

## COMMITTEE MEMBERS

### Trustees

Art Sperber, Chair  
Carol Chaplin, Vice Chair  
Shaun Carey, Member  
Jenifer Rose, Member  
Lisa Gianoli, Alternate  
Richard Jay, Alternate

### Staff Liaison

Gary Probert, Chief Planning & Construction Officer

## PRESIDENT/CEO

Daren Griffin, A.A.E.

## GENERAL COUNSEL

Ann Morgan, Fennemore Craig

## CLERK OF THE BOARD

Lori Kolacek

# AGENDA PLANNING & CONSTRUCTION COMMITTEE

**Date:** Tuesday, November 8, 2022

**Time:** 9:30 AM (to begin no earlier than 9:30 a.m., but may be later)

**Location:** Reno-Tahoe International Airport, 2001 E. Plumb Lane, Reno  
Admin Offices, Main Terminal Building, Second Floor

**Public Meeting Notice:** Notice is given in accordance with [NRS 241.020](#)

### Public Attendance Options:

1. Attend the meeting at the address indicated above; or
2. **Watch on Zoom:** <https://us02web.zoom.us/j/86158344370>; **Webinar ID:** 861 5834 4370; or
3. **Dial in to listen only:** 1-669-900-6833 and enter the Webinar ID when prompted

Members of the public who require special accommodations at the meeting are requested to notify the Clerk of the Board by email at [lkolacek@renoairport.com](mailto:lkolacek@renoairport.com) or by phone at (775) 328-6402.

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

### This Agenda Has Been Posted at the Following Locations:

1. Airport Authority Admin Offices, 2001 E. Plumb Lane, Reno
2. <https://notice.nv.gov/>
3. <https://www.renoairport.com/airport-authority/public-meeting-information/agendas-minutes>

**Supporting Materials:** Supporting materials for this agenda are available on the Airport’s website at <https://www.renoairport.com/airport-authority/public-meeting-information/agendas-minutes>, and will be available at the meeting. For further information you may contact the Board Clerk at (775) 328-6402 or [lkolacek@renoairport.com](mailto:lkolacek@renoairport.com).

**1. CALL TO ORDER****2. ROLL CALL****3. PUBLIC COMMENT****4. APPROVAL OF MINUTES**

[4.1](#) October 11, 2022, Planning and Construction Committee Meeting

**5. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION****6. ITEMS RECOMMENDED FOR APPROVAL BY THE FULL BOARD**

None.

**7. PROJECT UPDATE PRESENTATIONS**

7.1 Workspace Study update

7.2 Ticketing Hall update

[7.3](#) Engineering & Construction Project Schedule update

**8. INFORMATIONAL ITEMS**

[8.1](#) Monthly Project Status Report

[8.2](#) Administrative Award of Contracts (Expenditures)

**9. MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS****10. PUBLIC COMMENT****11. ADJOURNMENT**

## COMMITTEE MEMBERS

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## CLERK OF THE BOARD

Lori Kolacek

## DRAFT

## MINUTES

## PLANNING & CONSTRUCTION COMMITTEE

**Date:** Tuesday, October 11, 2022

**Time:** 9:30 AM (to begin no earlier than 9:30 a.m., but may be later)

**Location:** Reno-Tahoe International Airport, 2001 E. Plumb Lane, Reno  
Admin Offices, Main Terminal Building, Second Floor

### 1. INTRODUCTORY ITEMS

#### 1.1 Call to Order

The meeting was called to order at 9:30 a.m.

#### 1.2 Roll Call

Roll was taken by the Clerk of the Board.

**Present:** Art Sperber, Shaun Carey, Jenifer Rose

**Absent:** Carol Chaplin (at the time this item was called)

**Alternate:** Lisa Gianoli (until Trustee Chaplin arrived)

### 2. PUBLIC COMMENT

None.

### 3. APPROVAL OF MINUTES

#### 3.1 September 6, 2022, Planning and Construction Committee Meeting

**Motion:** Move to approve the minutes of the September 6, 2022, meeting

**Moved by:** Shaun Carey

**Seconded by:** Lisa Gianoli

**Aye:** Trustees Carey, Gianoli, Sperber

**Abstain:** Jenifer Rose

**Absent:** Carol Chaplin

**Vote:** Motion passed

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

None.

#### 5. ITEMS RECOMMENDED FOR APPROVAL BY THE FULL BOARD

(Trustee Chaplin joined the meeting at 9:37 a.m. Trustee Gianoli was removed as alternate.)

- 5.1 Board Memo #10/2022-65:** Authorization for the President/CEO to Execute Amendment #2 to the Professional Services Agreement for Consultant Services for design of the Terminal Loop Road Reconstruction project at Reno-Tahoe International Airport, with Kimley-Horn and Associates Inc., in the amount of \$138,500, for a total PSA value of \$1,176,169

This item was presented by Jon Lau, Project Manager. After hearing the presentation and having discussion, the Committee recommended the following motion be presented to the full Board for approval:

**Motion:** Authorize the President/CEO to Execute Amendment #2 to the Professional Services Agreement for Consultant Services for design of the Terminal Loop Road Reconstruction project at Reno-Tahoe International Airport, with Kimley-Horn and Associates Inc., in the amount of \$138,500, for a total PSA value of \$1,176,169

**Moved by:** Shaun Carey

**Seconded by:** Carol Chaplin

**Aye:** Trustees Carey, Chaplin, Sperber, Rose

**Vote:** Motion passed

#### 6. PROJECT UPDATES

##### 6.1 Ticketing Hall update

Amanda Twitchell, Senior Project Manager, updated the Committee on the current developments of the ticketing hall expansion project.

##### 6.2 Engineering & Construction Project Schedule update

Chris Cobb, Manager of Engineering and Construction, updated the Committee on the current project developments.

#### 7. MONTHLY PROJECT STATUS REPORT

A summary of the RTAA Engineering and Planning projects is provided for reference. There was no discussion on this item.

**8. MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS**

Chair Sperber requested that the monthly Administrative Award of Contracts for Expenditures that is included in the Finance Committee agenda packet, also be included in the Planning Committee agenda.

**9. PUBLIC COMMENT**

None.

**10. ADJOURNMENT**

The meeting was adjourned at 10:00 a.m.

DRAFT

			E&C - PROJECT SCHEDULE 2022																								E&C - PROJECT SCHEDULE 2023																												
			SI BIDDING CONSTRUCTION PROJECT CLOSEOUT BA: BOARD ACTION																								PLANNING/ENVIRONMENTAL PROGRAM STUDY RFQ/SOQ/PROPOSAL DESIGN																												
			JULY 2022				AUG 2022				SEPT 2022				OCT 2022				NOV 2022				DEC 2022				JAN 2023				FEB 2023				MARCH 2023				APRIL 2023				MAY 2023				JUNE 2023								
Project Name		RNO/RTS	PM	W27	W28	W29	W30	W31	W32	W33	W34	W35	W36	W37	W38	W39	W40	W41	W42	W43	W44	W45	W46	W47	W48	W49	W50	W51	W52	W1	W2	W3	W4	W5	W6	W7	W8	W9	W10	W11	W12	W13	W14	W15	W16	W17	W18	W19	W20	W21	W22	W23	W24	W25	W26
Airport Improvement Program (AIP)																																																							
Runway 16R-34L Reconstruction - Phase 2		RNO	TC																																																				
Taxiway B/M & GA Runup Areas Design (Rebid Spring)		RNO	JL																																																				
RTS Apron & Taxiway A Phase 3		RTS	BJ																																																				
Capital Improvement Program (CIP) 2021-22																																																							
2022 Pavement Management Program		RNO	BJ																																																				
Airport Terminal Lift Station		RNO	TO																																																				
Air Cargo Way Lift Station		RNO	JL																																																				
FAA VALE PCA/GPU Replacement		RNO	TO																																																				
Capital Improvement Program (CIP) 2022-23																																																							
Airfield Admin & Airport Duty Mngr Office Remodel		RNO	TO																																																				
Remote Economy Lot - Phase 1		RNO	BJ																																																				
Terminal Arc Flash Study Phase 2		RNO	TO																																																				
Ticketing Hall Expansion		RNO	AT																																																				
MZ3 HVAC Replacement		RNO	AT																																																				
Shared Use Phase 1		RNO	TO																																																				
HQ/PD Workspace Study		RNO	LB																																																				
Passenger Facility Charge (PFC 14)																																																							
Terminal Development (Concourse) Planning Study		RNO	LB																																																				
Passenger Facility Charge (PFC 15)																																																							
Terminal Loop Road Reconstruction		RNO	JL																																																				
Arrival/Departure Escalators		RNO	TO																																																				

