

**walter m. steed  
& associates**

**PROJECT ADMINISTRATION**

FAX (208) 882-7184  
E-mail: [wmsteed@aol.com](mailto:wmsteed@aol.com)

303 SAMARITAN LANE  
MOSCOW, IDAHO 83843  
(208) 883-0123

October 11, 2013

Julie Spelman, Mayor  
Jacob "Mac" Qualls, City Clerk  
PO Box 324  
New Meadows, Idaho 83654

Dear Mayor Spelman:

We are pleased to submit the attached information to substantiate our ability to assist the City of New Meadows in planning, developing, grant writing, and administering your infrastructure improvement projects. In this proposal you will find the following:

- Capability to Perform Project
- Relevant Project Experience
- Qualifications of Project Team
- Project Approach and Schedule
- References

Walter M. Steed & Associates (WMS&A) has 32 years experience in the administration of public works projects and, for the past 24 years, has been certified by the Idaho Department of Commerce as a grant administration consulting firm.

Walter Steed will serve personally as the grant writer and project administrator for your projects. He has provided such services for more than 100 federal and state projects totaling in excess of \$150 million in value. Walter has been employed by a civil engineering firm and prior to starting WMS&A was a special projects administrator for a large general contractor. This experience qualifies our firm to offer a greater range of services than most grant administrators. We will coordinate all project activities of the City, its engineer, and contractor while leaving you and your staff as much time as possible to handle day to day operations.

We have the professional ability and experience to administer and coordinate all components of your project in accordance with Federal and State requirements and to respond in a timely, cost effective manner to the City's needs. Our experience, education and knowledge can help your projects proceed as effortlessly as possible through completion of construction and grant close-out.

We appreciate this opportunity to again work with the City of New Meadows. Thank you so much for your consideration.

Yours truly,



Walter M. Steed  
Principal

Commitment  
Availability  
Response  
Effort

**WMS & A**

Proposal for:

**City of New Meadows**

**Grant Writing  
& Administrative  
Services**

Submitted by:

**Walter M. Steed  
&  
Associates**

October 11, 2013

# Capability to Perform Project

## Introduction

Walter M. Steed & Associates (WMS&A) provides planning, development, grant writing, project administration and construction administration services to cities, counties, housing authorities, water & sewer districts, medical facilities, and developers throughout the Pacific Northwest.

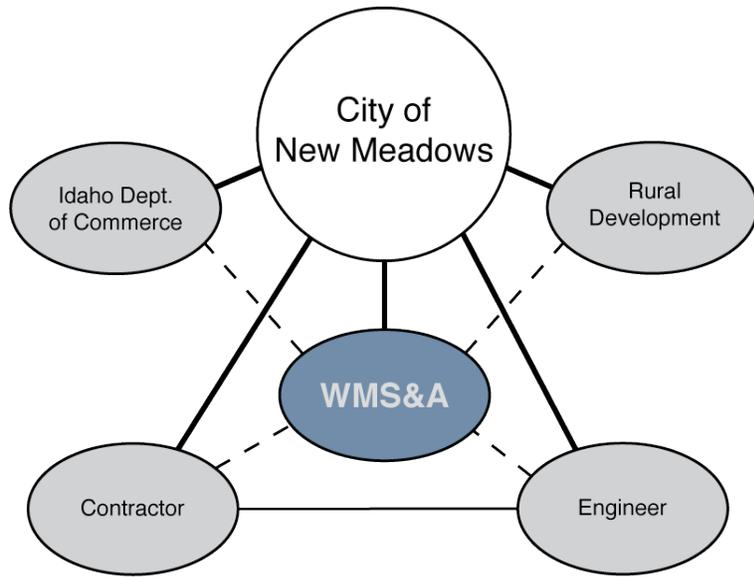
## History and Expertise

### *Overview*

Since 1981 WMS&A has provided grant and project administration for construction projects funded through public agencies for communities, counties, medical facilities, public housing authorities and developers. Project responsibilities have included planning, budgeting, coordination, application writing, construction administration, and inspection of over 100 projects totaling in excess of \$150 million. Projects have consisted of water and sewer systems, streets, housing, public use buildings, and assisted living centers, downtown revitalization, and industrial parks. In addition, we have assisted private developers with planning, approvals, coordination, re-zoning and construction management of subdivision and housing projects.

