AGENDA
RENO-TAHOE AIRPORT AUTHORITY
PLANNING & CONSTRUCTION
COMMITTEE MEETING

DATE & TIME:       Tuesday, July 9, 2019
                  9:30 a.m. (or Immediately Following Adjournment of Finance & Business
                  Development Committee Meeting)

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

Items 2 and 4 are action items for the Committee to consider. The Committee may discuss a
matter when it is brought up, but no action may be taken on it unless it has been specifically
included on an agenda as an action item.

AGENDA:

1. Roll Call

2. Approval of Meeting Minutes from June 11, 2019

3. Public Comment (Limited to Three Minutes per Person)

4. Items to be Presented to the Planning & Construction Committee for Review and
   Recommendation to the Board:

   a. #19(07)-45 Authorization for the President/CEO to Execute a Construction
      Contract for the Transportation Security Administration Terminal Space Expansion and Remodel Project at the Reno-Tahoe
International Airport, with K7 Construction, Inc., in the Amount of $622,900

b. #19(07)-47 Authorization for the President/CEO to Utilize a Construction Manager at Risk (CMAR) Project Delivery Methodology for the Implementation of Two Master Plan Projects: The Terminal Ticketing Hall Expansion and the Replacement of Concourse C at the Reno-Tahoe International Airport

5. Items to be Presented to the Planning & Construction Committee for Approval:
None.

6. Items to be Presented to the Planning & Construction Committee for Discussion:
   a. 16R/34L Runway Project
   b. RTAA Capital Improvement Schedule

7. Project Status Items to be Presented to the Planning & Construction Committee for Information:
   a. Staff Report on the Terminal Access Road Rehabilitation at Reno-Stead Airport [Construction]
   b. Staff Report on the Passenger Boarding Bridge Replacement Project at Reno-Tahoe International Airport [Construction]
   c. Staff Report on the Airport Communications Center Systems Replacement Project at Reno-Tahoe International Airport [Construction]
   d. Staff Report on the Runway 16R-34L Reconstruction at Reno-Tahoe International Airport [Construction]
   e. Staff Report on the Terminal Elevator Modernization and New Elevator Installation Project at Reno-Tahoe International Airport [Construction]
   f. Staff Report on the Pavement Management System Program at Reno-Tahoe International Airport [Construction]
   g. Staff Report on the Airport Operations Area Perimeter Fence Project at Reno-Tahoe International Airport [Construction]
   h. Staff Report on the Wildlife Hazard Mitigation Project at Reno-Tahoe International Airport [Construction]
   i. Staff Report on the 1200/1280 Terminal Way Pavement Rehabilitation Project at Reno-Tahoe International Airport [Construction]
   j. Staff Report on the TSA Operations Space Remodel-Phase 2 (RNO) [Construction]
   k. Staff Report on the Airfield Maintenance Yard Pavement Reconstruction Project at Reno-Tahoe International Airport [Construction]

8. General Member Comments, Questions and Items for Future Committee Meetings

9. Public Comment (Limited to Three Minutes per Person)
10. Adjournment

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

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

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

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

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

1. **ROLL CALL**

   Roll was called.

2. **APPROVAL OF MEETING MINUTES FROM MAY 21, 2019**

   A motion was made by Trustee Carol Chaplin, seconded by Trustee Shaun Carey, and the Committee unanimously approved the minutes from the May 21, 2019 meeting.

3. **PUBLIC COMMENT**

   None.

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

   a. **#19(06)-39 AUTHORIZATION FOR THE PRESIDENT/CEO TO EXECUTE A CONSTRUCTION CONTRACT FOR THE TERMINAL ELEVATORS**
MODERNIZATION & NEW ELEVATOR INSTALLATION PROJECT, TO INCLUDE THE BASE BID AND BID ALTERNATES #1-#5, AT THE RENO-TAHOE INTERNATIONAL AIRPORT, WITH Q&D CONSTRUCTION, INC., IN THE AMOUNT OF $1,918,279.

Staff gave a presentation requesting the Committee’s recommendation for Board approval for the President/CEO to execute a construction contract for the Terminal Elevators Modernization & New Elevator Installation project, to include the base bid and bid alternates 1, 2, 4 and 5, at the Reno-Tahoe International Airport, with Q & D Construction, Inc., in the amount of $1,918,279.

Since there were no questions regarding the information presented, this item was not discussed further.

A motion was made by Trustee Chaplin seconded by Trustee Carey, and the Committee unanimously recommended this item [#19(06)-39] go to the Board for approval at the upcoming Board meeting.

b. #19(06)-40 AUTHORIZATION FOR THE PRESIDENT/CEO TO EXECUTE AMENDMENT NO. 8 – TERMINAL ELEVATORS MODERNIZATION & NEW ELEVATOR INSTALLATION PROJECT TO THE PROFESSIONAL SERVICES AGREEMENT FOR 2019 ANNUAL CONSTRUCTION MANAGEMENT SERVICES FOR THE AIRPORT CAPITAL IMPROVEMENT PLAN AT RENO-TAHOE INTERNATIONAL AIRPORT AND RENO-STead AIRPORT, WITH ATKINS NORTH AMERICA, IN THE AMOUNT OF $199,800, FOR A TOTAL OF $1,732,355.

Staff gave a presentation requesting the Committee’s recommendation for Board approval for the President/CEO to Execute Amendment No. 8 – Terminal Elevators Modernization & New Elevator Installation project to the professional services agreement for 2019 annual construction management services for the Airport Capital Improvement Plan at Reno-Tahoe International Airport and Reno-Stead Airport, with Atkins North America, in the amount of $199,800, for a total of $1,732,355.

Since there were no questions regarding the information presented, this item was not discussed further.

A motion was made by Trustee Carey, seconded by Trustee Chaplin, and the Committee unanimously recommended this item [#19(06)-40] 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. 16R/34L Runway Project
Staff gave a presentation on the 16R/34L Runway Project at Reno-Tahoe International Airport.

Trustee Carey inquired about how closing one runway and relying on only one runway impacts operations and the community in terms of noise. Staff stated that it will definitely have impacts to noise patterns; however, there will be plenty of outreach conducted before and during the project. Staff has been working with the Marketing and Public Relations Department as well as the Air Services Department to make sure all Airlines know what’s going on and how to keep the public and our stakeholders informed.

Trustee Carey inquired about the vault being located on the east side of the airfield in close proximity to an open ditch, and how the elevation of the vault is in relation to the flood plain or the threat of flooding. Staff stated that it is being designed to be above the 100-year flood plain, in accordance with City of Reno standards.

b. RTAA Capital Improvement Schedule
An updated schedule was included in the Trustee’s monthly Board Packet.

Trustee Sperber asked for clarification on the one project that changed and if we went through the entire design process and then submitted it to the City. Staff stated that yes, it was submitted to the City while the project was out for bid, unfortunately it took longer than expected to go through the City’s review process and the project was required to be brought up to the City of Reno’s development code requirements with curb and gutter, sidewalk, driveway access, landscaping and ADA access. The requirement is applied to all projects disturbing more than 10% of the total property. Going forward, staff will require design consultants submit plans to the City before they are finalized.

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

a. Staff Report on the Terminal Access Road Rehabilitation at Reno-Stead Airport [Construction]

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

b. Staff Report on the Passenger Boarding Bridge Replacement Project at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.
c. Staff Report on the Airport Communications Center System Replacement Project at Reno-Tahoe International Airport [Construction]

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

d. Staff Report on the Runway 16R-34L Reconstruction at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet and also discussed earlier on the agenda.

e. Staff Report on the Ready Return Car Wash Equipment Replacement Project at Reno-Tahoe International Airport [Construction]

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

f. Staff Report on the Terminal Elevator Modernization and New Elevator Installation Project at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet and also discussed earlier on the agenda.

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

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

h. Staff Report on the Airport Operations Area Perimeter Fence Project at Reno-Tahoe International Airport [Construction]

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

i. Staff Report on the Wildlife Hazard Mitigation Project at Reno-Tahoe International Airport [Construction]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.
j. **Staff Report on the 1200/1280 Terminal Way Pavement Rehabilitation Project at Reno-Tahoe International Airport [Construction]**

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

k. **Staff Report on the TSA Operations Space Remodel-Phase 2 at Reno-Tahoe International Airport [Construction]**

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

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 9:39 a.m. and was adjourned at 10:12 a.m.

