

## COMMITTEE MEMBERS

Art Sperber, Chair  
Joel Grace, Vice Chair  
Shaun Carey, Member  
Cortney Young, Member  
Adam Kramer, Alternate  
Carol Chaplin, Alternate  
Jennifer Cunningham, Ex Officio

### Staff Liaison

Gary Probert, Chief Planning &  
Infrastructure Officer



## PRESIDENT/CEO

Daren Griffin, A.A.E.

## CHIEF LEGAL COUNSEL

Ian Whitlock

## BOARD CLERK

Lori Kolacek

## AGENDA

### Planning & Construction Committee

Tuesday, January 7, 2025 | 10:30 AM

(to begin no earlier than 10:30 a.m., but may be later)

-- Virtual Only --

### Notice of Public Meeting

Meetings are open to the public and notice is given pursuant to [NRS 241.020](#).

This meeting will be livestreamed and may be viewed by the public at the following link:

**Watch on Zoom:** <https://us02web.zoom.us/j/87408388368>

**Listen by Phone:** Dial 1-669-900-6833

**Webinar ID:** 874 0838 8368

### Accommodations

Members of the public who require special accommodations or assistance at the meeting are requested to notify the Clerk by email at [lkolacek@renoairport.com](mailto:lkolacek@renoairport.com) or by phone at (775) 328-6402. Translated materials and translation services are available upon request at no charge.

### Public Comment

Anyone wishing to make public comment may do so in person at the Board meeting, or by emailing comments to [lkolacek@renoairport.com](mailto:lkolacek@renoairport.com). Comments received **prior to 4:00 p.m. on the day before the meeting** will be given to the Board for review and included with the minutes of this meeting. To make a public comment during the Zoom meeting, please make sure your computer or device has a working microphone. Use the "Chat" feature to submit a request to speak. When the time comes to make public comments, you will be invited to speak. Public comment is **limited to three (3) minutes** per person. No action may be taken on a matter raised under general public comment.

### Posting

This agenda has been posted at the following locations:

1. RTAA Admin Offices, 2001 E. Plumb
2. [www.renoairport.com](http://www.renoairport.com)
3. <https://notice.nv.gov/>

### Supporting Materials

Supporting documentation for this agenda is available at [www.renoairport.com](http://www.renoairport.com), and will be available for review at the Board meeting. Please contact the Board Clerk at [lkolacek@renoairport.com](mailto:lkolacek@renoairport.com), or (775) 328-6402 for further information.

## **1. INTRODUCTORY ITEMS**

- 1.1 Call to Order
- 1.2 Roll Call

## **2. PUBLIC COMMENT**

## **3. APPROVAL OF MINUTES**

- 3.1 November 12, 2024, Planning & Construction Committee meeting

## **4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS**

- 4.1 New Gen A&B – CUP Geothermal update

## **5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON JANUARY 9, 2025**

- 5.1 Board Memo No. 01/2025-01 (*For Possible Action*): Authorization for the President/CEO to execute Amendment #1 to the Professional Services Agreement for Preconstruction Services for the MoreRNO, Concourses A & B (New Gen A&B) project at the Reno-Tahoe International Airport with Construction Materials Engineers, Inc., in the amount of \$481,360
- 5.2 Board Memo No. 01/2025-02 (*For Possible Action*): Authorization for the President/CEO to execute a Professional Services Agreement for Operational Readiness and Airport Transfer (ORAT) Services for the MoreRNO, Concourses A&B (New Gen A&B) project at the Reno-Tahoe International Airport, with Chrysalis Global Aviation in the amount of \$2,200,000
- 5.3 Board Memo No. 01/2025-03 (*For Possible Action*): Authorization for the President/CEO to finalize terms and execute a Construction Contract for GMP #1 - RTAA HQ Early Procurement Equipment Package, as a part of the HQ Project at the Reno-Tahoe International Airport, with Clark/Sullivan Construction, for a Guaranteed Maximum Price (GMP) of \$1,351,269

## **6. PROGRAM UPDATES**

- 6.1 MoreRNO Program Update
- 6.2 Capital Improvement Program Update

## **7. ITEMS ATTACHED FOR INFORMATIONAL PURPOSES**

- 7.1 Administrative Award of Contracts - Expenditures

**8. MEMBER COMMENTS, QUESTIONS AND REQUESTS**

**9. PUBLIC COMMENT**

**10. ADJOURNMENT**

**COMMITTEE MEMBERS**

**Trustees**

Art Sperber, Chair  
Joel Grace, Vice Chair  
Shaun Carey, Member  
Cortney Young, Member  
Adam Kramer , Alternate  
Carol Chaplin, Alternate  
Jennifer Cunningham, Ex Officio

**Staff Liaison**

Gary Probert, Chief Planning &  
Infrastructure Officer



**PRESIDENT/CEO**

Daren Griffin, A.A.E.

**CHIEF LEGAL COUNSEL**

Ian Whitlock

**BOARD CLERK**

Lori Kolacek

**MINUTES**

**Planning & Construction Committee**  
**Tuesday, November 12, 2024 | 9:30 AM**  
**Reno-Tahoe International Airport, Reno, NV**  
**Administrative Offices, Second Floor**

**1. INTRODUCTORY ITEMS**

Chair Sperber called the meeting to order at 9:45 a.m.

**Members Present:** Art Sperber,  
Shaun Carey  
Joel Grace  
Cortney Young

**2. PUBLIC COMMENT**

There were no comments from the public.

**3. APPROVAL OF MINUTES**

**3.1 October 8, 2024, Planning & Construction Committee meeting**

There being no corrections, the Minutes from October 8, 2024, were approved as presented.

**4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS**

None.

**5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON NOVEMBER 14, 2024**

**5.1 Board Memo No. 11/2024-60 (for possible action):** Review, discussion and potential authorization for the President/CEO to execute Amendment #1 to the Professional Services Agreement for consultant services for the New Gen A&B Gating Analysis of Terminal Development Phasing with TransSolutions, LLC in the amount of \$155,500 for Revised Alternate Phasing and Original Phasing and Ramp Animation increasing the total contract amount from \$33,050 to \$188,550

This item was presented by Roddy Boggus, MoreRNO Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on November 14, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute Amendment #1 to the Professional Services Agreement for consultant services for the New Gen A&B Gating Analysis of Terminal Development Phasing with TransSolutions, LCC in the amount of \$155,500 for Revised Alternate Phasing and Original Phasing and Ramp Animation increasing the total contract amount from \$33,050 to \$188,550.”*

**Moved by:** Cortney Young

**Seconded by:** Joel Grace

**Aye:** Trustees Carey, Grace, Sperber, Young

**Result:** Passed unanimously

**5.2 Board Memo No. 11/2024-61** (for possible action): Review, discussion and potential authorization for the President/CEO to execute a Professional Services Agreement for MoreRNO Comprehensive Commissioning Services for the design, construction, and post-construction phases of both New Gen A&B (including the new Central Utility Plant and Concourses A&B) as well as The HQ with Mead & Hunt, Inc. in the amount of \$1,292,210

This item was presented by Roddy Boggus, MoreRNO Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on November 14, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a Professional Services Agreement for MoreRNO Comprehensive Commissioning Services for the design, construction, and post-construction phases of the new Central Utility Plant (CUP), Concourses A&B (New Gen A&B), and the new Police and Administration Headquarters Building (The HQ) at the Reno-Tahoe International Airport, with Mead & Hunt, Inc. in the amount of \$1,292,210.”*

**Moved by:** Joel Grace

**Seconded by:** Cortney Young

**Aye:** Trustees Carey, Grace, Sperber, Young

**Result:** Passed unanimously

**5.3 Board Memo No. 11/2024-62** (for possible action): Review, discussion and potential authorization for the President/CEO to finalize terms and execute Change Order #2 to the GMP #1 Base Construction Contract, as a part of the New Gen A&B Project at the Reno-Tahoe International Airport, with Holder/Q&D Joint Venture, for a Guaranteed Maximum Price (GMP) of \$2,872,965, and a total amended contract amount of \$15,639,194

This item was presented by Amanda Twitchell, Senior Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on November 14, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to*

*finalize terms and execute Change Order #2 to the GMP #1 Base Construction Contract, as a part of the New Gen A&B Project at the Reno-Tahoe International Airport, with Holder/Q&D Joint Venture, for a Guaranteed Maximum Price (GMP) of \$2,872,965, and a total amended contract amount of \$15,639,194.”*

**Moved by:** Joel Grace

**Seconded by:** Shaun Carey

**Aye:** Trustees Carey, Grace, Sperber, Young

**Result:** Passed unanimously

**5.4 Board Memo No. 11/2024-63** *(for possible action):* Review, discussion and potential authorization for the President/CEO to finalize terms and execute Change Order #3 to the GMP #1 Base Construction Contract, as a part of the New Gen A&B Project at the Reno-Tahoe International Airport, with Holder/Q&D Joint Venture, for a Guaranteed Maximum Price (GMP) of \$14,720,491, and a total amended contract amount of \$30,359,685

This item was presented by Amanda Twitchell, Senior Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on November 14, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to finalize terms and execute Change Order #3 to the GMP #1 Base Construction Contract, as a part of the New Gen A&B Project at the Reno-Tahoe International Airport, with Holder/Q&D Joint Venture, for a Guaranteed Maximum Price (GMP) of \$14,720,491, and a total amended contract amount of \$30,359,685.”*

**Moved by:** Joel Grace

**Seconded by:** Shaun Carey

**Aye:** Trustees Carey, Grace, Sperber, Young

**Result:** Passed unanimously

**5.5 Board Memo No. 11/2024-64** *(for possible action):* Review, discussion and potential authorization for the President/CEO to execute Amendment #3 to the Professional Services Agreement for consultant services for the design of the Reno-Tahoe International Airport New Gen A&B Project with Gensler Architecture, Design & Planning, P.C., in the amount of \$109,660, for South Remain Overnight (S. RON) Construction Administration Services, increasing the total contract amount from \$46,884,417 to \$46,994,077

This item was presented by Amanda Twitchell, Senior Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on November 14, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute Amendment #3 to the Professional Services Agreement for consultant services for the design of the Reno-Tahoe International Airport New Gen A&B Project with Gensler Architecture, Design & Planning, P.C., in the amount of \$109,660, for South Remain Overnight (S. RON) Construction Administration Services, increasing the total contract amount from \$46,884,417 to \$46,994,077.”*

**Moved by:** Joel Grace  
**Seconded by:** Cortney Young  
**Aye:** Trustees Carey, Grace, Sperber, Young  
**Result:** Passed unanimously

**5.6 Board Memo No. 11/2024-65 (for possible action):** Review, discussion and potential authorization for the President/CEO to execute a Professional Services Agreement for Construction Management Services for the Reno-Tahoe International Airport New Gen A&B Project with Construction Materials Engineers, Inc. in the amount of \$631,822, for South Remain Overnight (S. RON) scope of work

This item was presented by Amanda Twitchell, Senior Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on November 14, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a Professional Services Agreement for Construction Management Services for the Reno-Tahoe International Airport New Gen A&B Project with Construction Materials Engineers, Inc. in the amount of \$631,822, for South Remain Overnight (S. RON) scope of work.”*

**Moved by:** Joel Grace  
**Seconded by:** Shaun Carey  
**Aye:** Trustees Carey, Grace, Sperber, Young  
**Result:** Passed unanimously

## **6. PROGRAM UPDATES**

### **6.1 MoreRNO Program Update**

Jackie Caulk, MoreRNO Program Director, briefed the Committee on the MoreRNO project developments.

### **6.2 Capital Improvement Program Update**

Derek Starkey, Engineering & Construction Manager, briefed the Committee on the general planning and construction project developments.

