

BOARD OF TRUSTEES

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- \*\*\* Lisa Gianoli, Treasurer
- Nat Carasali
- Carol Chaplin
- Daniel Farahi
- Richard Jay
- \* Jenifer Rose
- Art Sperber

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- \*\*\* *Member of Planning & Construction Committee*
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- EXECUTIVE VICE PRESIDENT/COO
- Dean E. Schultz, A.A.E
- GENERAL COUNSEL
- Ann Morgan, Fennemore Craig
- CLERK OF THE BOARD
- Claire Johnson

**AGENDA**  
**RENO-TAHOE AIRPORT AUTHORITY**  
**PLANNING & CONSTRUCTION**  
**COMMITTEE MEETING**

**DATE & TIME:** Tuesday, August 8, 2017  
10:00 a.m. (or Immediately Following Finance & Business  
Development Committee Meeting)

**LOCATION:** Reno-Tahoe International Airport  
 Administrative Offices, Conference Rooms A/B  
 Reno, Nevada

**AGENDA:**

1. Roll Call
2. Approval of Meeting Minutes from April 11, 2017 and July 11, 2017
3. Public Comment (Limited to 3 Minutes per Person)
4. Items to be Presented to the Planning and Construction Committee for Review and Recommendation to the Board:
  - a. #17(08)-41 Authorization for the President/CEO to Award a Construction Contract for the 2017 Landside Pavement Repairs and Rehabilitation Project at Reno-Tahoe International Airport, with Q&D Construction, in the Amount of \$449,006.99
  - b. #17(08)-42 Authorization for the President/CEO to Execute Amendment No. 4 (2017 Landside Pavement Repairs and Rehabilitation) to the Professional Services Agreement for 2017 Annual Construction Management Services for the Airport Capital Improvement Plan at Reno-Tahoe International Airport and Reno-Stead Airport, with Atkins North America, in the Amount of \$71,500, for a Total of \$503,300
5. Items to be Presented to the Planning and Construction Committee for Approval:

- a. None.
6. Items to be Presented to the Planning and Construction Committee for Discussion:
  - a. None.
7. Project Status Items to be Presented to the Planning and Construction Committee for Information:
  - a. Staff Report on the Runway 8-26 Reconstruction at Reno-Stead Airport [Construction]
  - b. Staff Report on the Nevada Army National Guard (NVARNG) Access Road Rehabilitation and Taxiway D Resurfacing Project at Reno–Stead Airport [Construction]
  - c. Staff Report on the Aircraft Parking Apron – Concrete Pads Project at Reno-Stead Airport [Construction]
  - d. Staff Report on the Terminal Elevator Replacement and New Elevator Installation Project at Reno-Tahoe International Airport [Construction]
  - e. Staff Report on the Pavement Management System Program at Reno-Tahoe International Airport [Construction]
  - f. Staff Report on the Disadvantaged Business Enterprise (DBE) - Disparity Study being Conducted at Reno-Tahoe International Airport and Reno-Stead Airport
  - g. Staff Report on the Master Plan Project at Reno-Tahoe International Airport [Planning]
  - h. Staff Report on the Geographic Information System Project at Reno-Tahoe International Airport [Planning]
8. General Member Comments, Questions & Items for Future Committee Meetings
9. Public Comment (Limited to 3 Minutes per Person)
10. Adjournment

Items will not necessarily be considered in the sequence listed. This meeting may be continued if all of the items are not covered in the time allowed. If the meeting is to be continued, the time and place will be announced at the end of the portion of the meeting to be continued.

Supporting Material: The designated contact to obtain supporting material is Claire Johnson, Clerk of the Board, P.O. Box 12490, Reno, NV, 89510 or 775-328-6410. Supporting material is also available at the Reno-Tahoe Airport (Administrative Offices) and at the scheduled meeting.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Clerk of the Board in writing at P.O. Box 12490, Reno, Nevada 89510 or by calling (775) 328-6410 prior to the meeting date.

**THIS NOTICE HAS BEEN POSTED AT THE FOLLOWING LOCATIONS:**

1. Airport Authority Administrative Offices – 2001 E. Plumb Lane, Reno
2. Washoe County Administrative Offices – 1001 E. 9th Street, Reno
3. Reno City Hall – One East First Street, Reno
4. Sparks City Hall – 431 Prater Way, Sparks

\*\*\* These draft minutes have not yet been approved and are subject to revision at the next regularly scheduled meeting. \*\*\*

**RENO-TAHOE AIRPORT AUTHORITY BOARD OF TRUSTEES**  
**PLANNING & CONSTRUCTION COMMITTEE**  
**Minutes from the Meeting**  
**April 11, 2017**  
**10:00 a.m.**

In Attendance:

Jenifer Rose, Trustee\*  
Lisa Gianoli, Trustee\*\*  
Bill Eck, Trustee\*\*  
Ann Morgan, Fennemore Craig  
Marilyn Mora, President/CEO  
Dean Schultz, Executive Vice President/COO  
Jamie McCluskie, VP of Planning, Engineering & Environmental Management  
Dave Lazo, P.E., Manager of Engineering & Construction  
Dan Bartholomew, Manager of Planning & Environmental Services  
Lissa Butterfield, Senior Airport Planner  
Tina Iftiger, VP of Airport Economic Development  
Mike Scott, Manager of Reno-Stead Airport  
Laurie Weeks, Senior Manager of Properties  
Ken Moen, Property Specialist II  
Lacy Glodowski, Administrative Assistant III  
Shaun Carey, Sparks Newly Appointed Trustee  
Jon Faucher, Mead & Hunt  
Sharon Sarmiento, Unison Consulting

\* Denotes Planning Committee chair  
\*\* Denotes Planning Committee member  
\*\*\* Denotes Planning Committee alternate

**TOPICS DISCUSSED:**

1. **APPROVAL OF MEETING MINUTES FROM FEBRUARY 7, 2017**

A motion was made by Trustee Gianoli, seconded by Trustee Eck, and the Committee unanimously approved the minutes from the February 7, 2017 Planning & Construction Committee meeting.

2. **PUBLIC COMMENT**

None.

3. **ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR REVIEW AND RECOMMENDATION TO THE BOARD:**

- a. # 17(04)-15 AUTHORIZATION FOR THE PRESIDENT/CEO TO EXECUTE AMENDMENT NO.1 TO THE PROFESSIONAL SERVICES AGREEMENT FOR DESIGN SERVICES FOR THE RENTAL CAR FACILITIES ASPHALT REHABILITATION PROJECT AT RENO-TAHOE INTERNATIONAL AIRPORT, WITH LUMOS AND ASSOCIATES, IN THE AMOUNT OF \$60,385, FOR A TOTAL OF \$139,990

Staff gave a presentation requesting Committee recommendation for Board approval for Authorization for the President/CEO to Execute Amendment No.1 to the Professional Services Agreement for Design Services for the Rental Car Facilities Asphalt Rehabilitation Project at Reno-Tahoe International Airport, with Lumos and Associates, in the Amount of \$60,385, for a total of \$139,990.

Exhibits were presented depicting the original work areas and the additional areas to be included under Amendment No. 1. The scope of the proposed pavement rehabilitation was coordinated with Reno-Tahoe Airport Authority (RTAA) Airport Economic Development, Facilities and Maintenance, Engineering, and representatives from the rental car companies. The project will be funded by the Customer Facility Charge (CFC) program.