AS: DB/lg

*** These draft minutes have not yet been approved and are subject to revision at the next regularly scheduled meeting. ***
Date: July 3, 2019

To: Chairwoman & Board Members

From: Marily M. Mora, A.A.E., President/CEO

Subject: AUTHORIZATION FOR THE PRESIDENT/CEO TO EXECUTE A CONSTRUCTION CONTRACT FOR THE TRANSPORTATION SECURITY ADMINISTRATION TERMINAL SPACE EXPANSION AND REMODEL PROJECT AT THE RENO-TAHOE INTERNATIONAL AIRPORT, WITH K7 CONSTRUCTION, INC., IN THE AMOUNT OF $622,900

STAFF RECOMMENDATION
Staff recommends the Board authorize the President/CEO to execute a Construction Contract for the Transportation Security Administration Terminal Space Expansion and Remodel Project at Reno-Tahoe International Airport, with K7 Construction, Inc., in the amount of $622,900.

PURPOSE
The purpose of this action is the expansion and remodel of the Transportation Security Administration (TSA) offices at the Reno-Tahoe International Airport (RNO) for the purposes of centralization and modernization. The existing TSA offices are aging and inefficiently split, with the majority of space located at RNO and additional space located in downtown Reno. The proposed expansion and remodel will allow for consolidation of offices at RNO, improving efficiency, and also provide the opportunity to upgrade technology.

This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priority #3 – Facilities for the Future, Strategic Priority #4 – Safety & Security, and Strategic Priority #6 – Customer Experience, as adopted in the RTAA Fiscal Year (FY) 2019-2023 Strategic Plan.

BACKGROUND
The TSA was created by the 2001 Aviation and Transportation Security Act as a result of the September 11, 2001 attacks against the United States. In 2003, the TSA was transferred from the United States Department of Transportation to the newly created United States Department of Homeland Security. The TSA has oversight and regulatory responsibility for civil aviation security. The TSA employs approximately 60,000 people at more than 450 airports nationwide. Nearly 2 million passengers are screened each day in the United States. Locally at RNO, TSA employs approximately 155 people and screens an average of 6,600 passengers per day. TSA air travel security services are required for RNO operations.

In 2002, the TSA executed its first lease with the RTAA at RNO for 3,160 square feet of operations and office space. Over time, the premises have expanded and currently the TSA leases a total of 5,879 square feet of space at RNO.

Since 2015, the TSA and the RTAA have been discussing TSA’s interest in consolidating its off-airport offices by leasing additional space at RNO. Negotiations between the two agencies continued for approximately two years before an agreement was outlined to have RTAA provide up-front funds and manage the proposed design and construction services required to complete the project (with reimbursement of project costs by the TSA). RTAA tenants typically fund and manage
their own tenant improvements, including design services, working with the RTAA to ensure the
improvements comply with airport policies and design guidelines. Due to the unique requirements
of the TSA’s funding for this Terminal Space Expansion and Remodel Project, the TSA has
requested that the RTAA manage the entire tenant improvement process, including design and
construction.

The construction project will remodel approximately 3,658 square feet of currently leased space, as
well as improve 1,338 square feet of adjacent vacant space for TSA’s use. A Memorandum of
Understanding (MOU) executed between the TSA and RTAA on September 17, 2018 outlines the
agreement between the agencies regarding the overall project funding based on the January 2018
Basis of Design Report and the April 5, 2018 rough order of magnitude cost estimate, both prepared
by Paul Cavin Architect (PCA).

DISCUSSION
The construction project consists of two very different components. The first component is the
replacement/upgrade of the technology equipment. The second component is the construction
required to remodel the building in order to improve business operations, bring them more in line
with current TSA operational practices, and provide additional space to consolidate at RNO.

Paul Cavin Architect, LLC (PCA) was selected as the design consultant through the Annual
Architect/Engineering Services process. Design services consisted of construction documents (plans
and specifications), opinion of probable cost, permitting assistance, bidding services, and
construction services.

Construction documents were publically advertised with notifications listed on the RTAA website,
Nevada Government eMarketplace (NGEM), the Reno Gazette-Journal (RGJ) and FAA
Matchmaker on May 22, 2019. The bid opening was held on June 12, 2019. Bids were received
from the following contractors:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Base Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>K7 Construction, Inc.</td>
<td>$622,900</td>
</tr>
<tr>
<td>Walker River Construction</td>
<td>$749,666</td>
</tr>
<tr>
<td>Q&amp;D Construction, Inc.</td>
<td>$794,217</td>
</tr>
<tr>
<td>Architect’s Estimate</td>
<td>$805,930</td>
</tr>
</tbody>
</table>

The low, responsive, and responsible bidder is K7 Construction, Inc. (K7) in the amount of
$622,900. The bids were reviewed for conformance with the bid requirements by the design
consultant, with the recommendation to award the construction contract to K7.

The total project duration is one hundred eighty (180) consecutive calendar days. The Notice to
Proceed is expected to be issued mid-July 2019 with construction completed in December 2019.

Construction Management services shall be procured separately with Amendment No. 9 (Work
Order 19-10) to the 2019 Construction Management (CM) Professional Services Agreement with
Atkins North America, pending approval of this Board action at the July 2019 Board meeting
through an administrative amendment of contract.
The construction contract and other project costs are tabulated in the following table:

<table>
<thead>
<tr>
<th>Design</th>
<th>Construction Management</th>
<th>Construction</th>
<th>Other Direct Costs</th>
<th>Estimate At Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>$60,400</td>
<td>$29,100</td>
<td>$622,900</td>
<td>$11,903*</td>
<td>$724,303</td>
</tr>
</tbody>
</table>

*Other Direct Costs include, but are not limited to: demolition, abatement, City and County permits, utility company fees, environmental testing, remediation, legal advertisements, printing, cost underruns, and administrative costs.

**COMPANY BACKGROUND**

K7 Construction, established in 1998, is a locally owned company with its office in Reno, Nevada. Work associated with this project is expected to be performed by staff based in the Reno/Sparks area and will primarily utilize locally based subcontractors and material suppliers. K7 has performed work on several previous projects at Reno-Tahoe International and Reno-Stead Airports. K7 has performed work at other airports and provides services in northern Nevada and the Lake Tahoe and Truckee areas. K7 specializes in remodeling and new construction in both commercial and residential construction. K7’s sub-contractor to perform the technology systems work is 3D Datacom and is located in Las Vegas, Nevada. They are highly qualified to perform this work and have worked at numerous airports.

**FISCAL IMPACT**

The construction contract in the amount of $622,900 is funded from the RTAA Fiscal Year 2018-2019 budget approved by the Board. The design and construction budgets are outlined in the attached MOU between the TSA and the RTAA. The TSA agreed to reimburse the RTAA in the amount of $60,400 for completion of design and permitting, and up to $830,000 for construction-related costs. Under a Supplemental Lease Agreement required by the TSA, the project design tasks have been invoiced to the TSA for reimbursement. The TSA requires a new Supplemental Lease Agreement to be executed before the project construction can proceed and further reimbursement can be arranged.

As outlined in the MOU between the TSA and the RTAA, effective July 1, 2019, the total annual rent paid by the TSA for currently leased space at RNO (5,879 square feet) is $295,233.12. Upon completion of the project construction, and the RTAA’s receipt of reimbursement for all construction costs, the TSA and the RTAA agreed to execute a new 5-year lease for the expanded space. The new 5-year lease is subject to Board approval at a future meeting. The total annual rent for the 1,338 square feet of new space, based on the current fiscal year Airport Rates and Charges (effective July 1) is $58,443.84.

**COMMITTEE COORDINATION**

This item is scheduled to be presented at the July 9, 2019 Planning and Construction Committee meeting.
RECOMMENDATION
It is hereby recommended that the Board adopt the following motion:

“It is hereby moved that the Board execute a Construction Contract for the Transportation Security Administration Terminal Space Expansion and Remodel Project at Reno-Tahoe International Airport, with K7 Construction, Inc., in the amount of $622,900, and authorizes the President/CEO, or her designee, to sign.”

MMM/gp/jk
September 14, 2018

VIA EMAIL

Ms. Genene Jones  
Contracting Officer  
Direct Leasing Branch (DLB)  
Office of Finance and Administration  
Department of Homeland Security  
Transportation Security Administration  
Genene.Jones1@tsa.dhs.gov

Re: Memorandum of Understanding (MOU) between the Transportation Security Administration (TSA) and the Reno-Tahoe Airport Authority (RTAA) regarding TSA reimbursement of RTAA's funding of the design and construction of new and remodel of current TSA operations and office space at the Reno-Tahoe International Airport (RNO)

Dear Ms. Jones:

Pursuant to our conversations during recent months, it is understood that TSA has approved funding for the design and construction of new and current TSA operations space ("Project") on the first floor of the B-Concourse at the RNO. The purpose of this MOU is to outline the steps of the Project, clarify RTAA Project funding requirements, and confirm the details of a new lease agreement between TSA and RTAA.