Since 1989 our firm has been certified annually by the Idaho Department of Commerce as a grant administrator for Community Development Block Grant projects. Even more importantly, during that same time WMS&A had an over 95% success rate in competing for and securing Block Grant funds.

With the highly competitive nature of funding programs, it can be necessary to secure funding from multiple sources. A typical project might involve:



Additionally, it is often necessary to coordinate issues such as land acquisition, environmental compliance and accessibility standards, to work with a client to raise matching funds, and to work with engineers, architects, attorneys, and contractors.

For 30 years WMS&A has focused its efforts on assisting clients in procuring funds and assisting these clients through the maze of issues associated with the construction of significant infrastructure and building projects.

Prior to our Block Grant work, during the 1980's we administered the funding and construction of thirty-one HUD low income new housing projects totaling over 500 units and \$30 million in value; many of which contained subdivision type cluster housing consisting of sewer, water and street work. For all of these projects we wrote grant applications, provided design and specification writing input, handled bidding and contractor selection as well as construction administration and inspection services through completion and acceptance.

Like Community Development Block Grant projects, all of these required administration of Davis-Bacon wages for contractors and subcontractors. By selecting WSM&A, you would be assured that you are represented by a firm that understands not only document preparation, but construction, and what is required to bring your project to successful completion.

## Experience

*Community Development  
Block Grant Experience*

*Total Project Funding  
Package Experience*

*Project Administration  
Experience*

Our experience with block grant funds is extensive. As an independent consulting firm, we have provided grant writing and/or project administration for over seventy (70) Block Grant projects consisting of sewer, street, water, community buildings, medical facilities, and housing projects.

In addition to writing the initial grant application, WMS&A works with each client to develop a full funding package, prepare the required addendum, present, with the client, the project to the Idaho Department of Commerce in Boise, and prepare all required paperwork during construction.

While Community Development Block Grant funds are usually considered the final piece to fund a project, there is the need to put together a total project funding package. Recently, the average project funded by the Idaho Department of Commerce has had no more than 30% Block Grant funds, leaving the client and their grant administrator to find the other 70%. We work with clients to develop a total funding package, which often includes Block grant funds and USDA-Rural Development grants and/or loans. Sometimes other sources are available, including Department of Environmental Quality and Department of Water Resource funds.

The ultimate goal of our clients is to build and complete a project. Not only does WMS&A work with each client to put together a funding package and to secure those funds, but to

be an active member during the construction phase. While other grant writers taper off their role during construction, it is our philosophy that a successful construction project requires diligent administration to make sure that the requirements of each agency are being met, such as:

- Signage and posting requirements
- Davis-Bacon wage determination
- Labor monitoring (employee interviews, EEO requirements, wage rates, etc.)
- Payroll review
- Job creation documentation
- Requests for funds
- Project closeout

Although it is certainly possible for our clients to coordinate each funding agency's requirements, WMS&A takes it upon itself to ensure that each activity commences as it should to make sure that funds keep flowing to the city, engineers, architects, and contractors. By doing so, you and city staff are free to pursue day-to-day business.

## Offices

*Phone: (208) 883-0123*

*Fax: (208) 882-7184*

WMS&A maintains offices in order to best serve our Idaho, Washington, and Oregon clients:

Principal office:

- 303 Samaritan Lane, Moscow, Idaho 83843

Branch offices:

- Grangeville, Idaho
- Cottonwood, Idaho

Commitment  
Availability  
Response  
Effort

Why choose WMS&A for your project?

- We are as **COMMITTED** to the success of your project as you are.
- We have the **AVAILABILITY** you will want, not only during the planning phase, but during construction. We will be there when you call.
- We **RESPOND** to your funding agency, architect, and contractor's needs to keep your project moving forward, freeing you up for your day-to-day business.
- We will make whatever **EFFORT** is necessary to plan your project with you, and to work with all agencies involved to give you the best opportunity to have your project succeed.
- **WE CARE!**

## Relevant Project Experience

### Grant Writing & Project Administration Experience

2013

Following is a complete summary of projects with which Walter has personally been involved. Every project listed, except for six, utilized a Community Development Block Grant Application that was prepared by Walter. Most projects required additional funding coordination.

