

COMMITTEE MEMBERS

Trustees

Art Sperber, Chair
Shaun Carey, Vice Chair
Joel Grace, Member
Cortney Young, Member
Kitty Jung, Alternate
Carol Chaplin, Alternate

Staff Liaison

Gary Probert, Chief Planning &
Infrastructure Officer



PRESIDENT/CEO

Daren Griffin, A.A.E.

CHIEF LEGAL COUNSEL

Ian Whitlock

BOARD CLERK

Lori Kolacek

AGENDA

Planning & Construction Committee

Tuesday, January 9, 2024 | 9:30 AM

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

-- Virtual Only --

Notice of Public Meeting

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

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

Watch on Zoom: <https://us02web.zoom.us/j/86158344370> (Webinar ID: 861 5834 4370)

Listen by Phone: Dial 1-669-900-6833 and enter the Webinar ID: 861 5834 4370

Accommodations

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

Public Comment

Anyone wishing to make public comment may do so 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.

Posting

This agenda has been posted at the following locations:

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

Supporting Materials

Supporting documentation for this agenda is available at www.renoairport.com. Please contact the Board Clerk at lkolacek@renoairport.com, or (775) 328-6402 for further information.

1. INTRODUCTORY ITEMS

- 1.1 Call to Order
- 1.2 Roll Call

2. PUBLIC COMMENT

3. APPROVAL OF MINUTES

- 3.1 November 7, 2023, Planning & Construction Committee meeting

4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

None

5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON JANUARY 11, 2024

- 5.1 Board Memo No. 01/2024-01: Adoption of Reno-Tahoe Airport Authority Title VI Plan *(for possible action)*
- 5.2 Board Memo No. 01/2024-03: Consideration to authorize the President/CEO to execute Professional Services Agreement for Construction Manager at Risk Pre-Construction Services with Clark/Sullivan Construction for the HQ Project at Reno-Tahoe International Airport for \$38,100 for Phase I and \$81,400 for Phase 2, totaling a not-to-exceed amount of \$119,500 *(for possible action)*

6. AIRPORT PROJECT UPDATES AND INFORMATION

- 6.1 Update on Ticketing Hall project **Amanda Twitchell, Sr. Project Manager**
- 6.2 Update on MoreRNO projects **Bennett Sloan, Executive Program Manager**
- 6.3 Update on Engineering & Construction projects **Jackie Borman, Manager of E&C**
- 6.4 Monthly Project Status Report
- 6.5 Administrative Award of Contracts (Expenditures)

7. MEMBER COMMENTS, QUESTIONS AND REQUESTS

8. PUBLIC COMMENT

9. ADJOURNMENT

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Daren Griffin, A.A.E.

CHIEF LEGAL COUNSEL

Ian Whitlock

BOARD CLERK

Lori Kolacek

--DRAFT--

MINUTES

Planning & Construction Committee

Tuesday, November 7, 2023 | 9:30 AM

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

Reno-Tahoe International Airport, Reno, NV

Administrative Offices, Second Floor

1. INTRODUCTORY ITEMS

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

Roll was taken by the Clerk of the Board. A quorum was present.

MEMBERS PRESENT: Art Sperber, Shaun Carey, Joel Grace, Cortney Young

MEMBERS ABSENT: None

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 September 12, 2023, Planning & Construction Committee meeting

Chair Sperber asked if there were any corrections to the September 12, 2023, Minutes. Hearing none, the Minutes were approved as presented.

4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

None.

5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON NOVEMBER 9, 2023

- 5.1 Board Memo No. 11/2023-71:** Consideration to authorize the President/CEO to execute Professional Services Agreement for consultant services for 30% design of The HQ Project

at Reno-Tahoe International Airport to RS&H Company in the Not-to-Exceed amount of \$1,800,000 *(for possible action)*

This item was presented by Bennett Sloan, Executive Program Manager. After discussion, the Committee took the following action:

Motion: Recommend that this item be presented to the full Board on November 9, 2023, for consideration and approval of the proposed motion: *“Consideration to authorize the President/CEO to execute Professional Services Agreement for consultant services for 30% design of The HQ Project at Reno-Tahoe International Airport to RS&H Company in an amount not to exceed \$1,800,000.”*

Moved by: Joel Grace

Seconded by: Cortney Young

Vote: Motion passed unanimously

6. AIRPORT PROJECT UPDATES AND INFORMATION

6.1 Ticketing Hall project update

An update on the Ticketing Hall project was given by Gary Probert, Chief Engineering & Infrastructure Officer.

6.2 MoreRNO projects update

An update on the New Gen B&C Design, New Gen B&C CMAR and the HQ Design projects was presented by Bennett Sloan, Executive Program Manager.

6.3 Engineering & Construction project schedule update

An update on current project developments was presented by Gary Probert, Chief Engineering & Infrastructure Officer.

6.4 Monthly Project Status Report *(provided for reference only)*

No discussion.

6.5 Administrative Award of Contracts - Expenditures *(provided for reference only)*

No discussion.

7. MEMBER COMMENTS, QUESTIONS AND REQUESTS

Trustee Young thanked the staff for their work on the construction projects.

8. PUBLIC COMMENT

None.

9. ADJOURNMENT

The meeting was adjourned at 10:19 a.m.

Board Memorandum

01/2024-01

In Preparation for the Regular Board Meeting on January 11, 2024

Subject: Adoption of Reno-Tahoe Airport Authority Title VI Plan

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

BACKGROUND

Title VI of the Civil Rights Act of 1964 (Title VI) requires that no person, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives funding from the Federal Government. As a recipient of federal funding, the RTAA is required to implement Title VI through measures set out in various statutes and administrative orders. The nondiscrimination requirements associated with Title VI also include protection from discrimination because of limited English proficiency (LEP), sex, sexual orientation, gender identity, creed, and age. The RTAA proactively ensures nondiscrimination in all its programs and activities.

On August 12, 2022, the Federal Aviation Administration (FAA) wrote a letter to Airport Sponsors, including the RTAA, in which the FAA explained that the Department of Transportation requires the FAA to confirm each Airport Sponsor's probable compliance with Title VI before the award of federal grants. As a result, the FAA is requiring most Airport Sponsors to adopt FAA-approved Title VI Plans using a template developed by FAA. The Title VI Plan documents the various actions taken by the Airport Sponsor to ensure nondiscrimination. Staff have completed the RTAA's Title VI Plan and the Plan has been approved by the FAA. This agenda item seeks the Board's formal approval of the Plan

DISCUSSION

The RTAA's Title VI Plan (included as "Attachment A") details the various ways the RTAA ensures nondiscrimination. Key means of ensuring nondiscrimination include: a) training on nondiscrimination, including sexual harassment training; b) maintenance of voluntarily disclosed demographic information; c) the inclusion of civil rights clauses in contracts and solicitations; d) outreach to communities affected by RTAA actions; e) appointment of a Title VI Coordinator; f) establishment of procedures to allow for complaints of discrimination and a timely investigation of such complaints; g) provision of translation resources for LEP populations; and h) planning processes that include considerations of environmental justice.

Prior to the requirement to adopt a formal plan, the RTAA was already taking the steps described above. The RTAA only had to make a few minor adjustments to its current practices, such as

enhancing training and increasing data collection, to be in full compliance with the requirements of the FAA's template plan. Adoption of the Title VI Plan is consistent with the RTAA's core values and President/CEO Griffin's initiatives to support diversity, equity, and inclusion.

FISCAL IMPACT

There is no fiscal impact associated with this action.

COMMITTEE COORDINATION

Finance and Business Development Committee

Planning and Construction Committee

PROPOSED MOTION

"Move to adopt the Reno-Tahoe Airport Authority Title VI Plan."

ATTACHMENT A
RTAA TITLE VI PLAN

Reno-Tahoe Airport Authority Title VI Plan

1. Title VI Policy Statement¹

The Reno-Tahoe Airport Authority assures that no person shall on the grounds of race, color, national origin (including limited English proficiency (LEP)), sex (including sexual orientation and gender identity), creed, or age, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (PL 100.259), Section 520 of the Airport and Airway Improvement Act of 1982, and related authorities (hereafter, “Title VI and related requirements”), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives U.S. Department of Transportation (DOT) funding. Title VI also prohibits retaliation for asserting or otherwise participating in claims of discrimination.

The Reno-Tahoe Airport Authority further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs are federally funded or not. The Reno-Tahoe Airport Authority agrees, among other things, to understand the communities surrounding or in the flight path, as well as customers that use the airport. Anytime communities may be impacted by programs or activities the Reno-Tahoe Airport Authority will take action to involve them and the general public in the decision making process.

The Reno-Tahoe Airport Authority requires nondiscrimination assurances, as prescribed by FAA, from each tenant, contractor, and concessionaire providing an activity, service, or facility at the airport. Assurances must be included in any related lease, contract, or franchise agreement between the Reno-Tahoe Airport Authority and each tenant, contractor, and concessionaire, as well as in any similar agreements with their own sub-tenants and sub-contractors.

Tom Luria, available at 775-328-6484 and titlevi@renoairport.com, is responsible for overseeing the Reno-Tahoe Airport Authority’s compliance with Title VI and the point of contact for all airport Title VI matters and related responsibilities, including those required by 49 CFR Part 21.



Signature

Daren Griffin
President/Chief Executive Officer

January 11, 2024

Effective Date

January 11, 2027

3-Year Expiration Date

¹ This policy statement will be translated into languages other than English, upon request and based on patron and local language demographics.

2. Administration

The Reno-Tahoe Airport Authority Board of Trustees has reviewed and adopted this Title VI Plan for the Reno-Tahoe Airport Authority. This plan will be updated no less than once every 3 years. The plan will not be re-adopted following minor changes, such as updating the President/CEO's or Coordinator's name. Significant revisions to our policies or federal guidelines may warrant re-adoption by the Reno-Tahoe Airport Authority Board of Trustees and resubmittal to FAA.

In addition to the Coordinator and Reno-Tahoe Airport Authority's leadership, the following people also assist with our Title VI program requirements: **none**.

The Reno-Tahoe Airport Authority has the following airport program sub-recipients: **None**

As of the date of this plan, the Reno-Tahoe Airport Authority has the following pending applications for Federal financial assistance:

Federal Source	Grant Number	Amount
<i>FAA AIP</i>	<i>TBD</i>	<i>\$911,000</i>

The Reno-Tahoe Airport Authority's sub-recipients have the following pending applications for Federal financial assistance (either directly from the FAA, or passed through the State DOT): None.

Federal Source	Grant Number	Amount
<i>None</i>		

Updated information for pending and awarded grant applications will be available through the following methods:

Federal Source	Grant Award Information Available at:
<i>FAA AIP</i>	<i>https://www.faa.gov/airports/aip/</i>

3. Grant and Procurement Assurances

49 CFR § 21.7 (a)(1); 49 CFR Part 21 Appendix C (b)

The Reno-Tahoe Airport Authority will complete standard grant assurances for Title VI and related requirements, in the form prescribed by FAA.

See https://www.faa.gov/airports/aip/grant_assurances/#current-assurances.

Clauses/Covenants

- a. All contracts, leases, deeds, licenses, permits, and other similar instruments, must contain the contractual requirements and clauses, in the form prescribed by FAA. See

https://www.faa.gov/airports/aip/procurement/federal_contract_provisions/. Note that unlike many other clauses, Civil Rights clauses are required in all contracts. Note also special clauses that are required for certain types of contracts, such as land acquisition.

- b. Reno-Tahoe Airport Authority requires Civil Rights clauses to be included in solicitations and contracts for all subcontractors, subleases, and any other agreements.

Description of Oversight Methods for Subcontracts

The Reno-Tahoe Airport Authority ensures compliance through prime contract provisions and an annual audit of 25% of subcontracts and subleases.

4. Title VI Coordinator Responsibilities

The Coordinator is responsible for ensuring that they and other staff supporting the Title VI are trained in Title VI requirements. Essential training topics include:

- Basic Title VI requirements
- Airport language assistance resources and practices
- Collecting and assessing demographic data
- Reporting Title VI complaints and other required FAA notifications.

See Training Section for more information for expected training for all staff.

Among other responsibilities, the Coordinator:

- Proactively ensures that the Reno-Tahoe Airport Authority is in compliance with nondiscrimination requirements of Title VI and reports to Reno-Tahoe Airport Authority leadership on the status of Title VI compliances.
- Responds promptly to requests by FAA for data and records and for the scheduling of compliance reviews and other FAA meetings to determine compliance with Title VI and related requirements.
- Receives discrimination complaints covered by Title VI and related requirements, and forwards them to the FAA, within 15 days of receipt, together with any actions taken to resolve the matter.
- Provides the FAA with updates regarding its response and status of early resolution efforts to complaints concerning Title VI and related requirements (49 CFR Part 21, Appendix C(b)(3)), including resolution efforts.
- Annually reviews the airport's Title VI plan and disseminates information throughout staff and the Reno-Tahoe Airport Authority's leadership.
- Coordinates data collection to evaluate whether racial or ethnic groups are unequally benefited or impacted by airport programs. The data will be regularly assessed and readily available upon request (49 CFR § 21.9(b) & (c)). Data collection methods will include optional demographic questions in airport customer satisfaction surveys, customer

complaints, and other methods described in the airport Community Participation Plan (CPP).

- Maintains demographic data for members of appointed planning and advisory bodies for the airport. Identifies any disparities compared to the community. In the event of a disparity, a senior executive at the RTAA would be the one to communicate the disparity to the governing bodies that appoint members to the RTAA's Board of Trustees.
- Maintains a copy of 49 CFR Part 21 for inspection by any person asking for it during normal working hours (49 CFR 21, Appendix C (b)(2)(i)).

See Notice, Compliance reviews, Audits, Lawsuits, and Other Investigations, and Complaints Sections of this Plan.

The Coordinator *has* requested and received access to the Title VI portion of the FAA Civil Rights Connect System (<https://faa.civilrightsconnect.com/>).

5. Notice

49 CFR Part 21 Appendix C(b)(2)(ii)

The Reno-Tahoe Airport Authority will conspicuously display the FAA-provided Unlawful Discrimination Poster in all public areas on airport property, including those with pedestrian activity. The Coordinator ensures that these posters are visible, accessible,² and maintained. The poster template is available at the website linked below and a completed copy is attached. See Section 15 Appendix.

https://www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/non_disc_pr/

The Reno-Tahoe Airport Authority has posted the above Title VI policy statement at its staff offices.

The Reno-Tahoe Airport Authority will distribute this Title VI Plan among its employees and airport contractors, concessionaires, lessees, and tenants. This plan will be distributed within 30 days of FAA approval of the plan by an all tenant bulletin with a link to the Title VI Plan and will be made available on the RTAA's website.

Posters are displayed in the terminal and other areas on airport property, including the following public locations:

1st Floor

Security Checkpoint Entrance.

Bag Claim North Restroom Vestibule

² For more information about website accessibility, please visit ADA.gov.

Bag Claim South Restroom Vestibule
 Public Phone across from United Ticketing Counter
 Public Phone across from Southwest Ticketing Counter

2nd Floor

RTAA Administrative Reception Desk
 Entrance into Connector Restrooms
 Entrance into Gate B1 Restrooms
 Entrance into Gate B6 Restrooms
 Entrance into Gate C1 Restrooms
 Entrance into Gate C6 Restrooms

Terminal/FBO/Concessions/ Other Locations	Quantity in Pre-Security Area	Quantity in Post-Security Area	Additional Quantities
<i>Ground Floor</i>	<i>5</i>		
<i>RTAA Administrative Offices</i>	<i>1</i>		
<i>Concourse Connector</i>		<i>1</i>	
<i>B Concourse</i>		<i>2</i>	
<i>C Concourse</i>		<i>2</i>	

Outreach to Affected Communities

The RTAA’s Clerk of the Board ensures that notices for public meetings reach all segments of the impacted community through posting notices of public meetings consistent with the requirements of Nevada’s Open Meeting Laws. The Clerk of the Board does not post to social media, only the RTAA’s Marketing and Public Affairs team does.

The RTAA’s **Marketing and Public Affairs** team conducts robust community outreach efforts, including placing RTAA leaders on community boards and through regular outreach to a diverse group of community organizations about RTAA news, projects, and events. Marketing and Public Affairs utilizes social media and email to share announcements, and continually evaluates the best methods to conduct effective outreach. Additionally, RTAA leadership is highly engaged in with community leaders and elected officials, including those of Affected Communities³. Through the outreach described above, the RTAA solicits and receives feedback, including feedback regarding the adequacy of translated materials.

³ We will not subject any persons to discrimination based on race, color, national origin, age, sex, or creed. The term “protected communities” is used within this Title VI Plan to highlight the requirements of Title VI, 49 U.S.C. § 47123, the Age Discrimination Act of 1975, and in some instances, includes low-income populations under Executive Order 12898.

The RTAA will create a detailed CPP by **December 31, 2023**. A copy of the plan will be available on the RTAA’s website.

To ensure that the community is effectively informed of and able to participate in public hearings, **the RTAA’s Clerk of the Board** ensures that upon request, public notices are translated. Notices of public meetings include information on how to obtain free translation services. Additionally, such notices will include direction for obtaining an interpreter, free of charge, for public hearings. 28 CFR § 42.405(d). See Limited English Proficiency (LEP) Section.

6. Community Statistics

Title VI regulations require Federal grant recipients to know their community demographics. See 49 CFR § 21.9(b). By knowing this information, the Reno-Tahoe Airport Authority will be able to identify, understand, and engage with communities. In doing so, the Reno-Tahoe Airport Authority needs to know about communities eligible to be served, actually or potentially affected, benefited or burdened by Reno-Tahoe Airport Authority’s airport program.

Affected Communities⁴	Population
<i>Reno Southeast CCD</i>	<i>83,655⁵</i>
<i>Sparks CCD</i>	<i>61,735</i>

(Hereafter, the above communities will be referred to collectively as “the Affected Communities”).

We have identified the following facts about the Affected Communities:

Low Income Communities⁶

A low-income area is an identifiable group of persons living in geographic proximity, whose median household income is at or below the Department of Health and Human Services poverty guidelines. Pursuant to Executive Order 12898, “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations,” Reno-Tahoe Airport Authority is collecting information about affected and potentially affected low-income communities. According to United States Census Bureau Quick Facts, the overall poverty level for Washoe County, Nevada is approximately 11.2%. The poverty rate remains similar compared with the rest of the State of Nevada. The poverty rates for the specific Affected Communities are as follows:

⁴ “Affected communities” means any readily identifiable group potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path.

⁵ Sourced from American Community Survey, ACS Demographic and Housing Estimates – DP05

⁶ Low-income data must be collected to assist in our compliance with Environmental Justice requirements (not Title VI requirements). For example, this data will be utilized in our Community Participation Plan (CPP) to help ensure the meaningful involvement of low income communities in airport programs and activities.

Affected Communities	Poverty Rate⁷
<i>Reno Southeast CCD</i>	<i>12.0%</i>
<i>Sparks CCD</i>	<i>10.7%</i>

Racial and Ethnic Communities.

Demographic data for race, color, and national origin was evaluated to identify racial and ethnic communities and populations in each Affected Community. The demographic composition by race, color, or national origin for the specific Affected Communities are as follows:

Affected Community: Reno Southeast CCD Total Affected Community Population: 83,655

Demographic Group within Affected Community	Number of People in Minority Group	Percent of Total Affected Community Population
<i>White</i>	<i>47,029</i>	<i>56%</i>
<i>Black or African American</i>	<i>1,898</i>	<i>2%</i>
<i>American Indian or Alaska Native</i>	<i>881</i>	<i>1%</i>
<i>Asian</i>	<i>6,269</i>	<i>7%</i>
<i>Native Hawaiian or Other Pacific Islander</i>	<i>965</i>	<i>1%</i>
<i>Hispanic or Latino</i>	<i>23,181</i>	<i>28%</i>
<i>More than one</i>	<i>3,256</i>	<i>4%</i>
<i>Some Other Race</i>	<i>176</i>	<i>>1%</i>

Affected Community: Sparks CCD Total Affected Community Population: 61,735

Demographic Group within Affected Community	Number of People in Minority Group	Percent of Total Affected Community Population
<i>White</i>	<i>32,816</i>	<i>53%</i>
<i>Black or African American</i>	<i>1,941</i>	<i>3%</i>
<i>American Indian or Alaska Native</i>	<i>1,130</i>	<i>2%</i>
<i>Asian</i>	<i>3,760</i>	<i>6%</i>
<i>Native Hawaiian or Other Pacific Islander</i>	<i>768</i>	<i>1%</i>
<i>Hispanic or Latino</i>	<i>22,905</i>	<i>37%</i>
<i>More than one</i>	<i>9,148</i>	<i>15%</i>
<i>Some Other Race</i>	<i>12,172</i>	<i>20%</i>

⁷ Source: "low income" percentages as per www.ejscreen.epa.gov

Limited English Proficiency (LEP).

The goal of all language access planning and implementation is to ensure that **the Reno-Tahoe Airport Authority** communicates effectively with limited English proficient (LEP) individuals. Effective language access requires self-assessment and planning. The next table lists non-English languages⁸ that are spoken in LEP households in the Affected Communities. The data source is *American Community Survey*.