[illegible]

**RENO-TAHOE AIRPORT AUTHORITY  
PLANNING AND CONSTRUCTION COMMITTEE  
PROJECT STATUS REPORT  
NOVEMBER 2022**

**ENGINEERING PROJECTS**

**RENO-STEAD AIRPORT PROJECTS**

**Taxiway Alpha and Adjoining Aircraft Parking Apron Rehabilitation**

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 yards of AC. Design consists of geotechnical services, final design, and bidding for Apron construction in multiple phases. Construction is anticipated to be constructed in approximately six phases.

**Phase 3 – Construction**

The design of Phase 3 is near completion with the project planned to be advertised for bids in February 2022 and bids opening in March 2022. This year's phase will include 16,200 square yards of new TWY A & Apron and storm drain improvements. Construction start date will be dependent upon receipt of the FAA AIP grant. Bids were opened on February 24, 2022. The low responsive bidder is Granite Construction. Granite Construction was awarded the construction contract at the April Board meeting for the Base Bid 1, Base Bid 2, Alternate 1, and Alternate 5 pending receipt of the FAA grants. The RTAA has received the two base bid grants and issued Granite a Notice to Proceed for July 25, 2022. Construction will be completed in two phases to allow for the Reno Air Races. The first phase of construction was completed September 5 to allow for the Reno Air Races. Granite has paved out the second phase of this year's work. **Due to a value engineering in the pavement section, the RTAA was able to add in paving Bid Alternates 2 & 3, along with LED lighting upgrade Bid Alternate 6 to the original contract. There is supply chain issues with some of the storm drain structures and with the addition of the lighting alternates award the anticipated final completion to be by February 2023.**

Phase 3 – The following are project milestones:

- |                           |                   |
|---------------------------|-------------------|
| • Design Completed        | February 2, 2022  |
| • Issue for Bid           | February 4, 2022  |
| • Bids Opened             | February 24, 2022 |
| • Award of Construction   | April 14, 2022    |
| • Notice for Construction | July 20, 2022     |

Phase 3 – The following are the next steps:

- |                          |                      |
|--------------------------|----------------------|
| • Substantial Completion | <b>February 2023</b> |
|--------------------------|----------------------|



### **RTS-Pavement Preventative Maintenance Project**

This project consists of 2 million square feet of preventative maintenance surface treatments on landside and airside pavement at Reno-Stead Airport. The RTAA received five (5) bids to provide traffic control, safety and security, slurry seal and striping. The low responsive bidder WAS Sierra Nevada Construction. The project was awarded at the August 11, 2022, Board Meeting. SNC began the preventative maintenance on September 30 with anticipated completion by mid-October. **The project was completed on schedule with the addition of a single change order to add the sealing of the tenant hanger rows to the project within the program budget.**

The following are project milestones:

- |                                 |                         |
|---------------------------------|-------------------------|
| • Bid Advertising               | July 1, 2022            |
| • Bid Opening                   | July 22, 2022           |
| • Board Approval                | August 11, 2022         |
| • Notice for Construction       | September 30, 2022      |
| • <b>Substantial Completion</b> | <b>October 25, 2022</b> |

## **RENO-TAHOE INTERNATIONAL AIRPORT PROJECTS**

### **Runway 16R/34L Reconstruction**

#### **Runway 16R/34L Construction Phase 2**

Granite Construction has completed the Phase 2 of the Runway 16R/34L Reconstruction project for 2021. The remaining work is the Magnetic Variation (MagVar) occurring in October and November 2022. This work will change the runway numbers for all three runways due to the change in the shifting of magnetic north. MAGVAR is scheduled to begin on Oct 10, 2022 on RWY 16L-34R and anticipated to be completed by end of November on RWY 16R-34L and RWY 7-25. At completion, runways will be renumbered as 17-35 and 8-26. **Project is on schedule.**

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

- |                       |                       |
|-----------------------|-----------------------|
| • 2022 Project MagVar | October-November 2022 |
|-----------------------|-----------------------|

### **Pavement Management Program (2022-2025)**

The Pavement Management Program (PMP) scope consists of airfield and landside pavement inspections at both Reno-Tahoe International (RNO) and Reno-Stead (RTS) Airports. The program is funded from the Capital Improvements Budget for this fiscal year.

An RFQ for the PMP was issued and four SOQs were received on September 28, 2021. The Evaluation Committee short listed to three firms and conducted interviews on November 5, 2021. Scope and fee negotiations occurred in December 2021-January 2022, and the RTAA Board of Trustees approved the PSA with RDM International at the February 2022 Board Meeting.

The pavement inspections process has been revised for the 2022-2025 cycle. In the past, the inspections of the airport pavements were split up into thirds over a 3-year cycle. This year, with RDM International, the inspections of all the airport pavements will occur in one-year and producing a report based on projected projects over the following 3-years. Both methods were acceptable to the FAA. RNO airfield and runway pavement inspections began end of April and

occur during scheduled runway closures. Pavement inspections were completed in May and pavement coring will be done during June. The preparation of the report will extend into the fall and completion of the report expected at the end of the year.

The following are project milestones:

- |                         |                   |
|-------------------------|-------------------|
| • Consultant Interviews | November 5, 2021  |
| • Design PSA Approval   | February 10, 2022 |
| • Kickoff Meeting       | February 22, 2022 |
| • Pavement Inspections  | April/May 2022    |

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

- |                         |               |
|-------------------------|---------------|
| • Final Report/Closeout | December 2022 |
|-------------------------|---------------|

### **Ticketing Hall Expansion Project - Design (Part of the MoreRNO Program)**

A Request for Qualifications (RFQ) for design services was advertised on March 4, 2021, through NGEM. SOQs from six (6) interested respondents were received on April 8, 2021. The review committee, consisting of RTAA staff and a Board of Trustee, evaluated the submittals and short-listed two (2) respondents to proceed to the interview process. Interviews were held on May 12<sup>th</sup> and 13<sup>th</sup>. Staff selected RS&H Nevada, Inc. and proceeded with negotiations. A Professional Services Agreement for Design Services with RS&H was presented for Board approval at the July 8<sup>th</sup> Board Meeting.

RS&H was issued a Notice to Proceed with a contract date of August 2, 2021. Design kick-off meetings site investigations, and stakeholder engagement meetings were held August 16-18.

The solicitation for Construction Manager at Risk (CMAR) services was advertised on July 6, 2021. A mandatory pre-proposal meeting was held on July 15<sup>th</sup>, with eight (8) contractors in attendance. Proposals were received on August 16<sup>th</sup> from six (6) interested respondents. The review committee, consisting of members from the RTAA, RS&H, Atkins and the Board of Trustees, evaluated the submittals and short-listed three (3) respondents to proceed to the interview process. The interviews were held on September 8<sup>th</sup> and staff selected McCarthy Building Companies, Inc.