- City of Winchester, Idaho  
ICDBG application and project administration for water source project  
Winchester, Idaho
- City of Cascade, Idaho  
Project administration for sewer system improvements  
Cascade, Idaho

2012

- City of Winchester, Idaho  
Environmental review for emergency water well project  
Winchester, Idaho

2010



- City of Grangeville, Idaho  
ICDBG application and project administration for sewer system improvements (Phase 2)  
Grangeville, Idaho
- City of Grangeville, Idaho  
ICDBG application and project administration for sewer system improvements (Phase 1)  
Grangeville, Idaho
- City of Potlatch, Idaho  
ICDBG application and project administration for sewer system improvements  
Potlatch, Idaho

2008



2007



- City of Plummer, Idaho  
ARRA project Davis-Bacon wage monitoring  
Plummer, Idaho
- City of Potlatch, Idaho  
ARRA project Davis-Bacon wage monitoring  
Potlatch, Idaho
- City of Reubens, Idaho  
ARRA project Davis-Bacon wage monitoring and  
archaeological monitoring  
Reubens, Idaho
- City of Deary, Idaho  
ICDBG application and project administration for new  
rural fire station construction  
Deary, Idaho
- City of Potlatch, Idaho  
ICDBG application and project administration for sewer  
system improvements  
Potlatch, Idaho
- Onaway Water and Sewer Association  
ICDBG application and project administration for sewer  
system improvements  
Onaway, Idaho
- City of Plummer, Idaho  
ICDBG application and project administration for sewer  
system improvements  
Plummer, Idaho
- City of Clayton, Idaho  
ICDBG application for water system construction  
Clayton, Idaho



2006



2005



- Riverside Water District, Idaho  
ICDBG application and project administration for water system improvements  
Orofino, Idaho
- City of Moscow, Idaho  
RCBG application and project administration for fiber optic installation  
Moscow, Idaho
- City of Ferdinand, Idaho  
CDBG application and project administration for community building renovation  
Ferdinand, Idaho
- City of Huetter, Idaho  
CDBG application for water system improvements  
Huetter, Idaho
- City of Kendrick, Idaho  
CDBG application and project administration for water system improvements  
Kendrick, Idaho
- Riverside Water District  
CDBG application and project administration for water system improvements  
Orofino, Idaho
- City of Clayton, Idaho  
CDBG application for water system improvements  
Clayton, Idaho
- City of New Meadows, Idaho  
CDBG application for infrastructure extension to L.M.I.

2004



2003



housing  
New Meadows, Idaho

- City of Deary, Idaho  
CDBG application and project administration for sewer system improvement project  
Deary, Idaho
- City of Bovill  
CDBG application for drainage and street improvements  
Bovill, Idaho
- Coeur D'Alene Homes  
CDBG application and project administration for 65-bed assisted living center  
Coeur D'Alene, Idaho
- Syringa General Hospital  
CDBG application for expansion project  
Grangeville, Idaho
- City of Kendrick, Idaho  
Consultation for preliminary engineering study  
Kendrick, Idaho
- The Housing Company  
CDBG application for LMI housing  
Moscow, Idaho
- City of Moscow, Idaho  
CDBG application and project administration for downtown improvements
- City of New Meadows, Idaho  
RCBG application and project administration for industrial park construction



2002



2001



- City of Potlatch, Idaho  
CDBG application and project administration for water system improvements

- City of Grangeville, Idaho  
CDBG application and project administration for water system improvements

- City of White Bird, Idaho  
CDBG application and project administration for water system improvements

- City of Juliaetta, Idaho  
CDBG application and project administration for water system improvements

- City of Moscow, Idaho  
CDBG application for downtown improvements

- Custer Health Care Association, Challis, Idaho  
CDBG project administration for construction of an assisted living center

- City of Juliaetta, Idaho  
CDBG application for water system improvements

- Kootenai Ponderay Sewer District, Kootenai, Idaho  
CDBG application and project administration for sewer system improvements

2000



1999



- Riverside Independent Water District, Orofino, Idaho CDBG application and project administration for water system improvements
- Valley View Water and Sewer District, Kamiah, Idaho CDBG application and project administration for sewer system improvements
- Valley View Water and Sewer District, Kamiah, Idaho CDBG Imminent Threat application and project administration for new water well
- City of New Meadows, Idaho CDBG application and project administration for sewer system improvements
- City of Lewiston, Idaho CDBG application and project administration for water system improvements
- City of Troy, Idaho CDBG application and project administration for Main Street improvements
- Latah County, Moscow, Idaho Application for Disaster funds, CDBG/Bureau of Disaster Services
- Riverside Independent Water District, Orofino, Idaho CDBG application for water system improvements
- City of Plummer, Idaho CDBG-ED application and project administration for water system improvements



