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EXECUTIVE VICE PRESIDENT/COO
Dean E. Schultz, A.A.E.
GENERAL COUNSEL
Ann Morgan, Fennemore Craig
CLERK OF THE BOARD
Jamie Kuryllo

AGENDA
RENO-TAHOE AIRPORT AUTHORITY
MEETING OF THE PLANNING & CONSTRUCTION COMMITTEE

DATE & TIME: Tuesday, December 10, 2019
9:30 a.m. (Or Immediately Following Adjournment of Finance & Business Development Committee Meeting)

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

Items 3, 4 and 5 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. PUBLIC COMMENT (Limited to Three Minutes per Person)

3. APPROVAL OF MINUTES – October 8, 2019 Committee Meeting

4. APPROVAL OF MINUTES – November 12, 2019 Committee Meeting

5. ITEMS TO BE PRESENTED TO THE PLANNING & CONSTRUCTION COMMITTEE FOR REVIEW AND RECOMMENDATION TO THE BOARD:
None.
6. ITEMS TO BE PRESENTED TO THE PLANNING & CONSTRUCTION COMMITTEE FOR APPROVAL:
None.

7. ITEMS TO BE PRESENTED TO THE PLANNING & CONSTRUCTION COMMITTEE FOR DISCUSSION:
   a. North Valleys Flood Mitigation and Utility Corridor Plans
   b. 16R/34L Runway Project
   c. RTAA Capital Improvement Schedule

8. 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 Apron Phase 1, 2 and 3, and Adjoining Portion of Taxiway Alpha Rehabilitation at Reno-Stead Airport [Design]
   c. Staff Report on the Passenger Boarding Bridge Replacement Project at Reno-Tahoe International Airport [Construction]
   d. Staff Report on the Airport Communications Center Systems Replacement Project at Reno-Tahoe International Airport [Construction]
   e. Staff Report on the Runway 16R-34L Reconstruction at Reno-Tahoe International Airport [Construction]
   f. Staff Report on the Terminal Elevator Modernization and New Elevator Installation Project at Reno-Tahoe International Airport [Construction]
   g. Staff Report on the Pavement Management System Program at Reno-Tahoe International Airport [Construction]
   h. Staff Report on the Airport Operations Area Perimeter Fence Project at Reno-Tahoe International Airport [Construction]
   i. Staff Report on the Wildlife Hazard Mitigation Project at Reno-Tahoe International Airport [Construction]
   j. Staff Report on the 1200/1280 Terminal Way Pavement Rehabilitation Project at Reno-Tahoe International Airport [Construction]
   k. Staff Report on the TSA Operations Space Remodel-Phase 2 (RNO) [Construction]
   l. Staff Report on the Electric Ground Support Equipment (eGSE) Infrastructure Project at Reno-Tahoe International Airport [Planning]
   m. Staff Report on the Ticketing Hall Expansion Project at Reno-Tahoe International Airport [Planning]

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

10. PUBLIC COMMENT (Limited to Three Minutes per Person)

11. 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
1. **ROLL CALL**

Chair Sperber called the meeting to order at 9:34 a.m.

Chair Sperber congratulated Gary Probert on his promotion to Vice President of Planning, Engineering and Environmental Management.

Roll was called.

In Attendance:
- Trustee Sperber, Chair
- Trustee Carey, Vice Chair
- Trustee Farahi, Committee Member
- Trustee Gianoli, Committee Member
- Trustee Chaplin
- Trustee Jay
- Trustee Rose
- Marily Mora, President/CEO
- Dean Schultz, Executive Vice President/COO
- Ann Morgan, General Counsel
- Randy Carlton, Chief Financial Officer
- Gary Probert, Vice President of Planning, Engineering and Environmental Management
- Lissa Butterfield, Manager of Planning and Environmental Services
- Tony Curatolo, Senior Airport Project Manager
- Amanda Twitchell, Senior Airport Project Manager
- Debi Meehan, Senior Buyer
- Aurora Ritter, Manager of Airport Economic Development
- Alyson Murphy, Concessions Property Specialist II
- Shawna Peters, Property Specialist I
- Jamie Kuryllo, Clerk of the Board
- Blake Crosby, Q&D Construction
- Brian Miles, Q&D Construction
- Tim Kintzler, Q&D Construction
- Amy Barnes, CS Project Delivery
- Bob O'Neil, CS Project Delivery
- Mark Pfeffer, CS Project Delivery
- Jackie Agan, The Hertz Corporation
- Stephen Jarvis, The Hertz Corporation
- Hanna Zabaneh, Enterprise Alamo National
2. APPROVAL OF MINUTES – September 10, 2019 Committee Meeting

On motion by Trustee Gianoli, seconded by Trustee Farahi, which motion duly carried by unanimous votes, the Committee approved the minutes from the Planning and Construction Committee meeting of September 10, 2019.

3. PUBLIC COMMENT

None.

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

   a. #19(10)-59  Authorization for Use of $190,000 of Customer Facility Charges (CFCs) for the Hertz Corporation, Avis Budget Car Rental, LLC and Enterprise Leasing Company-West, LLC (RACs) or Their Assignee to Perform Additional Work on the Feasibility Report and Use $45,000 of CFCs for the RTAA to Independently Validate Certain Financial Projections and Traffic and Public Safety Designs Prior to Requesting Approval to Proceed with Phase II Design, Development and Pricing for a Reno-Tahoe International Airport Consolidated Rental Car Facility

   Marily Mora, President/CEO, presented on a recommendation for a Phase 1.1 effort for the Reno-Tahoe International Airport Consolidated Rental Car Facility project.