The threshold we have used for identifying the languages with significant LEP populations is the DOT LEP Policy Guidance safe harbor threshold, which is 5% or 1,000, whichever is less.⁹ The safe harbor for our community is **1,000**. Please refer to the end of this document to find data for all languages in our community.

Languages Spoken by LEP Population that Meet the Safe Harbor Threshold	Number	Margin of Error
<i>Spanish</i>	13,442	+/-1,558

Frequency of contact with LEP individuals at the airport and airport-related activities (all languages):

Languages Spoken by LEP Persons	A few times a year (12 or less days a year)	Several times a month (13 to 51 days a year)	At least once a week (52 to 364 days a year)	Every day (365 days a year)
<i>Spanish</i>				X

Additional languages spoken by significant numbers of LEP persons in the Affected Communities, local schools, emergency service providers, and others, include: **none**.

This information is updated annually through checking the following resources:

Data Sources for Languages Spoken in Affected Community	Website link to Data Source
<i>U.S. Census Bureau</i>	https://data.census.gov/cedsci/table?q=B16001&tid=ACSDT1Y2019.B16001

Beneficiary Diversity.

⁸ Recommend using language groups from the U.S. Census, and using data for the “Speak English less than ‘very well’” category for each language over the threshold.

⁹ See the DOT LEP Policy Guidance at <https://www.federalregister.gov/d/05-23972/p-133>. The safe harbor provisions apply to the translation of written documents only; however, it provides a consistent starting point for identifying significant LEP populations.

Demographic information is collected from airport customers and participants in public solicitation processes, through voluntary disclosures.

Description of Beneficiary Demographic Information Collection Methods

- *The RTAA conducts occasional surveys of airport guests for customer satisfaction with airport concessions, restroom cleanliness, food offerings, and other elements and services. The survey includes a voluntary request for demographic information.*
- *RTAA asks for voluntary disclosure of demographic information during bidding and outreach processes*

Staff and Advisory Board Diversity.

Demographic information is collected from airport program employees and members of planning and advisory boards, through voluntary disclosures.

Description of Employee and Advisory Board Demographic Information Collection Methods

- *Employees are asked to submit voluntary confidential demographic information at time of hiring. Job applicants are asked to submit the same information when submitting their job application through the job application website.*
- *When new board members are appointed, RTAA solicits demographic information from the new board members by asking them to voluntarily provide demographic information.*

7. Potential or Known Community Impacts

Projects or services receiving federal financial assistance have the potential to touch so many aspects of American life. Thus, in general, no **RTAA** activity must have a discriminatory disparate impact on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age. This means that policies or procedures that have a disparate impact would require a well-documented substantial legitimate nondiscriminatory justification, summarized below. Impacts to protected communities must be avoided or minimized to the extent possible. No project with a discriminatory impact on protected communities will be undertaken.¹⁰

The following airport facilities are already in use or under construction and expected to be in use within the next 3 years:

Existing Airport Facilities	Affected Community Impacted by Operation of the Facility
Airfield Infrastructure	Reno Southeast CCD & Sparks CCD
Terminal/Landside	Reno Southeast CCD
GA Facilities	Reno Southeast CCD

¹⁰ In order to carry out an alternative with a discriminatory impact, the RTAA must demonstrate that there was a substantial legitimate justification for the decision. The RTAA must also show that alternatives with less discriminatory impacts were meaningfully considered and rejected for legitimate reasons.

The following airport facility projects (including all alternatives) are in construction or expected to be in construction within the next 3 years:

Airport Facility Construction Projects	Affected Community Impacted by Construction of the Facility
Concourse Redevelopment	Reno Southeast CCD
Homegardens South	Reno Southeast CCD
Ground Transportation Center	Reno Southeast CCD
Stellar FBO Facilities	Reno Southeast CCD
Taxiway Bravo Reconstruction	Reno Southeast CCD & Sparks CCD
New GA Runup Area	Reno Southeast CCD & Sparks CCD
Taxiway Renaming Project and Airfield Signage Replacement	Reno Southeast CCD & Sparks CCD
PC Air & 400 HZ Unit Replacement	Reno Southeast CCD
GA East Apron and Taxiway Reconstruction	Reno Southeast CCD & Sparks CCD
New Admin HQ	Reno Southeast CCD

We have analyzed the above existing facilities and facility construction projects for disparate impacts on the basis of race, color, or national origin (including LEP) in Affected Communities. The following have disparate impacts: **none**.

8. Limited English Proficiency (LEP)

Executive Order 13166

In creating a Language Assistance Plan, the RTAA will consider the volume, proportion, or frequency of contact with LEP persons in determining the appropriate language assistance to provide.

In Community Statistics section, we identified the following languages spoken by LEP persons in Affected Communities

Language
<i>Spanish</i>

RTAA also collects data for languages spoken by airport guests.¹¹ Data sources include:

Data Sources for Languages Spoken by Airport Guests	Website link to Data Source
<i>Airline-provided data</i>	<i>N/A</i>
<i>Assumption from flight origin / destination</i>	<i>N/A</i>

¹¹ We aim to provide appropriate language assistance services to every LEP person encountered. This includes instances when LEP statistical data for a particular language was not available beforehand, or the safe harbor threshold for written translation was not met.

<i>Assistance requests to airport information desks</i>	<i>N/A</i>
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Based on the above data, the following additional languages have been identified as likely to be spoken by LEP airport guests: **none**.

The RTAA will also actively engage with community educators, community groups, places of work, business groups, social groups, and the like to confirm that translation and interpretation services are accurate and effective. Additionally, the Title VI Coordinator will inform leadership and staff of the **RTAA** of the responsibility to provide language access. We have made the following plans to provide translation services free of charge to ensure that individuals with LEP have access to the benefits of the airport:

Translation Services:

- All written notices contain a statement in the identified languages, when appropriate, of how to receive translated written materials.
- The following vendors have been identified for written translations: **none**.
- Information regarding translation services can be obtained at:

Location for Translation Assistance	Languages
<i>Administration Offices Front Desk</i>	<i>All Languages</i>
<i>Airport website translate view</i>	<i>Spanish</i>
<i>Multi-lingual staff pool</i>	<i>Spanish, Tagalog, Hindi, Punjabi, Urdu</i>

Interpretation Services:

- The following vendors have been identified for interpretation services: **none**.
- Information regarding interpretation services can be obtained at: the RTAA Administrative Offices Front Desk.

Location for Interpretation Assistance	Languages
<i>Administration Offices Front Desk</i>	<i>All languages</i>

Description of Interpretation Assistance Processes

- *RTAA staff have access to an ISpeak card with a variety of commonly encountered languages and are trained to use the card as a translation starting point.*
- *RTAA People Operations maintains a list of multilingual employees, the languages they speak, and their associated office telephone numbers. The list indicates whether each employee is proficient to provide interpretation and/or translation services. The list is updated occasionally is available to all airport employees through the internal website. Generally, these employee volunteers are available to assist members of the public with verbal real-time interpretation, during normal business hours.*

- *RTAA staff are innovative and versatile, and help members of the travelling public and others that request language assistance through the use of free translation websites and applications, personal connections (i.e. friends and family), and other means that they find to ensure translation assistance is provided.*
- *For written translations, RTAA would first attempt to utilize bilingual staff. If the RTAA does not have a bilingual employee for the language or the document is too complex, the RTAA will hire a professional translator on an ad hoc basis to translate the document.*

9. Transportation

49 Part CFR 21 Appendix C (a)(1)(ix)

In the Community Statistics section of this plan, we identified Affected Communities and provided demographic and related data for the community populations. The minority and disadvantaged community areas located within the Affected Communities are identified below. Other minority and disadvantaged community areas that are near the airport but not within Affected Communities are also identified below.

We have coordinated with **Regional Transportation Commission of Washoe County** to encourage them to provide transit service access between the airport and these areas.

The following chart identifies existing and planned transit services connecting the airport employment centers with the identified minority and disadvantaged community areas.

Minority and/or Disadvantaged Community Areas	Transit Service	Planned or Existing
Sparks CCD/Southeast Reno CCD	Fixed-route buses	Existing
Sparks CCD/Southeast Reno CCD	Paratransit Service	Existing

10. Minority Businesses

49 CFR 21 Appendix C (a)(1)(x)

Bids for airport concessions and other business opportunities are solicited from area minority and woman-owned businesses through the following methods:

Airport Business Opportunity	Minority Business Outreach Methods
<i>Rental Car Suppliers</i>	<i>Participation in Rental Car Supplier Diversity Outreach Day</i>
<i>Concessions</i>	<i>Community Roadshow/Leadership Outreach</i>
<i>General Employment</i>	<i>Job Fairs in Minority-Majority Neighborhoods</i>

Selections are in compliance with Title VI, Part 21, and related requirements. Information on the award process and documentation for specific bid decisions is kept with **the RTAA's Purchasing**

Department.

11. Training

New employee orientation incorporates Title VI training. Topics include:

- Title VI and related laws prohibit discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age
- Title VI complaints must be forwarded to the Coordinator
- Protections against retaliation for filing civil rights complaints or related actions
- Title VI notices must be displayed throughout the airport public facilities
- All contracts must include Title VI clauses
- Language interpretation and translation services
- Cultural and community relations sensitivity training
- Anti-harassment training

Refresher information will be provided at least every two years.

12. Compliance Reviews, Audits, Complaints, Lawsuits, and Other Investigations

FAA Notification. The Coordinator will notify FAA of any pending investigations and reviews, including:

- Compliance reviews or audits concerning civil rights requirements¹²
- Complaints, lawsuits, or other investigations alleging noncompliance with civil rights requirements¹³

As discussed in the Title VI Complaints Section, Title VI complaints must be forwarded to FAA contacts within 15 days of receipt. For all other civil rights investigations, **RTAA** must notify FAA contacts of any new investigations prior to grant execution.

At regular intervals, the Coordinator will provide FAA contacts with status updates for the investigations and reviews, until completed. For each existing investigation or review completed within 5 years of this plan, the Coordinator will also provide a statement about the outcome, unless previously provided.

13. Title VI Complaints

49 CFR 21.11; 49 CFR 21 Appendix C (b)(3); 28 CFR 42.406(d)

Scope. These procedures are for complaints of discrimination under Title VI and related laws (hereafter “Title VI Complaints.” In order to be a Title VI Complaint, the complaint must:

1. Allege discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age or violations administrative requirements under Title VI or related laws.
2. Not only be for employment matters¹⁴
3. Allege misconduct by the **RTAA** including airport employees, contractors, concessionaires, lessees, or tenants.
4. Concern an airport facility or actions by the **RTAA** including airport employees, contractors, concessionaires, lessees, or tenants.

¹² Includes any Title VI, ADA, Sec. 504, Title VII/EEO, or other civil rights program compliance review or audit to be performed on the Reno-Tahoe Airport Authority or any of its sub-recipients by any State, local or Federal agency.

¹³ Includes allegations of discrimination based on race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age, whether because of actions of the Reno-Tahoe Airport Authority itself, or its employees, contractors, or tenants. Includes noncompliance with related administrative requirements under civil rights laws.

¹⁴ Complaints of employment discrimination must be addressed as required by EEOC and other applicable authorities with jurisdiction over employment matters. If an Reno-Tahoe Airport Authority employment activity is supported by FAA-provided financial assistance or it is alleged that the employment discrimination affects the broader airport program, complaints about that activity must also be reported to FAA.

Rights. Any person who believes that he or she has been subjected to discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age has the right to file a complaint with the **RTAA**.¹⁵ Alternatively, they can file a formal complaint with an outside agency, such as the U.S. Departments of Justice or Transportation, or the Federal Aviation Administration (FAA), or seek other legal remedies.

Receipt of Complaint. The Coordinator will log in the complaint and promptly send copies of the complaint to **the Chief Legal Officer and President/CEO**.

Complaints must be filed within **180** days of the discriminatory event, must be in writing, and must be delivered to:

Tom Luria, Associate General Counsel
2001 E. Plumb Lane
Reno, NV 89502
775-328-6484
tluria@renoairport.com

If a complaint is initially made by phone, it must be supplemented with a written complaint before **180** days after the discriminatory event has passed. If a verbal complaint is received, the complainant should be given a copy of the Airport Discrimination Complaint Procedures and instructed to submit a written complaint. Accommodation will be provided upon request to individuals unable to file a written complaint due to a disability.

Initial Procedure. The Coordinator may meet with the complainant to clarify the issues, obtain additional information, and determine if informal resolution might be possible in lieu of an investigation. If successfully resolved, the Coordinator will issue a closure letter to the complainant, record the disposition in the complaints log, and report the resolution to FAA.

Discrimination Complaint Referral Procedure

Internal Complaint Referral. All Title VI complaints must be promptly forwarded to the Coordinator within **72 hours**.

Initial FAA Notification. A copy of each Title VI complaint will be forwarded to the FAA within 15 days of initial receipt (not the date that the Coordinator was notified). The Coordinator will forward a copy of the complaint and a statement describing all actions taken to resolve the matter, and the results thereof to the FAA Civil Rights staff. (Note: complaints based on disability do not have to be forwarded to FAA.) To transmit complaint information to the FAA, the Coordinator will **upload the complaint to the FAA Civil Rights Connect System**. The Coordinator will also seek technical assistance from FAA, as needed, throughout complaint intake, investigation and resolution process.

Investigation Procedure

Assignment of Investigator. The Coordinator will immediately begin the investigation or designate an investigator.

Cooperation with FAA. The Coordinator will promptly investigate all Title VI complaints, including those referred by the FAA for investigation. If the FAA is investigating a complaint against **the Reno-Tahoe Airport Authority**, the Coordinator will avoid interfering with the FAA investigation, cooperate with the FAA when needed, and share factual information with the FAA.

Prompt Investigation. The Coordinator will make every effort to complete discrimination complaint investigations within **60** calendar days after the complaint is received. Some investigations may take longer with a justification for the delay and assurance that the investigation is being completed as quickly as possible.

Contact with Complainant. The Coordinator will meet with the complainant to clarify the issues and obtain additional information, and also speak with community members and potential witnesses, as appropriate.

Investigation Report. After completing the investigation, the Coordinator will prepare a written report.

Consultation with Legal Counsel. In each case, the Coordinator will consult with Legal Counsel regarding the investigation and the report. Airport Legal Counsel will ensure that the report is consistent with the DOT and FAA Title VI nondiscrimination requirements.

Prompt Resolution of Disputes. The Coordinator will emphasize voluntary compliance and quickly and fairly resolve disputes with complainants, or with contractors, tenants, or other persons, through **informal mediation**.

Forwarding Report and Response to Complainant. At the completion of the investigation, the complainant and respondent will receive a letter of findings and determination of the investigation and any applicable resolution. The letter transmitting the findings and any applicable resolution will state **the Reno-Tahoe Airport Authority's** conclusion regarding whether unlawful discrimination occurred, and will describe the complainant's appeal rights. A summary of the investigation report, any appeal, or follow-up actions will be sent to the FAA via ***the FAA Civil Rights Connect System***.

Appeal Rights. The complainant must be notified of their right to appeal the findings or determinations, and of the procedures and requirements for an appeal:

- The complainant may appeal in writing to the **RTAA's Chief Legal Officer**.
- The written appeal must be received **within 10** business days after receipt of the written decision.
- The written appeal must contain all arguments, evidence, and documents supporting the basis for the appeal.

- The **RTAA's Chief Legal Officer** will issue a final written decision in response to the appeal.

Avoiding Future Discrimination. In addition to taking action with respect to any specific instances of discrimination, the **Reno-Tahoe Airport Authority** will identify and implement measures to reduce the chances of similar discrimination in the future.

Intimidation and Retaliation Prohibited. **Reno-Tahoe Airport Authority** employees, contractors, and tenants will not intimidate or retaliate against a person who has filed a complaint alleging discrimination.

For information on filing a complaint with DOT/FAA, please contact **Tom Luria**.

This complaint procedure is shared with the public through the following methods:

Website, In-person, and Other Distribution Methods

1 *Airport website, Title VI page at www.renoairport.com/at-the-airport/civil-rights/title-vi-procedures/*

2 Email completed complaint to titlevi@renoairport.com or tluria@renoairport.com

14. Population / Language Data
B16001 and S1701 tables for Affected Communities

LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER		United States [®] Census Bureau
Note: The table shown may have been modified by user selections. Some information may be missing.		
DATA NOTES		
TABLE ID:	B16001	
SURVEY/PROGRAM:	American Community Survey	
VINTAGE:	2015	
DATASET:	ACSDT5Y2015	
PRODUCT:	ACS 5-Year Estimates Detailed Tables	
UNIVERSE:	Population 5 years and over	
FTP URL:	https://www2.census.gov/programs-surveys/acs/summary_file/2015/data/	
API URL:	https://api.census.gov/data/2015/acs/acs5	
USER SELECTIONS		
TABLES	B16001	
GEOS	Reno Southeast CCD, Washoe County, Nevada	
EXCLUDED COLUMNS	None	
APPLIED FILTERS	None	
APPLIED SORTS	None	
PIVOT & GROUPING		
PIVOT COLUMNS	None	
PIVOT MODE	Off	
ROW GROUPS	None	
VALUE COLUMNS	None	
WEB ADDRESS	https://data.census.gov/table?q=B16001:LANGUAGE+SPOKEN+AT+HOME+BY+ABILITY+TO+SPEAK+ENGLISH+FOR+THE+POPULATION+5+YEARS+AND+OVER&g=060XX00US3203194709&tid=ACSDT5Y2015.B16001	

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Total:	55,028	±1,043
Speak only English	38,378	±1,098
Spanish or Spanish Creole:	13,891	±966
Speak English "very well"	8,254	±678
Speak English less than "very well"	5,637	±669
French (incl. Patois, Cajun):	88	±67
Speak English "very well"	78	±68
Speak English less than "very well"	10	±16
French Creole:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Italian:	29	±28
Speak English "very well"	29	±28
Speak English less than "very well"	0	±29
Portuguese or Portuguese Creole:	16	±23
Speak English "very well"	16	±23
Speak English less than "very well"	0	±29
German:	149	±91
Speak English "very well"	109	±81
Speak English less than "very well"	40	±39
Yiddish:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Other West Germanic languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Scandinavian languages:	59	±77
Speak English "very well"	51	±77
Speak English less than "very well"	8	±13
Greek:	26	±30
Speak English "very well"	26	±30
Speak English less than "very well"	0	±29
Russian:	147	±168
Speak English "very well"	51	±66
Speak English less than "very well"	96	±104
Polish:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Serbo-Croatian:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Other Slavic languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Armenian:	0	±29
Speak English "very well"	0	±29

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Speak English less than "very well"	0	±29
Persian:	56	±67
Speak English "very well"	51	±67
Speak English less than "very well"	5	±10
Gujarati:	52	±125
Speak English "very well"	30	±74
Speak English less than "very well"	22	±51
Hindi:	96	±188
Speak English "very well"	69	±139
Speak English less than "very well"	27	±51
Urdu:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Other Indic languages:	61	±63
Speak English "very well"	16	±25
Speak English less than "very well"	45	±44
Other Indo-European languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Chinese:	296	±197
Speak English "very well"	143	±127
Speak English less than "very well"	153	±131

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Japanese:	30	±45
Speak English "very well"	16	±24
Speak English less than "very well"	14	±22
Korean:	52	±40
Speak English "very well"	12	±18
Speak English less than "very well"	40	±37
Mon-Khmer, Cambodian:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Hmong:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Thai:	34	±47
Speak English "very well"	28	±46
Speak English less than "very well"	6	±11
Laotian:	35	±56
Speak English "very well"	35	±56
Speak English less than "very well"	0	±29
Vietnamese:	36	±39
Speak English "very well"	22	±35
Speak English less than "very well"	14	±20
Other Asian languages:	0	±29
Speak English "very well"	0	±29

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Speak English less than "very well"	0	±29
Tagalog:	1,214	±360
Speak English "very well"	796	±261
Speak English less than "very well"	418	±170
Other Pacific Island languages:	90	±81
Speak English "very well"	47	±44
Speak English less than "very well"	43	±55
Navajo:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Other Native North American languages:	20	±31
Speak English "very well"	20	±31
Speak English less than "very well"	0	±29
Hungarian:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Arabic:	65	±104
Speak English "very well"	48	±78
Speak English less than "very well"	17	±26
Hebrew:	7	±11
Speak English "very well"	7	±11

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Speak English less than "very well"	0	±29
African languages:	101	±160
Speak English "very well"	101	±160
Speak English less than "very well"	0	±29
Other and unspecified languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29

Table: ACSDT5Y2015.B16001

TABLE NOTES	<p>Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Data and Documentation section.</p> <p>Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.</p>
	<p>Tell us what you think. Provide feedback to help make American Community Survey data more useful for you.</p> <p>Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.</p>

