,058.13
Bill Pmt -Check	02/17/2020	9368	Tucker Van Law	expense reimbursement	-2,426.94	374,631.19
Bill Pmt -Check	02/17/2020	9369	United Oil	38068	-12,620.14	362,011.05
Bill Pmt -Check	02/17/2020	9370	Wells Fargo	4856200370127790	-1,819.08	360,191.97
Check	02/17/2020	ACH	Capital Equipment Fund'	Per 2020 Adopted Budget \$94,572 from Ops & \$1...	-194,572.00	165,619.97
Liability Check	02/18/2020	E-pay	United States Treasury	82-0382250 QB Tracking # -1580399858	-15,441.00	150,178.97
Bill Pmt -Check	02/18/2020	9374	Integrated Technologies		-42.40	150,136.57
Bill Pmt -Check	02/18/2020	9375	Ketchum Computers, Inc.		-362.50	149,774.07
Bill Pmt -Check	02/18/2020	ACH	Idaho Power Acct#2204788885	Acct #2204788885	-278.24	149,495.83
Bill Pmt -Check	02/18/2020	9376	Gillig, LLC	36869601	-174.70	149,321.13
Bill Pmt -Check	02/18/2020	9377	Lynch Oil Company	Cust #MOURI	-484.55	148,836.58
Bill Pmt -Check	02/18/2020	9378	St Luke's Clinic - Hailey	940000328	-259.00	148,577.58
Deposit	02/18/2020			Deposit	101.00	148,678.58
Liability Check	02/19/2020		QuickBooks Payroll Service	Created by Payroll Service on 02/18/2020	-51,908.64	96,769.94
Deposit	02/19/2020			Deposit	1,355.56	98,125.50
Deposit	02/19/2020			Deposit	113.00	98,238.50
Deposit	02/19/2020			Deposit	2,702.75	100,941.25
Paycheck	02/20/2020	DD	Aguilar, Hortencia	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Baker, Pamela	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Canfield, James	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Cerron Calderon, Franz	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Conlago, Maira P.	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Glasscock, David T	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Gray, Stuart	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Hoechtl, Gerhard	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Humbach, Eric	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Johnson, Kim	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Juarez, Felimon	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Kelbert, Ashley	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Kelly, David W	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Knudson, Michael W	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Leon, Teofilo O	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	MacPherson, Kim	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Morgus, Wallace	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Nestor, Robert A	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Obland, Bryan	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Osborn, Cecelia	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Parker, Michael J	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Perez, Jose	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Romanchuk, Ryan	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Romero-Campos, Raul	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Russell, Tiffany	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Schultz, Margaret	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Selisch, Kurt	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Sproule, William	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Tellez, Carlos	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Uberuaga, Richard S	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Van Law, Tucker G	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Varner, Benjamin N	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Victorino, Jose L	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Wahlgren, Allan	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Walsh, Murray S.	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Ward, Douglas B	Direct Deposit	0.00	100,941.25
Paycheck	02/20/2020	DD	Woodworth, Scott	Direct Deposit	0.00	100,941.25
Liability Check	02/20/2020	9371	Blaine County Collectors	20716	-75.00	100,866.25
Liability Check	02/20/2020	9373	Idaho Child Support Receipting	326231	-200.76	100,665.49
Liability Check	02/20/2020	9372	Support Payment Clearinghouse	000877532101	-269.98	100,395.51
Deposit	02/20/2020			Deposit	52,730.25	153,125.76
Deposit	02/21/2020			Deposit	100,000.00	253,125.76
Check	02/21/2020	ACH	Capital Equipment Fund	local fund Oct - Dec	-42,354.51	210,771.25
Liability Check	02/21/2020	ACH	Mountain Rides Transportation	WFF Apt Rent	-3,200.00	207,571.25
Deposit	02/21/2020			Deposit	3,750.00	211,321.25
Bill Pmt -Check	02/24/2020	9379	Ben Varner'	expense reimbursement	-2,141.40	209,179.85
Bill Pmt -Check	02/24/2020	9380	GEM State Paper & Supply Co.	105020	-908.68	208,271.17
Bill Pmt -Check	02/24/2020	9381	L.L. Green's Hardware	422	-41.44	208,229.73
Bill Pmt -Check	02/24/2020	9382	Schaeffer Mfg Co	1140316	-1,416.75	206,812.98
Bill Pmt -Check	02/24/2020	9383	Silver Creek Ford		-123.15	206,689.83
Deposit	02/24/2020			Deposit	116.00	206,805.83
Deposit	02/24/2020			Deposit	20,500.00	227,305.83
Deposit	02/25/2020		STO eBank	Transfer	-100,000.00	127,305.83

11:42 AM

03/31/20

Accrual Basis

# MRTA - Operations Main

## Checks Issued

As of February 29, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	02/25/2020	9385	City of Hailey	40205001	-100.00	127,205.83
Liability Check	02/25/2020	ACH	Aflac	DQR88	-241.92	126,963.91
Deposit	02/25/2020			Deposit	788.57	127,752.48
Deposit	02/25/2020			Deposit	350.75	128,103.23
Deposit	02/26/2020			Deposit	59,513.64	187,616.87
Deposit	02/29/2020			Deposit	6.39	187,623.26
Liability Check	02/29/2020	Transfer	III-A Trust	Interest	0.00	187,623.26
Total 11100 · Mountain West Checking					25,813.82	187,623.26
<b>TOTAL</b>					<b>25,813.82</b>	<b>187,623.26</b>

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TOTAL \*FINANCE CHARGE\* PAID IN 2019 \$0.00

THE ENCLOSED CUSTOMER AGREEMENT HAS IMPORTANT CHANGES TO SOME OF THE TERMS AND CONDITIONS ASSOCIATED WITH YOUR ACCOUNT. PLEASE KEEP THIS AGREEMENT FOR YOUR RECORDS AS IT REPLACES ALL VERSIONS THAT WERE PREVIOUSLY SENT. THANK YOU FOR CHOOSING WELLS FARGO.

### Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
KIMBERLY MACPHERSON	2287	7,500	\$1,819.08

### Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
01/17	01/17	7485620D30A9P1GTT	Branch Payment - Check	2,230.98	
			TOTAL 4856200370127790 \$2,230.98-		

Transaction Summary For **KIMBERLY MACPHERSON**  
Sub Account Number Ending In **2287**

01/03	01/03	2449398QL0RLQ648G	8X8 INC 888-898-8733 408-654-0850 CA		277.52
01/08	01/08	2443106QTWQ1NN9YX	ALBERTSONS #0130 HAILEY ID		31.63
01/13	01/13	2443099QYBM944AL2	MSFT * E02009Y0LM 800-642-7676 WA		49.50
01/15	01/15	2469216QZ2XYDSYB9	AMZN Mktp US*7W25G6OB3 Amzn.com/bill WA		27.87
01/17	01/17	2413746D201DYDF81	USPS PO 1507000313 BELLEVUE ID		121.20
01/18	01/18	2443106D20RMTVR20	ADOBE ACROBAT STD 800-833-6687 CA		14.99
01/21	01/21	2443106D50RNOFDM6	ADOBE CREATIVE CLOUD 800-443-8158 CA		34.99
01/21	01/21	2443106D50RNOPNQE	ADOBE ACROPRO SUBS 800-443-8158 CA		50.97
01/21	01/21	2443106D9WQ1NSA6W	ALBERTSONS #0130 HAILEY ID		24.77
01/29	01/29	2427076DE61BG4LKB	UNIV OF COLORADO EVENTS 303-837-2131 CO		50.00
01/29	01/29	2439900DDEM4YEFNQ	BESTBUYCOM805688418250 888-BESTBUY MN		69.00
01/29	01/29	2439900DDEM4YE7RY	BESTBUYCOM805688418250 888-BESTBUY MN		487.57
01/29	01/29	2443106DD2DZBB77R	GROVER MFG COMPANY INC 323-724-3444 CA		208.17
01/29	01/29	2469216DD2XVVK9GK	AMZN Mktp US*YC98JOV03 Amzn.com/bill WA		14.83
01/30	01/30	2413746DF01BDMRT2	USPS PO 1507000313 BELLEVUE ID		1.20
01/30	01/30	2469216DE2XHB4LMK	AMZN Mktp US*PE4E71PK3 Amzn.com/bill WA		174.87
01/31	01/31	2443565DF60Y4TNXG	LEAGUE OF AMERICAN WHEEL 202-822-1333 DC		30.00
02/01	02/01	2449215DGJHW6MMNH	YELPINC*855 380 9357 WWW.YELP.COM CA		150.00
			<b>TOTAL \$1,819.08</b>		

KIMBERLY MACPHERSON / Sub Acct Ending In 2287

Phone system

office supplies

Postage

SRTS - webinar

SRTS Tablet 356.57

Repair kit

SRTS High Vis Vests

SRTS

### Wells Fargo News

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\*Availability may be affected by your mobile carrier's coverage area. Your mobile carrier's message and data rates may apply.



POWER ENGINEERS, INC.  
3940 GLENBROOK DRIVE  
PO BOX 1066  
HAILEY, ID 83333 USA

PHONE 208-788-3456  
FAX 208-788-2082

March 27, 2020

Ben Varner  
Director, Transit Operations  
Mountain Rides Transportation Authority  
800 First Avenue North  
Ketchum, ID 83340

**Subject: Electrical Engineering and Owner's Representative Services RFQ #2003-001-MRTA**

Dear Ben:

Thank you for inviting POWER Engineers, Inc. (POWER) to submit a qualifications package for Electrical Engineering and Owner's Representative Services to Mountain Rides Transportation Authority (MRTA). POWER understands the need to design 480 V service to chargers for four electric busses to be placed into service in June of 2021.

Two challenges that we see facing MRTA on this effort are coordination with multiple different external entities and obtaining the most versatile design possible that is able to accommodate future needs while staying within the budget for this project. POWER has extensive experience in supporting our clients in these areas and we feel that our experience and local presence will provide MRTA with the necessary support to overcome these challenges and achieve a successful project.

Thank you again for allowing POWER to present our qualifications for this important work. If you have any questions, please contact me at 208-788-0305 or at [jason.marenda@powereng.com](mailto:jason.marenda@powereng.com). We look forward to working with you.

Sincerely,

A handwritten signature in black ink that reads "Jason Marenda".

Jason Marenda  
Project Manager

## STATEMENT OF UNDERSTANDING

---

Mountain Rides Transportation Authority (MRTA) is a full-service public transportation provider for Blaine County, Idaho, including the cities of Sun Valley, Ketchum, Hailey, Bellevue and Carey. Some of the services that MRTA provides to Blaine County include bus services, vanpools and other transportation focused community initiatives. In an effort to reduce their CO2 emissions, MRTA would like to electrify their bus fleet. As one of the first major steps in this endeavor, MRTA's goal is to have four electric buses in fixed-route service by June 2021.

The first four electric buses that will be placed in service by MRTA will be based out of the Ketchum and Bellevue operating centers and two chargers will be installed in each location. MRTA is looking for assistance with the electrical engineering and design related to this phase of the bus electrification project. The electrical engineering and design required for this phase can be divided into two main categories, owner's engineering services and electrical design.

### **OWNER'S ENGINEERING SERVICES**

POWER will support MRTA throughout the project by providing engineering consulting services. These services will include interfacing with the electric utility (Idaho Power), the electric bus manufacturer, electrical installation contractor, local inspectors and others to ensure the electrical needs of MRTA are met and the project proceeds as smoothly as possible. As part of this effort, we anticipate participating in regular status meetings with the project stakeholders, reviewing electrical related submittals to MRTA, and developing electrical information requested of MRTA by external stakeholders.

The main goals of this task are to understand and provide oversight to the electrical project execution per MRTA's technical, quality, schedule and budget objectives. Our approach to this, and all other projects, is to maintain an excellent client relationship, understand the root need for the project and use our experience to advise our clients of the best path forward on project-specific requirements.

POWER's Project Manager, Jason Marendia, and Project Engineer, Jason Rippee, will assist MRTA with scheduling of deliverables, testing determination, documentation of processes/design and coordination of

the electrical design and installation. MRTA can count on these resources to participate in on-site meetings and other discussions to develop the necessary relationships with MRTA and other external stakeholders. We feel that regular face-to-face meetings are necessary to keep good relationships and we also plan to maintain a clear line of communication through regular status meetings to cover upcoming events and review schedule and budget. POWER will also develop an electrical design and construction schedule to share with the entire team so the project is in service by June of 2021.