   Ms. Mora requested that the Committee recommend that this item be sent to the Board for authorization for use of $190,000 of Customer Facility Charges (CFCs) for the Hertz Corporation, Avis Budget Car Rental, LLC and Enterprise Leasing Company-West, LLC (RACs) or their assignee to perform additional work on the feasibility report and use $45,000 of CFCs for the RTAA to independently validate certain financial projections and traffic and public safety designs prior to requesting approval to proceed with Phase II design, development and pricing for a Reno-Tahoe International Airport Consolidated Rental Car Facility.

   Lissa Butterfield, Manager of Planning and Environmental Services, presented on rental car facility requirements in the Master Plan. The Master Plan, a long-term (20-year) development plan, was approved by the Federal Aviation Administration (FAA) in January 2019. It is a flexible, living document which provides guidance for facility and land use decisions.

   The Master Plan recommended the following adjustments for rental car facility requirements to accommodate future growth:
   Ready/Return: 402 spaces to 501 spaces
   Quick Turnaround: 11,400 SF to 14,200 SF
   Remote Lots: 4,350 spaces to 4,741 spaces

   Ms. Butterfield discussed the pros and cons of the four alternative sites for the rental car facility evaluated in the Master Plan. The preferred alternative (Master Plan Alternative D) was a standalone facility separate from public parking.
Trustee Carey inquired about where the current Taxi/TNC location will be moved to after the terminal expansion project described in the Master Plan. Ms. Butterfield responded that expanding the terminal building is not scheduled until the end of the 20-year plan and so a new location has not been determined at this time. Staff will be able to complete a better analysis of this issue after receiving Taxi/TNC data in Phase 2 of the Reno-Tahoe International Airport Consolidated Rental Car Facility project.

Trustee Carey inquired about the loss of airside property. Ms. Butterfield responded that although the proposed rental car facility would result in the loss of airside property, the requirement to relocate the current central disposal facility is an actual benefit.

Trustee Sperber inquired about the cost of the Master Plan location versus the proposed location. Both locations have a cost estimate around $190 million.

Bob O’Neill, Conrac Solutions, discussed future growth projections for the rental car facility. Mr. O’Neill stated that there is a need today for 790 Ready/Return spaces, growing to a need of 1,151 spaces in 20 years. Conrac Solutions staff, as well as rental car company representatives, discussed the discrepancy between the numbers in the Master Plan and the numbers provided by Conrac Solutions. Rental car companies are hesitant to release data – data from rental car companies was not provided during the Master Plan but was provided to Conrac Solutions during Phase 1 of the Consolidated Rental Car Facility project. Trustee Carey requested more information on the programming analysis completed by Conrac Solutions that arrived at the 790 space number. Mark Pfeffer, Conrac Solutions, said that his team would provide Trustees with that information at a later time.

Mr. O’Neill discussed design features, as well as the pros and cons of the five rental car facility sites considered in the Phase 1 feasibility study by RTAA staff and the RAC industry.

Trustee Carey inquired about the order that the five sites were ranked. Mr. O’Neill responded that he would get back to the Trustees at a later time with that information.

Trustee Sperber inquired as to whether there have been any conversations with the City of Reno. Mr. O’Neill responded that staff has had preliminary discussions with City of Reno Fire and City of Reno Planning staff. More detailed discussions will take place as the facility design is advanced during Phase 2.

Trustee Rose inquired about whether the team thought all site considerations cited during Phase 1 will have a solution. Staff responded that they do not believe any of the listed site considerations are too onerous to overcome, although they may require compromise.

Trustee Carey inquired about any issues with the new location of the Landside Operations offices and toll booths. Ms. Butterfield responded that there is not an issue that the staff offices and toll booths will no longer be connected as long as there are enough manned toll booths. One issue to look at in the next Phase will be environmental concerns for security staff located at Gate 155 and staff working in the new toll booths.
Trustee Sperber inquired about comments received from RTAA public safety representatives. Mr. O’Neill responded that there were two comments: (1) Possibility of an access gate from the loop road into the new public parking area (old QTA location) to be used for staging during an emergency; (2) Possibility of access to new QTA location from both landside and airside. These issues will be analyzed during Phase 1.1.

Amy Barnes, Conrac Solutions, and Mr. O’Neill provided more detail on the programming analysis performed by their team, as requested by Trustee Carey earlier in the presentation. Each rental car company was provided with a questionnaire that requested data on the number of rental transactions for each hour of the day, every day of the week. Each company also completed a form that requested information on the existing number of spaces today, the number of space needed today, the number of spaces needed in 10 years and the number of spaces needed in 20 years. Conrac Solutions then worked to balance industry desire with the efficiencies of the structure and cost of the project. Mr. Pfeffer also stressed the importance of balancing the cost of the project, with the ability to finance it. Hanna Zabaneh, Enterprise Alamo National, raised the issue of price sensitivity for the Customer Facility Charge (CFC), which is discussed on page 34 of the Feasibility Report.

Trustee Sperber inquired, and Mr. Pfeffer responded, with the breakdown of the $190,000 request:

- $50,000 Advance the historical data collection and analysis by the market consultant and provide an analysis of the impacts of TNC and other ground transportation competitors (Unison)
- $40,000 Advance the Traffic Impact analysis to a more robust level (Kimley Horn -Traffic Engineer)
- $50,000 Advance design for traffic analysis (PGAL)
- $50,000 Project Management (Conrac Solutions)

It was noted that the following validation services would also be performed in Phase 1.1:

- $15,000 Market Analysis and Validation of Financial Projections (Jeff Schulthess of Landrum-Brown)
- $15,000 Validation of Total Project (Jeff Turner of Turner CM)
- $15,000 Validate Preliminary Assumptions Regarding Traffic, Site and Circulation Issues (Marc Butorac of Kittelson & Associates)

Ms. Mora stated that staff will look into the possibility of conducting a workshop in early December to review the results of Phase 1.1 before bringing the item for a vote at the regular December board meeting.

