

**An Application  
For An  
Idaho Community Development Block Grant**

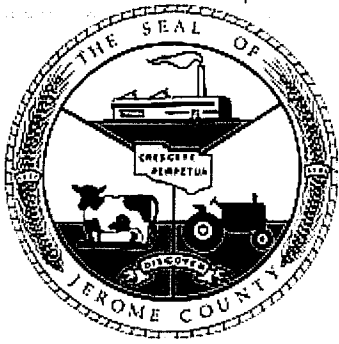
**By  
Jerome County**



**For  
ADA Improvements**

**Charles M. Howell, Chairman  
Jerome County Commission**

**November 18, 2011**



# JEROME COUNTY COMMISSIONERS

Charles M. Howell  
Chairman

Catherine M. Roemer  
Vice Chairman

Roger M. Morley  
Commissioner

Michelle Emerson  
Clerk

November 18, 2011

Mr. Jeff Sayer, Director  
Idaho Department of Commerce  
P.O. Box 83720  
Boise, Idaho 83720-0093

Re: ADA Improvements project

Dear Director Sayer,

The Jerome County Commissioners are pleased to submit the attached application for Idaho Community Development Block Grant assistance with the implementation of our county-wide accessibility project. With citizen input, we have developed a comprehensive list of ADA-driven improvements for the County Courthouse, our judicial annex, the fairgrounds, and our airport. Your help with this project will allow the County to achieve compliance with the ADA and Section 504 of the Rehabilitation Act – a goal that we have chipped away at for many years.

In our application, you will find information on our planning process, the specific improvements proposed, and our commitment to fund \$61,824 of the \$123,648 project. We hope that you will join us in providing accessible programs and facilities for all our citizens. Thank you for your consideration.

Sincerely,

Charles M. Howell, Chairman

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### Exhibits

1. Matching Funds
2. LMI Statistics
3. Public Participation
4. Administrative Services Procurement
5. Fair Housing
6. Cost Estimates – Scope of Work
7. 504 Transition Plan
8. Building Official Letter
9. Site Plans
10. Sign and Submit Resolution

## Idaho Community Development Block Grant Application Form

Applicant: Charles Howell Chief Elected Official: Chairman  
 Address: 300 North Lincoln, Room 300 Jerome, Idaho 83338  
 Phone: (208) 644-2705 DUNS#: 028444883 CAGE Code: 6CER7

Application prepared by: Carleen Herring Phone: (208) 732-5727 x 3010  
 Address: Region IV Development Association, Inc. P.O. Box 5079 Twin Falls, ID 83303-5079

Architect/Engineer: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_

**NATIONAL OBJECTIVE**

**PROJECT TYPE**

	LMI Area		Slum and Blight		X	Public Facility		Community Center
	LMI Jobs					Infrastructure for Jobs		Senior Center
X	LMI Clientele		Imminent Threat			Downtown Revitalization		Imminent Threat

**PROJECT POPULATION TO BENEFIT (PERSONS)** (Census/Survey/Clients/Jobs)

Total # to Benefit: 21,775 Total # LMI to Benefit: 2,161 % LMI to Benefit: Limited Clientele

**PROJECT DESCRIPTION** The proposed project is the implementation of the remaining improvements outlined on the County's 2011 ADA Transition Plan. The proposed improvements include replacing doors and handles, creating a new ADA accessible entryway, constructing three ADA accessible restrooms, changing out non-compliant water fountains, widening sidewalks, installing tactile signage, striping handicapped parking spaces, building ramps, and installing electronic opening devices and intercoms at four county-owned facilities.

Source	Amount	Date Application Submitted	Reserved/ Conditional Award	Funds Committed/ Contract Award Date	Documentation in Appendix
ICDBG	61,824				
Local Cash	61,824			7-Nov-11	1
Local Loan					
Local In-Kind					
USDA-Grant					
DEQ Planning Grant					
Other					
<b>Total Project Financing</b>	<b>123,648</b>				

## Economic Advisory Council

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The proposed project will bring Jerome County facilities into compliance with the Americans with Disabilities Act. Like many other units of government in Idaho, the County began a process in 1998 to evaluate their programs and buildings to determine the improvements necessary to meet the requirements of both the ADA and Section 504 of the Rehabilitation Act. With citizen input, the County examined its facilities, procedures, and community interactions and developed a comprehensive list of ADA-driven improvements to achieve the goal of universal accessibility.