- City of Winchester, Idaho  
CDBG application and project administration for sewer and water system improvements
- Valley View Water and Sewer District, Kamiah, Idaho  
CDBG application for sewer system improvements  
Kamiah, Idaho

1998



- City of Elk River, Idaho  
CDBG application and project administration for water system improvements



- City of Elk City, Idaho  
CDBG application and project administration for water and sewer system improvements



- City of Plummer, Idaho  
CDBG application for water system improvements



- City of Harrison, Idaho  
CDBG application and project administration for water and sewer system improvements

1997

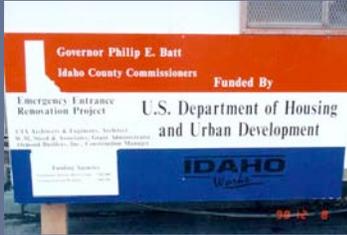


- Riverside Independent Water District, Orofino, Idaho  
CDBG application for water system improvements

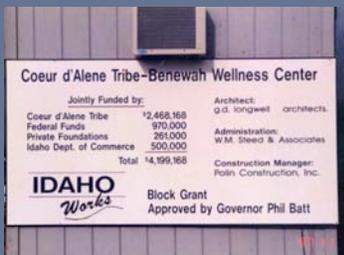
- City of Grangeville, Idaho  
CDBG application and project administration for downtown revitalization

- Fernwood Water District, Idaho  
CDBG application and project administration for water system improvements

- City of Grangeville, Idaho  
CDBG application and project administration for Main St.



1996



infrastructure improvements

- City of Plummer, Idaho  
CDBG application for water system improvements
- Syringa General Hospital, Grangeville, Idaho  
CDBG application and project administration for building improvements
- City of Lewiston, Idaho  
CDBG application for water system improvements
- City of Moscow, Idaho  
CDBG application and project administration for street improvements
- City of Ferdinand, Idaho  
CDBG application and project administration for water system improvements
- City of Plummer, Idaho  
CDBG application and project administration for Wellness Center
- Cabinet Mountains Water District, Bonners Ferry, Idaho  
CDBG application and administration for second water system construction project
- Latah County, Idaho  
CDBG application and project administration for flood damage relief project
- City of Lewiston, Idaho  
CDBG application for water system improvements
- City of Moscow, Idaho

1995



CDBG application for street improvements

- City of Lewiston, Idaho  
CDBG application and project administration for street improvements  
Lewiston, Idaho

- City of Plummer, Idaho  
CDBG application and project administration for sewer system improvements

- Cabinet Mountains Water District, Bonners Ferry, Idaho  
CDBG application and project administration for water system construction

- City of Troy, Idaho  
CDBG application and project administration for imminent threat project

1994



- City of Deary, Idaho  
CDBG project administration for water system improvements

- City of Athol, Idaho  
CDBG application and project administration for water system improvements



- City of Spirit Lake, Idaho  
CDBG application and project administration for street improvements

- City of Troy, Idaho  
CDBG application and project administration for new water transmission line

- City of Lewiston, Idaho



CDBG Economic Development application for water system improvements

- City of Lewiston, Idaho

CDBG Economic Development application for infrastructure improvements

- City of Lewiston, Idaho

CDBG application for street improvements

- City of Bovill, Idaho

CDBG project administration for water system improvements

- City of Winchester, Idaho

CDBG project administration for remodel of senior citizen center



- City of Dover, Idaho

CDBG application and administration for new wastewater treatment facility



- Latah County, Idaho for Hoo Doo Water and Sewer District, Harvard, Idaho

CDBG application and project administration for new water well

1993



- City of Spirit Lake, Idaho

CDBG application and project administration for water system improvements

- City of Winchester, Idaho

CDBG application and project administration for construction of new fire station



- City of Genesee, Idaho



1992



1991



CDBG application and project administration for imminent threat project

- City of Kooskia, Idaho  
Application for municipal water well Department of Water Resources grant
- City of Plummer, Idaho  
CDBG project administration for water system project
- City of Spirit Lake, Idaho  
CDBG application and project administration for waste water treatment facility expansion
- City of Moscow, Idaho  
CDBG application and project administration for infrastructure for LMI housing project
- City of Grangeville, Idaho  
CDBG application and project administration for water, sewer and street improvements
- City of Kooskia, Idaho  
Application for municipal water well grant and loan
- City of Grangeville, Idaho  
Economic Development application for infrastructure for new retail business complex
- City of Oldtown, Idaho  
CDBG project administration for improvements to streets, water and sewer systems
- City of Kooskia, Idaho  
CDBG application for new storm sewer system and street improvements