Trustee Carey reiterated his concern of having all traffic movement in a closed environment.

Trustee Farahi inquired about whether or not Phase 1.1 is delaying the original timeline. Mr. Pfeffer and Ms. Mora acknowledged the delay and stated that an updated timeline will be provided to Trustees at the next workshop.

On motion by Trustee Carey, seconded by Trustee Farahi, which motion duly carried by unanimous votes, the Committee recommended this item [#19(10)-59] go to the Board for approval at the October 10, 2019 Board meeting.
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. North Valleys Flood Mitigation and Utility Corridor Plans

Dean Schultz, Executive Vice President/COO, provided an update on the North Valleys Flood Mitigation and Utility Corridor Plans.

The City of Reno has contracted with Aspen Developers to install the pump, pipe and irrigation system for the dewatering of Swan Lake. The City of Reno also contracted with Far West Engineering to serve as the principal engineer for the project. Aspen Developers conducted a pre-construction meeting on Monday, October 7, 2019 and proposed the following timeline:

- October 9, 2019 – Begin staging materials
- October 14, 2019 – Begin assembling pipe system, starting north and working towards Swan Lake

Aspen Developers is hoping to complete the project in 30 days, although, contractually, they have until March 1, 2020. On October 22, 2019, the City of Reno will be touring the 450-acre parcel owned by Washoe County that is located north and west of the Reno-Stead Airport in order to elicit interest from potential farmers.

Trustee Carey requested information on the long term utility corridor plan. Lissa Butterfield, Manager of Planning and Environmental Services, responded that the next meeting on that topic will be held on October 18, 2019 so she will provide an update at the November Planning and Construction Committee meeting.

b. 16L/34R Runway Project

Gary Probert, Vice President of Planning, Engineering and Environmental Management, provided an update on the 16L/34R Runway Project. Demolition is complete and all but two sections of asphalt have been paved.

The Federal Aviation Administration (FAA) recently instituted a minimum water cement ratio which will not work well locally. This required the Airport to submit a Request for Modification of Airport Design Standards to the FAA. The request has been approved but, due to this delay, Granite Construction has agreed to push the portion of concrete for this year’s project to next spring at no additional cost.

Trustee Sperber inquired about the timeline for Phase 2 of the Runway 16R-34L project. Mr. Probert responded that the Phase 2 schedule is as follows:

- ADO SRM Panel – October 17, 2019
- 90% Design Plan Review – November 8, 2019
- ATO SRM Panel – November 14, 2019
- Advertise for Bids – December 11, 2019
- Open Bids – January 16, 2020
- Award (based on funding) - February 13, 2020
- NTP Construction (pending grant funding) - March 26, 2020

c. RTAA Capital Improvement Schedule

An updated schedule was included in the Trustee’s monthly Board Packet.

Trustee Carey requested more information regarding the Stellar and JSX projects listed on the project schedule. Marily Mora, President/CEO, reported that staff plans to bring the Steller Aviation development proposal to the Board in November or December 2019. JSX was looking at locations at GA West and GA East but progress has been made on a proposal for GA East. The Air Service Development Committee will meet on October 10, 2019 to discuss a potential change to the incentive agreement to include JSX.

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]

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 Apron Phase 1, 2 and 3, and Adjoining Portion of Taxiway Alpha Rehabilitation at Reno-Stead Airport [Design]

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 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.

d. 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.
e. 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.

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. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

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.
1. Staff Report on the Electric Ground Support Equipment (eGSE) Infrastructure Project and Reno-Tahoe International Airport [Planning]

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

m. Staff Report on the Ticketing Hall Expansion Project at Reno-Tahoe International Airport [Planning]

This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet.

Trustee Carey thanked staff for allowing him to participate on the Ticketing Hall Expansion Detailed Planning Study Selection Committee.

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

Trustee Carey thanked staff for their work on the consolidated rental car facility item.

9. PUBLIC COMMENT

None.

10. ADJOURNMENT

There being no further business, Chair Sperber adjourned the meeting at 11:33 a.m.

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

Chair Sperber called the meeting to order at 9:30 a.m.

Roll was called.

In Attendance:
- Trustee Sperber, Chair
- Trustee Carey, Vice Chair
- Trustee Gianoli, Committee Member
- Trustee Chaplin
- Trustee Rose
- Marily Mora, President/CEO
- Dean Schultz, Executive Vice President/COO
- Ann Morgan, General Counsel
- Randy Carlton, Chief Financial Officer
- Tina Iftiger, Vice President of Airport Economic Development
- Mark Cameron, Vice President of Operations and Public Safety
- Gary Probert, Vice President of Planning, Engineering and Environmental Management
- Lissa Butterfield, Manager of Planning and Environmental Services
- Ben Carpenter, Manager of Landside Operations
- Tony Curatolo, Senior Airport Project Manager
- Amanda Twitchell, Senior Airport Project Manager
- Jamie Kuryllo, Clerk of the Board

2. **PUBLIC COMMENT**

None.

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

None.

4. **ITEMS TO BE PRESENTED TO THE PLANNING & CONSTRUCTION COMMITTEE FOR APPROVAL**

None.
5. ITEMS TO BE PRESENTED TO THE PLANNING & CONSTRUCTION COMMITTEE FOR DISCUSSION

a. North Valleys Flood Mitigation and Utility Corridor Plans

Lissa Butterfield, Manager of Planning and Environmental Services, provided an update on the North Valleys Flood Mitigation and Utility Corridor Plans.