Since the development of the initial Transition Plan, the County has been able to complete a substantial portion of the essential improvements identified therein by carving pieces from the budget each year. This piecemeal approach has been able to stretch the County's resources while tackling a bunch of small projects or a single large effort as funding would allow. After years of chipping away at that long list of tasks and projects, the County is finally reaching the last stages of implementation. Following a 2011 update of the County's Transition Plan, only a handful of improvements remain; however, the majority of those are 'big ticket' items that will require some help (or a lot longer time period) to complete.

Planning on completing the large scale rehabilitation of the rear entryway to the courthouse/Sheriff's office as the next priority on the list, the County has been setting aside funds since 2008. Presently, the County has been able to budget \$61,824 from their building maintenance account for the Courthouse entrance.

While the little bit at a time method has moved the County in the right direction towards compliance, with this project application, the County is hoping to leverage ICDBG assistance to complete the other ADA improvements that are still on the list - at the same time.

To finally bring the County Courthouse, the judicial annex, the fairgrounds, and the County-owned airport up to meet the standards, the County intends to partner with the Department of Commerce to develop accessible entryways for the courthouse and airport, signage and parking improvements at the fairgrounds and judicial annex, door handle and water fountain changes at the annex and courthouse, and build ADA accessible restrooms at the courthouse and airport.

The total cost is estimated at \$123,648. To that end, the County is seeking \$61,824 from the Idaho Community Development Block Grant program.

While the proposed improvements may not seem earthshaking or in the same league as DEQ-supported water or sewer overhauls, access to government facilities and programs is a basic right of the citizenry regardless of mobility or sensory challenges. The Jerome County ADA project intends to meet that call for equal access.

## Threshold Factors

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- A. Eligible Applicant            The applicant is a County
- Jerome County is the applicant. The County is not an entitlement community nor does it currently have any open Idaho Community Development Block Grants.

- B. Eligible Activities
- The proposed project is comprised of eligible activities as identified in Chapter 2 of the application handbook. The project will eliminate architectural barriers improving handicapped access at four County-owned facilities. The project falls under the public facility category – public infrastructure and community facilities.

- C. National Objective
- C.2 Low- and Moderate-Income limited clientele
- The proposed project resolves handicapped accessibility issues at four County-owned facilities: the main Courthouse, Judicial Annex, County Fairgrounds, and County Airport. Handicapped individuals are by definition LMI; as a result, the proposed project achieves the National Objective by benefitting a limited clientele. Information on the County population and demographic data on disability and poverty are included in Exhibit 2.

- D. Citizen Participation
- The Jerome County Commissioners held a public hearing on the proposed project Monday, November 7, 2011. A notice was published in the *Times-News* on Sunday, October 30, 2011. A copy of the Citizen Participation Plan, public hearing notice, sign-in sheet, and affidavit of publication is included as Exhibit 3. Minutes of the public hearing will be available once they are prepared and approved at the next County Commissioner meeting.

Date of Notice: October 30, 2011      Date of Hearing: November 7, 2011

- E. Statewide Goal and Strategy

- Preserves and enhances suitable living environments
- Improve safety and livability of communities
- Increase access to quality facilities and services
- Improve affordability and sustainability of quality facilities and services

- F. Administrative Capacity
1. Applicant Capacity
- The County has the administrative capacity to successfully implement the grant project and comply with the associated federal and state requirements. There are no unresolved

monitoring findings or audit questions. There have been no recall elections or major staff turnovers.

2. Grant Administrator

The County has completed a small purchase procurement process to obtain the services of a certified grant administrator. Information on the process is included in Exhibit 4.

G. Fair Housing

The County has adopted a Fair Housing Resolution. A copy is attached as Exhibit 5. The County will publish the resolution in accordance with the IDOC requirements prior to execution of the ICDBG Contract. Also included in Exhibit 5 is a copy of the Analysis of Impediments, April – Fair Housing Month Proclamations, and evidence of the County’s efforts to further fair housing.

H. Anti-Displacement

The County has executed the certification and will abide by the Idaho Department of Commerce’s Anti-Displacement and Relocation Assistance Plan.

**Program Income**

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There is no program income available for use with the implementation of the proposed project.

