



Memo

To: Mayor and Hayden City Council

From: Alan Soderling, Public Works Director

Date: 04.14.2026

Agenda Item: Approve the Memorandum of Understanding with the Hayden Area Regional Sewer Board for the inclusion of sewer force main replacement in the Ramsey Road & Honeysuckle Avenue Roundabout Project.

Agenda Item Location

Old Business

Recommended Action or Motion

Motion: Move to approve the Memorandum of Understanding (MOU) with the Hayden Area Regional Sewer Board (HARSB) for the inclusion of sewer force main replacement in the Ramsey Road & Honeysuckle Avenue Roundabout Project.

Functional Impact of Authorizing

The City of Hayden is constructing a roundabout at the intersection of Ramsey Road and Honeysuckle Avenue and there is an existing sewer force main owned by HARSB that is in need of replacement. Replacing the force main within the project limits concurrent with the construction of the Ramsey/Honeysuckle Roundabout is the most efficient means for both HARSB and the City to complete this work, and consolidates the disruption to the public into one construction project instead of multiple.

Functional Impact of Not Authorizing.

If the MOU is not approved, the HARSB Force Main Project will not be conducted in conjunction with the Ramsey/Honeysuckle Roundabout Project and the economies of scale and efficiencies will not be realized by either the City or HARSB. The HARSB project will likely need to occur at a later date which could result in the necessity to excavate under the roundabout and rebuild it upon completion.

Fiscal Impact

The cost of the HARSB Honeysuckle/Ramsey Force Main project is funded by HARSB.

Attachments

Memorandum of Understanding Between the City of Hayden and the Hayden Area Regional Sewer Board.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF HAYDEN
AND
HAYDEN AREA REGIONAL SEWER BOARD**

HONEYSUCKLE AVE & RAMSEY ROUNDABOUT

I. PURPOSE

This Memorandum of Understanding (MOU) is entered between the City of Hayden, a municipal corporation of the State of Idaho, whose address is 8930 N. Government Way, Hayden, Idaho 83835 ("City"), and the Hayden Area Regional Sewer Board, a joint powers entity created under and pursuant to the laws of the State of Idaho, whose address is 10789 N. Atlas Road, Hayden, Idaho 83835 ("HARSB"), and is intended to document the parties' understanding of, and agreement to cooperate on, the incorporation of HARSB's pressure sewer line replacement and upsizing within the City's Honeysuckle Ave and Ramsey Roundabout project ("Project").

II. RECITALS

WHEREAS, the City and HARSB serve the same constituencies;

WHEREAS, the City and HARSB have a long-standing policy of working together whenever possible to create cost efficiency and a high level of service for their shared constituency;

WHEREAS, the City intends to construct a roundabout at the Honeysuckle and Ramsey intersection to better serve the public's transportation needs and improve safety;

WHEREAS, the City and HARSB agree that incorporating the placement of the pressure sewer line into the City's Project provides the most efficient use of the shared constituencies funds, creates the least disruption to the public and supports the City's established project deadlines;

WHEREAS, it is the mutual interest and desire of the City and HARSB to memorialize their understanding and agreement with respect to their communication and cooperation on incorporating the waterline relocation within the Project bid documents; and

WHEREAS, the mutually agreed addendum to the FY26 budget, titled "Addendum to Hayden Regional Sewer Board 2025-2026 Budget", provides for the project not to be a joint project, but that the HARSB Board supersedes this requirement by allowing the project run as a joint project for the benefit of its customers and the public, providing further that where this MOU and the aforementioned addendum may be in conflict with respect to the Honeysuckle Ave & Ramsey Roundabout Sewer Line Project, this MOU shall supersede the addendum; and

WHEREAS, the purpose of this MOU is to set forth mutually agreed upon understanding of how the parties will proceed with communication and cooperation on coordination and implementation of the joint Project;

NOW, THEREFORE, the parties agree as follows:

III. AGREEMENT

A. Hayden Area Regional Sewer Board hereby agrees to:

1. Subject to the HARSB approval set forth below in Section III(A)(3), fund the engineering design, project management, construction management, and construction observation, for HARSB's pressure sewer line.
2. Prepare and submit final pressure sewer line plans and specifications to the City by February 27, 2026, for incorporation into the Project bid documents (Exhibit A -- Engineer's Opinion of Costs) as a Bid Schedule C specific to HARSB (hereinafter referred to as the "HARSB Bid Schedule"). The scope of HARSB Bid Schedule is generally described as follows:
 - a. Honeysuckle Avenue - Ramsey Road Force Main Replacement, November 2018 (hereinafter "Sewer Line Project")
 - b. Mobilization and Traffic Control will be incorporated into the contract and costs distributed proportionally between the parties (see Exhibit A – Engineer's Opinion of Costs).
3. Review bids received by the city for the HARSB Sewer Line Project. If bids received for the Sewer Line Project do not exceed \$725,000.00, then the Parties agree that the bids may be approved by a majority vote. If the bids received for the Sewer Line Project exceed \$725,000.00, then the approval of such bids must be approved by a unanimous decision of the HARSB Board. If bids are acceptable to HARSB, HARSB will notify the City of their acceptance in writing.
4. Reimburse the City for completed work under HARSB Bid Schedule within 30 calendar days following receipt of the signed and approved Contractor pay requests.
5. Attend the pre-construction meeting and be available for questions from the City's representatives.
6. Provide onsite construction inspection for work related to HARSB's pressure sewer line. All sewer line installation shall be approved in the field by the Owner or Owner's representative prior to backfill.

7. Diligently address issues and concerns with the City during construction to facilitate assurance of a quality project.

B. City of Hayden hereby agrees to:

1. Incorporate HARSB provided plans and specifications into the proposed Project bid documents for competitive public bidding.
2. Provide design, management, construction and funding for the Project.
3. Provide timely and prompt communication and comment to HARSB and its agents regarding roundabout design that will affect the proposed sewer line.
4. Provide timely and prompt communication and comment to HARSB and its agents on Plan review for the sewer design and associated appurtenances.
5. Provide HARSB Bid Schedule results to HARSB for review. The City will not award the HARSB Bid Schedule until HARSB has provided concurrence to accept the bid as provided in Section III.A.3.
6. Award the contract, execute the agreement with the contractor, administer and manage the Project.
7. Provide timely and prompt communication and comment to HARSB and its agents on Construction progress and sewer line installation schedule.
8. Ensure that the Contract documents require that the existing HARSB infrastructure is protected in the field during construction.
9. Diligently execute the contract and represent the Project interests in any and all Project work performed by the contractor regarding contract specifications, quality of construction and potential Bid additions or deletions completed by the contractor. City shall not represent HARSB, beyond ensuring that the terms and conditions of the contract between the City and the successful bidder are fully performed. Any additions, modifications or alterations to the contract between the City and the successful bidder that affect HARSB will be conveyed to HARSB in a timely manner so as to allow HARSB to have meaningful input prior to said changes going into effect.
10. Prevent and assure no liens are filed against HARSB or its infrastructure due to non-payment for contract work, by requiring the posting of payment and performance bonds naming the City and HARSB in accordance with applicable Idaho law.

C. It is further agreed by the parties:

1. The success of the Project depends on the mutual cooperation and on timely and prompt communication between the parties and their respective agents so as to avoid and work together to promptly resolve any disputes that may arise from or relate to the terms of this MOU.
2. This MOU may be modified by mutual written agreement and shall remain in effect until the Project is completed.
3. The City releases HARSB from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of the City and/or its elected or appointed officials, agents and employees. Further, the City will indemnify and hold HARSB harmless from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of the City and/or its elected or appointed officials, agents and employees, to the extent the same are not caused by HARSB's negligence.
4. HARSB releases the City from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of HARSB and/or its appointed officials, agents and employees. Further, HARSB will indemnify and hold the City harmless from any and all liability, claims, damages or suits arising from the acts, omissions or negligence of HARSB and/or its appointed officials, agents and employees, to the extent the same are not caused by the City's negligence.
5. Upon completion of the work and acceptance by each party of the work respecting its own infrastructure, each party shall be responsible for the future maintenance of its respective infrastructure.

Dated this _____ day of _____, 2026

City of Hayden

Hayden Area Regional Sewer Board

Alan Davis, Mayor



Leslie Duncan, Chairman

ATTEST:

ATTEST:

Abbi Sanchez, City Clerk



Stephanie Oliver, HARSB Clerk

Exhibit A - Engineer's Opinion of Cost

SCHEDULE A - ROADWAY IMPROVEMENTS							Cost Share %		
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost	City	HARSB	HLID	
DIVISION 200 - EARTHWORK									
201.4.1.A.1	Clearing and Grubbing	\$8,000.00	AC	1.93	\$15,440	75%	21%	4%	
201.4.1.C.1	Removal of Obstructions	\$10,000.00	LS	1	\$10,000	100%			
201.4.1.D.1.1	Removal of Bituminous Surface	\$7.00	SY	6,334	\$44,338	75%	21%	4%	
201.4.1.D.1.2	Removal of Sidewalk	\$18.00	SY	188	\$3,384	100%			
201.4.1.E.1.1	Removal of Fence - 4' Chain Link	\$10.00	LF	119	\$1,190	100%			
201.4.1.E.1.3	Removal of Fence - Vinyl	\$10.00	LF	165	\$1,650	100%			
201.4.1.F.1.1	Removal of Sign	\$500.00	EA	8	\$4,000	100%			
201.4.1.F.1.2	Removal of Tree	\$1,400.00	EA	19	\$26,600	100%			
202.4.1.A.1	Excavation	\$40.00	CY	1809	\$72,360	100%			
202.4.8.A.1	Dust Abatement Water	\$35.00	MG	396	\$13,860	100%			
206.4.1.A.1	Sandbed Preparation	\$3,000.00	AC	0.97	\$2,910	100%			
206.4.1.B.1	Seeding	\$1,500.00	AC	0.97	\$1,455	100%			
206.4.1.C.1	Mulching	\$2,500.00	AC	0.97	\$2,425	100%			
206.4.1.G.1	Fertilizing	\$1,000.00	AC	0.97	\$970	100%			
206.4.1.H.3	Loose Riprap	\$250.00	CY	3	\$750	100%			
SSP 20610	Topsoil	\$35.00	CY	515	\$18,025	100%			
DIVISION 600 - CULVERTS AND STORM DRAINS									
601.4.1.A.1	12" Storm Drain Pipe, PVC	\$80.00	LF	196	\$15,680	100%			
602.4.1.F.1	Catch Basin - Type 1	\$3,500.00	EA	3	\$10,500	100%			
SSP 60210	Drywell, 1000-gallon	\$5,000.00	EA	12	\$60,000	100%			
DIVISION 700 - CONCRETE									
705.4.1.A.1	Portland Cement Concrete Pavement - Class 4000, 8-inch Thick	\$500.00	SY	290	\$145,000	100%			
706.4.1.A.1	Standard 3-inch Rolled Curb & Gutter	\$50.00	LF	768	\$38,400	100%			
706.4.1.A.3	6-inch Vertical Curb (No Gutter)	\$45.00	LF	539	\$24,255	100%			
706.4.1.A.5	Standard 6-inch Vertical Curb & Gutter	\$50.00	LF	2,509	\$125,450	100%			
706.4.1.E.1	Concrete Sidewalk, thickness 4-inch	\$90.00	SY	1807	\$162,630	100%			
706.4.1.F.1	Concrete Driveway Approach	\$105.00	SY	254	\$26,670	100%			
706.4.1.H.1	Pedestrian Ramp w/Detectable Warning Domes	\$3,000.00	EA	27	\$81,000	100%			
SSP 70610	Sidewalk Underdrain	\$3,000.00	EA	1	\$3,000	100%			
SSP 70620	Drainage Curb Cut	\$500.00	EA	16	\$8,000	100%			
DIVISION 800 - AGGREGATES AND ASPHALT									
802.4.1.B.1.1	Crushed Aggregate for Base Type 1	\$35.00	TON	3670	\$128,450	75%	21%	4%	
802.4.1.B.1.2	Crushed Aggregate for Base Type 2	\$30.00	TON	6536	\$196,080	75%	21%	4%	
806.4.1.A.1	Asphalt for Tack Coat	\$5.00	GAL	853	\$4,265	75%	21%	4%	
810.4.1.A.1	Plant Mix Pavement	\$150.00	TON	1918	\$287,700	75%	21%	4%	
DIVISION 900 - PRESSURE IRRIGATION									
SSP 90410	Adjust/Repair Irrigation System	\$1.50	SF	8,500	\$12,750	100%			
SSP 90420	Irrigation System Complete	\$36,000.00	LS	1	\$36,000	100%			
DIVISION 1000 - CONSTRUCTION STORMWATER BMP'S									
1001.4.1.A.1	Sediment Control	\$20,000.00	LS	1	\$20,000	75%	21%	4%	
DIVISION 1100 - TRAFFIC SIGNALS AND STREET LIGHTING									
1102.4.1.A.1	Street Light, (Foundation Only)	\$1,500.00	EA	12	\$18,000	100%			
1102.4.1.E.1	Conduit, Size 2"	\$5.00	LF	1600	\$8,000	100%			
1102.4.1.F.1	Junction Box	\$1,350.00	EA	14	\$18,900	100%			
1103.4.1.B.1	Traffic Control Signs	\$12.00	SF	919	\$11,028	100%			
