

MEETING NOTICE

WEST BONNER COUNTY SCHOOL DISTRICT #83

Facility & Maintenance Committee Meeting - Amendment 1 - Wednesday, May 13, 2026 at 5:00

PM

District Office

134 Main St

Priest River, ID 83856

<https://meetings.boardbook.org/Public/Organization/2136>

Vision Statement

Strive for Greatness!

Mission Statement

Success for all with the
Understanding that
Community, parents, students, and educators will
Collaborate and
Empower the
Student to make positive lifelong choices.
Strive for greatness!

AGENDA

I. Call Meeting to Order

II. Committee Meeting Discussion Items

II.A. Capital Projects Review

II.A.1. Priest Lake Gym Roof Replacement

II.A.2. Priest River Elementary Partial Roof Replacement

II.A.3. Other Ongoing or Proposed Capital Improvement Projects

II.A.3.a. Architects West - RFQ - PRJRH

II.A.4. Hot Water Tank Replacement at the High School

II.A.5. Hard Water Softener Project for High School & Idaho Hill

II.A.6. Side Walks Repairs or Replacement

II.B. Facilities Equipment Needs

II.B.1. Maintenance Department Equipment Needs

II.B.2. Tools, Machinery, and Fleet Requirements

II.B.3. Priority Replacement Items

II.B.4. Beautified Grounds up with Plants & New Chip in Beds

III. Adjourn Meeting

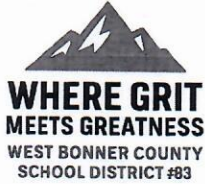
Note: If any auxiliary aids or services are needed for individuals with disabilities, please contact the administration office at 448-4439.

Meeting Conduct and Order of Business

General rules of parliamentary procedure are used for every Board meeting. The most current edition of Robert's Rules of Order may be used as a guide at any meeting. The order of business shall be reflected on the agenda. The use of proxy votes shall not be permitted. Voting rights are reserved to those trustees in attendance. Voting shall be by acclamation or show of hands. (WBCSD Policy 1510)

Posted: Administration Office
West Bonner Schools
Priest River City Hall
Oldtown City Hall

By: Julie Hinshaw, Board Clerk



WEST BONNER COUNTY SCHOOL DISTRICT #83

Administrative Office

134 Main Street, Priest River, ID 83856

(208)448-4439 • www.sd83.org

REQUEST FOR PROPOSAL (RFP)

Priest River Elementary Partial Roof Replacement

Date Issued: May 21, 2026

West Bonner County School District #83 (WBCSD) is accepting sealed bids for a Partial Roof Replacement project at Priest River Elementary located in Priest River, Idaho.

Project Location

Priest River Elementary
West Bonner County School District #83
Priest River, Idaho

Scope of Work

The scope of work includes, but is not limited to:

- Removal and replacement of designated roofing sections
- Installation of metal roofing
- Replacement of plywood sheathing as needed
- Installation of ice and water barrier
- Installation of custom metal eave trim
- Cleanup and disposal of all project-related debris

The selected contractor shall provide all labor, materials, equipment, supervision, permits, and transportation necessary to complete the project.

Contractor Qualifications

Contractors submitting proposals shall demonstrate:

- Significant experience with commercial roofing systems
- Experience with metal roofing installation and repair
- Ability to complete projects in compliance with local and state building codes
- Knowledge of OSHA safety standards and practices
- Experience working directly with insurance claims and processes preferred

Insurance Requirements

The contractor shall procure and maintain insurance coverage for the duration of the project against claims for injuries to persons or damages to property arising out of performance of the work by the contractor, employees, agents, representatives, or subcontractors.

Required minimum insurance coverage includes:

- Commercial General Liability: \$1,000,000 combined single limit per occurrence
- General Aggregate Liability: \$2,000,000
- Workers' Compensation insurance as required by the State of Idaho
- Employers' Liability coverage with limits of not less than \$1,000,000 per accident

All insurance policies shall:

- Name West Bonner County School District #83, its officials, employees, agents, and volunteers as additional insureds
- Be issued by insurers authorized to conduct business in the State of Idaho
- Remain active throughout the duration of the contract
- Provide thirty (30) days written notice prior to cancellation or reduction in coverage

Certificates of insurance and endorsements must be provided to WBCSD prior to the commencement of work.

Permits and Compliance

The contractor shall be responsible for securing and paying for all permits, fees, certifications, inspections, and approvals required to complete the project in accordance with federal, state, and local regulations.

The selected contractor shall ensure the project remains fully compliant with all applicable building and safety codes.

Safety Requirements

Public safety shall be maintained at all times throughout the project. Contractors shall:

- Maintain safe work areas
- Properly store materials and equipment
- Utilize signage, caution tape, and physical barriers as needed
- Follow all applicable OSHA safety requirements
- Ensure worker and public safety throughout the duration of the project

WBCSD reserves the right to stop work if unsafe conditions or practices are observed until corrective actions are completed.

Bid Submission

Delivery Method:

All bids must be submitted in person to the WBCSD District Office located at 134 Main Street, Priest River, Idaho 83856 no later than 3:30 PM PST on Thursday, June 11, 2026.

Bid Selection

Contractor selection will be based on:

- Total project cost
- Contractor qualifications and experience
- Ability to meet project requirements and timelines
- Overall best interest of West Bonner County School District #83

WBCSD reserves the right to accept or reject any or all bids and to waive any informalities if deemed in the best interest of the District.

Board Review

Bids may be presented to the WBCSD Board of Trustees during a regularly scheduled board meeting. All interested parties are welcome to attend.