On October 18, 2019 at Reno-Stead Airport, Airport Economic Development, Planning, and Reno-Stead Airport staff attended a meeting organized by the City of Reno to discuss possible federal funding to support a North Valleys utility corridor, specifically grants through the Economic Development Administration (EDA) and the US Department of Commerce. Also in attendance was staff from the Western Nevada Development District and Washoe County.

Unfortunately, the EDA was looking for smaller projects with an immediate long-term job creation impact. With this information, the City of Reno and Washoe County are working collaboratively to secure an EDA grant to pay for the pump, surface pipeline and irrigation equipment for the Swan Lake Dewatering project.

Regardless of potential grant funding, the Swan Lake Dewatering project is underway. On October 22, there was a pre-construction drive of the project area with Reno-Stead Airport staff, the City of Reno, FarrWest, and Aspen Developers. Construction began along American Flat Road and is working south. As of Friday, November 8, 2019 the surface pipeline crossed into airport property north east of the airfield.

Another meeting to discuss the utility corridor has been scheduled for December 13, 2019.

b. 16L/34R Runway Project

Tony Curatolo, Senior Airport Project Manager, provided an update on the 16L/34R Runway Project.

The Airfield portion of the Runway 16L project is expected to be complete by November 27, 2019. The new electrical vault building will be constructed through winter and is expected to be complete by the end of January 2020. During spring 2020, the concrete portion of the Runway 16L project and the demolition of the old electrical vault building will occur.

The Runway 16R project is at 90% design completion. The project schedule is as follows:

- ATO SRM Panel – November 14, 2019
- Advertise for Bids – December 11, 2019
- Open Bids – January 16, 2020
- Award (contingent on funding) - February 13, 2020

c. RTAA Capital Improvement Schedule

An updated schedule was included in the Trustee’s monthly Board Packet.

The following projects have been substantially completed:
d. Conrac Update

Tina Iftiger stated that the intent of this update is to discuss the status of the four items that the RTAA was authorized to validate during Phase 1.1.

Rental Car Transaction Days Forecast (Jeff Schulthess of Landrum-Brown)
Randy Carlton, Chief Financial Officer, reported that Jeff Schulthess of Landrum-Brown was hired to review the rental car transaction days forecast. Mr. Schulthess has requested data from the rental car agencies, as well as Unison Consulting – the firm that developed the original forecast. Landrum-Brown’s report will be available at the December Board Workshop.

Trustee Sperber inquired as to whether Landrum-Brown was only looking at the transaction days forecast or if they were looking at all of the financials. Mr. Carlton responded that Landrum-Brown’s primary focus is the transaction days forecast. Mr. Schultz added that Mr. Schulthess would also be reviewing any additional information prepared by Conrac Solutions.

Trustee Rose questioned whether the transaction days forecast will consider both potential growth and potential disrupters. Mr. Carlton responded that the 20-year forecast will address potential growth and potential disrupters.

Trustee Rose questioned whether the transaction days forecast factors in a recession. Mr. Carlton responded that the forecast does not factor in a recession directly but applies conservative assumptions for growth.

Total Project Cost and Schedule (Jeff Turner of Turner CM)
Gary Probert, Vice President of Planning, Engineering and Environmental Management, reported that Jeff Turner of Turner CM was hired to review the total project cost and schedule of the current, proposed design. Mr. Turner has spoken with Conrac Solutions to gather more information. He will also be speaking with Abacus and PGAL. Turner CM’s report will be available at the December Board Workshop.

Preliminary Assumptions Regarding Traffic, Site and Circulation Issues (Marc Butorac of Kittleson & Associates)
Lissa Butterfield, Manager of Planning and Environmental Services, reported that Marc Butorac of Kittleson & Associates was hired to review the preliminary assumptions regarding traffic, site and circulation issues. Mr. Butorac provided the following feedback to Conrac Solutions:

- Proposed new Loop Road egress point
- Concerns regarding the Villanova ingress/egress point
- Possible new alternate layout

Trustee Sperber requested that staff provide Trustees with a scalable map of the project.
Public Safety Assessment of Concept

Mark Cameron, Vice President of Operations and Public Safety, reported that a Public Safety Assessment meeting will be held on November 13, 2019 to review current designs and possible alternatives. Airport staff, City of Reno public safety officials, Conrac Solutions representatives, Kittleson & Associates representatives and Trustee Carey will participate in this meeting.

e. Parking Capacity Problems

Lissa Butterfield, Manager of Planning and Environmental Services, reported on parking in the Master Plan. The Master Plan parking inventory completed in 2016 identified 535 employee parking spaces and 3,545 public parking spaces. According to ACRP 25, an industry guidance document for parking, the Airport will be short 73 employee parking spaces and 608 public parking spaces in 20 years. Additionally, the ACRP 25 document recommends that the Airport add more short-term parking product.

Ms. Butterfield discussed the pros and cons of the parking alternatives listed in the Master Plan.

Trustee Chaplin asked whether the ACRP industry standards are based on the worst case parking scenario or an average day. Ms. Butterfield responded that the ACRP is based off of annual enplanement numbers. Dean Schultz, Executive Vice President/COO, added that the ACRP is not based on the worst case scenario but more likely a “busy period” level of activity.