The Project includes design and construction improvements for: (a) 3,658 square feet of currently leased Airline Operations Space and Airlines Office Space, and (b) design and construction of an additional 1,338 square feet of adjacent space, which is currently vacant (Exhibit I - Map). The Project improvements consist of reconfiguration of office and operations space, renovation of ceiling, flooring, lighting, painting, electrical, data/communications, and physical security features.

TSA occupies and leases additional space at RNO which is not part of the Project, and is therefore not subject to this MOU.

In August 2017, Paul Cavin Architects, LLC was retained by RTAA to provide design services for the TSA Project (Exhibit 2 - Paul Cavin Architects Scope of Work). In order to complete a rough order of magnitude cost estimate for the Project with the requirements of TSA, TSA Supplemental Lease Agreement (SLA) No. 00010, in the amount of $9,100.00, was executed September 12, 2017. TSA has paid RTAA in full for SLA No. 00010.

On January 29, 2018, RTAA provided TSA the Basis of Design (BOD) Report (Exhibit 3 - BOD Report) with a rough order of magnitude cost estimate from Paul Cavin Architects, LLC. The rough
order of magnitude cost estimate was revised based on emails and follow-up conversations regarding preferred alternatives with Mr. Tim Eng of TSA. A revised rough order of magnitude (ROM) cost estimate dated April 5, 2018 (Exhibit 4 - Revised ROM Cost Estimate) reflects lower overall project costs based on preferred alternatives that match available TSA funding. RTAA has received Board approval for the budget amounts needed to pay for design and construction costs on behalf of TSA for the Project.

In order to move the project forward into full design and construction, TSA and RTAA agree and will amend contractual agreements to achieve the following:

1. TSA will provide written confirmation that it is in agreement with Paul Cavin Architects' Basis of Design Report, dated January 24, 2018 (Exhibit 3) and reflected in the April 5, 2018 TSA-revised rough order of magnitude cost estimate of $830,072.53 (Exhibit 4) and has funding and appropriation approval to pay in full for Phase 2 of Design, Tasks 1 through 6 in the amount of $60,400.00. Phase 2 Tasks will be divided into two sub-tasks: Tasks 1, 2, and 6 in the amount of $46,900 will be completed together, and Tasks 3, 4, and 5 in the amount of $13,500 will be completed together.

2. With the exception of testing the Project space for Asbestos-Containing Materials, the TSA agrees there will be no changes to the Scope of Work provided in the Basis of Design Report once this MOU is executed.

3. RTAA is required to obtain Board of Trustees approval for the Professional Services Agreement (PSA) with Paul Cavin Architects in the amount of $60,400.00 (Item 1) prior to moving forward with the Project. If TSA executes this MOU by September 20, 2018, RTAA will take the PSA to the Board of Trustees at its October 11, 2018, meeting.

4. TSA and RTAA will execute a new SLA in the amount of $46,900 to cover the remaining design work (Exhibit 3 - Phase 2, Tasks 1, 2, and 6). Following execution of the SLA to cover Phase 2, Tasks 1, 2, and 6, a kickoff meeting will be scheduled with TSA and Paul Cavin Architects. Ms. Amanda Twitchell will serve as the RTAA Project manager. Mr. Tim Eng will serve as the TSA Project manager.

5. TSA shall remit payment to RTAA upon submittal of a properly transmitted invoice upon completion of remaining design work to USCG Finance Center in the amount of $46,900 design work related to the Project (Item 4). An interest penalty will be paid by TSA if payment is not made within thirty (30) days of receipt. All days referred to in this clause are calendar days, unless otherwise specified. The interest penalty shall be at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978 (41 U.S.C. 611) that is in effect on the day after the due date. This rate is referred to as the “Renegotiation Board Interest Rate,” and it is published in the Federal Register semiannually on or about January 1 and July 1. Interest penalties of less than $1.00 shall not be paid.
Interest penalties will not be paid on delays due to disagreement between TSA and RTAA over the payment amount, requests for additional information or other issues involving contract compliance or on amounts temporarily withheld or retained in accordance with the terms of the contract. However, RTAA will not proceed with executing a new SLA for additional work until payment is received in full.

6. If it is mutually agreed to proceed with the Project, a new SLA will be executed in the amount of $13,500 to cover Phase 2, Tasks 3, 4, and 5, which includes permit applications, bidding, and construction administration. TSA will provide written confirmation of its approval of the construction bid documents prior to issuance. TSA agrees that the Project will be subject to all Nevada Revised Statutes applicable to RTAA capital projects including the Public Works Act, Chapter 338 of the Nevada Revised Statutes.

7. Upon completion of Phase 2 of the Project (Item 5), TSA shall remit payment to RTAA upon submittal of a properly transmitted invoice to USCG Finance Center. An interest penalty will be paid by TSA if payment is not made within thirty (30) days of receipt. All days referred to in this clause are calendar days, unless otherwise specified. The interest penalty shall be at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978 (41 U.S.C. 611) that is in effect on the day after the due date. This rate is referred to as the “Renegotiation Board Interest Rate,” and it is published in the Federal Register semiannually on or about January 1 and July 1. Interest penalties of less than $1.00 shall not be paid.

Interest penalties will not be paid on delays due to disagreement between TSA and RTAA over the payment amount, requests for additional information or other issues involving contract compliance or on amounts temporarily withheld or retained in accordance with the terms of the contract. However, RTAA will not proceed with executing a new SLA for additional work until payment is received in full.

8. At the completion of design, which includes 100% construction documents, an opinion of probable cost will be provided to TSA outlining permitting and construction costs to complete the Project. Costs are required to be determined fair and reasonable by the Contracting Officer prior to continuation; the Contracting Officer will communicate its determination to the RTAA in writing. Once Phase 2 has been fully completed, payment received by the RTAA and formal construction bids received, a new SLA will be executed to cover the full costs of Project construction, including permitting costs. In addition, the RTAA Board of Trustees must approve the construction bid award and contract award at a public meeting.

9. RTAA will issue a notice to proceed to the successful contractor upon completion of all requirements in Item 7.

10. Under the new SLA covering the full costs of the Project construction (Item 7) RTAA will invoice TSA monthly for progress payments as reimbursement for construction and
related Project activities that have been completed. Selected contractors will submit invoices to the RTAA for payment with a description of the task from the SLA and the percent complete. Once RTAA pays a contractor invoice, RTAA will submit the invoice to the USCG Finance Center for reimbursement.

11. The RTAA Project manager, will forward in writing all change orders to the TSA Contracting Officer for review and approval. Upon receipt of approval by the TSA Contracting Officer, the RTAA Project manager will provide the contractor with a notice to proceed for the extra work. The TSA Contracting Officer is expected to review all change orders within 5 days of receipt of change order.

12. Upon completion of Project construction and written acceptance by TSA and RTAA of the new and remodeled lease space, TSA shall remit payment to RTAA upon submittal of a properly transmitted invoice for the Project to USCG Finance Center. An interest penalty will be paid by the TSA if payment is not made within thirty (30) days of receipt. All days referred to in this clause are calendar days, unless otherwise specified. The interest penalty shall be at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978 (41 U.S.C. 611) that is in effect on the day after the due date. This rate is referred to as the "Renegotiation Board Interest Rate," and it is published in the Federal Register semiannually on or about January 1 and July 1. Interest penalties of less than $1.00 shall not be paid.

Interest penalties will not be paid on delays due to disagreement between the TSA and RTAA over the payment amount, requests for additional information or other issues involving contract compliance or on amounts temporally withheld or retained in accordance with the terms of the contract. However, RTAA will not proceed with executing a new lease agreement with the TSA until payment is received in full.

13. Upon receipt of full payment for all construction costs, TSA and RTAA agree to execute a new lease between the TSA and the RTAA with the following provisions:

(a.) Five (5) year term with five (5) one-year extension options, at RTAA’s discretion.

(b.) TSA’s leased space will be increased by approximately 1,338 square feet to a total of 4,996 total square feet with a rental rate methodology consistent with the existing agreement that expires on June 30, 2019. Rental rates are based on the then-current RTAA Board-approved Master Fee Resolution for Airline Operations and Airline Office spaces.

(c.) The new lease is subject to the approval by the RTAA Board at a public meeting.

