

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.

CHIEF LEGAL COUNSEL

Ian Whitlock

CLERK OF THE BOARD

Lori Kolacek

AGENDA PLANNING & CONSTRUCTION COMMITTEE

Date: Tuesday, April 11, 2023

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 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. 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.

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

[4.1](#) March 7, 2023, Planning and Construction Committee Meeting

5. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION

5.1 Introduction of Jackie Borman, Engineering & Construction Manager

6. ITEMS RECOMMENDED FOR APPROVAL BY THE FULL BOARD

[6.1](#) Board Memo # 04/2023-12: Authorization for the President/CEO to execute a Professional Services Agreement for consultant services for design of the Airfield Signage Replacement & Taxiway Renaming Project at Reno-Tahoe International Airport, with Wood Rodgers Inc., in the amount of \$248,000 *(for possible action)*

[6.2](#) Board Memo # 04/2023-15: Authorization for the President/CEO to execute a Professional Services Agreement for Executive Program Management and Support Services (EPMSS) for five (5) years with Red Brick Consulting, including a \$7,362,882 allocation for April 2023 to June 30, 2024 *(for possible action)*

[6.3](#) Board Memo # 04/2023-16: Acceptance of the RNO Workspace Study Phase 2 recommendations for a replacement joint-use administrative headquarters and police station to be located in an existing overflow public parking surface lot, also known as the Yellow Lot, at the Reno-Tahoe International Airport *(for possible action)*

[6.4](#) Board Memo # 04/2023-17: Authorization for the President/CEO to execute a Construction Contract for the Terminal Loop Road Reconstruction, ADA, Safety/Security Improvements, and Canopy project at Reno-Tahoe International Airport, with Q&D Construction, LLC, for the Base Bid in the Amount of \$9,683,268.00, and authorize an Owner's Contingency in the amount of \$900,000 *(for possible action)*

[6.5](#) Board Memo # 04/2023-19: Authorization for the President/CEO to execute a Construction Contract for the Taxiway A & Aircraft Apron Reconstruction Project - Phase 4 at Reno-Stead Airport, with Granite Construction Inc., accepting the Base Bids and Bid Alternates 1 through 10 in the amount of \$4,476,476 and authorize adjustment of Airport Improvement Program cost allocation line items to maximize awarded Airport Improvement Program Grant on the project, as well as an Owner's Contingency in the amount of \$300,000, pending acceptance of a Federal Aviation Administration's Airport Improvement Program Grant *(for possible action)*

7. PROJECT UPDATE PRESENTATIONS

- 7.1 Concourse design update
- 7.2 Ticketing Hall project update
- [7.3](#) Engineering & Construction Project Schedule update

8. INFORMATIONAL ITEMS *(provided for reference only)*

- [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

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.

CHIEF LEGAL COUNSEL

Ian Whitlock

CLERK OF THE BOARD

Lori Kolacek

--DRAFT--

MINUTES

PLANNING & CONSTRUCTION COMMITTEE

Date: Tuesday, March 7, 2023

Time: 9:30 AM

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

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m.

2. ROLL CALL

Roll was taken by the Clerk of the Board. All members were present.

3. PUBLIC COMMENT

None.

4. APPROVAL OF MINUTES

4.1 February 7, 2023, Planning and Construction Committee Meeting

Motion: Move to approve the February 7, 2023, minutes as presented

Moved by: Carol Chaplin

Seconded by: Shaun Carey

Aye: Trustees Carey, Chaplin, Rose, Sperber

Vote: Motion passed

5. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION

None.

6. ITEMS RECOMMENDED FOR APPROVAL BY THE FULL BOARD

- 6.1 Board Memo # 03/2023-10:** Authorization for the President/CEO to execute a Contract to Manufacture Shared Use Millwork to include Gate Podiums (12), Gate Scanners (12) and Ticketing Counter Inserts (22) with MSM Sheetmetal Inc. in the amount of \$268,548.00 *(for possible action)*

This item was presented by Ted Ohm, Senior Facilities Project Manager. After discussion, the Committee took the following action:

Motion: Move to recommend that this item be presented to the full Board on March 9, 2023, for consideration and approval of the proposed motion: *“Authorize the President/CEO to execute a Contract to Manufacture Shared Use Millwork to include Gate Podiums (12), Gate Scanners (12) and Ticketing Counter Inserts (22) with MSM Sheetmetal Inc. in the amount of \$268,548”*

Moved by: Carol Chaplin

Seconded by: Jenifer Rose

Aye: Trustees Carey, Chaplin, Rose, Sperber

Vote: Motion passed

7. PROJECT UPDATE PRESENTATIONS**7.1 Concourse design solicitation update**

This update was presented by Lissa Butterfield, manager of Planning & Environmental Services. The Request For Qualifications was formally released on February 13. Statements of Qualifications are due on March 13. The interview process is scheduled for March 14 through April 7. And scope and fee negotiations will occur in April and May with Board action targeted for June of 2023.

Trustee Sperber asked where things stand with the Executive Program Management (EPM) and Construction Manager At Risk (CMAR). CEO Griffin stated the goal is to have an EPM contract award before the Board at the April meeting. Ms. Butterfield stated the CMAR is about 90-120 days from being released.

7.2 Workspace study update

This update was presented by Lissa Butterfield, Planning & Environmental Services Manager. She stated they are taking a short pause on this project due to cost estimates being significantly higher than was projected. A cost estimate review is being conducted and revised plans have been sent to OCMI. Staff is researching a second opinion from a non-interested construction firm.

7.3 Ticketing Hall project update

This update was presented by Amanda Twitchell, Sr. Project Manager. She shared photos of the progress of the Ticketing Hall. This project is on schedule and is expected to be completed in early 2024.

7.4 Engineering & Construction Project Schedule update

Chris Cobb, Director of Facilities & Maintenance, updated the Committee on the current project developments.

8. INFORMATIONAL ITEMS *(provided for reference only)*

8.1 Monthly Project Status Report

Brad Erger, Manager of Properties, gave an update on the new ConRAC project. Currently, this project is nearing the end of Phase 2 (design, development and pricing) and a vote will come to the Committee in May for authorization to move to Phase 3 (construction). Mr. Erger discussed the Phase 2 budget and the Phase 3 proposed budget. In addition, he discussed the design updates and proposed cost cutbacks. He updated the Committee on the status of lease negotiations and discussed next steps.

8.2 Administrative Award of Contracts (Expenditures)

There was no discussion on this item.

9. MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS

None.

10. PUBLIC COMMENT

None.

11. ADJOURNMENT

The meeting was adjourned at 10:07

Board Memorandum

To: All Board Members

Memo #: 04/2023-12

From: Daren Griffin, President/CEO

Subject: Authorization for the President/CEO to execute a Professional Services Agreement for consultant services for design of the Airfield Signage Replacement & Taxiway Renaming Project at Reno-Tahoe International Airport, with Wood Rodgers inc., in the amount of \$248,000

STAFF RECOMMENDATION

Staff recommends that the Board authorize the President/CEO to execute a Professional Services Agreement for consultant services for the design of the Airfield Signage Replacement & Taxiway Renaming Project at Reno-Tahoe International Airport, with Wood Rodgers inc., in the amount of \$248,000.

PURPOSE

The purpose of this action is to request authorization for the President/CEO to execute a Professional Services Agreement (PSA) with Wood Rodgers, Inc. for design services for the Airfield Signage Replacement & Taxiway Renaming Project at the Reno-Tahoe International Airport (RNO). These design services are needed to update the airport's taxiway naming convention to be in accordance with the current FAA nomenclature conventions.

This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priorities as identified in the Reno-Tahoe Airport Authority Fiscal Year (FY) 2019-2023 Strategic Plan.

- Strategic Priority # 3 – Facilities for the Future
- Strategic Priority # 4 – Safety and Security

BACKGROUND

This project consists of providing design services for updating the airport's taxiway naming conventions and updating signage, markings, and the Airport Layout Plan (ALP).

RNO has taxiways that connect to the runways at multiple locations and are not individually designated as separate taxiways, e.g., A1, A2, A3, etc. This creates pilot confusion and potential errors on what connectors to use. The design team will work with the RTAA staff and coordinate with the local Air Traffic Control Tower (ATCT), the FAA inspector, and the PHX ADO to rename the taxiways appropriately.

As a result, this project is an effort to bring the RNO airfield infrastructure into compliance with Federal Aviation Administration (FAA) AC 150/5340-18G Standards for Airport Sign Systems. This project will consist of the design of the construction/installation of the approved nomenclature changes and for the associated changes necessary for successful and safe implementation. The design team will need to work with RTAA staff to update the ALP with the proposed nomenclature changes. The final ALP product will be submitted to the FAA for approval. The scope of design work includes reprogramming key airfield infrastructure systems (such as the lighting vaults), replacement signage, sign panels, and pavement markings, and educational outreach for airfield users.

DISCUSSION

As required for FAA Airport Improvement Project (AIP) funded projects, the selection of the preferred consultant team was a qualifications-based selection with final scope and fee negotiated after selection of the preferred consultant.

The Request for Qualifications (RFQ) for consultant services was advertised on December 22, 2022, on the renoairport.com website and via the Nevada Government e-Marketplace (NGEM). Statements of Qualifications (SOQs) were due on February 7, 2023.

Statements of Qualifications (SOQ) were received by three (3) firms:

- Armstrong Consultants, inc.
- Kimley-Horn and Associates, Inc.
- Wood Rodgers, Inc.

All proposals were received in good order and deemed responsive. A Selection Committee comprised of RTAA staff from Engineering, Operations, Economic Development, Airfield Maintenance, and Planning reviewed the submittals on February 21, 2023. The Selection Committee scored the consultants and further discussed the SOQ submittals, Wood Rodgers received the highest scores and the greatest number of #1 votes and was thereby selected as the preferred consultant team based on the qualifications and experience requirements stipulated in the RFQ and requirements by the FAA.

Scope and fee negotiations began at the beginning of March. The resultant PSA provides for consultant services for programing, design development, contract documents, bidding support, and extraordinary coordination. The design work consists of basis of design memorandum, field investigation to include surveying and site inspection, design development with FAA coordination, final design services with construction plans, specifications, and necessary documents, for procurement of construction bids.

Staff anticipates completion of the design within the first quarter of 2024.

COMPANY BACKGROUND

Wood Rodgers, Inc. operates a local office of approximately 90 staff members in Reno and is headquartered in Sacramento, California. All of the work associated with this project will be performed by the staff based in Reno. Wood Rodgers, Inc. has performed numerous similar airfield design projects for various Commercial (Part 139) and General Aviation airports in

Nevada and California. The firm designed the plans for the Runway 16R-34L Reconstruction project, the Runway 16L-34R Touchdown Area Reconstruction project, and the Taxiway C Reconstruction project, all at RNO. In addition, they have provided design at the Reno-Stead Airport for the Runway 8-26 Reconstruction project and Taxiway C Reconstruction project. Local Wood Rodgers, Inc. personnel have extensive experience in conducting airfield design, geotechnical investigations, phasing construction work, and coordinating airport operations during construction projects.

FISCAL IMPACT

The PSA for design services is funded by a pending FAA AIP grant in the amount of \$251,000, including the \$248,000 for design and \$3,000 for administration costs.

Table 1 – FAA Grant Funding

Project Total	FAA Share	RTAA Share	FAA Percentage
\$251,000	\$235,312	\$15,688	93.75%

COMMITTEE COORDINATION

Planning and Construction Committee

RECOMMENDED MOTION

Staff recommends that the Board adopt the following motion:

“It is hereby moved that the Board authorize the President/CEO to execute the Professional Services Agreement for consultant services for design of the Airfield Signage Replacement & Taxiway Renaming Project at Reno-Tahoe International Airport, with Wood Rodgers inc., in the amount of \$248,000, and authorizes the President/CEO, or her designee, to sign.”

Board Memorandum

To: All Board Members

Memo #: 04/2023-15

From: Daren Griffin, President/CEO

Subject: Authorization for the President/CEO to execute a Professional Services Agreement for Executive Program Management and Support Services (EPMSS) for Five (5) Years with Red Brick Consulting, including a \$7,362,882 allocation for April 2023 to June 30, 2024.

STAFF RECOMMENDATION

Staff recommends that the Board of Trustees authorize for the President/CEO to execute a Professional Services Agreement for Executive Program Management and Support Services (EPMSS) for five (5) years with Red Brick Consulting, including a \$7,362,882 allocation for April 2023 to June 30, 2024.

PURPOSE

The purpose of this action is to authorize the President/CEO to execute a Professional Services Agreement with Red Brick Consulting to provide Executive Program Management and Support Services (EPMSS) for the MoreRNO program and select capital projects. Red Brick Consulting was selected through a formal, public solicitation process, Request for Qualifications (RFQ EPMSS) #22/23-18.