Trustee Chaplin inquired into any public transit options for employees. Ms. Butterfield responded that Regional Transportation Commission (RTC) Washoe County has several programs geared towards large employers, as well as specialized grant programs for federal employees. At this point, public transit is not mandatory but is up to the tenants if they would like to take advantage of these programs. It was also noted that efforts to increase employee utilization of transit services have been investigate but with little to no success.

Ben Carpenter, Manager of Landside Operations, discussed the current parking supply and potential overflow lots. In preparing for Thanksgiving travel, Landside Operations will work with Marketing & Public Affairs to get the message out to travelers to arrive early and prepare for alternative parking methods.

Trustee Chaplin clarified that employees will be directed elsewhere before passengers are moved. Mr. Carpenter responded that, yes, employees will be moved to overflow lots before passengers because employees are easier to control and communicate with.

Trustee Sperber commented that now that the crew lot is complete, crew members have begun parking there again and will be slowly exiting the public lots.

Trustee Sperber inquired into when staff knew there were parking issues on Columbus Day weekend. Mr. Carpenter responded that there is a pretty common pattern of travelers exiting the parking lot on Tuesday and Wednesday. As Mr. Carpenter walked the lots on Wednesday morning, the lot was much more full than normal and travelers kept arriving to park.
Trustee Carey asked whether the Airport has considered reimbursing TNC transport to/from work for employees during busy parking times. Mr. Carpenter responded that is something the Airport can consider.

Trustee Sperber asked whether there was parking software that would give the Landside Operations team better data. Mr. Carpenter responded that he will be looking into possible software solutions.

Trustee Sperber encouraged staff to consider the affects that the construction of a conrac facility will have on parking.

6. 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]

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 Apron Phase 1, 2 and 3, and Adjoining Portion of Taxiway Alpha Rehabilitation at Reno-Stead Airport [Design]

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 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.

d. 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.

Trustee Sperber commented, and Mr. Probert clarified, that Phase 1 of the Airport Communications System Replacement Project is substantially complete.

e. 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.
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. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.


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.


l. Staff Report on the Electric Ground Support Equipment (eGSE) Infrastructure Project and Reno-Tahoe International Airport [Planning]
This item was summarized in the monthly Project Status Report which was included in the monthly Board Packet. As there were no additional updates or questions regarding the information submitted, this item was not discussed further.

m. Staff Report on the Ticketing Hall Expansion Project at Reno-Tahoe International Airport [Planning]

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

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

None.

8. PUBLIC COMMENT

None.

9. ADJOURNMENT

There being no further business, Chair Sperber adjourned the meeting at 11:08 a.m.

*** These draft minutes have not yet been approved and are subject to revision at the next regularly scheduled meeting. ***
## ENGINEERING & CONSTRUCTION - PROJECT SCHEDULE

<table>
<thead>
<tr>
<th>Project Name</th>
<th>RNO/RTS</th>
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<tr>
<td><strong>Airport Improvement Program (AIP)</strong></td>
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<tr>
<td>Runway 16R-34L Reconstruction - Phase 1</td>
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<td>Runway 16R-34L Reconstruction - Phase 2</td>
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<td>RTS Apron &amp; Taxiway A Design</td>
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<td><strong>Capital Improvement Program (CIP) 2017-18</strong></td>
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<td>Terminal Access Road Rehabilitation</td>
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<td>1280 Terminal Way Pavement Reconstruction</td>
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<td>2019 Landside (Crew Lot)</td>
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<td>2019 Airside Pavement Repair &amp; Rehabilitation</td>
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<td><strong>Passenger Facility Charge (PFC 12)</strong></td>
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<td>Airport Communications Center Systems Replacement</td>
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<td><strong>Passenger Facility Charge (PFC 13)</strong></td>
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<td>Passenger Boarding Bridge Replacement</td>
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<td>Terminal Elevator Modernization &amp; New Elevator Install.</td>
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<td>Airfield Operations Area - Perimeter Fence</td>
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<td>Airfield Wildlife Hazard Management (Phase 1)</td>
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Reno-Stead Airport Projects

**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).

An existing gas line was lowered by the RTAA’s contractor and at the RTAA’s expense, as NV Energy found that the gas line was originally installed by the RTAA approximately twenty years ago. The contractor has finished all construction and the project is substantially completed. The contractor completed all of the punch list items and is in final closeout.

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
Planning & Construction Committee  
Project Status Report – December 2019

- 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
- Substantial Completion: September 10, 2019
- Completed punch list items October 24, 2019

The following are the next steps:
- Project closeout – January 2019

**Aircraft Parking Apron and Adjoining Taxiway Alpha Rehabilitation (Design)**

This project consists of the design for the reconstruction of the asphalt cement (AC) general aviation Apron and the adjoining Taxiway Alpha. In addition, the project will correct the FAA identified non-complying intersection of Taxiway A2 and the apron, and the replacement of the aging apron lighting head fixtures to LED fixtures at RTS. The apron consists of approximately 255,070 square yards of AC and Taxiway A consists of 30,540 square yard of AC. Design consists of geotechnical services, final design and bidding for Apron construction in three phases.

Through a Request for Qualifications (RFQ) process, a total of four Statements of Qualifications (SOQs) were received. Kimley-Horn was selected as the most qualified engineer through the RFQ process for design services. Kimley-Horn submitted a proposal for $1,088,382.

A revised grant application with the final consultants proposal cost was submitted on July 25, 2019 to the FAA for the project. The grant application has been approved by the FAA and the grant for $1,083,053 has been received.

The consultant began the project with geotechnical investigation work, surveying and review of previous plans and reports. The Basis of Design report and the 30% design plan review have been completed. 60% plans and documents were submitted for review on November 22.