## **7. ITEMS ATTACHED FOR INFORMATIONAL PURPOSES**

### **7.1 Administrative Award of Contracts (Expenditures) – October 2024**

There was no discussion on this item.

## **8. MEMBER COMMENTS, QUESTIONS AND REQUESTS**

Trustee Carey requested a discussion on the efforts to mitigate the overcrowded parking situation at the airport. CEO Griffin responded that this is a topic of discussion at the airport almost every

day and a comprehensive plan is in the works which will be brought before the Board in the near future.

## **9. PUBLIC COMMENT**

There were no comments from the public.

## **10. ADJOURNMENT**

The meeting was adjourned at 10:46 a.m.



# Board Memorandum

01/2025-01

## In Preparation for the Regular Board Meeting on January 9, 2025

**Subject:** Authorization for the President/CEO to execute Amendment #1 to the Professional Services Agreement for Preconstruction Services for the MoreRNO, Concourses A&B (New Gen A&B) project at the Reno-Tahoe International Airport with Construction Materials Engineers, Inc., in the amount of \$481,360

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### STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

### STRATEGIC PRIORITIES

Safety and Security  
Facilities for the Future  
Air Service and Cargo  
Customer Experience  
Sustainability

### BACKGROUND

In April 2024, a Professional Services Agreement (PSA) was executed with Construction Materials Engineers, Inc. (CME) for \$200,000 to provide preconstruction services for the New Gen A & B (Concourse) project. Since the agreement's execution, significant progress has been made in advancing the concourse project. Key milestones include transitioning from 30% design in June 2024 to the completion of the procurement process for the Concourse Long Lead and Enabling Work packages in November 2024. Additionally, the 60% Design Development documents for the concourses were finalized and submitted in December 2024.

Looking ahead, the Issued for Bid Package for the concourses is anticipated in August 2025, followed by the Issued for Permit Package in September 2025, and the Issued for Construction Package in December 2025. CME's continued involvement in preconstruction services will be essential to ensuring the project remains on schedule and well-prepared for the construction phase throughout calendar year 2025.

### DISCUSSION

To support the ongoing preconstruction efforts for the New Gen A & B Concourse project, the Reno-Tahoe Airport Authority (RTAA) intends to retain Construction Materials Engineers, Inc. (CME) to provide Preconstruction Management (PCM) services. These services are designed to augment RTAA staffing by delivering specialized technical expertise and leveraging local knowledge, including insights into subtrade availability and general conditions requirements. PCM

services are a recognized industry standard and are vital for ensuring proper administration, inspection, and quality assurance, particularly for federally funded construction projects.

The scope of services and the associated fee are aligned with the duration of the preconstruction phase of the Concourse project. CME's responsibilities will include:

- **Owner's Representation:** Acting as an extension of RTAA staff to ensure project alignment with organizational objectives.
- **Preconstruction Management:** Overseeing design progression, scope definition, and value engineering efforts to maintain project budget and schedule.
- **Project Administration:** Supporting documentation, reporting, and coordination of preconstruction activities.
- **Quality Assurance:** Establishing and monitoring standards to ensure project elements meet or exceed applicable codes and regulations.
- **Contract Administration:** Reviewing and managing contractor agreements, ensuring compliance with contractual obligations.
- **Tenant Coordination:** Collaborating with airport tenants to address operational impacts and facilitate seamless integration of project elements.
- **Disadvantaged Business Enterprise (DBE) Compliance:** Monitoring participation goals and ensuring adherence to federal DBE requirements.
- **Constructability Reviews:** Assessing design documents to identify potential construction challenges and proposing cost-effective solutions.
- **Scheduling and Phasing Analysis:** Assessing construction schedules to minimize disruption to airport operations.
- **Risk Management:** Identifying and mitigating potential project risks through proactive analysis and contingency planning.
- **Stakeholder Engagement:** Facilitating communication and coordination with key stakeholders, including airlines, regulatory agencies, and contractors.

CME's expertise and involvement will play a critical role in ensuring the project's success by maintaining compliance with federal requirements, managing complex project demands, and supporting the successful advancement of the New Gen A & B Concourse project.

### FISCAL IMPACT

The Program Budget for Owner Pre-Construction Services for the New Gen A & B Concourse project is \$681,360. Construction Materials Engineers, Inc. (CME) has submitted a proposal that falls within this budget, providing a cost-effective and efficient solution that aligns with the financial framework of the MoreRNO Program.

Approval of CME for additional preconstruction services ensures continuity in project management while maintaining financial sustainability. CME's established expertise and performance in the preconstruction role position them as a valuable partner for advancing this critical project. The proposed budget amendment supports RTAA's ability to achieve project goals effectively and aligns with the allocated Owner's Pre-Construction Services budget, ensuring no additional financial burden to the program.

This prudent fiscal approach demonstrates RTAA’s commitment to responsible budget management while advancing key infrastructure improvements essential to the New Gen A & B Concourse project.

**New Gen A&B PMO/SMEs Estimate at Completion**

Description	Contract Name	Cost
EPM (Completed)	Red Brick	\$ 1,672,515
* PMO	Jacobs Solutions Inc.	\$ 5,201,000
ATR Svcs	AvAirPros, Inc.	\$ 3,395,070
<b>Owner Pre-Construction Services</b>	<b>Construction Materials Engineering</b>	<b>\$ 681,360</b>
Cost Estimating	OCMI, Inc.	\$ 13,000
Modeling & Simulation	TransSolutions, LLC	\$ 188,550
Hazardous Materials Services	Converse Consultants	\$ 10,500
* SME Architecture Design Reviews	JEG Architecture Nevada, Inc.	\$ 48,379
* Technology Consultants	Barich, Inc.	\$ 2,650,653
* PMSS	Construction Materials Engineering	\$ 94,073
* SME Engineering Design Reviews	Jacobs Solutions Inc.	\$ 43,930
* Commissioning	Mead & Hunt	\$ 1,126,015
LEED Design Review	TBD	\$ 28,000
Operational Readiness and Airport Transition	Chrysalis Global / Chrysalis Consulting, LLC	\$ 2,200,000
Permitting	City of Reno	\$ 2,200,000
Hazardous Materials Services	TBD for Soils Testing	\$ 500,000
Logistics	TBD - Misc needs including airstairs/ramps	\$ 160,000
Administrative Expenses	MoreRNO Program expenses, incl headcount	\$ 5,103,606
<i>*Shared contract w/ The HQ Project</i>		<b>\$ 25,316,651</b>

**New Gen A&B Estimate at Completion**

Category	Description	Cost
<b>Soft Costs</b>		<b>\$ 130,000,000</b>
A/E Design	Gensler Architecture Design & Planning, P.C.	\$ 46,884,417
Pre-Construction Services	Holder Q&D, a Joint Venture	\$ 2,745,000
Construction Admin (Estimated)	Gensler Architecture Design & Planning, P.C.	\$ 14,000,000
Construction Mgmt (Estimated)	Construction Materials Engineering	\$ 17,260,000
<b>PMO / SMEs</b>		<b>\$ 25,316,651</b>
Miscellaneous Other	Art / FF&E / Moving	\$ 11,381,980
Owner's Contingency		\$ 12,411,952
<b>Hard Costs</b>	<b>Holder Q&amp;D, a Joint Venture</b>	<b>\$ 520,000,000</b>
GMP #1 / #2	CUP LLE	\$ 12,766,229
GMP #1.1 / #3	S. RON + Mobilization	\$ 17,593,456
Future GMPs		\$ 489,640,315
<b>Total Budget</b>		<b>\$ 650,000,000</b>

**COMMITTEE COORDINATION**

Planning and Construction Committee

**PROPOSED MOTION**

“Move to authorize the President/CEO to execute Amendment #1 to the Professional Services Agreement for Preconstruction Services for the MoreRNO, Concourses A & B (New Gen A&B) project at the Reno-Tahoe International Airport with Construction Materials Engineers, Inc., in the amount of \$481,360.”

# Board Memorandum

01/2025-02

**In Preparation for the Regular Board Meeting on January 9, 2025**

**Subject:** Authorization for the President/CEO to execute a Professional Services Agreement for Operational Readiness and Airport Transfer (ORAT) Services for the MoreRNO, Concourses A&B (New Gen A&B) project at the Reno-Tahoe International Airport, with Chrysalis Global Aviation in the amount of \$2,200,000

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## STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

## STRATEGIC PRIORITIES

Safety and Security  
Facilities for the Future  
Air Service and Cargo  
Customer Experience  
Sustainability

## BACKGROUND

The Reno-Tahoe Airport Authority (RTAA) is advancing the MoreRNO infrastructure program, which aims to expand the Reno-Tahoe International Airport with new Concourses A and B (New Gen A&B). This program will add over 290,000 square feet of new concourse and ramp support spaces, supporting enhanced passenger capacity and improved airport functionality. To ensure these facilities are operationally prepared upon completion, RTAA is seeking specialized Operational Readiness and Airport Transfer (ORAT) Commissioning Services. These services are essential to verify that all systems, including passenger flow, concession areas, seating zones, gate operations, ramp level office operations, IT and communications, etc., are fully integrated and functional from the moment the concourses open.

Operational Readiness and Airport Transfer (ORAT) is a structured approach to ensuring that airport facilities, systems, and operational processes are fully prepared for opening day. Through detailed coordination and planning, ORAT addresses key aspects such as stakeholder engagement, concept of operations development, training, trials, and transition management. The process involves collaboration with airlines, tenants, and regulatory authorities, aligning all stakeholders with the airport's operational goals. ORAT also incorporates the development and validation of standard and contingency operating procedures (SOPs and COPs), scenario-based testing, and comprehensive training programs. By simulating real-life operations and resolving potential gaps before the facility opens, ORAT ensures a seamless transition to new concourses that meet performance and passenger satisfaction objectives.

## **DISCUSSION**

The ORAT services requested by RTAA encompass a comprehensive range of operational components essential for a smooth transition to the new concourses. The consultant will lead the development and implementation of a detailed ORAT Plan, integrating stakeholder needs, schedule milestones, and system requirements. This includes forming and facilitating working groups composed of key stakeholders, such as airlines, tenants, and regulatory authorities, to address operational processes, training needs, and transition planning. The ORAT provider will also develop Standard Operating Procedures (SOPs) and Contingency Operating Procedures (COPs) for all critical systems, ensuring alignment with RTAA's operational standards and addressing potential disruptions such as equipment failures or security incidents. Additionally, the ORAT team will conduct operational scenario testing to validate key systems, such as passenger flow, baggage handling, and gate operations, ensuring all functions are ready for opening day.

A cornerstone of ORAT's role will be organizing and executing full-scale operational trials to simulate real-life conditions, identifying and mitigating potential issues before the concourses become operational. These trials will include rigorous testing of passenger movement, concession flow, check-in processes, gate operations, and other critical systems. The ORAT provider will manage the physical transition from existing facilities to the new concourses, including coordinating the relocation of staff, equipment, and operations while minimizing disruptions to ongoing airport activities. Through targeted training programs, stakeholder engagement, and systematic trials, ORAT aims to ensure seamless integration of the new facilities, operational readiness, and an enhanced passenger experience.

The MoreRNO PMO team evaluated three proposals to provide ORAT services for the MoreRNO program. The three firms were ARUP, Chrysalis and Jacobs.