A Professional Services Agreement for CMAR Services with McCarthy Building Companies, Inc. was presented for Board approval at the October 14<sup>th</sup> Board Meeting. McCarthy was issued a Notice to Proceed with a contract date of October 26, 2021

The Basis of Design Report was submitted to the RTAA for review on November 1<sup>st</sup>. RS&H presented a summary of the BOD Report at the November 10<sup>th</sup> Board Meeting. Schematic Design was completed on January 21<sup>st</sup>. The RTAA reviewed the documents and provided comments on February 4<sup>th</sup>. Design Development was completed on March 29<sup>th</sup> and RS&H conducted review meetings with multiple stakeholder groups on April 6-7.

McCarthy actively provided assistance and insight as the team worked through value engineering options, phasing, and logistics. The design team developed pre-packages on several items that will require a long lead time to procure, including the air handling unit (equipment only), the roofing (material and labor), and enabling work to be able to start the project as soon as possible.

These items were issued for bid in May 2022 and are being brought in front of the Board in July for approval.

90% Construction Documents were completed on June 3<sup>rd</sup>. The 90% documents were then submitted to the City of Reno Building Department for Plan Review and to the CMAR to start bidding the bidding process to establish their GMP. McCarthy opened the bids on July 7<sup>th</sup> and are currently in the descopeing phase. 100% Construction Documents were completed on July 8<sup>th</sup> and provided to McCarthy for reconciliation. The final Guaranteed Maximum Pricing (GMP) was presented and approved at the September Board meeting.

McCarthy has completed all the necessary enabling work including lane closures for construction to begin the Ticketing Hall Expansion project on October 13, 2022. **Demolition of the ceiling “clouds” over the airline queuing has been completed. Demolition within the construction wall is underway, including some interior walls, flooring, and the roadway. Roadway barriers have been completed and passenger signage is completed with minor adjustments as necessary.**

The following are project milestones:

- |   |                         |
|---|-------------------------|
| • Consultant Selection                    | May 13, 2021            |
| • Board Approval for Design               | July 8, 2021            |
| • Design Kick-off                         | August 2, 2021          |
| • Board approval for CMAR                 | October 14, 2021        |
| • Basis of Design Report Completed        | November 1, 2021        |
| • Schematic Design (30%) Submittal        | January 21, 2022        |
| • Design Development (60%) Submittal      | March 29, 2022          |
| • Construction Document (90%) Submittal   | June 3, 2022            |
| • Submit for Permit                       | June 6, 2022            |
| • Construction Documents (100%) Submittal | July 8, 2022            |
| • Pre-package GMP for Board Approval      | July 14, 2022           |
| • Full GMP Board Approval                 | September 8, 2022       |
| • Enabling Work Complete                  | October 12, 2022        |
| • <b>Construction Walls Erected</b>       | <b>October 13, 2022</b> |

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

- Substantial Completion **February 2024**

### **Taxiway B/M Reconstruction & General Aviation Runup Areas (Design)**

This project consists of the design for the reconstruction of Taxiway (TWY) B on either side of Runway 7/25 of the Portland Cement Concrete (PCC) Taxiway, reconstruction of TWY M between TWY A & TWY B of the Asphalt Cement (AC) taxiway to a PCC taxiway. In addition, two General Aviation (GA) Runup Areas along TWY C, with one at the north end and the other at the south end of Runway 7/25. The design of TWY B and the GA Runup Areas will include the TWY's, asphalt shoulders, and edge lighting. The design of the GA Runup areas will look at primary aircraft to be served and a pavement section that will provide the most cost efficient to maintain into the future.

The design Request for Qualifications (RFQ) was advertised on April 22, 2021, with the Statement of Qualifications (SOQ) due on May 14, 2021. Three respondents submitted SOQ's and a

committee met to review on May 19, 2021. Wood Rodgers was selected, and the design contract was approved at the June 2021 Board Meeting. Project design has been completed and the Issue to Bid plans were released in February 2022.

The project was bid with a Base Bid for the TWY B/M reconstruction and Alternate 1 to construct the North GA Runup area. Bids were opened on March 24, 2022. Four bids were received for the project. All four bids submitted were substantially over the project budget. Based on review by RTAA Staff, FAA PHX ADO staff and available FAA AIP funding, this project will be rebid in spring 2023. This project will be funded by a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant; the construction start date will be dependent upon receipt of the grant.

The following are project milestones:

- |                             |                   |
|-----------------------------|-------------------|
| • RFQ Advertising           | April 22, 2021    |
| • Design SOQs submitted     | May 14, 2021      |
| • Board Approval for Design | June 10, 2021     |
| • Notice to Proceed         | July 11, 2021     |
| • Design Completion         | February 2022     |
| • Bid Advertising           | February 10, 2022 |
| • Bid Opening 2022          | March 24, 2022    |

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

- |                                   |             |
|-----------------------------------|-------------|
| • Rebid                           | Spring 2023 |
| • Board of Trustees Meeting/Award | Spring 2023 |
| • Begin Construction              | TBD         |

### **Terminal Arc Flash Study**

Arc-Flash Hazard Assessments are required by OSHA and NFPA 70E as a part of an Electrical Hazard Assessment. The Terminal Arc Flash study will be inclusive to the panelboard level or a minimum of 100-amp protective devices. Devices that are found to be non-coordinated will be indicated in a summary report of which corrective action will need to be addressed as a separate task. Arc Flash labels will be provided as recommended by the study. Labels will be installed by the airport facilities staff with guidance by our office. To complete the study, intensive field investigation is needed as well as detailed review of record drawings to determine electrical equipment make and model, conductor size, approximate conductor lengths, fuse sizes, etc. We are estimating approximately 510 points of Arc Flash for the main terminal and concourse and approximately 200 points of Arc Flash for offsite buildings. Phase 1 was completed in June 2022. The consultant is working on developing the scope of work for Phase 2 being anticipated to include the remaining RTAA owned offsite facilities at RNO and RTS.

The following are project milestones:

- |                                    |              |
|------------------------------------|--------------|
| • PSA Executed                     | July 8, 2021 |
| • 1 <sup>st</sup> Phase Completion | June 2022    |

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

- |                                    |     |
|------------------------------------|-----|
| • 2 <sup>nd</sup> Phase Completion | TBD |
|------------------------------------|-----|

### **Airport Terminal Lift Station Project**

This project is to replace and relocate the electrical controls for the north and south terminal lift stations. New level sensors and monitors will be installed, the existing control panels will be reviewed, and specifications will be given for repair or replacement. A new lift station bypass pump connection will be installed for emergency use.

Shaw Engineering specializes in the lift station field of civil engineering and has been selected as the consultant for design. Bids were opened on March 31, 2022 and are being evaluated by staff for conformance. The RTAA received one bid that was substantially over budget. The bid was canceled, and staff is working with the design consultant to redesign improvements with a reduced scope of work and rebid on June 1, 2022. The project was bid June 1, 2022, and bids were opened on June 29, 2022. Two bids were received, and Triumph Electric was deemed the low responsive bidder with a bid of \$249,500. Based on lead times for materials the construction will begin in the Spring of 2023.

The following are project milestones:

- |                     |                   |
|---------------------|-------------------|
| • PSA Executed      | August 2021       |
| • Design Completed  | January 2022      |
| • Bid Advertising   | February 23, 2022 |
| • Bids Opened       | March 31, 2022    |
| • Redesign Complete | May 13, 2022      |
| • Rebid Advertised  | June 1, 2022      |
| • Rebid Opening     | June 29, 2022     |
| • Intent to Award   | July 19, 2022     |

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

- |                     |              |
|---------------------|--------------|
| • Notice to Proceed | Oct/Nov 2022 |
| • Construction      | Spring 2023  |

### **Air Cargo Way Lift Station Project**

The lift station located in Air Cargo Way that serves the Air Cargo building and FedEx building has been failing and needs replacement. The lift station will be relocated outside of the road to allow safer access to the lift station when needing maintenance. This project will replace a lift station with equipment that is past its design life cycle and create a safer environment for our maintenance teams.