## **ELECTRICAL DESIGN**

In parallel with the owner's engineering services described above, POWER will perform the electrical design required for the chargers. While this specific project is only for two chargers at each facility, consideration will be given for the final buildout and, where reasonable, the design will include infrastructure for the full charging buildout. The electrical design will include working with the local utility to determine what additional power service is required to support the electric bus chargers. There is an existing transformer that serves the existing facilities and POWER understands that MRTA would like to meter the traditional building loads and electric bus charging loads independently. Since the existing service transformers will not provide the voltage necessary for the chargers, new service transformers will be required. An option that will be considered is adding a new transformer in each location and leaving the existing one in place, but available space is a concern and it is unclear if the local utility would accept this approach. If the existing transformer(s) do have to be replaced, then POWER will work with the local electric utility so that MRTA is able to meter the loads as necessary for their reporting.

Once the transformer and metering requirements are finalized, POWER will develop the 480 V electrical design from the transformer to the chargers. POWER will follow the relevant local and national codes and work with inspectors required to approve the design and installation. The design will consider existing facilities with a goal of disturbing existing equipment as little as possible. The design will consider the bus charger requirements and the best location for multi-bus charging without requiring buses to be moved.

Each deliverable will follow POWER's full QA process which will provide MRTA confidence in our work and a design that won't require rework or permitting delays. Our Project Manager is a licensed professional engineer in Idaho and will provide final QA of all electrical deliverables provided to MRTA. We anticipate that our electrical design deliverables will be Issued for Bid, Issued for Construction, and Issued for Record design drawings for the 480 V design between the service transformer and the electric bus chargers.

## QUALIFICATIONS

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POWER Engineers, founded in 1976, is a nationally ranked consulting and engineering firm providing engineering and design services for the generation, transmission and distribution of electricity.

Headquartered right here in the Wood River Valley, POWER currently employs over 2,500 people in more than 45 offices nationwide and overseas. As an industry leader in power delivery and electrical facilities design, our team brings strength, depth and expertise to companies facing system upgrades, multi-faceted projects, or capacity and performance issues.

Over six years ago, POWER broke off a section of our engineering business units and created a Distribution services business unit, aimed to specifically focus on engineering and planning for distribution level voltages. Past experience and capabilities include owner's engineer services, charging infrastructure design, circuit planning and analysis, and equipment specifications. Additionally, our Facilities electrical staff have supported multiple medium- to low-voltage projects including work with designing equipment that is served at 480 voltage alternating current.

POWER offers a full spectrum of multidiscipline engineering solutions under one roof. We believe the following traits provide significant benefit to MRTA and set POWER apart:

- You will receive the project that fits you best. We have experience providing clients with solutions tailored to their project needs and budgets. We work to understand your needs and provide you the design that works best for you.
- You will receive a high-quality electrical design. Our principal engineers and project managers have worked in distribution and other facilities for a wide range of clients. We are experts and will provide the services necessary to develop your project from initial planning through start-up and commissioning.
- Your project will be completed on time and within budget. We will maintain a focus on the future, anticipate potential delays, develop solutions for any delays, and make sure your project stays on schedule. Additionally, we know that budgets are tight and MRTA needs to stay within the project budget. We will look for ways to keep costs under control and make sure that you are aware of potential opportunities to reduce costs while still receiving a system that meets your needs for today and tomorrow.

## EXPERIENCE

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Below, we demonstrate our successful experience on similar projects within the last five years including the scope of work and the outcomes achieved. We have also included three professional references, including contact person and telephone number.

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### **LEADING FOOD PROCESSOR (CONFIDENTIAL CLIENT)**

Medium Voltage Switchgear and Distribution Upgrade, Western US

Contact: Patrick West

Phone: 641-954-0889

POWER oversaw the replacement of obsolete medium voltage distribution equipment in a vegetable canning plant, identified as “near end of life.” The aging electrical equipment was replaced with newer, safer, and more efficient equipment. POWER provided a full range of project execution support, including Front-End Planning (FEP); Design, Construction; and Commissioning, Qualification, and Verification (CQV).

The project was implemented in two phases. The first phase included nearly all of the design engineering for both of the phases and included construction and installation of electrical equipment on the south side of the railroad tracks that traverse the property. The second phase included construction and installation activities on the north side of the railroad tracks.

POWER successfully collaborated with local entities, including city officials and railroad operators. The local railroad positively received POWER’s request regarding the duct bank easement, saving time, money, and operational inconveniences.

### **FEATURES:**

- Installation of a new 17.2 kV main switchgear
- Replace and relocate an additional 17.2 kV switchgear
- Replace the underground 17.2 kV cable system
- Eliminate an existing 7.5 MVA transformer and a 3 MVA transformer and replace with a single 5 MVA transformer

- Reconfigure three transformers (two existing and one new) to be fed from one of the new 17.2 kV switchgears
- Replace and reconfigure three additional transformers from 4.16 kV/480 V transformers to 17.2 kV/480 V transformers
- Replace and relocate an additional transformer
- Install a new 3 MVA, 17.2 kV-480 V transformer, and a 4000 A, 480 V, NEMA 3R switchboard
- All electrical equipment is single sourced from GE with each separate switchgear group having its own battery system
- Install an underground duct bank

**POWER'S SERVICES:**

- Project management
- Construction management
- Project cost control, including weekly update reports provided through the comprehensive Trimble Prolog software and its interactive dashboard
- Project scheduling control, including utilization of MS Project 2013, Steelray scheduling software, and Monte Carlo simulations
- Review of client's specifications, and confirmed long-lead equipment specifications and quotes
- Geo-technical investigation specifications and proposed boring locations for proposed work
- Procurement of the services of a Registered Geotechnical Engineer to perform the geotechnical engineering investigation, per the requirements of the prepared investigation specification
- Development of a specific project design basis for all disciplines, including electrical and structural engineering
- Development of detailed instrument and controls drawings and plans
- Development of documents for city permitting authorities, including state-registered engineers stamped drawings, documents, and calculations, as required
- Development of complete firm-bid RFP packages for construction including: transformer installation, electrical power distribution, civil and structural upgrades, (new structures and repairs), IT communications systems, (fiber optics/systems, as appropriate), updated arc-flash study to incorporate new switchgear and transformers modeled into the system, review of vendor equipment and subcontractor shop drawings to develop the Issued for Construction drawings set prior to installation, testing and energizing

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**LEADING FRUIT PROCESSOR (CONFIDENTIAL CLIENT)**

480 V Infrastructure Upgrade, Western US

Contact: Kayhan Hazrati

Phone: 559-897-6329

A farmer-owned cooperative, this client had always managed its projects internally; for this infrastructure upgrade, they needed help and POWER became the first consultant hired to help them run a project. This facility's switchgear and distribution equipment was very old and our client had experienced failures, making them concerned about more in the future. The plant could not get spare parts on existing bus duct breakers, and breaker failures were happening. As for controls, almost all communication cables - Ethernet and other types - were exposed.