The project schedule will be developed during the design work and a construction phasing plan generated to accommodate rental car operations during construction. Additionally, a construction black out period will be stipulated during the August 28 to September 8 peak activity period.

A motion was made by Trustee Gianoli, seconded by Trustee Eck, and the Committee unanimously recommended this item [#17(04)-15] go to the Board for approval at the upcoming Board meeting.

- b. #17(04)-16 AUTHORIZATION FOR THE PRESIDENT/CEO TO AWARD A CONSTRUCTION CONTRACT FOR THE NEVADA ARMY NATIONAL GUARD ACCESS ROAD REHABILITATION PROJECT AT RENO-STEAD AIRPORT, WITH GRANITE CONSTRUCTION COMPANY, IN THE AMOUNT OF \$490,490

Staff gave a presentation requesting Committee recommendation for Board approval for Authorization for the President/CEO to Award a Construction Contract for the Nevada Army National Guard (NVARNG) Access Road Rehabilitation Project at Reno-Stead Airport, with Granite Construction Company, in the Amount of \$490,490.

The scope of the project was described and exhibits were presented depicting the location and extent of the access road rehabilitation. The bid tabulation listed the companies and related bids submitted by a total of five bidders. The low bidder, Granite Construction Company, was noticeably under the Engineer's estimate and the remaining bids were very close to the Engineer's

estimate. The bid was evaluated and deemed reasonable and responsive from a company that has extensive experience on RTAA projects. The current bids may also reflect pricing commensurate with the high work load that construction firms are currently experiencing in an active market.

Trustee Rose inquired about the Granite Construction bid being lower than the other bidders and the potential for change orders. Staff replied that any claim for a change order would require justification regarding unforeseen conditions, change of scope, or resequencing of work. However, it was expressed that that situation would potentially exist with any of the bidders. For this type of project, the primary risk is unknown geotechnical conditions and unusual conditions are not anticipated at this time.

Access to the NVARNG facility will remain available during construction. Traffic control measures will be in place and lane closures shall be monitored with flag men. Coordination has been conducted to accommodate other construction projects and ongoing activities by the NVARNG. No impact is expected to the NVARNG, Pylon Racing School, or Air Races during construction. The project is funded by the Fiscal Year (FY) 2015-16 and 2016-17 Capital Projects Budget

A motion was made by Trustee Eck, seconded by Trustee Gianoli, and the Committee unanimously recommended this item [#17(04)-16] go to the Board for approval at the upcoming Board meeting.

- c. # 17(04)-17 AUTHORIZATION FOR THE PRESIDENT/CEO TO EXECUTE AMENDMENT NO. 2 (STEAD – NEVADA ARMY NATIONAL GUARD ACCESS ROAD REHABILITATION) TO THE PROFESSIONAL SERVICES AGREEMENT FOR 2017 ANNUAL CONSTRUCTION MANAGEMENT SERVICES FOR THE AIRPORT CAPITAL IMPROVEMENT PLAN AT RENO-TAHOE INTERNATIONAL AIRPORT AND RENO-STEAD AIRPORT, WITH ATKINS NORTH AMERICA, IN THE AMOUNT OF \$76,600, FOR A TOTAL OF \$364,600

Staff gave a presentation requesting Committee recommendation for Board approval for Authorization for the President/CEO to Execute Amendment No. 2 (Stead – Nevada Army National Guard Access Road Rehabilitation) to the Professional Services Agreement (PSA) for 2017 Annual Construction Management Services for the Airport Capital Improvement Plan at Reno-Tahoe International Airport and Reno-Stead Airport, with Atkins North America, in the Amount of \$76,600, for a total of \$364,600.

This amendment adds Work Order 17-03 to the 2017 Construction Management (CM) professional services agreement with Atkins North America. The CM services are specifically for the NVARNG Access Road Rehabilitation project. The annual CM work plan is structured for individual projects to be added by

amendment as specific project requirements and construction schedules are determined.

A motion was made by Trustee Eck, seconded by Trustee Gianoli, and the Committee unanimously recommended this item [#17(04)-17] go to the Board for approval at the upcoming Board meeting.

d. #17(04)-18 AUTHORIZATION FOR THE PRESIDENT/CEO TO TRANSMIT THE RENO-TAHOE INTERNATIONAL AIRPORT MASTER PLAN FORECAST TO THE FEDERAL AVIATION ADMINISTRATION FOR APPROVAL.

Staff and the master plan consultants, Mead & Hunt, gave a presentation requesting Committee recommendation for Board approval for Authorization for the President/CEO to transmit the Reno-Tahoe International Airport Master Plan Forecast to the Federal Aviation Administration (FAA) for Approval.

Trustee Rose asked for the forecast consultant's expert opinion as to how often forecasts end up close to the actual results. The consultant stated that it would depend on the volatility of the economic conditions and the airline industry, and if there was any unexpected major event that took place.

Trustee Rose inquired whether or not the FAA would allow for adjustments to their Terminal Area Forecast (TAF), if the Reno-Tahoe International Airport trend differed from the TAF. Staff stated that the FAA solicits airport feedback on the TAF annually. If an airport provides sound data and an explanation as to why the TAF is not accurate, the FAA will make adjustments based on local growth and data.

Trustee Rose thanked staff for their presentation and thanked the Mead & Hunt representatives for coming to today's meeting.

A motion was made by Trustee Gianoli, seconded by Trustee Eck, and the Committee unanimously recommended this item [#17(04)-17] go to the Board for approval at the upcoming Board meeting.

4. ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR APPROVAL:

a. None.

5. ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR DISCUSSION:

a. None.

6. PROJECT STATUS ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR INFORMATION:

- a. Staff Report on the Runway 8-26 Reconstruction at the Reno-Stead Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- b. Staff Report on the Nevada Army National Guard (NVARNG) Access Road Rehabilitation and Taxiway D Resurfacing Project at Reno-Stead Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- c. Staff Report on the Aircraft Parking Apron – Concrete Pads Project at Reno-Stead Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- d. Staff Report on the Terminal Elevator Replacement and New Elevator Project at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- e. Staff Report on the Pavement Management System Program at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- f. Staff Report on the Disadvantaged Business Enterprise (DBE) – Disparity Study being conducted at Reno-Tahoe International Airport and Reno-Stead Airport

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- g. Staff Report on the Geographic Information Project at Reno-Tahoe International Airport [Planning]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

7. GENERAL MEMBER COMMENTS, QUESTIONS AND ITEMS FOR FUTURE COMMITTEE MEETINGS

None.

8. PUBLIC COMMENT

None.

9. ADJOURNMENT

The meeting was called to order at 10:02 a.m. and was adjourned at 11:03 a.m.