1103.4.1.C.1	Traffic Control Barriades, Type III	\$200.00	EA	8	\$1,600	100%			
1103.4.1.D.1	Traffic Control Drums	\$50.00	EA	80	\$4,000	100%			
1103.4.1.E.1	Traffic Control Flaggers	\$60.00	MH	100	\$6,000	100%			
1103.4.1.J.1	Traffic Control Maintenance	\$60.00	MH	100	\$6,000	100%			
1104.4.1.A.1	Pavement Line Paint or Painted Pavement Markings	\$0.50	SF	3485	\$1,743	100%			
1104.4.1.B.1	Thermoplastic Pavement Markings	\$13.00	SF	1116	\$14,508	100%			
1105.4.1.A.1	Permanent Signage	\$25.00	SF	302	\$7,550	100%			
1105.4.1.C.1	Steel Sign Posts	\$10.00	LB	1968	\$19,680	100%			
SSP 110510	Delimiters, Type 2	\$50.00	EA	28	\$1,400	100%			
SSP 110520	Delimiters, Type 4	\$50.00	EA	4	\$200	100%			
DIVISION 2000 - MISCELLANEOUS									
2010.4.1.A.1	Mobilization (10%)	\$193,000.00	LS	1	\$193,000	75%	21%	4%	
2020.4.1.B.1	Cast-in-Place Monument, Type B	\$5,000.00	EA	9	\$45,000	75%	21%	4%	
2020.4.1.C.1	Furnishing and Placing Monument Frame & Cover	\$500.00	EA	9	\$4,500	100%			
2030.4.1.A.1	Manhole, Adjust to Grade	\$1,000.00	EA	9	\$9,000	100%			
2030.4.1.C.1	Valve Box, Adjust to Grade	\$750.00	EA	17	\$12,750	100%			
2030.4.1.D.1	Miscellaneous Utility, Adjust to Grade - Meter Box	\$500.00	EA	3	\$1,500	100%			
2040.4.1.A.1.1	Fence - 3' Chainlink	\$25.00	LF	109	\$2,725	100%			
2040.4.1.A.1.3	Fence - 6' Vinyl	\$40.00	LF	142	\$5,680	100%			
SSP 205020	Remove and Reset Existing Mailbox	\$500.00	EA	7	\$3,500	100%			
SSP 206020	Retaining Walls	\$150.00	SF	100	\$15,000	100%			
SSP 207010	Surveying	\$40,000.00	LS	1	\$40,000	100%			
SSP 20620	Roundabout Landscaping and Lighting	\$65,000.00	LS	1	\$65,000	100%			
SCHEDULE B - WATER SYSTEM IMPROVEMENTS									
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost				
DIVISION 400 - WATER									
401.4.1.A.1	Water Main - 10" PVC C900	\$120.00	LF	250	\$30,000			100%	
401.4.1.B.1	Cut in New Valve - 10"	\$5,000.00	EA	4	\$20,000			100%	
403.4.1.A.1	Hydrant	\$2,000.00	EA	2	\$4,000			100%	
4.4.4.1.A.1	Water Service 1" - Size, Irrigation Service at Sta: 35+95 +/-	\$3,000.00	EA	1	\$3,000			100%	
404.4.1.B.1	Water Service 2" - Size, Residential	\$4,000.00	EA	1	\$4,000			100%	
406.4.1.A.1	1" Reduced Pressure Backflow Preventer at Sta: 35+95 +/-	\$950.00	EA	1	\$950			100%	
SCHEDULE C - FORCE MAIN IMPROVEMENTS									
Item No.	Item	Unit Cost	Pay Unit	Qty	Total Cost				
DIVISION 500 - SEWER									
502.4.1.A.1	Sanitary Sewer Manhole	\$10,000.00	EA	2	\$20,000	0%	100%		
502.4.1.B.1	Odor Control Manhole	\$20,000.00	EA	1	\$20,000	0%	100%		
505.4.1.A.1.1	18" PVC C-905 Pressure Sewer Main	\$200.00	LF	861	\$172,200	0%	100%		
505.4.1.A.1.2	16" PVC C-905 Pressure Sewer Main	\$180.00	LF	460	\$82,800	0%	100%		
505.4.1.A.1.3	14" PVC C-905 Pressure Sewer Main	\$150.00	LF	67	\$10,050	0%	100%		
505.4.1.B.1	Sewer Force Main Air/Vac Manhole Assembly	\$30,000.00	LS	1	\$30,000	0%	100%		
SCHEDULE A - ROADWAY IMPROVEMENTS SUBTOTAL					\$2,121,451				
SCHEDULE B - WATER SYSTEM IMPROVEMENTS SUBTOTAL					\$61,950				
SCHEDULE C - FORCE MAIN IMPROVEMENTS SUBTOTAL					\$335,050				
Construction Subtotal (Sum of all Schedules)					\$2,518,451				
Construction Contingency (10%)					\$251,845	75%	21%	4%	
Construction Engineering (16%)					\$443,247	75%	21%	4%	
Total Construction Cost (Construction and Construction Engineering)					\$3,213,543	\$ 2,408,218	\$ 679,657	\$ 125,667	