**ACCOMPLISHMENTS**

- **Gained a new client.** By successfully coordinating a viable design based on existing plant restrictions, POWER became the first consultant to work on this client's projects.
- **Met schedule.** After a huge planning effort to understand how the distribution was laid out, the team created a full installation plan to account for construction activities around production schedules and isolation of subsystems for individual cutovers. As a result, our work did not interfere with the client's regularly scheduled plant maintenance shutdown.

**PROJECT FEATURES**

- Design included changing from a bus rail system to typical switchboards to alter the loading, which affected all distribution. In order to keep it running, we focused on critical systems that serviced the packaging equipment to be installed during a planned holiday outage.
- Replaced an old motor control center controlling the main backbone of product distribution into the plant – a critical transfer point for the whole facility. Team members updated the design and planned for infrastructure upgrades for all communication cabling.
- Helped the client navigate capital project execution, a system that they were not familiar with.
- Ensured that the main switchgear was specified, bid and procured in less than six months.

**POWER'S SERVICES**

- Electrical and controls engineering
- Project management to help with capital planning processes and oversight of projects
- Construction management to handle the schedule, budget, contractors, downtimes, and coordination with the plant to make sure installation would be completed on time and within budget

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**AVISTA UTILITIES**

Clean Energy Fund No. 2 Microgrid, Washington

Contact: John Gibson

Phone: 509-495-4115

The Clean Energy Fund of the Washington Department of Commerce awarded Avista a grant for the development of a micro-transactive grid (MTG). The project will be deployed in Spokane's University District, designated by the Department of Commerce as an Innovation Partnership Zone, and includes the campuses of Gonzaga University, Washington State University Health Sciences, and programs from Eastern Washington University, Whitworth, and the University of Washington. The project will evaluate the use of various distributed energy resources across the MTG in a shared energy economy model.

**FEATURES:**

- The project will include solar PV arrays, battery energy storage, building management systems, and a microgrid control system.
- POWER is serving as Avista's owner's engineer for the project.
- The project is on track to be completed in Q1 2020.

**SERVICES**

- Owner's engineering
- Project management and scheduling
- Microgrid control strategy and operating sequence definition
- Battery energy storage system technical specifications and grounding analysis
- Microgrid control building design
- Microgrid controls review including network and device-level communications, microgrid controller, and distribution energy resource management system application
- System User Manual and training
- Owner's engineer services during factory acceptance testing and commissioning
- Coordination of multiple project participants including system vendors, contractors, and Avista engineering and operations staff
- Detailed design of MTG operating sequences and failure mode analysis

## Certification re: Debarment, Suspension, Other Responsibility Matters

By signing this document, the Consultant certifies to the best of their knowledge and belief that, except as noted on an attached Exception Report, the Consultant:

- (a) is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) has not within a three-year period preceding this response been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records making false statements, or receiving stolen property;
- (c) is not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (d) has not within a three-year period preceding this application/response had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this response.

NOTE: Exceptions will not necessarily result in denial of award but will be considered in determining Consultant responsibility. For any exception noted, indicate to whom it applies, initiating agency and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

Consultant Name:

POWER Engineers, Inc.

 3/27/2020  
\_\_\_\_\_  
Signature of Responsible Party                      Date

## APPENDIX A. RESUMES

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## JASON MARENDA, P.E. SENIOR PROJECT ENGINEER

### YEARS OF EXPERIENCE

15

### EDUCATION

- M.E., Electrical Engineering, University of Idaho, 2012
- B.S., Electrical Engineering, Idaho State University, 2004

### AREAS OF EXPERTISE

- Oversight and coordination of multi-discipline engineering projects
- Distributed energy resource interconnection studies
- Load flow studies
- Short circuit and coordination studies
- Voltage drop analysis
- Distribution planning

### LICENSING

- P.E., Electrical: Idaho
- P.E., Electrical: Oregon

### HARDWARE/SOFTWARE

- Milsoft WindMil
- CYME
- ASPEN OneLiner
- IEC 61850
- Cybectec – SMP Gateways
- SEL RTUs and Relays
- GE RTUs and Relays
- Novatech RTUs and IEDs
- Beckwith tap changers
- ABB relays
- PML meters
- Rockwell Automation Products
- Mathcad
- Microsoft SQL

### AFFILIATIONS

- IEEE 1547 DER Committee

### HONORS

- Idaho State University Industry Advisory Board

## EXPERIENCE SUMMARY

As one of POWER's versatile senior project engineers, Mr. Marena specializes in the oversight and coordination of multi-discipline engineering projects. He is proficient with the project coordination and control of projects beginning in their conception phase through final close-out. His leadership has benefitted projects that involved multiple disciplines not only within POWER but also within external organizations such as our clients and contractors.

Mr. Marena's diverse background includes distribution planning studies and the technically challenging design and commissioning of substation SCADA systems and distribution automation systems. He is proficient with all aspects of design, including the integration of relays and other intelligent electronic devices with the SCADA system. Mr. Marena has performed numerous field engineering assignments, which included equipment configuration and programming, systems integration, commissioning and start-up. Additionally, his background includes experience in instrumentation and controls for complete industrial control design and operation cycles.