JR: JM/lg

\*\*\* These draft minutes have not yet been approved and are subject to revision at the next regularly scheduled meeting. \*\*\*



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**RENO-TAHOE AIRPORT AUTHORITY BOARD OF TRUSTEES**  
**PLANNING & CONSTRUCTION COMMITTEE**  
**Minutes from the Meeting**  
**July 11, 2017**  
**10:00 a.m.**

In Attendance:

Jenifer Rose, Trustee\*  
Lisa Gianoli, Trustee\*\*  
Carol Chaplin, RSCVA Newly Appointed Trustee  
Richard Jay, City of Reno Newly Appointed Trustee  
Daniel Farahi, City of Reno Newly Appointed Trustee  
Art Sperber, City of Sparks Newly Appointed Trustee  
Ann Morgan, Fennemore Craig  
Marilyn Mora, President/CEO  
Dean Schultz, Executive Vice President/COO  
Jamie McCluskie, VP of Planning, Engineering & Environmental Management  
Dave Lazo, P.E., Manager of Engineering & Construction  
Dan Bartholomew, Manager of Planning & Environmental Services  
Lissa Butterfield, Senior Airport Planner  
Lacy Glodowski, Administrative Assistant III  
John Welsh, Stantec Consulting  
Burnham Moffat

\* Denotes Planning Committee chair  
\*\* Denotes Planning Committee member  
\*\*\* Denotes Planning Committee alternate

**TOPICS DISCUSSED:**

1. **APPROVAL OF MEETING MINUTES FROM APRIL 11, 2017:**

Due to there not being a quorum, no action was taken to approve the meeting minutes from April 11, 2017.

2. **PUBLIC COMMENT:**

None.

3. **ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR REVIEW AND RECOMMENDATION TO THE BOARD:**

a. None.

4. ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR APPROVAL:

a. None.

5. ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR DISCUSSION:

a. #17(07)-35 AUTHORIZATION FOR THE PRESIDENT/CEO TO AWARD A CONSTRUCTION CONTRACT FOR THE 2017 AIRSIDE PAVEMENT REPAIRS AND REHABILITATION PROJECT AT RENO-TAHOE INTERNATIONAL AIRPORT, WITH Q&D CONSTRUCTION, IN THE AMOUNT OF \$481,850

Staff gave a presentation to the Committee for discussion regarding the Authorization for the President/CEO to Award a Construction Contract for the 2017 Airside Pavement Repairs and Rehabilitation Project at Reno-Tahoe International Airport, with Q&D Construction, in the Amount of \$481,850.

Trustee Farahi inquired as to whether the Reno-Tahoe Airport Authority (RTAA) has a statute that requires a minimum number of bids. Staff stated that there is not a requirement for how many bidders must submit bids.

Trustee Jay questioned if the amount of bidders was due to the complexity of the job. Staff stated the main reason why only one bid was received is most likely due to the fact that contractors are very busy and may have available crews obligated to other projects. Additionally, the logistics of working on the airfield with closures for every shift impact productivity and contractors are risk adverse regarding this particular project.

Trustee Sperber inquired as to whether there was anything staff could do to make this work come earlier in the year since construction companies begin to book up quickly. Staff stated that additional effort will be made to issue this annual project for bids earlier next year.

Staff stated that the contract shall be awarded for the Base Bid, and due to budget limitations without any of the bid options. Trustee Sperber inquired as to whether any of the alternates are critical to where we should be completing this year even though it's not in the budget. Staff stated that the blast pad at the end of Runway 34L is an area of concern. The Federal Aviation Administration (FAA) has recommended repair work for larger cracks in the blast pad asphalt pavement. The RTAA did not receive any citation due to this item, but it is an area of concern. Staff stated that funds remaining in the budget may provide for limited asphalt repair under a change order basis, after award of the contract.

b. #17(07)-36 AUTHORIZATION FOR THE PRESIDENT/CEO TO EXECUTE AMENDMENT NO. 3 (2017 AIRSIDE PAVEMENT REPAIRS AND REHABILITATION) TO THE PROFESSIONAL SERVICES AGREEMENT FOR 2017 ANNUAL CONSTRUCTION MANAGEMENT SERVICES FOR THE AIRPORT CAPITAL IMPROVEMENT PLAN AT RENO-TAHOE

INTERNATIONAL AIRPORT AND RENO-STEAD AIRPORT, WITH ATKINS NORTH AMERICA, IN THE AMOUNT OF \$67,200, FOR A TOTAL OF \$431,800

Staff gave a presentation to the Committee for discussion regarding the Authorization for the President/CEO to Execute Amendment No. 3 (2017 Airside Pavement Repairs and Rehabilitation) to the Professional Services Agreement for 2017 Annual Construction Management Services for the Airport Capital Improvement Plan at Reno-Tahoe International Airport and Reno-Stead Airport, with Atkins North America, in the Amount of \$67,200, for a Total of \$431,800.

As there were no additional questions regarding the information provided during the presentation, this item was not discussed further.

c. MASTER PLAN UPDATE

Staff gave a presentation on the Master Plan Project at Reno-Tahoe International Airport.

Trustee Rose asked for clarification as to why the schedule is being pushed back. Staff stated that the alternatives portion of the master plan is very important because it leads to the ultimate financial plan of the project. Staff felt it was important to slow down the process to fully evaluate and vet the alternatives. The fact that the last master plan was completed over 25 years ago makes it necessary that the consultants and our stakeholders have enough time to fully comprehend the updated information. The project is still on schedule to wrap up by the end of fiscal year 2017/2018.

Trustee Rose inquired about staff's satisfaction with the consultant, Mead & Hunt. Staff stated that Mead & Hunt is doing a good job; however, we did change their lead project manager to provide a project manager with more creativity to oversee the development alternatives portion. This is part of the transition from the inventory assessment portion of the project to the more creative alternatives development portion.

Trustee Rose asked for an explanation of the consultant selection process for the benefit of the new Trustees. Staff stated that it was a two-step process. We solicited a formal request for qualifications and received 12 submissions. A selection committee, including staff and Trustees, vetted through the submissions and identified the top 5 firms. Those 5 firms provided formal presentations to a larger selection committee which unanimously selected Mead & Hunt.

6. PROJECT STATUS ITEMS TO BE PRESENTED TO THE PLANNING AND CONSTRUCTION COMMITTEE FOR INFORMATION:

- a. Staff Report on the Runway 8-26 Reconstruction at the Reno-Stead Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- b. Staff Report on the Nevada Army National Guard (NVARNG) Access Road Rehabilitation and Taxiway D Resurfacing Project at Reno-Stead Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- c. Staff Report on the Aircraft Parking Apron – Concrete Pads Project at Reno-Stead Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- d. Staff Report on the Terminal Elevator Replacement and New Elevator Project at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- e. Staff Report on the Pavement Management System Program at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- f. Staff Report on the Disadvantaged Business Enterprise (DBE) – Disparity Study being conducted at Reno-Tahoe International Airport and Reno-Stead Airport

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- g. Staff Report on the Master Plan Project at Reno-Tahoe International Airport [Planning]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

- h. Staff Report on the Geographic Information Project at Reno-Tahoe International Airport [Planning]

Staff gave a presentation on the Geographic Information Project at Reno-Tahoe International Airport.

Trustee Sperber inquired as to whether staff used an outside organization for the project. Staff stated that outside and internal resources are being used. An outside consultant was hired to launch the project, but staff provides substantial support and staff is set up to continue to maintain the system after the project wraps up.

Trustee Sperber inquired as to whether the programs being provided are canned programs. Staff stated that the consultant is utilizing a specific industry standard software platform with customized applications. The project was scoped to allow for responsibility for the system to transition from the consultant to staff upon completion.

7. GENERAL MEMBER COMMENTS, QUESTIONS AND ITEMS FOR FUTURE COMMITTEE MEETINGS

Trustee Rose asked that an update on the Dermody Properties land development be presented at a future scheduled Committee Meeting.

8. PUBLIC COMMENT

None.

