

**COMMITTEE MEMBERS**

**Trustees**

Art Sperber, Chair  
Joel Grace, Vice Chair  
Shaun Carey, Member  
Cortney Young, Member  
Adam Kramer , Alternate  
Carol Chaplin, Alternate  
Jennifer Cunningham, Ex Officio

**Staff Liaison**

Gary Probert, Chief Planning &  
Infrastructure Officer



**PRESIDENT/CEO**

Daren Griffin, A.A.E.

**CHIEF LEGAL COUNSEL**

Ian Whitlock

**BOARD CLERK**

Lori Kolacek

**MINUTES**

**Planning & Construction Committee**

**Tuesday, October 8, 2024 | 9:00 AM**

**Reno-Tahoe International Airport, Reno, NV**

**Administrative Offices, Second Floor**

**1. INTRODUCTORY ITEMS**

Chair Sperber called the meeting to order at 9:00 a.m.

**Members Present:** Art Sperber  
Shaun Carey  
Joel Grace  
Cortney Young

**2. PUBLIC COMMENT**

There were no comments from the public.

**3. APPROVAL OF MINUTES**

**3.1 September 10, 2024, Planning & Construction Committee meeting**

There being no corrections to the Minutes, they were approved as presented.

**4. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON OCTOBER 10, 2024**

**4.1 Board Memo No. 10/2024-53 (For Possible Action): Authorization for the President/CEO to execute a Contract for the Airfield Signage Replacement & Taxiway Renaming project at Reno-Tahoe International Airport with Royal Electric Company in the amount of \$3,780,002 and \$355,328 owner's contingency**

This item was presented by Jon Lau, Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on October 10, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a Construction Contract for the Airfield Signage Replacement & Taxiway Renaming project at Reno-Tahoe International Airport with Royal Electric Company in the amount of \$3,780,002 and \$355,328 owner’s contingency.”*

**Moved by:** Joel Grace

**Seconded by:** Cortney Young

**Aye:** Trustees Carey, Grace, Sperber, Young

**Result:** Passed unanimously

**4.2 Board Memo No. 10/2024-54 (For Possible Action): Authorization for the President/CEO to execute a Professional Service Agreement for Construction Management of the Airfield Signage Replacement & Taxiway Renaming project at Reno-Tahoe International Airport with Construction Materials Engineering, Inc., in the amount of \$382,970**

This item was presented by Jon Lau, Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on October 10, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a Professional Service Agreement for Construction Management of the Airfield Signage Replacement & Taxiway Renaming project at Reno-Tahoe International Airport with Construction Materials Engineering, Inc., in the amount of \$382,970.”*

**Moved by:** Shaun Carey

**Seconded by:** Joel Grace

**Aye:** Trustees Carey, Grace, Sperber, Young

**Result:** Passed unanimously

**4.3 Board Memo No. 10/2024-55 (For Possible Action): Review, discussion and potential authorization for the President/CEO to amend the Professional Service Agreement, Amendment #1, with Jacobs Project Management Co. for Strategic Support Services for the Consolidated Rental Car Center and Ground Transportation Center (GTC), in the amount of \$175,000, adjusting the amount not to exceed to be \$245,000, and extending the time of performance through January 30, 2025**

This item was presented by Jackie Caulk, MoreRNO Program Director. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on October 10, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to amend the Professional Service Agreement, Amendment #1, with Jacobs Project Management Co. for Strategic Support Services for the Consolidated Rental Car Center and Ground Transportation Center (GTC), in the amount of \$175,000, adjusting the amount not to exceed to be \$245,000, and extending the time of performance through January 30, 2025.”*

**Moved by:** Joel Grace

**Seconded by:** Cortney Young  
**Aye:** Trustees Carey, Grace, Sperber, Young  
**Result:** Passed unanimously

**4.4 Board Memo No. 10/2024-56 (For Possible Action): Review, discussion and potential authorization for the President/CEO to execute Amendment #2 to the Professional Services Agreement for consultant services for the design of the Reno-Tahoe International Airport New Gen A&B Project with Gensler Architecture, Design & Planning, P.C., in the amount of \$12,916,380, for New Gen B to 100%, increasing the total contract amount from \$33,968,037 to \$46,884,417**

This item was presented by Jackie Caulk, MoreRNO Program Director. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on October 10, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute Amendment #2 to the Professional Services Agreement for consultant services for the design of the Reno-Tahoe International Airport New Gen A&B Project with Gensler Architecture, Design & Planning, P.C., in the amount of \$12,916,380, for New Gen B to 100%, increasing the total contract amount from \$33,968,037 to \$46,884,417.”*

**Moved by:** Joel Grace

**Seconded by:** Cortney Young  
**Aye:** Trustees Carey, Grace, Sperber, Young  
**Result:** Passed unanimously

**4.5 Board Memo No. 10/2024-57 (For Possible Action): Review, discussion and potential authorization for the President/CEO to execute an Emergency Maintenance Contract pursuant to NRS 332.112 for the Parking Garage Fire Standpipe Maintenance project at Reno-Tahoe International Airport with Western States Fire Protection in the amount of \$526,842 and \$50,000 owner’s contingency**

This item was presented by Jon Lau, Project Manager. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on October 10, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute an Emergency Maintenance Contract pursuant to NRS 332.112 for the Parking Garage Fire Standpipe Maintenance project at Reno-Tahoe International Airport with Western States Fire Protection in the amount of \$526,842 and \$50,000 owner’s contingency.”*

**Moved by:** Joel Grace

**Seconded by:** Shaun Carey  
**Aye:** Trustees Carey, Grace, Sperber, Young  
**Result:** Passed unanimously

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## **5. PROGRAM UPDATES**

### **5.1 MoreRNO Program Update**

Jackie Borman, MoreRNO Program Director, briefed the Committee on the MoreRNO project developments.

### **5.2 Capital Improvement Program Update**

Gary Probert, Chief Planning & Infrastructure Officer, briefed the Committee on the general planning and construction project developments. He also introduced the new Engineering & Construction Manager, Derek Starkey.

*(There was no item 6.)*

## **7. ITEMS ATTACHED FOR INFORMATIONAL PURPOSES**

### **7.1 Administrative Award of Contracts (Expenditures) – September 2024**

There was no discussion on this item.

## **8. MEMBER COMMENTS, QUESTIONS AND REQUESTS**

There were no comments from the Trustees.

## **9. PUBLIC COMMENT**

There were no comments from the public.

## **10. ADJOURNMENT**

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