Questions and Site Visits

For questions or to arrange a site visit, please contact:

Charity Hinshaw
Operations Coordinator
charityhinshaw@sd83.org
(208) 290-2011
(208) 448-0172

Statement of Qualifications for

West Bonner County School District #83 **COORDINATOR FOR REPAIRS OF PRIEST RIVER JUNIOR HIGH**

February 25, 2026





February 25, 2026

West Bonner County School District #83
District Office
134 Main Street
Priest River, ID 83856

RE: REQUEST FOR QUALIFICATIONS – COORDINATOR FOR REPAIRS AT
PRIEST RIVER JUNIOR HIGH BUILDING

To whom it may concern:

We are pleased to submit this Statement of Qualifications for consideration. Architects West is an Architecture, Landscape Architecture/Site Design, and Interior Design firm with a successful 53-year history specializing in the design of educational facilities.

Architects West has a reputation built on positive stewardship of client resources, excellence in design and service delivery, and commitment to the communities we serve. Our team's qualifications and experience align perfectly with the objectives for your projects:

- Extensive project experience with educational facilities, both new construction and modernizations
- Proven experience with multi-facility condition assessment, planning, and design projects
- Previous investigation of the Priest River Junior High building envelope, systems and accessibility
- Proven team, with a track record of success

Our team has decades of experience bringing successful educational projects to school districts throughout the Northwest, and has a currently active project at Priest River Lamana High School. We understand our success as a business is directly tied to helping our clients be successful. We would wholeheartedly welcome the opportunity to work with West Bonner County School District on your building condition assessments and trust you will find our qualifications to be extensive and relevant.

Sincerely,

ARCHITECTS WEST, INC.

Marcus Valentine, AIA
Principal Architect

COORDINATOR FOR REPAIRS OF PRIEST RIVER JUNIOR HIGH

Contact

COEUR D'ALENE OFFICE:

Marcus Valentine, Principal
210 E. Lakeside Ave.
Coeur d'Alene, ID 83814
o: (208) 667-9402
c: (208) 755-0747
marcusv@architectswest.com
architectswest.com

SPOKANE OFFICE:

850 E. Spokane Falls Blvd., Ste. 200
Spokane, WA 99202
509.209.8820

Staff

Registered Architects	10
Landscape Architects	4
Interior Designers	3
Technical Support/Drafting	13
Administration	4
Total	34
Principals	5
Associates	2
LEED Accredited Professionals	3
WELL Accredited Professional	1
OSPI BCA Certified	8





TABLE OF CONTENTS

1

Firm Profile

2

2

Qualifications

Capabilities

3

Organizational Chart

4

Resumes

5

3

Experience

Experience with Building Assessments

9

Historical Project Examples

12

References

13

4

Approach

14



1 FIRM PROFILE

HISTORY:

Architects West is a leading, regional architecture, land planning, and interior design firm with a successful **53-year history specializing in the design of educational facilities.** Our experience in the careful stewardship of community resources in site and facility design, and continual pursuit of excellence in service delivery has benefited end users and Owners throughout our history.

OUR MISSION

Design with Purpose. Guided by Community. Focused on People.

SERVICES:

We provide Architecture, Landscape Architecture/Site Design, and Interior Design. Within those disciplines we have included all aspects of design services required to bring your project from an idea to reality. We can provide any level of service from minimal design consultation to acting as your full-service agent every day of your project.

YEARS IN BUSINESS

53 years



OWNERSHIP STRUCTURE

100%
EMPLOYEE OWNED

Architects West is structured as an **Employee Stock Ownership Plan (ESOP).** As individual owners, employees understand that the success we deliver to our clients directly effects the success of our business.

IN-HOUSE SERVICES

- Building condition assessments
- Needs assessments
- Site assessments
- Feasibility studies
- Studies and surveys
- Pre-bond planning
- Facility & campus master plans
- New facilities design
- Modernization design
- Interior design
- Furniture selection/
- procurement
- Space planning
- Programming
- Tenant Improvements
- Land planning
- Landscape architecture
- Irrigation/planting design
- Stormwater management
- Vehicle circulation
- Parking studies
- Roofing replacements
- Maintenance projects
- ADA/life safety upgrades
- Cost estimates
- Budget management
- Graphic design
- Virtual reality/design visualization
- Art placement
- Project management
- Community engagement

Architecture | Landscape Architecture | Interior Design



2 QUALIFICATIONS

Capabilities



Architects West has 53 years of experience working with districts throughout the Northwest. School facilities are often the primary community gathering space, represent a large investment of the individual taxpayer resources, and have long time periods between major renovations and replacement. As such, schools become more personal to the community members and a great burden falls on the decision makers to design practical, timeless, cost efficient, low maintenance facilities.

Helping our clients gain maximum value from available funds has been a major factor in the success of our team as a provider of services to school districts. The virtue of our experience is in knowing how to manage the process whereby a school facility plan can be developed for staff, administration, and community in a way that reflects both their needs and preferences. The best example of our successful history is our growing list of repeat clients:

REPEAT CLIENTS

Client	No. of Projects	Client	No. of Projects
Brewster School District	11	Milton-Freewater School District	16
Bridgeport School District	21	Moses Lake School District	27
Central Valley School District	20	Nine Mile Falls School District	13
Chewelah School District	7	Okanogan School District	9
Coeur d'Alene School District	54	Oroville School District	8
Colfax School District	7	Othello School District	33
College Place School District	6	Post Falls School District	41
Davenport School District	13	Prosser School District	8
East Valley School District	7	Tonasket School District	13
Echo School District	7	Umatilla School District	9
Grandview School District	6	Wahluke School District	6
Inchelium School District	3	Walla Walla School District	47
Lake Pend Oreille School District	4	Wallace School District	3
Lakeland School District	16	Wapato School District	8
Lind/Ritzville School District	22	West Bonner County School District	4
Medical Lake School District	31	West Valley School District	12



Organizational Chart

We are proposing a team with strong building condition assessment experience in educational facilities.