9. ADJOURNMENT

The meeting was called to order at 9:29 a.m. and was adjourned at 10:26 a.m.

JR: JM/lg

\*\*\* These draft minutes have not yet been approved and are subject to revision at the next regularly scheduled meeting. \*\*\*



# Board Memorandum

Reno-Tahoe Airport Authority

**Date:** August 2, 2017 **Memo:** # 17(08)-41  
**To:** Chairman and Board Members **For:** August 10, 2017 Board Meeting  
**From:** Marily M. Mora, A.A.E., President/CEO  
**Subject:** **AUTHORIZATION FOR THE PRESIDENT/CEO TO AWARD A CONSTRUCTION CONTRACT FOR THE 2017 LANDSIDE PAVEMENT REPAIRS AND REHABILITATION PROJECT AT RENO-TAHOE INTERNATIONAL AIRPORT, WITH Q&D CONSTRUCTION, IN THE AMOUNT OF \$449,006.99**

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## **STAFF RECOMMENDATION**

Staff recommends the Board authorize the President/CEO to award a construction contract for the 2017 Landside Pavement Repairs and Rehabilitation Project at Reno-Tahoe International Airport, with Q&D Construction, in the amount of \$449,006.99.

## **PURPOSE**

The purpose of this action is to request authorization for the President/CEO to award a construction contract for the 2017 Landside Pavement Repairs and Rehabilitation project at Reno-Tahoe International Airport to Q&D Construction. This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priority # 1 – Increase Air Service, Strategic Priority # 2 - Optimize General Aviation Operations and Services, Strategic Priority # 4 – Facilitate Economic Development at Both Airports, and Strategic Priority # 5 – Provide a Positive Environment and Experience for All, and the Guiding Principle of Safety and Security, as adopted in the RTAA Fiscal Year (FY) 2014-2018 Comprehensive Strategic Plan.

## **BACKGROUND**

To maximize the useful life of the Airport pavement assets, the RTAA has implemented a Landside Pavement Management System for areas outside of the Air Operations Area (AOA) not eligible for federal grants. This program evaluates the condition of various landside pavements, provides recommendations for reconstruction and maintenance, as well as generates cost estimates for a multi-year rehabilitation program. The program establishes the scope and budget for landside pavement maintenance and reconstruction on a rolling 5-year basis. The evaluation ranks pavement areas in priority of needing rehabilitation for programming and budgetary purposes.

As part of the overall RTAA Pavement Management System, the 2016 Landside Pavement Management Program Survey identified pavement repairs and reconstruction for the Ground Transportation Center (GTC) - Phase 2 as the highest priority. The asphalt pavement ranges from 20 to over 30 years old, and accommodates most of the commercial vehicle operations in the terminal area. The work areas were coordinated with RTAA Landside Operations and Airfield Maintenance staff.

The pavement condition evaluation is conducted and updated on an annual basis by Stantec, as authorized in Board Memo #17(02)-05, dated February 1, 2017. Stantec generated plans and specifications for the proposed work, and the contract documents were issued for bids in July 2017. This construction contract is specifically for the 2017 Laneside Pavement Repairs and Rehabilitation. The work contained in the construction contract consists of:

- Ground Transportation Center (GTC) Phase 2 - Full depth asphaltic concrete (AC) pavement reconstruction of the GTC east and west perimeters. The reconstruction of a section of pavement adjacent to the east perimeter is shown on the plans and bid schedule as Bid Option - A.

The attached Exhibit shows the work areas for the 2017 Laneside Pavement Repairs and Rehabilitation project. The 2017 GTC work is Phase 2 of a multi-year reconstruction, with future phases to be designed, bid, and constructed in subsequent years. The GTC Phase 1 work consisted of the reconstruction of the south perimeter in 2016. This sequence of construction allows for ongoing operation of commercial vehicle activities without the need and expense of relocating the GTC during the construction work. The phasing also accommodates the funding constraints in the Capital Improvement Projects (CIP) program budget, for any single fiscal year.

Table 1 below is a list of work areas contained in the 2017 construction documents. Funding for the project is allocated from the RTAA FY 2017-2018 Capital Projects budget.

**Table 1 – Work Areas  
 2017 Laneside Pavement Repairs & Rehabilitation**

Work Area
Base Bid - Ground Transportation Center – Phase 2 (east & west perimeters)
Bid Option A - Additional Paving (adjacent to east perimeter)

**DISCUSSION**

The 2017 Laneside Pavement Repairs and Rehabilitation project was publicly advertised on July 12, 2017 and bids were opened on August 2, 2017. Bids were received from the following contractors:

Bidder	Base Bid	Bid Option -A	Total Bid
West Coast Paving	\$409,760.00	\$31,240.00	\$441,000.00
Q&D Construction	\$419,006.99	\$30,000.00	\$449,006.99
Granite Construction	\$434,434.00	\$30,030.00	\$464,464.00
Sierra Nevada Construction	\$471,007.00	\$25,000.00	\$496,007.00
Engineer’s Estimate	\$430,080.00	\$28,600.00	\$458,680.00

The bid submitted by West Coast Paving was determined to be non-responsive, since the Contractors Schedule was not included in the proposal, as required in the Instructions to Bidders (IB-06 Form and Content of Proposal).

The low, responsive, and responsible bidder is Q&D Construction in the amount of \$449,006.99. The basis of award for the contract is for the Base Bid and Bid Option - A. The bids were reviewed for conformance with the bid requirements, and recommendation is made to award the construction contract to Q&D Construction.

The Base Bid consists of full depth asphaltic concrete (AC) pavement reconstruction of the GTC east and west perimeters (3,260 square yards). Bid Option - A is full depth asphaltic concrete (AC) pavement reconstruction of a section of pavement adjacent to the east perimeter (280 square yards).

The pavement reconstruction will require 46 calendar days to complete. The construction is scheduled to occur from September to October 2017. The work areas will be barricaded and access will be restricted with various traffic controls in effect. Construction at the GTC will require barricading of the east and west perimeters GTC. Access for commercial vehicles and passenger loading will be available at all times using a reduced vehicle staging area.

Construction Management services shall be procured separately with Amendment No. 4 (Work Order 17-05) to the 2017 Construction Management (CM) Professional Services Agreement with Atkins North America, pending approval by separate Board action at the August 2017 Board meeting.

The construction contract and other project costs are tabulated in the following Table 2 – Project Estimate At Completion:

**Table 2 – Project Estimate At Completion**

Pre-Construction / Design Services*	Construction Management	Construction	Other Direct Costs	Estimate At Completion
\$19,100* (PMS)	\$71,500	\$449,007	\$77,375	\$677,982
\$61,000* (Design)				

\* Pre-Construction services consist of Pavement Management System (PMS) field inspections, evaluations, budget cost estimates, and annual report. Design services are specifically for the 2017 Landside Pavement construction package.

Both Pre-Construction and Design services costs are allocated to the 2017 Pavement Management System Program PSA with Stantec (Board Memo #17(02)-05, dated February 1, 2017) and are not a part of the construction contract. Construction Management services are also procured separately.

Other Direct Costs include, but are not limited to, permits, utility company fees, environmental testing, legal advertisements, printing, and administrative costs. Environmental remediation is a standard exclusion from the contract and is not anticipated for this project.