Shaw Engineering specializes in this field of civil engineering and has been direct selected and approved by the Board to do the design. The project design was completed in December and went out to bid in January. Bids were opened on February 24, 2022. Farr Construction was deemed the low responsive bidder and has been awarded the construction contract at the April Board Meeting. Farr Construction has begun the procurement process, however, due to long lead material items, the project will not start until the Spring of 2023. Farr Construction has been able to procure necessary materials and began construction on September 19 with anticipated completion in November 2022, with the exception of the emergency backup generator which will be installed in early 2023.

The following are project milestones:

- |                       |                   |
|-----------------------|-------------------|
| • PSA Executed        | September 9, 2021 |
| • Design Completed    | December 2021     |
| • Bidding Advertising | January 26, 2022  |
| • Bids Opened         | February 24, 2022 |
| • Board Approval      | April 12, 2022    |

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

- Substantial Completion Spring 2023

### **Terminal Loop Road (Part of the MoreRNO Program)**

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

The Request for Qualifications (RFQ) for design services was publicly advertised on July 28, 2021, and Statements of Qualifications (SOQ) were received on September 2, 2021, from Horrocks, Kimley-Horn, NCE, and Wood Rodgers.

An evaluation committee comprised of RTAA staff reviewed the submittals and determined Kimley-Horn and Associates Inc. as the most qualified firm for the project. The evaluation was based on the qualifications and experience requirements stipulated in the RFQ. The PSA for design services was presented to the Board of Trustees and approved at the October 14, 2021, Board meeting.

Kimley-Horn has completed the early phases of design including data gathering and reaching out to the different departments at the RTAA to determine levels of security and design options. Construction will be coordinated with the Ticketing Hall Expansion Project to ensure safety of airport staff and patrons and maintain consistency of construction phasing of the two projects. Recommendations for ADA, sidewalks, and security were discussed among the stakeholders were presented at the April Planning and Construction Committee Meeting.

**Kimley Horn has been approved to start design of the canopies along with the Loop Road project. Kimley Horn submitted 90% plans October 31<sup>st</sup> for staff to review that will include the Loop Road design and the canopy design as one set of plans. Construction bidding will be opened early December.**

The following are project milestones:

- |                             |                  |
|-----------------------------|------------------|
| • Board Approval for Design | October 14, 2021 |
| • Notice to Proceed         | October 2021     |

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

- |                       |                      |
|-----------------------|----------------------|
| • Design Completed    | <b>December 2022</b> |
| • Bidding Advertising | <b>TBD 2022</b>      |
| • Construction        | Summer 2023          |

### **Blue Lot Reconstruction**

The Blue Lot Reconstruction Project is for the full reconstruction of the existing asphalt parking lot on the south side of the south end of the Terminal Loop Road. The project will look at maximizing parking and addressing the pedestrian and traffic flow issues within the lot. The project consists of the full reconstruction of the TSA and tenant employee parking area. The project will look at any necessary drainage improvements, sidewalk upgrades, overhead lighting, landscaping, electrical requirements, and pavement requirements, and expanding the lot to the west.

The Request for Qualifications (RFQ) for design services was publicly advertised on August 18, 2021, and Statements of Qualifications (SOQ) were received on September 22, 2021, from CFA, Kimley-Horn, NCE, and J-U-B.

An evaluation committee comprised of RTAA staff reviewed the submittals and determined Kimley-Horn and Associates Inc. as the most qualified firm for the project. The evaluation was based on the qualifications and experience requirements stipulated in the RFQ. The PSA was presented to the Board for approval at the November 2021 Board meeting.

The consultant finished design in March. The layout of the parking lot will be revised with the entrance being moved to the north end of the lot and additional spaces being captured. The project was put out to bid in April and bids were opened on April 21, 2022. One bid was received from Sierra Nevada Construction (SNC). Staff and our design consultant reviewed the bids and pricing and deemed the SNC bid as responsive. Board approved the construction contract at the May 19, 2022, Board meeting. Construction began May 23, 2022. Major components of construction have been completed to facilitate parking operations that opened on July 1, 2022. The remaining punch list items will be anticipated to be completed by the end of October if a window for capturing the necessary parking spaces can be arranged with Landside Operations.

**Coordinating with Landside Operations the final punch list items have been completed.**

The following are project milestones:

- |                              |                         |
|------------------------------|-------------------------|
| • RFQ Advertising            | August 18, 2021         |
| • Design SOQs submitted      | September 22, 2021      |
| • Board Approval for Design  | November 10, 2021       |
| • Notice to Proceed          | November 29, 2021       |
| • Design Completed           | March 2022              |
| • Bidding Advertising        | April 4, 2022           |
| • Bids Opened                | April 21, 2022          |
| • Board Approval             | May 19, 2022            |
| • Construction               | May 23, 2022            |
| • Parking Lot Open           | July 1, 2022            |
| • Substantial Completion     | July 15, 2022           |
| • <b>Punch List Complete</b> | <b>October 21, 2022</b> |

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

- |                                       |                      |
|---------------------------------------|----------------------|
| • <b>Final Closeout Documentation</b> | <b>November 2022</b> |
|---------------------------------------|----------------------|

### **Arrival/Departure Escalator Modernization Project**

The arrival/departure escalators located on the east side of the main lobby were replaced in 2002 and are now 21 years old. The purpose of this project is the “preservation of infrastructure” by modernizing and refurbishing the four (4) public use escalators for arriving and departing passengers.

This project will consist of two (2) phases: design and construction. The design phase involves selecting a consultant to research commercially available products and provide a detailed design, phasing plan, and bid package. The construction phase will involve awarding a contract to a contractor to procure the identified equipment and refurbish the escalators. This phase will include procurement, delivery, and installation.

An RFQ for design was issued and two SOQs were received on October 27, 2021. The Evaluation Committee selected H+K Architects as the most qualified consultant. The PSA with H+K Architects in the amount of \$98,000 design fees was presented and approved at the December 9, 2021, Board Meeting.

The project is funded in PFC 15 in the amount of \$2,889,000. The project was bid May 24, 2022, and bids were opened on June 28, 2022. One bid was received by Kone, Inc. and staff reviewed the bid and found all documents fully executed and to be responsive. The bid amount was for \$1,890,000. The project was awarded by the Board at the August 11, 2022, meeting. The contractor will take measurements onsite and begin the procurement process in September 2022, with construction anticipated to begin in March/April of 2023.

The following are project milestones:

- |                                |                   |
|--------------------------------|-------------------|
| • Design PSA Board Approval    | December 9, 2021  |
| • Notice to Proceed for Design | December 10, 2021 |
| • Design Complete              | May 2022          |
| • Bids Advertised              | May 24, 2022      |
| • Bids Opened                  | June 28, 2022     |
| • Board Approval               | August 11, 2022   |
| • Notice Procurement           | September 2022    |

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

- |                |             |
|----------------|-------------|
| • Construction | Spring 2022 |
|----------------|-------------|

### **Remote Economy Lot Project – Phase 1**

The Remote Economy Parking Lot is an undeveloped site and is approximately 4 acres. It is bordered to the west by Terminal Way, south and east by the rental car surface storage and maintenance lots, and to the north by the NDOT off ramp. The Remote Economy Parking Lot Project consist of all the necessary grading, utilities, drainage, lighting, pavement, and card access gates.