Table: ACSDT5Y2015.B16001

	<p>Explanation of Symbols: * An "***" entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.</p> <p>* An "-" entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.</p> <p>* An "-" following a median estimate means the median falls in the lowest interval of an open-ended distribution.</p> <p>* An "+" following a median estimate means the median falls in the upper interval of an open-ended distribution.</p> <p>* An "****" entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.</p> <p>* An "*****" entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.</p> <p>* An "N" entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.</p> <p>* An "(X)" means that the estimate is not applicable or not available.</p>
	<p>Estimates of urban and rural population, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.</p>
	<p>While the 2011-2015 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.</p>
	<p>Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using multi-year data containing data from 2013. For more information, see: Language User Note.</p>

Table: ACSDT5Y2015.B16001

	Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these
	Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates
COLUMN NOTES	None

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
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Speak English less than "very well"	5,637	±669
French (incl. Patois, Cajun):	88	±67
Speak English "very well"	78	±68
Speak English less than "very well"	10	±16
French Creole:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Italian:	29	±28
Speak English "very well"	29	±28
Speak English less than "very well"	0	±29
Portuguese or Portuguese Creole:	16	±23
Speak English "very well"	16	±23
Speak English less than "very well"	0	±29
German:	149	±91
Speak English "very well"	109	±81
Speak English less than "very well"	40	±39
Yiddish:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Other West Germanic languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Scandinavian languages:	59	±77
Speak English "very well"	51	±77
Speak English less than "very well"	8	±13
Greek:	26	±30
Speak English "very well"	26	±30
Speak English less than "very well"	0	±29
Russian:	147	±168
Speak English "very well"	51	±66
Speak English less than "very well"	96	±104
Polish:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Serbo-Croatian:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Other Slavic languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Armenian:	0	±29
Speak English "very well"	0	±29

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
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Persian:	56	±67
Speak English "very well"	51	±67
Speak English less than "very well"	5	±10
Gujarati:	52	±125
Speak English "very well"	30	±74
Speak English less than "very well"	22	±51
Hindi:	96	±188
Speak English "very well"	69	±139
Speak English less than "very well"	27	±51
Urdu:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Other Indic languages:	61	±63
Speak English "very well"	16	±25
Speak English less than "very well"	45	±44
Other Indo-European languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Chinese:	296	±197
Speak English "very well"	143	±127
Speak English less than "very well"	153	±131

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Japanese:	30	±45
Speak English "very well"	16	±24
Speak English less than "very well"	14	±22
Korean:	52	±40
Speak English "very well"	12	±18
Speak English less than "very well"	40	±37
Mon-Khmer, Cambodian:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Hmong:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Thai:	34	±47
Speak English "very well"	28	±46
Speak English less than "very well"	6	±11
Laotian:	35	±56
Speak English "very well"	35	±56
Speak English less than "very well"	0	±29
Vietnamese:	36	±39
Speak English "very well"	22	±35
Speak English less than "very well"	14	±20
Other Asian languages:	0	±29
Speak English "very well"	0	±29

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Speak English less than "very well"	0	±29
Tagalog:	1,214	±360
Speak English "very well"	796	±261
Speak English less than "very well"	418	±170
Other Pacific Island languages:	90	±81
Speak English "very well"	47	±44
Speak English less than "very well"	43	±55
Navajo:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Other Native North American languages:	20	±31
Speak English "very well"	20	±31
Speak English less than "very well"	0	±29
Hungarian:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29
Arabic:	65	±104
Speak English "very well"	48	±78
Speak English less than "very well"	17	±26
Hebrew:	7	±11
Speak English "very well"	7	±11

Table: ACSDT5Y2015.B16001

	Sparks CCD, Washoe County, Nevada	
Label	Estimate	Margin of Error
Speak English less than "very well"	0	±29
African languages:	101	±160
Speak English "very well"	101	±160
Speak English less than "very well"	0	±29
Other and unspecified languages:	0	±29
Speak English "very well"	0	±29
Speak English less than "very well"	0	±29

Table: ACSST5Y2021.S1701

	Reno Southeast CCD, Washoe County, Nevada					
	Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population for whom poverty status is determined	82,916	±2,241	9,947	±1,398	12.0%	±1.6
AGE						
Under 18 years	19,383	±1,253	2,961	±734	15.3%	±3.4
Under 5 years	5,332	±704	724	±284	13.6%	±5.0
5 to 17 years	14,051	±1,102	2,237	±637	15.9%	±4.1
Related children of householder under 18 years	19,308	±1,257	2,886	±729	14.9%	±3.4
18 to 64 years	52,386	±1,613	5,920	±828	11.3%	±1.6
18 to 34 years	20,289	±1,353	2,359	±483	11.6%	±2.2
35 to 64 years	32,097	±1,246	3,561	±633	11.1%	±1.9
60 years and over	16,209	±913	1,692	±368	10.4%	±2.1
65 years and over	11,147	±655	1,066	±284	9.6%	±2.4
SEX						
Male	40,703	±1,571	4,113	±733	10.1%	±1.7
Female	42,213	±1,195	5,834	±896	13.8%	±2.1
RACE AND HISPANIC OR LATINO ORIGIN						
White alone	54,927	±2,061	5,213	±986	9.5%	±1.7
Black or African American alone	2,018	±465	407	±193	20.2%	±8.9
American Indian and Alaska Native alone	1,092	±244	308	±109	28.2%	±9.2
Asian alone	6,381	±1,238	319	±127	5.0%	±2.3
Native Hawaiian and Other Pacific Islander alone	994	±295	79	±56	7.9%	±5.8
Some other race alone	10,056	±1,422	2,218	±824	22.1%	±7.5
Two or more races	7,448	±1,324	1,403	±816	18.8%	±9.2
Hispanic or Latino origin (of any race)	22,873	±1,707	4,224	±1,123	18.5%	±4.4
White alone, not Hispanic or Latino	46,653	±1,897	4,370	±849	9.4%	±1.8
EDUCATIONAL ATTAINMENT						
Population 25 years and over	57,056	±1,490	6,008	±868	10.5%	±1.5
Less than high school graduate	6,671	±693	1,414	±305	21.2%	±4.1
High school graduate (includes equivalency)	13,591	±951	2,222	±528	16.3%	±3.9
Some college, associate's degree	17,863	±1,242	1,446	±352	8.1%	±1.9
Bachelor's degree or higher	18,931	±1,262	926	±350	4.9%	±1.8
EMPLOYMENT STATUS						
Civilian labor force 16 years and over	46,153	±1,537	3,130	±578	6.8%	±1.2
Employed	43,832	±1,448	2,288	±436	5.2%	±1.0

Table: ACSST5Y2021.S1701

	Reno Southeast CCD, Washoe County, Nevada					
	Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Male	22,759	±883	807	±221	3.5%	±0.9
Female	21,073	±995	1,481	±372	7.0%	±1.8
Unemployed	2,321	±452	842	±340	36.3%	±10.5
Male	975	±236	290	±145	29.7%	±12.9
Female	1,346	±409	552	±302	41.0%	±13.4
WORK EXPERIENCE						
Population 16 years and over	65,793	±1,739	7,325	±944	11.1%	±1.4
Worked full-time, year-round in the past 12 months	32,142	±1,490	773	±253	2.4%	±0.8
Worked part-time or part-year in the past 12 months	15,150	±947	2,181	±411	14.4%	±2.7
Did not work	18,501	±1,116	4,371	±701	23.6%	±3.2
ALL INDIVIDUALS WITH INCOME BELOW THE FOLLOWING POVERTY RATIOS						
50 percent of poverty level	4,785	±970	(X)	(X)	(X)	(X)
125 percent of poverty level	13,626	±1,756	(X)	(X)	(X)	(X)
150 percent of poverty level	17,283	±1,695	(X)	(X)	(X)	(X)
185 percent of poverty level	23,474	±1,850	(X)	(X)	(X)	(X)
200 percent of poverty level	25,652	±2,029	(X)	(X)	(X)	(X)
300 percent of poverty level	36,397	±2,013	(X)	(X)	(X)	(X)
400 percent of poverty level	47,175	±2,267	(X)	(X)	(X)	(X)
500 percent of poverty level	56,977	±2,691	(X)	(X)	(X)	(X)
UNRELATED INDIVIDUALS FOR WHOM POVERTY STATUS IS DETERMINED	21,095	±1,345	4,414	±652	20.9%	±2.7
Male	10,745	±803	1,692	±299	15.7%	±2.7
Female	10,350	±885	2,722	±539	26.3%	±4.4
15 years	62	±39	62	±39	100.0%	±41.8
16 to 17 years	13	±18	13	±18	100.0%	±91.2
18 to 24 years	2,743	±553	701	±220	25.6%	±7.4
25 to 34 years	5,258	±884	890	±306	16.9%	±4.4
35 to 44 years	2,206	±384	501	±197	22.7%	±7.1
45 to 54 years	2,990	±536	616	±299	20.6%	±8.4
55 to 64 years	3,523	±485	1,017	±317	28.9%	±7.2
65 to 74 years	2,556	±334	342	±129	13.4%	±4.7
75 years and over	1,744	±327	272	±132	15.6%	±6.3
Mean income deficit for unrelated individuals (dollars)	8,007	±598	(X)	(X)	(X)	(X)
Worked full-time, year-round in the past 12 months	10,271	±991	298	±139	2.9%	±1.3
Worked less than full-time, year-round in the past 12 months	4,577	±547	1,336	±294	29.2%	±5.7
Did not work	6,247	±701	2,780	±574	44.5%	±6.1

Table: ACSST5Y2021.S1701

	Reno Southeast CCD, Washoe County, Nevada					
	Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population in housing units for whom poverty status is determined	82,741	±2,243	9,807	±1,394	11.9%	±1.6

Table: ACSST5Y2021.S1701

	Sparks CCD, Washoe County, Nevada					
	Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population for whom poverty status is determined	61,967	±1,873	6,624	±1,248	10.7%	±1.9
AGE						
Under 18 years	13,694	±1,038	2,096	±605	15.3%	±4.1
Under 5 years	3,523	±635	697	±288	19.8%	±7.5
5 to 17 years	10,171	±907	1,399	±491	13.8%	±4.5
Related children of householder under 18 years	13,597	±1,033	2,020	±594	14.9%	±4.1
18 to 64 years	38,966	±1,431	3,711	±737	9.5%	±1.8
18 to 34 years	15,639	±1,209	1,835	±527	11.7%	±3.0
35 to 64 years	23,327	±1,160	1,876	±467	8.0%	±2.0
60 years and over	12,891	±840	1,214	±313	9.4%	±2.4
65 years and over	9,307	±644	817	±217	8.8%	±2.3
SEX						
Male	31,642	±1,085	2,662	±569	8.4%	±1.8
Female	30,325	±1,306	3,962	±821	13.1%	±2.5
RACE AND HISPANIC OR LATINO ORIGIN						
White alone	38,162	±1,999	3,349	±692	8.8%	±1.8
Black or African American alone	1,333	±405	191	±132	14.3%	±9.5
American Indian and Alaska Native alone	965	±330	136	±99	14.1%	±9.3
Asian alone	3,316	±684	282	±207	8.5%	±5.9
Native Hawaiian and Other Pacific Islander alone	597	±283	0	±31	0.0%	±6.5
Some other race alone	8,593	±1,470	1,556	±798	18.1%	±7.7
Two or more races	9,001	±1,965	1,110	±667	12.3%	±6.2
Hispanic or Latino origin (of any race)	25,637	±2,013	3,339	±1,060	13.0%	±3.9
White alone, not Hispanic or Latino	28,667	±1,666	2,534	±538	8.8%	±1.8
EDUCATIONAL ATTAINMENT						
Population 25 years and over	42,377	±1,227	3,595	±589	8.5%	±1.4
Less than high school graduate	8,701	±1,012	1,304	±462	15.0%	±4.9
High school graduate (includes equivalency)	12,414	±908	1,009	±256	8.1%	±1.9
Some college, associate's degree	13,484	±921	972	±260	7.2%	±1.8
Bachelor's degree or higher	7,778	±627	310	±159	4.0%	±2.0
EMPLOYMENT STATUS						
Civilian labor force 16 years and over	33,813	±1,531	2,371	±549	7.0%	±1.5
Employed	31,533	±1,482	1,936	±461	6.1%	±1.4

Table: ACSST5Y2021.S1701

	Sparks CCD, Washoe County, Nevada					
	Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Male	17,577	±926	689	±204	3.9%	±1.2
Female	13,956	±875	1,247	±372	8.9%	±2.5
Unemployed	2,280	±364	435	±212	19.1%	±8.4
Male	1,281	±322	139	±92	10.9%	±6.5
Female	999	±310	296	±195	29.6%	±15.3
WORK EXPERIENCE						
Population 16 years and over	50,041	±1,483	4,790	±886	9.6%	±1.7
Worked full-time, year-round in the past 12 months	22,399	±1,247	547	±210	2.4%	±1.0
Worked part-time or part-year in the past 12 months	12,248	±973	1,709	±418	14.0%	±3.1
Did not work	15,394	±1,070	2,534	±580	16.5%	±3.3
ALL INDIVIDUALS WITH INCOME BELOW THE FOLLOWING POVERTY RATIOS						
50 percent of poverty level	2,236	±616	(X)	(X)	(X)	(X)
125 percent of poverty level	9,924	±1,528	(X)	(X)	(X)	(X)
150 percent of poverty level	12,889	±1,600	(X)	(X)	(X)	(X)
185 percent of poverty level	17,462	±1,654	(X)	(X)	(X)	(X)
200 percent of poverty level	20,261	±1,776	(X)	(X)	(X)	(X)
300 percent of poverty level	34,078	±2,171	(X)	(X)	(X)	(X)
400 percent of poverty level	43,847	±2,131	(X)	(X)	(X)	(X)
500 percent of poverty level	50,117	±2,155	(X)	(X)	(X)	(X)
UNRELATED INDIVIDUALS FOR WHOM POVERTY STATUS IS DETERMINED	14,023	±1,218	2,443	±508	17.4%	±3.1
Male	7,375	±812	828	±219	11.2%	±2.7
Female	6,648	±693	1,615	±382	24.3%	±5.0
15 years	0	±31	0	±31	-	**
16 to 17 years	76	±57	76	±57	100.0%	±37.7
18 to 24 years	1,993	±634	708	±342	35.5%	±10.0
25 to 34 years	2,978	±590	389	±150	13.1%	±4.5
35 to 44 years	1,488	±397	65	±61	4.4%	±4.0
45 to 54 years	1,681	±343	148	±74	8.8%	±4.2
55 to 64 years	2,353	±412	405	±156	17.2%	±7.0
65 to 74 years	1,799	±256	363	±132	20.2%	±7.0
75 years and over	1,655	±341	289	±158	17.5%	±8.4
Mean income deficit for unrelated individuals (dollars)	7,459	±753	(X)	(X)	(X)	(X)
Worked full-time, year-round in the past 12 months	6,405	±828	108	±74	1.7%	±1.2
Worked less than full-time, year-round in the past 12 months	3,394	±569	900	±346	26.5%	±7.9
Did not work	4,224	±541	1,435	±355	34.0%	±6.4

Table: ACSST5Y2021.S1701

	Sparks CCD, Washoe County, Nevada					
	Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population in housing units for whom poverty status is determined	61,926	±1,868	6,593	±1,251	10.6%	±1.9

15. Completed Unlawful Discrimination Poster

Unlawful Discrimination

It is unlawful for airport operators and their lessees, tenants, concessionaires and contractors to discriminate against any person because of race, color, national origin, sex, creed or disability in public services and employment opportunities. Allegations of discrimination should be promptly reported to the Airport Manager or:

Federal Aviation Administration
Office of Civil Rights, ACR-1
800 Independence Avenue, S.W.
Washington, D.C. 20591

Federal regulations on unlawful discrimination are available for review in the Airport Manager's Office

Coordinator: Reno-Tahoe Airport Authority Title VI Coordinator
Phone: 775-328-6400
Address: 2001 E. Plumb Ln. Reno, NV 89502

Discriminación Ilegal

Se prohíbe a los operadores de aeropuertos y a sus arrendatarios, inquilinos, concesionarios y contratistas discriminar contra cualquier persona por motivo de raza, color, nacionalidad de origen, sexo, creencias religiosas, impedimento físico o discapacidad en lo que respecta a servicios públicos y oportunidades de empleo. Las alegaciones de discriminación deberán ser dirigidas inmediatamente al Administrador del Aeropuerto o a:

Federal Aviation Administration
Office of Civil Rights, ACR-1
800 Independence Avenue, S.W.
Washington, D.C. 20591

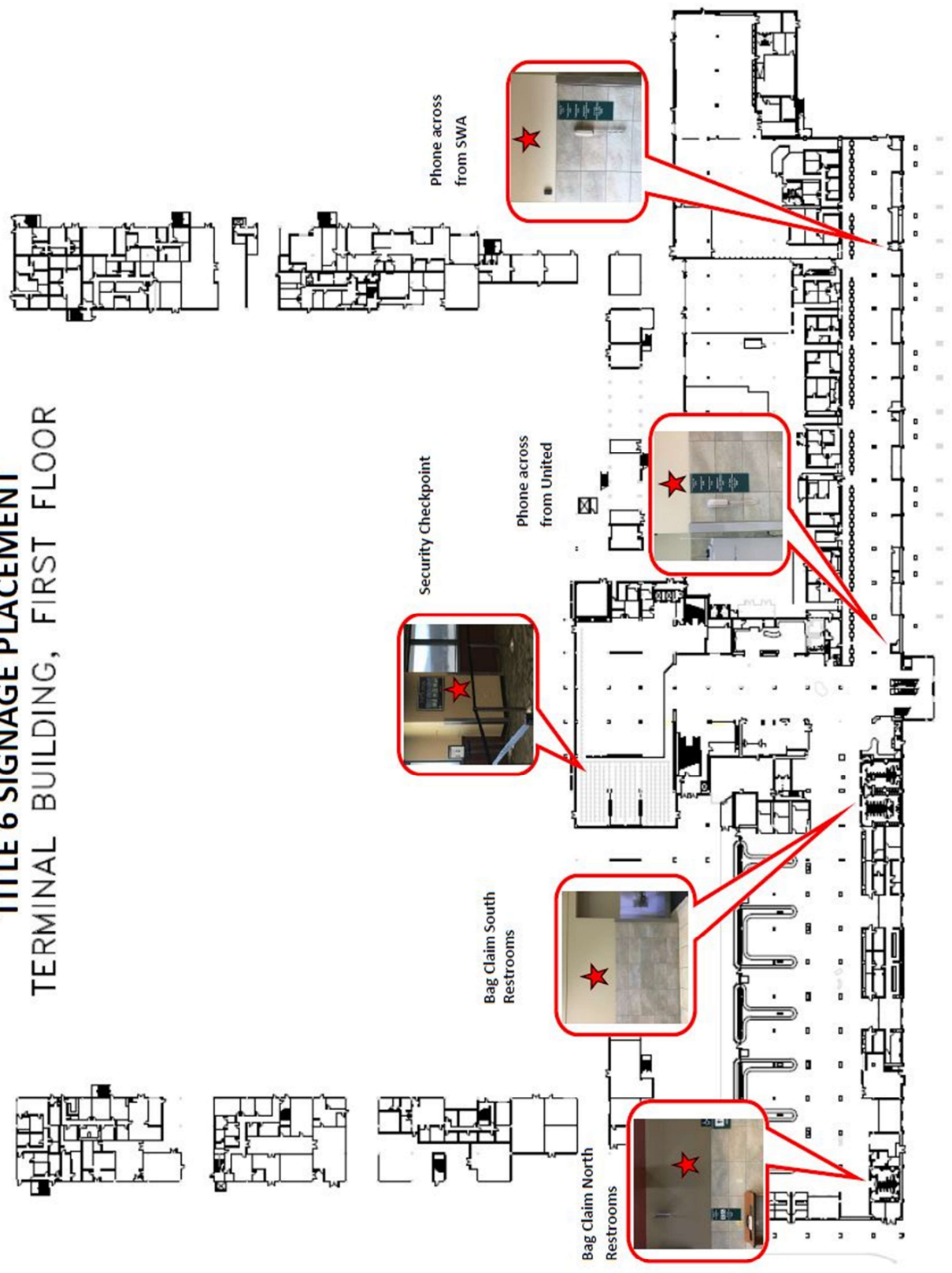
Los reglamentos sobre discriminación ilegal están a la disposición de los interesados para su examen en la oficina del Administrador del Aeropuerto.