### **Eugene Water & Electric Board, Microgrid Grid Edge Demonstration Project, Oregon**

Lead Distribution Engineer responsible for distribution interconnect design and oversight. POWER assisted EWEB in creating design and commission documentation to move the design of three microgrids on the EWEB system through the 30% and 90% design review stages. All three microgrids will include PV generation, a battery energy storage system (BESS), a diesel generator, and a microgrid controller. POWER also assisted EWEB with the electrical interconnect design, as well as specifications for the microgrid controllers and BESS and PV components.

### **Pattern Energy, SCADA and Communications Design and Owner's Engineering Services, Multiple Locations**

Project Manager for owner's engineering services for the design and construction of monitoring, control and communications systems at wind and solar farm facilities in the U.S., Canada, Puerto Rico, Chile and Japan. POWER provides guidance and oversight of EPC contractor's design for these projects. Major items include wind farm communications and substation monitoring and control, interconnect utility data interface, owner data interface. Since 2010, POWER has provided owner's engineering and detailed engineering services across Pattern's growing portfolio of renewable projects. To date, Pattern has relied on POWER's technical expertise to provide monitoring and control design and implementation, owner's engineering, communications, and protection and control services for successful construction and operations at its wind and solar farms worldwide.

# JASON RIPPEE, P.ENG. ELECTRICAL ENGINEER

## YEARS OF EXPERIENCE

13

## EDUCATION

- B.S., Electrical Engineering, University of Idaho
- A.S., Electrical and Mechanical Engineering, College of Southern Idaho

## AREAS OF EXPERTISE

- NERC Reliability Standards PRC-019, PRC-024 and PRC-025

## LICENSING

- P.Eng., Electrical: Alberta

## HARDWARE/SOFTWARE

- PowerWorld
- MATLAB
- Mathcad
- ATPDraw
- EasyPower
- SuperHarm
- M.S. Visual Studios
- C++
- Dynamic C
- ETAP
- CableMatic
- PTW
- AutoCAD
- CYMCAP

## EXPERIENCE SUMMARY

Mr. Rippee is an Electrical Engineer whose experience includes lead on LM6000 and SGT800 combine cycle and cogeneration facilities, as well as other various solar, wind and battery storage projects. Lead roles include budget, manage and design of projects from start to finish. Design experience includes development of electrical configurations, design and application of electrical equipment, design of protective relaying schemes, equipment sizing and interface with utilities and ISO entities. as well as expertise in arc flash and medium- and low-voltage testing. He also has experience in reviewing power plant protection relay settings and excitation system settings for compliance with NERC reliability standards PRC-019 and PRC-024, as well as expertise in arc flash and medium- and low-voltage testing.

### **Greenway Enterprises, USACE Baltimore DC National Guard Renewable Energy Rooftop Solar Panels, Washington, DC**

Solar PV Lead Electrical Engineer on this project. POWER is responsible for the detailed design of the roof top solar PV plant at the DC armory. POWER's responsibilities included PV layout, AC and DC cable/raceway design, string inverter selection, roof to structural calculations, integration into existing AC distribution system and evaluation of PV needed to supplement but not redistribute power to the local utility.

### **Canadian Solar Solutions, Acceptance Testing Independent Engineering Review, Ontario, Canada**

Electrical Engineer responsible for electrical design on the project. Canadian Solar Solutions hired POWER to conduct an independent engineering review of acceptance test activities for one 30 MW and five 10 MW solar farms in Ontario, Canada. POWER's responsibilities included technical review of project requirements and detailed design and oversight of functional and performance testing. POWER developed a detailed report outlining identified deficiencies, outstanding acceptance documentation and testing results.

### **Terna Energy - USA Holding Corporation, Mountain Air Projects Owner's Engineering and Environmental Services, Idaho**

Electrical Engineer responsible for electrical engineering consulting. POWER provided owner's engineering, environmental monitoring, and construction monitoring services for a wind farm located near Mountain Home, Idaho. POWER provided environmental site assessments, wetland and cultural resources studies and permit applications, SWPPP development, and weekly compliance monitoring during construction. POWER worked with civil engineers to modify the final design to minimize impacts to wetlands and stay within the impact limits of a Nationwide permit. POWER was also responsible for review and approval of all specifications and design drawings for the civil, structural and electrical design of the wind farm.

ZACHARY BRIGGS, P.E.  
ELECTRICAL ENGINEER

YEARS OF EXPERIENCE

8

EDUCATION

- B.S., Electrical Engineering, Gonzaga University, Spokane, Washington, 2012

LICENSING

- P.E., Electrical: Idaho

SPECIAL TRAINING

- NEC Code
- NEC Grounding and Bonding
- Arc Flash Hazard Analysis
- Lead-Acid Battery Technology

HARDWARE/SOFTWARE

- PowerWorld
- SKM Power Tools for Windows
- EasyPower
- ETAP
- Visual 3D Lighting
- AutoCAD
- MS Office

PUBLICATIONS

- Miller, A., Murphy, N., Bayman S., Briggs, Z. (2015). Evaluation of Diffuse Reflection Infrared Spectrometry for End-of-Shift Measurement of Quartz in Coal Dust Samples. *Journal of Occupational and Environmental Hygiene*, 12 (7).

EXPERIENCE SUMMARY

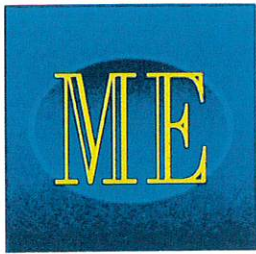
Mr. Briggs has acquired a sound knowledge of engineering principles and practices with an emphasis on electric power engineering. His experience includes design of medium voltage switchgear and engineering of electrical distribution projects at 480VAC and below, including upgrades/tenant improvements to existing facilities as well as new building electrical infrastructure. In addition, he has experience with electrical system modeling and performing electrical studies using various software packages including SKM PowerTools for Windows, ETAP, and EasyPower, along with commissioning various electrical equipment including medium voltage switchgear and low voltage switchboards, switchgear, and panelboards.