**COMPANY BACKGROUND**

Q&D Construction has a local office in Sparks, Nevada. All of the work associated with this project is expected to be performed by the staff based in the Reno/Sparks area, and will primarily utilize locally based subcontractors and material suppliers. Q&D Construction has performed several construction projects at the Reno–Tahoe International (RNO) and Reno–Stead (RTS) Airports, including the 2016 Airfield Pavement Repairs. The local Q&D Construction personnel have prior experience in airport construction, phasing airport construction work, and coordinating facility closures at the RNO and RTS Airports.

**FISCAL IMPACT**

The construction project is funded by the FY 2017-2018 Capital Projects Budget in the amount of \$600,000, and a FY 2016-17 budget carryover of \$77,982. The program budget is \$677,982, with \$460,000 allocated for construction.

**COMMITTEE COORDINATION**

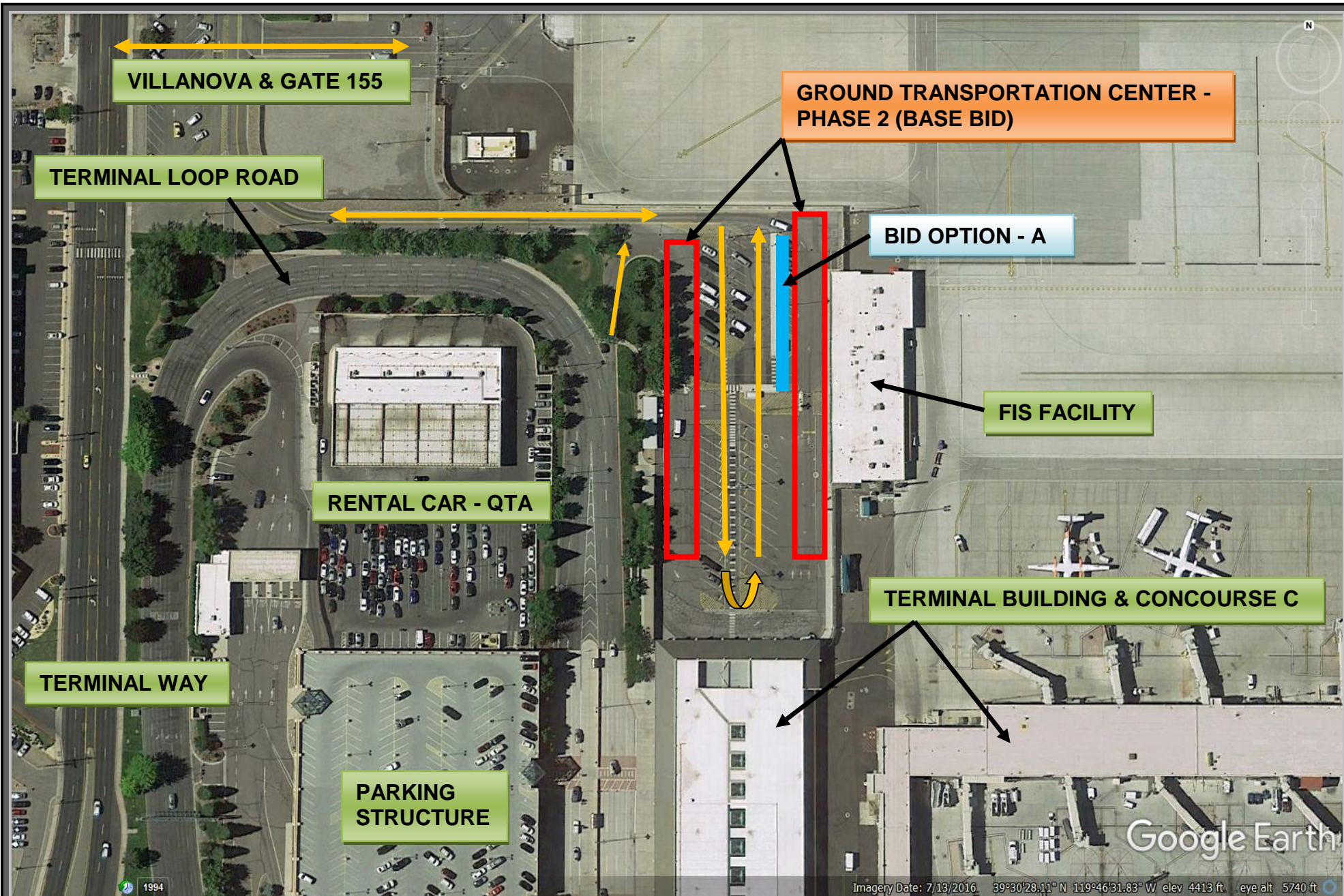
This item is scheduled to be presented at the August 8, 2017 Planning and Construction Committee meeting.

**RECOMMENDED MOTION**

It is hereby recommended that the Board adopt the following motion:

“It is hereby moved that the Board authorizes the President/CEO to award a construction contract for the 2017 Landside Pavement Repairs and Rehabilitation project at Reno-Tahoe International Airport with Q&D Construction, in the amount of \$449,006.99, and authorizes the President/CEO or her designee to sign.”

MMM/dl/cj



**Reno-Tahoe  
International  
Airport**

**RENO – TAHOE INTERNATIONAL AIRPORT  
2017 LANDSIDE PAVEMENT REPAIRS (GTC – PHASE 2)**



# Board Memorandum

Reno-Tahoe Airport Authority

**Date:** August 2, 2017  
**To:** Chairman & Board Members  
**From:** Marily M. Mora, A.A.E., President/CEO  
**Subject:** **AUTHORIZATION FOR THE PRESIDENT/CEO TO EXECUTE AMENDMENT NO. 4 (2017 LANDSIDE PAVEMENT REPAIRS AND REHABILITATION) TO THE PROFESSIONAL SERVICES AGREEMENT FOR 2017 ANNUAL CONSTRUCTION MANAGEMENT SERVICES FOR THE AIRPORT CAPITAL IMPROVEMENT PLAN AT RENO-TAHOE INTERNATIONAL AIRPORT AND RENO-STEAD AIRPORT, WITH ATKINS NORTH AMERICA, IN THE AMOUNT OF \$71,500, FOR A TOTAL OF \$503,300**

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## **STAFF RECOMMENDATION**

Staff recommends that the Board authorize the President/CEO to execute Amendment No. 4 (2017 Landside Pavement Repairs and Rehabilitation) to the Professional Services Agreement (PSA) for 2017 Annual Construction Management (CM) Services for the Airport Capital Improvement Plan (ACIP) at Reno-Tahoe International Airport and Reno-Stead Airport, with Atkins North America, in the amount of \$71,500, for a total of amount \$503,300.

## **PURPOSE**

The purpose of this action is to request authorization for the President/CEO to execute Amendment No. 4 to the PSA for 2017 Annual CM Services at Reno-Tahoe International Airport and Reno-Stead Airport. This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priority # 1 – Increase Air Service, Strategic Priority # 2 - Optimize General Aviation Operations and Services, Strategic Priority # 4 – Facilitate Economic Development at Both Airports, and Strategic Priority # 5 – Provide a Positive Environment and Experience for All, and the Guiding Principle of Safety and Security, as adopted in the RTAA Fiscal Year (FY) 2014-2018 Comprehensive Strategic Plan.