(d.) The current lease between TSA and RTAA was executed July 1, 2009 and will expire June 30, 2019. While it is the intent of both parties to complete all the tasks and agreements prior to the current lease expiration, the current lease shall renew on a month-to-month basis until the new lease is executed. However, TSA will not be permitted to occupy the additional space until the new lease is executed.
This Memorandum of Understanding and the attachments memorialize the understandings and intentions of RTAA and TSA with regard to the construction and remodel of new and current TSA operations space on the first floor of the B-Concourse at RNO.

Please feel free to contact me at (775) 328-6417 if you have any questions.

Sincerely,

Tina W. Iftiger
Vice President of Airport Economic Development

This MOU expresses the terms and conditions of the parties with regard to TSA reimbursement of RTAA’s funding of the design and construction of new and remodel of current TSA operations and office space at RNO. If the TSA agrees with the terms, please sign below.

ACKNOWLEDGED AND ACCEPTED:

TSA

By: [Signature]

Name: Anthony Guy Miori
(Please Print)

Title: Asst. Dir. - Direct Comm Search - TSA
(Please Print)

Date: 9/17/2018

cc: Marily M. Mora, A.A.E., President/CEO
    Dean Schultz, A.A.E., Executive Vice President/Chief Operating Officer
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    Dan Bartholomew, Vice President of Planning, Engineering, and Environmental Management
    Lora R. Robb, Senior Manager of Properties
    Gary Probert, Manager of Engineering
    Amanda Twitchell, Senior Project Manager
Date: July 3, 2019
Memo: # 19(07)-47
To: Chairwoman & Board Members
For: July 11, 2019 Board Meeting
From: Marily M. Mora, A.A.E., President/CEO
Subject: AUTHORIZATION FOR THE PRESIDENT/CEO TO UTILIZE A
CONSTRUCTION MANAGER AT RISK (CMAR) PROJECT DELIVERY
METHODOLGY FOR THE IMPLEMENTATION OF TWO MASTER
PLAN PROJECTS: THE TERMINAL TICKETING HALL EXPANSION
AND THE REPLACEMENT OF THE CONCOURSE C AT THE RENO-
TAHOE INTERNATIONAL AIRPORT (RNO)

STAFF RECOMMENDATION
Staff recommends the Board of Trustees authorize the President/CEO to utilize a
Construction Manager at Risk (CMAR) project delivery methodology for the
implementation of two (2) Master Plan projects: The Terminal Ticketing Hall Expansion
and the Replacement of Concourse C at the Reno-Tahoe International Airport (RNO).

PURPOSE
The purpose of this action is to request authorization for the President/CEO to utilize
CMAR as the project delivery method to implement the Terminal Ticketing Hall Expansion
and the Reconstruction of Concourse C. Both projects were recommended in the RNO
Master Plan.

This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priority #1
— Air Service & Cargo, Strategic Priority #3 — Facilities for the Future, Strategic Priority #4
— Safety & Security, Strategic Priority #5 — Financial Diversification & Growth, Strategic
Priority #6 — Customer Experience, and Strategic Priority #8 — Sustainability, as adopted in
the Reno-Tahoe Airport Authority Fiscal Year (FY) 2019-2023 Strategic Plan.

BACKGROUND
The 2018 RNO Master Plan recommended several capital projects to address existing and
forecast growth in passenger enplanements and aging facilities. Two of the identified
projects include the expansion of the existing Terminal Ticketing Hall and the complete
Reconstruction of Concourse C. Several types of project delivery methods are currently
available for the implementation of relatively complex capital projects. An important factor
in driving the overall success of a capital project is the selection of an appropriate project
delivery method to manage design and construction. Some of the important factors
contributing to the selection of a particular delivery method include: schedule flexibility,
owner risk transfer, cost certainty, project complexity, owner/stakeholder engagement
opportunity, total cost of ownership, and unique project characteristics.

DISCUSSION
Following the November 16, 2018 Board Retreat, where staff was directed to proceed with
the implementation process of the Terminal Ticketing Hall Expansion and the

Reconstruction of Concourse C, RTAA staff, along with assistance from the Pasley Management Group (PMG), researched and evaluated a number of common and accepted capital project delivery methods. The methods evaluated included: Public-Private-Partnership (P3), Design-Bid-Build (DBB), CMAR, and Design-Build (DB).

The research efforts involved meetings with seven (7) different P3 developers to understand various P3 options, two (2) staff workshops, a Board Sub-Committee Workshop held on February 1, 2019, interviews of four (4) airports and four (4) local/regional entities, along with the RTAA’s own experience with various delivery methods. These research efforts allowed staff to filter out the most appropriate project delivery methods to meet the project needs and ascertain the successes and challenges, and strength and weaknesses, experienced using the various delivery methods.

The P3 method was deemed inappropriate for the projects being implemented at RNO, not only due to the relatively small size of the projects, but also for the degree that the RTAA would be required to relinquish control of the design and operation of the facility, and the limited ability to generate revenue upon project implementation. The remaining methods were evaluated using the following set of criteria:

- Design Certainty,
- Owner Management of Operations,
- Cost Effective Risk Transfer,
- Development Phasing Flexibility,
- Increased Access to Off-Balance Sheet Capital,
- Minimized Schedule Growth and Duration,
- Owner Management of Stakeholder Engagement,
- Minimize Change Orders,
- Cost Certainty, and
- Total Cost of Ownership.

The evaluation of how each method satisfies each criteria, feedback from outside agencies, along with RTAA staff experience, determined that the CMAR method of project delivery was the best fit for the type of projects being implemented at RNO.

Staff recommended the use of the CMAR method at the June 13, 2019 Board Workshop. This workshop also included a discussion on the plan of finance for use in this delivery method, along with a high level implementation schedule focusing on project milestones.

Some of the key advantages of CMAR include:

- The ability to phase project components,
- Metered cash flow through phased debt service acquisition rather than an initial lump sum bond issuance,
- Flexibility in owner driven changes,
- Greater stakeholder collaboration,
- Reduced owner risks due to unknown site conditions,
- “Open Book” price and cost monitoring practices,
- Negotiated Guaranteed Maximum Price Model, and
FISCAL IMPACT
There is no fiscal impact at this time.

COMMITTEE COORDINATION
This item will be presented to the Planning and Construction Committee on July 9, 2019 for discussion and possible recommendation to the Board of Trustees. Additionally, staff held a Board Sub-Committee Workshop on February 1, 2019 and a full Board of Trustees Workshop on June 13, 2019.

RECOMMENDED MOTION
Staff recommends that the Board adopt the following motion:

“It is hereby moved that the Board authorize the President/CEO or her designee to utilize a Construction Manager at Risk (CMAR) project delivery method for the implementation of two Master Plan projects: The Terminal Ticketing Hall Expansion and the Replacement of Concourse C at the Reno-Tahoe International Airport (RNO).”

MMM/dpb/db
Terminal Access Road Rehabilitation (Stead)

The Terminal Access Road rehabilitation project originally consisted of the reconstruction of the portions of Texas Avenue, Alpha Avenue and Florida Street leading to the Stead Terminal Building along with a 50 space parking lot. The project scope was modified in September 2018 to delete the parking lot, include reconstruction of portions of Maryland Avenue and Petricciani Way to complete the loop access to the terminal building and add the demolition of the existing building at Petricciani. The design work consists of surveying, geotechnical investigation, demolition, and design of streets, storm drainage, utilities, and signage.

Through a Request for Qualifications (RFQ) process, a total of six Statements of Qualifications (SOQs) were received. NCE was selected as the most qualified engineer through the RFQ process for design services. NCE submitted a proposal for $220,000 which was approved at the February 2018 Board meeting (Board Memo #18(02)-08).

This project is funded by the RTAA FY 2017-18 Capital Improvement Project (CIP) with a program budget including design, construction, construction management and other soft costs of $1,800,000.

RTAA staff received a proposal from Converse Consultants to provide asbestos and lead testing for the building to be demolished. The asbestos and lead testing and removal is not part of NCE’s scope of work and was directed by the RTAA with outside consultants.

An RTAA stakeholder’s meeting with the consultant occurred on December 21, 2018 to discuss storm water detention and directed the consultant to revise the original plan. The revision is a reduction in the area of the detention basin. An extra month for changes was provided to the consultant.

On April 12, bids were received from three contractors with Spanish Springs Construction being the low, responsive and responsible bidder in the amount of $791,444 for both the base bid and the bid alternate. The alternate included the east half of Texas Avenue between Florida Avenue and Maryland Drive. The engineer’s estimate was $1,328,018. The total duration of the project is seventy calendar days with an expected completion in late August 2019. The school building has been abated, the utilities have been disconnected and the building demolished. The project was approved at the May Board meeting (Board Memo #19(05)-30).