ARCHITECTS WEST
Marcus Valentine
Principal-in-Charge



ARCHITECTS WEST
Kevin Cole
Project Manager/
Technical Coordinator



ARCHITECTS WEST
Molly Teal, PLA, ASLA
Landscape Architect

Consultants



LSB CONSULTING ENGINEERS
Larry Harris
Structural Engineer



MSI ENGINEERS
Jess Stauffenberg
Mechanical & Plumbing
Engineer



COFFMAN ENGINEERS
Zachary Yarbrough
Electrical Engineer



COORDINATOR FOR REPAIRS OF PRIEST RIVER JUNIOR HIGH



Marcus Valentine, AIA

role

Principal-in-Charge

Marcus has a very diverse architectural experience, as well as a background in the construction industry, and believes that regardless of size a project can have a value-added benefit from thoughtful design. Marcus will serve as the Principal-In-Charge. He will provide team leadership and handle contracts and fees. Marcus embraces architecture as a profession of creative problem-solving, finding an appropriate balance between aesthetics, function, and resource stewardship. Having attended Priest River Junior High, Marcus is excited by the opportunity to help update a school that has served generations of students without a significant modernization.

Select Projects

- West Bonner County School District Facility Improvement Feasibility Study, Priest River, ID
- Priest River Elementary School Additions & Modernizations Design, Priest River, ID
- Priest River Lamanna High School Forestry Building, Priest River, ID
- Walla Walla County Facilities Assessments, Walla Walla, WA
- City of Hermiston Police Station Feasibility Study, Hermiston, OR
- Airway Heights Public Facility Planning, Airway Heights, WA
- City of Richland Fire Station No. 73 Site Feasibility Study, Richland, WA
- City of Hermiston Civic Building Assessments, Hermiston, OR
- City of Richland City Hall Feasibility Study, Richland, WA
- City of Quincy City Hall Feasibility Study, Quincy, WA
- CIHA Colville Homes IV, Capital Needs Assessment, Keller & Inchelium, WA
- City of Colville Building Assessments, Colville, WA
- Town of Malden New Community Center, Malden, WA
- Rathdrum City Hall, Police Department, and Campus Plan, Rathdrum, ID
- Boardman City Hall Expansion, Boardman, OR
- City of Hermiston Library Remodel, Hermiston, OR
- Town of Twisp New Town Hall, Twisp, WA
- City of Richland New City Hall, Richland, WA
- Sandpoint Library Expansion, Sandpoint, ID
- Lucy F. Covington Government Center, Confederated Tribes of the Colville Reservation, Nespelem, WA
- City of Colville Senior/Community Center, Colville, WA
- Eagle Nest Community Center, Colville Indian Housing, Omak, WA



Education

UNIVERSITY OF IDAHO
Bachelor of Science in Architecture

Registration

Licensed Architect: ID, WA, OR, MT, CO

Professional Experience

Years with Architects West: 16
Total Years: 29

Organizations

Member American Institute of Architects (AIA)

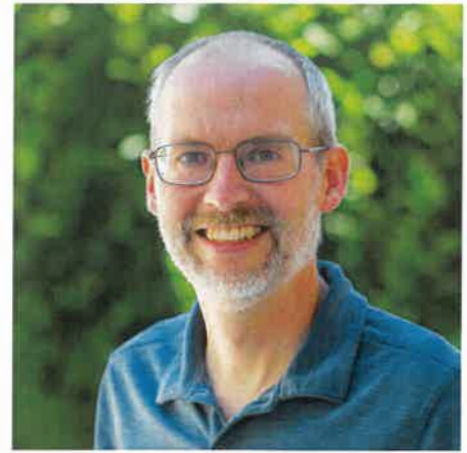
National Council of Architectural Registration Boards (NCARB)



Kevin Cole

role

Project Manager/Technical Coordinator



Kevin has a passion for and skill in organizing, team building, and development of practical efficient designs for educational, and commercial projects. He believes in respecting all participants, recognizing the value that each individual brings to the table, and in making objective decisions. Kevin will perform the architectural assessment, provide team leadership, oversee the day-to-day activities of the project team, and be the primary interface with all stakeholders throughout the course of the project. Kevin will use his years of experience to guide the team and engage and inform all parties from the beginning to the successful conclusion of the project.

Select Projects

- Cheney School District Study & Survey and Building Condition Assessment, Cheney, WA
- Walla Walla School District Building Condition Assessments and Long Range Planning, Walla Walla, WA
- College Place School District Building Condition Assessments, College Place, WA
- Lakeland School District Building Condition Assessments and Long Range Capital Plan, Rathdrum, ID
- Lakeland School District Siding Replacement Projects, Lakeland Middle School, Athol Elementary and Spirit Lake Elementary, ID
- Umatilla School District Building Condition Assessments and 2022 Pre-Bond Work, Umatilla, OR
- Coeur d'Alene School District Secure Entries Phases 1 & 2, Coeur d'Alene, ID
- Walla Walla High School Campus Additions & Modernizations, Walla Walla, WA
- Lincoln High School Additions & Modernizations, Walla Walla, WA
- Pioneer Middle School Additions & Modernizations, Walla Walla, WA
- Walla Walla High School Science Building, Walla Walla, WA
- Blue Ridge Elementary School Reroof, Walla Walla, WA
- Berney Elementary School HVAC Retrofit and Reroof, Walla Walla, WA
- City of Hermiston Civic Building Assessments, Hermiston, OR
- Milton-Freewater Pre-Bond Planning & Capital Improvement Projects, Milton-Freewater, OR
- Moscow Charter School Planning Study, Moscow, ID
- Christian Aid Center Facility Planning, Walla Walla, WA
- College Place High School Additions & Modernizations, College Place, WA
- Davis Elementary School, College Place, WA