Chrysalis ultimately ranked higher than ARUP, and Jacobs due to its efficient, results-oriented approach, which prioritizes cost-effectiveness without compromising essential services. All three firms were required to provide cost proposals for three operational models: a Turnkey approach, where the contractor leads all ORAT activities; an Advisory approach, where the contractor provides guidance while RTAA staff execute the ORAT tasks; and a Hybrid approach, combining elements of both. The PMO Team is recommending the Turnkey approach, which will be led and administered by the ORAT provider while utilizing RTAA staff to provide input, primarily through working group participation. While Jacobs and ARUP offer extensive experience, their significantly higher costs of \$4,259,946 and \$5,449,453 respectfully cannot be justified for RTAA. Chrysalis provides the best balance of value, experience, and execution making them the right choice at a cost of \$2,200,000 including travel costs. This efficient structure, focused on critical tasks without overstaffing, allows Chrysalis to deliver high-quality outcomes at a lower cost. Their experience in managing complex transitions with a smaller, expert team aligns well with RTAA's budget priorities, making Chrysalis the top-ranked choice for ORAT Turnkey services.

## **FISCAL IMPACT**

The Program Budget for ORAT is \$2,200,000. Chrysalis's Turnkey proposal falls within the program budget, providing a cost-effective solution that aligns with RTAA's financial planning. By selecting Chrysalis's Turnkey model, RTAA ensures that the project remains financially sustainable while leveraging an efficient, results-oriented approach to meet operational readiness.

objectives. This budget alignment, combined with Chrysalis's focus on a streamlined execution, positions RTAA to achieve project goals effectively without exceeding the allocated ORAT budget.

**New Gen A&B PMO/SMEs Estimate at Completion**

Description	Contract Name	Cost
EPM (Completed)	Red Brick	\$ 1,672,515
* PMO	Jacobs Solutions Inc.	\$ 5,201,000
ATR Svcs	AvAirPros, Inc.	\$ 3,395,070
Owner Pre-Construction Services	Construction Materials Engineering	\$ 681,360
Cost Estimating	OCMI, Inc.	\$ 13,000
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* SME Engineering Design Reviews	Jacobs Solutions Inc.	\$ 43,930
* Commissioning	Mead & Hunt	\$ 1,126,015
LEED Design Review	TBD	\$ 28,000
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<i>*Shared contract w/ The HQ Project</i>		<b>\$ 25,316,651</b>

**New Gen A&B Estimate at Completion**

Category	Description	Cost
<b>Soft Costs</b>		<b>\$ 130,000,000</b>
A/E Design	Gensler Architecture Design & Planning, P.C.	\$ 46,884,417
Pre-Construction Services	Holder Q&D, a Joint Venture	\$ 2,745,000
Construction Admin (Estimated)	Gensler Architecture Design & Planning, P.C.	\$ 14,000,000
Construction Mgmt (Estimated)	Construction Materials Engineering	\$ 17,260,000
PMO / SMEs		\$ 25,316,651
Miscellaneous Other	Art / FF&E / Moving	\$ 11,381,980
Owner's Contingency		\$ 12,411,952
<b>Hard Costs</b>	<b>Holder Q&amp;D, a Joint Venture</b>	<b>\$ 520,000,000</b>
GMP #1 / #2	CUP LLE	\$ 12,766,229
GMP #1.1 / #3	S. RON + Mobilization	\$ 17,593,456
Future GMPs		\$ 489,640,315
<b>Total Budget</b>		<b>\$ 650,000,000</b>

**COMMITTEE COORDINATION**

Planning and Construction Committee

**PROPOSED MOTION**

“Move to authorize the President/CEO to execute a Professional Services Agreement for Operational Readiness and Airport Transfer (ORAT) Services for the MoreRNO, Concourses A&B (New Gen A&B) project at the Reno-Tahoe International Airport, with Chrysalis Global Aviation in the amount of \$2,200,000.”



# Board Memorandum

01/2025-03

## In Preparation for the Regular Board Meeting on January 9, 2025

**Subject:** Authorization for the President/CEO to finalize terms and execute a Construction Contract for GMP #1 - RTAA HQ Early Procurement Equipment Package, as a part of the HQ Project at the Reno-Tahoe International Airport, with Clark/Sullivan Construction, for a Guaranteed Maximum Price (GMP) of \$1,351,269

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### STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

### STRATEGIC PRIORITIES

Safety and Security

People

Facilities for the Future

Customer Experience

Sustainability

### BACKGROUND

The intent of The HQ project is to provide a multi-use facility to house Airport Police and Airport Administrative Offices. Airport Police presently occupies the lower level of Concourse B, which will be demolished when the new Concourse A is completed. The airport Administrative Offices presently occupy the second floor of the main terminal. The HQ Project brings all administrative and police functions into a single facility purposely designed for the specific functions, providing for better collaboration, efficient use of shared common spaces, better police response time to landside and airside, without ramp aircraft hindering vehicle movements, and is intended to accommodate a 20-year employment growth/expansion capability. The present administration and police spaces do not have any expansion ability and have extremely limited collaborative spaces.

In May 2023 a two-phase RTAA Administration Workspace Study was completed with the goal of identifying an RTAA staff-preferred and Board of Trustees-supported alternative for design.

After receiving their notice to proceed in November 2023, the Architect, RS&H Nevada, Inc. (RS&H) began validating the Basis of Design Report by interviewing departments and revising 20-year staffing and space requirements. Updates included integration with the future Central Utility Plant as constructed within the scope of the New Gen Project.

In January 2024, Clark/Sullivan Construction (Clark/Sullivan) joined as the CMAR. A revised Basis of Design Report was submitted on March 28, 2024, followed by 30% design documents on April 29, 2024, incorporating value engineering results and staffing updates. The design meets all program needs and future staffing projections.

The current preliminary all-inclusive cost for the project—including design, construction, executive program management services, relocation expenses, furniture, fixtures, and equipment—exceeds RTAA's allowable expenditure limits. To address this, RTAA is collaborating with the Architect and the Construction Manager at Risk (CMAR) throughout the design phase to refine the project and apply value engineering strategies, aiming to make it more cost-effective and achievable. Although the 30% Design, as presented to the Board in May 2024, reflected a total project cost of \$80,052,573, the project team continues to target an all-inclusive budget of \$70 million through value analysis iterations.

In June 2024, the RTAA Board approved Amendment Number 1 to RS&H professional services agreement allowing for the design to progress from 30% to 100% for the HQ Project.

### **DISCUSSION**

Over the past twelve (12) months, Clark/Sullivan has collaborated with RS&H on schedule, phasing, constructability, cost estimating, and value analysis for the design of The HQ Project.

The project is progressing into 60% design and identified the need to procure long lead equipment items ahead of the final GMP. The project will be delivered in two Guaranteed Maximum Price (GMP) packages.

The first GMP will cover only the procurement of long-lead electrical equipment. The second GMP will encompass the remainder of the construction contract, along with Clark/Sullivan's General Conditions related to the management and coordination of the long-lead equipment. Clark/Sullivan had three contractors submitting bids on GMP#1.

The specific equipment types being procured through GMP #1 include:

- Electrical Equipment
  - Secondary Unit Substations
  - Backup Generator
  - Roll-Up Generator Termination Cabinets
  - Transfer Switches
  - Panelboards
  - Power Circuits
  - Extended Warranties

The total procurement duration is expected to take five hundred and twenty-six (526) calendar days. The Notice to Proceed is expected to be issued January 16, 2025, with procurement expected to be completed by the end of June 2026. The following is the estimated breakdown of GMP#1 schedule shown in Table 1 – GMP#1 Preliminary Schedule:

**Table 1 – GMP# 1 Preliminary Schedule**

Activity	Date
Board Approval	January 9, 2025
Notice to Proceed	January 16, 2025
Shop Drawings	January 16 – March 13, 2025
Fabrication	March 14, 2025 – June 12, 2026
Delivery	June 26, 2026

<b>Soft Costs</b>		<b>\$19,528,611</b>
A/E Design	RS&H Nevada, Inc.	\$7,370,289
Pre-Construction Services	Clark & Sullivan Constructors, Inc.	\$119,500
Construction Admin (Estimated)	RS&H Nevada, Inc.	\$1,408,414
Construction Mgmt (Estimated)		\$1,864,738
PMO / SMEs		\$2,239,331
Miscellaneous Other	Art / FF&E / Moving	\$6,526,339
<b>Hard Costs</b>	<b>Clark &amp; Sullivan Constructors, Inc.</b>	<b>\$60,523,962</b>
GMP#1 – Electrical Long Lead Equipment		\$1,351,269
Future GMPs*		\$59,172,693
Miscellaneous Other	Art / FF&E / Moving	\$6,526,339
<b>Total Budget</b>		<b>\$80,052,573</b>

*\*Future GMPs and Total is a current estimate of construction cost at this time and not a final number.*

### **FISCAL IMPACT**

This project is an RTAA Capital Improvement Project, and the construction budget funds were approved in the RTAA’s Fiscal Year 2024/25, with another portion being requested in the 2025/26 Capital Improvement Project budget process. It is anticipated that the construction will be funded by a combination of RTAA Operating Revenues, and/or revenue-backed bonds.

**COMMITTEE COORDINATION**

Planning and Construction Committee

**PROPOSED MOTION**

“Move to authorize Authorization for the President/CEO to finalize terms and execute a Construction Contract for GMP #1 - RTAA HQ Early Procurement Equipment Package, as a part of the HQ Project at the Reno-Tahoe International Airport, with Clark/Sullivan Construction, for a Guaranteed Maximum Price (GMP) of \$1,351,269.”