Coordinador: Reno-Tahoe Airport Authority Title VI Coordinator
Teléfono: 775-328-6400
Dirección: 2001 E. Plumb Ln., Reno, NV 89502

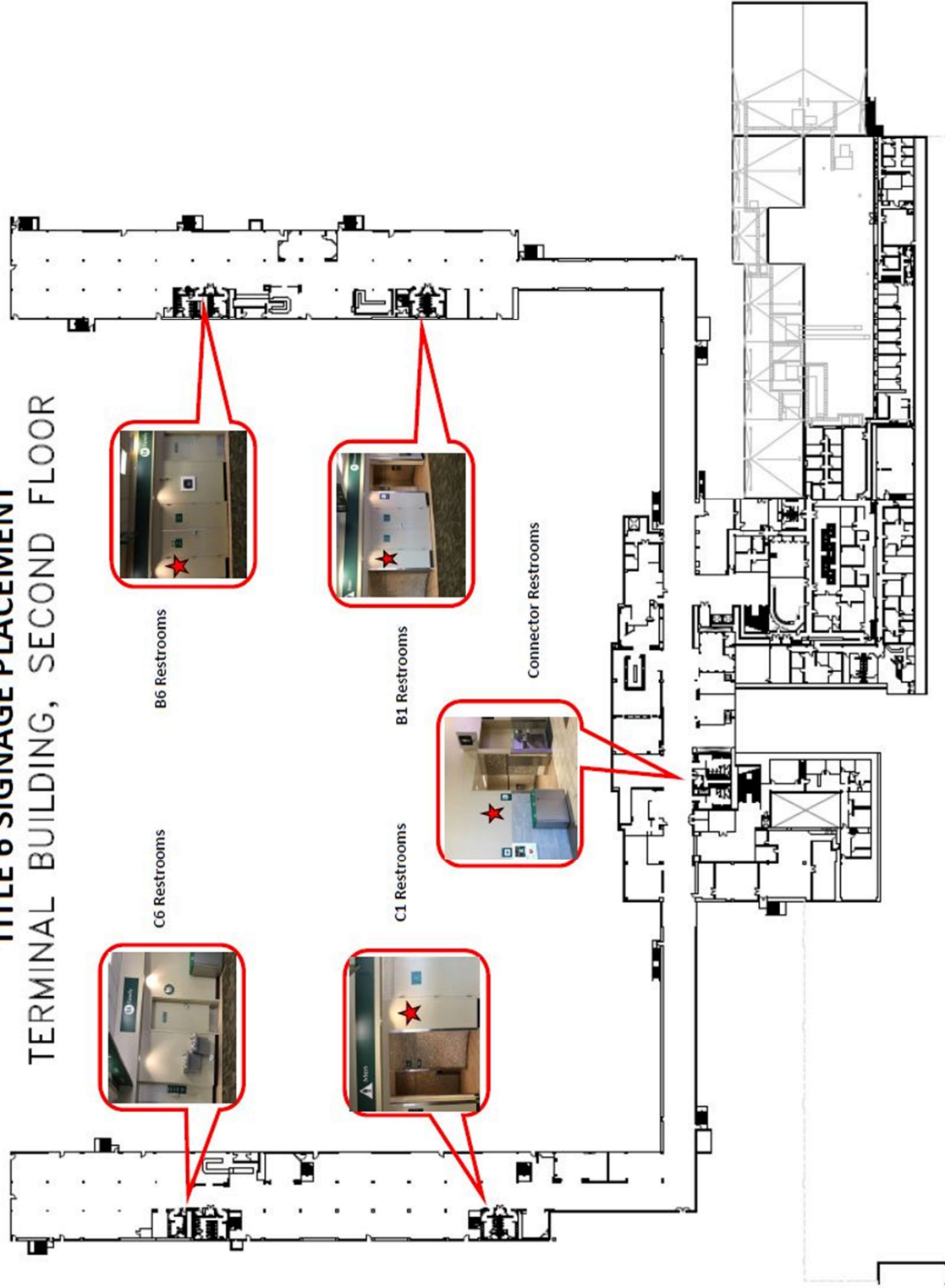


U.S. Department of Transportation
Federal Aviation Administration

TITLE 6 SIGNAGE PLACEMENT TERMINAL BUILDING, FIRST FLOOR



TITLE 6 SIGNAGE PLACEMENT TERMINAL BUILDING, SECOND FLOOR



16. Affected Communities

445

Sparks CCD

580

Reno Southeast CCD



Board Memorandum

01/2024-03

In Preparation for the Regular Board Meeting on January 11, 2024

Subject: Consideration to authorize the President/CEO to execute Professional Services Agreement for Construction Manager at Risk Pre-construction Services with Clark/Sullivan Construction for The HQ Project at Reno-Tahoe International Airport for \$38,100 for Phase I and \$81,400 for Phase 2, totaling a Not-to-Exceed amount of \$119,500

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

BACKGROUND

The HQ Project is intended to provide a multi-use headquarters (HQ) facility to house both Airport Police and Airport Administrative Offices. The Project is being designed to accomplish a number of important objectives, in coordination with the New Gen A & B concourse project.

The Airport Police offices and facilities presently occupy the lower level of Concourse B (south), which will be demolished when the new Concourse A is completed. The airport Administrative Offices presently occupy the second floor of the main terminal. The present administration and police spaces do not have any expansion ability and do not support collaborative spaces. The HQ Project will bring all administrative and police functions into a single facility purposely designed for the specific functions of all working groups. The new space will provide better collaboration, and more efficient use of shared common spaces; enable better police response time to both landside and airside calls; and accommodate employment growth/expansion capability for the next 10 to 20 years.

In May 2023, a two-phase RTAA Administration Workspace Study was completed with a preferred alternative for design, supported by both RTAA staff and Trustees.

The Basis of Design Report identified a construction base cost estimate of \$46.7 million, or \$56.2 million with RTAA's preferred upgrades.

Currently, the preliminary all-in cost for the project (including design, construction, executive program management services, relocation costs, furniture, fixtures, and equipment, etc.) exceeds the pre-design estimated costs. The RTAA and Red Brick, the Executive Program Manager (EPM), anticipate working with the Architect and the Construction Manager at Risk (CMAR) during the initial stages of the Project to further develop and value engineer the effort to bring down the cost estimate. In negotiating the scope and fee with RS&H Company, staff has established a target

construction budget of \$50 million. The design effort will not advance beyond 30% design unless an acceptable cost estimate is developed and approved then by the RTAA Board of Trustees.

The current agreement with RS&H is for 30% design. Upon successful completion of the 30% design phase, April 2024, and with RTAA Board of Trustees' approval, the Project will advance to the second phase to 100% design.

DISCUSSION

The proposed action now before the Board is for two separate Pre-Construction Services Agreements with Clark/Sullivan Construction. The two agreements align with the two phases just described: the 30% design phase for \$38,100 will be initiated upon approval by the Board; and the second phase will be conditional on Board approval moving forward to 100% design.

The selection process for the Construction Manager at Risk (CMAR) was as follows:

- Request for Proposal (RFP) was released on September 29, 2023.
- Proposals were due November 13, 2023. RTAA received 2 proposals from qualified firms.
- Proposals were reviewed by the selection committee on November 22, 2023. Both firms were shortlisted for interview: Clark/Sullivan Construction, and CORE Construction.
- Interviews were conducted on December 15, 2023.
- The selection committee consisted of 2 Board of Trustees members, 3 RTAA employees, and the Executive Program Manager, along with input from 6 Subject Matter Experts.
- Clark/Sullivan Construction was unanimously selected.

Clark/Sullivan Construction (C/S) was unanimously selected over Core Construction (CORE) for the following reasons:

- All key members of the C/S team were present. The project manager led the discussion and will oversee both pre-construction and construction. Excellent team.
- Explained each of their roles in the different phases of pre-construction better.
- Can self-perform some work tasks, potentially reducing costs and expediting schedule(s).
- Presentation was very good and followed the outline presented to them.
- Discussed MoreRNO and the Central Utility Plant integration better.
- Prior experience working at Reno-Tahoe International Airport on multiple projects.
- The five Question and Answers (Q&A) were answered with very good details.
- C/S provided a building envelope consultant which is important in the sustainability of the building.
- Presented scenario was resolved more completely and with better input from each of the key members of the C/S team.
- Final wrap-up was excellent.

The Professional Services Agreements for both the 30% and 100% phases of Pre-Construction Services will engage the CMAR to work hand-in-hand with the architect, RS&H, throughout the design phases of the new airport police station and administrative office space – The HQ Project. Ultimately, if the Board approves, a contract would be issued for the actual construction of the HQ building and associated site work. It is anticipated that the construction contract would include

multiple Guaranteed Maximum Price amendments, in an approach similar to the New Gen B & C concourse project.

The CMAR is tasked with helping RS&H achieve the 30% design within the \$50 million construction budget by end of March 2024. The CMAR will provide cost estimating, scheduling, constructability reviews and material/fixtures/finishes expertise during each of the design phases. This will allow the design firm to adjust designs to maintain the goal of the \$50 million construction cost. Once successful in achieving the project within an affordable price range and gaining Board approval, the RTAA will issue the second Pre-Construction Services Agreement for Phase 2 moving the project to 100% design completion.

FISCAL IMPACT

- The amount for the first phase in the amount of \$38,100 for Pre-Construction Services through 30% design.
- The amount for the second phase, if approved, in the amount of \$81,400 for Pre-Construction Services for 30% to 100% design.
- Total Not-to-Exceed amount of \$119,500

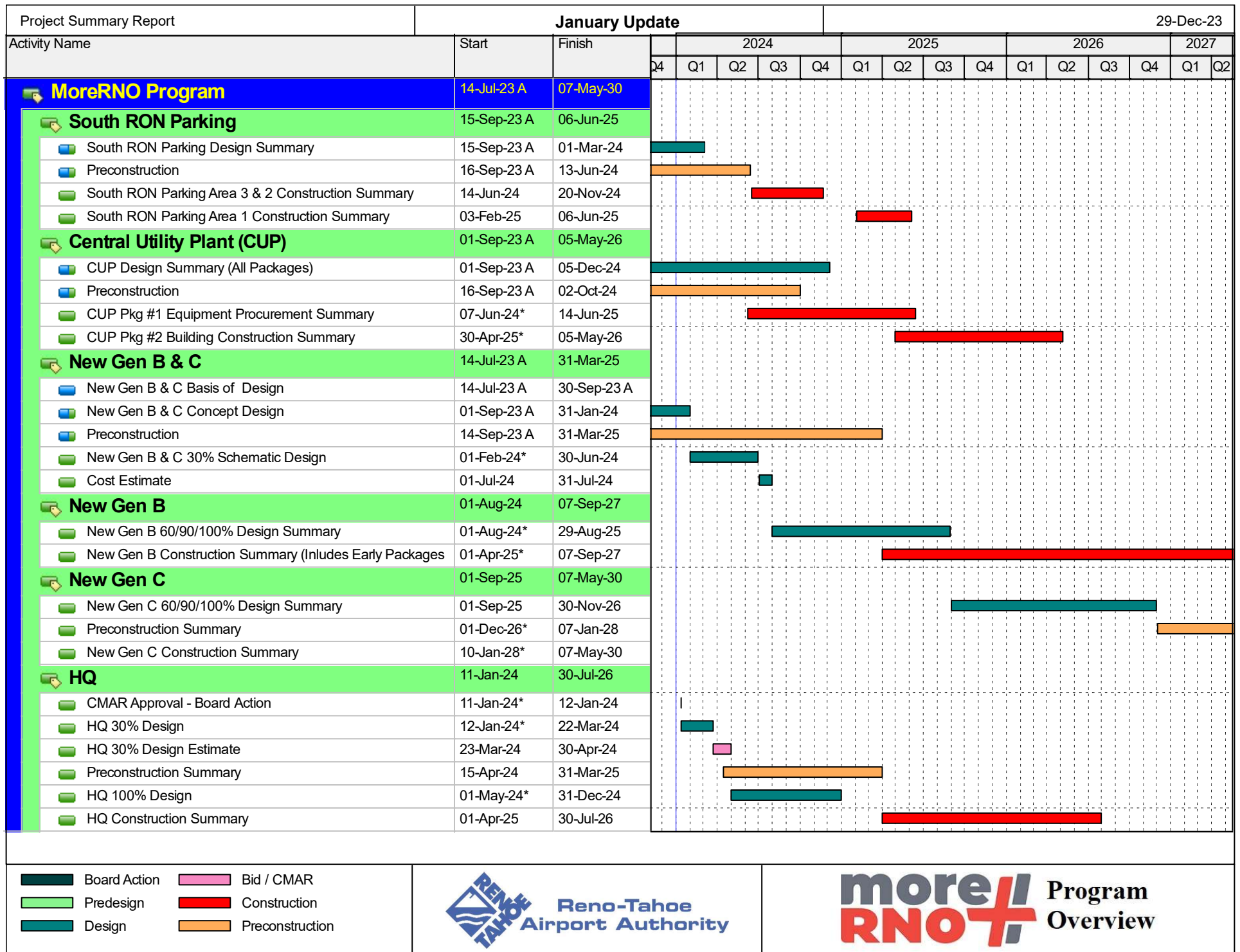
COMMITTEE COORDINATION

Planning and Construction Committee

PROPOSED MOTION

“Move to authorize the President/CEO to execute Professional Services Agreements for Construction Manager at Risk Pre-Construction Services with Clark/Sullivan Construction for The HQ Project at Reno-Tahoe International Airport. Authorization is requested to be in two phases:

- First phase in the amount of \$38,100 for Pre-Construction Services through 30% design.
- Second phase in the amount of \$81,400 for Pre-Construction Services for 30% to 100% design contingent on Board approval of an affordable design option.
- Total Not-to-Exceed amount of \$119,500.”



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**RENO-TAHOE AIRPORT AUTHORITY
PLANNING AND CONSTRUCTION COMMITTEE
PROJECT STATUS REPORT
JANUARY 2024**

ENGINEERING PROJECTS

RENO-STEAD AIRPORT PROJECTS

Taxiway Alpha and Adjoining Aircraft Parking Apron Rehabilitation

This project consists of 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 4 – Construction

The design of Phase 4 was completed and went out to bid in March 2023. This year's current contract includes approximately 51,205 square yards of new TWY A & Apron improvements and LED Lighting upgrades. Change Order No. 1 adds an additional 4,340 square yards of TWY A & Apron improvements. The FAA AIP & AIG grants have been received. All major construction activities have been completed. LED lighting is complete, and the last punch list item will be completed December 18.

Phase 4 – The following are project milestones:

- | | |
|--------------------------|-------------------|
| • Issue for Bid | March 2023 |
| • Bids Opened | March 23, 2023 |
| • Board Approval | April 13, 2023 |
| • Change Order No. 1 | May 18, 2023 |
| • Start of Construction | June 26, 2023 |
| • Substantial Completion | November 15, 2023 |

Phase 4 – The following are the next steps:

- | | |
|--------------------|--------------|
| • Project Closeout | January 2024 |
|--------------------|--------------|

RENO-TAHOE INTERNATIONAL AIRPORT PROJECTS

RNO Airside Pavement Maintenance Project – 2023

The RNO Airside Pavement Maintenance Project – 2023 is slurry sealing of runway 8/26 shoulders and Taxiway Lima shoulders. There are two bid alternates included in the bid to slurry the east lighting vault pavement and the central disposal facility pavement.

The project was designed and put out to bid by RTAA Staff as an informal quote on July 18, 2023. Two bids were received and Intermountain was selected as the responsive low bidder. Original bid work was completed October 2023. Construction was under budget and will allow for additional slurry areas to be completed in spring 2024.

The following are project milestones:

- | | |
|-----------------------------|--------------------------|
| • Bids Advertised | July 18, 2023 |
| • Bid Opening | August 3, 2023 |
| • Original Bid Construction | September - October 2023 |

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

- | | |
|--------------------|----------------------|
| • Additional Work | May 2024 – June 2024 |
| • Project Closeout | July 2024 |

Ticketing Hall Expansion Project (Part of the MoreRNO Program)

There is limited work remaining on the exterior. The metal panels around the entries are currently being installed. **The south façade work will begin in February.** On the interior, painting and the installation of wallcovering continues. **The installation of the wood wall features has begun on the framed spaces.** The final Lobby Terrazzo phase is scheduled to begin on January 8th. **The Terrazzo installation has been completed in the circulation path of the expansion.** The tile installation in the expansion began the week of December 4th and continues. 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 | March 2024 |
|--------------------------|------------|

Taxiway B Reconstruction & General Aviation Runup Area

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

The low responsive bidder was Granite Construction and was approved at the May Board meeting. The FAA AIP grant has been awarded, and funding has been received. Granite started construction in August 2023 on the GA Aviation Runup area and will be completed early January. Taxiway B construction will be completed in the spring.

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 |
| • Board of Trustees Meeting/Award | May 18, 2023 |
| • GA Runup Construction Begins | August 28, 2023 |

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

- | | |
|----------------------------------|--------------|
| • GA Runup Construction Finishes | January 2024 |
| • Taxiway B Construction Begins | March 2023 |
| • Project Completion | May 2023 |

Terminal Loop Road (Part of the MoreRNO Program)

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

The remaining paving of Phase One was completed in December. Installation of the canopy to the south of the ticketing hall and along the median will begin in January and continue through March 2024. After the opening of the ticketing hall in April 2024, work along the west side of The Loop will begin.

The following are project milestones:

- | | |
|-----------------------|-------------------|
| • Design Completed | December 19, 2022 |
| • Bidding Advertising | January 11, 2023 |
| • Bid Opening | February 8, 2023 |
| • Board Approval | April 13, 2023 |
| • Construction Start | July 2023 |

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

- | | |
|----------------------|---------------|
| • Phase 1 Completion | January 2024 |
| • Phase 2 Completion | November 2024 |

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 is funded through PFC 15 in the amount of \$2,889,000.

Kone, Inc. was awarded the construction contract at the August 11, 2022, board meeting. The contractor took measurements onsite and began the procurement process in September 2022, and construction began in mid-April of 2023. The project is on schedule.

The following are project milestones:

- | | |
|--------------------------------------|--------------------|
| • Bids Advertised | May 24, 2022 |
| • Bids Opened | June 28, 2022 |
| • Board Approval | August 11, 2022 |
| • Notice Procurement | September 2022 |
| • Start of Construction | April 10, 2023 |
| • Switchover to west side escalators | September 21, 2023 |

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

- | | |
|----------------------------|----------------------|
| • Project Completion | January 2024 |
| • Project Close-Out | February 2024 |

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 consists of all the necessary grading, utilities, drainage, lighting, pavement, and card access gates.

The low responsive bidder was Sierra Nevada Construction (SNC). Sierra Nevada Construction, construction contract was approved at the May 2023 board meeting. **The installation of the electric meter is anticipated by the end of February 2024. The lot is being powered by a temporary pedestal. Most of the fencing is installed.**

The following are project milestones:

- | | |
|----------------------------------|-------------------|
| • Substantial Completion Phase 1 | November 18, 2022 |
| • Bids Advertised | March 21, 2023 |
| • Bid Opening | April 12, 2023 |
| • Board Approval | May 18, 2023 |
| • Start of Construction | July 5, 2023 |
| • Substantial Completion | November 2023 |

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

- | | |
|---------------------------|---------------|
| • Construction Completion | February 2024 |
|---------------------------|---------------|

Air Cargo Way Reconstruction Project

The Air Cargo Way Reconstruction Project is an existing roadway being reconstructed that is approximately 900 feet long along with reconstruction of the pavement at the entrance to the purchasing lot. Pavements at both areas have failed and require reconstruction. Both areas tie into Vassar Street to the north and provide access for freight deliveries to the air cargo tenants and the RTAA purchasing office. The Air Cargo Way Reconstruction Project consists of the removal and repaving of the roadway areas along with making site access improvements and repairing damaged curb gutter and sidewalk.

SNC was the low responsive bidder, and the construction contract was approved at the August board meeting. Construction began October 9, 2023, and is on schedule. Paving has been completed. The contractor is currently working on the punch list items and is on schedule to be complete.

The following are project milestones:

- | | |
|--------------------------|-------------------|
| • Bids Advertised | July 5, 2023 |
| • Bid Opening | July 26, 2023 |
| • Board Approval | August 10, 2023 |
| • Construction Start | October 9, 2023 |
| • Substantial Completion | December 10, 2023 |

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

- | | |
|--------------------|----------------------|
| • Project Closeout | February 2024 |
|--------------------|----------------------|

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

The VALE PCA and GPU Replacement Project was advertised on February 22, 2023. A pre bid meeting was held on March 3, 2023, with 5 contractors attending. Bids were opened on April 17, 2023. One responsive bid was received from Q&D Construction. Staff submitted the FAA grant application for funding of the project and received the signed VALE grant on September 11, 2023.

The Notice to Proceed was issued on October 26, 2023. **The contractor has begun procurement of the equipment.**

RTAA Staff is currently evaluating the budget to meet project contract administration and construction management needs.

The following are project milestones:

- | | |
|-------------------|--------------------|
| • Bid Advertising | February 22, 2023 |
| • Bid Opening | April 17, 2023 |
| • Board Approval | September 14, 2023 |
| • Contract Signed | September 29, 2023 |
| • NTP Issued | October 26, 2023 |

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

- | | |
|----------------|--------------------------------------|
| • Construction | TBD – dependent material procurement |
|----------------|--------------------------------------|

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 ADMs current office location to anywhere on the airfield or landside requires the ADMs 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.

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. HVAC unit has been received and installation is underway. Testing and balancing will begin the second week of December.