J-U-B Engineering, Inc. (JUB) was selected from list of firms that previously submitted on the RFQ for the Parking Lot reconstruction. The PSA for design services was presented to the Board of Trustees at the March Board meeting for approval.



RTAA and Enterprise Rental Car have agreed to reconfigure the Enterprise Lot with adjacent RTAA land. Enterprise will release some of their existing parking lot in exchange for new improved parking adjacent to their existing lot. This agreement allows RTAA to get additional parking spaces for employee parking quickly as a portion of the area RTAA is receiving is already paved.

JUB has completed the plans with the project going out to bid on July 28, 2022. Bids were opened on August 16, 2022. RTAA received two bids and Armac Construction was the low apparent bidder. Board approved the construction contract with Armac at the September Board meeting and construction began September 14, 2022 with an anticipated completion November 2022.

**The first phase of the Remote Economy Lot should be completed by Thanksgiving. The underground work is completed, and paving is anticipated early November.**

Phase 2 design of the Remote Economy Lot has been submitted for review by the RTAA with comments being returned to the consultant in mid-October. Construction is anticipated to begin in Spring 2023.

The following are project milestones:

- |                             |                    |
|-----------------------------|--------------------|
| • Survey & Geotechnical     | February 18, 2022  |
| • Board Approval for Design | March 10, 2022     |
| • Design Complete           | July 25, 2022      |
| • Bidding Advertising       | July 28, 2022      |
| • Bids Opened               | August 16, 2022    |
| • Board Approval            | September 8, 2022  |
| • Notice to Proceed         | September 14, 2022 |

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

- |                          |               |
|--------------------------|---------------|
| • Substantial Completion | November 2022 |
|--------------------------|---------------|

### **GA Hangar F Roof Coating**

This project will include rehabilitation of 18,500 square feet of the General Aviation Hangar F. Staff is working on the design phase that would apply a polymer spray-on roof coating to extend the useful life of this 25-plus year-old roof. Paul Cavin Architect was direct selected as the design consultant for this project. Mr. Cavin has started the design work and should be completed in April 2022. Funding for construction has been submitted as a FY23 budget request. The project was bid May 23, 2022, and bids opened on June 16, 2022. Two bids were received, and Brazos Urethane is the low apparent bidder. Construction began the last week of August. An issue with the roof flashing was found during construction and a modification has been developed that moved the completion from the end of September to the end of October. **The project was substantially completed on October 14, 2022.**

The following are project milestones:

- |                     |                   |
|---------------------|-------------------|
| • Notice to Proceed | February 10, 2022 |
| • Design Complete   | April 2022        |
| • Bids Advertised   | May 23, 2022      |
| • Bids Opened       | June 16, 2022     |
| • Board Approval    | July 14, 2022     |
| • Construction      | August 2022       |

- **Substantial Completion**

**October 14, 2022**

**FAA VALE PCA/GPU Replacement**

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

This project will include the replacement of 26 Pre-Conditioned Air (PCA) units, 26 Ground Power Units (GPU), 1 portable PCA and 1 portable GPU for the Passenger Boarding Bridges (PBB). The PCA units provide fresh conditioned heat or cooling to the aircraft while they are at the PBB. The new units are much more energy efficient than the units being replaced which are at the end of their useful lives. The GPU provide a constant regulated power that is specific to aircraft. The new GPUs are much more efficient than those being replaced which are at the end of their useful lives. The installation of the submeters will allow for electrical usage to be tracked to the respective users.

The PSA with PK Electric, Inc. for design services of \$86,000 is being presented to the Board of Trustees at the March Board meeting for approval.

Should the FAA VALE Program applications be successful in resulting in an FAA AIP grant award, all costs associated with the design, procurement and construction of the equipment is reimbursed in accordance with the percentage established by the FAA's AIP participation rate.

The following are project milestones:

- Consultant Selection February 2022
- Design Complete July 26, 2022

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

- **FAA Preliminary Approval** **January 2023**
- **RTAA Project Bidding** **February/March 2023**

**Airfield Administration & Airport Duty Managers Offices Remodel Project**

Airfield Administrative Offices: The current airfield administrative offices are located within the existing vehicle maintenance building. The office space is inadequate in the number of offices and the size of the offices, are inefficient in layout and continuity, located in areas with inadequate heating and cooling systems, located adjacent to loud work, and many offices don't meet the American Disabilities Act (ADA) requirements. In addition, the vehicle maintenance storage areas/rooms have been minimized due to conversion to offices. Management and administrative staffing levels have increased since the original building was constructed in 1978. The proposed project would consolidate the administrative/management staff to a central location, provide a professional atmosphere to conduct business and significantly increase the efficiency of the administrative operations as well as the vehicle maintenance services at Airfield Maintenance.

Airport Duty Managers Office: The existing Airport Duty Managers (ADM) offices are located in the Airport Vassar Annex (AVA) warehouse building. The building houses the ADMs, Airport Communications and Purchasing departments. Traveling between the ADM's current office location to anywhere on the airfield or landside requires the ADM's to travel a circuitous and congested section of deteriorated roadway, drive at a low rate of speed, and weave between Air Cargo aircraft. The congestion is created by tugs towing multiple containers as well as other ground equipment in the area. Additional delays can occur if aircraft are pushing back or taxiing in the area as aircraft always have the right of way. The ADM's have a mission critical role to provide quick emergency response. In addition, they need to have quick response during winter operations and to wildlife hazard management. The mission critical roles are hampered by the remote location and lack of connectivity to the airport operation.

RTAA Engineering staff direct selected Paul Cavin Architect LLC based on their experience providing required services, knowledge of weather conditions in the Reno area, knowledge of local labor and material costs, and overall performance with RTAA and other agencies in the Reno area.

The scope of work will include design services and providing construction documents for the bidding of the Airfield Administrative and Airport Duty Managers Offices and was presented and approved by the Board at the June 9, 2022, Board Meeting.

The consultant has provided 60% plans for staff review.

The following are project milestones:

- |                            |              |
|----------------------------|--------------|
| • Consultant Selection     | May 2022     |
| • Board Approval of Design | June 9, 2022 |
| • Award PSA                | July 5, 2022 |

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

- |                   |               |
|-------------------|---------------|
| • Design Complete | December 2022 |
|-------------------|---------------|

#### **Shared Use – Construction Only**

**The construction portion of the Shared Use project includes installation of 12 gate podiums, 12 scanner podiums, and 18 ticketing inserts with corresponding electrical and data runs.**

**PK Electric, Inc., is providing design services for the electrical and data runs.**

**The following are project milestones:**

- |                  |          |
|------------------|----------|
| • Mill Work Bids | Nov 2022 |
|------------------|----------|

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

- |                              |                   |
|------------------------------|-------------------|
| • Millwork Bids Due          | December 15, 2022 |
| • Electrical Design Complete | December 15, 2022 |
| • Electrical Bids Due        | January 27, 2023  |
| • Electrical Installation    | February 2023     |
| • Millwork Installation      | March/April 2023  |

### **MZ3 Replacement Project**

**This project will include demolition of an existing roof mounted multi-zone mechanical unit that provides conditioned air to the RTAA TIS Department offices. The multi-zone unit will be replaced by two (2) fan coil units that will be installed in an existing mechanical room. The scope of work also includes installation of new ductwork and new grid ceilings, lights, and diffusers.**

**A design contract was awarded to Ainsworth Associates Mechanical Engineers, through an Administrative Award of Contract, on July 25, 2022. Design was completed on September 19<sup>th</sup> and subsequently submitted for permitting with the City of Reno. An Invitation to Bid was issued on October 14<sup>th</sup> and a mandatory pre-bid meeting was held on October 25<sup>th</sup>. The bid opening will be held on November 17<sup>th</sup>.**

