AIRPORT IMPROVEMENT GUIDELINES

Reno-Tahoe International Airport



Version 26-2

Reno-Tahoe Airport Authority

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SECTION 1: INTRODUCTION

1.1. BACKGROUND

1.1.1. REGIONAL CONTEXT

Reno, Sparks, and the surrounding communities form a region known as the Truckee Meadows. A high-desert valley along the Truckee River at the eastern edge of the Sierra Nevada mountain range, this striking area is shaped by a rare blend of rugged desert landscape, alpine beauty, and growing urban innovation where mountain peaks, open skies, and city life intersect. Within this broader landscape, a collection of distinct areas - each with its own atmosphere and identity - help further define the region's character.

MIDTOWN

Midtown Reno is a vibrant, walkable district just south of downtown, known for its locally owned shops, eclectic restaurants, art murals, and lively nightlife. It's a creative hub where historic buildings, independent galleries, repurposed spaces, and a strong sense of community give the area an energetic, urban feel.



DOWNTOWN

Downtown Reno is the historic and cultural heart of the city, where riverfront paths, iconic casinos, and public art line the Truckee River. Blending preserved landmarks with creative venues, live entertainment, and emerging cultural spaces, downtown offers a dynamic mix of energy, history, and artistic expression.



THE OUTDOORS

Surrounding Reno is a diverse range of outdoor landscapes that highlight the region's unique geography, from the colbalt and azure alpine waters of Lake Tahoe to the wide-open expanses of the high desert and the rugged peaks of the Sierra Nevada. Just beyond the city, protected dark sky sanctuaries offer clear, star-filled nights, while nearby forests, mountains, and desert terrain provide endless opportunities for recreation and exploration. Together, these environments create a striking contrast of elevation, climate, and scenery, reinforcing Reno's close connection to nature and outdoor living.








Reno-Tahoe
International

1.1.2. RENO-TAHOE INTERNATIONAL AIRPORT

As the 67th busiest commercial airport in the nation, Reno-Tahoe International Airport (RTIA) serves approximately 4.8 million passengers per year and generates a total annual economic impact of $3.6 billion. Located only 5 minutes from downtown Reno and 40 minutes from premier ski resorts, RTIA serves as the primary "Gateway to Lake Tahoe". The airport is owned and operated by the Reno-Tahoe Airport Authority (RTAA) and governed by a nine-member Board of Trustees. The 1,450-acre property includes two parallel north-south runways, one east-west runway, and a terminal featuring 23 passenger boarding gates.

The MoreRNO Program is in the process of constructing approximately $1 billion in infrastructure that will transform the facilities that you see today, including:

- Ticketing Hall Expansion: A project involving a 10,000 sf expansion and 20,000 sf renovation of the existing hall, which reached completion in April 2024.
- Ground Transportation Center (GTC): an approximately 440,000 sf facility housing all rental car, taxi, and ground transportation operations, including shuttles and Transportation Network Companies like Uber and Lyft. (Estimated completion third quarter 2028).
- Ground Transportation Center (GTC): A new 440,000 sf facility designed to centralize all rental car, taxi, and shuttle operations, including TNCs like Uber and Lyft. Estimated completion is the third quarter of 2028.
- Police & Airport Authority Headquarters (The HQ): A 62,000 sf, 4-story freestanding office building with an estimated completion in the second quarter of 2027.
- Central Utility Plant (CUP): An 11,000 sf facility that will provide heating, cooling, and power to the new HQ and concourses. Estimated completion is the third quarter of 2027.
- Concourse Development (New Gen A & B): A full replacement of the two existing concourses with state-of-the-art facilities, each spanning approximately 130,000 sf. This project will provide a total of 24 passenger boarding gates.
    - Concourse A estimated completion: Third quarter 2028.
    - Concourse B estimated completion: Third quarter 2029.

1.2. PURPOSE OF GUIDELINES

The Airport Improvement Guidelines (AIG) are a combination of tenant design guidelines, terminal design guidelines, and construction guidelines. The AIG document was created to enhance the approval, permitting, and construction processes within the terminal at Reno-Tahoe International Airport. One of the

main objectives includes formalizing the approval process and standardizing requirements.