The following are project milestones:

- | | |
|-----------------------|-------------------|
| • 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:

- | | |
|----------------------------|----------------------|
| • Completion | December 2023 |
| • Project Close-Out | February 2023 |

New Gen A&B (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, remain overnight parking, and taxiway/taxi-lane) work, infrastructure and utility relocation, and demolition of existing structures and pavements. **The project has been renamed New Gen A&B.**

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

Concourses

Stakeholder visioning sessions and program workshops with the RTAA, Airlines, and concessions began in August 2023. The Basis of Design / Pre-Design Phase was completed in October. The Concept Phase is anticipated to be completed in January 2024 **at which time a baseline construction cost estimate will be performed.**

South Remain Overnight (S. RON)

The S. RON design achieved 30% completion on **December 1, 2023**, with 60% completion estimated on January 26, 2024, and final design on March 1, 2024. **The S. RON 30% construction cost estimate reconciliation will occur in early January.** The FAA has been engaged to ensure maximum opportunity to receive grant funding. **Survey and Geotech have begun.**

Central Utility Plant (CUP)

The CUP siting location has been **recommended by the design team and located in the east end of the Blue Parking Lot. A system has been recommended by the design team. Final details of the CUP design await the results of test bores which will inform the exact equipment specified for the early procurement package, due March 1, 2024. Survey and Geotech have begun.**

Construction Manager at Risk (CMAR)

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

The following are project milestones:

- | | |
|--|--------------------|
| • Design PSA Board Approval (Pt. 1) | June 8, 2023 |
| • Design Contract Awarded | June 20, 2023 |
| • Notice to Proceed for Design (Pt. 1) | July 2023 |
| • Design PSA Board Approval (Pt. 2) | August 2023 |
| • CMAR Board Approval | September 14, 2023 |
| • CMAR Notice to Proceed | September 19, 2023 |

Next steps for the project are listed below:

- | | |
|--|---------------|
| • New Gen B&C Concept Phase Complete | January 2024 |
| • Baseline Construction Cost Estimate (A&B) | February 2024 |
| • CUP Equipment GMP | March 2024 |
| • S. RON GMP | March 2024 |

The HQ (part of the MoreRNO Program)

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

installation of airport security gate(s) & fencing, new landscaping, parking, and pedestrian amenities associated with the new facility.

RS&H set up kick-off meetings on December 6 and 7, 2023 interviewing all stakeholder members validating the Basis of Design. Conceptual design options will be presented in early February.

The CMAR RFP solicitation process **began** on September 29, 2023. A non-mandatory pre-proposal meeting was held October 11, 2023. **Two** proposals were received on November 13, 2023. **The SOQs were reviewed, and both Clark/Sullivan Construction and Core Construction were shortlisted and interviewed on December 15, 2023. Clark/Sullivan Construction was unanimously selected by the committee members and will be presented to the Board for approval on January 11, 2024, for a preconstruction services scope of work/contract.**

The following are project milestones:

- | | |
|----------------------------------|---------------------------|
| • Design Interviews | September 18, 2023 |
| • Scope and fee kick-off meeting | September 22, 2023 |
| • Scope and Fee Negotiations | September – November 2023 |
| • CMAR RFP Issued | September 29, 2023 |
| • CMAR RFP Pre-Proposal Meeting | October 11, 2023 |
| • Design PSA Board Approval | November 9, 2023 |
| • CMAR RFP Proposals Due | November 13, 2023 |
| • CMAR Respondents Shortlisted | November 28, 2023 |
| • CMAR Interviews | December 15, 2023 |

Next steps for the project are listed below:

- | | |
|---|---------------------------|
| • CMAR Recommendation to Board | January 11, 2024 |
| • Concept Design Presentation to Board | February 8, 2024 |
| • 30% Schematic Design Submittal | March 22, 2024 |
| • Multiple Construction Cost Estimates | March – April 2024 |
| • Board Decision to Proceed Past 30% | April 11, 2024 |

Runway 17R-35L Remediation

The Contractor has completed construction staging, grinding, grooving, light can replacements, painting, and continues to work on remediating the rough surfaces and overall cleanup. Flight check by the FAA was completed on May 31, 2023. The Runway opened for departure flights on June 15, 2023, with the addition of arrivals on August 4, 2023. Staff continually monitors the remediation results and logs all FOD collected, and observations noted on a daily basis.

Airfield Signage and Renaming

This project consists of updating the airport's taxiway naming conventions and updating signage, markings, and the Airport Layout Plan (ALP). RNO has taxiways that connect to the runways at multiple locations and are not individually designated as separate taxiways, e.g., A1, A2, A3, etc. This creates pilot confusion and potential errors on what connectors to use and this project will make updates and modifications to clarify. **90% design plans have been reviewed and the design team is making final edits for 100% plans. The FAA has informed the airport that there is no current allocation of AIP funds for construction**

of this project this year. The RTAA will proceed with bidding the project this spring with the chance the FAA will have discretionary funds to allocate to this project.

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

- | | |
|-----------------------------------|---------------|
| • Design Completion | January 2024 |
| • Bid Advertising | February 2024 |
| • Bid Opening | March 2024 |
| • Board of Trustees Meeting/Award | May 2024 |

Automated Exit

This project consists of installing three automated exit lanes between the sterile and nonsterile areas of the concourse. This will alleviate the need for a TSA agent or RTAA security specialist to monitor the area. The project will begin construction in early January with an anticipated completion date of early April.

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

- | | |
|----------------------------------|---------------------|
| • Construction Start | January 2024 |
| • Construction Completion | April 2024 |

PLANNING PROJECTS

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

A Notice to Proceed was issued on July 24, 2023, for the RTAA GIS Master Plan, Phase 1, in the amount of \$64,600, to Michael Baker International (MBI). The goals of the GIS Master Plan, Phase 1 are to define the current geospatial “footprint” for the RTAA and to identify an implementation plan that supports future GIS use in a manner that achieves improved system and data maintenance and modernization.

The scope of work for Phase 1 includes compiling an inventory of all geospatial data and applications used throughout the organization and planned for the near-term, including where data is hosted, the type of data used by specific applications, and the application architecture and support. The scope of work also includes recommending a formal Enterprise Implementation Plan that will include system architecture diagrams, specification documents, and a technical roadmap for deployment that shows how the GIS should be positioned within IT infrastructure and the hardware, software, and resources needed for the new architecture. The final deliverable of Phase 1 is a GIS System Architecture and Deployment Plan.

The study effort is supported by two working groups: a Technical Working Group and an End-User Working Group. The Technical WG is focused on the technical specifics of the RTAA GIS and will provide input on how to best support and set up applications and software. The End-User WG is focused on the needs of GIS user and will provide input on how the RTAA GIS can support user requirements and ad hoc projects.

The study is currently in the inventory development phase.

The following are project milestones:

- | | |
|-------------------------------|-------------------|
| • Notice to Proceed for Study | July 24, 2023 |
| • Executive Team Briefing #1 | August 29, 2023 |
| • End-User WG Meeting #1 | October 26, 2023 |
| • Technical WG Meeting #1 | November 16, 2023 |

Next steps for the project are listed below:

- | | |
|----------------------------------|------------------------------|
| • Technical WG Meeting #2 | January 25, 2024 |
| • End-Use WG Meeting #2 | January 26, 2024 |
| • Inventory Development | January-February 2024 |

Depending on the recommendations of the GIS Master Plan, Phase 1 and pending funding availability, Phase 2 of the RTAA GIS Master Plan is tentatively scheduled to begin in July 2024.

RNO Airport Layout Plan Update

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

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

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

During August and September 2023, the consultant team updated 25 pages of the 41-page ALP set and drafted a 6-page memo that documents each of the 91 changes. A draft set was reviewed by staff in October 2023, and comments were provided on October 31. The consultant team is currently developing the final draft for submittal to the FAA. FAA review is anticipated to begin in **January 2024**.

The following are project milestones:

- | | |
|------------------------------------|--------------------|
| • Notice to Proceed for Study | July 7, 2023 |
| • On-Site Field Work | July 2023 |
| • Preliminary Drawing Review | August 16, 2023 |
| • Draft ALP Update & Memo Received | September 29, 2023 |
| • Staff Review | October 2023 |

Next steps for the project are listed below:

- | | |
|----------------------------------|---------------------|
| • Final Draft Development | January 2024 |
| • Draft ALP Update & Memo to FAA | January 2024 |

**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: Terminal Loop Road Reconstruction Project

To: Q&D Construction, LLC
1050 S 21st Street
Sparks, NV 89431

Change Order Number 02A

Change Order Initiation Date: September 28, 2023

AIP No. 3-32-0017-117-2023

Contract Date: April 13, 2023

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

The following item shall be added to the Base Bid Schedule of Values:

Bid Item 72 – Canopy (Base Bid Segment) – Add the lump sum bid item in its entirety **\$2,154,514.36**

The following items shall be added to the Schedule of Values:

BA-1 Canopy (Addition Bid 1) – Add the lump sum bid item in its entirety **\$420,000.00**

BA-2 Canopy (Addition Bid 2) – Add the lump sum bid item in its entirety **\$355,000.00**

BA-3 Canopy (Addition Bid 3) – Add the lump sum bid item in its entirety **\$358,000.00**

BA-4 Canopy (Addition Bid 4) – Add the lump sum bid item in its entirety **\$351,000.00**

Total \$3,638,514.36

These changes are to be funded with the Community Project Funding – AIP No. 3-32-0017-117-2023.

All other terms, conditions, and requirements of the contract 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.....	\$9,683,268.00
Net Changes by Previously Authorized Change Orders	(\$2,154,514.36)
Net Changes by Previously Authorized Contingency Change Orders.....	\$0.00
The Revised Contract Sum Prior to this Change Order was	\$7,528,753.64
The Contract Sum will be changed by this Change Order.....	\$3,638,514.36
The new Contract Sum, including this Change Order will be.....	\$11,167,268.00
The Contract Time will not be changed as part of this Change Order.	

Authorized

Construction Materials Engineers

Construction Manager
300 Sierra Manor Dr, Ste 1
Reno, NV 89511

Kimley-Horn and Associates

Engineer/Architect
7900 Rancharra Pkwy, Ste 100
Reno, NV 89511

Q&D Construction, LLC.

Contractor
1050 S 21st Street
Sparks, NV 89431

Reno-Tahoe Airport Authority

Owner
P.O. Box 12490
Reno, NV 89510

By: Joe Mamola
9/28/23
Date

By: Christian Pinbaugh
10/10/2023
Date

By: Jeff Ryan
10/12/23
Date

By: Jackie Borman
10.20.23
Date

Enclosure: Bid Item Tabulations

REVISED 04/13/21

			BASE BID SCHEDULE		
Item No.	Estimated Quantity	Unit	Item Description with Price in Words	Unit Price	Total Price
60	17	EA	NO PARKING LOADING ZONE SIGN (R7-6)	830.00	\$ 14,110.00
61	321	LF	24 INCH WHITE WITH BLACK BORDER CROSSWALK MARKINGS (THERMOPLASTIC)	45.00	\$ 14,445.00
62	2	EA	ONLY MARKINGS (THERMOPLASTIC)	320.00	\$ 640.00
2 63	8	EA	ARROW MARKINGS (THERMOPLASTIC)	500.00	\$ 4,000.00
64	914	LF	4 INCH SOLID WHITE STRIPE	0.60	\$ 548.40
65	5,476	LF	4 INCH BROKEN WHITE STRIPE	0.40	\$ 2,190.40
66	2,795	LF	6 INCH SOLID WHITE STRIPE	0.60	\$ 1,677.00
67	363	LF	8 INCH SOLIDE WHITE STRIPE	1.00	\$ 363.00
68	3	LF	4 INCH DOUBLE YELLOW STRIPE	1.00	\$ 3.00
69	12	LF	24 INCH SOLID WHITE STOP BAR (THERMOPLASTIC)	25.00	\$ 300.00
2 70	20	EA	WHITE WITH BLACK BORDER PAINT SPEED HUMP STRIPING (THERMOPLASTIC)	600.00	\$ 12,000.00
2 71	1,594	LF	6 INCH SOLID RED CURB PAINT	5.00	\$ 7,970.00
CO 2A 72	1	LS	CANOPY (BASE BID SEGMENT)	2,154,514.36	\$ 2,154,514.36
2 73	14	EA	"LOOK" ARROW MARKINGS (THERMOPLASTIC)	230.00	\$ 3,220.00

BID ADDITION SCHEDULE				
(Bid Alternates may be selected in any combination depending on budget availability)				
Item No.	Estimated Quantity	Unit	Item Description with Price in Words	Total Price
BA-1	1	LS	CANOPY (ADDITION BID 1)	\$ 420,000.00
BA-2	1	LS	CANOPY (ADDITION BID 2)	\$ 355,000.00
BA-3	1	LS	CANOPY (ADDITION BID 3)	\$ 358,000.00
BA-4	1	LS	CANOPY (ADDITION BID 4)	\$ 351,000.00
BA-5	1	LS	CANOPY (ADDITION BID 5)	\$ 393,000.00
			TOTAL BID ADDITION PRICE	\$ 11,560,268.00

**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: Terminal Loop Road Reconstruction Project

Change Order Number 02B

To: Q&D Construction, LLC
1050 S 21st Street
Sparks, NV 89431

Change Order Initiation Date: October 16, 2023

Contract Date: April 13, 2023

You are directed to make the following changes in the Contract:**The following item shall be added to the Schedule of Values:**

BA-5 Canopy (Addition Bid 5) – Add the lump sum bid item in its entirety

\$393,000.00

Total

\$393,000.00

This change is funded through the general funds and to be reimbursed with PFC 17.

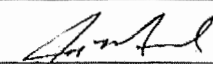
All other terms, conditions, and requirements of the contract not modified herein remain unchanged.

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.

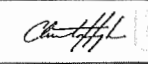
The Original Contract Sum was.....	\$9,683,268.00
Net Changes by Previously Authorized Change Orders.....	\$1,484,000.00
Net Changes by Previously Authorized Contingency Change Orders.....	\$0.00
The Revised Contract Sum Prior to this Change Order was.....	\$11,167,268.00
The Contract Sum will be changed by this Change Order.....	\$393,000.00
The new Contract Sum, including this Change Order will be	\$11,560,268.00
The Contract Time will not be changed as part of this Change Order.	

Authorized


Construction Materials Engineers
Construction Manager
300 Sierra Manor Dr, Ste 1
Reno, NV 89511


By: Joe Mamola
10-16-2023
Date


Kimley-Horn and Associates
Engineer/Architect
7900 Rancharra Pkwy, Ste 100
Reno, NV 89511


By: Christian Heinbaugh
2023.10.17
Date

Q&D Construction, LLC.
Contractor
1050 S 21st Street
Sparks, NV 89431


By: Jeff Bean
10/18/2023
Date

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


By: Jackie Borman
10.20.23
Date

Enclosure: Bid Item Tabulation

**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: Terminal Loop Road Reconstruction Project

To: Q&D Construction, LLC
1050 S 21st Street
Sparks, NV 89431

Change Order Number 03
Initiation Date: September 14, 2023
AIP No. 3-32-0017-117-2023
Contract Date: April 13, 2023

This Change Order is issued to clarify that Article 9 – Federal Aviation Administration (FAA) Required Assurance, Section 9.13 - FAA Buy American Preference, of Contract No. 320230221 between the Reno-Tahoe Airport Authority and Q&D Construction, LLC does not apply to the bid items listed in the Base Bid portion of work as previously modified by Change Order No. 01.

All other terms, conditions, and requirements of the contract 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.....	\$9,683,268.00
Net Changes by Previously Authorized Change Orders	(\$2,154,514.36)
Net Changes by Previously Authorized Contingency Change Orders.....	\$0.00
The Revised Contract Sum Prior to this Change Order was	\$7,528,753.64
The Contract Sum will not be changed by this Change Order REV.....	\$0.00
The new Contract Sum, including this Change Order will be.....	\$7,528,753.64
The Contract Time will not be changed as part of this Change Order.	

Authorized

Construction Materials Engineers

Construction Manager
300 Sierra Manor Dr, Ste 1
Reno, NV 89511

By: Jde Mamola
9/14/23
Date

Kimley-Horn and Associates

Engineer/Architect
7900 Rancharra Pkwy, Ste 100
Reno, NV 89511

By: Christian Heimbach
10/10/2023
Date

Q&D Construction, LLC.

Contractor
1050 S 21st Street
Sparks, NV 89431

By: Jeff Bean
10/2/23
Date

Reno-Tahoe Airport Authority

Owner
P.O. Box 12490
Reno, NV 89510

By: Jackie Borman
10.20.23
Date

Enclosure: Section 9.13 – FAA Buy American Preference



These goals are applicable to all of the Contractor's construction work (whether or not it is Federal or federally assisted) performed in the covered area. If the Contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the Contractor also is subject to the goals for both its federally involved and non-federally involved construction.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3(a) and its efforts to meet the goals. The hours of minority and female employment and training must be substantially uniform throughout the length of the Contract, and in each trade, and the Contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the Contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

- 9.12.3 The Contractor shall provide written notification to the Director of the Office of Federal Contract Compliance Programs (OFCCP) within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the Contract resulting from this solicitation. The notification shall list the name, address, and telephone number of the subcontractor; employer identification number of the subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the subcontract is to be performed.
- 9.12.4 As used in this notice and in the Contract resulting from this solicitation, the "covered area" is Nevada, Washoe County, City of Reno.

Change Order No. 02

9.13 FAA Buy American Preference

The Contractor certifies that its bid/offer is in compliance with 49 USC § 50101, BABA and other related Made in America Laws¹, U.S. statutes, guidance, and FAA policies, which provide that Federal funds may not be obligated unless all iron, steel and manufactured goods used in AIP funded projects are produced in the United States, unless the Federal Aviation Administration has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

¹ Per Executive Order 14005 "Made in America Laws" means all statutes, regulations, rules, and Executive Orders relating to federal financial assistance awards or federal procurement, including those that refer to "Buy America" or "Buy American," that require, or provide a preference for, the purchase or acquisition of goods, products, or materials produced in the United States, including iron, steel, and manufactured products offered in the United States.

The bidder or offeror must complete and submit the certification of compliance with FAA's Buy American Preference, BABA and Made in America laws included herein with their bid or offer. The Airport Sponsor/Owner will reject as nonresponsive any bid or offer that does not include a completed certification of compliance with FAA's Buy American Preference and BABA.

The bidder or offeror certifies that all constructions materials, defined to mean an article, material, or supply other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives that are or consist primarily of: non-ferrous metals; plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables); glass (including optic glass); lumber; or drywall used in the project are manufactured in the U.S.

9.14 Clean Air And Water Pollution Control

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 USC §§ 7401-7671q) and the Federal Water Pollution Control Act as amended (33 USC §§ 1251-1387). The Contractor agrees to report any violation to the RTAA immediately upon discovery. The RTAA assumes responsibility for notifying the Environmental Protection Agency (EPA) and the FAA.

Contractor must include this requirement in all subcontracts that exceed \$150,000.

9.15 Copeland "Anti-Kickback" Act

Contractor must comply with the requirements of the Copeland "Anti-Kickback" Act (18 USC 874 and 40 USC 3145), as supplemented by Department of Labor regulation 29 CFR part 3. Contractor and subcontractors are prohibited from inducing, by any means, any person employed on the project to give up any part of the compensation to which the employee is entitled. The Contractor and each subcontractor must submit to the RTAA, a weekly statement on the wages paid to each employee performing on covered work during the prior week. The RTAA must report any violations of the Act to the FAA.

9.16 Certification of Contractor Regarding Debarment

By authorizing this Contract, the Contractor certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

9.17 Certification of Lower Tier Contractors Regarding Debarment

The Contractor, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction," must confirm each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The Contractor will accomplish this by:

9.17.1 Checking the System for Award Management at website: <http://www.sam.gov>.

RENO-TAHOE AIRPORT AUTHORITY CONTINGENCY CHANGE ORDER



CCO No.

Contractor:

Project:

Solicitation Number:

Summary of Change and List of Attachments:

This Contingency Change Order sets forth the terms and conditions to provide labor, equipment, material, and full compensation to:
 Extend the existing 2" PVC at Sta 22+32.60, 63.45 RT to the proposed trench drain per RFI No. 06.
 T&M of unmarked utility potholing north of the sky bridge.
 Install purchased fortification bollards in lieu of safety bollards.

The following items will be added to the schedule of values:

T&M Extend 2" PVC to Trench Drain	\$	3,422.77
T&M Unmarked Utility Potholing North of Sky Bridge	\$	5,840.75
Fortification Bollards in lieu of Safety Bollards	\$	(22,220.00)
Total amount approved for all changes referenced	\$	(12,956.48)

The following days will be added to the contract duration:

T&M Unmarked Utility Potholing North of Sky Bridge (trench drain installation is on the critical path)	2 calendar days
--	-----------------

These changes are to be funded with PFC 15.