**The following are project milestones:**

- |                   |                    |
|-------------------|--------------------|
| • Contract Award  | July 25, 2022      |
| • Design Complete | September 19, 2022 |
| • Bids Advertised | October 14, 2022   |

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

- |                        |                   |
|------------------------|-------------------|
| • Bid Opening          | November 17, 2022 |
| • Contract Award       | December 2022     |
| • NTP for Procurement  | December 2022     |
| • NTP for Construction | April 2023        |
| • Project Completed    | June 2023         |

## **PLANNING PROJECTS**

### **Concourse Redevelopment Project at Reno-Tahoe International Airport (Part of the MoreRNO Program)**

The development of replacement concourses was identified in the 2018 Master Plan Update as a critical project to improve functional performance, operational efficiency, address the forecasted passenger demand, be flexible to address changing fleet mixes, and provide adequate passenger and airline spaces. Building off the Master Plan Update, the Detailed Planning Study (Study) will identify the operational, space, and level of service needs to provide a plan for the orderly and efficient redevelopment of the existing concourses. The primary purpose of the Study is to identify the preferred scope for a future concourse redevelopment project which could include renovation/retrofit of the existing concourse(s), renovation/retrofit and expansion-in-place of the existing concourse(s), and/or construction of new replacement concourses.

The 2018 Master Plan Update recommended a three-phase concourse redevelopment program, starting with a replacement Concourse C, followed by a replacement Concourse B, and concluding with new Concourse D. The Study will consider, in further detail, the feasibility of renovating/expanding one or both existing concourses in lieu of total replacement.

The Detailed Planning Study is a necessary precursor to design and construction of a potential future concourse redevelopment project and will provide the airport planning analysis, investigative work, infrastructure assessment, facility needs analysis, alternatives analysis, preferred alternative, operational plan for accommodating normal airport operations during construction, cost estimates, financial plan, and stakeholder efforts to solidify an accurate statement of work prior to design solicitation.

As required for Passenger Facility Charge (PFC) funded projects, the selection of the preferred consultant team was a qualifications-based selection. An RFQ for consultant services was issued on March 2, 2020, and nine (9) SOQs were received on April 9, 2020. The Evaluation Committee selected Mead & Hunt, Inc. as the most qualified consultant. The PSA with Mead & Hunt, Inc. in the amount of \$2,029,611 was approved at the December 10, 2020, Board Meeting. A Notice to Proceed was issued on January 25, 2021.

Site visits associated with the inventory/data collection phase occurred on February 17 and 18, 2021. Report, plan, and dataset reviews were conducted in February-April 2021.

The first deliverables, the Existing Conditions draft technical memos, have been created and include the following topics: Architectural Building Analysis, Building Systems (Mechanical, Electrical, Plumbing, IT, etc.), Concessions, Pavements & Utilities, Site Utilities, and Engineering Structural Analysis. The analysis and preliminary conclusions were discussed with staff at Workshop: Existing Conditions, on April 29, 2021.

A workshop series, focused on *Visioning the Post-Security Experience for Passengers, Tenants, and Employees*, was held on May 27. Three different workshops were led by Gensler: the first workshop was for post-security tenants (corporate and local representation), the second for airport employees, and the third for RTAA Trustees, the Executive Team, and community leadership. The workshops included over 50 stakeholders.

A preliminary "Minimum Build" Report was received in late July 2021. The report was reviewed and discussed by the primary internal stakeholders in August and then finalized by the consultant team with preliminary cost estimates. The "Minimum Build" Report presents a summary of recommended future improvements to remain in Concourse B and C for the next 20 years. This information was presented to the Planning & Construction Committee on September 7, 2021. Expanded findings were subsequently presented to the RTAA Board of Trustees (October 14), to the RNO Signatory Airlines (October 15), at the monthly RTAA Management Roundtable Meeting (October 20), and at the monthly RNO Station Managers Meeting (October 21).

Also on October 14, a mini-workshop was held with the RTAA Executive Team and key staff to establish the evaluation criteria for the alternative analysis process. This mini-workshop kicked off the alternative development phase of the study. In October and November, the consultant team met regularly to brainstorm and flesh out a variety of alternative concourse redevelopment options. A staff workshop was held on December 9 to discuss the preliminary alternative concepts in anticipation of the next workshop series in late January 2022.

On December 10, a mini-workshop was held with key RTAA staff and the consultant team to discuss measures to improve the flood preparedness of any future concourse development.

A workshop series, focused on the preliminary alternatives, occurred at the end of January. Workshops for the RNO Airline Station Managers and the RNO Concessions/Tenants (non-airlines) group was held on January 26, a RNO Airport Airline Affairs Committee workshop occurred on January 28, and a workshop for the RTAA Board of Trustees was subsequently held on January 27. At the January 27 workshop, the RTAA Board of Trustees took action to narrow the preliminary alternatives to a short-list of three (3) alternatives: Alternative 1 (Minimum Build), Alternative 3 (Expansion, with new building up and over existing building), and Alternative 9 (new two-pier build with equal walking distances and dual taxi-lane between concourses).

Iterative refinement and further development of the short-listed alternatives continued into April. The consultant team explored options to increase the total aircraft gates and to maximize space within the concourses, completed new cost estimates, analyzed construction phasing options & impacts, and developed a financial analysis.

A workshop series, focused on the developed alternatives began in April and continued into May. In between each workshop, the consultant team further refined their work based on feedback from the workshop participants. A small group staff workshop was held on April 8, followed by a larger staff workshop on April 14 to discuss the progress, and on April 29, a presentation was provided to the RTAA Board of Trustees during the annual Board Retreat. Stakeholder workshops on the developed alternatives for the airlines, concessions, and tenants were held on May 25 and May 26.

In June and July, the project team refined the remaining three (3) alternatives and developed derivatives in order to explore options to increase capacity and/or decrease costs. Airline coordination meetings were held on June 9, 10, 15, and July 21.

During the June coordination meetings, staff and the airlines agreed that Alternative 2 (Expansion, with new building up and over existing building) was the least preferred of the remaining alternatives.

During the July coordination meeting, staff and the airlines agreed that of the final alternatives: Alternative 1 (Minimum Build), Alternative 3 (new two-pier build with equal walking distances and dual taxi-lane between concourses), and derivatives of Alternative 1 & 3 – the best option is likely the new two-pier build with equal walking distances and a dual taxi-lane between the new concourses. As a result, staff and the project team developed a formal presentation to share at Corporate Airline HQ meetings in August to secure critical partner support of the preferred concourse redevelopment plan.

The August Corporate Airline HQ meetings went extremely well. As presented by the RTAA Executive Team, the alternatives analysis process and recommendations, alongside the proposed financial plan, was well received and is expected to be formally supported by our airline partners. An update on the progress was presented to the Board of Trustees on September 8, 2022.

On September 15, 2022, two (2) workshops were held for RTAA staff and RNO tenants, including airlines, concessions, and TSA. The primary purpose of the September workshops was to provide a summary of the nine (9)-month alternatives development process, to detail the comparisons between the final two (2) alternatives, and to outline the reasons why the preferred alternative is being recommended. Staff and our airport partners were encouraged to ask questions and provide feedback.