## **BACKGROUND**

In order to implement the construction of capital projects, the RTAA has retained Atkins North America to provide CM services. These services augment RTAA staffing for specialized technical services and seasonal construction periods. Construction Management services are industry standards and are required by Federal Aviation Administration (FAA) regulations to ensure proper administration, inspection, and quality assurance for federally funded construction projects.

The CM services include, but are not limited to, program administration, project management, client coordination, agency coordination, pre-construction services, design review, cost estimates, project controls (cost and schedule), bid evaluation, contract administration, construction management, owner's representation, construction inspection, materials testing, survey controls, quality assurance, and other related tasks.

A Request for Qualifications (RFQ) was advertised in September 2015 for 2016-2018 Construction Management services, with the option to extend the agreement for calendar years 2019 and 2020. On September 24, 2015, a total of three firms submitted Statements of Qualifications (SOQ) in response to the advertised RFQ. The RTAA Selection Committee reviewed the submittals and ranked the firms based on qualifications. The Selection Committee determined Atkins North America (Atkins) as the most qualified firm, based on their experience in construction management, previous airport project experience, and available resources.

The Professional Services Agreement (PSA) for 2017 Construction Management Services was approved at the December 2016 Board meeting (Board Memo #16(12)-41, dated November 30, 2016). Subsequently, Amendment No. 1 (Board Memo #17(02)-07, dated February 1, 2017), Amendment No. 2 (Board Memo #17(04)-17, dated April 5, 2017), and Amendment No. 3 (Board Memo #17(07)-36, dated July 5, 2017) to the agreement were approved by the Board. A summary of Board and Administrative actions associated with the PSA for the 2017 Annual Work Plan for CM services with Atkins North America is provided in Table 1 - 2017 Annual Work Plan.

The Agreement contains provisions to accommodate changes in project scope and the addition of new work orders. This allows for fees to be negotiated on a project specific basis, with the ability to add or modify services as project scope and schedules are developed.

### **DISCUSSION**

This amendment adds Construction Management (CM) services to the Atkins 2017 Annual Work Plan for:

- Work Order 17-05 2017 Landside Pavement Repairs & Rehabilitation (RNO)

The services consist of owner's representation, construction management, project administration, a resident engineer, quality assurance, survey controls, construction inspection, materials testing, contract administration, and tenant coordination. The services and corresponding fee negotiations for the above Work Order 17-05 are based on the duration of construction and the content of the design for the project.

These additional services are in conformance with the standard provision in the Board approval for construction contracts: "Construction Management Services will be retained by a separate amendment to the agreement for 2017 Annual CM Services, with Atkins North America".

The following Table 1 – 2017 Annual Work Plan, itemizes the individual project specific work orders contained in the initial agreement and subsequent amendments, including this pending Amendment No. 4:

**Table 1 - 2017 Annual Work Plan**

Work Order	Project	Funds	Board Approval	PM/CM Fee
17-01 (RNO & RTS)	Project Programming and Admin. Services	Airport Improvement Program (AIP) Grant	December 8, 2016 # 16(12)-41	\$46,000
<b>Amendment No. 1</b>				
17-02 (RTS)	Aircraft Parking Apron – Concrete Pads (RTS)	Airport Improvement Program (AIP) Grant	February 9, 2017 #17(02)-07	\$242,000
<b>Amendment No. 2</b>				
17-03 (RTS)	NVARNG Access Road Rehabilitation (RTS)	FY 2015-16 & FY 2016-17 Capital Projects Budget	April 13, 2017 #17(04)-17	\$76,600
<b>Amendment No. 3</b>				
17-04 (RNO)	2017 Airside Pavement Repairs & Rehabilitation (RNO)	FY 2017-18 Capital Projects Budget	July 13, 2017 #17(07)-36	\$67,200
<b>Amendment No. 4</b>				
17-05 (RNO)	2017 Landside Pavement Repairs & Rehabilitation (RNO)	FY 2017-18 Capital Projects Budget	Pending	\$71,500
				<b>Total \$503,300</b>

**COMPANY BACKGROUND**

Atkins North America has a local office of approximately 35 members in Reno, Nevada and is headquartered in Tampa, Florida. The work associated with this project will be performed by personnel based in Reno. Atkins has performed CM services at Reno-Tahoe International and Reno-Stead Airports since 2006. The local Atkins personnel have extensive experience in airfield pavement construction, phasing airport construction work, and specific inspection and materials testing staff for projects at both RNO and RTS Airports. Additionally, their North American Aviation Group has extensive expertise and resources in all aspects of aviation related capital projects.

**FISCAL IMPACT**

Amendment No. 4 for \$71,500 will be funded by the FY 2017-2018 Capital Projects Budget.

The current 2017 Annual Work Plan for CM services of \$431,800 is increased by Amendment No. 4 in the amount of \$71,500, for a total of \$503,300.

**COMMITTEE COORDINATION**

This item is scheduled to be presented at the August 8, 2017 Planning and Construction Committee meeting.

**RECOMMENDATION**

It is hereby recommended that the Board adopt the following motion:

“It is hereby moved that the Board authorizes the President/CEO to execute Amendment No. 4 (2017 Landside Pavement Repairs & Rehabilitation) to the Professional Services Agreement for 2017 Annual Construction Management Services, with Atkins North America, in the amount of \$71,500, for a total of amount \$503,300, and authorizes the President/CEO, or her designee to execute the amended agreement.”

MMM/dl/cj

**RENO-TAHOE AIRPORT AUTHORITY  
PLANNING AND CONSTRUCTION COMMITTEE  
PROJECT STATUS REPORT  
AUGUST 2017**

**Reno-Stead Airport Projects**

**Runway 8-26 Reconstruction (Stead)**

A Request for Qualifications (RFQ) was solicited in October 2016 for the selection of a Consultant for design services. Statements of Qualifications (SOQ) were received from submitting firms on November 18, 2016. The Evaluation Committee met on December 21, 2016 to review the SOQ's and selected Wood Rodgers Inc. as the most qualified consultant. A pre-proposal meeting was conducted on January 6, 2017 with the Consultant and RTAA Staff. The Professional Services Agreement (PSA) for design services was subsequently negotiated with Wood Rodgers, and the PSA and Sponsor Certification was then submitted for FAA review. The agreement for design services was approved at the February 2017 Board meeting.

The project consists of providing design services for the Runway 8-26 Reconstruction project. The existing asphaltic concrete (AC) runway has deteriorated and is at the end of its useful life. Runway 8-26 is 7,608 feet long by 150 feet wide and was previously rehabilitated in 1993. The runway reconstruction area is approximately 126,800 square yards of asphalt pavement. The work consists of removal of existing asphalt pavement, excavation, stabilizing fill, base material, utility relocation, runway pavement, AC over-runs, gravel shoulders, drainage, lighting, signage, markings, and related appurtenances.

Specific project requirements and design features for the project will be developed in collaboration with project stakeholders, as part of the design process. The design services shall include construction phasing plans to accommodate aircraft operations and contingency plans for aircraft, aerial firefighting, military, and special event operations, such as the Air Races, during construction.

This project is funded by a Federal Aviation Administration (FAA) grant, as part of the Airport Improvement Program (AIP). The estimated budget for the total program, including the Sponsor share, construction and soft costs, is \$21,900,000. The AIP grant offer of \$20,531,250 was issued by the FAA and accepted by the RTAA on September 21, 2016. The design shall be in accordance with FAA Advisory Circulars, AIP Required Contract Provisions, and other applicable federal, state, and local requirements.