## Project Description and Property

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### A. Project Description

- Provide a detailed scope of work

The project consists of a myriad of ADA improvements to county-owned facilities. Among the proposed project components are:

#### Jerome County Courthouse

- Reconstruction of the east entryway, including the installation of electronics
- Construction of ADA accessible restrooms
- Replacement of non-compliant water fountains and doors

#### Judicial Annex

- Reconstruction of sidewalks
- Reinstallation of water fountains

#### County Fairgrounds

- Installation of tactile and directional signage
- Development of ADA compliant parking spaces

#### County Airport

- Construction of ramp for access to terminal building
- Development of ADA accessible unisex restroom
- Installation of tactile signage

Information on the specific components included in the scope of work, as well as cost estimates for those improvements is provided in Exhibit 6.

- Define the existing situation to be addressed by the project

The proposed project is the completion of the remaining items on the County's ADA/504 Transition Plan. Originally drafted in 1998, the County has been chipping away at the shopping list of improvements for more than a decade. The plan was updated in 2008 to reflect the work accomplished and to identify the changes in county facilities and operations. Additional work has been completed in the interim as funding allowed, but the majority of the remaining improvements consist of "big ticket" reconstructions – and those elements are getting more expensive with each passing year. In 2011, with another handful of minor improvements completed, the County solicited cost estimates on the remaining ADA projects. The proposed scope of work will finally complete all the items on the County's Transition Plan. A copy of the original 1998 Transition Plan and the 2008 update are included in Exhibit 7.

- Why is the project necessary?

Providing access to the services of the County is -- a) critically important to the function of good government, and b) required by law. The County recognizes the need to improve access to county-owned facilities and is seeking ICDBG assistance to complete the list of improvements identified in their analysis of architectural barriers. The County building inspector has reviewed the proposed list of improvements and provided information on the code sections of the ADA

where these items are discussed. Attached as Exhibit 8 is a letter from the Jerome County Building Official describing the code citations that relate to the proposed project.

- Identify the expected outcomes and benefits

The proposed project will complete the remaining improvements required to achieve ADA compliance. Once completed, the County's facilities and programs will be accessible for residents of Jerome County. The project will resolve the remaining architectural barriers identified in the 1998 Transition Plan.

- Identify the specific components that will be completed with ICDBG funding  
ICDBG funding will participate in all aspects of the project – construction, architectural, and administrative services.

- Provide a site plan

The improvements are located at four different locations in Jerome County. Google aerial photos are included to help identify these sites.

B. Project Property and Permits

1. Has any property and/or easements been purchased for the project?

Yes \_\_\_\_\_ No  X

If yes, does the applicant have title to the property? Yes \_\_\_\_\_ No \_\_\_\_\_

2. Will any property be needed for the project? Yes  X  No \_\_\_\_\_

3. Will any easements or rights-of-way be needed for the project? Yes \_\_\_\_\_ No  X

4. Is anyone living on the land or in the structure at the proposed site?

Yes \_\_\_\_\_ No  X

5. Is any business being conducted on the land or in the structures at the proposed site?

Yes  X  No \_\_\_\_\_

6. Are there any businesses, individuals, or farms being displaced as a result of this project? Yes \_\_\_\_\_ No  X

7. Are there any permits that will be needed for the project, i.e. well, water rights, land application, demolition permits, zoning permits, air quality permits, etc.?

Yes  X  No \_\_\_\_\_

8. Describe the ownership or lease agreements for the property involved in the project.  
All of the project property is owned by Jerome County.

## Budget Narrative

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A. Government  
None

B. Local  
Jerome County has committed \$61,824 in cash from their building maintenance account.

C. Private  
None

D. Other  
None

**Idaho Community Development Block Grant Budget Form**

Applicant or Grantee:	Jerome County			Project Name:	ADA Accessibility Improvements		
<b>Line Items</b>	<b>ICDBG</b>	<b>Local Cash</b>	<b>Local In-Kind</b>	<b>Federal</b>	<b>State</b>	<b>Other</b>	<b>Total</b>
Administrative	5,000	5,000					10,000
Construction	50,824	51,824					102,648
Design Professional	6,000	5,000					11,000
Equipment							-
Land							-
Legal/Audit							-
Planning							-
							-
<b>Total Costs</b>	<b>61,824</b>	<b>61,824</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>123,648</b>
	50%	50%	0%	0%	0%	0%	100%

Identify funding source:           The County’s local match is cash available in their building maintenance account.

\_\_\_\_\_

\_\_\_\_\_

Administrative expenses and project planning design costs, when totaled, shall not exceed 10% of ICDBG amount.