**The following projects are part of the MoreRNO Program**

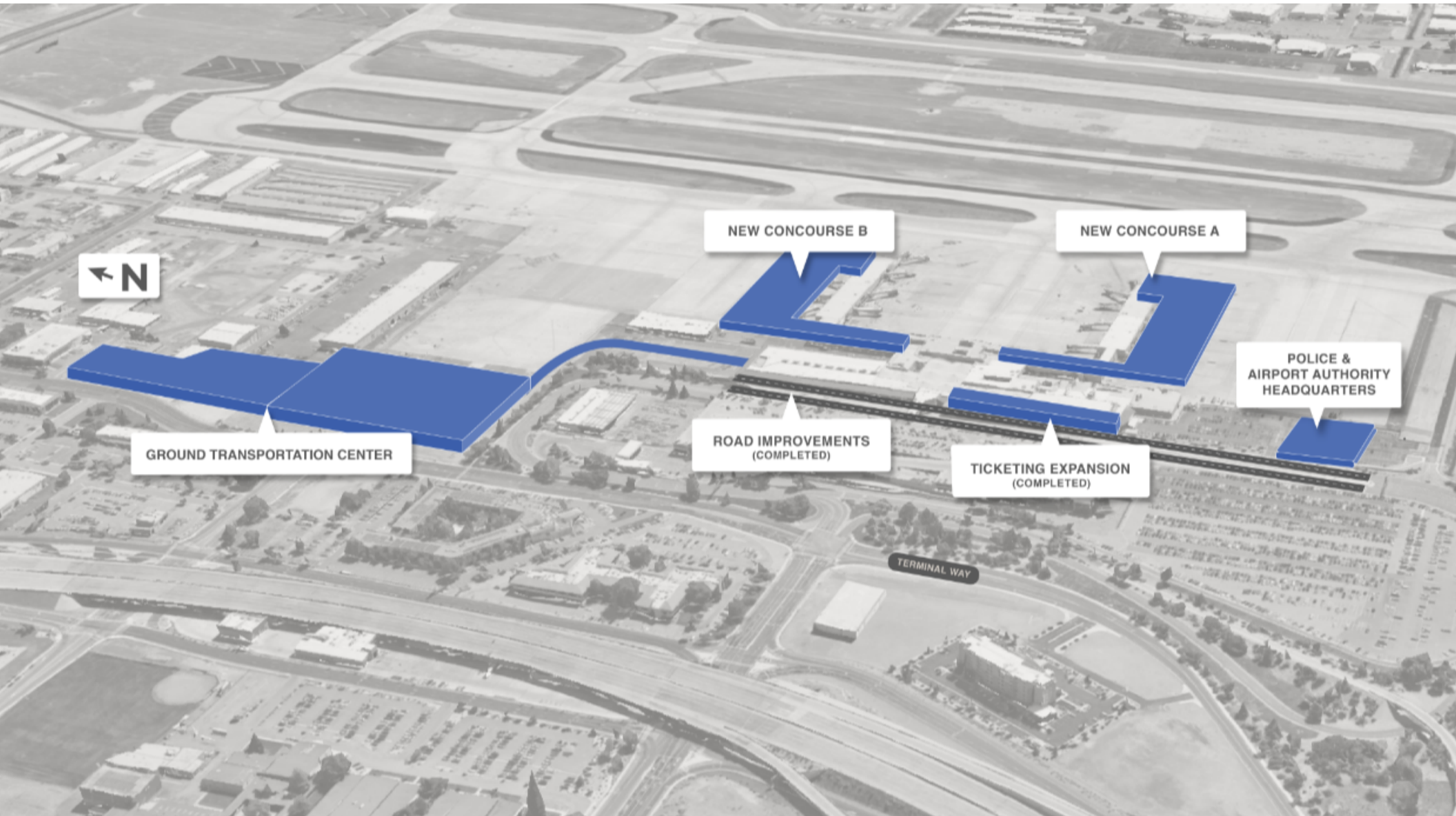
**Completed Projects**

Ticketing Hall Expansion  
Loop Road Reconstruction

**Current Projects**

New Gen A&B  
The HQ  
GTC

# Overall Map of MoreRNO Projects



**RENO-TAHOE AIRPORT AUTHORITY  
PLANNING AND CONSTRUCTION COMMITTEE  
MORE RNO PROGRAM REPORT**

**January 2025**

*(Items in **bold** are changes from the previous report)*

## **MoreRNO Program**

### **New Gen A&B**

The project includes full replacement of the two existing Terminal Concourses, that were originally constructed in 1981, upgrades to the two connector concourses, a new Central Utility Plant (CUP), airfield pavement (apron, remain overnight parking, and taxiway/taxi-lane) work, infrastructure and utility relocation, and demolition of existing structures and pavements. The project has been renamed New Gen A&B.

Gensler was selected as the designer, and design kicked-off mid-2023. RTAA staff meet weekly with the design team. The airlines are represented throughout the project with an Airline Technical Representative (ATR) of AvAirPros.

### **Concourses**

Stakeholder visioning sessions and program workshops with the RTAA, Airlines, and concessions began in August 2023. The Basis of Design / Pre-Design Phase was completed in October 2023. Several design meetings have been held focusing on airfield layout, internal space layouts, concessions, gaming, technology and signage/wayfinding. The Concept Phase was completed January 30, and a baseline construction cost estimate and cost reconciliation was performed. Value Analysis/Value Engineering efforts were ongoing to develop schematic design. 30% Design Plans and Specifications were completed June 27, 2024, and were reviewed by the RTAA, the ATR, and Paslay, while the 30% Plans were undergoing pricing efforts by the CMAR. The cost reconciliation process was completed on August 30, 2024, and the value analysis process to reduce the project cost is ongoing. Amendment #2 to the Gensler PSA for design Services was brought to the October Board meeting in order to design Concourse A and Concourse B at the same time to enable the concurrent construction of both concourses. **The 60% Design Development documents were completed on December 19, 2024. The documents are in the process of being reviewed by stakeholders and priced by the CMAR. 60% pricing is anticipated to be completed in early March 2025.**

### **South Remain Overnight (S. RON)**

The S. RON design achieved 30% completion on December 1, 2023, with 60% completion at the end of January 2024, and final design in March 2024. To reduce extended General Conditions charges and to reduce phasing impacts to the airlines, construction is being shifted to start after the 2024 winter break. Construction will now start in Q1 of 2025 and be complete in Q3 of 2025. The Invitation to Bid was issued on August 30, 2024, and bids were opened by the CMAR, in the presence of the RTAA, on September 30, 2024. The final GMPs were brought before the board in November of 2024. Construction is tentatively scheduled to begin on March 3, 2025

### **Central Utility Plant (CUP)**

The CUP location has been recommended by the design team to be located in the east end of the Blue Parking Lot. On February 15 FAA informed RTAA that they were awarded a \$7M ATP grant. The design and construction teams put together an early equipment package that will maximize reimbursement of the full \$7M. The FAA ATP was submitted on June 26, 2024. 30% design efforts on the CUP building were completed in May 2024. 60% design of the CUP building was completed on August 22, 2024. An early package for the geothermal wells was issued for bid was issued in October 2024. Bids were opened on November 18, 2024 and the initial GMP was submitted to the RTAA on December 13, 2024. The GMPs for this scope will be brought to the Board in January. **Due to the GMPs coming significantly higher than anticipated, the RTAA has decided not to move forward with the geothermal well scope at this time.** The Issued for Bid documents for the full building and site were completed on November 7, 2024, and an invitation to bid was issued to interested bidders on December 6, 2024. **Bids are due to the CMAR on January 10, 2025, and it is anticipated that the CMAR will submit the initial GMPs for RTAA review in early February 2025.**

### **Construction Manager at Risk (CMAR)**

The team of Holder and Q&D (HQD) was selected for CMAR Pre-construction services and approved at the September 14, 2023, Board Meeting. HQD is working with Gensler in developing schedules, constructability, responding to phasing options and estimating tasks.

The following are project milestones:

- |  |                             |
|--|-----------------------------|
| • Design PSA Board Approval (Pt. 1)    | June 8, 2023                |
| • Design Contract Awarded              | June 20, 2023               |
| • Notice to Proceed for Design (Pt. 1) | July 2023                   |
| • Design PSA Board Approval (Pt. 2)    | August 2023                 |
| • CMAR Board Approval                  | September 14, 2023          |
| • CMAR Notice to Proceed               | September 19, 2023          |
| • New Gen B&C Concept Phase Complete   | January 31, 2024            |
| • Program Construction Cost Estimate   | April 2024                  |
| • Board Workshop                       | July 9 <sup>th</sup> , 2024 |
| • Design Development (30% to 100%)     | Board Approval July 2024    |
| • CUP Equipment GMP Board Approval     | July 2024                   |
| • S. RON GMP Board Approval            | November 2024               |

Next steps for the project are listed below:

- |  |                   |
|--|-------------------|
| • <b>CUP GMP Construction Board Approval</b> | <b>March 2025</b> |
| • <b>CUP GMP CMAR GC's Board Approval</b>    | <b>March 2025</b> |
| • <b>CUP CA Services Board Approval</b>      | <b>March 2025</b> |
| • <b>CUP CM Services Board Approval</b>      | <b>March 2025</b> |



## **The HQ**

This Administrative Offices and Police Station Project (The HQ) is a new multi-story facility to house the primary RTAA Administrative Offices and the primary RTAA Police Station. The first floor will house a shared reception area and all police-only functions. The second-floor houses joint-use functions and public meeting rooms, and the third and fourth floors will house RTAA administrative functions. The Project will also include relocation of existing infrastructure and utilities, demolition of existing infrastructure and pavements, possible realignment and installation of airport security gate(s) & fencing, new landscaping, parking, and pedestrian amenities associated with the new facility.

RS&H was selected as the designer and Clark/Sullivan was selected as the CMAR. Both the design team and CMAR team are working together to reduce the cost estimate to be closer to the targeted \$70M.

The following are project milestones:

- 30% Schematic Design Submittal April 29, 2024
- Revised Construction Cost Estimate April 2024
- Board Decision for Design to Proceed Past 30% June 13, 2024

Next steps for the project are listed below:

- Early Procurement GMP January 2025
- Final GMP May 2025

## **GTC**

The General Transportation Center (GTC) is a Public Private Partnership (P3) with ConRAC Solutions and is a part of the new ConRAC garage. ConRAC Solutions has started a joint venture (JV Team) with Q&D and Webcor (QDW or Q&D Webcor). A lease agreement has been signed between ConRAC Solutions and the RTAA and construction on the enabling projects has begun. Demolition of old Building 13 has been completed and construction of new buildings 12 and 13 has begun. The design of the ConRAC garage and GTC is at 100% permit sets and has been submitted to the City of Reno for permitting.

The following are project milestones:

- GTC City of Reno Permit December 2024
- New Buildings 12 & 13 Construction Completion\* July 2025
- Start GTC Construction July 2025
- Old QTA Site Remediation November 2027
- GTC Substantial Completion May 2028
- Project Substantial Completion\*\* September 2028

*\*Enabling Projects*

*\*\*Remaining Project Elements – Old QTA, Covered Walkway Landscaping, etc.*

Next steps for the project are listed below:

- Construction of Buildings 12 & 13 Completed July 2025

#	Activity ID	Activity Name	Start	Finish	Planned Duration	Remaining Duration	2024												2025												2026												2027												2028												2029												2030													
							A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M
1	<b>MoreRNO - Reno -Tahoe Airport Authority</b>		08-Jan-24A	01-Oct-30	1749d	1519d																																																																																						
2	<b>ConRAC GTC</b>		08-Jan-24A	15-Sep-28	1218d	988d																																																																																						
3	<b>Project Delivery Schedule</b>		08-Jan-24A	15-Sep-28	1218d	988d																																																																																						
4	<b>Preconstruction</b>		08-Jan-24A	27-Jan-26	463d	300d																																																																																						
5	<b>Key Milestones</b>		31-Jul-24A	31-Jul-24A	0d	0d																																																																																						
6	MS1000	(MS) NTP - Limited Release	31-Jul-24A		0d	0d																																																																																						
7	MS1010	MSNTP Financial Close / Full Release (Commencement)	31-Jul-24A		0d	0d																																																																																						
8	<b>Early Site Package-Demo</b>		12-Apr-24A	29-Jul-25	264d	170d																																																																																						
9	A1050	Demolition	12-Apr-24A	04-Jun-24A	37d	0d																																																																																						
10	A1110	MEP Buildings 12 & 13	12-Apr-24A	29-Jul-25	264d	170d																																																																																						
11	A1040	Earthwork	16-Apr-24A	10-Jun-24A	39d	0d																																																																																						
12	A1060	Site Utilities	16-Apr-24A	21-Jun-24A	48d	0d																																																																																						
13	A1070	Abatement	16-Apr-24A	13-May-24A	20d	0d																																																																																						
14	A1080	Fuel System Removal	10-Jun-24A	02-Dec-24	61d	0d																																																																																						
15	A1090	Structural Reinforcement	10-Jun-24A	07-Jan-25	79d	25d																																																																																						
16	A1100	Building 12 & 13 PEMB Structure	31-Jul-24A	07-May-25	129d	111d																																																																																						
17	<b>Permitting</b>		08-Jan-24A	27-Jan-26	463d	300d																																																																																						
18	P1010	Permit Package 1 - Building 12 Wood Rodgers /PGL	08-Jan-24A	06-Jun-24A	48d	0d																																																																																						
19	P1020	Permit Package 2 - Building 13 Wood Rodgers /PGL	08-Jan-24A	13-Jun-24A	48d	0d																																																																																						
20	P1040	Permit Package 4 - Demolition	29-May-24A	10-Jun-25	153d	135d																																																																																						
21	P1030	Permit Package 3 - Full Site Utilities -All Other Buildings -Wood Rodgers	01-Aug-24A	27-Jan-26	317d	300d																																																																																						
22	<b>Design</b>		03-Jun-24A	15-Apr-25	264d	95d																																																																																						
23	<b>Design- ConRAC-GTC</b>		03-Jun-24A	15-Apr-25	264d	95d																																																																																						
24	D1010	PGAL Prepare 90% CD Set	03-Jun-24A	27-Sep-24A	79d	0d																																																																																						
25	D1011	Budget Check by Q&D/QAQC Period-90% CD Set	27-Sep-24A	16-Jan-25	30d	32d																																																																																						
26	D1030	PGAL Complete 100% CD Set	30-Sep-24A	14-Feb-25	50d	53d																																																																																						
27	D1012	RTAA 90% Design Review Comments complete	16-Oct-24A		0d	0d																																																																																						
28	D1040	Final QAQC Prior to Building Dept Submittal	02-Dec-24*	31-Dec-24	20d	20d																																																																																						
29	D1021	PGAL Incorporate RTAA Comments	02-Dec-24*	13-Dec-24	10d	10d																																																																																						
30	D1050	IFC Documents	19-Feb-25*	15-Apr-25	40d	40d																																																																																						
31	<b>Construction</b>		25-Jun-24A	15-Sep-28	1098d	988d																																																																																						
32	<b>Building 13 - Hangar</b>		25-Jun-24A	24-Jul-24A	21d	0d																																																																																						
33	A1780	Demo Building 13 Hangar	25-Jun-24A	24-Jul-24A	21d	0d																																																																																						
34	<b>Building 12 - National Guard Way</b>		08-Jul-24A	26-Aug-25	292d	190d																																																																																						
35	A1790	Mobilization	08-Jul-24A	19-Jul-24A	10d	0d																																																																																						