The following are project milestones:

- Design RFQ Issued: April 4, 2019
- Consultant SOQs Received: May 2, 2019
- Consultant Selection: June 6, 2019
- FAA Grant Received: July 30, 2019
- Design PSA Board Approval: August 8, 2019
- Notice to Proceed: August 20, 2019
- 30% Design Plan Review: November 7, 2019
- **60% Design Plan Review: November 22, 2019**

The following are the next steps:
- 60% Plan Review Meeting – December 2019
- 90% Plan Submittal – January 2020

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, Phase 1, at each new passenger boarding bridge location began May 21, 2019 and was completed on May 31, 2019. Phase 2 consisting of demolition of the old bridges and installation of the new passenger boarding bridges began in September 2019. The first two gates, B10 and C1 were taken out of service on September 9, 2019, and completed on schedule, returning to service on September 25, 2019. The next two gates, B11 and C3, were taken out of service on the same day and work was completed on October 10, 2019. Gate C5 was taken out of service on October 13, 2019 and was completed on October 27, 2019. Gate C7 was taken out of service on October 27, 2019 and was completed on November 12, 2019. All passenger boarding bridges have been replaced and final punch list items are being completed. Project is in final closeout.

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
Planning & Construction Committee  
Project Status Report – December 2019

- 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  
- Notice to Proceed (Phase 2): September 9, 2019  
- PBB Completion: November 12, 2019  
- Punch list completion: December, 2019

The following are the next steps:  
- Punch list completion – December 2019  
- Project closeout – January 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.

On October 24, a punch list walk-through for the Phase 1 building components and systems occurred. On October 25, a whole system acceptance test was performed on the Phase 1 technology systems. Phase 1 was deemed to be Substantially Complete and the contractor has 30 days to resolve any punch list items. On October 28 and 29, the Communications Specialists underwent training on all the new systems and half of the stations have moved into the new facility.

The equipment burn-in period is completed and the AirCom Specialists have moved into the new control center. The Specialists will continue to monitor any issues, and as of now, the system is running well. The old AirComm will be decommissioned starting early December and Phase 2 will officially begin. A portion of Phase 2 began on September 16, 2019 with the demolition of the existing EOC. By starting Phase 2 early, K7 intends to make up time on the back end of the overall project duration.

The following are project milestones:

- Design RFQ Issued: February 18, 2016 (Equipment Replacement)
- Consultant SOQs received: March 15, 2016 (3 SOQ’s received)
- Design PSA Board Approval: September 8, 2016 (BM #16(09)-33)
- Notice to Proceed - Design: September 2016
- Project Reassigned to Engineering: April 2018
- Restart - Design Kickoff Meeting: May 31 2018
- 60% Plan Review: July 26, 2018
- 75% Plan Review: August 31, 2018
- 90% Plan Review: October 10, 2018
- 100% Plan Review: October 30, 2018
- Issued for Bid: November 15, 2018
- Bid Opening: January 31, 2019
Planning & Construction Committee
Project Status Report – December 2019

- Board Approval: May 23, 2019
- Notice to Proceed: June 10, 2019
- **Phase 1 Substantially Complete:** October 24, 2019
- AirCom Specialist Move In: November 20, 2019
- Decommissioning of Old AirCom: December 2, 2019

The next steps for the project are listed below.
- Phase 2 Construction Completion – **January 2020**

**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 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 met 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 took 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. 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 was bid in January 2019 and included the asphalt shoulders and blast pads on Runway 16L-34R, the East Airfield Lighting Vault, and the Taxiway C Runway Incursion Mitigation improvements. 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 years 2020 & 2021. 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 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, the direction was 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) includes 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 was included. Phase 2 (2020) includes 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.

**RUNWAY 16R-34L PHASE 1**

Staff met with the FAA’s Airport District Office (ADO) on March 20, 2019 in Reno and then in Phoenix on March 28, 2019. Topics of discussion were grant funding and schedules.

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. The AIP grant was received on June 18, 2019.

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 was issued to Granite Construction on July 15, 2019. The concrete mix design has been approved by the FAA but with the late approval, the construction of the RIM at Taxiway C and L will be scheduled for the spring of 2020. Construction is scheduled to be completed on the runway portion by November 22, 2019. The project schedule has been extended one week due to lack of runway edge light availability and associated modifications required for the lights.

The following are project milestones for Phase 1:

- 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
- Notice to Proceed: July 15, 2019
- **Substantial Completion:** November 27, 2019

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

- **Overall Project** Completion - April 2020
- E. ALV completion - February 2020
- FBO Taxilane construction - March-June 2020
RUNWAY 16R-34L PHASE 2 -
A $10,000,000 supplemental grant was announced on May 14, 2019 for the Runway 16R-34L project (Phase 2). Wood Rodgers has revised the plans to make the first phase of construction to equal the $10,000,000 supplemental grant. Wood Rodgers submitted the 60% Phase 2 plans for review on July 12, 2019. Wood Rodgers submitted the 90% Phase 2 plans for review on November 21, 2019. The RTAA is in constant communication with the FAA, regarding the remaining portion of the funding for Phase 2.

Work is continuing with the City of Reno and NV Energy to lower street lights and power poles along Mill Street in anticipation of the second phase of the project where all aircraft will be using Runway 16L.

The following are project milestones for Phase 1:
- ADO SRM Panel: October 17, 2019
- 90% Design Plan Review: November 21, 2019
- ATO SRM Panel: November 14, 2019

Phase 2 of the project is on schedule with the next steps listed below:
- Advertise for Bids – December 11, 2019
- Open Bids – January 16, 2020
- Award (based on funding) - February 13, 2020
- NTP Construction (pending grant funding) - March 26, 2020

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).