This action is in support of the RTAA Strategic Priorities as identified in the Reno-Tahoe Airport Authority Fiscal Year (FY) 2019-2023 Strategic Plan:

- Strategic Priority #3 Facilities for the Future
- Strategic Priority #4 Safety and Security
- Strategic Priority #6 Customer Experience
- Strategic Priority #7 People

BACKGROUND

The purpose of the Executive Program Management and Support Services (EPMSS) PSA is to help augment Reno-Tahoe Airport Authority (RTAA) staff by providing additional resources on an as needed basis to support the MoreRNO program and select capital projects. The MoreRNO program is the largest capital program undertaken at the Reno-Tahoe International Airport (RNO) and by RTAA staff. The RTAA Engineering & Construction Department is a relatively

small team with only five (5) project managers. In addition to the MoreRNO projects, the RTAA Engineering & Construction department will continue to manage the annual capital improvement projects (CIP), constructing new assets and maintaining, repairing, and renovating current assets from airfield pavements to landside roads and parking lots, and to all the buildings at both RNO and Reno-Stead Airport (RTS).

The scope of services listed in the Request for Qualifications (RFQ) consisted of the following:

- | | |
|-----------------------------------|---|
| 1. Executive Program Management | 12. Baggage Handling System |
| 2. Project Management | 13. Commissioning |
| 3. Design Management | 14. Geotechnical |
| 4. Program Controls | 15. Survey |
| 5. Construction Management | 16. NEPA – Environmental |
| 6. Construction Administration | 17. Grants Manager |
| 7. Construction Inspection | 18. Forensics |
| 8. Materials Testing & Inspection | 19. Risk Management |
| 9. Logistics/ORAT | 20. Document Controls |
| 10. Planning and Reviews | 21. Project Coordinators/Administration |
| 11. IT/Technology Management | 22. Labor Compliance M/W/DBE |

Additional descriptions are as follows:

- Provide executive-level program management guidance to RTAA staff and consultants as needed to implement the MoreRNO program transitioning from planning, to design, to construction, and finally to long term maintenance.
- Provide additional resources as needed to departments to supplement the existing RTAA staff complement where bandwidth and/or specialized expertise is needed. Red Brick resources shall be added or removed as needed, and Red Brick shall be prepared to mobilize resources on short notice.
- Report to the President/CEO, CPIO, and/or Executive Team, with the status of projects regarding budgets, schedules, risks, etc., along with design and construction issues needing to be elevated.
- Develop organizational charts for all projects inserting RTAA staff at the appropriate levels based on skills, knowledge, and bandwidth with the intent of using RTAA staff first and then outside augmentation second.
- Develop training and transition for the RTAA staff, enabling those staff members to assume leadership roles.
- Act as an advisor between the contractor and RTAA staff as needed.
- Provide expertise and guidance in negotiating new professional services and construction management agreements.
- Provide software and training to RTAA staff to manage an effective project tracking plan and project controls to monitor the selected contractors' schedule and budget performance.

- Assist in the coordination of the RTAA's ongoing CIP in conjunction with the MoreRNO program.
- Provide regular reports to the Board of Trustees at scheduled public meetings to discuss the status and health of the MoreRNO program.
- Consultants providing Support Services shall have the professional ability to provide the following services as (if) needed:
 - Design: plan reviews; constructability reviews; environmental assistance; NEPA reviews per FAA requirements; FAA reviews, submittals, preparation of federal grant applications and management of grants, independent fee estimates, FAA Notice of Proposed Construction or Alteration; FAA Advisory Circular understanding; consultant and CMAR solicitation assistance; technology assistance related to common use, passenger experience, etc.
 - Logistics/ORAT: support of training, and Operational, Readiness, Activation and Transition of equipment, systems and buildings; behavioral readiness of updating: contingency, emergency, passenger routing, emergency, airport security program, etc.
 - Program Controls: processes; procedures; budgets; schedules; document controls; contracts; invoicing and finance; funding sources; change and risk management; reporting; communications; Disadvantaged Business Enterprise/Small Business Enterprise (DBE/SBE); performance metrics.
 - Construction: construction management, construction administration, and project management; commissioning, information technology consultants, and project closeout.
 - Solicitations: technical writing support to assist with preparing specifications and solicitations including bids, Requests for Proposals (RFPs), Requests for Qualifications (RFQs), and Construction Bids as needed throughout the longevity of the MoreRNO construction program.

The RTAA wants to ensure the most flexibility by allowing the EPM to have subcontractors providing these same services, while also protecting the RTAA's to select additional consultants outside of the EPMSS team, based on project requirements. The RTAA reserves the right to approve or to deny any of EPM's support services consultants.

DISCUSSION

The RFQ to provide EPMSS was advertised on December 5, 2022. On January 20, 2023, two (2) firms submitted Statements of Qualifications (SOQ) in response to the advertised RFQ. Both firms were invited to be interviewed by the selection committee. The committee unanimously selected Red Brick Consulting (RBC) as the most qualified firm based on the criteria listed in the RFQ. The contracted services are for five (5) years, ending on June 30, 2028.

The EPMSS team includes (7) employees from Red Brick augmented by an additional twenty plus (20+) employees from ten (10) additional firms. Using a variety of firms allows the EPM to pick and choose the best qualified people for the defined scope of work for the MoreRNO program and select capital projects. Ultimately, this provides the best team to the RTAA.

The RBC Principal-in-Charge and EPM Leadership & Advisor is Jeff Moak. Mr. Moak has 34 years of experience managing large programs at both medium and large hub airports.

The RBC Executive Program Manager leading the EPM program is Bennett Sloan, P.E. Mr. Sloan will be relocating to the Reno area and will provide “boots on the ground.” He has a proven record of managing a lean team that can efficiently deliver program goals of getting facilities built, while also mentoring RTAA staff to take on future projects in-house.

One of the two (2) key resources is Construction Manager, Hans Planchard, an RBC employee. Mr. Planchard will oversee horizontal and vertical construction projects as well as the inspectors, material testing process, and compliance with FAA requirements for PFC and federally funded projects. He will oversee and document the owner-architect-contractor meetings and manage field issues as they arise.

The second key resource is Program Controls Director, Fanny Pardon, P.E. Ms. Pardon brings over 20 years of experience in project controls from projects around the world, including with the U.S. Air Force Center in the Middle East. Ms. Pardon will relocate to the Reno area and will manage project finances, budgets, contracts, document controls, scheduling, risk management and software training.

The EPM will set up an office near the RTAA administration offices. This will allow the EPM and RTAA staff to work closely and integrate into a cohesive team.

The projects that are anticipated to be overseen by the EPM are: Terminal Loop Road Improvements, ConRAC Development, Concourse B & C Redevelopment, Administrative and Police Headquarters, and Automated Passenger Exit Lanes. The Concourse B & C Redevelopment project will be the largest and longest project requiring the most resources.

COMPANY BACKGROUND

Red Brick Consulting, Inc. is a woman-owned, full-service Program Management firm that provides Program/Project/Construction Management, Construction/Design Consulting, Project Controls and Risk Management services for complex aviation programs. RBC has approximately thirty (30) full-time employees and its headquarters are in Dana Point, California. RBC specializes in all types of aviation programs at large and medium sized airports including Phoenix Sky Harbor International Airport (PHX), Ontario International Airport (ONT), San Francisco International Airport (SFO), Seattle-Tacoma International Airport (SEA), Orange County Santa Anna, CA Airport (SNA), Los Angeles International Airport (LAX). Project sizes range from small to multi-billion-dollar programs. They are experts in all types of project delivery methods including Construction Manager at Risk (CMAR), Design-Bid-Build, Design-Build, and Public-Private Partnerships. RBC serves as trusted advisors to owners, contractors, and other stakeholders who are building, funding, or managing complex programs.

FISCAL IMPACT

The executive program management and support services will be funded through the capital improvement program. Costs for the program will be assigned to each of the MoreRNO projects along with select capital projects that may have resources assigned to them.

The total cost for the first fifteen (15) months (April 2023 – June 2024) of EMPSS consulting services is estimated at \$7,362,882.

Typically, the rule of thumb for EPM fees is 3% - 4% of the construction costs, depending on the scope and size of the projects. Smaller projects are at the higher end, and larger projects are at the lower end. The MoreRNO program is the largest program in RNO's history; however, it is considered small when compared to other medium and large airport programs.

The construction costs for the MoreRNO projects are estimated to be \$500 million over the next 5 years (2023-2027). This \$500 million does not include the entire MoreRNO program as the estimated construction completion is approximately 7 years (2023-2029).

The ConRAC project is a private public partnership which doesn't require the full menu of EPM services. The ConRAC project is anticipated to require inspection services for the RTAA maintained facilities, project compliance, coordination with RTAA projects in the general area, and overall compliance with the RTAA improvement guidelines.

The estimated EPM fees for five (5) years, based on the 3% - 4% range, are \$15 million to \$20 million. First-year costs are typically higher than later years, as there are upfront costs, including setting up project controls, software, etc.

The RBC scope of services also includes construction management and inspection services. Construction management and inspection services fees typically equate to 5% - 10% of the total construction cost, depending on the scope and size of the project. Using the estimated program cost of \$500 million, the industry standard construction management and inspection cost range is \$25 million to \$50 million.

Adding the EPM services industry standard estimate and the construction management and inspection services industry standard estimate, the costs associated with the requested scope of services, over five (5) years was anticipated to range from \$40 million to \$70 million. Red Brick Consulting has provided an initial estimate of \$36.98 million for the full five (5) years.

As previously mentioned, this action is only requesting funding for year one (April 2023 – June 30, 2024) in the amount of \$7,362,882. Any unused funds will be rolled over into FY24-25.

Projects that have the EPM services associated with them will be brought to the board with the cost of the EPM services included as a part of the entire program cost.

COMMITTEE COORDINATION

Planning and Construction Committee

RECOMMENDED MOTION

Staff recommends that the Board adopt the following motion:

“It is hereby moved that the Board authorizes the President/CEO to execute a Professional Services Agreement for Executive Program Management and Support Services for Five (5) Years with Red Brick Consulting, including a \$7,362,882 allocation for April 2023 to June 30, 2024.”

Board Memorandum

To: All Board Members

Memo #: 04/2023-16

From: Daren Griffin, President/CEO

Subject: Acceptance of the RNO Workspace Study Phase 2 recommendations for a replacement joint-use administrative headquarters and police station to be located in an existing overflow public parking surface lot, also known as the Yellow Lot, at the Reno-Tahoe International Airport

STAFF RECOMMENDATION

Staff recommends that the Board of Trustees accept the RNO Workspace Study Phase 2 recommendations for a replacement joint-use Administrative Headquarters and Police Station to be located in an existing overflow public parking surface lot, also known as the Yellow Lot, at the Reno-Tahoe International Airport.

PURPOSE

The purpose of this action is to seek acceptance from the Board of Trustees of the Workspace Study recommendations, which will then allow staff to transition to a design effort for the replacement facilities. The recommendations were initially presented to the Board of Trustees for input and feedback at the February 9, 2023 Board of Trustees Meeting.

This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priorities as identified in the Reno-Tahoe Airport Authority Fiscal Year (FY) 2019-2023 Strategic Plan.

- Strategic Priority #3 – Facilities for the Future
- Strategic Priority #4 – Safety and Security
- Strategic Priority #5 – Financial Diversification & Growth

BACKGROUND

The primary Administrative Offices for the Reno-Tahoe Airport Authority are located on the second floor of the RNO Terminal Building, above the Ticketing Hall. There are workstations & offices for approximately 95 employees, 6 conference rooms, a kitchen, storage areas, restrooms, showers, and an outdoor atrium. Although most furniture is modular and standardized, work areas by employee and by department vary greatly in size and comfort. There is minimal room in the existing Administrative Office footprint to squeeze in additional workstations without eliminating conference rooms or creating additional shared offices.

The primary Airport Police Station is located on the first floor of Concourse B in cramped quarters. Because there is not enough space for separate functional areas, most spaces serve double duty. Examples include a kitchenette squeezed into their uniform storage area, and a general equipment storage room that also houses bicycles and ammunitions. Additionally, the location under Concourse B means that police operations not only occupy space that would be better utilized by airlines and concessions, but police vehicle parking must sometimes be shifted for aircraft parking & operations.

Both the Administrative Offices and the Airport Police Station occupy spaces that could be used by airline and concession tenants if replacement space was available. The 33,000 SF used by the Administrative Offices could generate between \$2.1 million - \$5.0 million annually, if fully leased at FY22-23 Rates & Charges (\$64.30-\$151.51 per SF at terminal office space rates). The 4,000 SF used by the Police Station could generate between \$171,000 - \$606,000 annually, if fully leased at FY22-23 Rates & Charges (\$42.87-\$151.51 per SF at operations or terminal office space rates).

Finally, the upcoming Concourse Redevelopment Project is expected to be highly disruptive, and shifting airport operations away from the construction area will have significant benefits to the airport and to the Concourse Redevelopment Project. The vacated Administrative Office space could serve as a homebase for the Concourse Redevelopment design & construction team and/or the Executive Program Management team; it could also provide temporary relocation space for airline or tenant spaces impacted by construction. Most importantly, construction activities near Concourse B will obstruct and impede police operations if they remain in the existing concourse during construction.

DISCUSSION

A Notice to Proceed was issued for the RNO Workspace Study Phase 2 (Study) on July 1, 2022 to H+K Architects. The consultant team worked collaboratively with a 17-person working group that included representatives from Ops & Public Safety, People Operations, Commercial Business, Facilities & Maintenance, IT, Planning, Engineering, and Police. The full working group met nine (9) times between July 2022 and March 2023, and there were also two (2) Police-only workshops in August and September 2022.