█ Remaining Level of Effort    █ Critical Remaining Work  
█ Actual Level of Effort    ◆ Milestone  
█ Second Baseline    ⇄ Summary  
█ Actual Work  
█ Remaining Work

### Reno-Tahoe International Airport Integrated Master Schedule









#	Activity ID	Activity Name	Start	Finish	Planned Duration	Remaining Duration	2024												2025												2026												2027												2028												2029												2030													
							A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M
137	<b>Concourse A &amp; B</b>		27-Jun-24A	26-Dec-25	514d	392d																																																																																						
138	A1360	30% Schematic Design		27-Jun-24A	0d	0d	◆ 30% Schematic Design																																																																																					
139	A2890	Concource Long Lead & Enabling Work		30-Nov-24*	0d	0d													◆ Concource Long Lead & Enabling Work																																																																									
140	A1400	60% Design Development		19-Dec-24*	0d	0d													◆ 60% Design Development																																																																									
141	A1410	Issued for Bid Package		01-Aug-25*	0d	0d													◆ Issued for Bid Package																																																																									
142	A1420	Issued for Permit Package		01-Sep-25*	0d	0d													◆ Issued for Permit Package																																																																									
143	A1430	IFC Package		26-Dec-25*	0d	0d													◆ IFC Package																																																																									
144	<b>GMP</b>		26-Jun-24A	01-Oct-30	1628d	1497d																																																																																						
145	<b>GMP SCHEDULE</b>		26-Jun-24A	01-Oct-30	1628d	1497d																																																																																						
146	<b>South RON GMP &amp; Grant Schedule</b>		28-Oct-24A	03-Jan-25	45d	0d																																																																																						
147	A1331	GMP 1.1 - General Conditions-Amended	28-Oct-24A		0d	0d	◆ GMP 1.1 - General Conditions-Amended																																																																																					
148	A1332	GMP 3 - South RON (IFB)	28-Oct-24A		0d	0d	◆ GMP 3 - South RON (IFB)																																																																																					
149	A1332.1	South RON GrantApp Submittal - BILAIGFY 22	03-Jan-25*		0d	0d	◆ South RON GrantApp Submittal - BILAIGFY 22																																																																																					
150	<b>CUP GMP &amp; Grant Schedule</b>		26-Jun-24A	13-Mar-25	180d	45d																																																																																						
151	A1330	GMP 2 - CUP Enabling (IFB)-Early Procurement	26-Jun-24A		0d	0d	◆ GMP 2 - CUP Enabling (IFB)-Early Procurement																																																																																					
152	A1329	GMP 1 - General Conditions-Early Procurement	26-Jun-24A		0d	0d	◆ GMP 1 - General Conditions-Early Procurement																																																																																					
153	A1330.1	CUP GrantApplication Submittal-BILATPFY 24_Early Procurement		26-Jun-24A	0d	0d	◆ CUP GrantApplication Submittal-BILATPFY 24_Early Procurement																																																																																					
154	A1332.11	GMP to Board Meeting (For Geo Thermo)	09-Jan-25*		0d	0d	◆ GMP to Board Meeting (For Geo Thermo)																																																																																					
155	A1340	GMP 4 - CUP (Geo Thermo)	06-Feb-25*		0d	0d	◆ GMP 4 - CUP (Geo Thermo)																																																																																					
156	A1333	GMP 1.2 -General Conditions-Amended (Geo Thermo)	06-Feb-25*		0d	0d	◆ GMP 1.2 -General Conditions-Amended (Geo Thermo)																																																																																					
157	A1340.1	CUP GrantApplication Submittal - BILATPFY 25 Civil Scope	07-Feb-25*		0d	0d	◆ CUP GrantApplication Submittal - BILATPFY 25 Civil Scope																																																																																					
158	A1343	GMP 5 (CUP)	13-Mar-25*		0d	0d	◆ GMP 5 (CUP)																																																																																					
159	A1353	GMP 1.3 General Conditions Amended (CUP)	13-Mar-25*		0d	0d	◆ GMP 1.3 General Conditions Amended (CUP)																																																																																					
160	<b>New Gen AB Concourse GMP &amp; Grant Schedule</b>		11-Jun-25	02-Apr-29	993d	993d																																																																																						
161	A2510	GMP 6 - Concourse A Enabling	11-Jun-25*		0d	0d	◆ GMP 6 - Concourse A Enabling																																																																																					
162	A2840	GMP 1.4 General Conditions -Amended -Enabling	11-Jun-25*		0d	0d	◆ GMP 1.4 General Conditions -Amended -Enabling																																																																																					
163	A2510.71	GMP 1.5 General Conditions-Amended -Long Lead Equipment	11-Jun-25*		0d	0d	◆ GMP 1.5 General Conditions-Amended -Long Lead Equipment																																																																																					
164	A2510.51	GMP 7 Concourse A/B Long Lead Equipment (TBD)	10-Jul-25*		0d	0d	◆ GMP 7 Concourse A/B Long Lead Equipment (TBD)																																																																																					
165	A1640.1	Concourse A/B GrantApplication Submittal -AIP FY 26	04-Nov-25*		0d	0d	◆ Concourse A/B GrantApplication Submittal -AIP FY 26																																																																																					
166	A2510.61	GMP 8 Concourse A/B (IFB)	08-Jan-26*		0d	0d	◆ GMP 8 Concourse A/B (IFB)																																																																																					
167	A1750	GMP 1.6 - General Conditions-Amended	27-Mar-26*		0d	0d	◆ GMP 1.6 - General Conditions-Amended																																																																																					
168	A2510.1	Concourse A/B GrantApplication Submittal-AIP FY 27	31-Mar-26*		0d	0d	◆ Concourse A/B GrantApplication Submittal-AIP FY 27																																																																																					
169	A2510.11	FY 2023 BILAIG Concourse AB Pavement - GrantApplication	01-Apr-26*		0d	0d	◆ FY 2023 BILAIG Concourse AB Pavement - GrantApplication																																																																																					

█ Remaining Level of Effort    █ Critical Remaining Work  
█ Actual Level of Effort    ◆ Milestone  
█ Second Baseline    ⇨ Summary  
█ Actual Work  
█ Remaining Work

### Reno-Tahoe International Airport Integrated Master Schedule

















# The New Gen Concourse A & B

Data Date - 12/20/24



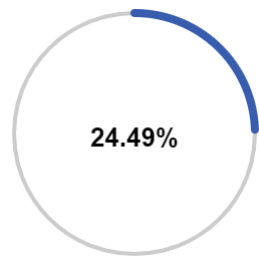
Original Budget	Funding Received	Original Commitments	Change Orders	Revised Approved Commitments	Pending COs	Projected Total Commitments	Invoices	Budget Remaining
\$570.0M	230.0M	\$41.0M	\$33.3M	\$74.3M	\$18.3M	\$92.7M	\$20.9M	477.3M