## Detailed Cost Analysis

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1. Have preliminary plans and specifications been submitted to the regulatory agencies for review?  
Yes \_\_\_\_\_ No  X   
If yes, list date submitted: \_\_\_\_\_  
If no, list expected date to be submitted:  If funded, the County will engage professional assistance to draft plans and specifications for the remodel of the entryways and bathrooms. Project components that require contract labor will also include the payment of Davis-Bacon wages for the employees of the competitively selected contractor. For the project components comprised primarily of the replacement of parts, installation of signage, and other similar types of work, the County building crew will be able to provide the minimal labor required. In these instances, project funds will be used to purchase materials.
  
2. Has final design (for bidding) begun?  
Yes \_\_\_\_\_ No  X   
If yes, % completed: \_\_\_\_\_  
If no, list expected start date:  June 1, 2012
  
3. Will the project include bid alternatives to meet project budget if necessary?  
Yes \_\_\_\_\_ No  X
  
4. Are Davis-Bacon wage rates applicable to this project?  
Yes  X  No \_\_\_\_\_  
If yes, are they included in the project costs? Yes  X  No \_\_\_\_\_  
  
The quotes used for the construction elements included the applicable Davis-Bacon wage standards.
  
5. Have known environmental measures been included in project costs? (e.g. dust mitigation, archeological survey, storm water drainage, wetland mitigation, etc.)  
Yes  X  No \_\_\_\_\_
  
6. List the last date the owner and design professional discussed project design and details.  
Date:  N/A
  
7. Design professional cost estimate may be found in Exhibit 6.

## Project Schedule

Project Activity	Date (to be Completed)	Documentation in Appendix
Design Professional Procurement	May-12	
Design Professional Contract	May-12	
Administrative Services Procurement	November-11	4
Administrative Services Contract	May-12	
Environmental Assessment Started	April-12	
ICDBG Contract Signed	May-12	
Environmental Release	May-12	
Bid Document Approval	June-12	
Bid Opening	June-12	
Construction Contract Executed	June-12	
Pre-Construction Conference	June-12	
Start Construction	July-12	
Construction 25%	August-12	
Construction 50%	August-12	
Second Public Hearing	September-12	
Construction 75%	September-12	
Substantial Completion	September-12	
Construction Complete	October-12	
Fair Housing/Analysis Update	September-12	
504 Review and Transition Plan Update	October-12	
Other civil rights compliances complete	September-12	
Closeout	November-12	
Audit	September-13	

## Professional Contacts

Name	Organization	Role	Phone	E-mail
Charlie Howell	Jerome County	Chairman	(208) 644-2701	<a href="mailto:chowell@co.jerome.id.us">chowell@co.jerome.id.us</a>
Michelle Emerson	Jerome County	Clerk	(208) 644-2704	<a href="mailto:memerson@co.jerome.id.us">memerson@co.jerome.id.us</a>
Mike Bankhead	Jerome County	Building Official	(208) 948-9067	<a href="mailto:mbankhead@co.jerome.id.us">mbankhead@co.jerome.id.us</a>
Carleen Herring	RIVDA	Project Development	(208) 732-5727 x 3010	<a href="mailto:cherring@csi.edu">cherring@csi.edu</a>

**Grantee Financial Profile**

Is the Grantee a: (circle one)

City

County

If there is a sub-recipient, what type of organization?

Section 3. All applicants (except sewer and water)				
A.	Identify how the organization obtains its operating funding, i.e. bonds, district assessments, etc.			
	The County has the ability to levy and collect taxes.			
B.	Does the organization have taxing authority?		X	Yes
	1. Does the organization tax?		X	Yes
	a.) If yes:			
	(1) What is the tax rate?		0.004826968	
	(2) What is the annual amount generated?		\$	11,147,710.00
	(3) What are the taxes used for, i.e. operating, equipment, etc.?			
	General operations of county programs, facilities, and personnel.			
	2. If the organization does not tax, explain why			

**Section 4. All applicants**

Land Use Planning related to Fair Housing

As part of the ICDBG program, Cities and Counties are required to further fair housing within your community.

Coincidentally, the understanding and applicability of fair housing laws became very important for cities and counties. In a recent legal case, Alamar Ranch, LLC v. Boise County, a jury ruled that Boise County had committed three separate violations to the Fair Housing Act:

- 1) Failure to make reasonable accommodations;
- 2) Disparate treatment of the handicapped; and
- 3) Intentional interference with the construction of handicapped housing

by challenging a conditional use permit (CUP). Boise County is now required to pay the plaintiff \$4.0 million in damages.