Enclosures: Q&D Construction Change Order Request No. 009 - Dated 10/24/2023
 Q&D Construction Change Order Request No. 010 - Dated 10/24/2023
 Q&D Construction Change Order Request No. 011 - Dated 11/7/2023

Contingency Change Order Summary:

Change in Contract Times:

Contract Contingency Total:	\$	<input type="text" value="900,000.00"/>	Original Duration:	<input type="text" value="579"/>
Total Previously Approved:	\$	<input type="text" value="374,250.74"/>	Previous Authorization:	<input type="text" value="35"/>
Total Change this Authorization:	\$	<input type="text" value="(12,956.48)"/> DEDUCT	This Authorization:	<input type="text" value="2"/> ADD
Remaining Contingency Balance:	\$	<input type="text" value="538,705.74"/>	Revised Contract Time:	<input type="text" value="616"/>

Contract Summary:

Original Contract:	\$	<input type="text" value="9,683,268.00"/>
Total Previously Approved CO's	\$	<input type="text" value="1,877,000.00"/>
Total Previously Approved CCO's	\$	<input type="text" value="374,250.74"/>
Contract Sum Prior to this CCO	\$	<input type="text" value="11,934,518.74"/>
Total Change this Authorization:	\$	<input type="text" value="(12,956.48)"/>
New Contract Sum:	\$	<input type="text" value="11,921,562.26"/>

Contractor Signature

Date: 11/4/23

Q&D Construction, Jeff Bean

Project Mgr Signature

Date: 11.13.23

RTAA Project Mgr: Jon Lau

Construction Mgr Signature

Date: 11-09-2023

CME, Construction Manager: Joe Mamola

Manager Signature

Date: 11.14.23

RTAA Mgr Engineering & Construction: Jackie Borman



CHANGE ORDER REQUEST

CCO No. 009

Project No.: 16571 – RTIA Terminal Loop Road Project

Date: 10/24/2023

To: Jon Lau
Reno-Tahoe Airport Authority
2001 E Plumb Lane
Reno, NV 89502

From: Braden Riley
Q&D Construction LLC
PO Box 10865
Reno, NV 89510

Phone: 775-328-6462

Phone: 775-786-2677

Fax:

Fax: 775-786-5136

Email: jlau@renoairport.com

Email: briley@qdconstruction.com

cc: Marc Leone (Q&D)

Below is the detail for our proposal to complete the following changes in contract work:

- Change Order Request: CCO#009 – T&M Extend 2" PVC to Trench Drain
 - Proposed Scope of Work: Change order is for labor, equipment, and materials to extend the existing 2" PVC at STA 22+32.60, 63.45 RT to the proposed trench drain per RFI 006.

CCO Item Sub-Totals	Quantity	Units	Unit Price	Amount
T&M Extend 2" PVC to Trench Drain	1	LSU	\$3,422.77	\$3,422.77

CCO Item Totals	Change (in Days)	Amount
CCO#009 – T&M Extend 2" PVC to Trench Drain	0	\$3,422.77

Submitted By:

Braden Riley

10/24/2023

Date

Approved By:

Reno-Tahoe Airport Authority

Date

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project									
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 1 MAT			
08/23	46146	08/28/23	08/16/23	AP	AP Entry	12675 Western Nevada Suppl 19899006 / TR# 3771 / 1 / APCo: 1 16571 PVC/DWV Pipe	0.000	0.00	87.80
						Total for Cost Type: 1	0.000	0.00	87.80
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 2 LAB			
08/23	68497	09/07/23	08/31/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	4.00	224.08
08/23	68498	09/07/23	08/31/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1961 / Arenas-Serafin , Silvano 689 Jeffrey Taylor	0.000	3.00	168.07
08/23	68499	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	4.00	363.68
08/23	68500	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Foreman 1.50 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	0.50	62.66
08/23	68501	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3010 / Loudenburg , Coty J689 Jeffrey Taylor	0.000	4.00	337.05
08/23	68502	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	4.00	327.00
10/23	13258	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	2.00	118.85
10/23	13259	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	2.00	119.60
10/23	13260	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	2.00	182.43
10/23	13261	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	2.00	164.10
						Total for Cost Type: 2	0.000	27.50	2,067.52
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 4 O EQ			
08/23	61166	09/05/23	08/31/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 16660 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	68.00
08/23	61167	09/05/23	08/31/23	EM	EMRev	52-193 Loader, Wheel/Cat/950GC / Equipment Usage / 16663 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	1.00	83.00
08/23	61168	09/05/23	08/31/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 16665 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	40.00
10/23	5319	10/09/23	10/06/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 4149 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	34.00
10/23	5320	10/09/23	10/06/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 4150 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	100.00
10/23	5321	10/09/23	10/06/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 4151 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	20.00
						Total for Cost Type: 4	0.000	15.00	345.00
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 5 R EQ			
08/23	61169	09/05/23	08/31/23	EM	EMRev	99-310 Excavator w thm/Cat/314 / Equipment Usage / 16661 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	300.00

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project - Continued									
08/23	61170	09/05/23	08/31/23	EM	EMRev	99-010 Skidsteer / Cat / 289D - RPO / Equipment Usage / 16662 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	148.00
08/23	61171	09/05/23	08/31/23	EM	EMRev	99-216 Roller/Cat/CB22 / Equipment Usage / 16664 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	1.00	28.00
Total for Cost Type: 5							0.000	9.00	476.00
Total For Phase: 02.000.000.003								51.50	2,976.32
Total For Job: 16571.								51.50	2,976.32
Total For Company:1								51.50	2,976.32
									+ 15% Mark-Up
									\$3,422.77



950 S. Rock Blvd. • Sparks, NV 89431
(775) 359-5800 • gobluesteam.com

***NEW* REMIT PAYMENT TO:
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950 S. ROCK BLVD.
SPARKS, NV 89431-5922**

Access your account online at:
<https://Shop.Goblueteam.com>

INVOICE#	INVOICE DATE
19899006	08/16/23
ACCOUNT NO.	CUSTOMER P.O.
170300M	16571
JOB ACCT. NO.	PAGE
170300	1 of 1

[illegible]



Elko
775.738.9811
S. Lake Tahoe
530.541.1884

Carson City
775.882.0900
Bishop
760.873.7119

Truckee
530.582.5009
Susanville
530.251.5800

Winnemucca
775.625.5600

PICK LIST

Corporate
950 S. Rock Blvd. • Sparks, NV 89431
tel 775.359.5800 • fax 775.359.4649

ID#: LOCAL

PAGE#: 1 OF: 1

NO BACK ORDER

SPECIAL INSTRUCTIONS:

ORDER NUMBER: 19899006 08/16/23 02:17PM BACK ORDER: N SHIP VIA: WCS REQ. DATE: 08/16/23		please cut in half 16039 02.000.000.003	
SHIP TO: 170300 Q&D CONSTRUCTION Q&D CONSTRUCTION 1050 SO 21ST STREET-SPARKS P.O. BOX 10865 RENO, NV. 89510-0865 SHIP FROM: SPARKS, NV SALESPERSON: GREG HIGGINS WRITTEN BY: CARRIE RITTER EXT: 1297 PO NUMBER: 16571 ORDER DATE: 08/16/23 VAN: WP-14		JOB NAME: rtaa loop JOB CONTACT: jeff taylor JOB PHONE: 775-786-2677 SHIP VIA: WW COUNTER SALE SOLD FROM: SPARKS, NV FT TERMS: FULL FREIGHT ALLOWED REQ. DATE: 08/16/23 3 LINE(S) OF 3 FORKLIFT REQUIRED: NO	

LN#	FILLED-BY	PRODUCT#	DESCRIPTION	LOCATION	UNIT	QTY-DUE	QTY-PICK
3		iezc114090	SPEA 2 S PVC 40 90 ELL	01-F-01-13-C-03 01-L-05-08-C-02	EA	2	
2		IEZC113766	SPEA 2 S PVC 40 CPLG	01-G-01-31-A-03 01-J-06-03-F-02	EA	2	
1		IEZC000030 #PCS 1	2 40 PVC/DWV PIPE BE	52-00-16-2B	FT	20	

ORDER # 19899006

BOXES:	BUNDLES:	PALLETS:	LOOSE PIECES:	BAGS:	ROLLS:	OTHER:

** ALL HVAC EQUIPMENT AND AIR CONDITIONING MUST BE INSTALLED BY A LICENSED HVAC AND EPA PROFESSIONAL **



REQUEST FOR INFORMATION

RFI # : 0006

1050 S. 21st St.
SPARKS, NV 89431
(775) 786-2677
FAX #: (775) 786-5136

TO: Christian Heinbaugh

DATE: 8/3/2023

COMPANY: Kimley-Horn

Q&D Job #: 16571

FROM: Braden Riley
Project Engineer
Q&D Construction LLC

RE: Existing Drainage Line at Sky Bridge

DESCRIPTION OF REQUEST:

There is an existing 2" PVC drainage line at STA 22+32.30, 63.45 RT that drained to the existing front face of curb shown on the attached plan sheet. Please verify if it is acceptable to abandon in place.

REPLY: _____

SIGNATURE:

AUTHORIZED REPRESENTATIVE



(190 LF)

- | | | |
|----|---|------------|
| 13 | FURNISH AND INSTALL TRAFFIC RATED NO. 7 PULL BOX PER DETAIL 7 ON SHEET D3 | (16 EA) |
| 14 | FURNISH AND INSTALL TRAFFIC RATED NO. 3 1/2 PULL BOX PER DETAIL 7 ON SHEET D3 | (2 EA) |
| 15 | FURNISH AND INSTALL 2"-2" CONDUIT PER DETAIL 5 ON SHEET D3 | (1,438 LF) |
| 16 | INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (6 EACH) |
| 17 | CONSTRUCT TRENCH DRAIN SEE PROFILES ON SHEETS C11 THROUGH C14 | |
| 18 | BID ADDITION #4: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (76 LF) |
| 19 | BID ADDITION #4: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 20 | BID ADDITION #4: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (96 LF) |
| 21 | BID ADDITION #4: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 22 | BID ADDITION #2: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (86 LF) |
| 23 | BID ADDITION #2: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 24 | BID ADDITION #1: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (97 LF) |
| 25 | BID ADDITION #1: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 26 | INSTALL 18 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (81 LF) |

1. PROTECTION OF ALL UTILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR. NOTIFY THE LOCATION AND/OR ELEVATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE DRAWINGS ARE APPROXIMATE AND NOT TO BE RELIED ON AS EXACT OR COMPLETE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO LOCATE AND VERIFY THE LOCATIONS OF ALL UTILITIES PRIOR TO CONSTRUCTION. ANY DISCREPANCIES BETWEEN THE EXISTING CONDITIONS IN THE FIELD AND THE INFORMATION SHOWN ON THESE DRAWINGS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION.
2. MAINTAIN EXISTING DRAINAGE UNTIL NEW DRAINAGE IMPROVEMENTS ARE IN PLACE AND FUNCTIONAL.



Braden Riley

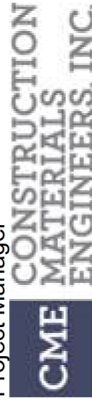
From: Joe Mamola <jmamola@cmenv.com>
Sent: Thursday, August 3, 2023 11:21 AM
To: Braden Riley; Heinbaugh, Christian; Stacy Yokoyama; Tony Angelopoulos
Cc: Marc Leone; Jeff Taylor
Subject: RE: RFI 006 - Existing Drainage Line.pdf

Braden,

Please extend and tie this drain into the trench drain.

Thanks,

Joe Mamola
Project Manager



300 Sierra Manor Drive, Suite 1
Reno, NV 89511

jmamola@cmenv.com
Direct: 775-737-7579
Cell: 775-745-6996
www.cmenv.com

From: Braden Riley <briley@qdconstruction.com>
Sent: Thursday, August 3, 2023 11:16 AM
To: Heinbaugh, Christian <Christian.Heinbaugh@kimley-horn.com>; Joe Mamola <jmamola@cmenv.com>; Stacy Yokoyama <syokoyama@cmenv.com>; Tony Angelopoulos <tony@cmenv.com>
Cc: Marc Leone <mleone@qdconstruction.com>; Jeff Taylor <jtaylor@qdconstruction.com>
Subject: RFI 006 - Existing Drainage Line.pdf

Christian,

Please see attached RFI for the existing drainage line we encountered during demolition. Let me know if you have any questions.

Thank you,



Braden Riley | Project Engineer

Q&D Construction LLC

C: (775) 302-6552

briley@qdcconstruction.com

NVCL #8197 A&B CACL # 427988BA CA DIR # 1000061144

SERVICE. INTEGRITY. QUALITY.



CHANGE ORDER REQUEST

CCO No. 010

Project No.: 16571 – RTIA Terminal Loop Road Project

Date: 10/24/2023

To: Jon Lau
Reno-Tahoe Airport Authority
2001 E Plumb Lane
Reno, NV 89502

From: Braden Riley
Q&D Construction LLC
PO Box 10865
Reno, NV 89510

Phone: 775-328-6462

Phone: 775-786-2677

Fax:

Fax: 775-786-5136

Email: jlau@renoairport.com

Email: briley@qdconstruction.com

cc: Marc Leone (Q&D)

Below is the detail for our proposal to complete the following changes in contract work:

- Change Order Request: CCO#010 – T&M Unmarked Utility Potholing North of Sky Bridge
 - Proposed Scope of Work: Change order is for labor, equipment, and materials for down time potholing and verify unmarked utilities during excavation:
 - 9/21/2023 Time Card Notes: *Encountered an unmarked 4" ductile iron storm drain line at approx. STA25+29.77 while digging for the trench drain. Potholed and found that it went to what appeared to be an abandoned DI. Tony with CME determined that the 4" line was abandoned and we continued to dig after we backfilled and compacted our potholes.*
 - 9/26/23 Time Card Notes: *While digging the trench drain north from the DI at STA22+99.50, we encountered an unmarked concrete encased duct bank that is possibly power, with a 2" steel line above the encasement.*
 - 9/27/23 Time Card Notes: *Continue to pothole and expose unmarked utilities that were exposed during excavating for the trench drain south of DI at STA22+99.50.*
 - 10/6/23 Time Card Notes: *Located an unmarked 6" storm drain line at the north end of the trench drain in the north work zone. Repaired and backfilled.*

CCO Item Sub-Totals	Quantity	Units	Unit Price	Amount
T&M Unmarked Utility Potholing North of Sky Bridge	1	LSU	\$5,840.75	\$5,840.75

CCO Item Totals	Change (in Days)	Amount
CCO#010 – T&M Unmarked Utility Potholing North of Sky Bridge	2	\$5,840.75

Submitted By:

10/24/2023

Braden Riley

Date

Approved By:

Reno-Tahoe Airport Authority

Date

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project									
02.000.000.007						EXTRA - T&M Unmarked 4" SD Line 2 LAB			
09/23	43647	09/28/23	09/21/23	PR	PR Entry	NNVLAB/App70Grp1 1.00 / 3482 / Rivero Jr, Rene D689 Jeffrey Taylor	0.000	4.00	155.99
09/23	43648	09/28/23	09/21/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	4.00	222.78
09/23	43649	09/28/23	09/21/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	4.00	224.08
09/23	43650	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	4.00	364.88
09/23	43651	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3010 / Loudenburg , Coty J689 Jeffrey Taylor	0.000	4.00	338.25
09/23	43652	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3201 / Kingsley , Trent R689 Jeffrey Taylor	0.000	4.00	338.25
09/23	43653	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	4.00	328.20
09/23	58121	10/05/23	09/26/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	2.00	112.64
09/23	58122	10/05/23	09/26/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	2.00	113.38
09/23	58123	10/05/23	09/26/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	1.00	91.22
09/23	58124	10/05/23	09/26/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	2.00	164.10
						Total for Cost Type: 2	0.000	35.00	2,453.77
02.000.000.007						EXTRA - T&M Unmarked 4" SD Line 4 O EQ			
09/23	31143	09/25/23	09/21/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 9549 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	68.00
09/23	31144	09/25/23	09/21/23	EM	EMRev	28-156 GPS SPS985 Rover/Trimble / Equipment Usage / 9550 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	20.00
09/23	31145	09/25/23	09/21/23	EM	EMRev	28-170 GPS Total Station/SPS930/Trimble / Equipment Usage / 9551 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	36.00
09/23	31146	09/25/23	09/21/23	EM	EMRev	28-118 GPS Data Collector/Trimble / Equipment Usage / 9552 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	8.00
09/23	31147	09/25/23	09/21/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 9553 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	200.00
09/23	31148	09/25/23	09/21/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 9555 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	40.00
09/23	36398	09/27/23	09/26/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 12851 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	1.00	17.00
09/23	36399	09/27/23	09/26/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 12852 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	100.00
09/23	36400	09/27/23	09/26/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 12853 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	20.00

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project - Continued									
Total for Cost Type: 4							0.000	29.00	509.00
02.000.000.007	EXTRA - T&M Unmarked 4" SD Line 5 R EQ								
09/23	31149	09/25/23	09/21/23	EM	EMRev	99-010 Skidsteer / Cat / 289D - RPO / Equipment Usage / 9554 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	148.00
Total for Cost Type: 5							0.000	4.00	148.00
Total For Phase: 02.000.000.007								68.00	3,110.77
02.000.000.008	EXTRA - T&M Potholing Unmarked Utilities 2 LAB								
09/23	58125	10/05/23	09/27/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	2.00	112.64
09/23	58126	10/05/23	09/27/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	2.00	113.38
09/23	58127	10/05/23	09/27/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	2.00	182.43
09/23	58128	10/05/23	09/27/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3201 / Kingsley , Trent R689 Jeffrey Taylor	0.000	2.00	169.12
09/23	58129	10/05/23	09/27/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	2.00	164.10
10/23	13262	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	3.00	178.27
10/23	13263	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	3.00	179.39
10/23	13264	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	3.00	273.66
10/23	13265	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	3.00	246.15
Total for Cost Type: 2							0.000	22.00	1,619.14
02.000.000.008	EXTRA - T&M Potholing Unmarked Utilities 4 O EQ								
09/23	46550	09/28/23	09/27/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 13633 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	34.00
09/23	46551	09/28/23	09/27/23	EM	EMRev	28-156 GPS SPS985 Rover/Trimble / Equipment Usage / 13634 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	20.00
09/23	46552	09/28/23	09/27/23	EM	EMRev	28-170 GPS Total Station/SPS930/Trimble / Equipment Usage / 13635 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	36.00
09/23	46553	09/28/23	09/27/23	EM	EMRev	28-118 GPS Data Collector/Trimble / Equipment Usage / 13636 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	8.00
09/23	46554	09/28/23	09/27/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 13637 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	20.00
10/23	5322	10/09/23	10/06/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 4152 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	3.00	51.00
10/23	5323	10/09/23	10/06/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 4153 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	3.00	150.00
10/23	5324	10/09/23	10/06/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 4154 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	3.00	30.00

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project - Continued									
						Total for Cost Type: 4	0.000	25.00	349.00
						Total For Phase: 02.000.000.008		47.00	1,968.14
						Total For Job: 16571.		115.00	5,078.91
						Total For Company:1		115.00	5,078.91
								+15% Mark-Up	
								\$5,840.75	



CHANGE ORDER REQUEST

CCO No. 011

Project No.: 16571 – RTIA Terminal Loop Road Project

Date: 11/7/2023

To: Jon Lau
Reno-Tahoe Airport Authority
2001 E Plumb Lane
Reno, NV 89502

From: Braden Riley
Q&D Construction LLC
PO Box 10865
Reno, NV 89510

Phone: 775-328-6462

Phone: 775-786-2677

Fax:

Fax: 775-786-5136

Email: jlau@renoairport.com

Email: briley@qdconstruction.com

cc: Marc Leone (Q&D), Joe Mamola (CME), Stacy Yokohama (CME)

Below is the detail for our proposal to complete the following changes in contract work:

- Change Order Request: CCO#011 – Fortification Bollards in lieu of Safety Bollards
 - Proposed Scope of Work: Change order is for labor, equipment, and materials to install 7 EA safety bollards using the existing fortification bollards per details attached from Kimley-Horn.
 - Pricing includes: structure excavation for fortification bollard foundations, install safety bollards and pour 12" section, aggregate base 6" depth for PCC sidewalk, and pour PCC sidewalk 6" depth, purchase of additional 7 EA bollard covers.