Commitments vs Budget



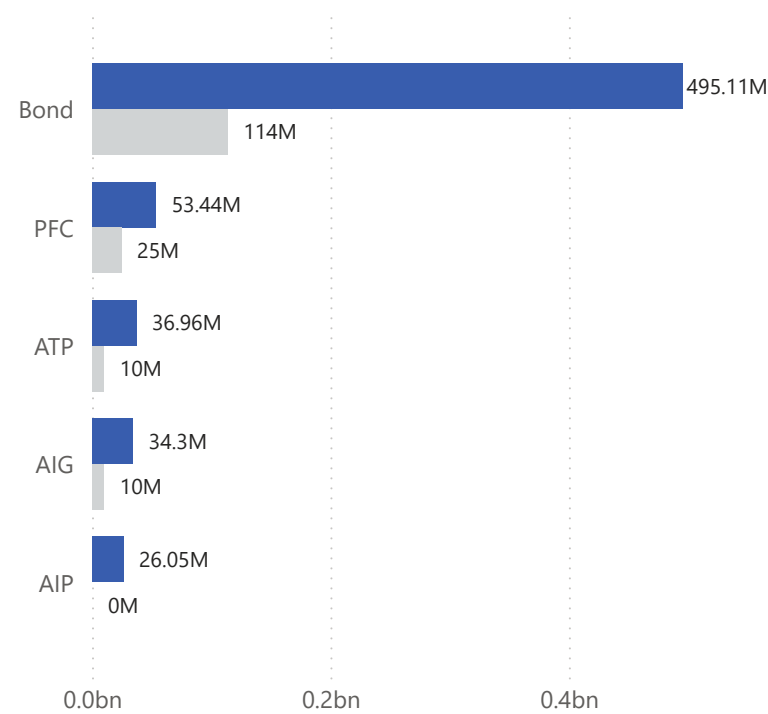
Funding Received

Funding Received / Total Funding



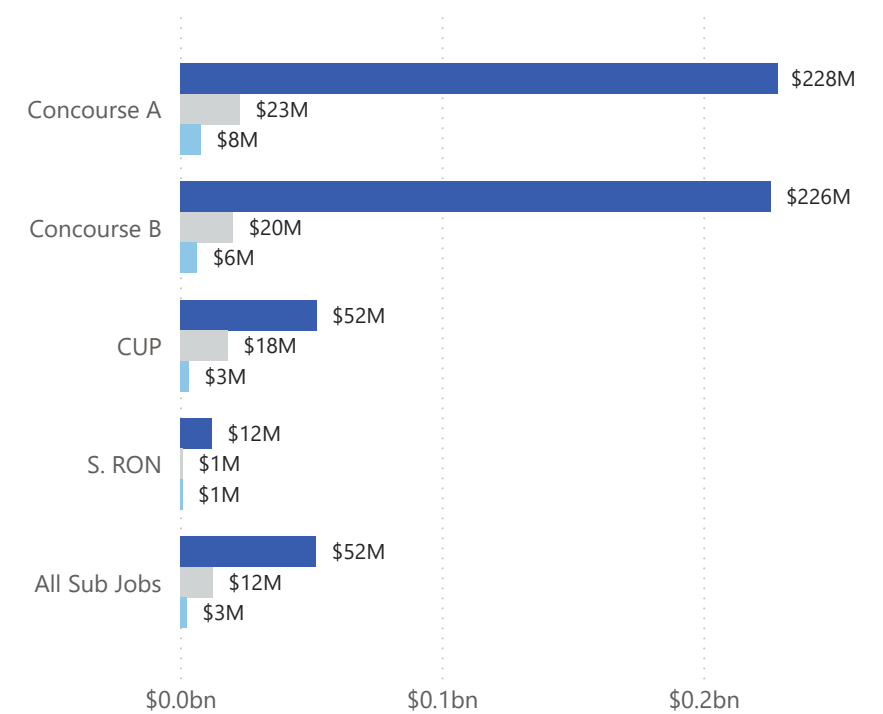
Funding by Source

Total Funding Funding Received



Budget by Sub Project

Budget Commitments Invoices

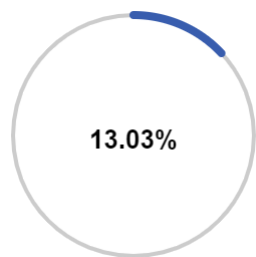


Actuals vs Budget



Budget Consumed

Commitments / Budget



Actuals vs Commitments



Cost Type	Original Budget	Original Commitments	Change Orders (Approved)	Revised Approved Commitments	Pending COs	Projected Total Commitments	Invoices	Remaining Budget	% Budget Consumed
<b>Soft Costs</b>	<b>\$122,203,470</b>	<b>\$28,233,765</b>	<b>\$33,262,417</b>	<b>\$61,496,181</b>	<b>\$741,482</b>	<b>\$62,383,501</b>	<b>\$20,888,212</b>	<b>60,707,288.66</b>	<b>50%</b>
A/E	\$44,929,942	\$17,994,409	\$28,441,097	\$46,435,506	\$0	\$46,435,506	\$17,441,666	448,911.00	99%
CA	\$8,400,000	\$0	\$0	\$0	\$109,660	\$109,660	\$0	8,400,000.00	0%
CM	\$20,010,000	\$0	\$0	\$0	\$631,822	\$631,822	\$0	20,010,000.00	0%
PMO/SME/All	\$46,118,529	\$7,494,356	\$4,821,320	\$12,315,675	\$0	\$12,461,513	\$2,526,546	31,848,377.66	28%
Pre-Con	\$2,745,000	\$2,745,000	\$0	\$2,745,000	\$0	\$2,745,000	\$920,000	0.00	100%
<b>Hard Costs</b>	<b>\$440,000,000</b>	<b>\$12,766,229</b>	<b>\$0</b>	<b>\$12,766,229</b>	<b>\$17,593,456</b>	<b>\$30,359,685</b>	<b>\$0</b>	<b>427,233,771.02</b>	<b>3%</b>
Concourse A	\$192,995,000	\$0	\$0	\$0	\$0	\$0	\$0	192,995,000.02	0%
Concourse B	\$192,995,000	\$0	\$0	\$0	\$0	\$0	\$0	192,995,000.00	0%
CUP	\$43,750,000	\$12,766,229	\$0	\$12,766,229	\$0	\$12,766,229	\$0	30,983,771.00	29%
S. RON	\$10,260,000	\$0	\$0	\$0	\$17,593,456	\$17,593,456	\$0	10,260,000.00	0%
<b>Miscellaneous</b>	<b>\$7,796,530</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>7,796,530.00</b>	<b>0%</b>
<b>Total</b>	<b>\$570,000,000</b>	<b>\$40,999,994</b>	<b>\$33,262,417</b>	<b>\$74,262,410</b>	<b>\$18,334,938</b>	<b>\$92,743,186</b>	<b>\$20,888,212</b>	<b>495,737,589.68</b>	<b>13%</b>

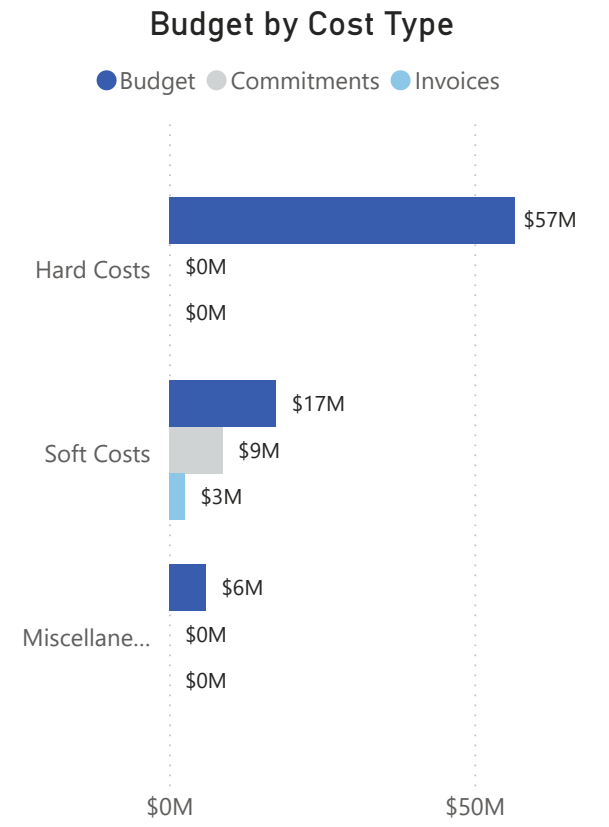
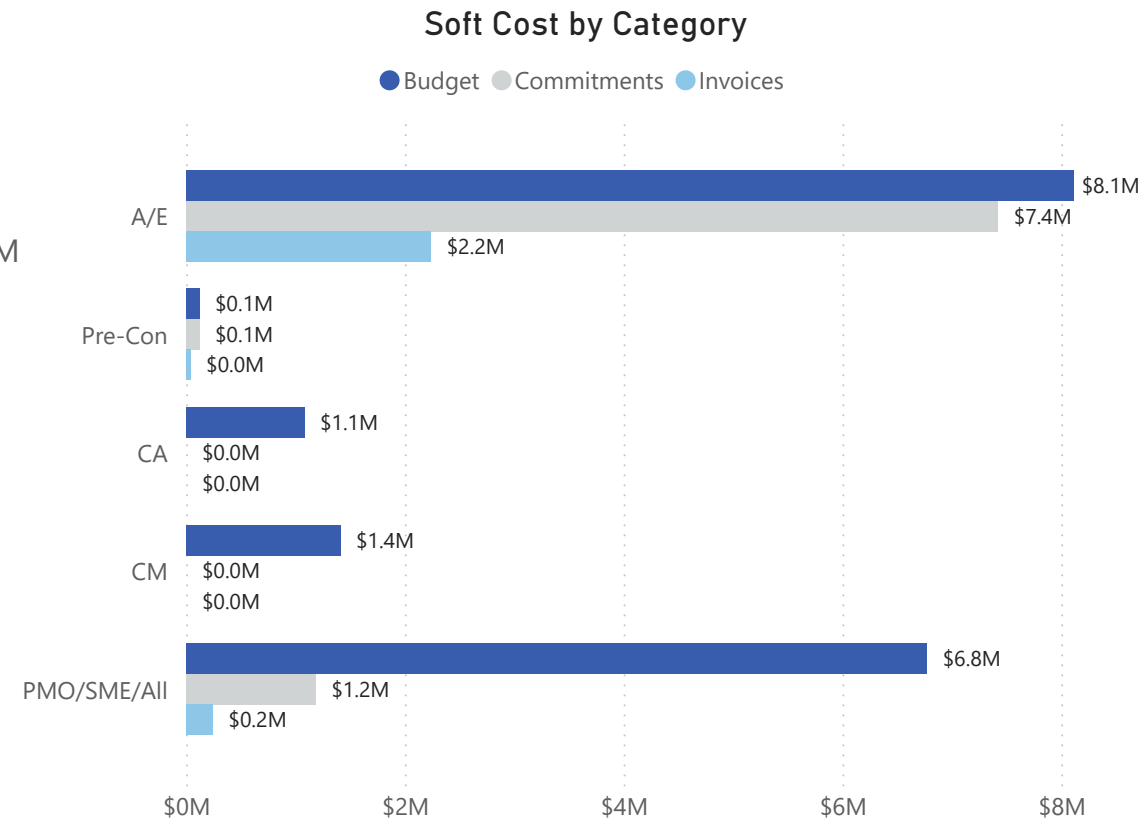
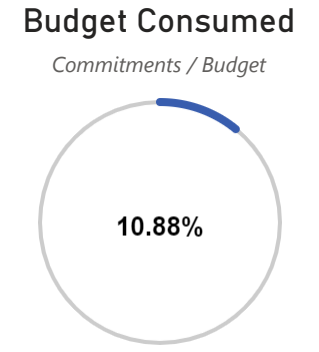
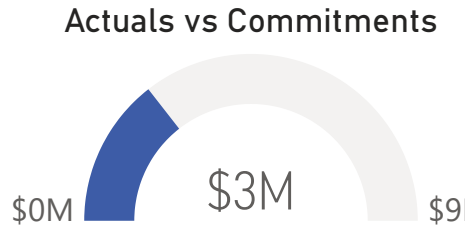
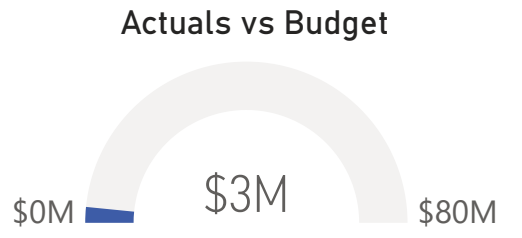
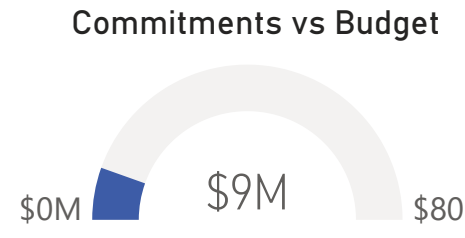


# The HQ

Data Date - 12/20/24



Original Budget	Original Commitments	Change Orders	Revised Approved Commitments	Pending COs	Projected total Commitments	Invoices	Budget Remaining
\$80.1M	\$2.4M	\$6.3M	\$8.7M	\$0.0M	\$8.7M	\$2.5M	71.3M



Cost Type	Original Budget	Original Commitments	Change Orders (Approved)	Revised Approved Commitments	Pending COs	Projected Total Commitments	Invoices	Remaining Budget	% Budget Consumed
<b>Soft Costs</b>	<b>\$17,489,195</b>	<b>\$2,425,307</b>	<b>\$6,287,967</b>	<b>\$8,713,274</b>	<b>\$0</b>	<b>\$8,723,111</b>	<b>\$2,517,942</b>	<b>8,775,920.97</b>	<b>50%</b>
A/E	\$8,111,071	\$1,784,664	\$5,636,054	\$7,420,718	\$0	\$7,420,718	\$2,237,156	690,353.00	91%
CA	\$1,078,840	\$0	\$0	\$0	\$0	\$0	\$0	1,078,840.00	0%
CM	\$1,408,414	\$0	\$0	\$0	\$0	\$0	\$0	1,408,414.00	0%
PMO/SME/All	\$6,771,370	\$521,143	\$651,913	\$1,173,056	\$0	\$1,182,893	\$242,686	5,598,313.97	17%
Pre-Con	\$119,500	\$119,500	\$0	\$119,500	\$0	\$119,500	\$38,100	0.00	100%
<b>Hard Costs</b>	<b>\$56,590,873</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>56,590,873.00</b>	<b>0%</b>
<b>Miscellaneous</b>	<b>\$5,972,505</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5,972,505.00</b>	<b>0%</b>
<b>Total</b>	<b>\$80,052,573</b>	<b>\$2,425,307</b>	<b>\$6,287,967</b>	<b>\$8,713,274</b>	<b>\$0</b>	<b>\$8,723,111</b>	<b>\$2,517,942</b>	<b>71,339,298.97</b>	<b>11%</b>