In a recent state study of impediments to fair housing, an impediment that has been identified is the lack of cities and counties providing for the allowance of group homes in designated residential zones or their narrow definitions of the types of groups homes allowed (e.g. nursing and rest homes). Why is this a barrier? The regulation may treat residents who are disabled differently. Therefore;

Have you reviewed your zoning codes specific to group homes to ensure that you are in compliance with the Fair Housing Act? (Group homes are allowed in residential zones and that your definition of a group home is not too restrictive)  X  Yes   No

If no, what steps are you taking to address this issue? \_\_\_\_\_  
\_\_\_\_\_

Another impediment identified in the state study is the lack of basic accessibility standards for new residential construction. Does your building code or ordinance encourage accessibility standards in housing? \_\_\_\_\_ Yes  No

If yes, explain the standards \_\_\_\_\_  
\_\_\_\_\_

## ICDBG Environmental Scoping – Field Notes Checklist

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Applicant: Jerome County Sub-Recipient: \_\_\_\_\_

This site and desk review checklist is to be completed by the Applicant and submitted with the application.

The purpose of the checklist is to help the Applicant and Commerce better understand what environmental statutes or provisions per 24 CFR 58 might impact the proposed project. The information will assist in understanding what studies, documentation, and mitigation measures could be applicable and to assist in completing the environmental review record. The Applicant may choose to attach this scoping checklist as part of the environmental review record.

1. Limitation on Activities

Is the Grantee planning or in the process of acquiring property for this proposed project?

Yes \_\_\_\_\_ No X \_\_\_\_\_

If yes, is the Applicant aware that land acquisition or site work after submission of the ICDBG application is subject to 24 CFR 58.22 Limitation on Activities Requiring Clearance? Meaning that once an application for ICDBG funds is submitted, neither the applicant or sub-recipient may commit Non-HUD funds to a project for land acquisition or site work (except for minor testing) before the environmental review is complete, unless the land acquisition or contract is conditioned on completion of the ICDBG environmental review.

2. Historic Preservation

Has the SHPO or THPO been notified of the project? Yes X \_\_\_\_\_ No \_\_\_\_\_

Have the tribes with possible cultural and religious sites been notified of the project?

Yes X \_\_\_\_\_ No \_\_\_\_\_

3. Floodplain Management

Is the project located within a floodway or floodplain designated on a current FEMA map?

Check website: [www.store.msc.fema.gov](http://www.store.msc.fema.gov) Yes \_\_\_\_\_ No X \_\_\_\_\_

If yes, what is the floodplain map number? \_\_\_\_\_

If the project is located in a floodway or floodplain, is the community where the project is taking place a participant in the National Flood Insurance Program? Yes \_\_\_\_\_ No \_\_\_\_\_

Check website: <http://www.idwr.idaho.gov/WaterManagement/FloodPlainMgmt/PDFs/ID.pdf>

4. Wetland Protection

Are there any ponds, marshes, bogs, swamps, drainage ways, streams, rivers, or other wetlands on or near the project site? Yes \_\_\_\_\_ No X \_\_\_\_\_

If yes, has the U.S. Army Corps of Engineers been notified? Yes \_\_\_\_\_ No \_\_\_\_\_

Has the USACE indicated what permit level will be required? Yes \_\_\_\_\_ No \_\_\_\_\_

5. Sole Source Aquifers (Clean Water Act)

Is the proposed project located over an EPA designated aquifer? Yes X \_\_\_\_\_ No \_\_\_\_\_

Check website: <http://yosemite.epa.gov/r10/water.nsf/Sole+Source+Aquifers/SSA>

Is it known at this time if the construction will disturb more than one acre of land?

Yes \_\_\_\_\_ No X \_\_\_\_\_ Construction will not disturb more than one acre of land.