Project is under construction with demolition of the existing curb and gutter and asphalt completed. Contractor is scheduled to place concrete curb and gutter the week of July 15, 2019 and pave the streets early August. The RTAA and the contractor are working with Nevada Energy to lower an existing gas line that was found less than a foot below the surface of the road.
The following are project milestones:

- Design RFQ Issued: September 19, 2017
- Consultant SOQs Received: October 19, 2017
- Design team selection: November 29, 2017
- Design PSA Board Approval: February 8, 2018
- Design kickoff meeting: March 15, 2018
- 50% Plan Submittal: October 25, 2018
- Asbestos and lead abatement study: October 18, 2018
- Building Abatement Complete: February 2019
- 100% Plan Submittal: March 2019
- Bid Advertising: March 14, 2019
- Bid Opening: April 12, 2019
- Board Approval: May 23, 2019
- Notice to Proceed: June 10, 2019

The following are the next steps:

- Construction - June - August 2019

Reno-Tahoe International Airport Projects

Passenger Boarding Bridge Replacement (RNO)

This project consists of the replacement of six (6) passenger boarding bridges in the Terminal Building at RNO. The six passenger boarding bridges are located at Gates B4 and B11 on Concourse B and Gates C1, C3, C5 and C7 on Concourse C. These six passenger boarding bridges are the oldest bridges at RNO and were installed in 1996. The boarding bridges to be replaced have reached the end of their useful lives. The old analog technology is outdated and will be replaced with digital technology, and maintenance and replacement parts are getting harder to purchase. A failure of the loading bridge equipment may result in a gate being taken out of service. The new passenger boarding bridges can be relocated to the new concourses once they are constructed.

Through an RFQ process, a total of four SOQs were received. An evaluation committee comprised of RTAA staff reviewed the submittals and unanimously selected Aero Systems Engineering as the most qualified firm for design of this project. A PSA in the amount of $410,435 was presented to the Board of Trustees and approved at the June 2018 Board meeting.

This project is funded by the Passenger Facility Charges (PFC) #13 with a total program budget including design, construction, construction management and other soft costs of $5,647,500.

The bid opening occurred on March 28, 2019 with bids received from John Bean Technologies Corp (JBT) and ThyssenKrupp. The low responsive and responsible bid was from JBT for $4,451,401. The construction contract was approved at the April 2019 Board meeting (Board Memo #19(04)-21).

Striping of the aircraft envelopes at each new passenger boarding bridge location began May 21, 2019 and was completed on May 31, 2019. Phase 1 of the project is completed and Phase 2, demolition and installation of the passenger boarding bridges will begin early fall after procurement is completed.
The following are project milestones:

- Design RFQ Issued: February 9, 2018
- Consultant SOQs Received: March 15, 2018
- Design team selection: May 15, 2018
- Design PSA Board Approval: June 14, 2018
- Design Kickoff Meeting: June 26 2018
- 30% Plan Review: September 4, 2018
- 60% Plan Review: October 1, 2018
- 90% Plan Review: October 29, 2018
- 100% Plan Review: December 12, 2018
- Advertise for Bidding: February 21, 2019
- Bid Opening: March 28, 2019
- Board Approval: April 11, 2019
- Notice to Proceed (Phase 1): May 21, 2019

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

The following are the next steps:

- Notice to Proceed (Phase 2) – September 2019

**Airport Communications Center Systems Replacement (RNO)**

The Reno-Tahoe Airport Authority relies heavily on an Airport Communications Center to dispatch Security, Police, Fire, Operations, and Maintenance personnel. The center hosts a variety of systems and technologies including: telephone, two-way radio, fire alarm monitoring, security access and control, video surveillance, criminal justice information, flight information, paging, emergency notification, computer-aided dispatch, and emergency management systems. These technologies are made available to communications specialists through an elaborate analog video, keyboard, and mouse switching technology. The core technologies are entering their ninth year of operation and have become increasingly difficult to operate and support.

This original project was to provide for the design, acquisition, and installation of replacement technology in the existing space. The project consisted of two phases. Phase 1, the planning and design phase, involved the use of a design consultant to conduct needs analysis, design, and bid preparation documents, as well as to provide guidance through the acquisition process. Phase 2, the construction phase, involved the installation, testing, and training necessary to implement the new technologies, as well as contract project management and quality control and assurance services.

Three qualification based proposals were received and the selection committee found the Faith Group, LLC to be the most qualified of the consultants. The PSA with the Faith Group, in the amount of $295,866 was approved at the September 2016 Board Meeting.

The project scope expanded as the realization that additional construction would be required to build a new Airport Communication (AirComm) control room to keep AirComm operational during the replacement and upgrade of the equipment. As the scope expanded, the Technology and Information Services Department realized that the endeavor was outside their core proficiencies and requested the Engineering and Construction Division to assume the project. Engineering took the project over in April 2018.
The project is funded with PFC Application #12 with a total program budget including design, construction, construction management and other soft costs of $2,689,800.

During the bidding process and due to the wide range of work requested in the bid (from general building construction to highly technical equipment), multiple requests came in to extend the bid due date to January 10, 2019, which was granted. It was discovered that the consultant issued the wrong set of plans to a contractor and a means to insure a fair and transparent bid process, the bid date was extended another 21 days to January 31, 2019.

On January 31, 2019, bids were received from two contractors, Q&D Construction and K7 Construction. Q&D Construction was evaluated as non-responsive as they failed to submit their two-hour 1% sub consultant list. The low bid (base and no alternates) by K7 Construction ($2,805,000) was roughly $730,000 over the engineer’s estimate ($2,070,500). The consultant, Faith Group, reviewed the bids and determined that the contractors double bid several large cost items unnecessarily. RTAA Engineering reached out to K7 to understand their bid process and project understanding. At the end of the discussion, K7 asked the RTAA if they could resubmit their bid with the new understanding. K7 submitted a revised bid on February 27, 2019 and a second revised bid on March 7, 2019, with a new construction cost of $2,488,016. The bid is over the programmed budget and was discussed internally with Ms. Mora, Mr. Schultz and RTAA stakeholders on March 15, 2019. As the project is critical in nature, the direction was to submit a new Capital Program Budget Request for FY 2019-20 for an additional $450,000 to fund the construction and construction administration services required by the Faith Group. The project was approved at the May Board Meeting (Board Memo #19(05)-29) along with the approval of the new FY 2019-20 budget.

K7 has begun demolition of the Aircomm center. Project is proceeding on schedule.

The following are project milestones:

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<tr>
<th>Event</th>
<th>Date</th>
<th>Notes</th>
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<tr>
<td>Design RFQ Issued</td>
<td>February 18, 2016</td>
<td>(Equipment Replacement)</td>
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<tr>
<td>Consultant SOQs received</td>
<td>March 15, 2016</td>
<td>(3 SOQ’s received)</td>
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<tr>
<td>Design PSA Board Approval</td>
<td>September 8, 2016</td>
<td>(BM #16(09)-33)</td>
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<td>Notice to Proceed - Design</td>
<td>September 2016</td>
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<td>Restart - Design Kickoff Meeting</td>
<td>May 31, 2018</td>
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<td>60% Plan Review</td>
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<td>75% Plan Review</td>
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<td>90% Plan Review</td>
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<td>100% Plan Review</td>
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<td>Issued for Bid</td>
<td>November 15, 2018</td>
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<tr>
<td>Bid Opening</td>
<td>January 31, 2019</td>
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<td>Board Approval</td>
<td>May 23, 2019</td>
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<td>Notice to Proceed</td>
<td>June 10, 2019</td>
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The next steps for the project are listed below.

- Phase 1 Construction (AirComm Center)
- Phase 2 Construction (Reconfiguration of EOC and offices) – Fall 2019

**Runway 16R-34L Reconstruction-Design (RNO)**
The existing Portland Cement Concrete Pavement (PCCP) runway has deteriorated and is at the end of
its useful life. Runway 16R-34L, the primary commercial service runway serving the airport, is approximately 11,000 feet long by 150 feet wide and portions were previously rehabilitated in 1994. The runway keel (38 feet wide) reconstruction area is approximately 46,444 square yards and the outboard panel reconstruction area is approximately 22,000 square yards of PCCP. The project also includes reconstruction of Asphaltic Concrete (AC) shoulders for Runways 16R-34L and 16L-34R (approximately 202,000 square yards), associated runway asphalt blast pads (approximately 17,780 square yards), replacement of the Runway 16R-34L centerline, edge, threshold, Runway End Identifier Lights (REIL) lighting, replacement of Runway 16R Approach Lighting System (MALSR), two Runway Incursion Mitigation (RIM) improvements, Magnetic Variation (MagVar) improvements, replacement of the East Airfield Lighting Vault (ALV) building, and electrical distribution equipment, airfield lighting controls system (ALCS), utilities and related site work.