- City of Winchester, Idaho  
CDBG project administration and construction coordination for new water wells, distribution system and tank



1990



- City of St. Maries, Idaho  
CDBG application for renovation of Community Center
- City of Wardner, Idaho  
CDBG application and project administration for imminent threat project
- City of St. Maries, Idaho  
CDBG project administration for paving of downtown streets
- City of Genesee, Idaho  
CDBG application and construction management for renovation of Senior Center

1989



- City of Kooskia, Idaho  
CDBG project administration for wastewater treatment facility improvements
- City of Wardner, Idaho  
CDBG project administration for Main Street gutter and storm drain project
- City of Plummer/Coeur d'Alene Tribe, Idaho  
CDBG project administration for construction of Benewah Medical Center

## Project/Construction Administration Experience

1998

In addition to grant writing experience, Walter has extensive experience in construction administration. This experience gives him a background unmatched by other grant writers.

- Guardian Angel Homes, Lewiston, Idaho  
Project Development for 48 unit Assisted Care Facility

1995



- Owner and Developer, Moscow, Idaho  
Project Development and Administration of 33 residential lot subdivision

1992

- J. J. Streibick & Associates, Moscow, Idaho  
Project Administration for 35 lot subdivision

1990



- Campus Court Apartments, Moscow, Idaho  
Design and financing for 24 unit apartment building

1981

- Craftwall of Idaho, Inc., Moscow, Idaho  
Project Administration and construction management for 16 lot subdivision

- Walla Walla Housing Authority, Washington  
Project Administration and construction management for 50 Design-Build Low rent housing Units

1980



1979

- University of Idaho, Moscow, Idaho  
Project Administration and construction management for  
16 Design-Build family housing units
- Mill Creek Apartments, Lewiston, Idaho  
Project Administration and construction management for  
40 Design-Build low rent apartment units
- Valley Medical Center, Lewiston, Idaho  
Project Administration and construction management for  
30,000 sq. ft. medical facility

## Qualifications of Project Team

### Grant Writer, Project Administrator

Walter Steed will personally serve as the grant writer and project administrator for your project. He will attend all meetings with the City of New Meadows, coordinate activities with your engineer, and coordinate grant requirements with the Idaho Department of Commerce and other funding agencies.

### *Construction Experience*

For 30 years Walter has served as a consulting owner's representative for liaison with government agencies, architects, engineers and contractors; as labor relations administrator; and, in some instances, contract officer. Previous employment included a large general contractor where Walter served as special projects administrator on HUD projects, allowing him to learn construction from the contractor's point of view. This experience can now serve to your advantage. Duties included the management of subcontracts and project scheduling as well as federal payroll reporting and preparation of contract draws for projects valued at over \$10 million.

### *Engineering Experience*

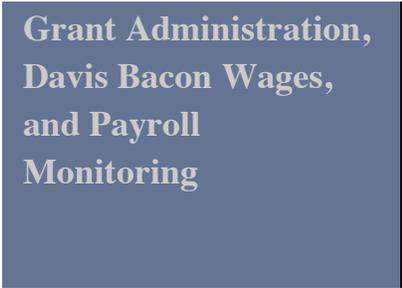
During college Walter worked for a civil engineer, assisting in surveying, drafting, and inspection of street, water, and sewer projects. With years of experience in engineering and construction, Walter provides experience unparalleled by other grant writers/administrators in Idaho.

### *Planning Experience*

In addition to grant administration and construction experience, Walter has extensive planning experience from a community's point of view. He has served as interim county building inspector for Latah County as well as a planning consultant for a small Idaho city (population 900) during a time of extreme development activity. His experience and strong associations with the Department of Environmental Quality and USDA Rural Development will give your project



the "extra" it needs to be competitive with each funding agency.



**Grant Administration,  
Davis Bacon Wages,  
and Payroll  
Monitoring**

Carol Yalbuw has worked for WMS&A for twenty years providing on-site wage interviews and office reviews of construction project payroll reports. This work is vital to the project process, as it is closely monitored by ICDBG, and ultimate close-out of a grant.