Education

UNIVERSITY OF IDAHO
Bachelor of Science in Architecture

Registration

Licensed Architect: ID, WA, OR,
Building Condition Assessment (BCA)

Professional Experience

Years with Architects West: 28
Total Years: 29

Organizations

National Council of Architectural
Registration Boards (NCARB)

Association for Learning Environments
(A4LE)





Molly Teal

Architects West | Landscape Architect

Education: University of Idaho | Bachelor of Landscape Architecture
Experience: Total Years: 20 | Years with Architects West: 17
Registration: Professional Landscape Architect: ID, WA, OR
Affiliations: Association for Learning Environments (A4LE), Association for Learning Environments (A4LE)

Molly is a Landscape Architect who enjoys creating spaces that enhance the quality of life for the user. She approaches each project with an open attitude to listen, learn, and collaborate. She brings creative, idea driven, and goal oriented solutions to complete the design puzzle. Molly excels in developing unique, creative, and pragmatic solutions for a wide variety of project types. For your project, Molly will manage all site assessments.

Select Projects

- Walla Walla High School Campus Additions & Modernizations, Walla Walla, WA
- College Place High School Additions & Modernizations, College Place, WA
- Inchelium K-12 School Modernization, Inchelium, WA
- Lone Community Charter School Addition, Renovations and Athletic Facility Upgrades, Lone, OR
- Grandview High School, Grandview, WA
- Gib Olinger Elementary School, Milton-Freewater, OR
- Sandpoint Library Expansion, Sandpoint, ID
- River City Middle School Kitchen Expansion & 2nd Floor Addition, Post Falls, ID
- Davis Elementary School, College Place, WA



Larry Harris

LSB Consulting Engineers | Structural Engineer

Education: University of Washington | Master of Science in Civil Engineering
Experience: Total Years: 36 | Years with LSB: 15
Registration: Professional Structural Engineer: ID, WA, CA
Professional Engineer: AL, MT, OR, TN
Affiliations: Structural Engineers Association of Washington (SEAW)

Larry has over 30 years of Professional Design and Project Management experience with a broad range of engineering knowledge ranging from the design of new buildings to the assessment and evaluation of existing facilities. He will be responsible for all structural assessments at Priest River Junior High.

Select Projects

- Kennewick City Hall Feasibility Study, Kennewick, WA
- Ephrata City Hall Feasibility Study, Ephrata, WA
- Monroe Court Building Condition Assessment, Spokane, WA
- Salvation Army Building Condition Assessment, Spokane, WA
- OSPI Building Condition Assessments - Various Schools in Washington
- Pasco High School A-Wing Modernization, Pasco, WA
- College Place School District Maintenance Office Renovation, College Place, WA
- Pioneer Middle School, Walla Walla, WA
- Walla Walla High School Upgrades, Walla Walla, WA
- Post Falls High School Addition, Post Falls, ID





Jess Stauffenberg

MSI Engineers | Mechanical/Plumbing Engineer

Education: University of Wyoming | Bachelor of Science in Architectural Engineering (Mechanical/HVAC option)
Experience: Total Years: 26 | Years with MSI: 30
Registration: Professional Engineer: ID, WA, WY
Affiliations: Leadership in Energy and Environmental Design (LEED)

As Principal of MSI Engineers, Jess provides the best possible system solutions for varied client demands, changing conditions and strict budget requirements is his main objective. He has been designing HVAC and Plumbing Systems for 30 years as a project engineer. Jess has been responsible for mechanical systems design and construction administration for numerous K-12 and Higher Education Facilities, Public Works facilities, Municipal and other Government Facilities, and Office and Medical Office Buildings. He will be responsible for assessment all mechanical and plumbing systems for your project.

Select Projects

- Sadie Halstead Middle School, Newport, WA
- Deer Park High School, Deer Park, WA
- Riverside Middle School Commons/Cafeteria Addition, Chattaroy, WA
- Northwood Middle School, Mead, WA
- Highland Middle School, Mead, WA
- Westgate Elementary School, Kennewick, WA
- Walla Walla High School, Walla Walla, WA
- Pioneer Middle School, Walla Walla, WA



Zachary Yarbrough

Coffman Engineers | Electrical Engineer

Education: University of Portland | Bachelor of Science in Electrical Engineering
Experience: Total Years: 21 | Years with Coffman: 21
Registration: Professional Engineer: ID, WA
Affiliations: Institute of Electrical and Electronics Engineers (IEEE)

Zach Yarbrough has over 21 years of experience designing electrical systems for municipal, commercial, industrial, and residential projects. He has a diverse background in power, communications, construction management, and photovoltaic design for both grid-tied and standby battery backup system applications. Zach has experience designing projects in the following fields: civil and government, education, sports and recreation, and multi-family residential. He will be responsible for assessing all electrical systems for Priest River Junior High.

Select Projects

- Northwest Expedition Academy, Coeur d'Alene, ID
- Coeur d'Alene School District Lake City High School Addition, Coeur d'Alene, ID
- Coeur d'Alene School District Six Elementary Schools, Three High Schools, and One Middle School - Secure Entry Projects, Coeur d'Alene, ID
- Coeur d'Alene School District Midtown Meeting Center, Coeur d'Alene, ID
- St. Maries High School CTE building, St. Maries, ID
- Sandpoint High School Addition, Sandpoint, ID
- Boundary County School District CTE Expansion, Bonners Ferry, ID
- Post Falls School District Treaty Rock Elementary School, Post Falls, ID



3 EXPERIENCE

Experience with Building Assessments

Having completed over 120 facility reviews that included building-code and accessibility assessments, Architects West has the experience to evaluate existing buildings and deliver clear, decision-ready findings.