Specific design features and project requirements for the project have been developed in collaboration with project stakeholders, as part of the design process. The design services will include construction phasing plans to accommodate aircraft operations and contingency plans for commercial and general aviation aircraft, Nevada Air National Guard (NANG), and special event operations, such as Burning Man and Air Races during construction.

An RFQ was issued and eight SOQs were received. The Evaluation Committee selected Wood Rodgers Inc. as the most qualified consultant. The PSA with Wood Rodgers, Inc. in the amount of $4,345,000 was approved at the May 2018 Board Meeting.

The project is to be funded by a Federal Aviation Administration (FAA) grants, as part of the Airport Improvement Program (AIP). The AIP Design Grant offer of $5,961,034 was issued by the FAA and accepted by the RTAA on August 16, 2017. The estimated budget for the total program, including the Sponsor share for design, construction, construction management and other soft costs, is $65,036,875.

The first step in the design phase was the geotechnical investigation requiring a closure of Runway 16R-34L for one week. In preparation of the closure, RTAA staff scheduled individual webinar meetings with each airline, along with a meeting to include Air Cargo Operations, General Aviation tenants, the Nevada Air National Guard, Atlantic Aviation, and Dassault to discuss the closure and the logistics of all users using the shorter Runway 16L-34R.

The RTAA, the consultant team, local FAA Air Traffic, and FAA planners continue to meet to discuss the phasing of the project, integration requirements for the MALSR, reimbursable agreements with the FAA, project funding and coordination with additional airfield projects.

Discussions have taken place with Wood Rodgers on the merits of reconstructing sections of the runway versus reconstructing the entire runway. Replacing sections of the runway creates a checkerboard of new and old panels, some dating back to 1973. Although some of the older panels are still viable and outside the main travel path of the aircraft, their life expectancy drops exponentially over time. Recent discussion with the FAA regarding available funding has indicated that the original scope of replacing only the keel section and selected outboard panels needs to be held with a total program budget in the $65 million range. The consultant amended the scope to only the keel section and selected outboard panels to conform to the $65 million budget.

The project is phased to avoid simultaneous runway closures. The Phase 1 work is planned for the year 2019 and is associated with the shorter runway, Runway 16L-34R. The Phase 1 construction bid
package will be ready to bid in January 2019 and will include the asphalt shoulders and blast pads on Runway 16L-34R, the East Airfield Lighting Vault, and the Taxiway C Runway Incursion Mitigation improvements. Construction will be able to start as early as late March 2019 but will be based upon receipt of an FAA grant. Phase 2 is the work related to the longer and more critical runway for the commercial airlines, Runway 16R-34L. The construction of Phase 2 is planned for the year 2020. Phase 2 includes all work associated with Runway 16R-34L including the keel section, outboard sections, asphalt shoulders and blast pads, MALSR, the second runway incursion mitigation site, and the MagVar for all three runways.

Wood Rodgers has prepared and submitted the Program Study and Basis of Design Reports for internal stakeholder review. The basic design features of the ALV building have been finalized. Wood Rodgers is focusing on pavement limits and on airline operations during the closure of the main commercial runway, Runway 16R-34L, with regard to density altitude, payloads, winds, navigational approaches, etc. A proposed pavement panel removal exhibit has been prepared combining Stantec’s Pavement Management Report and Wood Rodger’s investigation work. Wood Rodgers has studied the pros and cons of installing an ILS on the short runway addressing the effects of the construction on the airline operations but with the information presented at this time, the direction is not to install an ILS. A questionnaire was sent to the airlines requesting feedback to their aircraft operational capabilities starting the year 2020 using RWY 16L-34R without an ILS. No feedback was received that would indicate negative impacts.

The FAA has confirmed the total program funding of $65,000,000. The consultant has adjusted the project scope to match the program funding. Phase 1 (2019) will include the work on Runway 16L-34R consisting of the shoulders and blast pads. In addition, the East Lighting Vault and the Runway Incursion Mitigation at TWY C will be included. Phase 2 (2020) will include the work on Runway 16R-34L consisting of the keel section, select outboard panels, shoulders, blast pads, Runway Incursion Mitigation at TWY A, MagVar and MALSR.

Bids were received on February 21, 2019 from the following contractors: Granite Construction Co., Q&D Construction, and Road & Highway Builders. The low, responsive and responsible bidder was Granite Construction Company with a total base bid and bid alternate of $14,235,235 and under the engineer’s estimate of $17,246,832. The project was presented to the March Board (#19(03-17) meeting and approved pending Airport Improvements Program grant from the FAA.

Staff met with the FAA’s Airport District Office (ADO) on March 20 at Reno and then in Phoenix on March 28, 2019. The timing of the grant funding was discussed for the project but the ADO had not heard any information from Washington D.C. Staff contacts the ADO on a weekly basis to see if an updated is available on the status of the grant.

Staff retained Grace Aviation to facilitate the Airport District Office (ADO) - Safety Risk Management (SRM) panel. The SRM panel occurred on April 9, 2019. The Air Traffic Control Tower facilitated a separate SRM panel on May 10, 2019. Both panels were successfully conducted with no major concerns by the FAA or panel members. The FAA’s Airport Improvement Program (AIP) grant offer for $14,614,312 was signed on June 18, 2019. The Notice to Proceed for construction will be issued to Granite Construction on July 15, 2019.

A $10,000,000 supplemental grant was announced on May 14, 2019 for the Runway 16R-34L project (Phase 2). Wood Rodgers will be submitting the 60% Phase 2 plans for review in July
2019. The RTAA is in constant communication with the FAA, regarding the remaining portion of the funding for Phase 2.

The following are project milestones:

- Design RFQ Issued: December 15, 2017
- Consultant SOQs Received: January 25, 2018
- Design team selection: March 14, 2018
- Design PSA Board Approval: May 17, 2018 (BM #18(05)-32)
- Notice to Proceed for Design: June 1, 2018
- Geotechnical Investigation: June 11-17, 2018 (Runway 16R-34L closed)
- Engineering Report: September 21, 2018
- 30% Plan Review: October 1, 2018
- 60% Plan Review: December 10, 2018
- 90% Plan Review: January 17, 2019
- Bid Advertising: January 23, 2019
- Bid Opening: February 21, 2019
- Construction Board Approval: March 2019
- ADO SRM Panel: April 9, 2019
- ATC SRM Panel: May 10, 2019
- Announcement of Supplemental grant: May 14, 2019
- Receipt of AIP grant: June 18, 2019

The Phase 1 project is on schedule with the next steps listed below:

- Notice to Proceed – July 15, 2019

The Phase 2 project is on schedule with the next steps listed below:

- Phase 2 - 60% Design Plan Review – July 2019

Terminal Elevator Replacement and New Elevator Installation (RNO)

Within the two-story terminal building, there are several public use elevators that have reached the end of their useful lives. This project consists of the replacement of four existing passenger elevators and the installation of one new passenger elevator that are necessary for the movement of passengers and baggage.

A PSA with H+K Architects was issued for the Program Study for the Terminal Elevators Replacement & New Elevator Installation (TERNEI) project, in the amount of $25,000, and was approved by Administrative Award of Contract. The Program Study determined project parameters with stakeholders to generate baseline facility requirements for the replacement of four existing elevators and the installation of one new elevator. The program study report was reviewed by RTAA Stakeholders and the final report issued on June 30, 2017.

A RFQ was issued in January 2018 for the selection of a Consultant for design services. SOQs were received from four submitting firms. The Evaluation Committee selected Vertical Transportation Excellence (VTX) as the most qualified consultant. The PSA for design services with VTX was approved at the May 2018 Board meeting in the amount of $359,499. The overall program is funded through PFC #13 with a budget of $2,967,500.
VTX completed its site inspection of the existing elevators and the location of the new elevator and the Basis of Design Report was reviewed with the Stakeholders. Comments were incorporated into the 50% design plans and documents and submitted for review. 90% plans were received in November 2018.

Bids were received from two contractors and Q&D Construction (Q&D) was the low responsive and responsible bidder. The bid total, comprised of the base bid and bid alternate, was $1,918,279. The bid was under the engineer’s estimate of $2,274,750. The construction contract with Q&D was approved at the June Board (19(06)-39). The Notice to Proceed will be issued in July 2019.