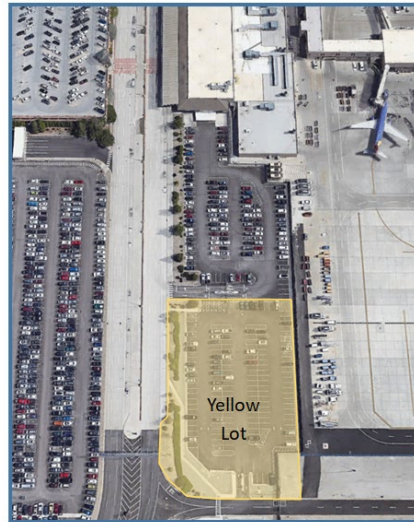
The Study effort included 20-year staff projections, space program calculations, alternative site identification, analysis, & evaluation, preliminary site plan and floor plan development, and cost estimating. The Basis of Design Report (BODR) is in progress.

The Study's primary recommendation is for replacement facilities for the existing Administrative Offices and existing Police Station that support forecasted employment growth, improve airport operations, improve opportunities for revenue-production within the terminal building, and relocate Police prior to Concourse B construction impacts (est. June 2025).

The preferred relocation area is an existing overflow public parking surface lot, also known as the Yellow Lot. Prior to 2021, the Yellow Lot was utilized for Airport Authority and airport tenant employee parking. During seasonal peaks (e.g. Thanksgiving, Christmas), the Yellow Lot would temporarily transition to overflow public parking. In 2021, the Yellow Lot was converted

into a dedicated overflow public parking lot. Revenues from the Yellow Lot, when used for overflow parking, were estimated at \$133,000 annually. Since the construction of the Ticketing Hall Expansion Project began, the Yellow Lot has seen minimal utilization. The location of the Yellow Lot is shown below in Exhibit A.

Exhibit A – Yellow Lot Location



A summary of the primary Study recommendations is provided in Table 1.

Table 1 – Primary Study Recommendations

Item	Recommendations
Space Program	Accommodate 20-year employment growth in design or expansion capability. Minimize required footprint with multi-story, joint-use facility.
Location	Overflow Public Parking Surface Lot AKA the Yellow Lot.
Building Orientation	Primary entrance on north side of building, facing Terminal Building. Immediate airside and landside access for police vehicles.
Building Organization	First Floor: Shared reception area and all police-only functions. Second Floor: Joint-use functions and public meeting rooms. Third Floor and higher: Administrative functions.
Schedule	Police fully relocated by June 30, 2025 (preferred) but no later than December 31, 2025. Schedule subject to change if Concourse Redevelopment phasing changes.

Delivery Method	Construction Manager at Risk.
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The original construction hard cost only estimate of \$38.5 million has increased to \$46.7 million for base bid items and an additional \$9.4 million for an alternate bid package of “upgrades.” A high estimate for soft costs (e.g. architecture, engineering, construction management, permitting, furniture, equipment, etc.) could add another \$23 million to the overall project.

Although this total estimated project cost of \$69.7 million (base bid + soft costs) is significantly higher than anticipated, staff recommends proceeding to design with the requirement that the design team strive to reduce costs to an affordable and reasonable level, even if difficult decisions are required.

Staff intends to incorporate into the design agreement an obligation to reconsider the space program and preferred location, early in the design process based on financial feasibility. Staff proposes an additional Board Action at the 30% design stage to decide whether or not the project should proceed.

FISCAL IMPACT

An amendment to the Professional Services Agreement (PSA) for consultant services to H+K Architects, in the amount of \$289,280, was approved by the RTAA Board of Trustees in June 2022, bringing the total estimated value of the PSA to \$389,280. No additional funding is associated with this action; however, should the RTAA Board of Trustees approve the Study recommendations, future fiscal impact is expected associated with design and construction.

As discussed, staff recommends proceeding with a design effort that includes a built-in off-ramp at 30% design should the project be financially unfeasible. An additional Board Action at the 30% design stage would decide whether or not the project should proceed.

A preliminary budget estimate of \$5.5 million for design is anticipated. This includes design services, pre-construction Construction Manager at Risk services, and Executive Program Management services.

COMMITTEE COORDINATION

Planning & Construction Committee

RECOMMENDED MOTION

Staff recommends that the Board adopt the following motion:

“It is hereby moved that the Board accepts the RNO Workspace Study Phase 2 Recommendations for a Replacement Joint-Use Administrative Headquarters and Police Station to be Located in an Existing Overflow Public Parking Surface Lot, also Known as the Yellow Lot, at the Reno-Tahoe International Airport.”

Board Memorandum

To: All Board Members

Memo #: 04/2023-17

From: Daren Griffin, President/CEO

Subject: Authorization for the President/CEO to execute a Construction Contract for the Terminal Loop Road Reconstruction, ADA, Safety/Security Improvements, and Canopy project at Reno-Tahoe International Airport, with Q&D Construction, LLC, for the Base Bid in the Amount of \$9,683,268.00, and authorize an Owner's Contingency in the amount of \$900,000

STAFF RECOMMENDATION

Staff recommends that the Board authorize the President/CEO to execute a Construction Contract for the Terminal Loop Road Reconstruction, ADA, Safety/Security Improvements, and Canopy project at Reno-Tahoe International Airport, with Q&D Construction, LLC, for the Base Bid in the Amount of \$9,683,268.00, and authorize an Owner's Contingency in the amount of \$900,000.00.

PURPOSE

The purpose of this action is to request authorization for the President/CEO to execute a Construction Contract associated with the reconstruction of Terminal Loop Road and installing ADA, safety/security improvements, and canopies at the Reno-Tahoe International Airport (RNO).

This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priorities as identified in the Reno-Tahoe Airport Authority Fiscal Year (FY) 2019-2023 Strategic Plan.

- Strategic Priority #3 – Facilities for the Future
- Strategic Priority #4 – Safety & Security
- Strategic Priority #6 – Customer Experience

BACKGROUND

The Terminal Loop Road consists of two different pavement surfaces, one being asphalt cement (asphalt) and the other being Portland Cement Concrete (concrete). Terminal Loop Road is predominately asphalt and loops from Plumb Lane to the terminal building and back to Plumb Lane. The concrete section of the Loop Road begins near the south end of the long-term surface lot, splits into two sections with a sidewalk island in the middle to separate pick up and drop off traffic and ends at the north end of baggage claim. There are five key elements of the project.

Road Reconstruction: The concrete road section, was originally constructed in 1997. It has deteriorated beyond the maintenance phase and needs to be reconstructed. The asphalt portion of the Terminal Loop Road is not a part of this project except for the transition points at the two ends of the project. The Landside Pavement Management System (PMS) at RNO indicates the current PCC to have a Pavement Condition Index (PCI) of 32 which correlates to a “Very Poor” pavement condition rating and a recommendation to reconstruct.

ADA Improvements: The pick-up and drop-off lanes are not ADA compliant. Currently, the lanes have a full height (6”) curb with no ramps. With the completion of this project, curb depressions, truncated domes, and wheelchair ramps will be added to the entire length of the Terminal Building, thus satisfying ADA requirements per local and federal laws.

Safety Improvements: Pedestrian passenger safety improvements are needed to address several deficiencies. The sidewalk on the west side of the Terminal Loop Road is only wide enough for one person with a suitcase, resulting in passengers stepping into the Terminal Loop Road when bidirectional pedestrian traffic occurs. This project will widen the sidewalk to accommodate bidirectional pedestrian traffic.

Security Improvements: The terminal building frontage, from the ticketing hall to baggage claim, is approximately 40 feet in depth, and includes sky cap counters, wheelchair locations, self-serve baggage cart stations, seating areas, and public smoking areas. Due to the depth of the area and the services available, large congregations of passenger and employees often occur. This area is susceptible to vehicle crashes, and now, when vehicles have become more prevalent for use in attacks, the terminal frontage is a critical vulnerability. An intentional (or unintentional) breach of a vehicle from the roadway, could hurt or kill passengers and employees along this frontage. The terminal building itself is vulnerable in numerous areas where the floor to ceiling windows and glass doors are located. This project will include the installation of preventative measures such as fixed bollards along the curb to provide additional protection to the building, passengers, and property from vehicles.

Canopies: As a part of the base bid, the passenger drop off canopy will be extended 200’ to the south, past the ticketing hall entrances. The drop off area south of the terminal building has been become very busy without any canopy protection. The new canopy will provide passengers being dropped off with additional protection from the elements.

Alternates: Canopies may be installed as alternate bids items on both the passenger drop off and pick up locations along the center median to encourage passengers to utilize more of the curb length. Up to five additional 90’ long canopies may be added to the inside median sidewalk where passengers are picked up. This will entice passengers to move away from the crosswalks, increasing curb length usage and reducing congestion. This portion of the project is intended to be paid for with the Omnibus funding that has been approved by the government but has not yet been allocated.

Due to the complexity of the project being at the front door of the terminal building and the requirement to continue to provide access to the airport, the project is anticipated to having multiple phases during construction. Additionally, this project will require close coordination

throughout with our Ticketing Hall Expansion project to make sure we maintain proper slopes, meeting ADA standards from the building to the Terminal Loop Road .

DISCUSSION

The Terminal Loop Road project was advertised on January 6, 2023. The Base Bid includes reconstruction of the existing PCC departure and arrival lanes, crosswalks, sidewalk/ADA improvements, installation of security bollards, utility improvements, and extension of the departure canopy 200 feet south of the existing canopy. There are five alternate bid items for this project. Each alternate bid item is a 90' canopy located on the center island median. Bids were opened on February 8, 2023. Bids were received from Granite Construction, Q&D Construction, and Sierra Nevada Construction. All bids were responsive, and Q&D Construction was determined to be the low responsible bidder. Below in Table 1 is a summary of the bids:

Table 1 – Bid Summary

Base Bid	
Q&D Construction, LLC	\$9,683,268
Sierra Nevada Construction, Inc.	\$11,712,007
Granite Construction	\$12,144,144

Alternates: 1-5 (Totals)

Sierra Nevada Construction, Inc.	\$1,720,000
Q&D Construction, LLC	\$1,877,000
Granite Construction	\$2,307,307

*Alternates may be awarded at a later date if additional grant funding is allocated.

Staff recommends award of the Base Bid only in the amount of \$9,683,268.00. The Alternate Bid Items may be brought back to the Board of Trustees later this spring or early summer for award if additional grant funding is obtained.

A project schedule will be prepared with Q&D Construction and the ticketing hall contractor to ensure proper phasing and coordination. Construction may begin as early as this Spring depending on scheduling between the Ticketing Hall and the Loop Road projects. The Loop Road project will be built in two phases. Phase 1 includes reconstruction of the Departure lanes (nearest the terminal) of the roadway, includes new sidewalk with ADA improvements along the ticketing hall, security bollard improvements along the entire length of the terminal building, elevated crosswalks, utility improvements, and extension of the canopy approximately 200 feet south of the existing canopy by Southwest Airlines. Phase 1 is intended to be completed by November 2023. Phase 2 includes reconstruction of the arrival lanes (adjacent to the parking garage) of the roadway and will reconstruct portions of the sidewalk along the island to include new ADA improvements, elevated crosswalks, and security bollards along the island. Phase 2 is expected to be completed by the fall of 2024. The total duration for all phases of construction is five hundred seventy-nine (579) consecutive calendar days.

Construction Management services shall be procured under a separate contract.

COMPANY BACKGROUND

Q&D Construction, LLC has a local office in Sparks, Nevada. The work associated with this project is expected to be performed by the staff based in the Reno/Sparks area and will primarily utilize locally based subcontractors and material suppliers where possible. Q&D Construction, LLC has performed multiple construction projects at the Reno–Tahoe International (RNO) and Reno–Stead (RTS) Airports, including the 2016-2019 Airfield Pavement Repair projects. The local Q&D Construction personnel have prior experience in airport construction, phasing airport construction work, and coordinating facility closures at the RNO and RTS Airports.

FISCAL IMPACT

The Construction is funded by FAA PFC Application #15 in the amount of \$16,082,403.

COMMITTEE COORDINATION

Planning and Construction Committee

RECOMMENDED MOTION

Staff recommends that the Board adopt the following motion:

“It is hereby moved that the Board authorizes the President/CEO to execute a Construction Contract for the Terminal Loop Road Reconstruction, ADA, Safety/Security Improvements, and Canopy project at Reno-Tahoe International Airport, with Q&D Construction, LLC, for the Base Bid in the Amount of \$9,683,268.00, and authorize an Owner’s Contingency in the amount of \$900,000.00.

Board Memorandum

To: All Board Members

Memo #: 04/2023-19

From: Daren Griffin, President/CEO

Subject: Authorization for the President/CEO to execute a Construction Contract for the Taxiway A & Aircraft Apron Reconstruction Project - Phase 4 at Reno-Stead Airport, with Granite Construction Inc., accepting the Base Bids and Bid Alternates 1 through 10 in the amount of \$4,476,476 and authorize adjustment of Airport Improvement Program cost allocation line items to maximize awarded Airport Improvement Program Grant on the project, as well as an Owner's Contingency in the amount of \$300,000, pending acceptance of a Federal Aviation Administration's Airport Improvement Program Grant

STAFF RECOMMENDATION

Staff recommends the Board authorize the President/CEO to execute a Construction Contract for the Taxiway A & Aircraft Apron Reconstruction Project - Phase 4 at Reno-Stead Airport, with Granite Construction Inc., accepting the Base Bids and Bid Alternates 1 through 10 in the amount of \$4,476,476 and authorize adjustment of Airport Improvement Program cost allocation line items to maximize awarded Airport Improvement Program grant on the project, as well as an Owner's Contingency in the amount of \$300,000, pending acceptance of a Federal Aviation Administration's Airport Improvement Program grant.