A pre-construction meeting was held on Friday, July 12th with Q&D Construction. A proposed schedule and construction area exhibit has been reviewed and approved. The City of Reno review of the plans is complete and the permit has been picked up by the contractor. The Notice to Proceed for procurement was issued for July 8, 2019 and the actual construction of the first elevators, the new arrivals elevator and modernization of the elevator on Concourse C, began on September 10, 2019.

The excavation for the new elevator pit on the first floor is complete, as well as the demolition of the facilities restroom on the second floor. Within the elevator chase, the water main and electrical conduits have been rerouted, the pit walls have been poured and the steel frame infrastructure is complete. Construction on Concourse C elevator began on September 23, 2019 and was completed on December 2, 2019. Rehabilitation on the Administrative Offices elevator began on October 14, 2019 and is scheduled to be completed and returned to operation on December 12, 2019. All elevators are proceeding on schedule.

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 20, 2019
- Issue for Bid: April 18, 2019
- Bid Opening: May 16, 2019
- Board Approval: June 13, 2019
- Notice to Proceed: July 8, 2019
- Concourse C Elevator completed: December 2, 2019
- Administrative Offices Elevator completed: December 12, 2019

The project is on schedule with the next steps listed below:
- Construction July 8, 2019 - December 8, 2020 (519 days per contract)

**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. 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 different 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.

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

**Pavement Management Reports**
The consultant has completed the inspections at both airports and has submitted draft reports for review to the RTAA.

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 PMS Reports for RTS and RNO Airside and RNO Landside – December 2019**

**2019 Airside Pavement Repairs and Rehabilitation**
The overall airside program is funded through FY 2018-2019 CIP of $800,000. In addition, a FY 2018-19 budget carryover of $84,358 provides a total program budget of $884,358.

The RTAA stakeholders reviewed the 2018 PMP reports and selected the RNO Airside 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.

Stantec completed the design, RTAA reviewed the plans and the project went out to bid with bids opened on July 25, 2019. The low responsive and responsible bidder was Q&D Construction in the amount of $461,300. The construction contract was presented to the August Board Meeting and approved (Board Memo #19(08)-51). Construction began on the south ramp on September 3, 2019 and was completed October 11, 2019. Work on the north ramp began on October 15, 2019 and was completed on October 28, 2019.
The following are project milestones for the 2019 Airside Pavement Repairs:

- Notice to Proceed Design: March 25, 2019
- Project Bid Advertising: July 3, 2019
- Bid Opening: July 24, 2019
- Notice to Proceed: September 3, 2019
- South Ramp completed: October 11, 2019
- North Ramp completed: October 28, 2019

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

- Project Closeout – January 2019

2019 Landside Pavement Rehabilitation

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.

From the PMS Report, 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).

The consultant completed the 90% plans for the Landside project and these plans were reviewed and approved by both the RTAA and the City of Reno. The City of Reno made the determination that the project met the minimum City of Reno codes with regards to landscaping and a Code Variance was not required. Plans were advertised on August 1, 2019 with bids opened on August 22, 2019. Three contractors submitted bids with Q&D Construction being the low and responsible bidder with a bid of $480,178.46. The construction contract with Q&D was presented and approved at the September 2019 Board (19(09)-56).

Q&D Construction started demolition of the existing parking lot on September 30, 2019. The project was substantially completed on November 8, 2019. The project punch list was completed and is in final closeout.

The following are project milestones for the 2019 Pavement Management project:

- Notice to Proceed Design: March 25, 2019
- 90% completion of plans: June 21, 2019
- City of Reno plan review: July, 2019
- Issues for Bid: August 1, 2019
- Bid Opening: August 22, 2019
- Board Approval: September 12, 2019
- Notice to Proceed: September 30, 2019
- Substantial Completion: November 8, 2019
- Punch List completion: November 15, 2019
The project is on schedule with the next steps are listed below:

- Project closeout – January 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.

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 was issued on July 15, 2019. The abatement and demolition have been completed and the new AOA fence has been installed.

The Notice to Proceed for the AOA fence with Granite Construction was issued on July 8, 2019. Construction has commenced with the contractor working in a clockwise direction starting at the mini storage building location. All of the gates and fence have been installed. The contractor has completed the punch list items and the project is in closeout.

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
• **Notice to Proceed:** July 15, 2019
• **Substantial Completion:** October 10, 2019

The project is on schedule with the next steps listed below:
• **Project Closeout – January 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 is preparing two separate construction packages to follow the phasing of the Runway 16R project. Phase 1 consists of the Runway 34R wildlife area and Phase 2 will consist of the Runway 34L wildlife area. The consultant has completed design of Phase 1, advertised for bids on July 3, 2019 and opened bids August 16, 2019. Only one contractor, Granite Construction, submitted a bid. Granite Construction is the same contractor performing the work on the Runway 16R- Phase 1 project. The construction bid came in higher than anticipated by the engineer. The RTAA reached out to Granite Construction to see why their unit costs were almost three times higher than the same work they are performing on the Runway 16R project. They replied that the timing of the project did not line up with other construction activities as they did in the runway project. For example, as trucks hauled material away from the runway project, the trucks returned to the site with the rock material. Thus, the trucking costs for the rock material was minimal as the costs were associated with the off hauling of material. For the wildlife mitigation project, trucking costs were much higher than normal as the trucks are full in only...
Because of the higher than anticipated costs, staff discussed with the design engineer doing the Runway 16R- Phase 2 project (Wood Rodgers) and agreed to incorporate the wildlife mitigation project into the Phase 2 project. In doing so, many issues are resolved including two different contractors working in the same areas and trying to determine how much of the broken concrete being demolished gets stockpiled or hauled off the site. The only requirement by the FAA is to keep track of the different funding source (PFC) for the wildlife project.