Walla Walla School District Building Condition Assessments and Long Range Plan

Walla Walla, WA



Client: Walla Walla School District

About: Walla Walla Public School District authorized the development of a comprehensive district master plan to evaluate existing physical building conditions, determine the educational suitability of the buildings, establish enrollment projects, determine building capacities, and recommend necessary actions to ensure that future space needs would be adequate to provide a full, detailed, priority ranked, long-range district master plan. Architects West assisted Walla Walla Public Schools with a successful bond passage in 2018. The resulting projects included:

- Walla Walla High School Additions and Modernizations
- Walla Walla High School New Science Building
- Lincoln High School Additions and Modernizations
- Pioneer Middle School Additions and Modernizations
- Berney Elementary School HVAC Retrofit and Reroof
- Blue Ridge Elementary School Reroof



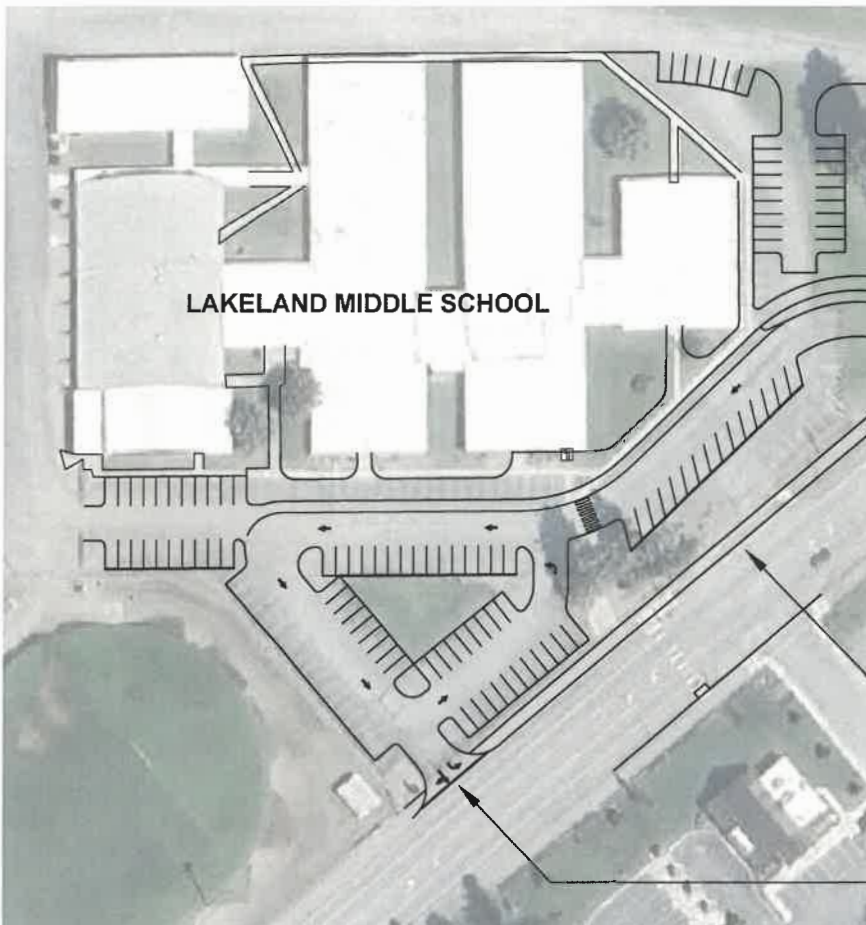
College Place School District Building Condition Assessments

College Place, WA

Client: College Place School District

About: Architects West assisted the District with Study and Survey and Master Planning Services in 2011 prior to providing bond assistance. With the successful bond passage in 2012, Architects West assisted the district with the new elementary school and modernizations and additions to the middle/high school.

In 2022, Architects West provided building condition assessments for College Place High School, College Place Middle School, and Davis Elementary.



Lakeland School District Building Condition Assessments

Rathdrum, ID

Client: Lakeland School District

About: Architects West provided building condition assessments for Lakeland School District in 2022. Subsequently, the District received grant money from the state for multiple upgrades and repairs throughout the District's facilities.



Cheney School District Building Condition Assessments

Cheney, WA

Client: Cheney School District

About: Architects West did a building condition assessment as part of the study and survey and long range plan for Cheney School District. The main program elements are the construction of two additional elementary schools, the need for another secondary school, updates and renovations to existing schools, and constructing a second transportation center.