PURPOSE

The purpose of this action is to request authorization for the President/CEO to execute a Construction Contract with Granite Construction, Inc., for Taxiway A & Aircraft Apron Reconstruction Project – Phase 4 at Reno-Stead Airport, accepting Base Bids 1 and 2 and Bid Alternates 1 through 10 in the amount of \$4,476,476. In addition, authorize adjustment of AIP cost allocation line items to maximize awarded AIP grant on this project, as well as an Owner's Contingency for any changes beyond the grant allocation in the amount of \$300,000.

This action is in support of the Reno-Tahoe Airport Authority (RTAA) Strategic Priorities as identified in the Reno-Tahoe Airport Authority Fiscal Year (FY) 2019-2023 Strategic Plan.

- Strategic Priority #2 – General Aviation
- Strategic Priority #3 – Facilities for the Future
- Strategic Priority #4 – Safety and Security

BACKGROUND

The Reno-Stead Airport (RTS) apron is a large public use apron with Taxiway Alpha (A) being adjacent to the apron along the north boundary. The existing asphalt cement apron and adjoining Taxiway A have deteriorated and are nearing the end of their useful lives. The aircraft parking apron is roughly 4,500 feet long with an average width of 475 feet. The apron was previously rehabilitated between the years 1994 to 1996 (3 phases) and Taxiway A was rehabilitated in 1995.

Existing external stakeholders include the Fixed Base Operator (FBO) - Aviation Classics, Ltd., the Bureau of Land Management (BLM) Tanker Base, Tactical Air Support (TAC-Air), Reno Air Race Association (RARA) and the general aviation box and t-hangar tenants. RTS is home to the National Championship Air Races every September for the past 59 years. Recent airside projects at RTS include the Runway 8-26 Reconstruction, Taxiway C Reconstruction, and the Taxiway A & Aircraft Apron Reconstruction Projects - Phases 1, 2 & 3.

The Board approved the Professional Services Agreement for design services to Kimley-Horn on August 8, 2019 (Board Memo #19(08)-53). Design consisted of design for the reconstruction of the entire apron and the adjacent Taxiway A, approximately 60 acres. Kimley-Horn's services include the design of three phases of construction improvement documents to coincide with the recommended grant funding from the FAA. During the design process, the engineer identified additional storm drainage infrastructure which led to an increase in the probable cost estimate for the entire project. The additional cost was discussed with the FAA and a recommendation was made to prepare phasing of construction improvement documents to match the revised projected funding by the FAA.

The overall project includes reconstruction of approximately 241,000 square yards of asphalt apron and 49,500 square yards of asphalt Taxiway A, storm drainage improvements, lighting improvements, airfield pavement markings, miscellaneous site improvements, and the correction of the non-standard Taxiway A2 intersection identified by the FAA.

DISCUSSION

The Taxiway A and Aircraft Apron Reconstruction Project – Phase 4 consists of a Base Bid 1 & 2 and ten (10) alternate items. The list below describes the work contained with each of these items:

- Base Bid 1
 - Removal and reconstruction of approximately 42,850 square yards of apron and Taxiway Alpha improvements, drainage improvements, and associated striping.
 - Electrical lighting upgrades to the taxiway edge lighting
 - Installation of new airfield pavement markings.
- Base Bid 2
 - Removal and reconstruction of approximately 2,250 square yards of taxiway improvements, drainage improvements, and associated striping.
 - Electrical lighting upgrades to the taxiway edge lighting
 - Installation of new airfield pavement markings.

- Alternates 1-5
 - Each alternate includes removal and reconstruction of approximately 1,000 – 1,700 square yards of apron/taxiway.
 - Installation of new airfield pavement markings.
- Alternates 6-10
 - LED apron lighting upgrades to existing light poles.

The Taxiway A & Aircraft Apron Reconstruction Project - Phase 4 was publicly advertised on March 1, 2023, at the following locations: Reno Gazette Journal (RGJ), RTAA's website, and Nevada Government eMarketplace (NGEM). The bid opening occurred on March 22, 2023, with bids received from the following two contractors:

Table 1 – Bid Tabulation

Scope	Engineer's Estimate	Sierra Nevada Construction	Granite Construction
Base Bid 1 (Taxiway & Apron)	\$4,500,800.00	\$4,943,600.00	\$3,289,164.50
Base Bid 2 (Taxiway)	\$250,350.00	\$348,267.00	\$231,441.00
Bid Alternate 1 (Taxiway & Apron)	\$197,000.00	\$116,320.00	\$164,338.00
Bid Alternate 2 (Taxiway & Apron)	\$145,700.00	\$75,150.00	\$105,932.50
Bid Alternate 3 (Apron)	\$180,700.00	\$91,850.00	\$131,070.00
Bid Alternate 4 (Apron)	\$202,900.00	\$111,770.00	\$176,095.00
Bid Alternate 5 (Apron)	\$152,200.00	\$95,050.00	\$135,995.00
Bid Alternate 6 (LED Apron Light Retrofit)	\$45,000.00	\$37,000.00	\$50,100.00
Bid Alternate 7 (LED Apron Light Retrofit)	\$45,000.00	\$37,000.00	\$46,360.00
Bid Alternate 8 (LED Apron Light Retrofit)	\$45,000.00	\$37,000.00	\$45,500.00
Bid Alternate 9 (LED Apron Light Retrofit)	\$45,000.00	\$37,000.00	\$45,500.00
Bid Alternate 10 (LED Apron Light Retrofit)	\$50,000.00	\$44,000.00	\$54,980.00
Total Awarded (Base Bid 1&2 Bid Alternates 1 - 10)	\$5,859,650.00	\$5,974,007.00	\$4,476,476.00

Current funding from the FAA has the Basis of Award being based on the Base Bids and Bid Alternates 1 through 10. The low, responsive, and responsible bidder was determined to be Granite Construction Inc. with a basis of award bid of \$4,476,476 which included a DBE commitment of 5.4% participation.

Staff is seeking authorization to adjust funds within the cost allocation line items of the FAA's AIP grant upon approval of the FAA to offset any construction contract changes. RTAA Staff would look to use funds available within the total AIP grant awarded to offset increases in construction first, prior to using any identified contingency funds.

With adoption of Resolution No. 550 and changes to the change order process, staff is requesting the Board of Trustees to authorize the CEO to direct funding for an Owner's Contingency in the amount of \$300,000 for the project is the contingency represents 6.7% of the construction contract and was determined based on experience with previous projects and the potential risks. These funds would only be used to pay for any unforeseen conditions or owner directed changes that improve the quality of the project and its performance as directed by staff.

The contract provides duration of 52 calendar days for construction of the Basis of Award. The following is the estimated schedule shown in Table 2 – Preliminary Schedule:

Table 2 – Preliminary Schedule

Activity	Date
Board Approval	April 13, 2023
Notice to Proceed	June 12, 2023
Taxiway A & Aircraft Apron Reconstruction Phase 4	June 12 – August 3, 2023
National Championship Air Races	September 3 – September 19, 2023

COMPANY BACKGROUND

Granite Construction Company has a local office in Sparks, Nevada. Work associated with this project is expected to be performed by the staff based in the Reno/Sparks area and will primarily utilize locally based subcontractors and material suppliers. Granite Construction Company has completed numerous airside and landside projects at both Reno-Tahoe International and Reno-Stead Airports including the Taxiway C Reconstruction Projects at both RSA and RNO airports in 2015, RTS Taxiway A & Aircraft Apron Reconstruction Projects Phase 2 & 3 and the most recent RWY 16R-34L Reconstruction project.

FISCAL IMPACT

The cost for the Taxiway A and Aircraft Apron Reconstruction – Phase 4 Project construction contract and reimbursement for Construction Management (Atkins), RTAA administrative costs, and Contract Administration (Kimley Horn) will be funded from a pending FAA AIP grants and the RTAA Special Fund. The Owner's Contingency will be funded by the RTAA Special fund.

Project will be funded from a pending FAA Grant along with the RTAA's Sponsor Share. The FAA share and RTAA shares are shown below in Table 3 – FAA Grant Funding:

Table 3 – FAA Grant Funding

Grant Name	Total Amount	FAA Share	RTAA Share	FAA Percentage
Base Grant	\$4,914,667	\$4,607,500	\$307,167	93.75%

The overall anticipated budget for the Taxiway A and Aircraft Apron Reconstruction Project - Phase 4 (including construction, project management, contract administration, other direct costs, and owner's contingency) is estimated at \$5,214,667 and a breakdown is provided below in Table 4 – Project Estimate at Completion:

Table 4 – Project Estimate at Completion

Contract Administration (Kimley Horn)	Construction Management (Atkins)***	Construction (Granite)	Other Direct Costs *	Owner's Contingency **	Estimate At Completion
\$79,399	\$308,900	\$4,476,476	\$49,892	\$300,000	\$5,214,667

* Other Direct Costs include but are not limited to reimbursable agreement with the FAA, administrative costs, advertising, printing, permits and miscellaneous fees.

** Owner's Contingency to be paid through the RTAA Special Fund if needed.

*** Estimate. Scope and fee will be finalized with Granites Construction Schedule.

COMMITTEE COORDINATION

Planning and Construction Committee

RECOMMENDED MOTION

Staff recommends that the Board adopt the following motion:

“It is hereby moved that the Board authorize the President/CEO to execute a Construction Contract for the Taxiway A & Aircraft Apron Reconstruction Project - Phase 4 at Reno-Stead Airport, with Granite Construction Inc., accepting the Base Bids and Bid Alternates 1 through 10 in the amount of \$4,476,476 and authorize adjustment of Airport Improvement Program cost allocation line items to maximize awarded Airport Improvement Program grant on the project, as well as an Owner's Contingency in the amount of \$300,000, pending acceptance of a Federal Aviation Administration's Airport Improvement Program grant.”

Project Name			ENGINEERING & CONSTRUCTION - PROJECT SCHEDULE 2023																																																			
			PLANNING/ENVIRONMENTAL					PROGRAM STUDY					RFQ/SOQ/PROPOSAL					DESIGN					BIDDING					CONSTRUCTION					PROJECT CLOSEOUT					BA: BOARD ACTION																
			JAN 2023				FEB 2023				MARCH 2023				APRIL 2023				MAY 2023				JUNE 2023				JULY 2023				AUG 2023				SEPT 2023				OCT 2023				NOV 2023				DEC 2023							
RNO/RTS	PM	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	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	
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																																																				
RTS Apron & Taxiway A Phase 4	RNO	BJ																																																				
Airfield Signage & Taxiway Renaming (Design)	RNO	JL																																																				
Capital Improvement Program (CIP) 2021-22																																																						
Airport Terminal Lift Station	RNO	TO																																																				
Air Cargo Way Lift Station	RNO	JL																																																				
FAA VALE PCA Replacement	RNO	TO																																																				
Capital Improvement Program (CIP) 2022-23																																																						
Airfield Admin & Airport Duty Mngr Office Remodel	RNO	TO																																																				
Remote Economy Lot - Phase 2	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																																																				

			ENGINEERING & CONSTRUCTION - PROJECT SCHEDULE 2023																																																					
			PLANNING/ENVIRONMENTAL								PROGRAM STUDY				RFQ/SOQ/PROPOSAL				DESIGN				BIDDING				CONSTRUCTION				PROJECT CLOSEOUT						BA: BOARD ACTION																			
			JAN 2023				FEB 2023				MARCH 2023				APRIL 2023				MAY 2023				JUNE 2023				JULY 2023				AUG 2023				SEPT 2023				OCT 2023				NOV 2023				DEC 2023									
Project Name		RNO/RTS	PM	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	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	
Customer Facility Charge (CFC)																																																								
CONRAC - Design		RNO	TO																																																					
Miscellaneous																																																								
Dermody Master Development at RTS		RNO	GP																																																					
Stellar - GA East Development		RNO	JL																																																					
NV Army National Guard at RTS (Misc Project Review)		RTS	BJ																																																					
Home Gardens - Tolles		RNO	TC																																																					

Administrative Report

Date: April 11, 2023
To: All Board Members
From: Daren Griffin, President/CEO
Subject: Administrative Award of Contracts (Expenditures) Pursuant to Resolution No. 557 for the Month of March 2023