## Resume

### Formal Education

#### Walter M. Steed

- Masters of Business Administration (MBA)  
University of Idaho
- Bachelor of Science (BS)  
Mississippi State University



### Continuing Education

*Community Development  
Block Grant Related  
Workshops*

- CDBG Management Workshops  
2012, 2010, 2005, 2003, 2001, 2000, 1999, 1998, 1997,  
1996, 1995, 1994, 1993, 1992, 1991, 1990, and 1989
- Funding Agency Training for Water and Wastewater  
Projects: 2012
- Federal Labor Standards Training: 2010
- Palouse Basin Water Summit – Managing a Regional  
Resource: 2005, 2008 and 2010
- Oregon/Idaho Regional CDBG Conference: 2003
- Community Development Institute: 2001, 2000, and 1999
- American with Disabilities Act Training: 1993 and 1993
- Industrial Property Development: 1993
- Grant and SRF Loan Training: May, 2007

*Idaho Department of  
Environmental Quality  
Workshops*

*Public Policy Training*

*Miscellaneous Workshops –  
Federal Funding Req.*

*Project & Construction  
Administration Workshops*

*Housing Workshops*

- Drinking Water Training: 2000, 1994, 1993, 1993, 1993, and 1992
- Surface Water Compliance Workshop: 2000 and 1994
- Public Values, Choices and Decisions on Policy Leadership: 2008
- Capital Planning and Financing: 2008
- Washington Department of Transportation, Seminar on Pedestrian Safety: 2006
- NIATT Traffic Signals Conference: 2006
- Sustainable Transportation Seminar Class, University of Idaho: 2006
- Sustainable Transportation Workshop: 2005
- Federal Projects/Historic Preservation Law, GSA Interagency Training Center: 1994
- Uniform Relocation Act Workshop, Interagency Acquisition & Relocation: 1994
- Construction Management, Pacific Regional Training Institute: 1993
- Project Administration Workshop: 1991, 1990, and 1989
- Idaho Governor's Conference on Housing: 2003, 2000
- HUD Housing Workshop: 1997
- Financing Low Income Housing, Rural Community

*Miscellaneous Construction  
Workshops*

*Business Development  
Training*

- Development Corporation: 1993
- Super Good Sense Builder Training:, Energy Resources Bureau: 1992
- Affordable Housing Summit, Idaho Housing Coalition: 1994 and 1993
- Idaho Residential Energy Standards: 1990
- Roundabout Design Concepts and Guidelines Short Course: 2004
- Managing Stormwater Runoff: 1997
- Infrastructure Improvement Workshop: 1991
- Roles in Construction Growth: 1992
- Microsoft Office: 2004
- Operating Excel 2000: 1999
- Managing Multiple Projects, Meet Deadlines and Achieve Objectives: 1998
- Solutions for Effective People (Time Management): 1996
- Business Grammar Usage: 1996

# State of Idaho



Idaho Department of Commerce  
Economic Development Division

This does hereby certify *Walter Steed* to be appointed as a

*Certified Grant Administrator*

in the PY12/13 Idaho Block Grant Programs

Handwritten signature of Dennis J. Porter in blue ink.

Dennis J. Porter, Manager  
Idaho Department of Commerce

Handwritten signature of Jeffrey Sayer in blue ink.

Jeffrey Sayer, Director  
Idaho Department of Commerce

## Project Approach and Schedule

### Services Provided

*Construction  
Administration*

In addition to providing all services required by an ICDBG, our firm's principal, Walter Steed, has served as a special projects administrator for a large general contractor, qualifying us to offer your community a greater range of services than most grant writers. Not only are we able to prepare applications to secure funding, we offer our experience in **CONSTRUCTION ADMINISTRATION** to your project.

*Coordination*

We will **COORDINATE** all project activities of the City of New Meadows, its engineer, and the contractor; thus minimizing demands on City staff. Normal day-to-day operations of any city demand attention that a major project undertaking should not disrupt. Although we are able to offer much more to a project than other grant writers, we historically have provided these full services at a much lower fee than that typically charged by others offering only basic grant administration clerical services.

*Consultation*

Through **CONSULTATION** with our clients, we provide input regarding what you should expect from an engineer and contractor. We offer expertise in packaging and financing projects. We understand what makes an attractive, grant fundable project with the Idaho Department of Commerce.

