

RENO-TAHOE AIRPORT AUTHORITY BOARD OF TRUSTEES
PLANNING & CONSTRUCTION COMMITTEE
Minutes from the Meeting
August 8, 2017
10:00 a.m.

In Attendance:

Jenifer Rose, Trustee*
Lisa Gianoli, Trustee**
Jessica Sferrazza, Trustee***
Carol Chaplin, Trustee
Daniel Farahi, Trustee
Art Sperber, Trustee
Shaun Carey, 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
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. **ROLL CALL**

Roll was called.

2. **APPROVAL OF MEETING MINUTES FROM APRIL 11, 2017 AND JULY 11, 2017**

A motion was made by Trustee Gianoli, seconded by Trustee Sferrazza, and the Committee unanimously approved the minutes from the April 11 and the July 11, 2017 Planning & Construction Committee meetings.

3. **PUBLIC COMMENT**

None.

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

RTAA Planning & Construction Committee
Minutes of August 8, 2017 Meeting

- 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

Staff gave a presentation requesting Committee recommendation for Board approval for 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

Staff outlined the location and scope of the proposed pavement repairs at the Ground Transportation Center. The bid results were listed and a non-responsive bid was discussed. The basis of award for the contract is the Base Bid and Bid Option A. The overall program budget was reviewed, including previously approved items for design and pavement management. Trustee Rose asked for clarification if Board approval is requested for the program budget or only the construction contract. Staff stated that approval is requested for only the construction contract for \$449,006.99, and the program budget is presented as background information for previously approved items and the total program estimate at completion.

Trustee Sferrazza inquired as to whether staff is seeing an increase in labor costs and if construction costs are still within our budgeted amounts. Staff stated that at this point in time we are not seeing any changes, but anticipates that we may see increases in prevailing wages given current market conditions. Going forward into next year, staff will have to monitor prevailing wages and possibly adjust budgets as needed. Trustee Sferrazza asked if these jobs are considered prevailing wage jobs. Staff stated that these are public works projects over \$250,000 which requires prevailing wages that are in affect at time of bidding.

Trustee Sferrazza inquired as to whether there is an opportunity for outreach to smaller companies who have not been awarded contacts at the Airport in the past. Staff stated that last year two outreach meetings were conducted as part of the Disadvantaged Business Enterprise (DBE) program, which includes a Small Business Enterprise (SBE) component. This and additional outreach will continue for future projects.

A motion was made by Trustee Rose, seconded by Trustee Sferrazza, and the Committee unanimously recommended this item [#17(08)-41] go to the Board for approval at the upcoming Board meeting.

- 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.

Staff gave a presentation requesting Committee recommendation for Board approval for 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.

A motion was made by Trustee Sferrazza, seconded by Trustee Gianoli, and the Committee unanimously recommended this item [#17(08)-42] go to the Board for approval at the upcoming Board meeting.

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 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]

RTAA Planning & Construction Committee
Minutes of August 8, 2017 Meeting

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]

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.

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

RTAA Planning & Construction Committee
Minutes of August 8, 2017 Meeting

Trustee Sferrazza inquired about the status of the Terminal Roadway Project at Reno-Stead Airport. Staff stated that a bid package would be going out in early spring of 2018 with construction initiation in April or May 2018.

Trustee Rose asked about the update on the Dermody Properties land development that she requested at last month's meeting. Staff indicated that due to there being no sufficient updates at this time, this topic will be presented to the full Board in September.

9. PUBLIC COMMENT

None.

10. ADJOURNMENT

The meeting was called to order at 10:00 a.m. and was adjourned at 10:25 a.m.

JR: JM/lg