The purpose of the document is to establish a common process and standards, with the goals of:

- Define the approval process
- Develop standards for Airport development
- Facilitate safety and security during construction projects
- Assist Project Sponsors with timely execution of their projects
- Create a sense of place
- Maintain the quality of the facility and integrity of its building systems
- Ensure all participants are aware of their roles and responsibilities
- Facilitate inter-department coordination
- Ensure all approvals are achieved before construction

Not all aspects of the AIG will apply to all projects. Please review the table of contents and read all sections that could affect your project. The Project Sponsor is responsible for knowing and understanding the information contained in the AIG, and disseminating the information to their Architects, Engineers, and Contractors.

1.3. DEFINITIONS

Reno-Tahoe Airport Authority (RTAA) – Owner and operator of the Reno-Tahoe International Airport and Reno-Stead Airport.
Project Sponsor – Any representative proposing to make improvements to space at the Reno-Tahoe International Airport. Specific representatives include new or existing Tenants, and RTAA Departments.

Scope of Work (SOW) Statement – A brief summary of a proposed project describing the purpose of the project and the work that will be done. This document is the first step required to initiate a project.

Project Review Committee (PRC) – A group of Airport Authority employees responsible for reviewing proposed Airport project designs for conformance with the Airport Improvement Guidelines, Building Codes, and other standards, as well as looking out for operational, safety, and security issues.

1.4. TYPES OF IMPROVEMENTS

To assist with streamlining the process, improvements are separated in degree of complexity between Level 1 improvements and Level 2 improvements. The two types of improvements are defined below:

1.4.1 LEVEL 1 IMPROVEMENTS

Level 1 improvements include:
Non-building system related architectural work (counters, casework, finishes, etc.)

1.4.2 LEVEL 2 IMPROVEMENTS

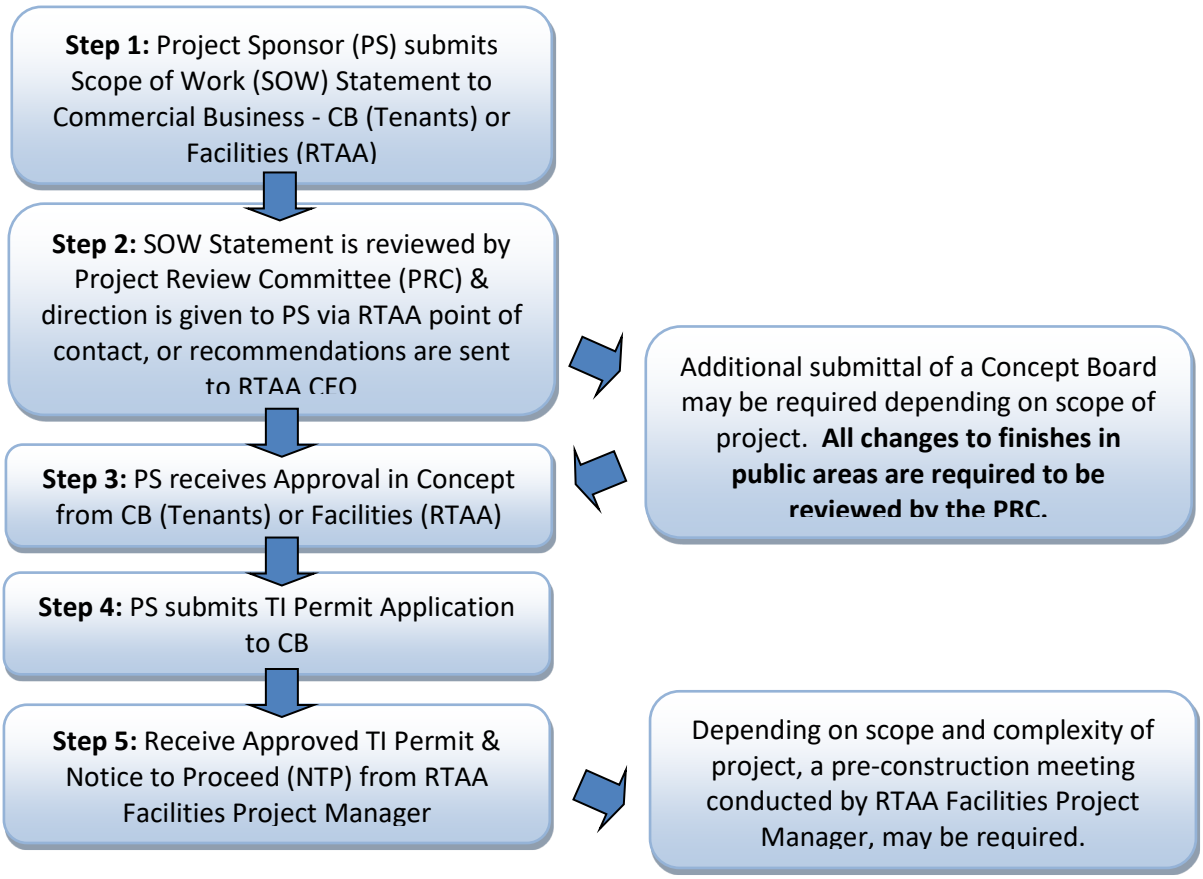
Level 2 improvements include any project that meets one or more of the following criteria:

- Requires a licensed professional
- Requires a City of Reno Building Permit
- Impacts airport-wide systems such as structural, plumbing, HVAC, electrical, communications, security, waste, fire suppression, etc.
- Modifies/adds walls

1.5. IMPROVEMENT PROCESS

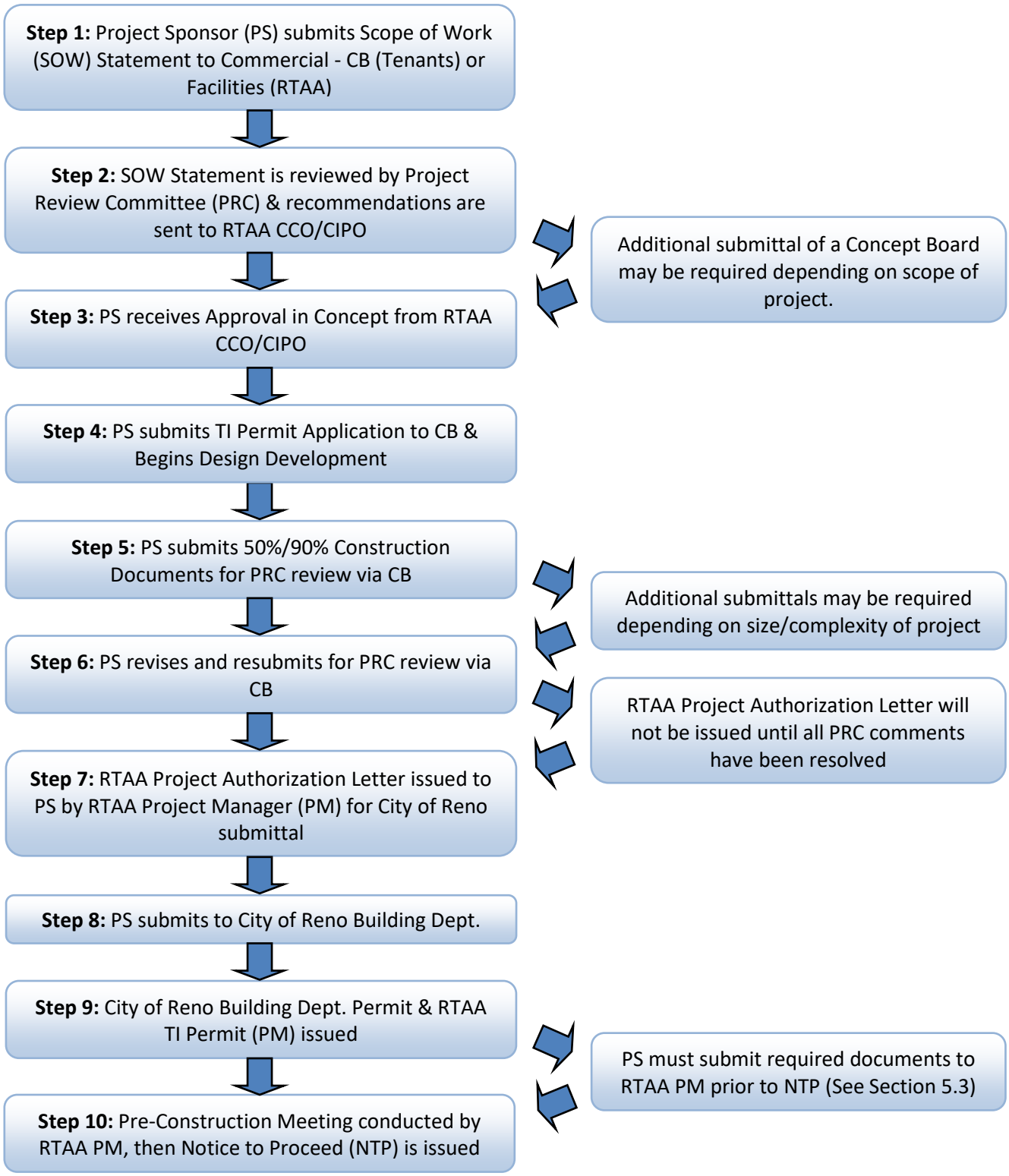
1.5.1 LEVEL 1 IMPROVEMENTS

Below is an overview of the submittal and approval process for Level 1 improvement projects in the terminal at the Reno-Tahoe International Airport. Please review the following sections of this document for further details.



1.5.2. LEVEL 2 IMPROVEMENTS

Below is an overview of the submittal and approval process for Level 2 improvement projects in the terminal at the Reno-Tahoe International Airport. Please review the following sections of this document for further details.



1.6. PROJECT REVIEW COMMITTEE (PRC)

1.6.1 ROLE

The PRC is a group of Airport Authority employees who are tasked with reviewing proposed Airport project designs for conformance with the Airport Improvement Guidelines, Building Codes, and other standards, as well as looking out for operational, safety, and security issues. The PRC will provide comments to the Project Sponsor that need to be addressed before the PRC will provide a recommendation of approval of the TI Permit to the RTAA CEO.