The following are project milestones for the Design of the TERNEI project:

- Design RFQ Issued: January 16, 2018
- Consultant SOQs Received: February 15, 2018
- Design team selection: March 19, 2018
- Design PSA Board Approval: May 17, 2018 (BM #18(05)-28)
- Design Kickoff Meeting: June 26, 2018
- Basis of Design Report: September 20, 2018
- 50% Plan Review: October 24, 2018
- 90% Plan Submittal: November 30, 2018
- 100% Plan Submittal: January 29, 2019
- 100% Plan Submittal: March 2019
- City of Reno plan review: March 2019
- Issue for Bid: April 18, 2019
- Bid Opening: May 16, 2019
- Board Approval: June 13, 2019

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

- Notice to Proceed – July 2019

**Pavement Management System Program (RNO & RTS)**

The Pavement Management System (PMS) scope consists of annual airfield pavement inspections at both Reno-Tahoe International (RNO) and Reno-Stead (RTS) Airports, and an annual landside pavement inspection at RNO. The program is funded from the Capital Improvements Budget for each fiscal year. The inspections for each year contains one-third of the airfield or landside pavements. Over a three year cycle, the entire pavement to be maintained by the RTAA is inspected. The second part of the PMS scope is to prepare a report for each of the three different areas (RNO Airside, RNO Landside and RTS Airside) with recommendations of pavement repairs and rehabilitation. The third part of the PMS scope is to propose different alternatives that fit within the budget for RTAA to determination. Project priorities are determined by the RTAA and the consultant prepares improvement plans and documents for the Airside (RNO & RTS) and Landside (RNO) projects. Construction packages are developed separately for both the Landside and Airside projects to allow contractors with specialties to bid on a single project.

The RFQ was structured for the Consultant to provide services for 2018, with options for two additional years of service for 2019 and 2020, at the discretion of the RTAA, for a potential total of three years. Stantec was selected as the most qualified engineer through a Request of Qualification
process which three firms submitted SOQs.

2019 PMS

At the December 2018 Board meeting, the Board supported staff’s recommendation to exercise the second option to Stantec to provide PMS services for 2019. Stantec submitted a proposal for $334,100 which is being presented for approval at the February 2019 Board meeting (Board Memo # 19(02)-07.

The overall airside program is funded through FY 2018-2019 CIP of $800,000. The landside budget is funded through FY 2018/19 CIP of $600,000 along with a carryover from FY 2017-2018 CIP of $36,880 and a budget transfer of $18,420 provides for a total budget of $655,300. The total proposal of $334,100 is distributed with $207,600 for airside and $126,500 for landside.

The RTAA stakeholders reviewed the 2018 PMP reports and selected the RNO Airside design project to consist of design of concrete repairs to the aircraft parking apron located north of Concourse C, the aircraft parking apron located south of Concourse B and the area at the intersection of Taxiway B and Runway 7-25. The aircraft parking area north of Concourse C is outside the limits of the future Concourse C construction. The stakeholders selected to reconstruct the flight crew parking lot as the RNO Landside design project. The crew lot is located at the northwest corner of Plumb Lane and Terminal Way. The Stantec PSA for 2019 PMS services was approved at the February 2019 Board meeting (19(02)-07). Staff has received Stantec’s PSA and provided them with a Notice to Proceed.

The consultant is currently designing both the Airside and Landside projects and is on schedule. The 90% plan review for the Airside project was completed in June 2019 and is scheduled to go out to bid in July 2019. The project is scheduled to be presented to the August 2019 Board Meeting.

The 90% plans for the Landside project are currently being reviewed by both the RTAA and the City of Reno. The City of Reno will make a determination if the project meets the minimum City of Reno codes with regards to landscaping or if a Code Variance is required.

The following are project milestones for the 2019 Pavement Management project:
- Commencement of Design: March 2019
- Pavement inspections at RNO and RTS – April 2019

The project is on schedule with the next steps are listed below:
- Final Design at RNO and RTS – July 2019

AOA Perimeter Fence Improvements (RNO)
The existing AOA perimeter fencing consists of approximately 48,700 linear feet of 6 feet and 8 feet chain link fence topped with razor or barb wire. The 6-foot sections of the existing fence are the oldest portions of the fence and are past the end of their useful lives and require increasing maintenance and repairs. The project consists of the replacement of approximately 8,300 linear feet of the existing 6-foot sections of the AOA fence with new 8-foot fencing topped with 3-strand barbed wire. A wildlife deterrent underskirt will be included in those portions of the fence where burrowing is possible. In addition, the project consists of replacement of manual and electric gates and demolition of a row of mini-warehouse storage units. The replacement is necessary to maintain the safety of aircraft operations and to prevent unauthorized access to the airfield by people, vehicles and wildlife.
Planning & Construction Committee
Project Status Report – July 2019

Through a RFQ process, a total of three SOQs were received for design services. An evaluation committee, comprised of RTAA staff, reviewed the submittals and selected Dyer Engineering Consultants as the most qualified firm for this project. A PSA in the amount of $207,500 was presented to the November 2018 Board of Trustees meeting for approval (Board Memo #18(11)-72).

This project is funded by the PFC #13, Amendment #1 with a total program budget including design, construction, construction management and other soft costs of $3,071,000.

Bids were opened on April 12, 2019 with bids received from two contractors, Granite Construction and A1 American Fence. The low responsive and responsible bidder was Granite Construction with a base bid of $1,303,303 and the bid alternate of $77,625. The bid alternate included additional fencing in the GA West area to make the entire area airside. The project was approved at the May 2019 Board Meeting (#19(05)-26) for both the base bid and bid alternate.

The Board approved a demolition contract with Olcese Construction at the May 2019 Board Meeting (#19(05)-26) to demolish three airport mini warehouse personal property storage buildings as part of the overall project. The base bid included the demolition of Building G which is part of the AOA perimeter and required to be demolished for the AOA Perimeter Fence project. The bid alternate included two additional buildings, E & F. All three buildings are in very poor condition with leaking roofs and siding that is falling apart. The Notice to Proceed for abatement of the asbestos will be issued on July 15, 2019. At the completion of the abatement, the contractor will begin demolition.

The Notice to Proceed for the AOA fence with Granite Construction was issued on July 8, 2019.

The following are project milestones:

- Design RFQ Issued: September 7, 2018
- Consultant SOQs Received: October 3, 2018
- Design team selection: October 16, 2018
- Board Approval of Consultant: November 8, 2018
- Notice to Proceed (Design): November 30, 2018
- 50% Plan Review: January 17, 2019
- 90% Plan Review: February 28, 2019
- 100% Plan Review: March 14, 2019
- Bid Advertising: March 14, 2019
- Bid Opening: April 12, 2019
- Board Approval: May 23, 2019

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

- **Notice to Proceed – July 2019**

**Wildlife Hazard Management (RNO)**

This project will involve the land application of a six-inch thick, three-inch minus gravel and crushed stone aggregate (gravel) material within the Runway Safety Area at the south ends of Runways 34L and 34R. Approximately 302,440 square yards within RNO’s Air Operations Area (AOA) would be covered with the gravel material to help prevent animals from burrowing and creating a wildlife hazard. The gravel material would be placed west of Taxiway A between the ARFF and the south end of Taxiway A (approximately 250 feet in width), and south and east of the ends of Runway 34L and Taxiways A and B to the Boynton Slough (Dry Creek).
This project is funded by PFC #13 with a total program budget including design, construction, construction management and other soft costs of $3,672,000.

The original RFQ was issued and didn’t receive any SOQ’s. The RTAA Engineering department reached out to several consultants and asked why they didn’t respond. All of them only looked at the title and didn’t read the description of the project. They all thought the request was for a wildlife program, not an engineering design to help mitigate wildlife on the airfield. A second RFQ was issued.

Wood Rodgers was selected as the most qualified consultant for the Wildlife Hazard Management project. Their Statement of Qualifications described in greater detail than the others the challenges in working in the runway safety areas along with the requirements to work with the Runway 16R project. The Wood Rodgers Consultants PSA for design services was approved at the February 2019 Board meeting (#19(02)-06).

The consultant will prepare two separate construction packages to follow the phasing of the Runway 16R project. Phase 1 will consist of the Runway 34R wildlife area and Phase 2 will consist of the Runway 34L wildlife area. The consultant has started design of Phase 1 and is on schedule with the final plans ready for bidding in August 2019.