**Paragon Consulting, Landfill Generator Interconnect OE Studies Review, Idaho**

Electrical Engineer responsible for maintaining and updating the electrical design during the construction phase of the project. This included client correspondence, answering RFIs and issuing design changes where appropriate/necessary. Bannock County Landfill is installing a gas-to-energy generator and the landfill site is located approximately one mile from the County's landfill general office. The project consists of piping gas from production wells to blowers that will be utilized to source landfill methane gas to reciprocating engine-generators. Any gas that is not utilized for power generation must be burned off by a flare system. The scope of the SCADA portion of this project was to help Bannock County with the decisions related to how the gas process and power generation information is gathered, stored and transmitted to the Bannock County Landfill general office. Monitoring, trending, and general control of this site from the landfill general office requires the installation of a SCADA system. The SCADA system would need to have the ability to store a year's worth of data with redundant hard drive backup. POWER's IT responsibility was to install the software in the servers, set up security and administration rights and program the Ethernet switches. Using virtual machines, we are able to provide a reliable and robust method of interface for the client's historian operator.

**Leading Food Manufacturer, Soup Processing Facility Upgrade, Northeastern US**

Electrical Engineer responsible for aiding the client during start-up, testing, and commissioning for two new soup processing lines. Commissioning included various electrical distribution panels, PLC panels, and processing equipment to ensure that the installation met the requirements outlined in the design phase of the project. Our team provided overall coordination and design discipline management, technical consulting and assistance during the shutdown, installation, and start-up.



**MUSGROVE  
ENGINEERING, P.A.**

Bill A. Carter, P.E. – Principal  
Todd D. Nelson, P.E. – Principal  
Kurt E. Lechtenberg, P.E. – Principal  
Charles E. Paulin, P.E. – Principal  
Jason A. Rice, P.E. – Principal  
Thad S. Mason, P.E. – Principal  
Matthew N. Bradley, P.E. – Principal

**IDAHO FALLS OFFICE:**

645 W. 25<sup>TH</sup> Street  
Idaho Falls, Idaho 83402  
208-523-2862

**BOISE OFFICE:**

234 S. Whisperwood Way  
Boise, Idaho 83709  
208-384-0585

March 17, 2020

Ben Varner

Director, Transit Operations

Mountain Rides Transportation Authority

RE: Electrical Engineering Services - RFQ

Dear Mr. Varner:

We are pleased to present our qualifications in response to the above mentioned RFQ. Musgrove Engineering has been providing electrical engineering services for over 40 years. Many of our past projects have similar scope and scale as this project.

Any questions or clarifications regarding this proposal should be directed to:

Matthew N. Bradley, P.E.

Musgrove Engineering, P.A.

645 West 25<sup>th</sup> Street

Idaho Falls, Idaho 83402

Phone: (208) 523-2862 – Extension 108

Cell: (208) 523-5998

Email: [matthewb@musgrovepa.com](mailto:matthewb@musgrovepa.com)

We sincerely appreciate the opportunity to present you with this proposal and look forward to working with you in the future.

Respectfully,

Matthew N. Bradley, P.E.



## STATEMENT OF UNDERSTANDING

Musgrove Engineering has a vast knowledge and understanding of the project described in this RFQ and is similar to other Electrical projects we have performed: We begin each project determining the client's needs and provide the most cost-effective design available, considering the limits imposed by project budget, space limitations, and related considerations. We would propose to accomplish this task as follows:

1. Meet with project stake holders to review project scope, primary concerns, as well as the project schedule and budget.
2. Review available building plans. Inspect the building site to determine limitations imposed by the existing layout and location for the new and/or temporary equipment.
3. After approval of the overall scope, primary concerns, project approach and project budget we will begin our preliminary design work.
4. Develop preliminary design and cost estimates. Review and discuss the design and estimates with project stake holders.
5. Assist the Mountain Rides Transportation Authority Project Manager in selecting the best process for proceeding with the design and construction work.
6. Assist the Mountain Rides Transportation Authority Project manager during the construction and project closeout phases of the project.

Remodel and system upgrade projects are often more challenging than new construction. We have found that thorough investigation of on-site conditions is the best way to ensure a successful project. One hour spent at the site during design can often save many hours of solving problems during construction.

Musgrove Engineering's experience with various UPS, Transformer Replacement, vehicle charging, and emergency/standby generator related projects will ensure that this project will move into the final design and construction phase smoothly. Our preliminary design drawings and narratives will enable the selected construction team to complete the project within budget and on time.



## SUMMARY OF QUALIFICATIONS

At Musgrove Engineering we understand each job has distinct requirements, in the same way that every job was created with a vision unique to its creators. Our company has been involved in multiple projects ranging from design build, building remodels, renovations, and sustainable, and LEED/green building projects to mention a few.

Our entire staff is dedicated to creating a culture of excellence, and believes in bringing together people with skill and character who are determined to exceed the expectations of our clients.

We have worked on many projects with a similar scope of work as that of the Mountain Rides Transportation Authority Charging Infrastructure Project. In those projects, we have designed powers distribution system designs specific to the needs and requirements of that project. Our work included electrical power distribution both for the building electrical service and the branch power circuits, and electrical service retrofits.



## **PROJECT EXPERIENCE**

### **ELECTRIC VEHICLE FLEET CHARGING STATIONS - IDAHO FALLS POWER:**

Provided the electrical design documents of the electrical installation for the Idaho Falls Power Electric Vehicle (EV) fleet. Electrical power distribution design was for three (3) Spirae Charging Stations to recharge the Chevrolet Volt electric vehicles utilized by Idaho Falls Power employees. Idaho Falls Power self-performed the electrical installation.

The Spirae Charging Stations provided by Idaho Falls Power were capable of both Level 1 and Level 2 charging for plug in capable electric vehicles. These charging stations were enabled to communicate with a Spirae BlueFin platform.

### **START BUS PARKING / CHARGING FACILITY - JACKSON, WYOMING:**

Musgrove Engineering provided the electrical design documents of the electrical installation for eight (8) Proterra Power Control Charging Dispensers at the City of Jackson START Bus parking/charging facility.

The Proterra Power Control System (PCS) and Charging Dispenser is the core of the depot charge station concept for CCS-compliant battery electric vehicles. The building was an existing facility and the design included upgrading the existing electrical services to handle the addition of the charging stations.

### **START BUS MAINTENANCE FACILITY - JACKSON, WYOMING:**

Musgrove Engineering provided the electrical design documents of the electrical installation for one (1) Proterra Power Control Charging Dispensers at the City of Jackson START Bus maintenance facility.