*Availability*

We will provide the time needed on site, or remotely from our offices, as needed or requested by you to manage your project. We use the latest in computer and smart/cellular telephones to be available to our clients all day, every day. Even when out of the office, we take pride in making ourselves **AVAILABLE** at all times.

## Confidence

We are **CONFIDENT** that the references listed at the end of this proposal will confirm we give as much or more attention to a project than was expected. The large number of repetitive grants written and administered for many cities, counties, water and sewer districts, medical facilities, housing authorities, and other clients indicate that our clients have been very satisfied with our firm's service.

## Project Approach

For your specific project, which would involve administration of an Idaho Community Development Block Grant, we are qualified through education, experience, and training to provide all services required by you and the Idaho Department of Commerce.

The scope of these services consists of but is not limited to:

- Project planning, including LMI survey, if required
- Project financing
- Project development
- Grant writing
- Grant administration as required by the Idaho Department of Commerce
- Construction administration services to assist you in coordinating all project activities, as well as those of your engineer and contractor.

## Illustrative Project Experience

### *Water System Improvement Projects*

Listed below are just a few recent projects in which our firm has participated. All of the projects listed have involved an Idaho Community Development Block Grant as part of the overall project funding package.

Riverside Water and Sewer District, Orofino, Idaho 2001-2010. Preparation of CDBG applications and project administration for a multi-phased water system improvement project consisting of construction of a new water treatment plant, 750,000 gallon water reservoir, addition of larger water mains and new fire hydrants which will provide fire-fighting capability, pressure and volume for the community. The funding package for this \$7,628,108 project included \$1,500,000 in Block Grants, a \$800,000 private sale revenue bond, \$1,280,683 in revenue bonds secured by USDA-Rural Development, \$3,900,000 in USDA-Rural Development Grants and \$147,425 in District cash.

### *Sewer System Improvement Projects*

City of Potlatch, Idaho, 2007-2012, Preparation of CDBG applications and project administration of a multi-phased sewer system improvement project consisting of replacement of all of the City's sanitary sewer collection mains and improvements to the City's treatment system. The funding package for the \$8,624,712 project included \$1,000,000 in Block Grants, \$2,332,305 in USDA-Rural Development grants, \$3,123,392 in revenue bonds secured by USDA-Rural Development, \$2,073,915 in ARRA funds and City cash of \$61,100.

### *Business Park Project*

City of New Meadows, 2003. Preparation of RCBG application and project administration for construction of business park buildings to attract four small new businesses to the community. The \$500,000 Block Grant application was matched with City land and infrastructure totaling \$500,000.

*Downtown Enhancement  
Projects*

City of Moscow, 2003. Preparation of CDBG application and project administration for proposed downtown improvements consisting of Renovation of Friendship Square, the Community's Downtown center by removing and replacing infrastructure, amenities and unsafe playground equipment, removing impediments to handicapped accessibility throughout Downtown, removal of unsafe decorative crosswalks and replacement of Downtown signage that did not meet standards. The \$500,000 Block Grant application was matched with City, University of Idaho, private and non-profit project work and cash totaling over \$1 million dollars.