The design services have been initiated with Wood Rodgers Inc. and the geotechnical investigation and field survey work was conducted from April 17 to 21, 2017. The geotechnical work consists of several test pits (3 ft. x 3 ft. excavations) in the Runway 8-26 pavement, and required a five day runway closure. Runway 14-32 remained in service during that time. The Runway 8-26 closure was coordinated with the Stead Airport Manager and Stead Airport users. Pilots were notified and the proper Notice to Airman (NOTAM) was published.

The geotechnical report is being finalized and the 30% design package was submitted for RTAA Engineering review on May 26, 2017. The Basis of Design Report was reviewed with the design team on June 23, 2017, which included initial construction phasing plans. **The first project stakeholder meeting was conducted on July 26, 2017 with the Stead Airport Manager, RTAA Engineering,**

**and representatives from the Stead Airport Users Group, Reno Air Racing Association (RARA), Aviation Classics, Bureau of Land Management (BLM), and Nevada Army National Guard (NVARNG). The initial construction phasing concepts were presented to these airport users for coordination of aircraft operations during the closure of Runway 8-26 for construction.**

**The Basis of Design Report was finalized on July 17, 2017 and design work is proceeding using the criteria established in this report. Stakeholder outreach and coordination will continue with additional stakeholders as the construction phasing plans are fully developed.** The final design package is scheduled for construction bids in January 2018.

**NVARNG Access Road Rehabilitation and Taxiway D Resurfacing (Stead)**

This project consists of two separate components – the Nevada Army National Guard (NVARNG) Access Road Reconstruction and the Taxiway “D” Resurfacing. Both of these components are part of an overall program which is a combination of Fiscal Year (FY) 2015-16 and FY 2016-17 Capital Improvement Project budget items. The overall program was configured to fund Phase 1 design work and a portion of construction under the FY 2015-16 CIP, and the remaining Phase 2 construction work under the FY 2016-17 CIP budget. The total program budget is \$981,150.

A Request for Qualifications (RFQ) was solicited in April 2016 for the selection of a Consultant for design services. Statements of Qualifications (SOQ) were received from six submitting firms on April 28, 2016. The Evaluation Committee met on May 9, 2016 to make a selection of the most qualified consultant. Stantec was determined to be the most qualified consultant by the evaluation committee. The Professional Services Agreement (PSA) for design services was subsequently negotiated with the Consultant. The agreement with Stantec, in the amount of \$66,300, was approved at the July 2016 Board meeting (Board Memo #16(07)-24, dated July 6, 2016).

This project consists of partial repair and reconstruction of the NVARNG access road (3,824 feet long by 24 feet wide) and a slurry seal for Taxiway D (11,200 square yards). The access road work is a combination of slurry sealing of existing pavement and reconstruction of specific areas of 4 inch thick asphalt pavement, over 6 inch thick aggregate base material. The work on Taxiway D includes a “Micro Surface” slurry seal and limited asphalt patching.

Separate construction packages will be issued for the NVARNG Access Road and Taxiway D components. The Taxiway D work was awarded to Sierra Nevada Construction, in the amount of \$162,007, at the September 2016 Board meeting (Board Memo #16(09)-35, dated August 31, 2016). A Notice to Proceed was issued for October 17, and the work was completed on November 2, 2016.

The bid package for the NVARNG Access Road Rehabilitation was issued as a separate bid package for bid opening on February 28, 2017, in order to start construction in spring 2017. This will sequence the road construction to accommodate various construction projects currently being conducted by the NVARNG, as part of their capital improvements program. This schedule will also ensure completion prior to the National Championship Air Races in September 2017.

The construction contract for the NVARNG Access Road was awarded to Granite Construction Company, in the amount of \$490,490, at the April 2017 Board meeting (Board Memo #17(04)-16, dated April 5, 2017). A Notice to Proceed was issued for June 17, 2017. Pavement removal, excavation, installation of cement treated base (CTB) **and asphalt pavement were conducted with minimal impact to NVARNG operations. The construction work is substantially complete, and**



**the final inspection was conducted on July 18, 2017. Project close will begin upon the submittal of final payment application by the contractor.**

**Aircraft Parking Apron – Concrete Pads (Stead)**

A Request for Qualifications (RFQ) was solicited in January 2016 for the selection of a Consultant for design services. Statements of Qualifications (SOQ) were received from five submitting firms on February 11, 2016. The Evaluation Committee met on March 3, 2016 to make a selection of the most qualified consultant. Dyer Engineering Consultants was determined to be the most qualified consultant by the evaluation committee. The Professional Services Agreement (PSA) for design services was subsequently negotiated with the Consultant. The agreement with Dyer Engineering Consultants, in the amount of \$218,000, was approved at the April 2016 Board meeting.

The project consists of providing design services for constructing several Portland Cement Concrete Pavement (PCCP) aircraft parking pads (approximately 60,000 square feet) in the existing asphaltic concrete (AC) aircraft parking apron. The location and configuration of the concrete pads will be determined as part of the schematic design phase. As part of the design process, specific project requirements and design features for the project will be developed in collaboration with project stakeholders. The design services shall include construction phasing plans to accommodate aircraft taxiing, parking, and contingency plans for aircraft and special event operations during construction. The design work was initially funded by the RTAA Special Purpose Fund, pending reimbursement from a subsequent Airport Improvement Program (AIP) grant. The Federal Aviation Administration (FAA) requested a grant pre-application covering design and construction in March 2016. An updated grant application will be submitted after the construction bid opening in early 2017. The estimated budget for this program including design, construction, and administration is \$2,775,000. An AIP grant for the design portion of the project was issued by the FAA for \$258,750 on June 27, 2016. The design shall be in accordance with FAA Advisory Circulars and other applicable federal, state, and local requirements.

The design work is 100% complete, and the construction documents have been reviewed by the FAA for final approval. The construction package was issued for bids on January 4, 2017 and the bid opening date was January 26, 2017. This will allow for FY 2017 AIP grant funding to be available and construction to occur in spring prior to Pylon Racing Seminar (PRS) in June 2017. The construction contract was approved at the February 2017 Board meeting and is contingent on a pending AIP grant.

The Department of Transportation issued a DOT Grant Award Notice on May 17, 2017, identifying the RTAA as the recipient of a grant for \$2,475,000. The AIP grant offer from the FAA Airports District Office (ADO) **was received on June 22, 2017**, providing complete funding for the construction contract. Due to the late date in receiving the grant, the construction schedule **will be modified to begin construction in March 2018. This will avoid a constrained construction season considering construction suspension for the Air Races, and a subsequent winter shutdown. This will allow for completion of the project in late spring 2018, prior to the seasonal BLM firefighting operations in early summer.**

**Reno-Tahoe International Airport Projects**

**Terminal Elevator Replacement and New Elevator Installation (Reno)**

The Professional Services Agreement (PSA) with H+K Architects for the Program Study for the Terminal Elevators Replacement & New Elevator Installation project, in the amount of \$25,000, was

approved by Administrative Award on November 3, 2016. The Program Study will determine project parameters with stakeholders to generate baseline facility requirements for the replacement of (4) four existing elevators and the installation of (1) one new elevator.