**On October 13, 2022, the RTAA Board of Trustees adopted the preferred alternative. The project team is currently on schedule to complete the final deliverable, a basis of design report, by December 31, 2022.**

The following are project milestones:

- |   |  |
|---|--|
| • Planning RFQ Issued                             | March 2, 2020                                    |
| • Consultant SOQs Received                        | April 9, 2020                                    |
| • Notice of Intent to Award                       | June 24, 2020                                    |
| • Study PSA Board Approval                        | December 10, 2020                                |
| • Notice to Proceed for Study                     | January 25, 2021                                 |
| • Existing Conditions Site Visits                 | February 17-18, 2021                             |
| • Workshop #1 (Existing Conditions)               | April 29, 2021                                   |
| • Workshop #2 (Visioning)                         | May 27, 2021                                     |
| • Final Existing Conditions Deliverables          | July 26, 2021                                    |
| • Final Visioning Deliverables                    | July 26, 2021                                    |
| • Financial Assumptions Memo                      | July 30, 2021                                    |
| • Workshop #3 (Preliminary Minimum Build)         | August 2021, September 7, 2021                   |
| • Workshop #4 (Minimum Build & Space Programming) | October 14, 15, 20, and 21, 2021                 |
| • Mini-Workshop #1 (Evaluation Criteria)          | October 14, 2021                                 |
| • Mini-Workshop #2 (Preliminary Alternatives)     | December 9, 2021                                 |
| • Mini-Workshop #3 (Flood Preparedness)           | December 10, 2021                                |
| • Workshop #5 (Preliminary Alternatives)          | January 26, 28, and 31, 2022                     |
| • Short-List Analysis and Refinement              | February-March 2022                              |
| • Workshop #6 (Developed Alternatives)            | April 8, 14, and 29, 2022 (Staff, Board)         |
| • Workshop #6 (Developed Alternatives)            | May 25-26, 2022 (Airlines, Concessions, Tenants) |
| • Workshop #6 (Developed Alternatives)            | June 9, 10, and 15, 2022 (Airlines)              |

- |   |                                     |
|---|-------------------------------------|
| • Workshop #6 (Developed Alternatives)  | July 21, 2022 (Airlines)            |
| • Corporate Airline HQ Meetings         | August 2022                         |
| • Board Update (Preferred Alternative)  | September 8, 2022                   |
| • Workshop #7 (Preferred Alternative)   | September 15, 2022 (Staff, Tenants) |
| • <b>Preferred Alternative Adoption</b> | <b>October 13, 2022</b>             |

Next steps for the project are listed below:

- |                                    |                         |
|------------------------------------|-------------------------|
| • Basis of Design Report (Phase 1) | October - December 2022 |
|------------------------------------|-------------------------|

### **RNO Workspace Study, Phase 2 (Part of the MoreRNO Program)**

A Professional Services Agreement (PSA) for consultant services was executed on September 13, 2021, for the RNO Workspace Study in the amount of \$100,000. Approval for the PSA was granted by the RTAA Board of Trustees at the August 2021 Board of Trustees Meeting. The scope of work included an evaluation and recommendations for administrative workspaces for RTAA staff based at RNO. Although the primary focus was on landside administrative functions, consideration was also given to Airport Communications, Airfield Maintenance, Fire, Police, Purchasing, Security, Airside Operations, Landside Operations, and Building Maintenance.

The final deliverable documented immediate life-safety issues in existing offices and locations, current and future space needs, new office/workspace configuration options, new office/workspace location options, alternate use options for existing spaces, and rough order of magnitude costs for location options. The RNO Workspace Study final deliverable was provided on April 13, 2022.

In May 2022, staff began discussions with H+K Architects regarding supplementing the original RNO Workspace Study PSA with an amendment focused on the relocation and expansion of the Administrative Headquarters (HQ) and the Police Station. The goal for Phase 2 is to solidify the location and scope of a future Administrative HQ and Police Station and enable staff to move forward with design and construction, pending future funding. The final deliverable will be a basis of design report.

Amendment No. 1 to the PSA with H+K Architects, in the amount of \$289,280, was approved at the June 9, 2022, Board Meeting, increasing the total value of the PSA to \$389,280. A Notice to Proceed was issued on July 1, 2022.

**As of October 2022, the Study has completed the Space Program and Potential Locations Phase and transitioned into the Alternatives Phase.**

**In the Space Program and Potential Locations Phase, staffing projections and space program assumptions were re-analyzed and revised based on new information. The Admin HQ space program is now approximately 1.8 acres, while the Police Station space program is now approximately 1.3 acres. Additionally, twenty-eight (28) alternate sites were identified for the Admin HQ and/or the Police Station. Two (2) of those alternate sites were off-airport and required acquisition.**

**In the Alternatives Phase, the project team, in collaboration with the Working Group (WG) identified ten (10) criteria for the Police Station Phase 1 evaluation, and seven (7) criteria for the Admin HQ Phase 1 evaluation. The Phase 1 evaluation focused on**



**critical issues that helped identify the most viable sites for continuation into the more detailed Phase 2 evaluation.**

**Upon completion of the Phase 1 evaluation process, eight (8) of the original twenty-eight (28) alternative sites were selected to move forward into the Phase 2 evaluation process. Seven (7) alternative sites will be further analyzed for the Admin HQ, three (3) alternative sites will be further analyzed for the Police Station, and two (2) alternative sites will be further analyzed as co-location sites.**

The project team is supported by a Working Group (WG) that includes participation from Ops & Public Safety, People Operations, Commercial Business, Facilities & Maintenance, IT, Planning, and Engineering. Additionally, there are five (5) representatives from the Police Division in the WG who are providing critical input and feedback.

The following are project milestones:

- |  |                         |
|--|-------------------------|
| • Phase 1 Completed                          | April 13, 2022          |
| • Amendment No. 1 Board Approval             | June 9, 2022            |
| • Notice to Proceed for Study                | July 1, 2022            |
| • WG Meeting #1 (Kick Off)                   | July 29, 2022           |
| • WG Meeting #2 (Alternate Brainstorming)    | August 18, 2022         |
| • Police Only Meeting #1 (Spaces, Functions) | August 19, 2022         |
| • ET Briefing #1 (Staffing, Spaces)          | August 23, 2022         |
| • ET Briefing #2 (Alternates)                | September 6, 2022       |
| • WG Meeting #3 (Eval. Matrix)               | September 9, 2022       |
| • Police Only Meeting #2                     | September 29, 2022      |
| • <b>WG Meeting #4 (Phase 1 Eval.)</b>       | <b>October 20, 2022</b> |
| • <b>ET Briefing #3 (Phase 1 Eval.)</b>      | <b>October 25, 2022</b> |

Next steps for the project are listed below:

- |  |                          |
|--|--------------------------|
| • <b>P&amp;C Committee Update</b>      | <b>November 8, 2022</b>  |
| • <b>WG Meeting #5 (Phase 2 Eval.)</b> | <b>November 10, 2022</b> |

# Administrative Report

**Date:** November 8, 2022  
**To:** All Board Members  
**From:** Daren Griffin, President/CEO  
**Subject:** Administrative Award of Contracts (Expenditures) Pursuant to Resolution No. 557 for the Month of October 2022

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## BACKGROUND

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

- budgeted professional services when the estimated amount to perform the work is \$200,000 or less, and approve amendments to professional services agreements where the sum of the total net of amendments per professional services agreement does not to exceed \$50,000, as well as all Work Orders associated with Construction Management and Administration when any single Work Order does not exceed \$250,000; and
- budgeted goods, materials, supplies, equipment, technical services, and maintenance contracts when the estimated amount to perform the contract, including all change orders, is \$250,000 or less; and
- budgeted construction contracts when the estimated amount to perform the work is \$500,000 or less, and approve change orders to construction contracts where the sum of the total net of change orders per contract does not exceed \$250,000; and
- all construction contracts exceeding \$500,000 must be approved by the Board of Trustees along with an Owner's Contingency; additionally, if the Board of Trustees originally approved the construction contract, any construction change order exceeding the sum of the total of the contract and Owner's Contingency must also be approved by the Board.