**The following projects are part of the Capital Improvement Program  
(January 2025)**

**Engineering & Construction Projects**

**Reno-Stead Airport:**

RTS Pavement Maintenance 2025

**Reno-Tahoe International Airport:**

Airfield Maintenance Yard Phase 2 – Design

General Aviation East Reconstruction Project - Design

National Guard Way and Aviation Boulevard Reconstruction Project - Design

Airfield Maintenance Shop Door Expansion – Design

Airfield Maintenance Storage Building Roof Replacement - Design

Taxiway B Reconstruction & General Aviation Runup Area

Terminal Loop Road

FAA VALE PCA/GPU Replacement

Runway 17R-35L Remediation

Airfield Signage and Renaming Construction

Parking Garage Standpipe Replacement

**Planning & Environmental Projects**

**Reno-Stead Airport:**

RTS Master Plan and Airport Layout Plan Update

**Reno-Tahoe International Airport:**

RTAA Geographic Information System (GIS) Master Plan, Phase 1

RNO Airport Layout Plan Update

**RENO-TAHOE AIRPORT AUTHORITY  
PLANNING AND CONSTRUCTION COMMITTEE  
CAPITAL IMPROVEMENT PROGRAM REPORT  
January 2025**

*(Items in bold are changes or additions from the previous report)*

**ENGINEERING & CONSTRUCTION PROJECTS**

**RENO-STEAD AIRPORT PROJECTS**

**RTS Pavement Maintenance 2025**

**This project consists of applying emulsified asphalt seal coat to taxiways and aprons at the Stead Airport. Staff is working to complete the invitation to bid documents in preparation for advertising in January.**

**The following are project milestones:**

- **Invitation to Bid released** **January 2025**
- **Bid Opening** **January 2025**

**Budget:**

- **Proposed Budget** **\$250,000**
- **Current Expenditure** **\$0**

**RENO-TAHOE INTERNATIONAL AIRPORT PROJECTS**

**Airfield Maintenance Yard Phase 2 - Design**

This project consists of a professional service agreement (PSA) with AtkinsRéalis for the design of the second phase of the Airfield Maintenance Yard Reconstruction Project. The first phase reconstructed the east side of the pavement at the Airfield Maintenance Yard and was completed in 2019. Phase 2 consists of the pavement on the west side of the yard adjacent to National Guard Way. The design is being funded from the RNO Airside Pavement Maintenance Budget - 2023.

AtkinsRéalis was direct selected for the design phase of this project and has completed all the field work. **The 90% plans have been reviewed by staff and comments have been sent back to AtkinsRéalis for final revision.**

The following are project milestones:

- **Geotech and Survey** **June 2024**
- **30% Design** **August 2024**

The project is on schedule with the next steps are listed below:

- **90% Design** **October 2024**
- **IFB Documents** **December 2024**

Budget:

- Proposed Budget: \$55,236
- Current Expenditure: \$29,657

**General Aviation East Reconstruction Project - Design**

This project comprises two professional service agreements (PSAs) with Kimley Horn & Associates. One PSA is for designing the reconstruction of the General Aviation East Apron and Taxilanes, funded by an FAA Airport Improvement Program (AIP) grant. The second PSA, funded through the RNO Landside Pavement Maintenance Budget for 2023, pertains to the GA East Parking lot. The General Aviation East project area is approximately 9.5 acres. The AIP Grant was signed on July 23, 2024, with a NTP issued to Kimley Horn to begin design August 20, 2024. Field work for the geotechnical engineering design and utility design were completed and preliminary recommendations have been delivered to RTAA staff. 30% Design is completed and has been submitted to the FAA to begin environmental review. **60% level plans for the GA East Parking lot are being reviewed by staff with 30% comments incorporated. A project review meeting was completed with Kimley Horn to go over both projects. Staff met with the Truckee Meadows Water Authority to discuss the existing TMWA water main located on the site. Staff and the design consultant will be compiling a submittal to the TMWA in early January.**

The following are project milestones:

- Board Approval May 2024
- Grant Issuance July 2024

The project is on schedule with the next steps are listed below:

- Design September – December 2024
- IFB Documents January 2025

Budget:

- Proposed Budget: \$545,822
- Current Expenditure: \$44,244.66

**National Guard Way and Aviation Boulevard Reconstruction Project - Design**

This is a professional service agreement (PSA) with Eastern Sierra Engineering for civil improvement plans for the National Guard Way and Aviation Boulevard Reconstruction Project.

Eastern Sierra Engineering was direct selected for the design of this project and has completed 90% improvement plans.

The following are project milestones:

- Notice to Proceed July 2023
- 50% Design September 2023
- 90% Design April 2024

The project is on schedule with the next steps are listed below:

- IFB Documents December 2024



Budget:

- Proposed Budget: \$185,903.00
- Current Expenditure: \$181,571.30

**Airfield Maintenance Shop Door Expansion – Design**

The project will increase the size of the door to allow large equipment to be worked on inside the building. The building will become more efficient with space reallocations. The project will remove two smaller bay doors and combine into one larger 30'X14' roll-up door. The structural design will address removing two support columns and adding additional structural reinforcement. BJB Architecture and Engineering was direct selected to design the bay Expansion. **Staff is compiling the invitation to bid documents in preparation for advertising the project.**

The project is on schedule with the next steps are listed below:

- Complete design November 2024
- ITB advertisement December 2024

Budget:

- Design Budget: \$13,500
- Current Expenditures: \$8,205

**Airfield Maintenance Storage Building Roof Replacement - Design**

The Airfield Maintenance Storage Building Roof Replacement project will involve installing a new roof. The existing roof leaks and is causing water damage. **90% plans have been reviewed and comments have been sent to the architect to be incorporated into the final plans.**

Paul Cavin Architecture was direct selected to design the roof replacement.

The project is on schedule with the next steps are listed below:

- Complete design November 2024
- ITB advertisement December 2024
- 

Budget:

- Proposed Budget: \$300,510
- Design Budget: \$23,850
- Current Expenditures: \$15,810

**Ticketing Hall Expansion Project**

The contractor is completing the punch list items along with several owner requested changes. Project is in final closeout. **The final deductive change order for the project is being processed and routed for approval.**

**Taxiway B Reconstruction & General Aviation Runup Area**

The project consists of reconstruction of the Portland Cement Concrete (PCC) Taxiway (TWY) B on either side of Runway 8/26, and an asphalt cement General Aviation (GA) Runup Area at the north end of TWY C. The project will include the reconstruction of the taxiways, asphalt shoulders, and edge lighting, pavement markings and drainage upgrades.

The low and responsive bidder was Granite Construction and was approved at the May 2023 Board meeting. The FAA AIP grant has been awarded, and funding has been received. Granite started construction of the GA Aviation Runup area and was completed in late January 2024.

Taxiway B was anticipated to be completed by the end of May. Near the end of reconstructing the concrete panels, issues with the panels were noted. The contractor has been notified to correct the defective panels. The panel replacements will occur during the closure of Runway 8-26 with the Runway 17R-35L Remediation project. The project is completed and in closeout. **Final invoices are being reviewed and processed. Staff is requesting final project documentation from the design engineer and construction management consultant.**

The following are project milestones:

- GA Runup Construction Completion January 2024
- Taxiway B Construction Begins March 11, 2024
- Project Completion September 2024
- Project Closeout January 2024

**Terminal Loop Road**

The Terminal Loop Road Reconstruction, ADA, and Safety/Security Project is for the full reconstruction of the existing PCC portion of the Terminal Loop Road, will also include improvements associated with Safety/Security and the Americans with Disabilities Act of 1990 (ADA). The full project consists of the reconstruction of six travel lanes, two pick-up and drop off lanes, drainage improvements as necessary, curb and gutter, post curb, sidewalk, a new crosswalk, landscaping, electrical, street lighting, guidance and traffic signs, striping, security bollards and new ADA pedestrian ramps.

Phase 1 construction consisting of the inner lanes (adjacent to the Terminal) was completed and opened April 11, 2024. Phase 2 consisting of the outer lanes (adjacent to the parking garage) began work on April 15. The project is substantially completed, and the contractor is working on punch list items. Punch list items are in progress. **The change order work to install additional signs and striping is almost complete. Engineering staff will coordinate with maintenance staff to install additional lighting beneath the median canopies. Once final punch list items are complete, staff will begin to close out the project.**

The following are project milestones:

- Construction Start – Phase 1 July 2023
- Construction Completed – Phase 1 April 11, 2024
- Phase 2 Substantial Completion September 2024

The project is on schedule with the next steps are listed below:

- Punch list items and closeout February 2025

### **FAA VALE PCA/GPU Replacement**

The FAA's VALE Program provides Airport Improvement Program (AIP) grant funding to commercial service airports such, as the RNO, that are in non-attainment or maintenance of National Ambient Air Quality Standards areas for emission reduction projects proven to benefit local air quality. VALE AIP funding comes from Noise & Environmental Set Aside funds and does not affect regular RNO entitlements or discretionary allotments. The program is to improve environmental issues by replacing aging equipment with new efficient equipment.

This project consists of the replacement of 23 Pre-Conditioned Air (PCA) units and 23 Ground Power Units (GPU) for the Passenger Boarding Bridges (PBB). The PCA units provide fresh conditioned heat or cooling to the aircraft while they are at the PBB. The new units are significantly more energy efficient than the units being replaced, which are at the end of their useful lives. The GPU provides a constant regulated power that is specific to each aircraft. The new GPUs are significantly more efficient than those being replaced, which are also at the end of their useful lives. Installation of submeters will allow for electrical usage to be tracked to the respective users.

Construction started July 22,2024. **Staff met with the contractor, supplier, and installer to discuss commissioning requirements for the new GPU and PCA units. Work will stop for the holidays and continue in January. The overall project is still on schedule.**

The following are project milestones:

- NTP Issued October 2023
- Procurement October 2023 - July 2024
- Construction Start July 2024

The project is on schedule with the next steps are listed below:

- Project Completion February 2025

Budget:

- Proposed Budget: \$7,504,668.00
- Revised Budget: \$7,504,668.00
- Current Expenditure: \$4,297,430.32

### **Runway 17R-35L Remediation** **Project is in closeout.**

### **Airfield Signage and Renaming**

This project consists of updating the airport's taxiway naming conventions and updating signage, markings, and the Airport Layout Plan (ALP). RNO has taxiways that connect to the runways at multiple locations and are not individually designated as separate taxiways, e.g., A1, A2, A3, etc. This creates pilot confusion and potential errors on what connectors to use and this project will make updates and modifications to clarify. Design has been completed. The low and responsive bidder was Royal Electric with a bid of \$3,780,002. Construction is planned to begin in Spring 2025. Updated project schedules are forthcoming, and material procurement has begun. Staff is gathering final FAA documents to be submitted prior to issuance of the grant. **Staff met with the contractor and construction management team to discuss project schedule,**

**phasing, and logistics. Work is tentatively scheduled to begin in March 2025.**

The following are project milestones:

- Design Completion January 2024
- Bid Advertising February 2024
- Bid Opening March 2024
- Board of Trustees Approval October 2024

The project is on schedule with the next steps are listed below:

- Construction Spring 2025
- Finish Construction August 2025

**Parking Garage Fire Standpipe Replacement**

During construction of the Loop Road project, RTAA staff and its contractor found concerns with the fire protection system for the parking garage. The system is comprised of an underground fire main loop and around the exterior of the building and standpipes that extend from the underground main to the first floor and then to the top of the parking garage. The standpipes allow a point of connection for fire hoses in the event of a fire in the parking garage. The existing piping will be removed, and a new system will be installed along the ceiling to replace the existing components. The installation of the replacement system will follow the latest fire code regulations. A pre-construction meeting was held with RTAA staff and the contractor to discuss the phasing of the work. Procurement of materials has begun. Contractor and RTAA staff **have tested the underground portion of the line and are fixing leaks to prepare for the remainder of the above groundwork to begin in January.**

**The following are project milestones:**

- Board of Trustees Approval October 10, 2024

The project is on schedule with the next steps listed below:

- Construction Spring 2025

Budget:

- Approved Budget: \$526,842.00
- Contingency: \$50,000.00

## **PLANNING & ENVIRONMENTAL PROJECTS**

### **RTAA Geographic Information System (GIS) Master Plan, Phases 1-3**

A Notice to Proceed was issued on July 24, 2023, for the RTAA GIS Master Plan, Phase 1, in the amount of \$64,600, to Michael Baker International (MBI). The goals of Phase 1 were to define the current geospatial “footprint” for the RTAA and to identify an implementation plan that supports future GIS use in a manner that achieves improved system and data maintenance and modernization. Phase 1, which included a GIS Inventory Report, a System Architecture Diagram, and an ArcGIS Enterprise Implementation Plan, concluded in November 2024. Phase 1 recommended that the RTAA GIS platform migrate to an enterprise system (ArcGIS Enterprise) to coincide with the organization-wide migration to Microsoft Azure in alignment with the RTAA Digital Transformation Plan. Upon completion of Phase 1, the GIS Master Plan effort transitioned to Phases 2 & 3.