If yes, has a general permit for storm water discharges from construction sites been applied for from the EPA? Yes \_\_\_\_\_ No \_\_\_\_\_

6. Endangered Species Act

Has U.S. Fish and Wildlife Service, NOAA Fisheries, and Idaho Fish and Game Regional Office been notified about the project? Yes  No \_\_\_\_\_

7. Wild and Scenic Rivers Act

Is the project located within one mile of a designated wild and scenic river? Yes \_\_\_\_\_ No   
Idaho wild and scenic rivers include portions of the St. Joe, Lochsa, Selway, Middle Fork of the Clearwater, Snake, Rapid, and Middle Fork of the Salmon. Check website: [www.nps.gov/rivers](http://www.nps.gov/rivers)

8. Clean Air Act

Is the project located in a designated non-attainment area for criteria air pollutants? Yes \_\_\_\_\_ No

For building demolition or improvements, has an asbestos analysis been planned for or completed? Yes \_\_\_\_\_ No

For housing rehabilitation, has a lead based paint assessment been planned for or completed? Yes \_\_\_\_\_ No \_\_\_\_\_

9. Farmland Protection Policy Act

Is the project located on a site currently zoned as residential, commercial, or industrial? Yes  No \_\_\_\_\_

Is the project area currently being utilized for farm or agricultural purposes? Yes \_\_\_\_\_ No

If yes, has the USDA Natural Resource Conservation Service or local planning department been notified about the project? Yes \_\_\_\_\_ No \_\_\_\_\_

10. Environmental Justice

Does the project have a disproportionate environmental impact on low income or minority populations? Yes \_\_\_\_\_ No

11. Noise Abatement and Control

Is the project new construction or rehabilitation of noise sensitive use (i.e. housing, mobile home parks, nursing homes, hospitals, and other uses where quiet is integral to the project functions)? Yes \_\_\_\_\_ No

If yes, is the project located within 5 miles of an airport, 1,000 feet of a major highway or busy road, or 3,000 feet of a railroad? Yes \_\_\_\_\_ No \_\_\_\_\_

12. Explosive and Flammable Operations

Is the physical structure (not necessarily infrastructure) intended for residential, institutional, recreational, commercial or industrial use? Yes  No \_\_\_\_\_

If yes, are there any above ground explosives, flammable fuels or chemical containers within one mile of the physical structure? Yes  No \_\_\_\_\_

If yes, have you been able to identify what the container is holding and the container's size? Yes  No \_\_\_\_\_

The improvements at the County airport are within one mile of the storage tanks for airplane fuel storage.

13. Toxic Chemicals and Radioactive materials

Are there any known hazardous materials, contamination, chemicals, gases, and radioactive substance on or near the site? Yes  No

If yes, explain: \_\_\_\_\_

During the visual inspection of the site, are there signs of distressed vegetation, vents or fill pipes, storage/oil tanks, stained soil, dumped materials, questionable containers, foul or noxious odors, etc.?

Yes  No

If yes, explain: \_\_\_\_\_

At this time, are the site's previous uses known to have been gasoline stations, train depots, dry cleaners, agricultural operations, repair shops, landfill, etc.? Yes  No

Are other funding agencies requiring the Grantee to perform an American Society for Testing Materials (ASTM) environmental assessment? Yes  No  ASTM assessment involves analysis of present and historical site uses and ownership, inspection of the site and possible testing.

14. Airport Clear Zones and Accident Potential Zones

Is the project located within a designated airport runway clear zone or protection zone? Yes  No

Does the project involve acquisition of land or construction/rehabilitation of building or infrastructure in an airport runway clear zone or protection zone? Yes  No

If yes, is the Grantee aware that the airport operator may wish to purchase the property at some point in the future as part of a clear or accident zone acquisition program? Yes  No

15. Energy Efficient Designs

For building construction, has the owner investigated possible incentives from power providers such as Idaho Power, Avista, or Utah Power for incorporating energy efficient design into their building?

Yes  No

16. Sediment Control (Clean Water Act)

Will construction project require storm water and surface water discharge from the construction site?

Yes  No

If yes, has an application been submitted to EPA for a Construction General Permit (CGP)? Yes  No

17. Other Environmental Reviews

Have facilities studies or other environmentally related site reviews been conducted or in the process of being conducted? Yes  No

If yes, identify who is conducting the review: \_\_\_\_\_

18. Information Letters

The advanced mailing of environmental information letters is sought in an effort to minimize the project’s timeline in waiting for necessary documentation or information. It will assist in earlier responses to required mitigation measures should the proposed project receive grant funding.

Check the agencies that have been mailed an environmental information letter.

X		Idaho State Historic Preservation Officer				
X		Tribal Historic Preservation Officer or Tribal Office				
X		Idaho Department of Water Resources - Regional Office				
		U.S. Army Corps of Engineers				
X		U.S. Fish and Wildlife Service				
		NOAA Marine Fisheries				
		Idaho Department of Fish and Game				
		USDA Natural Resource Conservation Service				
X		Idaho Department of Environmental Quality				
X		Local Government - Planning Department				
		Others				

Note: If other funding agencies have sought comment, in writing, from the agencies listed above for the same project, you may not need to send an information letter. Contact your Specialist if other environmental information or scoping letters have been sent.