CCO Item Sub-Totals	Quantity	Units	Unit Price	Amount
Bid Item 35 - Safety Bollards	12	EA	(\$4,710.00)	(\$56,520.00)
Fortification Bollards in lieu of Safety Bollards	7	EA	\$4,900.00	\$34,300.00

CCO Item Totals	Change (in Days)	Amount
CCO#011 – Fortification Bollards in lieu of Safety Bollards	0	(\$22,220.00)

Submitted By:

Braden Riley

11/7/2023

Date

Approved By:

Reno-Tahoe Airport Authority

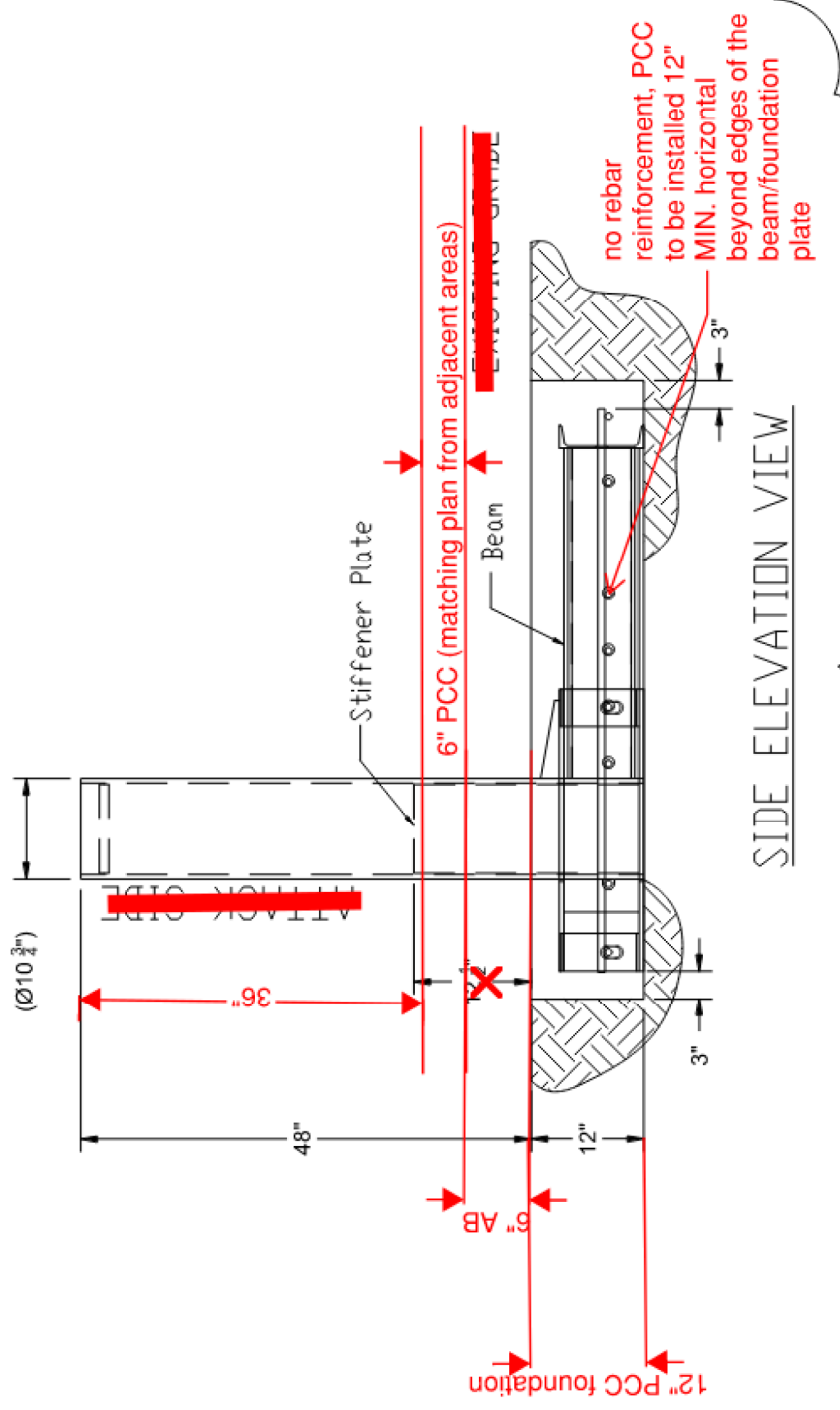
Date

Braden Riley

From: Heinbaugh, Christian <Christian.Heinbaugh@kimley-horn.com>
Sent: Wednesday, October 18, 2023 2:20 PM
To: Braden Riley; Joe Mamola; Lau, Jon; Stacy Yokoyama; Tony Angelopoulos
Cc: Marc Leone
Subject: RE: Submittal 1A - Non-Rated Bollard Shop Drawings

Thanks Braden, I have not reviewed this yet as, per yesterday's discussion during the meeting, there is interest in using the extra fortification bollards in lieu of the non-removable safety bollards. Below is a clip of what this would look like, and would consist of:

- Installing the fortified bollards 12" deeper than normal to prevent the need to cut the top and to ensure there is adequate cover over the beam in the sloped median sidewalk area.
- Placing 12" thick PCC around the bollard foundation/beam
- Placing 6" depth of aggregate base from the top of the foundation PCC
- Placing the planned 6" PCC sidewalk to 36" down from the top of the bollard so the new shorter sleeve layout will work without needing to cut the bollards
- No rebar is required with this approach

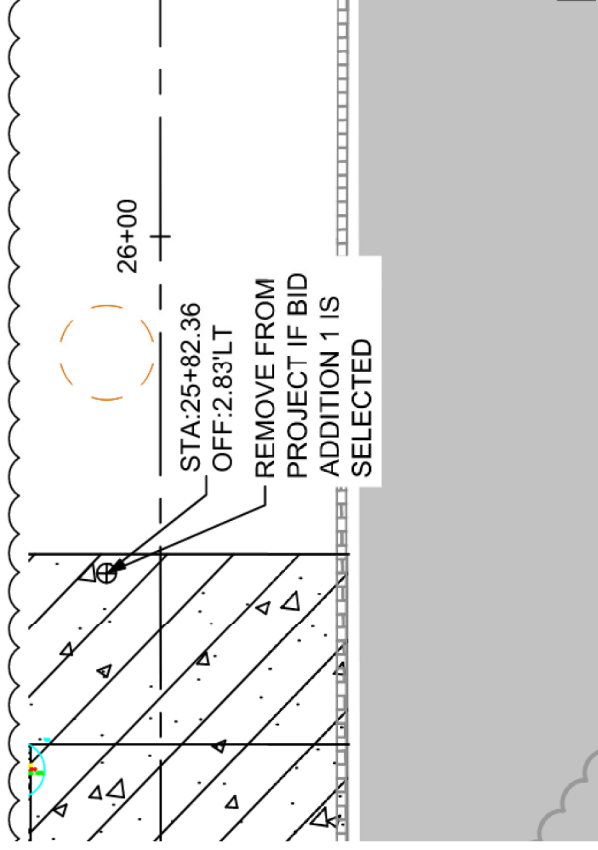


The airport is considering using these for the 7 safety bollards that are planned (there are more on the plans along the median but they were only to be installed if the canopy options weren't selected (see clip below from plans). These are as follows:

- 3 on the median (southern segment, south of canopy installations)
 - The bollards would be in their current planned location with the beam running north/south in to the replacement area thus preventing the need for any additional median sidewalk replacement
- 2 at the green lot driveway
 - The bollards would be in their current planned location with the beam running north/south in the flush curb area
- 2 at the shoe-fly entrance to the surface parking lot
 - The bollards would be in their current planned location with the beam running east/west under the PCC driveway area

Please provide a price proposal for this work so the airport can make a final determination regarding this approach vs. the planned approach with the non-removable safety bollards.

Let me know if you have any questions. Thanks



Christian Heinbaugh, PE (NV, CA)

Kimley-Horn | 7900 Rancharah Parkway, Suite 100, Reno, Nevada 89511

Direct: 775-200-1967 | Mobile: 775-843-8911

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From: Braden Riley <briley@qdconstruction.com>

Sent: Friday, October 13, 2023 5:09 PM

To: Joe Mamola <jmamola@cmenv.com>; Lau, Jon <jlau@renoairport.com>; Heinbaugh, Christian <Christian.Heinbaugh@kimley-horn.com>; Stacy Yokoyama <syokoyama@cmenv.com>; Tony Angelopoulos <tony@cmenv.com>

Cc: Marc Leone <mleone@qdconstruction.com>

Subject: Submittal 1A - Non-Rated Bollard Shop Drawings

Christian,

Please see attached bollard shop drawings for the non-removable bollards. Let me know if you have any questions.

Thank you,



Q&D CONSTRUCTION
EST. 1964

Braden Riley | Project Engineer

Q&D Construction LLC

C: (775) 302-6552

briley@qdcconstruction.com

NVCL #8197 A&B CACL # 427988BA CA DIR # 1000061144

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RENO-TAHOE AIRPORT AUTHORITY CONTINGENCY CHANGE ORDER



CCO No.

Contractor:

Project:

Solicitation Number:

Summary of Change and List of Attachments:

This Contingency Change Order sets forth the terms and conditions to provide labor, equipment, material, and full compensation to:
 Extend the existing 2" PVC at Sta 22+32.60, 63.45 RT to the proposed trench drain per RFI No. 06.
 T&M of unmarked utility potholing north of the sky bridge.
 Install purchased fortification bollards in lieu of safety bollards.

The following items will be added to the schedule of values:

T&M Extend 2" PVC to Trench Drain	\$	3,422.77
T&M Unmarked Utility Potholing North of Sky Bridge	\$	5,840.75
Fortification Bollards in lieu of Safety Bollards	\$	(22,220.00)
Total amount approved for all changes referenced	\$	(12,956.48)

The following days will be added to the contract duration:

T&M Unmarked Utility Potholing North of Sky Bridge (trench drain installation is on the critical path)	2 calendar days
--	-----------------

These changes are to be funded with PFC 15.

Enclosures: Q&D Construction Change Order Request No. 009 - Dated 10/24/2023
 Q&D Construction Change Order Request No. 010 - Dated 10/24/2023
 Q&D Construction Change Order Request No. 011 - Dated 11/7/2023

Contingency Change Order Summary:

Change in Contract Times:

Contract Contingency Total:	\$	<input type="text" value="900,000.00"/>	Original Duration:	<input type="text" value="579"/>
Total Previously Approved:	\$	<input type="text" value="374,250.74"/>	Previous Authorization:	<input type="text" value="35"/>
Total Change this Authorization:	\$	<input type="text" value="(12,956.48)"/> DEDUCT	This Authorization:	<input type="text" value="2"/> ADD
Remaining Contingency Balance:	\$	<input type="text" value="538,705.74"/>	Revised Contract Time:	<input type="text" value="616"/>

Contract Summary:

Original Contract:	\$	<input type="text" value="9,683,268.00"/>
Total Previously Approved CO's	\$	<input type="text" value="1,877,000.00"/>
Total Previously Approved CCO's	\$	<input type="text" value="374,250.74"/>
Contract Sum Prior to this CCO	\$	<input type="text" value="11,934,518.74"/>
Total Change this Authorization:	\$	<input type="text" value="(12,956.48)"/>
New Contract Sum:	\$	<input type="text" value="11,921,562.26"/>

Contractor Signature

Date: 11/4/23

Project Mgr Signature

Date: 11.13.23

Q&D Construction, Jeff Bean

RTAA Project Mgr: Jon Lau

Construction Mgr Signature

Date: 11-09-2023

Manager Signature

Date: 11.14.23

CME, Construction Manager: Joe Mamola

RTAA Mgr Engineering & Construction: Jackie Borman



CHANGE ORDER REQUEST

CCO No. 009

Project No.: 16571 – RTIA Terminal Loop Road Project

Date: 10/24/2023

To: Jon Lau
Reno-Tahoe Airport Authority
2001 E Plumb Lane
Reno, NV 89502

From: Braden Riley
Q&D Construction LLC
PO Box 10865
Reno, NV 89510

Phone: 775-328-6462

Fax:

Email: jlau@renoairport.com

Phone: 775-786-2677

Fax: 775-786-5136

Email: briley@qdconstruction.com

cc: Marc Leone (Q&D)

Below is the detail for our proposal to complete the following changes in contract work:

- Change Order Request: CCO#009 – T&M Extend 2" PVC to Trench Drain
 - Proposed Scope of Work: Change order is for labor, equipment, and materials to extend the existing 2" PVC at STA 22+32.60, 63.45 RT to the proposed trench drain per RFI 006.

CCO Item Sub-Totals	Quantity	Units	Unit Price	Amount
T&M Extend 2" PVC to Trench Drain	1	LSU	\$3,422.77	\$3,422.77

CCO Item Totals	Change (in Days)	Amount
CCO#009 – T&M Extend 2" PVC to Trench Drain	0	\$3,422.77

Submitted By:

Braden Riley

10/24/2023

Date

Approved By:

Reno-Tahoe Airport Authority

Date

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project									
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 1 MAT			
08/23	46146	08/28/23	08/16/23	AP	AP Entry	12675 Western Nevada Suppl 19899006 / TR# 3771 / 1 / APCo: 1 16571 PVC/DWV Pipe	0.000	0.00	87.80
						Total for Cost Type: 1	0.000	0.00	87.80
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 2 LAB			
08/23	68497	09/07/23	08/31/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	4.00	224.08
08/23	68498	09/07/23	08/31/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1961 / Arenas-Serafin , Silvano 689 Jeffrey Taylor	0.000	3.00	168.07
08/23	68499	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	4.00	363.68
08/23	68500	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Foreman 1.50 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	0.50	62.66
08/23	68501	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3010 / Loudenburg , Coty J689 Jeffrey Taylor	0.000	4.00	337.05
08/23	68502	09/07/23	08/31/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	4.00	327.00
10/23	13258	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	2.00	118.85
10/23	13259	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	2.00	119.60
10/23	13260	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	2.00	182.43
10/23	13261	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	2.00	164.10
						Total for Cost Type: 2	0.000	27.50	2,067.52
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 4 O EQ			
08/23	61166	09/05/23	08/31/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 16660 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	68.00
08/23	61167	09/05/23	08/31/23	EM	EMRev	52-193 Loader, Wheel/Cat/950GC / Equipment Usage / 16663 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	1.00	83.00
08/23	61168	09/05/23	08/31/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 16665 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	40.00
10/23	5319	10/09/23	10/06/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 4149 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	34.00
10/23	5320	10/09/23	10/06/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 4150 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	100.00
10/23	5321	10/09/23	10/06/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 4151 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	20.00
						Total for Cost Type: 4	0.000	15.00	345.00
02.000.000.003						EXTRA - Extend 2" PVC to Trench Drain 5 R EQ			
08/23	61169	09/05/23	08/31/23	EM	EMRev	99-310 Excavator w thm/Cat/314 / Equipment Usage / 16661 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	300.00

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project - Continued									
08/23	61170	09/05/23	08/31/23	EM	EMRev	99-010 Skidsteer / Cat / 289D - RPO / Equipment Usage / 16662 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	148.00
08/23	61171	09/05/23	08/31/23	EM	EMRev	99-216 Roller/Cat/CB22 / Equipment Usage / 16664 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	1.00	28.00
Total for Cost Type: 5							0.000	9.00	476.00
Total For Phase: 02.000.000.003								51.50	2,976.32
Total For Job: 16571.								51.50	2,976.32
Total For Company:1								51.50	2,976.32
								+ 15% Mark-Up	
								\$3,422.77	



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170300M	16571
JOB ACCT. NO.	PAGE
170300	1 of 1

[illegible]



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PAGE#: 1 OF: 1

NO BACK ORDER

SPECIAL INSTRUCTIONS:

ORDER NUMBER: 19899006 08/16/23 02:17PM BACK ORDER: N SHIP VIA: WCS REQ. DATE: 08/16/23		please cut in half 16039 02.000.000.003	
SHIP TO: 170300 Q&D CONSTRUCTION Q&D CONSTRUCTION 1050 SO 21ST STREET-SPARKS P.O. BOX 10865 RENO, NV. 89510-0865 SHIP FROM: SPARKS, NV SALESPERSON: GREG HIGGINS WRITTEN BY: CARRIE RITTER EXT: 1297 PO NUMBER: 16571 ORDER DATE: 08/16/23 VAN: WP-14		JOB NAME: rtaa loop JOB CONTACT: jeff taylor JOB PHONE: 775-786-2677 SHIP VIA: WW COUNTER SALE SOLD FROM: SPARKS, NV FT TERMS: FULL FREIGHT ALLOWED REQ. DATE: 08/16/23 3 LINE(S) OF 3 FORKLIFT REQUIRED: NO	

LN#	FILLED-BY	PRODUCT#	DESCRIPTION	LOCATION	UNIT	QTY-DUE	QTY-PICK
3		iezc114090	SPEA 2 S PVC 40 90 ELL	01-F-01-13-C-03 01-L-05-08-C-02	EA	2	
2		IEZC113766	SPEA 2 S PVC 40 CPLG	01-G-01-31-A-03 01-J-06-03-F-02	EA	2	
1		IEZC000030 #PCS 1	2 40 PVC/DWV PIPE BE	52-00-16-2B	FT	20	

ORDER # 19899006

BOXES:	BUNDLES:	PALLETS:	LOOSE PIECES:	BAGS:	ROLLS:	OTHER:

** ALL HVAC EQUIPMENT AND AIR CONDITIONING MUST BE INSTALLED BY A LICENSED HVAC AND EPA PROFESSIONAL **



REQUEST FOR INFORMATION

RFI # : 0006

1050 S. 21st St.
SPARKS, NV 89431
(775) 786-2677
FAX #: (775) 786-5136

TO: Christian Heinbaugh

DATE: 8/3/2023

COMPANY: Kimley-Horn

Q&D Job #: 16571

FROM: Braden Riley
Project Engineer
Q&D Construction LLC

RE: Existing Drainage Line at Sky Bridge

DESCRIPTION OF REQUEST:

There is an existing 2" PVC drainage line at STA 22+32.30, 63.45 RT that drained to the existing front face of curb shown on the attached plan sheet. Please verify if it is acceptable to abandon in place.

REPLY: _____

SIGNATURE:

AUTHORIZED REPRESENTATIVE



(190 LF)

- | | | |
|----|---|------------|
| 13 | FURNISH AND INSTALL TRAFFIC RATED NO. 7 PULL BOX PER DETAIL 7 ON SHEET D3 | (16 EA) |
| 14 | FURNISH AND INSTALL TRAFFIC RATED NO. 3 1/2 PULL BOX PER DETAIL 7 ON SHEET D3 | (2 EA) |
| 15 | FURNISH AND INSTALL 2"-2" CONDUIT PER DETAIL 5 ON SHEET D3 | (1,438 LF) |
| 16 | INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (6 EACH) |
| 17 | CONSTRUCT TRENCH DRAIN SEE PROFILES ON SHEETS C11 THROUGH C14 | |
| 18 | BID ADDITION #4: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (76 LF) |
| 19 | BID ADDITION #4: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 20 | BID ADDITION #4: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (96 LF) |
| 21 | BID ADDITION #4: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 22 | BID ADDITION #2: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (86 LF) |
| 23 | BID ADDITION #2: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 24 | BID ADDITION #1: INSTALL 4/6 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (97 LF) |
| 25 | BID ADDITION #1: INSTALL STORM DRAIN LATERAL CLEAN OUT TO FINISH GRADE PER DETAIL 1 AND 2 ON SHEET D7 | (2 EA) |
| 26 | INSTALL 18 IN STORM DRAIN LATERAL (LENGTH PER PLAN) | (81 LF) |

1. PROTECTION OF ALL UTILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR. NOTIFY THE LOCATION AND/OR ELEVATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE DRAWINGS ARE APPROXIMATE AND NOT TO BE RELIED ON AS EXACT OR COMPLETE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PORHOLE AND VERIFY THE LOCATIONS OF ALL UTILITIES PRIOR TO CONSTRUCTION. ANY DISCREPANCIES BETWEEN THE EXISTING CONDITIONS IN THE FIELD AND THE INFORMATION SHOWN ON THESE DRAWINGS MUST BE BROUGHT TO THE ATTENTION OF THE ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION.
2. MAINTAIN EXISTING DRAINAGE UNTIL NEW DRAINAGE IMPROVEMENTS ARE IN PLACE AND FUNCTIONAL.



Braden Riley

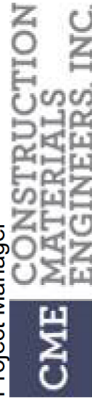
From: Joe Mamola <jmamola@cmenv.com>
Sent: Thursday, August 3, 2023 11:21 AM
To: Braden Riley; Heinbaugh, Christian; Stacy Yokoyama; Tony Angelopoulos
Cc: Marc Leone; Jeff Taylor
Subject: RE: RFI 006 - Existing Drainage Line.pdf

Braden,

Please extend and tie this drain into the trench drain.

Thanks,

Joe Mamola
Project Manager



300 Sierra Manor Drive, Suite 1
Reno, NV 89511

jmamola@cmenv.com
Direct: 775-737-7579
Cell: 775-745-6996
www.cmenv.com

From: Braden Riley <briley@qdconstruction.com>
Sent: Thursday, August 3, 2023 11:16 AM
To: Heinbaugh, Christian <Christian.Heinbaugh@kimley-horn.com>; Joe Mamola <jmamola@cmenv.com>; Stacy Yokoyama <syokoyama@cmenv.com>; Tony Angelopoulos <tony@cmenv.com>
Cc: Marc Leone <mleone@qdconstruction.com>; Jeff Taylor <jtaylor@qdconstruction.com>
Subject: RFI 006 - Existing Drainage Line.pdf

Christian,

Please see attached RFI for the existing drainage line we encountered during demolition. Let me know if you have any questions.