BACKGROUND

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

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

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

DISCUSSION

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

March 2023 – Agreements and POs in Excess of \$25,000

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
02/24/23	GCR & Associates	\$57,720.00	A PO was issued for ABRM (utility and lease management) software annual renewal.	FY23 O&M	Technology & Information Systems
02/28/23	Two Rivers Terminal, LLC	\$33,100.00	A PO was issued for potassium acetate airfield de-icing fluid.	FY23 O&M	Airfield Maintenance
03/02/23	Tyler Technologies	\$45,608.63	A PO was issued for CAD / LERMS software annual renewal.	FY23 O&M	Technology & Information Systems
03/08/23	United Rotary Brush Corporation	\$27,625.35	A PO was issued to restock inventory for brooms for snow equipment.	Balance Sheet – will be expensed to Airfield Maintenance when needed	Contracts & Procurement
03/16/23	Regional Air Service Corporation	\$50,000.00	A PO was issued for annual membership fees.	Special Fund	Airport Economic Development for Non-Departmental
03/17/23	Brady Industries	\$146,000.00	A PO was issued for 2 Tennant Floor Scrubbers with 3-Year Software Subscriptions. Procurement utilized an existing consortium contract with 1GPA.	FY23 O&M	Facilities & Maintenance
03/20/23	Kimley-Horn And Associates, Inc.	\$80,000.00	A PSA was issued for a Mechanical System Master Plan.	FY23 O&M	Engineering & Construction
03/27/23	PK Electrical, Inc.	\$100,000.00	A PSA was issued for the ARC Flash Study – Phase 2.	FY23 O&M	Engineering & Construction
03/27/23	PK Electrical, Inc.	\$50,000.00	A PSA was issued for an Electrical Master Plan for the Terminal only.	FY23 O&M	Engineering & Construction

March 2023 – Change Orders, Amendments, and Work Orders

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
02/15/23	McCarthy Building Companies, Inc.	(\$20,000.00)	CO#2, a deductive CO, for decreasing Schedule of Values in Owner's Contingency (Ticketing Hall Expansion Project, GMP #2). See attached. GMP + all COs = \$25,891,971.68.	FY23 CIP	Engineering & Construction
02/23/23	Atkins North America, Inc.	\$49,000.00	Annual Project programming & administrative services (Year 3 of 3 Yr Program). Base Contract + Total WOs = \$2,703,670.00	FY23 CIP	Engineering & Construction
02/28/23	Gardner Engineering, Inc.	\$0.00	CO#1 was a no cost CO to revise the Contract Period noted as 180 days to align with the Special Conditions allotment of 200 days. Contract total remains = \$306,519.00. See attached.	FY23 CIP	Engineering & Construction
03/02/23	Atkins North America, Inc.	\$16,560.00	WO #23-02 for Construction Administration associated with the ADM & AFM Remodel. Base Contract + Total WOs = \$2,720,230.00	FY23 CIP	Engineering & Construction
03/02/23	Atkins North America, Inc.	\$7,590.00	WO #23-03 for Construction Administration associated with the Escalators Project. Contract + Total WOs = \$2,727,820.00	FY23 CIP	Engineering & Construction
03/03/23	Reyman Brothers Construction, Inc.	(\$11,785.00)	CO#1 is a deductive change order for the ADM and AFM Office remodels project, and is a penalty required by NRS 338.141(6) for substituting a subcontractor. See attached. Based Contract + CO#1 = \$1,542,894.00	FY23 CIP	Engineering & Construction
03/06/23	Atkins North America, Inc.	\$11,599.38	WO #22-06 for Construction Administration associated with the Economy Parking Lot – Phase 1. Base Contract + Total WOs = \$2,739,419.38	FY23 CIP	Engineering & Construction
03/09/23	Mt. Rose Heating & Air Conditioning, Inc.	\$13,506.00	CO#1 associated with Air Handling Procurement (Ticketing Hall Project) for upsizing the curb height. See attached. Revised Contract total including CO#1 = \$1,237,296.00	CARES grant	Engineering & Construction
03/16/23	RDM International, Inc.	\$49,640.00	Amendment #1 for the RWY 16R/24L PCC Investigation @ RNO for additional tasks and a \$15,000 RTAA Contingency.	FY23 CIP	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

WO = Construction Mgmt Work Order
 PO = Purchase Order
 PSA = Professional Service Agreement

**CHANGE
ORDER****Distribution to:**

RTAA PURCHASING	<input checked="" type="checkbox"/>
PM	<input checked="" type="checkbox"/>
CM	<input checked="" type="checkbox"/>
ENGINEER	<input checked="" type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>
FAA	<input type="checkbox"/>

Reno-Tahoe Airport Authority

Reno-Tahoe International Airport
Reno-Stead Airport
Box 12490
Reno, NV 89510



Project: Ticketing Hall Expansion Project, GMP No. 2

Solicitation #: RFP #21/22-03

To: McCarthy Building Companies, Inc.
2580 St. Rose Pkwy, Ste. 200
Henderson, NV 89074

Change Order Number 02

Change Order Initiation Date: February 9, 2023

AIP No. N/A

Original Contract Date: September 8, 2022

You are directed to make the following changes in the Contract:

Decrease Schedule of Values Line Item No. 34 - Owners Contingency by \$20,000.00. Funds to be transferred to RTAA soft costs for payment of items outside of the contract. (\$20,000.00)

All other terms, conditions, and requirements not modified herein remain unchanged.

Not valid until signed by ALL parties. Execution of this 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 Change Order. Contractor's signature indicates agreement herewith, including any adjustments in the Contract Sum or Contract Time.

The Original Contract Sum was.....	\$25,678,143.00
Net Changes by Previously Authorized Change Orders	\$233,828.68
Net Changes by Previously Authorized Contingency Change Orders	\$0.00
The Revised Contract Sum Prior to this Change Order was	\$25,911,971.68
The Contract Sum will be decreased by this Change Order.	(\$20,000.00)
The new Contract Sum, including this Change Order will be	\$25,891,971.68

The Contract Completion date prior to this Change Order is July 3, 2024.

The Contract Time will not change due to this change order.

Authorized By:

Atkins North America

Owner's Representative
10509 Professional Cir. Ste 103
Reno, NV 89521

Kara Bymers

By: Kara Bymers

02/09/2023

Date

RS&H

Architect
369 Pine Street, Suite 610
San Francisco, California 94104

Geoff Chevlin

By: Geoff Chevlin

2/15/2023

Date

**McCarthy Building
Companies Inc.**

Contractor
2580 St. Rose Pkwy, Ste. 200
Henderson, NV 89074

Ross Edwards
By: Ross Edwards

2/14/23

Date

Reno-Tahoe Airport Authority

Owner
P.O. Box 12490
Reno, NV 89510

Chris Cobb
By: Chris Cobb

02/15/2023

Date

**CHANGE
ORDER****Distribution to:**

RTAA PURCHASING ☐
PM ☐
CM ☐
ENGINEER ☐
CONTRACTOR ☐
FAA ☐

Reno-Tahoe Airport Authority

Reno-Tahoe International Airport
Reno-Stead Airport
Box 12490
Reno, NV 89510



Project: MZ3 Replacement Project
Solicitation #: 22/23-14

Change Order Number 01
Change Order Initiation Date: February 9, 2023
AIP No. (If Applicable)
Original Contract Date: December 21, 2022

To: Gardner Engineering, Inc.
270 E. Parr Blvd
Reno, NV 89512

You are directed to make the following changes in the Contract:

This is a NO COST Change Order to revise the Contract Period of 180 Calendar Days, stated in section 1.2 of the Contract, to align with the 200 Calendar Day duration allocated in Special Conditions Section XV: Phasing, Duration, and Liquidated Damages.

All other terms, conditions, and requirements not modified herein remain unchanged.

Not valid until signed by ALL parties. Execution of this 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 Change Order. Contractor's signature indicates agreement herewith, including any adjustments in the Contract Sum or Contract Time.

The Original Contract Sum was	\$306,519.00
Net Changes by Previously Authorized Change Orders	\$0.00
Net Changes by Previously Authorized Contingency Change Orders	\$0.00
The Revised Contract Sum Prior to this Change Order was	\$306,519.00
The Contract Sum will be increased/decreased by this Change Order.	\$0.00
The new Contract Sum, including this Change Order will be	\$306,519.00

The Contract Completion date prior to this Change Order was July 01, 2023.

The Contract Time will be **increased** by TWENTY (20) calendar days.

The Contract completion date, as of the date of this Change Order, therefore is July 21, 2023.

Authorized By:

NA
Construction Manager

NA
Engineer/Architect

Gardner Engineering
Contractor
270 E. Parr Blvd
Reno, NV 89512

Reno-Tahoe Airport Authority
Owner
P.O. Box 12490
Reno, NV 89510

By: NA

By: NA

By: Robert Gardner

By: Chris Cobb

Date

Date

Date

Date

DEDUCTIVE
CHANGE
ORDER

Distribution to:

Reno-Tahoe Airport Authority



RTAA PURCHASING ☒
PM/CM ☐
ENGINEER ☒
CONTRACTOR ☒
FAA ☐

Reno-Tahoe International Airport
Reno-Stead Airport
Box 12490
Reno, NV 89510

Project: ADM and AFM Office Remodels

To: Reyman Brothers Construction Inc.
151 S 18th Street
Sparks, Nevada 89431

Change Order Number 1
Change Order Initiation Date: March 1, 2023
AIP No. (If Applicable)
Contract Date: January 12, 2023

Regarding having not listed the Tile sub-contractor in your bid submission, and pursuant to NRS 338.141.7 the following changes will be made in the Contract:

A deductive change order in the amount of \$11,785.00, the completion date shall not be changed.

All other terms, conditions, and requirements not modified herein remain unchanged.

Not valid until signed by ALL parties. Execution of this 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 Change Order. Contractor's signature indicates agreement herewith, including any adjustments in the Contract Sum or Contract Time.

The Original Contract Sum was	\$1,554,679.00
Net Changes by Previously Authorized Change Orders	\$0.00
Net Changes by Previously Authorized Contingency Change Orders	\$0.00
The Revised Contract Sum Prior to this Change Order was.....	\$1,554,679.00
The Contract Sum will be decreased by this Change Order.REV	\$11,785.00
The new Contract Sum, including this Change Order will be	\$1,542,894.00
The Contract Time will be not change.	

Authorized

Contractor
Reyman Brothers Construction
151 S 18th Street
Sparks, Nevada 89431

Reno-Tahoe Airport Authority
Owner
P.O. Box 12490
Reno, NV 89510

By: ~~Jace Callender~~

By: Ted W. Ohn

For TO

Date _____

3/3/23

Date _____

03/03/23

NRS 338.141 Bids to include certain information concerning subcontractors and prime contractors; when bids deemed not responsive with respect to subcontractors; requirements and penalties for substitution of named subcontractors.

1. Except as otherwise provided in NRS 338.1727, each bid submitted to a public body for any public work to which paragraph (a) of subsection 1 of NRS 338.1385, paragraph (a) of subsection 1 of NRS 338.143 or NRS 408.327 applies, must include:

(a) If the public body provides a list of the labor or portions of the public work which are estimated by the public body to exceed 3 percent of the estimated cost of the public work, the name of each first tier subcontractor who will provide such labor or portion of the work on the public work which is estimated to exceed 3 percent of the estimated cost of the public work; or

(b) If the public body does not provide a list of the labor or portions of the public work which are estimated by the public body to exceed 3 percent of the estimated cost of the public work, the name of each first tier subcontractor who will provide labor or a portion of the work on the public work to the prime contractor for which the first tier subcontractor will be paid an amount exceeding 5 percent of the prime contractor's total bid. If the bid is submitted pursuant to this paragraph, within 2 hours after the completion of the opening of the bids, the contractors who submitted the three lowest bids must submit a list containing:

(1) The name of each first tier subcontractor who will provide labor or a portion of the work on the public work to the prime contractor for which the first tier subcontractor will be paid an amount exceeding \$250,000.

(2) If any one of the contractors who submitted one of the three lowest bids will employ a first tier subcontractor who will provide labor or a portion of the work on the public work to the prime contractor for which the first tier subcontractor will not be paid an amount exceeding \$250,000, the name of each first tier subcontractor who will provide labor or a portion of the work on the public work to the prime contractor for which the first tier subcontractor will be paid 1 percent of the prime contractor's total bid or \$50,000, whichever is greater.

(3) For each first tier subcontractor whose name is listed pursuant to subparagraph (1) or (2), the number of the license issued to the first tier subcontractor pursuant to chapter 624 of NRS.

2. The lists required by subsection 1 must include a description of the labor or portion of the work which each first tier subcontractor named in the list will provide to the prime contractor.

3. A prime contractor shall include his or her name on a list required by paragraph (a) or (b) of subsection 1. If the prime contractor will perform any work which is more than 1 percent of the prime contractor's total bid and which is not being performed by a subcontractor listed pursuant to paragraph (a) or (b) of subsection 1, the prime contractor shall also include on the list:

(a) A description of the labor or portion of the work that the prime contractor will perform; or

(b) A statement that the prime contractor will perform all work other than that being performed by a subcontractor listed pursuant to paragraph (a) or (b) of subsection 1.

4. Except as otherwise provided in this subsection, if a contractor:

(a) Fails to submit the list within the required time; or

(b) Submits a list that includes the name of a subcontractor who, at the time of the submission of the list, is on disqualified status with the Division pursuant to NRS 338.1376,

the contractor's bid shall be deemed not responsive. A contractor's bid shall not be deemed not responsive on the grounds that the contractor submitted a list that includes the name of a subcontractor who, at the time of the submission of the list, is on disqualified status with the Division pursuant to NRS 338.1376 if the contractor, before the award of the contract, provides an acceptable replacement subcontractor in the manner set forth in subsection 1 or 2 of NRS 338.13895.