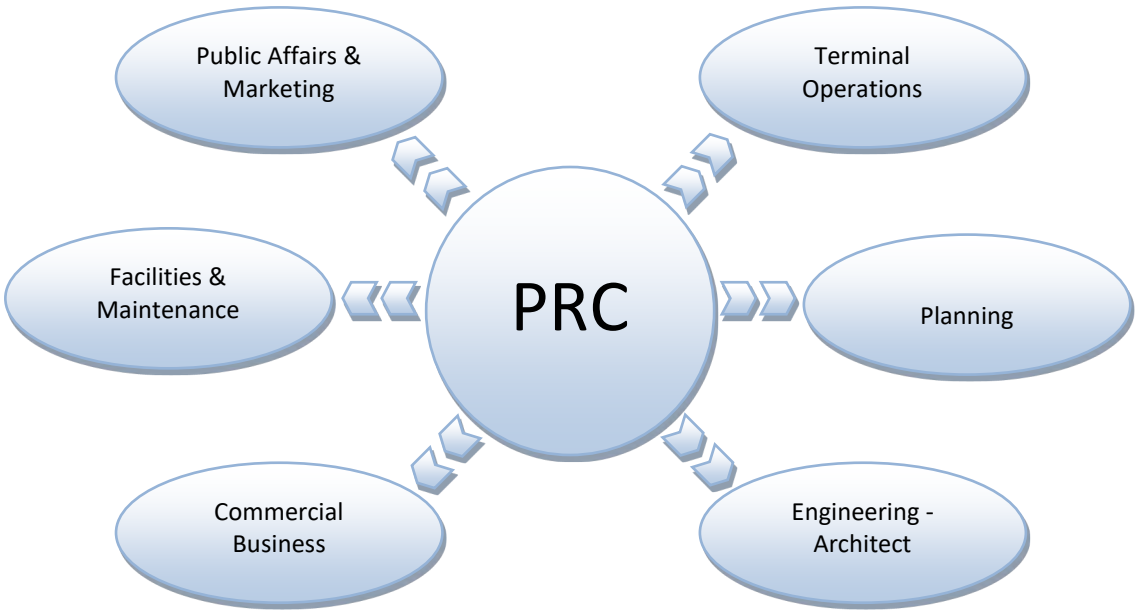
1.6.2 COMMITTEE MEMBERS

The PRC is made up of one representative from each of the following RTAA departments:

- Facilities & Maintenance
- Planning
- Engineering – Architect
- Commercial Business
- Public Affairs & Marketing
- Terminal Operations

Representatives from other departments are included on an as needed basis, depending on the scope of the project.

- Technology Information Systems
- Operations
    - Fire
    - Police/Security



AIRPORT IMPROVEMENT GUIDELINES ACKNOWLDGEMENT

I, _____, acknowledge that I have received the Reno-Tahoe Airport Authority Airport Improvement Guidelines. I am aware of and understand all the requirements, regulations, and responsibilities contained within it. It is my responsibility to ensure that the Consultants and Contractor involved in this project are made aware of this information as well.

_____
Project Sponsor (sign)

_____
(print)

_____
Date

SECTION 2: INITIATING AN AIRPORT IMPROVEMENT

2.1 TENANT IMPROVEMENT

2.1.1 RTAA CONTACT INFORMATION

A Tenant desiring to make an improvement in their current leasehold, to a new leasehold, or any other facility in the terminal at Reno-Tahoe International Airport must first contact Commercial Business (CB):

Airline, Concessions, Car Rental, & Airport Services Tenants
Commercial Business Development
2001 E. Plumb Ln.
Reno, NV 89502
775.328.6481
TI@renoairport.com

2.1.2 SUBMITTAL REQUIREMENTS

2.1.2.1 Scope of Work Statement

The Tenant must submit in writing a Scope of Work statement, to be reviewed by the Project Review Committee (PRC), briefly explaining what the improvement entails.

