

**RENO-TAHOE AIRPORT AUTHORITY BOARD OF TRUSTEES**  
**PLANNING & CONSTRUCTION COMMITTEE**  
**Minutes from the Meeting**  
**September 12, 2017**  
**10:00 a.m.**

In Attendance:

Art Sperber, Trustee\*  
Daniel Farahi, Trustee\*\*  
Shaun Carey, Trustee\*\*  
Carol Chaplin, 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

\* 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 AUGUST 8, 2017

A motion was made by Trustee Carey, seconded by Trustee Farahi, and the Committee unanimously approved the minutes from the August 8, 2017 meeting.

3. PUBLIC COMMENT

None.

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

- a. #17(09)-45 AUTHORIZATION FOR THE PRESIDENT/CEO TO AWARD A CONSTRUCTION CONTRACT FOR THE 800 MHZ RADIO SYSTEM (PHASE 2) PROJECT AT RENO-TAHOE INTERNATIONAL AIRPORT, WITH SIERRA ELECTRONICS, IN THE AMOUNT OF \$149,905

Staff gave a presentation requesting the Committee's recommendation for Board approval to give Authorization for the President/CEO to Award a

RTAA Planning & Construction Committee  
Minutes of September 12, 2017 Meeting

Construction Contract for the 800 MHz Radio System (Phase 2) Project at Reno-Tahoe International Airport, with Sierra Electronics, in the Amount of \$149,905.

The contract consists of the installation of a distributed antenna system, bi-directional amplifiers, uninterrupted power supplies, associated conduit, cables, electrical work, and system testing and commissioning. This new equipment augments the existing 800 MHz radio system currently in service with the Reno-Tahoe Airport Authority (RTAA) and interfaces with the Washoe County Regional Communications System (WCRCS).

Trustee Carey inquired as to whether there would be other phases of work since this is stated as Phase 2. Staff stated that no, this phase will complete the work and is the final phase. Galena Group performed an evaluation of radio coverage in the Terminal and Concourses with recommendations for equipment installation. The Phase 1 equipment was installed in 2014 to provide enhanced radio coverage in the newly constructed consolidated security checkpoint area. This contract with Sierra Electronics is for the Phase 2 improvements for the concourses, connector, and baggage make up areas of the Terminal building. These improvements are expected to alleviate the issues identified in the Galena Group study.

Trustee Farahi inquired as to whether this project has advanced capabilities in regards to what the Master Plan project is showing for future growth at the Airport. Staff stated that the equipment is made to transition to the 700 MHz frequency range. The Washoe County system currently operates on the 800 MHz frequency, however, they intend to upgrade their system to a 700 MHz frequency. Staff stated that regarding the Master Plan, as facilities are constructed or expanded in the terminal area, staff anticipates that the system can be expanded to provide for those future facilities. Additionally, electronic systems have a limited life span of five to ten years, due to new technology. The investments we are making today are still valid for 5 to 10 years before anything substantial is done to the terminal building as a result of the Master Plan. The Master Plan is a 20 year plan.

Trustee Carey asked if staff anticipates the Airport to follow a future transition by Washoe County to the 700 MHz frequency. Staff stated that yes, the specified equipment is forward compatible with the 700 MHz frequency and would accommodate the mutual aid agreements regarding emergency response.

Trustee Farahi inquired as to the magnitude of the Construction Management (CM) fee included in the project estimate at completion, and the primary use of Atkins for these services. Staff stated that CM services are retained for a multi-year period through an open Request for Qualifications (RFQ) solicitation process. Fees are negotiated on a project specific basis, for the services required and the duration of the construction work. The negotiated amount for this project is expected to be substantially less than the initial budget estimate. This

RTAA Planning & Construction Committee  
Minutes of September 12, 2017 Meeting

project is an aberration with regard to construction management services, since the project is primarily equipment installation. Typically, for civil construction projects, CM fees are budgeted in the range of seven to ten percent of construction value, and then negotiated based on specific services and duration once the project design is completed and construction schedule is determined. The scope of the work, the amount of inspection and testing, and the duration of the project will affect the construction management fee.

A motion was made by Trustee Farahi, seconded by Trustee Carey, and the Committee unanimously recommended this item [#17(09)-45] 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

For the benefit of the new Committee Chair and Members, an overview was provided by staff on each project listed below.

- a. Staff Report on the Runway 8-26 Reconstruction at the 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 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 Project at Reno-Tahoe International Airport [Planning]

RTAA Planning & Construction Committee  
Minutes of September 12, 2017 Meeting

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

None.

9. PUBLIC COMMENT

None.

10. ADJOURNMENT

The meeting was called to order at 10:02 a.m. and was adjourned at 11:25 a.m.

JR: JM/lg