5. A prime contractor shall not substitute a subcontractor for any subcontractor who is named in the bid, unless:

(a) The public body or its authorized representative objects to the subcontractor, requests in writing a change in the subcontractor and pays any increase in costs resulting from the change.

(b) The substitution is approved by the public body or its authorized representative. The substitution must be approved if the public body or its authorized representative determines that:

(1) The named subcontractor, after having a reasonable opportunity, fails or refuses to execute a written contract with the contractor which was offered to the named subcontractor with the same general terms that all other subcontractors on the project were offered;

(2) The named subcontractor files for bankruptcy or becomes insolvent;

(3) The named subcontractor fails or refuses to perform his or her subcontract within a reasonable time or is unable to furnish a performance bond and payment bond pursuant to NRS 339.025; or

(4) The named subcontractor is not properly licensed to provide that labor or portion of the work.

(c) If the public body awarding the contract is a governing body, the public body or its authorized representative, in awarding the contract pursuant to NRS 338.1375 to 338.139, inclusive:

(1) Applies such criteria set forth in NRS 338.1377 as are appropriate for subcontractors and determines that the subcontractor does not meet that criteria; and

(2) Requests in writing a substitution of the subcontractor.

6. If a prime contractor substitutes a subcontractor for any subcontractor who is named in the bid without complying with the provisions of subsection 5, the prime contractor shall forfeit, as a penalty to the public body that awarded the contract, an amount equal to 1 percent of the total amount of the contract.

7. If a prime contractor, after the submission of the bid, substitutes a subcontractor to perform the work indicated pursuant to subsection 3 that the prime contractor would perform, the prime contractor shall forfeit as a penalty to the public body that awarded the contract, the lesser of, and excluding any amount of the contract that is attributable to change orders:

(a) An amount equal to 2.5 percent of the total amount of the contract; or

(b) An amount equal to 35 percent of the estimate by the engineer of the cost of the work the prime contractor indicated pursuant to subsection 3 that he or she would perform on the public work.

8. As used in this section:

(a) "First tier subcontractor" means a subcontractor who contracts directly with a prime contractor to provide labor, materials or services for a construction project.

(b) "General terms" means the terms and conditions of a contract that set the basic requirements for a public work and apply without regard to the particular trade or specialty of a subcontractor, but does not include any provision that controls or relates to the specific portion of the public work that will be completed by a subcontractor, including, without limitation, the materials to be used by the subcontractor or other details of the work to be performed by the subcontractor.

(Added to NRS by 1993, 2130; A 2001, 573, 2268; 2003, 2130, 2430, 2500; 2005, 1803; 2011, 3688; 2013, 2970)

Paul Cavin Architect LLC

10/7/22

Reno-Tahoe Airport Authority
Base Operations Building Improvements

Opinion of Probable Cost - 100% Construction Documents

	Quantity	Unit	Cost/Unit	Line Total	Subtotals
Building Exterior - Base Operations Building					
Reconfigure, Replace, and/or Repair Entry Doors	1	LS	\$2,000.00	\$2,000.00	
Replace Doors and Frame at South Shop	1	LS	\$7,500.00	\$7,500.00	
Reseal Windows in Existing Frames	1	LS	\$3,500.00	\$3,500.00	
Exterior Penetrations for New HVAC and Pipes	1	LS	\$5,000.00	\$5,000.00	
Miscellaneous	1	LS	\$1,500.00	\$1,500.00	
			Subtotal Building Exterior		\$19,500.00
Building Interior - Base Operations Building					
Abatement	1	LS	\$30,000.00	\$30,000.00	
Demolition	1	LS	\$20,000.00	\$20,000.00	
Floor Level and Repair	1	LS	\$4,000.00	\$4,000.00	
Metal Stud Framing	1,900	SF	\$10.00	\$19,000.00	
Gypsum Board Installation, Tape & Texture	4,200	SF	\$5.00	\$21,000.00	
Interior Paint	4,392	SF	\$4.50	\$19,764.00	
Resilient Base	550	LF	\$6.25	\$3,437.50	
Carpet Tile	1,945	SF	\$11.00	\$21,395.00	
Sheet Flooring	832	SF	\$12.00	\$9,984.00	
Ceramic Tile	850	SF	\$18.50	\$15,725.00	
Transition Strips	8	EA	\$50.00	\$400.00	
Acoustic Tile Ceiling	2,451	SF	\$13.00	\$31,863.00	
Gypsum Board Ceiling	300	SF	\$15.00	\$4,500.00	
Sound Insulation	1,440	SF	\$2.00	\$2,880.00	
Hollow Metal Frames - Single Doors	13	EA	\$1,800.00	\$23,400.00	
Flush Wood Doors - Single	13	EA	\$1,800.00	\$23,400.00	
Door Hardware - Single	13	EA	\$2,250.00	\$29,250.00	
Hollow Metal Frames - Double Doors	1	EA	\$2,700.00	\$2,700.00	
Hollow Metal Doors - Double	1	EA	\$1,500.00	\$1,500.00	
Door Hardware - Double	1	EA	\$2,000.00	\$2,000.00	
Access Doors and Frames	4	EA	\$200.00	\$800.00	
Restroom Accessories	4	EA	\$2,500.00	\$10,000.00	
Casework Upper Cabinets	14	LF	\$400.00	\$5,600.00	
Casework Lower Cabinets	11	LF	\$600.00	\$6,600.00	
Casework Countertops	14	LF	\$300.00	\$4,200.00	
Caulk and Sealants	1	LS	\$5,000.00	\$5,000.00	
FRP	1	LS	\$500.00	\$500.00	
Fire Extinguishers and Cabinets	4	EA	\$500.00	\$2,000.00	
Final Cleaning	1	LS	\$2,000.00	\$2,000.00	
Patch and Repair of Existing Finishes	1	LS	\$10,000.00	\$10,000.00	
Fire Stopping	1	LS	\$12,000.00	\$12,000.00	
Miscellaneous Architectural Items	1	LS	\$5,000.00	\$5,000.00	
			Subtotal Building Interior		\$349,898.50
			Subtotal Architectural		\$369,398.50
Structural (See attached from CBRE)					
Mechanical/Plumbing - Base Operations Building	1	LS	\$9,000.00	\$9,000.00	
			Subtotal Structural		\$9,000.00
Mechanical/Plumbing (See attached from AAME)					
Mechanical/Plumbing - Base Operations Building	1	LS	\$304,245.00	\$304,245.00	
			Subtotal Mechanical/Plumbing		\$304,245.00
Electrical (See attached from PK Electrical)					
Electrical - Base Operations Building	1	LS	\$187,775.46	\$187,775.46	
			Subtotal Electrical		\$187,775.46
Subtotal					\$870,418.96

Paul Cavin Architect LLC

8/12/22

Reno-Tahoe Airport Authority
Old Enterprise Building Improvements

Opinion of Probable Cost - Schematic Design

	Quantity	Unit	Cost/Unit	Line Total	Subtotals
Building Site - Old Enterprise Building					
AOA Fence Reconfiguration	234	LF	\$1,000.00	\$234,000.00	
				Subtotal Building Site	\$234,000.00
Building Exterior - Old Enterprise Building					
Reconfigure, Replace, and/or Repair Entry Doors	1	LS	\$2,000.00	\$2,000.00	
Infill Overhead Door Opening	1	LS	\$7,500.00	\$7,500.00	
Miscellaneous	1	LS	\$1,500.00	\$1,500.00	
				Subtotal Building Exterior	\$11,000.00
Building Interior - Old Enterprise Building					
Abatement	1	LS	\$15,000.00	\$15,000.00	
Demolition	1	LS	\$10,000.00	\$10,000.00	
Metal Stud Framing	2,340	SF	\$10.00	\$23,400.00	
Gypsum Board Installation, Tape & Texture	3,100	SF	\$5.00	\$15,500.00	
Interior Paint	3,100	SF	\$4.50	\$13,950.00	
Resilient Base	436	LF	\$6.25	\$2,725.00	
Carpet Tile	1,223	SF	\$11.00	\$13,453.00	
Sheet Flooring	487	SF	\$12.00	\$5,844.00	
Ceramic Tile	935	SF	\$18.50	\$17,297.50	
Transition Strips	5	EA	\$50.00	\$250.00	
Acoustic Tile Ceiling	1,335	SF	\$13.00	\$17,355.00	
Gypsum Board Ceiling	120	SF	\$15.00	\$1,800.00	
Sound Insulation	100	SF	\$2.00	\$200.00	
Hollow Metal Frames - Single Doors	8	EA	\$1,800.00	\$14,400.00	
Flush Wood Doors - Single	6	EA	\$1,800.00	\$10,800.00	
Door Hardware - Single	8	EA	\$2,250.00	\$18,000.00	
Hollow Metal Doors - Single	2	EA	\$1,500.00	\$3,000.00	
Access Doors and Frames	2	EA	\$200.00	\$400.00	
Restroom Accessories	2	EA	\$2,500.00	\$5,000.00	
Casework Upper Cabinets	4	LF	\$400.00	\$1,600.00	
Casework Lower Cabinets	4	LF	\$600.00	\$2,400.00	
Casework Countertops	4	LF	\$300.00	\$1,200.00	
Caulk and Sealants	1	LS	\$1,000.00	\$1,000.00	
Fire Extinguishers and Cabinets	1	LS	\$500.00	\$1,000.00	
Final Cleaning	2	EA	\$3,000.00	\$3,000.00	
Patch and Repair of Existing Finishes	1	LS	\$2,000.00	\$2,000.00	
Miscellaneous Architectural Items	1	LS	\$2,500.00	\$2,500.00	
				Subtotal Building Interior	\$203,074.50
				Subtotal Architectural	\$214,074.50
Mechanical/Plumbing (See attached from AAME)					
Mechanical/Plumbing - Base Operations Building	1	LS	\$0.00	\$104,014.00	
				Subtotal Mechanical	\$104,014.00
Electrical (See attached from PK Electrical)					
Electrical - Base Operations Building	1	LS	\$191,950.50	\$191,950.50	
				Subtotal Electrical	\$191,950.50
					\$510,039.00
Subtotal					
General Requirements					
General Conditions	8	MO	\$15,000.00	\$120,000.00	
				Subtotal Division 1	\$120,000.00
					\$630,039.00
Subtotal					

**CHANGE
ORDER****Distribution to:**

RTAA PURCHASING	<input checked="" type="checkbox"/>
PM	<input checked="" type="checkbox"/>
CM	<input checked="" type="checkbox"/>
ENGINEER	<input checked="" type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>
FAA	<input type="checkbox"/>

Reno-Tahoe Airport Authority

Reno-Tahoe International Airport
Reno-Stead Airport
Box 12490
Reno, NV 89510



Project: Air Handling Unit Procurement

Solicitation #: Bid #21/22-24

To: Mt. Rose Heating and Air Conditioning, Inc.
310 Sunshine Lane
Reno, NV 89502

Change Order Number 01

Change Order Initiation Date: February 9, 2023

AIP No. N/A

Original Contract Date: July 14, 2022

You are directed to make the following changes in the Contract:

Upsize Air Handling Unit No. 1 curb height to 30-inches per exhibit A\$13,506.00

All other terms, conditions, and requirements not modified herein remain unchanged.

Not valid until signed by ALL parties. Execution of this 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 Change Order. Contractor's signature indicates agreement herewith, including any adjustments in the Contract Sum or Contract Time.

The Original Contract Sum was	\$1,223,790.00
Net Changes by Previously Authorized Change Orders	\$0.00
Net Changes by Previously Authorized Contingency Change Orders	\$0.00
The Revised Contract Sum Prior to this Change Order was.....	\$1,223,790.00
The Contract Sum will be increased by this Change Order.	\$13,506.00
The new Contract Sum, including this Change Order will be	\$1,237,296.00

The Contract Completion date prior to this Change Order is May 15, 2023. Days in the contract

The Contract Time will not change due to this change order.