The Proterra Power Control System (PCS) and Charging Dispenser is the core of the depot charge station concept for CCS-compliant battery electric vehicles. The building was an existing facility and the design included upgrading the existing electrical services to handle the addition of charging station.

# MATTHEW N. BRADLEY, P.E.

*Musgrove Engineering, P.A.*

*645 West 25th Street*

*Idaho Falls, Idaho 83402*

*(208) 523-2862*

*FAX: (208) 523-2864*

*Email: mattb@musgrovepa.com*

## Professional Summary

Matthew has over 24 years of experience in the electrical engineering field designing private urban developments, commercial developments, residential developments, industrial facilities, water and waste water infrastructure, utility infrastructure, K-12 educational facilities, higher education institutions, sporting venues, energy efficient lighting retrofits and hospitality projects. This varying range of projects aides in understanding multiple options to accomplish projects in time and under budget.

Prepares project proposals and studies for new and remodeled facilities, electrical design, and cost estimates for electrical distribution systems. Conducts detailed inspection and appraisals of facility electrical systems including distribution, load studies, and system integrity.

Received an award from Northwest Trade Ally Network in 2014 for most kWh saved in Idaho through energy efficient lighting designs and retrofits.

Proficient in the operation of AutoCAD and its interface with electronic media, photometric modeling software, voltage drop software, and fault current modeling software.

## Experience

- **Thunder Ridge High School, Bonneville School District No. 93 Idaho Falls, Idaho** - Electrical design of new 257,000 square foot school includes 71 classrooms, plus eight unfinished classrooms that can be completed in the future, and will be able to house 1,500 students.
- **Idaho State University Holt Arena Pocatello, Idaho** - Energy saving lighting retrofit of Holt Arena. Holt Arena's lighting upgrade will require 62 percent less electricity than the old systems. The new 85 LED lighting fixtures are estimated to save more than 1,158,620 kilowatt hours per year - enough electricity to power 102 average homes a year.
- **Wireless Networking System Idaho Division of Veterans Services Boise, Lewiston and Pocatello, Idaho** - Upgrade of the Idaho Division of Veterans Services homes to bring the facilities networking and television services to current standards while making the facilities compliant with current building codes by installing plenum rated cabling in all spaces.
- **Fire Alarm and Notification Idaho State Office Buildings Idaho Falls and Lewiston, Idaho** - Complete replacement of the existing 1978 fire and notification system with a point addressable code compliant system building upgrade and new, code compliant, fire alarm system that included an addressable panel, with both sound and light alarms that were connected to a remote monitoring system.

## Educational Background, Registration and Memberships

B.S. ELECTRICAL ENGINEERING  
*Boise State University*

MAY 2003  
*Boise, Idaho*

- Registered Professional Engineer – Idaho, Arizona, California, Colorado, Connecticut, Montana, Oregon, South Dakota, Utah, Washington, Wyoming

# ANDREW YANOSHEK, P.E.

*Musgrove Engineering, P.A.*

*645 West 25th Street*

*Idaho Falls, Idaho 83402*

*(208) 523-2862*

*FAX: (208) 523-2864*

*Email: andrewy@musgrovepa.com*

## Professional Summary

Andrew has over 7 years' experience in the electrical engineering field designing power, lighting and control systems for industrial facilities, water and waste water infrastructure, K-12 educational facilities, higher education institutions, commercial, residential and hospitality projects.

Manages projects, providing multi-discipline collaboration for successful project outcomes.

Proficient in the operation of AutoCAD and its interface with electronic media, photometric modeling software, voltage drop software, and fault current modeling software

## Experience

- **OMYA Kill Step Silo Installation** *Superior, Arizona* - Electrical Engineering design for the power, instrumentation, and controls for the installation of a new process silo in the existing facility.
- **Indian Paintbrush Water Development** *Teton Valley, Wyoming* - Electrical Engineering design for the power, instrumentation, controls, and lighting systems for the upgrade of three existing water distribution stations and the installation of two new booster stations.
- **Idaho State University Microscopy Lab** *Pocatello, Idaho* - Electrical Engineering design for the power distribution upgrades of an existing space for the relocation of ISU's microscopy lab.
- **Kenai Pipeline Compressor Installation** *Nikiski, Alaska* - Electrical Engineering design for the power, lighting, and control systems for the installation of 2 new natural gas compressors.
- **University of Alaska Fairbanks Dillingham Science Lab Facility** *Dillingham, Alaska* - Electrical Engineering design for the power, communications, and lighting systems that renovated an existing 3,600 sf car parts retail store into a science laboratory on the first floor and with apartments for University staff on the second floor. This project was certified LEED Silver.

## Educational Background, Registration and Memberships

B.S. ELECTRICAL ENGINEERING  
*University of Idaho*

MAY 2010  
*Moscow, Idaho*

- Construction Specifications Institute – Certified Construction Document Technologist (CDT)
- Registered Professional Engineer – Alaska, Idaho, Wyoming



March 27, 2018

To: Whom It May Concern

Subject: Letter of Recommendation for Bradley Engineering/Chartered

Over the past several years it has been my pleasure to have Bradley Engineering design and supervise several electrical projects for the City of Idaho Falls Building Maintenance Department.

The staff at Bradley Engineering has always provided timely proposals, job cost estimates, and construction documents. In addition, they have provided excellent supervision for the electrical contractors on the job site.

It would be my pleasure to recommend Bradley Engineering for any of your electrical engineering or design needs.

Respectfully yours,

Alan Muir  
Superintendent  
City of Idaho Falls  
Building Maintenance

March 27, 2018

To Whom It May Concern:

Bradley Engineering/Chartered and Arco Electric have worked together on numerous construction projects over the last 36 years. We have found Bradley Engineering to be honest, competent, proficient and knowledgeable. Bradley Engineering provides quality electrical designs with comprehensive construction documents. We look forward to working with Bradley Engineering for many more years to come.

It is with great pleasure, and without reservation, that I recommend Bradley Engineering/Chartered to you.