Once the scope of work is reviewed by the PRC, depending on the scope of the project, the Tenant may be required to submit a Concept Board. **(All concession improvements will be required to submit a concept board).**

The PRC strongly recommends that a site walk is performed prior to submitting the Scope of Work statement to ensure that the work is captured accurately and may require a walk be completed depending on scope of the project.

2.1.2.2 Concept Board (May be required depending on scope of project)

An initial electronic submittal is acceptable, but final approval of colors and materials will not be given until physical samples are received. The concept board shall include:

- A color rendering or sketch
- Samples of proposed materials/colors
- Dimensioned Plans

2.1.2.3 Approval in Concept

Once the concept has been approved by the PRC and the RTAA CCO/CIPO, the Tenant shall submit a Tenant Improvement (TI) Permit Application and

proceed with Design Development in conformance with the following sections of the Airport Improvement Guidelines (AIG).

2.1.2.4 TI Permit Application

The following things should be submitted with the TI Permit Application:

- Drawing(s) and/or plans
- Spec sheets, if applicable
- Schedule for work and dates/times for any RTAA IT escorts/access
- Contractor certificate of insurance
- Nevada contractor's license for all contractors working on Airport
- City permit, if applicable
- Any other pertinent documents to the project

2.1.3 RTAA RESPONSIBILITIES

2.1.3.1 Commercial Business

- Point of Contact for all Tenant communication.
- Review initial Scope of Work Statement.
- Review Level 1 concepts with Facilities and Level 2 concepts with PRC and CCO/CIPO.
- Route TI Permit Application to Director of Facilities.