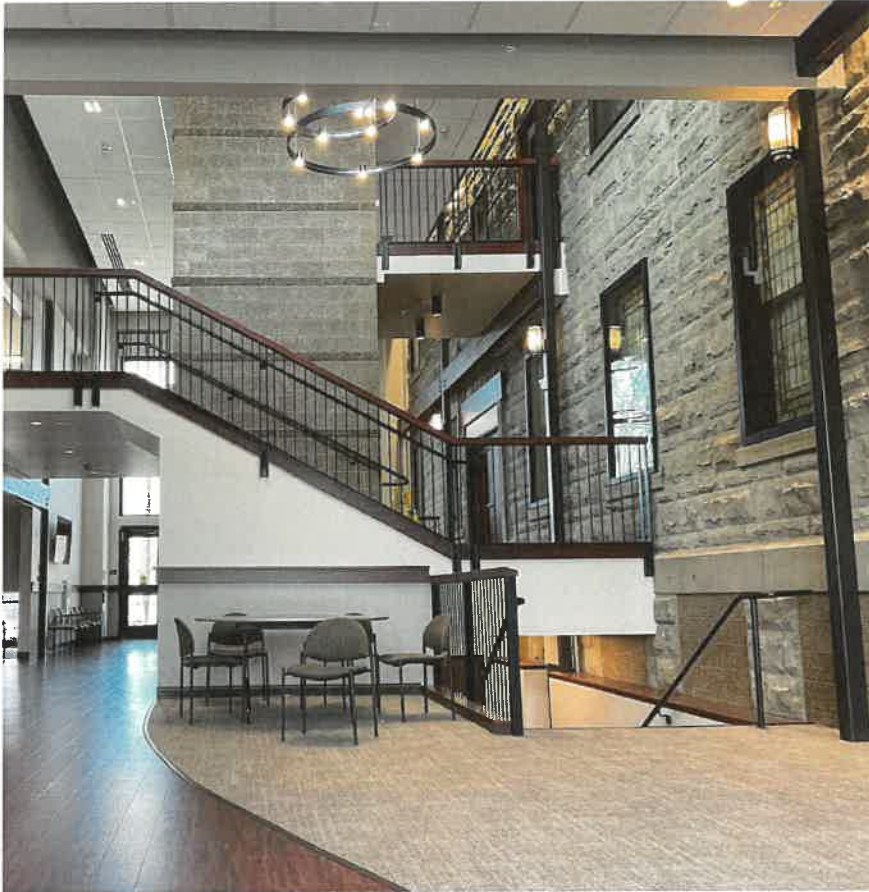
Umatilla School District Facility Assessments and Long Range Planning

Umatilla, OR

Client: Umatilla School District

About: Architects completed building condition evaluations and feasibility studies for the District in 2016 and again in 2021. We also developed a long-range plan and provided support for the District's bond program.

Historical Project Examples



First Presbyterian Church Lobby Renovation

Walla Walla, WA

Client: First Presbyterian Church

About: The historic 1912 Walla Walla Presbyterian Church needed a renovation to the existing historic building to address accessibility and transitional space needs. This phase included constructing an atrium space between the original 3 story historic building and the 1970's era facility. Constructing an atrium space between the original three-story building and the 1970's two-story facility meant connecting 5 levels together. To do this, the design included the construction of a complex stair system and a five-stop two-sided elevator to efficiently connect the five levels.



Museum of North Idaho J.C. White House Move & Renovation Design

Coeur d'Alene, ID

Client: Museum of North Idaho

About: A historic 5,800 sf, three-story home built in 1903, was purchased and relocated to become Phase 1 of the new Museum. The home was partially dis-assembled, picked up from its original foundation, moved six blocks and set on a new basement foundation. Because of funding, the renovation to the existing building was completed, but no new additions were done at this time. Site development included a new parking lot, paved courtyard, and a fully landscaped site with plantings and irrigation.

References

Coeur d'Alene School District

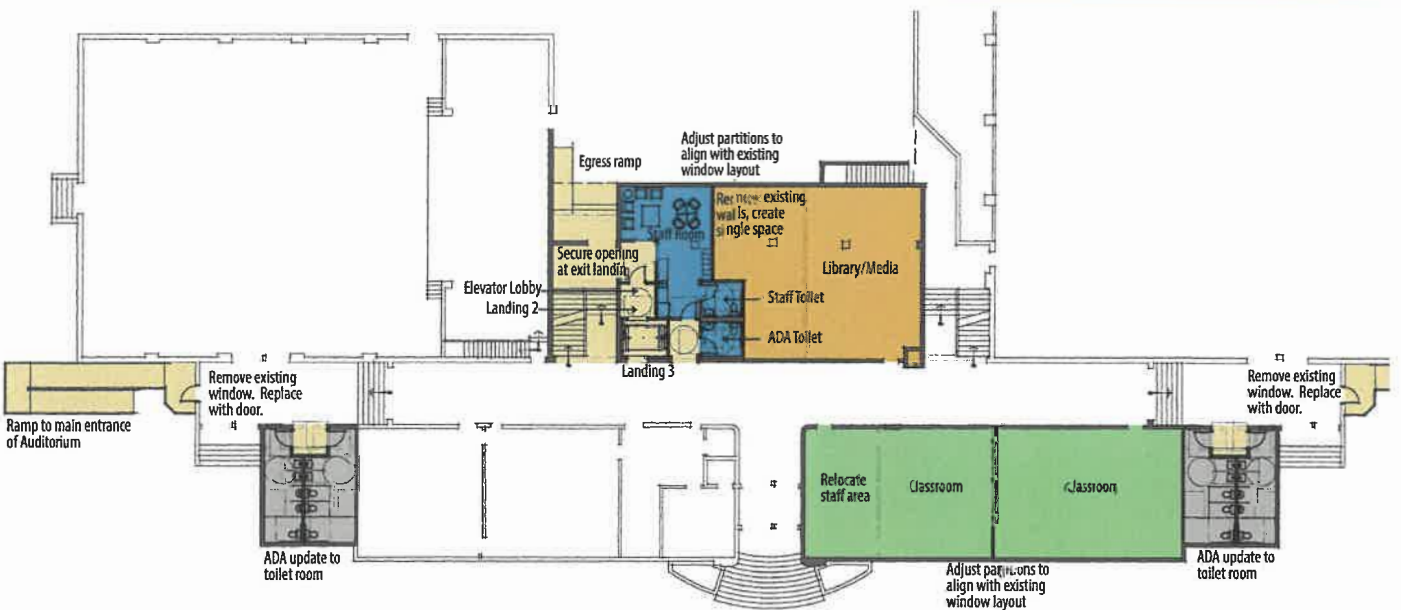
Seth Deniston, Coeur d'Alene Deputy Superintendent of Operations
 (208) 929-0138
 sdeniston@cdaschools.org