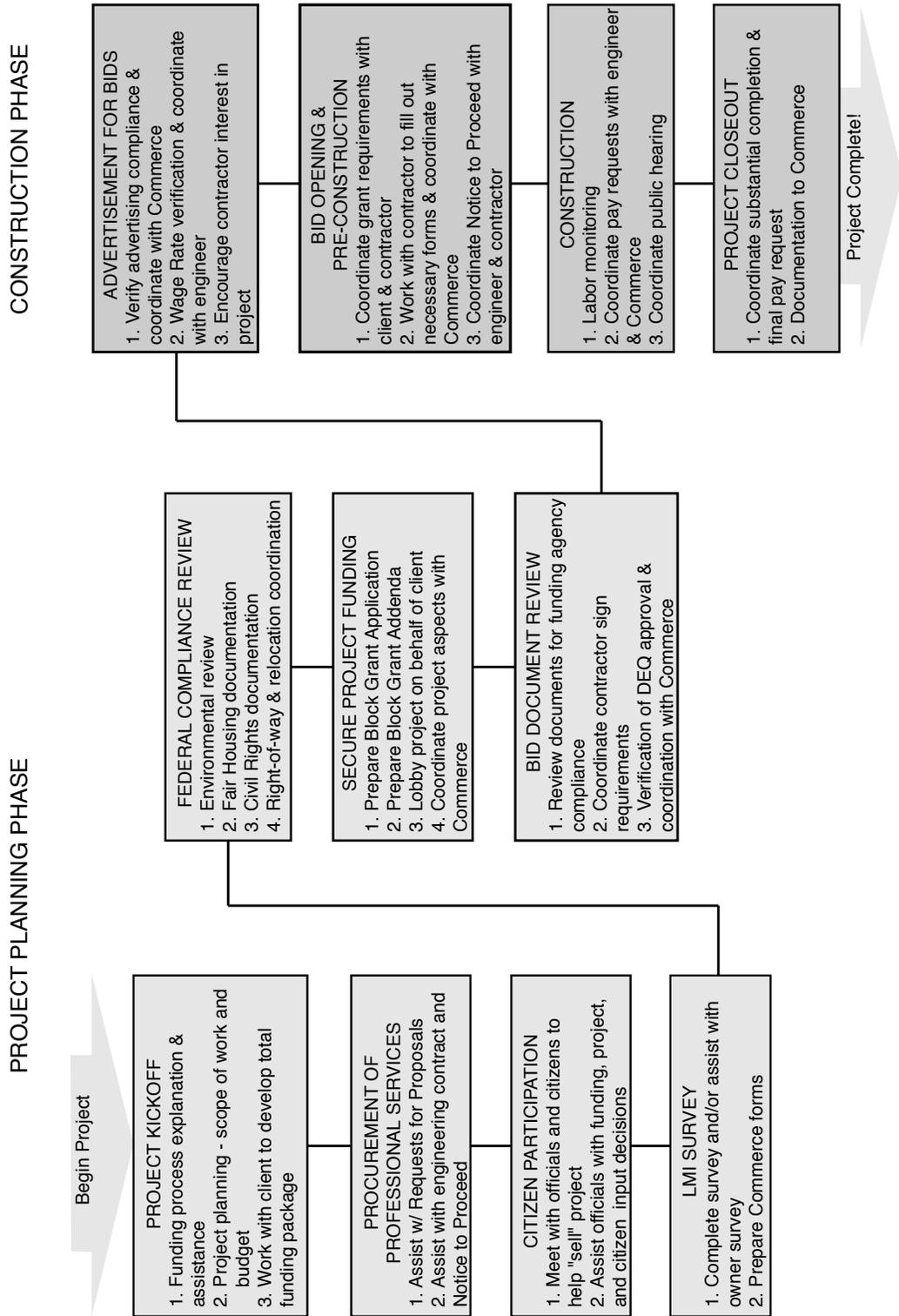
*Public Facility Projects*

Custer Health Care Association, 2001, Preparation of CDBG addendum and project administration of an 18 unit, 11,500 square foot assisted living facility in Challis, Idaho which services the basic needs of elderly and physically disabled citizens in Custer County. It provided for up to 26 beds for both private pay and Medicaid recipients. The funding package for the \$1,518,500 project included a \$500,000 Block Grant, \$75,000 in City land donation, a \$400,000 Idaho Housing Finance Home loan, a USDA-Rural Development secured local bank loan, and a \$328,500 USDA-Rural Development loan.

**Detailed Scope of  
Services and Schedule**

A more detailed scope of services and possible project schedule are included on the following pages.

# WMS&A SERVICES



## Possible Project Schedule



## References

### Projects

LeAnn Trautman, Clerk  
City of Winchester  
P.O. Box 245  
Winchester, ID 83555  
(208) 924-5358

Nancy Jennings, Manager  
Riverside Water District  
10460 Highway 12  
Orofino, ID 83544  
(208) 476-3613

David Brown, Mayor  
City of Potlatch  
P.O. Box 525  
Potlatch ID 83855  
(208) 875-0708

Bruce Walker, Mayor  
City of Grangeville  
225 W. North Street  
Grangeville, ID 83530  
(208) 983-1310

### Funding and Regulatory

Jeff Beeman  
Area Director  
USDA-Rural Development  
7830 Meadowlark Way, C3  
Coeur d'Alene, ID 83815  
(208) 762-4939

Howard Lunderstadt  
Area Specialist  
USDA-Rural Development  
7830 Meadowlark Way, C3  
Coeur d'Alene, ID 83815  
(208) 762-4939

Gerald Hunter,  
Executive Director  
Idaho Housing Finance Assoc.  
P.O. Box 7899  
Boise, ID 83707  
(208) 331-4889