Completion of the scoping checklist does not constitute that all environmental provisions or clauses related to 24 CFR 58 Environmental Reviews have been met or are known at this time.

Completed by: Carleen Herring

Date: November 18, 2011

## Rating and Ranking Criteria – Public Facilities

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### 1. Program Impact

- A. Percentage of Idaho Community Development Block Grant money in the total project:  
 $\$61,824 \div 123,648 = 50\%$
- B. Percentage of Local Matching Funds compared to grant funds:  
 $\$61,824 \div 123,648 = 50\%$
- C. Grant dollars per person:  
 $\$61,824 \div 21,775 = \$2.84$
- D. Local matching funds per person:  
 $\$61,824 \div 21,775 = \$2.84$
- E. Eligible activity priority ranking:

Eligible Activity	Points Possible	% of ICDBG Budget	Staff Points Awarded
Acquisition of Real Property	100		
Public Facilities - Health and Safety Related	100		
Public Facilities - Social Service Related	50		
Engineering - Architectural	100	9.7	
Code Enforcement	50		
Clearance and Demolition	0		
Completion of Urban Renewal Projects	0		
Relocation Payments	25		
Administration Activities	100	8.1	
Removal of Architectural Barriers	50	82.2	

### 2. National Objective

- A. Low- and Moderate-Income Percentage Points  
 The proposed project will benefit 100% LMI.  
 The proposed project will remove architectural barriers at four County-owned facilities.
- B. Need  
 The proposed project will bring the County into compliance with the Americans with Disabilities Act of 1990, as amended. Thankfully, the County's current non-compliance has not been challenged in court or by any federal agency; therefore, there is no official agency documentation of violation or non-compliance. Regardless, the County's inability to achieve the ADA standards at their facilities remains a critical need for the community.

Information on how the project's components address specific sections of the ADA is included in Exhibit 8.

C. Impact

- 1) What benefits will low- and moderate-income persons receive from this project (i.e. lower rates, improved property, insurance, quicker response times, easier accessibility to facilities, job opportunities, etc.)?

The proposed project will improve accessibility to the County's programs and services. The elimination of architectural barriers to County-owned facilities will not only benefit County residents with mobility and sensory challenges, but will also improve access for all citizens attempting to make use of County programs.

- 2) What will be the project's permanent impacts (i.e. meeting compliance order, energy conservation, service life, etc.)?

The proposed project will bring the County into compliance with the Americans with Disabilities Act. The remaining elements of the County's Transition Plan will be completed and the major architectural barriers to several County-owned buildings will be eliminated.

3. Project Categories

A. Planning, previous actions, and schedule

- 1) Design Professional

The County has not engaged a design professional for the proposed project as one has not yet been needed. The proposed improvements include a range of work – from the replacement of fixtures and doors, to structural remodeling. The County anticipates engaging the services of an architect if the project is funded. A small purchase procurement process will be used to solicit qualifications from local professionals.

- 2) Grant Administration

The County has completed a small purchase procurement process to obtain the services of a certified grant administrator. Region IV Development Association has been selected to provide grant writing and administrative services for the County's ADA accessibility project. Information on the process is included in Exhibit 4.

- 3) Plans or Studies

a. Survey of existing conditions

During the development of the Transition Plan, the County conducted an extensive assessment of the facilities and programs provided by the County. The County Building Department has completed an analysis of the proposed improvements.

b. Size of the proposed new facility (and why)

The size and scope of the improvements were dictated by the code requirements associated with bringing the facilities into compliance with ADA standards.

c. Analysis of costs including new versus rehabilitation

The cost of new construction versus rehabilitation was an easy choice. The County's facilities are viable, functional buildings and only require modest modifications to

ensure handicapped accessibility. The cost to start from the ground-up at these four locations would be cost prohibitive.