Lakeland School District

Jessica Grantham, Chief Finance Officer/Treasurer
 (208) 687-0431
 jessica.grantham@lakeland272.org

Walla Walla School District

Robert Foster, Director of Facilities and Operations
 (509) 526-1873
 rfoster@wwps.org



4 APPROACH

We believe a successful planning project depends on establishing clear expectations and managing the project to achieve those expectations. The design team will apply these fundamental concepts of successful project management that include a concise work plan, clearly assigned responsibilities, a common vision of the final product, frequent communications between team members, and periodic progress meetings between team members and between the project manager and the client. Schedules and timelines are monitored and updated as needed.

Architects West previously investigated the Priest River Junior High building as a subconsultant in 2019. Our portion of the assessment focused on accessibility and envelope upgrades, exploring options to reconfigure staff and media spaces on the main level, and renovating the auditorium. As part of that study, we also explored the historic building implications, which do not present a significant hurdle for building upgrades. We are also in possession of digital as-built documents for the building, which provides a significant head start on the analysis.

COMMUNICATION

All communication and deliverables flow from Architects West to West Bonner County School District. Kevin Cole will serve as primary technical lead and coordinate with all of the engineering consultants.

APPROACH TO BUILDING CONDITION ASSESSMENTS

Purpose: To gain an accurate building assessment including physical condition, functional adequacy, and site condition.

- Review existing facility condition data.
- Conduct I-Guide scan of the existing facility to efficiently generate accurate existing condition reference for the assessment team.
- Meet with selected District staff to review the facility assessment methodology, and to discuss the review schedule and procedures.
- Conduct condition assessment evaluations. The evaluations shall:
 - Assess the physical condition of each school building on a building component level.
 - Assess the functional adequacy of each building.
 - Assess the condition of each school site on a site component level.
 - High level assessment of the building relative to current code, including the International Building Code, International Fire Code, and International Energy Code.
 - High level assessment of the building from a safety and security perspective.
- Prepare a report detailing the condition at each school building and findings relative to the stated metrics.
- Review the draft report with appropriate school district personnel.
- Finalize report.

Deliverables: Facility Assessment Report

Level 1	Level 2	Level 3	Type (as applicable)	% of Building or Number	LEVEL OF ACTION					Replace as part of Renovation	% of System or Finish	Automated Budget Estimate	Notes
					None	Minor	Moderate	Major					
A SUBSTRUCTURE													
A10 Foundations													
			A1010 Standard Foundations	100%	None	<input checked="" type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace	23%	\$1,051		
			A1020 Special Foundations	0%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace	\$0			
			A1030 Slab on Grade	100%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace	\$0			
A20 Basement Construction													
			A2010 Basement Excavation	NOT USED	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace				
			A2020 Basement Walls	0%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
B SHELL													
B10 Superstructure													
			B1010 Floor Construction	0%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Steel	0%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Concrete	100%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			B1020 Roof Construction	32%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Wood	32%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Steel	68%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Concrete	0%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
B20 Exterior Enclosure													
			B2010 Exterior Walls		None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Concrete Formed / Tilt		None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Masonry	37%	None	<input type="checkbox"/> Minor	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Framed w/ Wood Siding		None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Framed w/Metal Panel	32%	None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		
			Framed w/Stucco		None	<input type="checkbox"/> Minor	<input type="checkbox"/> Moderate	<input type="checkbox"/> Major	<input type="checkbox"/> Replace		\$0		

Example Report



4 APPROACH

We believe a successful planning project depends on establishing clear expectations and managing the project to achieve those expectations. The design team will apply these fundamental concepts of successful project management that include a concise work plan, clearly assigned responsibilities, a common vision of the final product, frequent communications between team members, and periodic progress meetings between team members and between the project manager and the client. Schedules and timelines are monitored and updated as needed.

Architects West previously investigated the Priest River Junior High building as a subconsultant in 2019. Our portion of the assessment focused on accessibility and envelope upgrades, exploring options to reconfigure staff and media spaces on the main level, and renovating the auditorium. As part of that study, we also explored the historic building implications, which do not present a significant hurdle for building upgrades. We are also in possession of digital as-built documents for the building, which provides a significant head start on the analysis.

COMMUNICATION

All communication and deliverables flow from Architects West to West Bonner County School District. Kevin Cole will serve as primary technical lead and coordinate with all of the engineering consultants.

APPROACH TO BUILDING CONDITION ASSESSMENTS

Purpose: To gain an accurate building assessment including physical condition, functional adequacy, and site condition.

- Review existing facility condition data.
- Conduct I-Guide scan of the existing facility to efficiently generate accurate existing condition reference for the assessment team.
- Meet with selected District staff to review the facility assessment methodology, and to discuss the review schedule and procedures.
- Conduct condition assessment evaluations. The evaluations shall:
 - Assess the physical condition of each school building on a building component level.
 - Assess the functional adequacy of each building.
 - Assess the condition of each school site on a site component level.
 - High level assessment of the building relative to current code, including the International Building Code, International Fire Code, and International Energy Code.
 - High level assessment of the building from a safety and security perspective.
- Prepare a report detailing the condition at each school building and findings relative to the stated metrics.
- Review the draft report with appropriate school district personnel.
- Finalize report.