2.1.3.2 Facilities & Maintenance

- Schedule and lead review of concept with PRC.
- Route comments back to Tenant via CB.
- Issue the Notice to Proceed

2.1.4 TENANT RESPONSIBILITIES

- Contact RTAA CB regarding proposed improvement.
- Provide Scope of Work Statement to CB.
- If requested, provided concept board to CB.
- Complete TI Permit Application and submit to CB.

2.2 RTAA IMPROVEMENT

2.2.1 RTAA CONTACT INFORMATION

Any RTAA department desiring to make an improvement to facilities at Reno-Tahoe International Airport must first contact Facilities & Maintenance *(Department Manager, Director, or Vice President must first authorize the proposed improvement):*

Chris Cobb
Director of Facilities & Maintenance
775.328.6426
775.750.6784 (cell)
CCobb@renoairport.com

RTAA Capital Projects, PFC, and AIP projects are excluded from the initiating process outlined here, as they are reviewed and approved under a separate process.

2.2.2 SUBMITTAL REQUIREMENTS

2.2.2.1 Scope of Work Statement

The Project Sponsor must submit in writing a Scope of Work statement, to be reviewed by the PRC, briefly explaining what the improvement entails.

Once the Scope of Work is reviewed by the PRC, depending on the scope of the project, the Project Sponsor may be required to submit a Concept Board.

2.2.2.2 Concept Board (May be required depending on scope of project)

An initial electronic submittal is acceptable, but final approval of colors and materials will not be given until physical samples are received. The concept board shall include:

- A color rendering or sketch
- Samples of proposed materials/colors
- Dimensioned Plans

2.2.2.3 Approval in Concept

Once the concept has been approved by the PRC and the RTAA CEO, the Project Sponsor shall submit a TI Permit Application and proceed with Design Development in conformance with the following sections of the Airport Improvement Guidelines (AIG).

2.2.3 FACILITIES & MAINTENANCE RESPONSIBILITIES

- Point of Contact for all communication.
- Schedule and lead review of concept with PRC.

2.2.4 REQUESTING DEPARTMENT RESPONSIBILITIES

- Contact RTAA Facilities & Maintenance (F&M) regarding proposed improvement.
- Provide Scope of Work Statement to F&M.
- If requested, provide concept board to F&M.
- Complete TI Permit Application.

SECTION 3: DRAWING REQUIREMENTS & REVIEW PROCESS

3.1 PROFESSIONAL REQUIREMENTS

3.1.1 DESIGN SERVICES (Level 2 projects only)

All Project Sponsors proposing to make modifications to or add new utilities (mechanical, plumbing, electrical), walls, ceiling, structural elements, etc. are required to hire an architect and/or engineers licensed in the state of Nevada.

3.2 DRAWING STANDARDS

For Level 1 improvements, no CAD or as-built drawings are required; see section 1.4.1 for a description of a Level 1 improvement. Level 2 improvements are required to comply with the Drawing Standards outlined below; see section 1.4.2 for a description of a Level 2 improvement.

3.2.1 BIM REQUIREMENTS

Please request Exhibit M, BIM Execution Plan, for detailed BIM requirements.

- Software
  - Autodesk Revit
  - BIM 360
- Level of Development (LOD)
  - LOD 200 through 30% Design
  - LOD 300 from 30% to 100% Design

3.2.2 CAD REQUIREMENTS

- All drawings shall be prepared using AutoCAD Release 2018 or later, but use of the latest version is preferred.
- All Architectural project drawings shall comply with the latest version of the National CAD Standards and AIA CAD Standards for layer management and naming conventions.
- No unused layers shall remain.
- No lines are to be constructed with deliberate gaps.
- All drawings shall be prepared on 24”x36” size sheets.
- The Project Sponsor shall use the RTAA Cover, G1.0, and Title Block sheets provided by the RTAA.
- The Project Sponsor shall use the RTAA Color Dependent Plot Style Table (CTB) provided by the RTAA.
- All sheets shall indicate the project name, the title of the sheet, the name, phone number, and address of the primary A/E firm, the sub information for the sheet discipline, the level of completion (i.e. 90% Construction Documents), and the date.
- Site plans shall be scaled to 1”=20’ (Exceptions may be made based on site extents).