Authorized By:**Atkins North America**

Owner's Representative
10509 Professional Cir. Ste 103
Reno, NV 89521

By: Kara Bymers

02/09/2023

Date

Ainsworth

Engineer
1420 Holcomb Ave.
Reno NV, 89502

By: Alison Hall

02/16/2023

Date

**Mt. Rose Heating and
Air Conditioning, Inc.**

Contractor
310 Sunshine Lane
Reno, NV 89502

By: Joe Bingham

2/14/2023

Date

Reno-Tahoe Airport Authority

Owner
P.O. Box 12490
Reno, NV 89510

By: Chris Cobb

03/09/23

Date

Exhibit A

Date: 9-Dec-22

GC #

WO# 1

COR # 01

COR # 01

COST BREAKDOWN

1 Labor:	Hours	Regular	Shift	Hours	Overtime	Hours	Doubletime
Piping Shop Superintendent		\$ 120.00		\$ 138.00		\$ 160.80	\$ 202.61
Piping Shop Foreman		\$ 152.07		\$ 174.88		\$ 203.77	\$ 256.75
Piping Shop Journeyman		\$ 135.59		\$ 155.93		\$ 181.69	\$ 228.93
Piping Field Superintendent		\$ 159.50		\$ 183.43		\$ 213.73	\$ 269.30
Piping Field Foreman		\$ 153.32		\$ 176.32		\$ 205.45	\$ 258.87
Piping Field Journeyman		\$ 129.34		\$ 148.74		\$ 173.32	\$ 218.38
S/M Shop Superintendent		\$ 151.80		\$ 174.57		\$ 203.41	\$ 256.30
S/M Shop Foreman		\$ 144.73		\$ 166.44		\$ 193.94	\$ 244.36
S/M Shop Journeyman		\$ 135.73		\$ 156.09		\$ 181.88	\$ 229.17
S/M Field Superintendent		\$ 153.05		\$ 176.01		\$ 205.09	\$ 258.41
S/M Field Foreman		\$ 145.98		\$ 167.88		\$ 195.61	\$ 246.47
S/M Field Journeyman		\$ 136.98		\$ 157.53		\$ 183.55	\$ 231.28
TABB Technician		\$ 145.98		\$ 167.88		\$ 195.61	\$ 246.47
HVAC Foreman		\$ 153.32		\$ 176.32		\$ 205.45	\$ 258.87
HVAC Journeyman		\$ 129.34		\$ 148.74		\$ 173.32	\$ 218.38
Detailing Manager		\$ 159.50		\$ 183.43		\$ 213.73	\$ 269.30
Detailer		\$ 153.32		\$ 176.32		\$ 205.45	\$ 258.87
Project Manager	19.0	\$ 150.00		\$ 172.50		\$ 201.00	\$ 253.26
Purchasing Agent		\$ 69.00		\$ 79.35		\$ 92.46	\$ 116.50
Pre-construction/Submittals		\$ 69.00		\$ 79.35		\$ 92.46	\$ 116.50
Deliveries		\$ 70.25		\$ 80.79		\$ 94.14	\$ 118.61
Laborer		\$ 70.25		\$ 80.79		\$ 94.14	\$ 118.61
Total Labor	19.0		0.0		0.0		0.0
							\$2,850.00
2 Materials:							
Equipment							\$8,160.00
Sheetmetal Materials							\$0.00
Pipe/Piping Materials							\$0.00
Controls Materials							\$0.00
Subtotal							\$8,160.00
FREIGHT							\$0.00
Sales Tax (8.3%)							\$677.28
Warranty							\$57.12
Total Materials							\$8,894.40
3 Rental Equipment:							
							\$0.00
							\$0.00
Subtotal							\$0.00
Sales Tax (8.5%)							\$0.00
Total Rental Equipment							\$0.00
4 Subcontracts:							
Inspection Consultants							\$0.00
Insulation							\$0.00
Balance, Crane							\$0.00
Total Subcontract							\$0.00
5 Travel & Subsistence:							
Truck Charge				0.0 Days			\$0.00
Per Diem @ \$6.25/hr per crew member				0.0 Hours			\$0.00
Total Travel & Subsistence							\$0.00
6 Fee on Labor @ 15%							\$427.50
7 Overhead/Fee on Material @ 15%							\$1,334.16
8 Overhead/Fee on Rental Equipment @ 15%							\$0.00
9 Overhead/Fee on Subcontractors @ 10%							\$0.00
Total Price							\$13,506



NORMAN S. WRIGHT

Mechanical Equipment Corporation

155 Country Estates Circle, Suite 100, Reno, NV 89511-4036 • tel 775.826.8622 • fax 775.826.8664

A Certified Minority Business Enterprise (NMSDC)

Heating
Ventilation
Air Conditioning
Hydronic Systems

norman-wright.com

QUOTATION

TO: Mt. Rose
ATTN: Sean

DATE: December 7, 2022
PAGE: 1 of 3

THIS QUOTE IS INCLUSIVE THROUGH ADDENDUM #: N/A

TERMS: **Net 30 Days** FOB: Factory FFA SHIP TIME: See Below FRT. ALLOW: Included

This Quotation Subject To Acceptance Within 30 Days.

To the prices and terms quoted, add any manufacturers' gross receipts, sales or use tax, either Federal, State or City, payable on the transaction under any affecting statute. Orders will be invoiced at price in effect at time of shipping, unless otherwise specified. Ship times are estimates only and not guaranteed. All orders subject to factory acceptance. No material will be accepted for return without permission. Orders may not be canceled without written permission from the manufacturers. Cancellation charges may apply. No warranty is offered or implied, other than the standard warranty of the manufacturer. Written copies available on request. Unless otherwise stated, we do not include: seismic calculations, disconnect switches, starters, controls, thermostats, damper motors, internal wiring, drives, belt guards, filters, gauges, vibration isolators, and start-up service or supervision. Programming of DDC controls is not included in this quotation. Subject to attached terms and conditions.

1

PROJECT: RTIA Ticketing – Revised Roof Curb
MECH ENG.:
BID DOCS:

Seismic Roof Curb (Thybar)

-Includes 30" tall curb with a 16" roof nailer, (4) 8" round sleeves in the side of the curb, heavy gauge uninsulated curb walls and flat bottom

Additional Cost FFA:
Ship in approximately 6-8 weeks

\$8,160.00
EXCLUDES
SALES TAX

THIS QUOTATION IS SUBJECT TO ACCEPTANCE WITHIN 30 DAYS
AND SUBJECT TO MANUFACTURER'S ESCALATION COST AT THE
TIME OF SHIPMENT

Continue to next page →

PROJECT: (continued)

EXCLUSIONS & CLARIFICATIONS

- A) General Exclusions:
- a. Construction phase IAQ
 - b. Commissioning
 - c. Seismic bracing / seismic certification for equipment other than mentioned above
 - d. Anchorage calculations
 - e. Equipment ID tags
 - f. Labor warranty
 - g. All warranties other than manufacturer's warranty
 - h. Field Testing
 - i. Special means of transportation for equipment
 - j. Storage fees for equipment
 - k. Motor shaft grounding protection for VFD-driven electric motors. **Use of VFD-driven electric motors without motor shaft grounding protection is at Buyer's own risk. Currents may damage VFD-driven motors and cause failure without motor shaft grounding protection.** The equipment manufacturer, VFD manufacturer, NSW and motor manufacturer disclaim any and all liability arising out of purchaser's failure to utilize motor shaft grounding protection. Pricing for motor shaft grounding is available upon request.
 - l. Compliance with IEEE Standard 519 cannot be guaranteed until a site specific Harmonic Distortion Calculation is performed. Electrical contractor to provide transformer size at PCC and single line power distribution diagram.
 - m. Owner's Travel and Training Session unless explicitly scoped herein.

SINCERELY,

NORMAN S. WRIGHT MECHANICAL EQUIPMENT CORPORATION

TERMS AND CONDITIONS

1. These terms and conditions apply to all purchases by Buyer (as referenced on the first page) from Norman S. Wright Mechanical Equipment Corp., a California corporation (hereafter "Seller"). Seller's offer to sell equipment to Buyer expressly limits acceptance to the terms and conditions set forth herein. Notification of objection is hereby given to any term in any response to this offer that does not exactly match the terms of this offer.
2. To the extent Buyer has or had a balance due to, credit application with, or account with Seller, these terms and conditions shall supersede and control any terms governing the Buyer's previous or other account, except that any personal guarantees shall continue in full force and effect unless specifically revoked in writing. The terms set forth herein, and on any Credit Agreement, quotation, order acknowledgement from Seller to Buyer or invoices presented to Buyer for payment are the entire agreement between the parties.
3. Payment shall be due **NET 30 DAYS** from the date of invoice. If Buyer's Credit Application with Seller is not approved, Buyer must deposit of 100% of the purchase price with Seller before the order will be released. Payment for merchandise received shall be made as per these terms and shall not be dependent upon receipt of payment by Buyer from third parties. Service charges shall accrue on amounts not paid by the 25th of the month following invoice at the rate of one and one-half percent (1½%) per month (18% per annum).
4. If Buyer's account balance remains unpaid 45 days following the date of the purchase, Seller, at its sole discretion, may determine the account to be in default and may immediately cease extending further credit to Buyer.
5. When reasonable grounds for insecurity arise with respect to Buyer's ability to pay, Seller may in writing demand adequate assurance of due performance. Buyer's failure to provide such assurance of due performance as is adequate under the circumstances of the particular case within five (5) calendar days of the demand is a default under this Agreement. Adequate assurances may include providing a bond or bonds, in the Seller's sole discretion.
6. In the event of default, Seller shall have no obligation to deliver or order materials subject to an outstanding purchase order unless and until Seller receives payment in full for those materials and all outstanding balances. Seller may apply the payments made by Buyer in any manner that Seller, in its sole discretion, deems appropriate, including application of payment to service charges first, and then principal.
7. Seller may change the terms of this agreement, including the rate of service charge, at any time upon 30 days notice of such change. Seller may cancel Buyer's credit account at any time, without notice, and with or without cause. In such event, Buyer agrees to immediately pay the outstanding balance.
8. In the event Seller incurs any legal fees in connection with collecting monies due, Seller shall be entitled to recover its attorneys' fees, expert's fees, costs of suit and/or collection agency fees. If more than one person or entity signs this application, it is understood and agreed that all entities and persons are jointly and severally liable for payment. In the event of litigation, Buyer and Seller agree to submit to the exclusive jurisdiction of the courts of the State of California for all disputes arising out of or concerning this Agreement.
9. In the event Buyer believes, or has reason to believe, that Seller has provided materials, equipment, or other products which are damaged or are in any way incorrect or unsuitable ("defective"), Buyer shall provide Seller with written notice of the same within twenty-four hours of discovery of the defect, or when Buyer should have discovered the defect.
10. **EXCLUSION AND LIMITATION OF WARRANTIES. Seller's liability for defective equipment shall be limited to any warranty provided by the manufacturer. THE EXPRESS WARRANTY CONTAINED HEREIN IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Buyer waives all warranties, express or implied, except for those furnished by the manufacturer who furnished the material to seller. In no event shall Seller's liability exceed 250% of the amount paid to seller for providing such materials. The Parties acknowledge and agree that the foregoing sentence is an express, negotiated agreement allocating and limiting liability in accordance with applicable law, including without limitation, section 2782.5 of the Civil Code.**
11. **WAIVER OF CONSEQUENTIAL DAMAGES AND LIMITATION OF REMEDIES.** By accepting shipment, Buyer waives any and all special or consequential damages arising out of or any way related to all purchases by Buyer from Seller. Buyer specifically waives any and all damages for delay, including reimbursement of liquidated damages that may be imposed on Buyer.
12. Delivery of products, title and risk of loss pass to Buyer FOB place of manufacture. All shipping dates are approximate and are not guaranteed.
13. Buyer's delivery of notice or revocation of these terms and conditions shall in no way relieve Buyer from any liability or for any indebtedness incurred prior to Seller's actual receipt of such notice. To the extent that materials or products furnished by Seller are intended by Buyer to be incorporated into a construction work of improvement, Buyer shall fully and promptly furnish to Seller any and all project information necessary for Seller to perfect any actual or potential mechanic's liens, stop notice or bond rights.
14. The terms and conditions set forth herein shall apply to all equipment and/or materials furnished to Buyer by Seller. To the extent that a current or subsequent Purchase Order expressly incorporates by reference the terms of any contract documents, the terms set forth herein shall amend and modify the Purchase Order and any contract documents, and shall supersede and control any conflicting language in the Purchase Order or any of the contract documents. Terms in a subsequent Purchase Order that are inconsistent with the Terms and Conditions set forth herein shall apply if and only if the specific inconsistent terms have been initialed by a Seller's authorized representative. Seller hereby expressly rejects any terms in the contract documents or in the Purchase Order that are inconsistent with the Terms and Conditions set forth herein. Seller's obligations, if any, to supply equipment and/or materials on credit are expressly made conditional on Buyer's assent to the terms and conditions herein.
15. Buyer shall assign to Seller any and all mechanic's lien, stop notice, bond claims or rights that Buyer has or may have with respect to the project under the Mechanic's Lien, Stop Notice and/or Bond Laws pertaining to public or private construction, or against contract proceeds or retainages payable to Buyer with respect to such project. In no event shall the assignment release Buyer of the underlying obligation to pay Seller the entire debt owed to Seller. Further, Buyer's assignment to Seller of the claims or rights as discussed in this paragraph is in addition to any other security given to Seller or that Seller may have received from Buyer. Buyer shall hold all payments received in connection with materials furnished to it by Seller in trust for Seller.
16. Any and all returned items are subject to a minimum 25% restocking charge. A copy of the invoice must accompany returned goods. There will be no return on special order material. All claims for shortages must be noted on delivery tickets and reported within five days after receipt of the order. All returns must be in resalable condition. No returns will be accepted on custom manufactured equipment.
17. To the fullest extent allowed by law, Buyer agrees to indemnify, defend and hold Seller harmless from any claims, demands, liabilities, damages, causes of action, expenses, including attorneys' and expert's fees ("claims") arising out of or in connection with any of the materials, supplies or equipment provided by Seller, notwithstanding any active or passive negligence on the part of Seller. This indemnification shall not apply to claims directly resulting from Seller's sole negligence or willful misconduct of Seller.
18. Seller shall have no liability for non-performance due to acts of God; acts of Buyer; war (declared or undeclared); terrorism or other criminal conduct; fire, flood, weather; sabotage; strikes, labor or civil disturbances; governmental requests, restrictions, laws, regulations, orders, omissions or actions; unavailability of, or delays in utilities or transportation; default of suppliers or inability to obtain necessary equipment or materials through no fault of its own; embargoes or any other events or causes beyond Seller's reasonable control (each a "Force Majeure Event"). Deliveries or other performance may be suspended or canceled by Seller upon notice to Buyer of a Force Majeure event.
19. In the event any portion of these terms are declared by a court or arbitrator of competent jurisdiction to be invalid, illegal or unenforceable as written, Buyer agrees that the Court or arbitrator shall modify and reform such provision to permit enforcement to the greatest extent permitted by law, and that the enforceability of the remaining provisions of this Agreement shall in no way be affected or impaired.