The following are project milestones:

- Original Design RFQ Issued: October 11, 2018
- Original SOQ’s received: November 1, 2018
- Second RFQ Issued: November 15, 2018
- SOQ’s received: December 13, 2018
- Consultant Selection: December 26, 2018
- NTP to Wood Rodgers: February 25, 2019
- Basis of Design Report: April 4, 2019
- 60% Plan Review: May 3, 2019
- **100% Plan Review:** June 28, 2019

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

- Bid Advertising – **July 2019**
- **Board Meeting – September 2019**

### 1200 & 1280 Terminal Way Pavement Reconstruction (RNO)

The project at 1200 & 1280 Terminal Way consists of the reconstruction of the two asphalt parking lots at 1200 & 1280 Terminal Way. Pro Collision is located at 1200 Terminal Way and Albitas along with several other businesses are located at 1280 Terminal Way. The existing asphalt has reached the end of its useful life. The 2018 Pavement Management Program by Stantec indicates a Pavement Conditions Index (PCI) of 29 and 27 for 1200 and 1280 Terminal Way, respectively. A PCI rating of 27 and 29 indicates a Very Poor Rating with a recommendation to reconstruct. The scope of work requested of the consultant is data gathering of survey and geotechnical information, basis of design report, construction documents, bidding assistance and construction support.

CFA Inc. was selected to perform design services for this project from the RTAA 2018 Annual A/E Services pre-qualification list of engineering consultants. A PSA with CFA was issued by Administrative Award of Contract.
This project is funded by the FY 2018/19 CIP with a total program budget including design, construction, construction management and other soft costs of $390,000. The project went out for bid advertising on April 11, 2019 with bids opened on May 1, 2019. Bids were received from two contractors with the low responsible and responsive bidder in the amount of $303,007 from Sierra Nevada Construction.

During the bid advertising, the City of Reno reviewed the project and provided review comments that will require the project to be re-designed to bring the projects up to landscape code requirements. The consultant will be meeting with the Planning staff at the City of Reno to determine if they can provide a variance on any of the landscape requirements. A meeting with the City of Reno was held on May 23, 2019 to discuss the landscape requirements. The City is requiring both properties to be brought up to current City code requirements. The 1200 Terminal Way project is required to remove the existing valley gutter along Vassar Street and install curb and gutter, concrete sidewalk, landscape islands, landscaping and irrigation, 24’ wide driveway entrances and screening of the truck dock area. Due to the costs associated with these improvements, 1200 Terminal Way will be removed from the project until a later date.

1280 Terminal Way will need to conform to the City landscaping requirements. This entails the addition of landscape islands within the parking lots to allow for one tree every 75’. A proposal from the consultant for landscape and irrigation services was approved to add the additional landscaping and irrigation required by the City. The consultant’s revised plans were reviewed by the RTAA mid-June and went out to bid on June 26, 2019. The bid opening is scheduled for July 17, 2019.

The following are project milestones:

- Selection of Consultant: October 9, 2018
- Notice to Proceed (Design): November 27, 2018
- 50% Plan Review: February 2019
- 100% Plan Review submittal: April 9, 2019
- Bid Advertising: April 11, 2019
- Bid Opening: May 1, 2019
- Bid Advertising (Revised Plans): June 26, 2019

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

- Bid Opening (Revised Plans): July 17, 2019
- Board Approval – August Board Meeting

**TSA Operations Space Remodel – Phase 2 (RNO)**

The Transportation Services Administration (TSA) located at the Reno-Tahoe International Airport (RTIA) is planning improvements and expansion of their existing operations space located below Concourse B. The existing square footage of the TSA Operations space is approximately 3,630 square feet, the new addition will bring the total square footage to approximately 5,300 square feet. Improvements to the existing space include re-organization of existing spaces and offices as well as updating the existing finishes from the flooring to the ceiling. Also included are improvements to power, data, acoustics, and security. These improvements will follow the TSA Field Office – Program of Requirements to the best of the projects ability given the existing conditions and location.

Phase 1 of the programming of the project consisted of Paul Cavin Architect, LLC to prepare a Basis
of Design report to include a rough order of magnitude cost estimate for the overall project. TSA reviewed the Basis of Design report and approved the cost estimate. A PSA was approved by the Board at the October Board meeting with a NTP issued on November 5, 2018 to begin Phase 2 of the project. Phase 2 consists of preparation of construction improvement plans and specifications, plan review at the City of Reno, and bidding assistance.

The budget for the design services in the amount of $60,400 was included in the RTAA Fiscal Year 2018-2019 budget approved by the Board. The RTAA will invoice the TSA for reimbursement as specific tasks are completed. Specifically the Memorandum of Understanding between the TSA and the RTAA stipulates the TSA will reimburse the RTAA for the total amount.

The project was held up due to the government shut down. Once back to work, the TSA had to get caught up internally before they could meet on the project to review the 90% plans, causing a 5 week delay. The 90% plan review was held on February 12, 2019. TSA, Paul Cavin, and the design team and RTAA stakeholders were present at the review. Remodeling of the bathrooms has been removed from the project with approval by the TSA as it is over the budget provided by the TSA. The plans have been submitted and reviewed by the City of Reno and went out for bid advertisement on May 22, 2019.

The project went out to bid May 22, 2019 with bids received by three contractors on June 12, 2019. The low and responsible bidder was K7 Construction. The TSA reviewed the bids with the RTAA and agreed to have K7 as the contractor. The Airport Economic Department is currently working with the TSA to generate a new Supplemental Lease Agreement to pay for the new improvements. The project will be presented to the July Board Meeting.

The following are project milestones:

- Basis of Design Report (Phase 1): January 29, 2018
- PSA Approval by Board (Design): October 11, 2018
- Notice to Proceed (Design): November 5, 2018
- 50% Plan submittal: December 7, 2018
- 90% Plan submittal: January 22, 2019
- City of Reno permitting submittal: April 2019
- Bid Advertising: May 22, 2019
- Bid Opening: June 12, 2019

The next steps are listed below:

- Board Approval – July 2019
- Notice to Proceed – August 2019

**Airfield Maintenance Yard Pavement Reconstruction (RNO)**

The Airfield Maintenance Yard is located east of the Airfield Maintenance Department’s building at the corner of Air National Guard Way and Aviation Way. The maintenance yard was last paved in 1978 and the pavement is in a severely failed condition. The maintenance yard receives a large amount of vehicle and specialized equipment traffic. The maintenance yard abuts the entrance of the vehicle/equipment maintenance shop, houses the fuel pumps used by all RTAA vehicles, and provides covered storage for vehicles and equipment. The overall maintenance yard consists of approximately 100,000 square feet of asphalt pavement and is located Airside, within the Airport Operations Area perimeter fence. This project consists of the first of two phases of repaving the airfield pavement yard. The construction consists of the reconstruction of approximately 52,900 square feet of asphalt pavement. With the existing configuration...
of the maintenance yard and the regrading required to improve the drainage, more area was required to be included in the re-design than originally programmed. The budget of the program was expanded from $800,000 to $970,000.

Through a Request for Qualifications (RFQ) process, a total of five Statements of Qualifications (SOQs) were received. Stantec was selected as the most qualified engineer through the RFQ process for design services. Stantec’s fee proposal of $65,828 was approved at the December 2018 Board meeting (Board Memo #18(12)-76).

This project is funded by the RTAA FY 2018-19 Capital Improvement Project (CIP) with a program budget including design, construction, construction management and other soft costs of $800,000 and a budget transfer of $170,000 from the Reno-Stead Terminal Access Road Rehabilitation project.

On May 9, 2019, bids were received from three contractors with Sierra Nevada Construction being the low, responsive and responsible bidder in the amount of $843,007. The engineer’s estimate was $821,467. The total duration of the project is thirty-five calendar days with an expected completion in July 2019.

The project was approved at the May Board Meeting (#19(05)-28) with a notice to proceed scheduled for June 2019. **Construction began June 3, 2019. During overexcavation of fine grained soils near the fuel pumps, contaminated soils were found containing high amounts of hydrocarbons from a previous diesel fuel spill. The RTAA’s Environmental Manager (EM) along with an environmental consultant coordinated the removal of approximately 200 cubic yards of contaminated soils. The EM was able to find a case for the original spill occurring in the 1990s. The EM is working with the State to have the Nevada State Petroleum Fund pay for the additional costs associated with the cleanup.**

The following are project milestones:

- **Request for Qualifications:** October 11, 2018
- **PSA Approval by Board (Design):** December, 2018 (#18(12)-76)
- **Advertised of Bids:** April 18, 2019
- **Bid Opening:** May 9, 2019
- **Board Approval:** May 23, 2019
- **Notice to Proceed:** June 3, 2019

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

- **Construction – July & August 2019**
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## CAPITAL IMPROVEMENT PROJECTS SCHEDULE

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