Deliverables: Facility Assessment Report

Level 1	Level 2	Level 3	Type (as applicable)	% of Building or Number	LEVEL OF ACTION					Replace as part of Renovation	% of System or Finish	Automated Budget Estimate	Notes
					None	Minor	Moderate	Major					
A SUBSTRUCTURE													
A10 Foundations													
			A1010 Standard Foundations	100%	None	x Minor	Moderate	Major	Replace	25%	\$1,051		
			A1020 Special Foundations	0%	None	Minor	Moderate	Major	Replace	\$0			
			A1030 Slab on Grade	100%	None	Minor	Moderate	Major	Replace	\$0			
A20 Basement Construction													
			A2010 Basement Excavation	NOT USED	None	Minor	Moderate	Major	Replace				
			A2020 Basement Walls	0%	None	Minor	Moderate	Major	Replace	\$0			
B SHELL													
B10 Superstructure													
			B1010 Floor Construction	0%	None	Minor	Moderate	Major	Replace		\$0		
			Steel	0%	None	Minor	Moderate	Major	Replace		\$0		
			Concrete	100%	None	Minor	Moderate	Major	Replace		\$0		
			B1020 Roof Construction	32%	None	Minor	Moderate	Major	Replace		\$0		
			Wood	68%	None	Minor	Moderate	Major	Replace		\$0		
			Steel	0%	None	Minor	Moderate	Major	Replace		\$0		
			Concrete	0%	None	Minor	Moderate	Major	Replace		\$0		
B20 Exterior Enclosure													
			B2010 Exterior Walls		None	Minor	Moderate	Major	Replace		\$0		
			Concrete Formed / Tilt Masonry	37%	None	Minor	x Moderate	Major	Replace		\$0		
			Framed w/ Wood Siding		None	Minor	Moderate	Major	Replace		\$0		
			Framed w/Metal Panel	82%	None	Minor	Moderate	Major	Replace		\$0		
			Framed w/Stucco		None	Minor	Moderate	Major	Replace		\$0		

Example Report





Architects West

210 E Lakeside Ave
Coeur d'Alene, ID 83814
t. 208.667.9402

850 E Spokane Falls Blvd, Ste 200
Spokane, WA 99202
t. 509.209.8820

WBCSD High School Cafeteria Water Heater Replacement

On Friday morning, staff discovered that the hot water heater located in the custodian closet off the High School cafeteria was flooding the area.

Rob's Heating and Cooling responded immediately to evaluate the situation. After inspection of the unit, it was determined that the water heater tank had failed and required full replacement.

Rob's Heating and Cooling has ordered a replacement water heater and is currently awaiting its arrival for installation. Staff responded quickly to contain the water and minimize damage to the surrounding area.

Further updates will be provided once the new unit has been installed and the system is back in operation.

Thank You

Charity Hinshaw/ Operation Coordinator



ROB'S HEATING AND COOLING INC

411 HANAFORD RD

BLANCHARD, ID 83804 US

+12084480973

ROBS-HEATING-COOLING@HOTMAIL.COM

ADDRESS

WEST BONNER COUNTY

SCHOOL DISTRICT

134 MAIN ST

PRIEST RIVER, ID 83856

CONTRACT #

DATE

04/22/2026

ACTIVITY

Sales
HIGH SCHOOL CAFETERIA WATER HEATER Rob's Heating and Cooling will provide and install a 100 gallon Rheem commercial hot water heater M# G100-200 for the cafeteria . Price includes removal and disposal of existing water heater. **\$13,061.00**
TERMS: 50% DOWN AND 50% WHEN COMPLETED

SUBTOTAL

0.00

TAX

0.00

TOTAL

\$0.00

Accepted By

Accepted Date

WBCSD Hard Water Softener System Recommendation

The West Bonner County School District high school and Idaho Hill facilities are in need of commercial hard water softener systems. Both cafeteria kitchens are experiencing ongoing maintenance issues caused by hard water deposits within the plumbing and dishwasher systems.

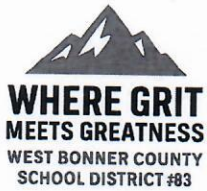
The hard water buildup has resulted in repeated dishwasher breakdowns, clogged pipes, and damaged components. Thermal Kings has responded on two separate occasions to clean the systems and replace damaged parts affected by the mineral deposits caused by the hard water.

At Idaho Hill, sections of piping along the kitchen wall are also needing replacement due to excessive hard water buildup restricting water flow and damaging the plumbing system.

The continued hard water issues are increasing maintenance costs, equipment repairs, and operational downtime within the cafeteria kitchens. Installing commercial water softener systems at both locations would help extend the life of kitchen equipment, improve dishwasher performance, reduce plumbing maintenance, and lower long-term repair costs.

The district is currently working with Rob's Heating and Cooling to evaluate appropriate system options and obtain estimated installation costs for both facilities.

Thank You
Charity Hinshaw/ Operation Coordinator



Maintenance Equipment Request

To continue effectively maintaining district buildings, completing repair projects, and supporting grounds upkeep, the maintenance department is requesting the following essential tools and equipment:

- Tool bags for field organization and transport
- Screwdriver sets (standard and precision)
- Allen wrench sets (metric and SAE)
- Multi-pack driver bit sets
- Channel locks
- Vice grips
- Complete plier set
- Socket sets (SAE and metric, 1/4" to 3/4")
- Contractor-grade compact air compressor with hose
- Drill bit sets (variety pack)
- Zero-turn lawn mower for efficient grounds maintenance
- Utility trailer for hauling equipment and materials

These items are necessary to ensure staff can efficiently complete daily maintenance tasks, respond to repairs promptly, and maintain safe, functional, and well-kept facilities and grounds across the district.

Thank You

Charity HInshaw/Operation Coordinator