**RENO-TAHOE AIRPORT AUTHORITY
PLANNING AND CONSTRUCTION COMMITTEE
PROJECT STATUS REPORT
APRIL 2023**

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

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. 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 5 & 6 to the original contract. The storm drain structures are finished and ready to be delivered. Transportation of the structures from Sacramento and installation is weather dependent and will be scheduled in the near future. The LED lights will not be delivered and installed until the first of May due to a procurement delay.

Phase 3 – The following are project milestones:

- | | |
|---------------------------|----------------|
| • Award of Construction | April 14, 2022 |
| • Notice for Construction | July 20, 2022 |

Phase 3 – The following are the next steps:

- | | |
|--------------------------|----------|
| • Substantial Completion | May 2023 |
|--------------------------|----------|

Phase 4 – Construction

The design of Phase 4 is complete, the project was advertised for bids in February 2023 and bids were opened March 23, 2023. This year's phase will include approximately 28,400 square yards of new TWY A & Apron improvements. **Two bids were received and are under review for conformance. It is anticipated that this project will be brought to the Board for consideration of award in April 2023.** Construction start date will be dependent upon receipt of the FAA AIP/AIG grant.

Phase 4 – The following are project milestones:

- Design Completed February 2023
- Issue for Bid March 2023
- **Bids Opened March 23, 2023**

Phase 4 – The following are the next steps:

- Award of Construction Contract **May 2022**
- Notice for Construction TBD

RENO-TAHOE INTERNATIONAL AIRPORT PROJECTS

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 are 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. **RDM submitted final reports to the RTAA and we have provided these to the FAA PHX ADO on March 14, 2023.**

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
- **Final Report Delivered March 14, 2023**

Ticketing Hall Expansion Project (Part of the MoreRNO Program)

Change Order No. 1 to McCarthy on the Bid Package #2 GMP was presented to the Board at the February Board meeting. This Change Order is for Bid alternate #6 for the procurement and installation of seven (7) additional dynamic signs on the outside canopy columns.

All footings have been poured and the majority of the structural steel has been erected. The new air handler unit was successfully installed and the contractor is working on installing the hydronic piping to the unit. The walker duct installation is complete. The next step in the floor sequence will be self-leveling which is

anticipated to occur in May, followed by tile in July. Overhead work continues for the installation of new ductwork and other utilities. The project is currently on schedule and within budget.

The following are project milestones:

- 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
- Construction Walls Erected October 13, 2022
- Change Order No. 1 Awarded February 9, 2023

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

- Substantial Completion February 2024

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

The original project has been redefined per input and comments from the FAA and RNO Tower. The revised project consists of the design for the reconstruction of the Portland Cement Concrete (PCC) Taxiway (TWY) B on either side of Runway 8/26, reconstruction of TWY M between TWY A & TWY B from an Asphalt Cement (AC) taxiway to a PCC taxiway. In addition, an asphalt cement General Aviation (GA) Runup Area at the north end of TWY C. The project will include the reconstruction of the TWY's, asphalt shoulders, and edge lighting, pavement markings and drainage upgrades.

Wood Rodgers was selected as the design consultant for the original project and an amendment was approved for the redesign of the project. **The revised plans were re-bid and opened on March 28, 2023. Two bids were received and are under review for conformance. It is anticipated that this project will be brought to the Board for consideration of award in May 2023;** the construction start date will be dependent upon receipt of the grant.

The following are project milestones:

- Re-design Completion February 21, 2022
- Bid Advertising February 21, 2022
- Bid Opening 2022 March 23, 2022
- **Re-Bids Opened March 28, 2023**

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

- Board of Trustees Meeting/Award **May 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
- 1st Phase Completion June 2022

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

- 2nd Phase Completion July 2023

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.

The design consultant, Shaw Engineering specializes in sewer lift station design.

Bids were opened on March 31, 2022, and was substantially over budget. The bid was canceled. The project was re-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:

- Redesign Complete May 13, 2022
- Rebid Advertised June 1, 2022
- Rebid Opening June 29, 2022
- Intent to Award July 19, 2022
- Notice to Proceed Oct/Nov 2022

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

- Start of Construction **April 10, 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 began construction on September 19, 2022. Substantial completion of construction of the lift station work except for the generator was on December 2nd. The emergency backup generator is anticipated to be installed in July 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 |
| • Substantial Completion | December 2, 2022 |

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

- | | |
|-------------------------------|-----------|
| • Emergency Generator Install | July 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.

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.

Three qualified bids were received on February 8, 2023. Q&D Construction is the low apparent bidder. This project will be presented at the April Board meeting for award.

The following are project milestones:

- | | |
|-----------------------------|-------------------|
| • Board Approval for Design | October 14, 2021 |
| • Notice to Proceed | October 2021 |
| • Design Completed | December 19, 2022 |
| • Bidding Advertising | January 11, 2023 |
| • Bid Opening | February 8, 2023 |

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

- | | |
|------------------|--------------------|
| • Board Approval | April 13, 2023 |
| • Construction | Spring/Summer 2023 |

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. The project consists 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 mid-April of 2023.

Escalator shop drawings have been submitted, reviewed and comments sent back to Kone Inc.

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 | April 10, 2023 |
|----------------|-----------------------|

Remote Economy Lot Project – Phase 2

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.

Phase 1 has been completed.

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. **Design of Phase 2 is completed, and the project was advertised for bid on March 21, 2023. Bids are due April 12, 2023. It is anticipated to be brought to the Board for award in May.**

The following are project milestones:

- | | |
|----------------------------------|-------------------|
| • Substantial Completion Phase 1 | November 18, 2022 |
| • Bids Advertised | March 21, 2023 |

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

- | | |
|-------------------------|-----------------------|
| • Bid Opening | April 12, 2023 |
| • Board Approval | May 18, 2023 |
| • Construction | Spring/Summer 2023 |

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
- Bid Advertising **February 22, 2023**
- Bid Opening **April 17, 2023**
- Board Approval **May 2023**
- Construction TBD

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 completed the plans and specifications and the project is currently out to bid. Three responsive bids were received on December 13, 2022. The low responsive bidder was Reyman Brothers and was awarded by the Board at the January 12, 2023 meeting.

Contractor began construction March 15, 2023, with anticipated completion July 2023.

The following are project milestones:

- | | |
|----------------------------|-------------------|
| • Consultant Selection | May 2022 |
| • Board Approval of Design | June 9, 2022 |
| • Award PSA | July 5, 2022 |
| • Design Complete | November 1, 2022 |
| • Bidding Advertising | November 8, 2022 |
| • Bids Opened | December 13, 2022 |
| • Board Approval | January 12, 2023 |
| • Construction Start | March 15, 2023 |

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

- | | |
|--------------------------|-----------|
| • Anticipated Completion | July 2023 |
|--------------------------|-----------|

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 original millwork bid was received and was substantially over budget. Project specifications were revised and rebid. Two bids were received with MSM the low bidder and going to the March Board for approval.

The following are project milestones:

- | | |
|-----------------------------------|-------------------|
| • Mill Work Bid Advertising | December 17, 2022 |
| • Millwork Bids Open | February 15, 2023 |
| • Electrical/Data Design Complete | January 2023 |

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

- | | |
|--|-----------------------|
| • Board Approval - Shared Use Millwork | March 9, 2023 |
| • Electrical/Data Bid Advertising | March 2023 |
| • Electrical/Data Bids Open | April 14, 2023 |
| • Electrical Installation | April 2023 |
| • Millwork Installation | May 12, 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 19th and subsequently submitted for permitting with the City of Reno. An Invitation to Bid was issued on October 14th and a mandatory pre-bid meeting was held on October 25th. The bid opening was held on November 17th. Two responsive bids were received and Gardner Engineering, Inc. was the low apparent bidder. The project is currently in the submittal and procurement phase.

Construction began on March 27th and will be completed in 4 phases to minimize impact to the TIS staff. The project scope requires coordination with the ticketing hall expansion, which is occurring regularly.

The following are project milestones:

- | | |
|-------------------------------|-----------------------|
| • Contract Award | July 25, 2022 |
| • Design Complete | September 19, 2022 |
| • Bids Advertised | October 14, 2022 |
| • Bids Opened | November 17, 2022 |
| • NTP for Procurement | January 2023 |
| • NTP for Construction | March 27, 2023 |

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

- | | |
|---------------------|-----------|
| • Project Completed | June 2023 |
|---------------------|-----------|

Concourse Redevelopment Project (Part of the MoreRNO Program)

The project includes full replacement of the two existing Terminal Concourses, that were originally constructed in 1981, full or partial replacement of the two connector concourses, a new Central Utility Plant (CUP), airfield pavement (apron and taxiway/taxi-lane) work, infrastructure and utility relocation, and demolition of existing structures and pavements.

The project has the following primary goals and objectives:

- **Replace the existing twenty-three (23) gate-concourses with twenty-eight (28) gate-concourses,**
- **Provide taxi-lanes sized to accommodate ADG III aircraft, including dual taxi-lanes between the replacement concourses,**
- **Maintain the same level of Remain Over Night (RON) aircraft parking spaces after construction,**
- **Construct a new CUP and protect critical building infrastructure from flooding,**
- **Provide for expanded and improved spaces for amenities, concessions, holdrooms, circulation, and airport operations,**
- **Improve passenger and employee experience with higher ceilings, natural light and mountain views, outdoor spaces, intuitive wayfinding, and exceed ADA requirements with adult changing tables in ADA restrooms, an outdoor pet relief area, and built-in lactation rooms with extra amenities such as windows and family seating,**

- **Improve first floor employee safety and overall functional experience with 50-foot drive tunnels, open interior circulation halls, orderly distribution and location of airport, airline, and concession spaces, and a centralized distribution center, and**
- **Reduce construction impacts on passengers, tenant employees, and aircraft operations when possible.**

The following are project milestones:

- | | |
|--------------------------------------|--------------------------|
| • Planning Study Completed | February 2023 |
| • Design RFQ Issued | February 13, 2023 |
| • Consultant SOQs Received | March 13, 2023 |
| • Selection Committee Meeting | March 29, 2023 |

Next steps for the project are listed below:

- | | |
|---------------------------------------|-------------------------|
| • Short-List Interviews | April 6-7, 2023 |
| • Notice of Intent to Award | April 10, 2023 |
| • Scope and Fee Negotiations | April – May 2023 |
| • CMAR RFQ Issued | May 2023 |
| • Design PSA Board Approval | June 2023 |
| • Notice to Proceed for Design | June 2023 |

Runway 17R-35L Remediation

The Contractor has completed construction staging and began grinding the concrete on a test area to determine if yielding anticipated results. Contractor is continuing grinding on the runway. Staff is working daily with the contractor and consultants to document and track efforts to remediate RWY 17R-35L.

Next steps for the project are listed below:

- | | |
|--|----------------------|
| • Remediation efforts completed | June 15, 2023 |
|--|----------------------|

PLANNING PROJECTS

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 were further analyzed for the Admin HQ, three (3) alternative sites for the Police Station, and two (2) alternative sites as co-location sites.

The Phase 2 evaluation process was completed in December. The top two (2) sites for a standalone Admin HQ were the Yellow Lot and the area south of Hyatt Place. The top two (2) sites for a standalone Police Facility were the Yellow Lot and the existing Admin area on the second floor of the Terminal Building. The Yellow Lot was also identified as the best location for a joint-use, co-located facility. The recommended alternate, as agreed upon by the project team, Working Group, and Executive Team, was shared with the Planning & Construction Committee on February 7 and the Board of Trustees on February 9.

The project team is currently working on the draft Basis of Design Report and updated cost estimates to include soft costs.

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
- WG Meeting #4 (Phase 1 Eval.) October 20, 2022
- ET Briefing #3 (Phase 1 Eval.) October 25, 2022
- P&C Committee Update November 8, 2022
- ET Briefing #4 (Recommended Alt.) December 6, 2022
- WG Meeting #5 (Phase 2 Eval.) December 1, 2022
- WG Meeting #6 (Space Plans) December 22, 2022
- ET Briefing #5 (Open Office, Space Plans) January 3, 2023
- WG Meeting #7 (Open Office, Space Plans) January 9, 2023
- WG Meeting #8 (Final Meeting) February 2, 2023
- P&C Committee February 7, 2023
- **WG Meeting #9 (Regroup Meeting) March 31, 2023**

Next steps for the project are listed below:

- Basis of Design Report **April 2023**
- P&C Committee April 2023
- Board of Trustees April 2023
- Transition to Design April 2023