- d. Energy efficiency components of the design, materials or equipment  
The materials to be used for the exterior entryways will include energy efficient glass and electronics. Other energy efficient fixtures will include low-flow toilets and sinks, and lighting options in the ADA-compliant restrooms.
  - e. Sketches or schematics  
None have been developed for this project.
  - f. Screened alternatives  
This project did not screen a large number of alternatives. The buildings to be modernized provide few options that can help the County achieve the goal of ADA compliance. The proposed improvements are the most cost effective and expeditious for the County.
  - g. Selection of recommended alternative  
The County Commissioners have determined that the proposed project scope is the best alternative for meeting the ADA requirements. The project maximizes the County's ability to implement the improvements in a timely manner, while staying within the meager budget.
  - h. Projected annual operating costs  
Operation and maintenance costs are included in the County's overall general operating budget. No dramatic increases in County O&M expenses are anticipated to result from the construction of the project improvements.
  - i. Required permits  
Building permits will be required for many of the project components. The County should have no difficulty in issuing permits for their own work.
  - j. Site location considerations and potential impacts on the environment  
The County will conduct an environmental assessment prior to commencing work on the proposed project. No adverse impacts are anticipated.
- Also address other requirements (page VI-5)
    - a) Pre-fab buildings; b) sewer and water systems; c) health care facility projects; d) road and transportation projects; e) housing projects
    - The proposed removal of architectural barriers projects does not fit any of the above categories.
- 4) Environmental Scoping  
Information available on pages 14 through 17.

5) Agency Viability

- a. Completion of grant financial profile worksheet – Pages 13 and 14
- b. Description of applicant governing structure

The applicant is a County established under the laws of the State of Idaho. The form of governance includes three-elected Commissioners and a professional staff of more than 100 people.

Currently seated members of the Jerome County Commission include:

- Charles Howell, Chairman
- Roger Morley, Commissioner
- Catherine Roemer, Commissioner

- c. Stable funding sources and positive cash flow

The County is financially sound with an annual operating budget of roughly \$11 million. This budget includes expenses for general operations; District Court, Airport, Health, Landfill, Fairgrounds, Weed Control, Elections, Indigent Care, Waterways, and Law Enforcement.

Previous audits have yielded unqualified opinions and clean reports on internal controls.

6) Property Acquisition

None required.

7) Funding Commitments

Information attached in Exhibit 1.

8) Schedule

Information available on page 12.

9) Administrative Capacity

The County has the administrative capacity to successfully implement the grant project and comply with the associated federal and state requirements. There are no unresolved monitoring findings or audit questions. There have been no recall elections or major staff turnovers.

- a. Has the applicant completed a Section 504 or ADA Self-Evaluation and Transition Plan? Yes  No   
Coordinator: Jerome County Clerk

- b. What is the most current building code the applicant has adopted?  
2009 International Building Code

- c. Are the Fair Housing Accessibility Standards a component of that building code? Yes  No

10) Cost Analysis

Information available on page 10.

## Certifications

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I certify the data in this application are true and correct, that this document has been duly authorized by the governing body of the County and we will comply with the following laws and regulations if the application is approved and selected for funding.

- National Environmental Policy Act of 1969
- Civil Rights Act of 1964, P.L. 88-352
- Civil Rights Act of 1969, P.L. 90-284
- Age Discrimination Act of 1975
- Rehabilitation Act of 1973, Section 504
- Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended (49 CFR part 24)
- Housing and Community Development Act of 1974, as amended P.L. 93-383
- Davis-Bacon Act (40 USC 276a – 276a-5)
- Historic Preservation Act
- OMB Circular A-87, and ensure that the sub-recipient (if any) complies with A-110 and A-122
- Section 106 of the Housing and Urban Recovery Act of 1983 certifying to:
  - Minimize displacement as a result of activities assisted with CDBG funds by following the Idaho Department of Commerce's anti-displacement and relocation assistance plan;
  - Conduct and administer its programs in conformance with Title VI and Title VIII, and affirmatively further fair housing;
  - Provide opportunities for citizen participation comparable to the State's requirements (those described in Section 104(a) of the Act, as amended);
  - Not use special assessments or fees to recover the capital costs of ICDBG funded public improvements from low- and moderate-income owner occupants;
  - Abide by all state and federal rules and regulations related to the implementation and management of federal grants;
  - Assess and implement an Accessibility Plan for persons with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, as amended;
  - Adopt and implement an Excessive Force Policy;
  - Prohibition of Use of Assistance for Employment Relocation, Section 588 of the Disability Housing and Work Responsibility Act of 1998, P.L. 105-276
  - Anti-Lobbying Certification: No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with the awarding of any federal contract, the making of any federal grant or loan, the entering into any cooperative agreement and the extension, renewal, modification, amendment of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with this federal grant, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

Signed: Charles M. Howell  
Charles M. Howell, Chairman

Date: November 18, 2011