## DISCUSSION

Resolution No. 557 requires that the President/CEO provide the Board of Trustees with a monthly administrative report setting forth a list of goods, materials, supplies, equipment, technical services, maintenance contracts, construction contracts, and professional services agreements in excess of \$25,000 and approved administratively as a result of this Resolution. Further, all construction change orders, and professional services agreements amendments approved administratively as a result of this Resolution shall be included in a separate administrative report regardless of value.

### October 2022 – Agreements and POs in Excess of \$25,000

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
10/03/22	Tungsten Engineering Contractors, LLC	\$320,074.00	A Contract was issued for the Erosion Control Project at RTS following a formal bid solicitation where this vendor was deemed lowest and most responsive / responsible bidder.	FY23 CIP	Engineering & Construction
10/07/22	RDM International, Inc.	\$199,89.00	A PSA was issued for investigational and evaluation services related to RWY 16R-34L at RNO.	FY23 CIP	Engineering & Construction
10/12/22	GoApron, Inc.	\$36,500.00	A PO was issued for the annual renewal of software for Gate Management and Aircraft Parking Solutions.	FY23 O&M	Technology & Information Systems
10/12/22	Lithia Ford Lincoln of Boise	\$48,073.25	A PO was issued for a 2022 Ford Explorer for Landside Operations.	FY23 O&M	Landside Operations
10/12/22	Ainsworth Associates Mechanical Engineering	\$41,900.00	A PSA was issued for design services for fire suppression system for Hangars 5 & 6.	FY23 O&M	Engineering & Construction
10/17/22	LexisNexis	\$30,000.00	A PO was issued for annual subscription for data analytics.	FY23 O&M	Air Service Development
10/19/22	Champion Chevrolet	\$45,292.25	A PO was issued for a 2023 Chevrolet Tahoe for Airside Operations.	FY23 O&M	Airside Operations
10/26/22	Summit Engineering Corporation	\$27,390.00	A PSA was issued for professional surveying and geotechnical services for the Air Cargo Way Reconstruction project.	FY23 CIP	Engineering & Construction
10/28/22	Helena Chemical Company Inc	\$32,902.50	A PO was issued after an informal bid process soliciting best pricing for annual purchases of herbicides and fertilizers. Individual components bid went to lowest bidder by line-item and was split across the 3 responsive bidders. In total, 6 vendors were solicited with only three responses.	FY23 O&M	Airfield Maintenance
10/28/22	Nutrien Ag Solutions, Inc.	\$44,204.00	A PO was issued after an informal bid process soliciting best pricing for annual purchases of herbicides and fertilizers. Individual components bid went to lowest bidder by line-item and was split across the 3 responsive bidders. In total, 6 vendors were solicited with only three responses.	FY23 O&M	Airfield Maintenance

## October 2022 – Change Orders, Amendments, and Work Orders

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
10/04/22	Brazos Urethane, Inc.	\$3,648.00	Owner's Contingency CO#1 (attached) was approved for installation of new galvanized roof edge metal. Base contract (Board approved July 2022) = \$320,540.00; total contract value including this OCCO#1 = \$324,188.00.	FY23 CIP	Engineering & Construction
10/13/22	J-U-B Engineers, Inc.	\$21,500.00	Amendment #2 to base PSA for construction support services associated with the base contract (Board approved March 2022) for design services for the development of the Remote Parking Lot Construction Project at RNO. Revised PSA including this amendment = \$311,400.00	FY22 CIP (Carry-Over)	Engineering & Construction

**Key to abbreviations:**

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

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

PO = Purchase Order  
 PSA = Professional Service Agreement

# RENO-TAHOE AIRPORT AUTHORITY OWNER'S CONTINGENCY CHANGE ORDER

CCO No. 1  
 Contractor: Brazos Urethane  
 Project: F Hangar Roof Coating  
 Project Number: WA-2022-326



## Summary of Change and List of Attachments:

Installation of new galvanized roof edge metal per detail A-4. Attachment:

Attachment: Brazos Urethane RCO 2222015-1

## Owner's Contingency Change Order Summary:

Owner's Contingency Total: \$ 40,000.00  
 Total Previously Authorized: \$ 0.00  
 Total Change this CCO: \$ 3,648.00  
 Remaining Contingency Balance: \$ 36,352.00

## Change in Contract Dates:

Original Duration (Days) 35  
 Previous Authorization: 0  
 This Authorization: 0 ADD/DEDUCT  
 Revised Contract (Days): 35

## Contract Summary:

Original Contract: \$ 320,540.00  
 Total Previously Authorized COs \$ 0.00  
 Total Previously Authorized CCOs \$ 0.00  
 Contract Sum Prior to this CCO \$ 320,540.00  
 Total Change this Authorization: \$ 3,648.00  
 New Contract Sum Incl this CCO: \$ 324,188.00

## Distribution to:

RTAA PURCHASING X  
 PM/CM X  
 ENGINEER X  
 CONTRACTOR X

Contractor Signature [Signature] Date: 10/4/22

Project Mgr Signature Ted W. Ohm Date: 10/4/2022

Contractor Name & Title: Laura Marquez, Project Coordinator RTAA Project Manager: Ted W. Ohm

N/A  
 Construction Mgr Signature \_\_\_\_\_ Date: \_\_\_\_\_

RTAA Mgr Signature [Signature] Date: 10/4/2022

Const Mgr Name & Title: \_\_\_\_\_ RTAA Mgr Engineering & Construction: Chris Cobb

Engineer/Architect Signature [Signature] Date: 10/4/2022

Engineer/Architect Name & Title: PAUL CAVIN ARCHITECT

Not valid until signed by ALL parties. Execution of this Contingency Change Order by both Owner and Contractor constitutes a binding agreement and serves as a full accord and satisfaction of any claim, demand, lien, stop notice or further request for compensation, past or present, known or unknown, and/or time extension arising out of or by virtue of the work described above in the Contingency Change Order. Contractor's signature indicates agreement herewith, including any adjustments in the Contract Sum or Contract Time.



**Request for Change  
Order**  
**2222015-1**  
*Submitted: 10.03.2022*

**WESTERN DIVISION OFFICES:**  
120 E. Corporate Place, Suite 18, Chandler, AZ 85225  
28770 Avenue 14 ½, Madera, CA 93638

**CORPORATE OFFICE:**  
120 E. Corporate Place, Suite 18, Chandler, AZ. 85225

**Reno-Tahoe Airport Authority**

Attn: Ted Ohm  
Reno-Tahoe International Airport  
2007 East Plumb Lane  
Reno, NV. 89510

**PROJECT INFORMATION**

Hanger Roof Restoration  
Reno-Tahoe International Airport  
485 South Rock Boulevard  
Reno, NV. 89510

We propose to furnish all the materials and perform all the necessary labor to complete the above referenced project according to the scope below & the applicable existing requirements in the current specifications, including all taxes.

**Description & Scope:**

Installing new galvanized roof edge metal per detail A-4, as approved by Mike Maddox.

**Total** **\$3,648.00**

**TERMS AND CONDITIONS | PROJECT APPROVAL**

I have read, understand and agree to all of the work areas, materials, exclusions, terms and conditions of the proposal received for the above referenced project. All work completed will be in a workman-like manner according to standard construction practices and manufacturer's specifications. Any alterations or modifications to this scope will require a written change order prior to the commencement of work.

SUBMITTED BY <i>Victor Reyes</i>	
EMAIL <a href="mailto:v.reyes@brazosurethane.com">v.reyes@brazosurethane.com</a>	CELL PHONE 559-479-0131

AUTHORIZED SIGNATURE <i>Ted W. Ohm</i>	DATE 10/4/2022
PRINTED NAME Ted W. Ohm	CONTRACT AMOUNT \$ 3,648.00