Sincerely,

Carl Passino  
President



**ARCO Electric Idaho Inc.**



PO Box 51298  
Idaho Falls, Idaho 83405  
330 Shoup Avenue, Third Floor  
Idaho Falls, Idaho 83402  
Tel: 208-523-3794  
Fax: 208-227-0445

March 28, 2018

Re: Letter or Recommend To

Whom It May Concern,

It is with great pleasure that I recommend Bradley Engineering Chartered. BEC has been consulting for Ball Ventures and SRL Development since 2006. Some of the projects that BEC has provided electrical engineering services include:

- BEC has provided the Electrical Engineering design, Construction Administration and Inspections for the electrical backbone of the Snake River Landing Development, a 440+ acre mixed use development in Idaho Falls, Idaho. This included the design of the joint utility trench (power, gas, telephone, fiber cable tv) in the public right of way in over 7 miles of roadway.
- BEC has provided the Electrical Design and the CA for 8 commercial/office buildings on the SRL site and numerous tenant improvements.
- BEC provided the Electrical Design and CA for the Sandcreek Commons shopping Center in Ammon, Idaho, which consists of 40 acres of retail shopping and restaurants and over 300,000s/f feet of space, including Cabalas, Popeye's, Kneaders, Hobby Lobby and other national tenants.
- BEC provided the site and building Electrical Design and CA for the new Teton Honda of Pocatello.

Over the course of the above listed projects BEC has been our consultant and facilitator with franchise utilities including Rocky Mountain Power, Idaho Power, City of Idaho Falls Power, Intermountain Gas, Century Link, etc.

Bradly Engineering Chartered has provided design services that have been within our estimated budgeted costs and delivered in a timely manner. Owner requested changes are always turned around quickly and value engineering ideas are offered that have been appreciated by the owner.

Regards,

**Tana Barney**  
*Senior Construction Manager*

Ball Ventures & Snake River Landing

[www.snakeriverlanding.com](http://www.snakeriverlanding.com) | [www.ballventures.com](http://www.ballventures.com)

[tana@ballventures.com](mailto:tana@ballventures.com) | 208.557.5300

### Certification re: Debarment, Suspension, Other Responsibility Matters

By signing this document, the Consultant certifies to the best of their knowledge and belief that, except as noted on an attached Exception Report, the Consultant:

- (a) is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) has not within a three-year period preceding this response been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records making false statements, or receiving stolen property;
- (c) is not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (d) has not within a three-year period preceding this application/response had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this response.

NOTE: Exceptions will not necessarily result in denial of award but will be considered in determining Consultant responsibility. For any exception noted, indicate to whom it applies, initiating agency and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

Consultant Name:

Musgrove Engineering P.A.

 3-19-2020

Signature of Responsible Party

Date

Matthew N Bradley P.E. PRINCIPAL



March 4, 2020

Heidi & Matt Dohse  
P.O. Box 3688  
Hailey, Idaho 83333-3688

***Letter of Intent: Purchase of Real Property, 117 Clover Street, Bellevue, Idaho***

Dear Heidi & Matt:

Mountain Rides Transportation Authority proposes purchasing the real property located at 117 Clover Street in Bellevue, Idaho ("Property"), pursuant to a Purchase and Sale Agreement ("PSA") to be entered into between Heidi & Matt Dohse ("Seller") and Mountain Rides Transportation Authority ("Buyer"). The anticipated PSA will be structured, in part, according to the following Terms and Conditions:

1. Purchase Price. The Purchase Price for the Property shall be Two-Hundred-Thirty-Two Thousand Dollars (\$232,000.00).
2. Contingency Period and Concurrence. Buyer shall have sixty (60) days following the mutual execution by the Parties of the PSA ("Contingency Period") to obtain a required Federal Transit Administration Concurrence ("FTA Concurrence"), or agreement, for Buyer to proceed with purchasing the Property. At or before the conclusion of the Contingency Period, Buyer, at its sole discretion, may terminate this Agreement and any PSA should Buyer determine that FTA Concurrence cannot be timely obtained.
3. Closing. The Closing Date, as set forth in the PSA, shall be thirty (30) days subsequent to the conclusion of the Contingency Period, or sooner if mutually agreed in writing by the Parties.
4. Condition of Title. Upon conclusion of the Due Diligence Period, as set forth in the PSA, Seller shall cause to be delivered to Buyer a commitment or an Owner's ALTA policy of title insurance together with all documents referred to therein, including plats, covenants, conditions, restrictions, easements. The PSA shall provide the Parties a mechanism for objecting to exceptions and curing objections.
5. Limited Representations and Warranties of Seller. Seller shall provide Buyer with limited representations and warranties, including authority, title, litigation and environmental condition, regarding the Property.
6. Confidentiality. Buyer and Seller agree and acknowledge that any and all information, documents and materials provided or made available to Buyer by Seller, as well as the terms of this Letter of Intent and the fact that Buyer has entered into this Letter of Intent, are proprietary and confidential and will not be disclosed by Buyer or Seller to any third party except as required by law.

March 4, 2020


Page 2

7. Additional Considerations. In consideration of the time and expense incurred and to be incurred by Buyer in connection with this Letter of Intent, from the date hereof until the mutual execution of a PSA, or until the parties mutually agree that a PSA cannot or will not be entered into, Seller shall (i) not offer for sale the Property to any party other than Buyer, (ii) not enter into any negotiations with any person or entities for such sale, (iii) suspend all negotiations for such sale with any other persons or entities, and (iv) not take any action to solicit, initiate or encourage any purchase of the Property.


By signature, below, and returning this executed Letter of Intent to Buyer within five (5) business days, Seller acknowledges, agrees and accepts the Terms and Conditions set forth in this Letter of Intent and desires that Buyer proceed with drafting a PSA incorporating said Terms and Conditions. Buyer, upon receipt of the executed Letter of Intent from Seller, will forward to Seller a PSA for review and execution.

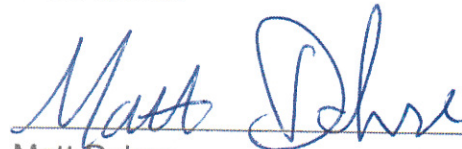
**AGREED AND ACCEPTED:**

**BUYER:**

  
\_\_\_\_\_  
Mountain Rides Transportation Authority (date) 3/9/20  
By: Wallace E. Morgus  
Its: Executive Director

**SELLER:**

  
\_\_\_\_\_  
Heidi Dohse (date) 3/9/2020

  
\_\_\_\_\_  
Matt Dohse (date) 3/9/20