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
- Bid Advertising: July 3, 2019
- Bid Opening: August 11, 2019

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

- Combine with the Runway 16R-Phase 2 project
- Bid with Runway 16R Phase 2 Project – December 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. 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 revised the plans and went out to bid on June 26, 2019. The bid opening occurred on July 17, 2019 with three contractors submitting bids. The low and responsive and responsible bidder was Spanish Springs Construction with a bid amount of $244,444. The construction contract was approved at the August Board Meeting (19(08)-50). The Notice to Proceed for construction was issued on September 9, 2019. The contractor has completed the project and the punch list items. The project is in final closeout.

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
- Bid Opening (Revised Plans): July 17, 2019
- Board Approval: August 8, 2019
- Notice to Proceed: September 9, 2019
- Substantial completion: November 8, 2019

The project is on schedule with the next steps listed below:
- Project Closeout – January 2019

**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 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 project was approved at the July Board Meeting (#19(07)-45). The first phase of construction began August 12, 2019 consisting of providing temporary office and storage space (conex boxes) for TSA to vacate their offices. Demolition began August 19, 2019. TSA completed the first milestone walk on September 10th and decided to change out the existing heating, ventilating and air conditioning (HVAC) to a higher performing system. This was offered during the design but rejected by TSA. Design and procurement of the new variable air volume box (VAV) delayed the project by 6 weeks. The additional costs will be paid for by TSA and have approved the delay in time. The VAV’s are scheduled to arrive December 2 which will allow the progress of the work to continue. Minor change order requests by the TSA have been completed and will be paid for by the TSA.

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
- Board Approval: July 11, 2019
- Notice to Proceed (Conex Boxes): July 31, 2019
- Notice to Proceed for Construction: August 12, 2019

The next steps are listed below:

- Construction - August 12 – **January 10, 2019**
Electric Ground Support Equipment (eGSE) Infrastructure Project at Reno-Tahoe International Airport

The Federal Aviation Administration’s (FAA’s) Voluntary Airport Low Emissions (VALE) Program provides Airport Improvement Program (AIP) grant funding to commercial service airports located in non-attainment or maintenance of National Ambient Air Quality Standards (NAAQS) areas for emission reduction projects proven to benefit local air quality. The Airport Authority anticipates qualifying for VALE funding for the acquisition and installation of electric ground support equipment (eGSE) recharging stations and associated electrical infrastructure. The recharging stations and associated electrical infrastructure will support the acquisition and use of electric-powered baggage tractors, belt loaders, and push back tugs by the airlines.

Phase 1 of this project consists of consultant services for the creation of a Pre-Application and final Application for the FAA’s VALE Program. The Notice to Proceed for electrical engineering services and a feasibility analysis was issued on July 19, 2019 to Dinter Engineering. Additionally, a Notice to Proceed for the FAA pre-application preparation was issued on August 23, 2019 to C&S Engineers. The consultants work included the engineering design analysis, emission reduction calculations, cost effectiveness analysis, and the FAA VALE Pre-Application was submitted to the FAA on October 21, 2019.

Phase 1 of this project is funded by the RTAA FY 2019-20 Capital Improvement Project (CIP) with a program budget including planning, electrical engineering, and design services of $73,000. If the VALE Program Application is approved by the FAA, the costs for this capital project will be reimbursed in accordance with the percentage established by the FAA’s AIP participation rate. Reimbursement would be inclusive of the total project costs based on the preliminary planning and engineering project evaluation. The sponsor share of the total costs will be covered through the use of airport revenues or Passenger Facility Charge (PFC) funding.

Ticketing Hall Expansion Project at Reno-Tahoe International Airport

The expansion of the ticketing hall was identified in the 2018 Master Plan Update as a critical short-term project which will improve operational efficiency, address the forecasted passenger demand, and provide adequate passenger spaces. Building off the Master Plan Update, the detailed planning study will identify the operational, space, and level of service needs to provide a plan for the orderly and efficient expansion of the existing ticketing hall which is constrained in terms of circulation and waiting space and which does not include passenger restroom facilities. The eventual ticketing hall expansion project may include the following major construction components:

- Moving the existing west wall further west to create additional circulation and waiting area spaces;
- Relocating several tenant and facilities spaces displaced by the westward expansion;
- Constructing new passenger restrooms;
- Adding security enhancements to the new ticketing hall frontage; and
- Adding security enhancements to the existing baggage claim frontage.

The detailed planning study is a necessary precursor to design and construction and will develop the investigative work, infrastructure assessment, alternatives analysis, preferred alternative, operational plan for accommodating normal airport operations during construction, cost estimates, and stakeholder efforts to solidify an accurate statement of work prior to design solicitation.
A Request for Qualifications (RFQ) was issued for the development of a detailed planning study for the Ticketing Hall Expansion project on August 28, 2019.

As required for Passenger Facility Charge (PFC) funded projects, the selection of the preferred consultant team is a qualifications-based selection. Statements of Qualifications (SOQs) from five teams of consultants were received on October 3, 2019. An evaluation committee including a Trustee was formed to review the SOQs and identify a preferred consultant. The evaluation committee met on October 14, 2019 and shortlisted two of the five proposals for more detailed face-to-face interviews. Interviews of the shortlisted firms/teams were conducted on October 21, 2019 and a preferred consultant team was identified. Pending a successful negotiation process, staff anticipates bringing the results of the RFQ process to the RTAA Board of Trustees in January 2019.