Phase 2, the Acquisition phase, includes the procurement of all required enterprise GIS and Microsoft Azure licensing. The GIS licensing will be acquired by the Planning & Environmental Services department, while the Microsoft Azure licensing will be acquired by the Technology & Information Services department.

Phase 3, the Implementation and Deployment phase, will follow the Enterprise Implementation Plan documented in Phase 1.

Costs associated with Phase 2 include \$34,002 for ESRI GIS licensing and maintenance and \$60,000 for Microsoft Azure licensing and maintenance. Costs associated with Phase 3 include consultant services not to exceed \$63,724. All work associated with Phases 2 & 3 is anticipated to be completed by June 30, 2025.

Future work, scheduled for fiscal years 2026 and 2027, includes migration of existing data and applications into the new system.

The study effort is supported by two working groups: a Technical Working Group and an End-User Working Group. The Technical WG is focused on the technical specifics of the RTAA GIS and provides input on how to best support and set up applications and software. The End-User WG is focused on the needs of the GIS user and provides input on how the RTAA GIS can support user requirements and ad hoc projects. Nineteen (19) meetings were held with stakeholders during Phase 1.

The following are project milestones:

- |   |                |
|---|----------------|
| • Notice to Proceed for Study                         | July 24, 2023  |
| • Phase 1: Inventory Deliverable                      | March 2024     |
| • Phase 1: Cloud Strategy GIS Needs Deliverable       | July 2024      |
| • Phase 1: Enterprise Implementation Plan Deliverable | September 2024 |
| • Phase 1 Complete                                    | November 2024  |
| • Transition to Phase 2                               | December 2024  |

Next steps for the project are listed below:

- |  |             |
|--|-------------|
| • Phase 2: Microsoft Azure Procurement   | Spring 2025 |
| • Phase 2: ArcGIS Enterprise Procurement | Spring 2025 |

## **RNO Airport Layout Plan Update**

A Notice to Proceed was issued on July 7, 2023, for the RNO Airport Layout Plan Update, in the amount of \$85,500, to Wood Rodgers, Inc.

All airport sponsors are required to maintain a current Airport Layout Plan (ALP). The latest RNO ALP was approved by the FAA in January 2019 as part of the 2018 RNO Master Plan Update. The primary trigger for this new update is the requirement for future projects to be depicted on an approved ALP prior to receipt of federal grants or PFC collection for a construction project.

In July 2023, the consultant team completed survey work for all new airport development since the 2018 ALP was approved, including the Aloft Hotel, Dassault facility expansion, Vassar mini-warehouse demolition area, east airfield lighting vault demolition area, Taxiway Charlie & Lima runway incursion mitigation (RIM) pavement changes near Atlantic Aviation, and Taxiway Alpha RIM pavement changes at the south end of the field.

During August and September 2023, the consultant team updated 25 pages of the 41-page ALP set and drafted a 6-page memo that documents each of the 91 changes. A draft set was reviewed by staff in October 2023, and comments were provided on October 31. A revised ALP was submitted to the FAA in January 2024 for review. The FAA provided written comments on June 6, 2024. Revisions were completed in August 2024, and an updated version of the ALP was delivered to the FAA for final review and signature on August 19, 2024.

On September 16, 2024, the RTAA received several additional comments from the FAA that needed to be resolved prior to final approval. A revised ALP was sent to the FAA on October 31, 2024. On November 15, 2024, the RTAA received additional comments from the FAA that were subsequently addressed in another revised ALP sent to the FAA on November 22, 2024. On November 26, 2024, the FAA informed the RTAA that the ALP was good to go and could be signed by the RTAA for final approval by the FAA.

The following are project milestones:

- |   |                    |
|---|--------------------|
| • Notice to Proceed for Study             | July 7, 2023       |
| • On-Site Field Work                      | July 2023          |
| • Preliminary Drawing Review              | August 16, 2023    |
| • Draft ALP Update & Memo Received        | September 29, 2023 |
| • RTAA Staff Review                       | October 2023       |
| • Draft ALP Submitted to FAA for Review   | January 2024       |
| • FAA Draft Comments Provided             | June 6, 2024       |
| • Revised ALP Update Submitted to FAA     | August 19, 2024    |
| • Additional FAA Comments Provided        | September 16, 2024 |
| • Revised ALP Update Submitted to FAA     | October 31, 2024   |
| • Additional FAA Comments Provided        | November 15, 2024  |
| • Revised ALP Update Submitted to FAA     | November 22, 2024  |
| • Authorization for Signed ALP by FAA     | November 26, 2024  |
| • RTAA Signed ALP Update Submitted to FAA | November 27, 2024  |

Next steps for the project are listed below:

- |  |               |
|--|---------------|
| • FAA Conditional Approval Letter & Signed ALP | December 2024 |
|--|---------------|

## **RTS Master Plan and Airport Layout Plan Update**

The last Reno-Stead Airport (RTS) Master Plan was completed in 2010. With the departure of the Reno National Championship Air Races, redevelopment of the Nevada Army Guard facilities, a region-wide shortage of general aviation hangars, prevalence of unmanned aerial system and dirt “runway” operations, dwindling industrial land availability and subsequent growing interest in non-aeronautical development on airport property, and nearby housing growth, a new RTS Master Plan that takes those local and regional changes into account is crucial to guide future airport development in a logical, sustainable, and efficient manner to meet current and future airport operational demand.

The RFQ was advertised on August 9, 2024, and the public solicitation process is underway. A non-mandatory pre-proposal meeting was held at Reno-Stead Airport on August 21, 2024. The meeting was hybrid, and there were approximately 34 attendees from 20 different firms who attended either in-person or remotely. The RFQ solicitation period closed on Tuesday, September 17, 2024. Seven (7) Statements of Qualifications (SOQs) were received.

Due to scheduling constraints and the importance of making the right decision regarding consultant selection, the Selection Committee meetings originally scheduled for September 24 and October 11 were postponed. The Selection Committee convened on Wednesday, October 16 to discuss their reviews and scores. Four (4) teams were short-listed for interviews. The Selection Committee conducted interviews with the four (4) short-listed teams on Thursday, November 7, 2024 at the Reno-Stead Airport, and a consultant team was selected.

The primary project team began formal scope and fee negotiations with the selected consultant team on November 8, 2024. Scope and fee negotiations for FAA grant-funded planning studies that exceed \$100,000 are required to initially develop a price-blind scope. Once the scope has been generally agreed upon by both parties, the RTAA will develop an Independent Fee Estimate (IFE), while the selected consultant team concurrently develops their own fee proposal. The RTAA is required to use the IFE to verify that the selected consultant team’s fee proposal is fair and reasonable. Generally, fair and reasonable is defined as whether the total fee, as well as the individual tasks within the proposal, are within 10% of the IFE. In addition to the traditional Airport Master Plan, the consultant team will also develop an Airport Layout Plan (ALP) Update and collect Airports Geographic Information System (AGIS) Survey Data.

The following are project milestones:

- |                                      |                    |
|--------------------------------------|--------------------|
| • RFQ Advertisement                  | August 9, 2024     |
| • Non-Mandatory Pre-Proposal Meeting | August 21, 2024    |
| • SOQ Submittals Received            | September 17, 2024 |
| • Selection Committee (Short-List)   | October 16, 2024   |
| • Selection Committee (Interviews)   | November 7, 2024   |
| • Scope Development Begins           | November 8, 2024   |

Next steps for the project are listed below:

- |                              |                              |
|------------------------------|------------------------------|
| • Scope and Fee Negotiations | November 2024 – January 2025 |
| • Board Action on PSA        | February 2025                |





# Administrative Report

**Date:** January 7, 2025

**Subject:** Administrative Award of Contracts – Expenditures (Pursuant to Resolution No. 557)

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## BACKGROUND

At the July 14, 2022, Board of Trustees' Meeting of the Reno-Tahoe Airport Authority, the Board approved Resolution No. 557 authorizing the President/CEO to administratively award contracts for:

- budgeted professional services when the scope of work is \$200,000 or less, and to approve amendments where the sum of the total net of amendments per agreement does not to exceed \$50,000; and
- budgeted goods, materials, supplies, equipment, technical services, and maintenance contracts when the estimated amount to perform the contract, including all change orders, is \$250,000 or less; and
- budgeted construction contracts when the estimated amount to perform the work is \$500,000 or less, and approve change orders to construction contracts where the sum of the total net of change orders per contract does not exceed \$250,000; and
- budgeted Construction Management and Administration professional service agreements and amendments (“Work Order”) where a single Work Order does not exceed \$250,000.

All construction contracts exceeding \$500,000 must be approved by the Board of Trustees, along with a request to establish an Owner's Contingency. Additionally, if the Board of Trustees originally approved the construction contract, any construction change order exceeding the sum of the total of the contract and Owner's Contingency must also be approved by the Board.

## DISCUSSION

Resolution No. 557 requires that the President/CEO provide the Board of Trustees with a monthly administrative report listing of all agreements and purchase orders more than \$25,000 and approved administratively as a result of this Resolution. Further, all change orders and amendments approved administratively as a result of this Resolution shall also be included in this administrative report regardless of value.

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### Agreements and POs in Excess of \$25,000

**Key to abbreviations:**

AIP = Airport Improvement Project  
 CIP = Capital Improvement Program  
 CFC = Customer Facility Charge

CO = Change Order  
 NTE = Not to Exceed  
 PFC = Passenger Facility Charge

PO = Purchase Order  
 PSA = Professional Service Agreement

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
11/15/24	CDW Government	\$57,395.25	Software Annual Renewal	FY25 O&M	IT
11/22/24	Michael Baker Intl	\$63,724.00	GIS Master Plan-Phase 3	FY25 O&M	Planning & Environmental
11/26/24	Lexisnexis	\$30,000.00	DIIO Annual Subscription	FY25 O&M	Air Service
12/11/24	Confidential	\$58,880.00	Annual Network Renewal	FY25 O&M	IT

### Change Orders and Amendments

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
12/05/24	Daifuku Services	\$30,000.00	FY25 Annual Inventory for Parts & Repairs adding additional dollars to cover replacement. The original amount was \$38,100. Total contract \$68,100.00	FY25 O&M	General Counsel
12/08/24	Fisher & Phillips, LLP	\$12,000.00	Annual External Legal Services. CO#4, original contract \$30,000, Total Contract \$57,300,000	FY25 O&M	General Counsel