The Program Study was initiated with a Project Kick off meeting on November 22, 2016. This meeting included the Consultants field inspection of the site and elevator equipment. The meeting also included stakeholder coordination with various RTAA Divisions. A Basis of Design Report shall be prepared summarizing project requirements, operation and maintenance issues, preferred locations, design objectives, architectural and engineering design criteria, regulatory requirements, proposed alternates, building materials, constructability, and budgetary cost estimates. The draft report was reviewed by RTAA Stakeholders, and the final report was issued on June 30, 2017.

The recommendations in the study will be the basis for project scope definition for the purpose of stipulating the design services for the preferred alternate. Design services are not included in this agreement, and may be retained in the future as an amendment to this contract, or as a separate solicitation. The Program Study allocation of \$25,000 is funded as part of the overall PFC #13 budget of \$2,450,000 for this project.

#### **Pavement Management System Program (Reno)**

The Professional Services Agreement (PSA) with Stantec Consulting for the 2017 Airfield and Landside Pavement Management System (PMS) Program, was approved, in the amount of \$238,800 at the February 2017 Board meeting. The services consist of airfield pavement inspections (2017 annual update), airfield pavement repairs and rehabilitation (2017 design work – Phase 12), landside pavement inspections (2017 annual update), and RNO landside pavement rehabilitation (2017 design work). The program is funded from the Fiscal Year (FY) 2016-2017 Capital Improvements Budget.

The Request for Qualifications (RFQ) for design and inspection services was publically advertised and Statement of Qualifications (SOQ) were received in November 2014. An evaluation committee comprised of RTAA staff reviewed the submittals and determined Stantec as the most qualified firm for the project. The RFQ was structured for the Consultant to provide services for 2015 with options for two additional years of service for 2016 and 2017, at the discretion of the RTAA, for a potential total of up to three years. This proposed agreement for calendar year 2017 would exercise the third year option of the solicitation.

Airfield and Landside pavement inspections were started at Reno-Tahoe and Reno-Stead Airports on March 23, 2017. The inspections are scheduled to be completed in August 2017, and the Pavement Management System database and reports will be generated in the fall of 2017.

2017 Airfield Pavement Repairs- Construction documents were issued for bids in June 2017 and the bid opening was conducted on July 6, 2017. **The construction contract was approved at the July 2017 Board meeting and the Notice to Proceed will be issued in early August. The construction work consists of concrete pavement repairs on Runway 7-25, and will be scheduled for August to October 2017.**

2017 Landside Pavement Repairs- **Construction documents were issued for bids in July 2017, and the bid opening was conducted on August 2, 2017. The construction contract will be presented for approval at the August 2017 board meeting. The construction work consists of asphalt pavement reconstruction at the east and west perimeter of the Ground Transportation Center (GTC) – Phase 2, and is scheduled for September to October 2017.**

### **Disadvantaged Business Enterprise (DBE) - Disparity Study (Reno)**

Disparity studies are used to establish Disadvantaged Business Enterprise resource metrics for federally funded programs. The proposed study will quantify the availability of DBE resources and the actual utilization in contracts conducted by agencies. The potential differential between availability and utilization (i.e. “disparity”) will be examined to evaluate participation levels in contracts subject to DBE guidelines.

The RTAA entered into an Inter-Local Agreement (Board Memo #15(02)-05, dated February 4, 2015) with other public agencies (Consortium) for the purpose of conducting a Disparity Study. Joint participation allows the costs of the study to be pro-rated to the various agencies based on their history of capital projects. The participating agencies are McCarran International Airport (Clark County), Regional Transportation Commission of Southern Nevada (RTC – Southern Nevada), Regional Transportation Commission of Washoe County (RTC – Washoe County) and Reno-Tahoe Airport Authority (RTAA). The overall cost of the study is \$689,215, with the RTAA share being \$110,608.

BBC Consulting was retained by the Consortium to conduct the Disparity Study. The program initiation meetings were held in southern Nevada on August 10<sup>th</sup> and 11<sup>th</sup> and in northern Nevada (RTIA) on August 12<sup>th</sup> of 2015. A procurement outreach session, facilitated by the Governor’s Office of Economic Development (GOED) was conducted on October 15, 2015 at Truckee Meadows Community College (TMCC). A public hearing for the disparity study was conducted on October 21, 2015 at the Regional Transportation Commission (RTC) – Washoe County.

The Disparity Study consists of thirteen separate project tasks including, public outreach, data gathering, market analysis, and evaluation of DBE availability and utilization. The Consultant has analyzed DBE utilization data from recent construction projects by the participating agencies. The project timeline of fourteen months has been extended an additional 60 days in order to conduct additional stakeholder outreach. Under the revised schedule, the draft report was submitted on September 30, 2016. A cursory review of the draft report with the RTAA Engineering Division was conducted by BBC Consulting on October 6, 2016. Additional comments from the RTAA and participating agencies are being coordinated with BBC Consulting in order to finalize the report. A review meeting with the consultant and the Consortium **was conducted on July 17, 2017. Review comments from the Consortium were discussed with BBC Consulting and additional analysis will be conducted by BBC regarding DBE availability. The anticipated completion date for the final report is October 2017.**

### **Airport Master Plan**

**Recent efforts on the Airport Master Plan have focused on alternatives development. Alternatives development, which identifies solutions to address current and future facility deficiencies, consists of at least three (3) phases. Phase 1 includes creation of the evaluation criteria matrix to be used to weigh the alternatives and development of preliminary, conceptual alternatives.**

**Phase 2 alternatives development, which further develops and refines the alternatives and begins the formal evaluation process, is underway. In order to thoroughly and publicly vet the alternatives, the project team has elected to add more time into the schedule to allow for extended outreach in conjunction with Phase 2. Phase 2 outreach is targeted to begin in September and will include an Airport Authority management team workshop, all employee and**

**all tenant open houses, a public information meeting, a master plan working group meeting, and a Board Workshop. The Board Workshop will be held in October.**

**Phase 3 alternatives development will result in a new draft chapter (Airport Alternatives and Environmental Considerations) which will identify no more than three (3) alternatives per “area” (e.g. landside, terminal, etc.) based on the evaluation criteria.**

#### **Geographic Information System (GIS)**

**Since the new Airport Authority GIS went live in April 2017, Planning staff have worked with the consultant, Arora Engineering, to test and implement the first three contracted GIS applications: a Data Viewer tool, an Airspace surfaces visualization application, and a Mobile Data Collection tool.**

**Arora Engineering and Planning staff have focused their recent efforts on the upcoming Airfield Signage and Marking tool, which is expected to make its debut this summer as well as the Mobile Data Collection Tool. The Airfield Signage and Marking tool will allow users to map and identify airfield signage and markings and create maps necessary for FAA Part 139 inspections. The Mobile Data Collection application lets users gather, edit, and upload attributes related to airport assets. Preliminary field tests of the Mobile Data Collection application, with the assistance of Airport Rescue and Firefighting staff, are underway.**

**In collaboration with Human Resources, Planning staff developed an organization-wide training program as part of the application roll outs. To date, a total of seven (7) training sessions have been held.**

**Future applications include an Electronic Document Management tool and a Leasehold & Property Management tool. The Electronic Document Management application will provide users with the ability to pull up engineering level documents by geographic location on a grid map or by key word search. The Leasehold & Property Management tool will link Airport Economic Development property data geospatially using the Airport Business Management system. Linked leaseholds would include spaces within the terminal building in addition to other buildings owned by the Airport Authority.**