Thank you,



Braden Riley | Project Engineer

Q&D Construction LLC

C: (775) 302-6552

briley@qgdconstruction.com

NVCL #8197 A&B CACL # 427988BA CA DIR # 1000061144

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CHANGE ORDER REQUEST

CCO No. 010

Project No.: 16571 – RTIA Terminal Loop Road Project

Date: 10/24/2023

To: Jon Lau
Reno-Tahoe Airport Authority
2001 E Plumb Lane
Reno, NV 89502

From: Braden Riley
Q&D Construction LLC
PO Box 10865
Reno, NV 89510

Phone: 775-328-6462

Phone: 775-786-2677

Fax:

Fax: 775-786-5136

Email: jlau@renoairport.com

Email: briley@qdconstruction.com

cc: Marc Leone (Q&D)

Below is the detail for our proposal to complete the following changes in contract work:

- Change Order Request: CCO#010 – T&M Unmarked Utility Potholing North of Sky Bridge
 - Proposed Scope of Work: Change order is for labor, equipment, and materials for down time potholing and verify unmarked utilities during excavation:
 - 9/21/2023 Time Card Notes: *Encountered an unmarked 4" ductile iron storm drain line at approx. STA25+29.77 while digging for the trench drain. Potholed and found that it went to what appeared to be an abandoned DI. Tony with CME determined that the 4" line was abandoned and we continued to dig after we backfilled and compacted our potholes.*
 - 9/26/23 Time Card Notes: *While digging the trench drain north from the DI at STA22+99.50, we encountered an unmarked concrete encased duct bank that is possibly power, with a 2" steel line above the encasement.*
 - 9/27/23 Time Card Notes: *Continue to pothole and expose unmarked utilities that were exposed during excavating for the trench drain south of DI at STA22+99.50.*
 - 10/6/23 Time Card Notes: *Located an unmarked 6" storm drain line at the north end of the trench drain in the north work zone. Repaired and backfilled.*

CCO Item Sub-Totals	Quantity	Units	Unit Price	Amount
T&M Unmarked Utility Potholing North of Sky Bridge	1	LSU	\$5,840.75	\$5,840.75

CCO Item Totals	Change (in Days)	Amount
CCO#010 – T&M Unmarked Utility Potholing North of Sky Bridge	2	\$5,840.75

Submitted By:

10/24/2023

Braden Riley

Date

Approved By:

Reno-Tahoe Airport Authority

Date

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project									
02.000.000.007						EXTRA - T&M Unmarked 4" SD Line 2 LAB			
09/23	43647	09/28/23	09/21/23	PR	PR Entry	NNVLAB/App70Grp1 1.00 / 3482 / Rivero Jr, Rene D689 Jeffrey Taylor	0.000	4.00	155.99
09/23	43648	09/28/23	09/21/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	4.00	222.78
09/23	43649	09/28/23	09/21/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	4.00	224.08
09/23	43650	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	4.00	364.88
09/23	43651	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3010 / Loudenburg , Coty J689 Jeffrey Taylor	0.000	4.00	338.25
09/23	43652	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3201 / Kingsley , Trent R689 Jeffrey Taylor	0.000	4.00	338.25
09/23	43653	09/28/23	09/21/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	4.00	328.20
09/23	58121	10/05/23	09/26/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	2.00	112.64
09/23	58122	10/05/23	09/26/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	2.00	113.38
09/23	58123	10/05/23	09/26/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	1.00	91.22
09/23	58124	10/05/23	09/26/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	2.00	164.10
						Total for Cost Type: 2	0.000	35.00	2,453.77
02.000.000.007						EXTRA - T&M Unmarked 4" SD Line 4 O EQ			
09/23	31143	09/25/23	09/21/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 9549 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	68.00
09/23	31144	09/25/23	09/21/23	EM	EMRev	28-156 GPS SPS985 Rover/Trimble / Equipment Usage / 9550 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	20.00
09/23	31145	09/25/23	09/21/23	EM	EMRev	28-170 GPS Total Station/SPS930/Trimble / Equipment Usage / 9551 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	36.00
09/23	31146	09/25/23	09/21/23	EM	EMRev	28-118 GPS Data Collector/Trimble / Equipment Usage / 9552 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	8.00
09/23	31147	09/25/23	09/21/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 9553 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	200.00
09/23	31148	09/25/23	09/21/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 9555 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	40.00
09/23	36398	09/27/23	09/26/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 12851 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	1.00	17.00
09/23	36399	09/27/23	09/26/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 12852 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	100.00
09/23	36400	09/27/23	09/26/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 12853 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	20.00

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project - Continued									
Total for Cost Type: 4							0.000	29.00	509.00
02.000.000.007	EXTRA - T&M Unmarked 4" SD Line 5 R EQ								
09/23	31149	09/25/23	09/21/23	EM	EMRev	99-010 Skidsteer / Cat / 289D - RPO / Equipment Usage / 9554 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	4.00	148.00
Total for Cost Type: 5							0.000	4.00	148.00
Total For Phase: 02.000.000.007								68.00	3,110.77
02.000.000.008	EXTRA - T&M Potholing Unmarked Utilities 2 LAB								
09/23	58125	10/05/23	09/27/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	2.00	112.64
09/23	58126	10/05/23	09/27/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	2.00	113.38
09/23	58127	10/05/23	09/27/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	2.00	182.43
09/23	58128	10/05/23	09/27/23	PR	PR Entry	NNVOPE-M22/Group 11 1.00 / 3201 / Kingsley , Trent R689 Jeffrey Taylor	0.000	2.00	169.12
09/23	58129	10/05/23	09/27/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	2.00	164.10
10/23	13262	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 3 1.00 / 1029 / Ramos , Juan A689 Jeffrey Taylor	0.000	3.00	178.27
10/23	13263	10/12/23	10/06/23	PR	PR Entry	NNVLAB/Group 4 1.00 / 1695 / Guillen Lugo , Jesus 689 Jeffrey Taylor	0.000	3.00	179.39
10/23	13264	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Foreman 1.00 / 689 / Taylor , Jeffrey M689 Jeffrey Taylor	0.000	3.00	273.66
10/23	13265	10/12/23	10/06/23	PR	PR Entry	NNVOPE-M22/Group 6 1.00 / 3103 / Lieberman , Cody E689 Jeffrey Taylor	0.000	3.00	246.15
Total for Cost Type: 2							0.000	22.00	1,619.14
02.000.000.008	EXTRA - T&M Potholing Unmarked Utilities 4 O EQ								
09/23	46550	09/28/23	09/27/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 13633 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	34.00
09/23	46551	09/28/23	09/27/23	EM	EMRev	28-156 GPS SPS985 Rover/Trimble / Equipment Usage / 13634 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	20.00
09/23	46552	09/28/23	09/27/23	EM	EMRev	28-170 GPS Total Station/SPS930/Trimble / Equipment Usage / 13635 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	36.00
09/23	46553	09/28/23	09/27/23	EM	EMRev	28-118 GPS Data Collector/Trimble / Equipment Usage / 13636 / Rev Code: 1Hourly / Emp: 3201 / Kingsley , Trent R	0.000	4.00	8.00
09/23	46554	09/28/23	09/27/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 13637 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	2.00	20.00
10/23	5322	10/09/23	10/06/23	EM	EMRev	01-444 Pickup/Chevy/4x4/2500 / Equipment Usage / 4152 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	3.00	51.00
10/23	5323	10/09/23	10/06/23	EM	EMRev	53-238 Excavator/Cat/308E2CR / Equipment Usage / 4153 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	3.00	150.00
10/23	5324	10/09/23	10/06/23	EM	EMRev	01-479 John Deere Gator/John Deere/XUV560 / Equipment Usage / 4154 / Rev Code: 1Hourly / Emp: 689 / Taylor , Jeffrey M	0.000	3.00	30.00

JC Detail

Mth	Trans#	Posted Date	Actual Date	Trans Type	Source	Description	Units	Hours	Cost
16571. RTAA Terminal Loop Road Reconstruction Project - Continued									
						Total for Cost Type: 4	0.000	25.00	349.00
						Total For Phase: 02.000.000.008		47.00	1,968.14
						Total For Job: 16571.		115.00	5,078.91
						Total For Company:1		115.00	5,078.91
								+15% Mark-Up	
								\$5,840.75	



CHANGE ORDER REQUEST

CCO No. 011

Project No.: 16571 – RTIA Terminal Loop Road Project

Date: 11/7/2023

To: Jon Lau
Reno-Tahoe Airport Authority
2001 E Plumb Lane
Reno, NV 89502

From: Braden Riley
Q&D Construction LLC
PO Box 10865
Reno, NV 89510

Phone: 775-328-6462

Fax:

Email: jlau@renoairport.com

Phone: 775-786-2677

Fax: 775-786-5136

Email: briley@qdconstruction.com

cc: Marc Leone (Q&D), Joe Mamola (CME), Stacy Yokohama (CME)

Below is the detail for our proposal to complete the following changes in contract work:

- Change Order Request: CCO#011 – Fortification Bollards in lieu of Safety Bollards
 - Proposed Scope of Work: Change order is for labor, equipment, and materials to install 7 EA safety bollards using the existing fortification bollards per details attached from Kimley-Horn.
 - Pricing includes: structure excavation for fortification bollard foundations, install safety bollards and pour 12" section, aggregate base 6" depth for PCC sidewalk, and pour PCC sidewalk 6" depth, purchase of additional 7 EA bollard covers.

CCO Item Sub-Totals	Quantity	Units	Unit Price	Amount
Bid Item 35 - Safety Bollards	12	EA	(\$4,710.00)	(\$56,520.00)
Fortification Bollards in lieu of Safety Bollards	7	EA	\$4,900.00	\$34,300.00

CCO Item Totals	Change (in Days)	Amount
CCO#011 – Fortification Bollards in lieu of Safety Bollards	0	(\$22,220.00)

Submitted By:

Braden Riley

11/7/2023

Date

Approved By:

Reno-Tahoe Airport Authority

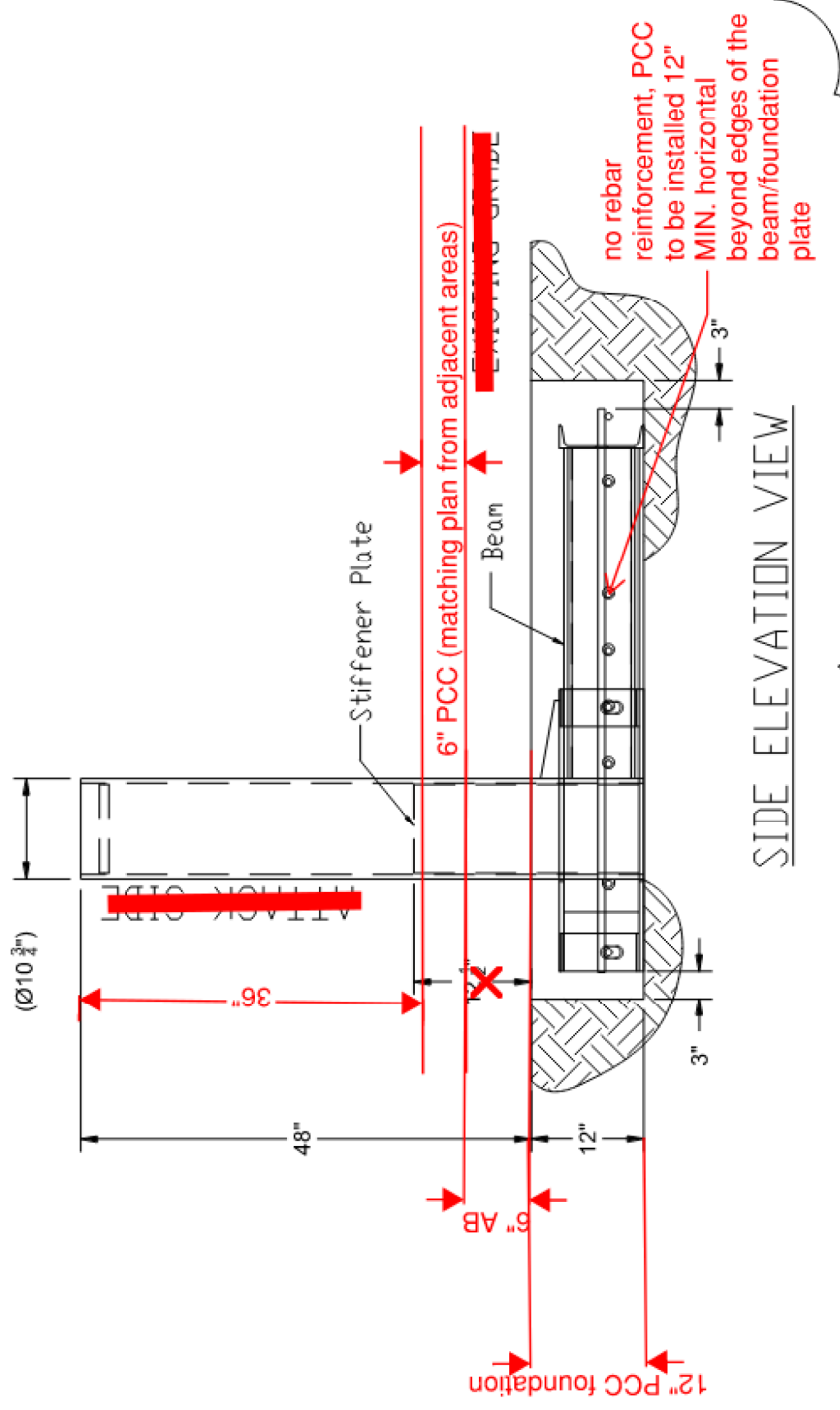
Date

Braden Riley

From: Heinbaugh, Christian <Christian.Heinbaugh@kimley-horn.com>
Sent: Wednesday, October 18, 2023 2:20 PM
To: Braden Riley; Joe Mamola; Lau, Jon; Stacy Yokoyama; Tony Angelopoulos
Cc: Marc Leone
Subject: RE: Submittal 1A - Non-Rated Bollard Shop Drawings

Thanks Braden, I have not reviewed this yet as, per yesterday's discussion during the meeting, there is interest in using the extra fortification bollards in lieu of the non-removable safety bollards. Below is a clip of what this would look like, and would consist of:

- Installing the fortified bollards 12" deeper than normal to prevent the need to cut the top and to ensure there is adequate cover over the beam in the sloped median sidewalk area.
- Placing 12" thick PCC around the bollard foundation/beam
- Placing 6" depth of aggregate base from the top of the foundation PCC
- Placing the planned 6" PCC sidewalk to 36" down from the top of the bollard so the new shorter sleeve layout will work without needing to cut the bollards
- No rebar is required with this approach

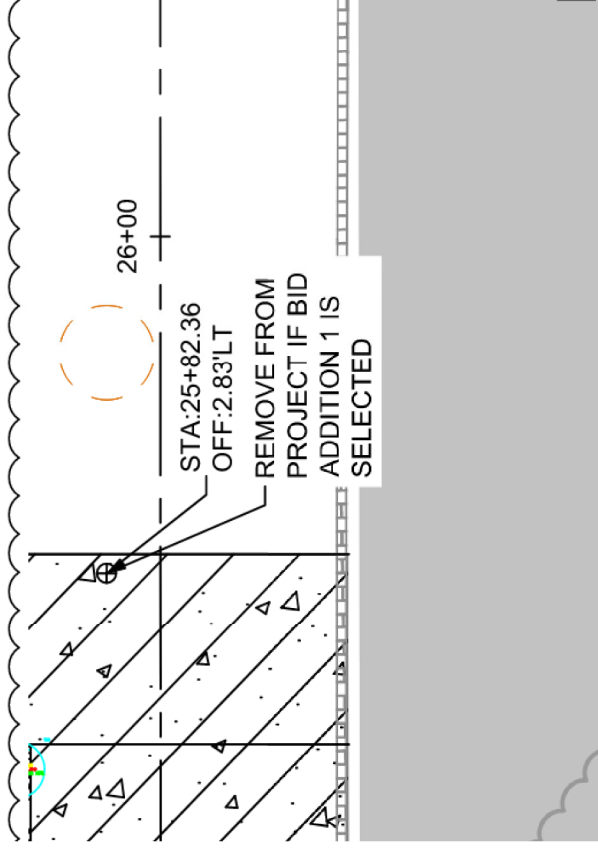


The airport is considering using these for the 7 safety bollards that are planned (there are more on the plans along the median but they were only to be installed if the canopy options weren't selected (see clip below from plans). These are as follows:

- 3 on the median (southern segment, south of canopy installations)
 - The bollards would be in their current planned location with the beam running north/south in to the replacement area thus preventing the need for any additional median sidewalk replacement
- 2 at the green lot driveway
 - The bollards would be in their current planned location with the beam running north/south in the flush curb area
- 2 at the shoe-fly entrance to the surface parking lot
 - The bollards would be in their current planned location with the beam running east/west under the PCC driveway area

Please provide a price proposal for this work so the airport can make a final determination regarding this approach vs. the planned approach with the non-removable safety bollards.

Let me know if you have any questions. Thanks



Christian Heinbaugh, PE (NV, CA)

Kimley-Horn | 7900 Rancharah Parkway, Suite 100, Reno, Nevada 89511

Direct: 775-200-1967 | Mobile: 775-843-8911

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From: Braden Riley <briley@qdconstruction.com>

Sent: Friday, October 13, 2023 5:09 PM

To: Joe Mamola <jmamola@cmenv.com>; Lau, Jon <jlau@renoairport.com>; Heinbaugh, Christian <Christian.Heinbaugh@kimley-horn.com>; Stacy Yokoyama <syokoyama@cmenv.com>; Tony Angelopoulos <tony@cmenv.com>

Cc: Marc Leone <mleone@qdconstruction.com>

Subject: Submittal 1A - Non-Rated Bollard Shop Drawings

Christian,

Please see attached bollard shop drawings for the non-removable bollards. Let me know if you have any questions.

Thank you,



Q&D CONSTRUCTION
EST. 1964

Braden Riley | Project Engineer

Q&D Construction LLC

C: (775) 302-6552

briley@qdcconstruction.com

NVCL #8197 A&B CACL # 427988BA CA DIR # 1000061144

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Administrative Report

Date: January 9, 2024

Subject: Administrative Award of Contracts (Expenditures) Pursuant to Resolution No. 557 - December 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 more than \$25,000 and approved administratively as a result of this Resolution. Further, all change orders and amendments approved administratively as a result of this Resolution shall be included in a separate administrative report regardless of value.

Agreements and POs in Excess of \$25,000

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
12/12/23	Leviathan Corporation	\$30,860.00	A PO was issued for the replacement of tires on the Crash 90 ARFF apparatus.	FY24 O&M	Airfield Maintenance
12/18/23	CDW Government LLC	\$ 34,766.00	A PO was issued for the annual Mimecast email security software renewal.	FY24 O&M	Technology & Information Systems
12/19/23	EDAWN - Economic Development Authority of Western Nevada	\$25,000.00	A PO was issued for semi-annual dues / membership.	FY24 O&M	President / CEO
12/22/23	Peppermill Hotel & Casino	\$27,700.01	A PO was issued for the payment of the annual employee holiday party.	FY23 O&M	People Operations
12/27/23	CDW Government LLC	\$54,260.62	A PO was issued for the annual CrowdStrike endpoint security software renewal.	FY24 O&M	Technology & Information Systems
12/27/23	Vox Network Solutions	\$51,460.47	A contract renewal was issued for one year for data communication network renewal.	FY24 O&M	Technology & Information Systems
12/14/23	Incline Technology Consulting, LLC	\$30,000.00	The T&M contract was extended for one year to allow for miscellaneous IT work to be completed. Individual POs will track the amount spent throughout the year.	FY24 O&M	Technology & Information Systems
12/15/23	VCOM Solutions Inc.	\$43,000.00	An annual contract renewal for master data management for AT&T / Verizon charges.	FY24 O&M	Technology & Information Systems
12/21/23	ServiceTec International, Inc.	\$215,891.00	A contract renewal was issued for one year for on-going support services for the CUPP Project.	FY24 O&M	Technology & Information Systems

Change Orders and Amendments

Date	Name of Company	Dollar Amount	Description	Funding Source	Department / Division
10/20/23	Q & D Construction, LLC	\$3,638,514.36	CO#2A for the Terminal Loop Road Project was to add back in the canopy base bid segment that was deleted through CO#1 to separate the base bid from the canopy components due to the additional grant funding (see attached). Total contract, including this CO, is \$11,167,268.00.	FY22 CIP & FY24 Grant Funds	Engineering & Construction
10/20/23	Q & D Construction, LLC	\$393,000.00	CO#2B for the Terminal Loop Road Project was to add the lump sum bid in its entirety for the canopy (see attached). Total contract, including this CO, is \$11,560,268.00.	PFC (Application #17)	Engineering & Construction
11/14/23	Q & D Construction, LLC	(\$12,956.48)	CO#3 for the Terminal Loop Road Project is for revised scope of work (see attached). Total contract, including this CO, is \$11,921,562.26.	FY22 CIP	Engineering & Construction
12/20/23	Q & D Construction, LLC	\$ 9,234.30	CO#1 for the Emergency Electrical Feed Repair is for revised scope of work (see attached). Total contract, including this CO, is \$45,674.30.	FY24 O&M	Facilities & Maintenance

Key to abbreviations:

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

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

PO = Purchase Order
PSA = Professional Service Agreement