- Floor plans shall be scaled no smaller than 1/4”=1’-0”, with enlarged floor plans as required.

3.2.3 GIS REQUIREMENTS

Depending on the size and scope of the project, GIS related data and standards will be required. If required, the project shall use the following systems:

- Georeferenced GIS files in gdb or shapefile using the NAD 83 Nevada State Plane Coordinate System
- If CAD, please use the NAD 83 Nevada State Plane Coordinate System
  - Projected Coordinate System: NAD_1983_2011_StatePlane_Nevada_West_FIPS_2703_Ft_US
  - Geographic Coordinate System: GCS_NAD_1983_2011

3.3 REVIEW PROCESS

After an Airport Improvement has been initiated and Approved in Concept, as outlined in Section 2 of this document, Level 2 improvements will then begin Design Development. At various times throughout the design, submittals are required to be made to the Airport Authority for review by the PRC.

3.4 SUBMITTAL REQUIREMENTS

3.4.1 NUMBER OF SUBMITTALS (Level 2 projects only)

At a minimum, Project Sponsors are required to make the following submittals for review to the RTAA via their point of contact:

- 30% Construction Documents
- 60% Construction Documents (Shall include drawings and outline specifications)
- 90% Construction Documents (Shall include drawings, specifications, and any required calculations). Depending on the amount and type of RTAA comments, a Project Authorization Letter MAY be issued at this time and the plans can then be submitted to the City of Reno Building Department.
- 100% Construction Documents (Must address all RTAA comments before a Project Authorization Letter will be issued and the plans can be submitted to the City of Reno Building Department)
- Issued For Construction (IFC) Documents must be submitted after receiving the building permit and prior to NTP.

Additional submittals could be required depending on the size and scope of the project.

3.4.2 FORMAT (Level 2 projects only)

The Project Sponsor shall submit one set of Construction Documents in pdf format for each review submittal. Combine all individual files into one single pdf file.

In addition to the pdf file, the Project Sponsor shall submit two (2) 24”x36” sets of IFC Documents (including contract documents, specifications, calculations, and reports) prior to NTP. The IFC Documents shall be stamped and signed by the licensed Architect/Engineer that created the documents.

3.5 REVIEW TIME

The RTAA review process for Level 2 projects will take a minimum of 10 business days for each submittal. The time could be longer depending on the size and complexity of the project. The documents will not be reviewed until a complete package is submitted. Individual elements or partial submittals will be returned to project sponsor.

The RTAA review process for Level 1 projects will take a minimum of 5 business days for each submittal. The time could be longer if the PRC requires involvement.

SECTION 4: DESIGN REQUIREMENTS

4.1 DESIGN VISION

4.1.1 The Modern Mountain aesthetic blends the raw beauty of the surrounding landscape with contemporary refinement, creating spaces that feel both grounded and sophisticated. Natural materials—warm woods, textured stone, and raw metals—are paired with clean, minimal lines to balance tactile richness with architectural clarity. Surfaces are thoughtfully layered and detailed, evoking warmth, comfort, and effortless, while the palette and materials subtly reference the mountains, forests, and high desert. The overall effect is a harmonious environment: modern in form, inviting in feel, and deeply connected to the region it supports. As part of the design vision, seven guiding principles were created to ensure every design choice reflects the core values and aesthetics of the overall vision as the airport aims to create "**a gateway to possibilities** that embodies Northern Nevada's **spirit of adventure**." Designers are encouraged to interpret these seven principles to achieve a consistent passenger experience while maintaining the Modern Mountain aesthetic.

4.1.2 GUIDING PRINCIPLES

- **Ease of Travel:** A commitment to providing travelers with a seamless stress-free experience in the “biggest little city’s” unwavering hospitality.



- **Humble Roots:** Reflecting the down-to-earth, authentic nature of the Reno community.



- **Innovative Spirit:** Acknowledging both Northern Nevada's pioneering past, and its future as an emerging new hub of innovation and technological advancement.



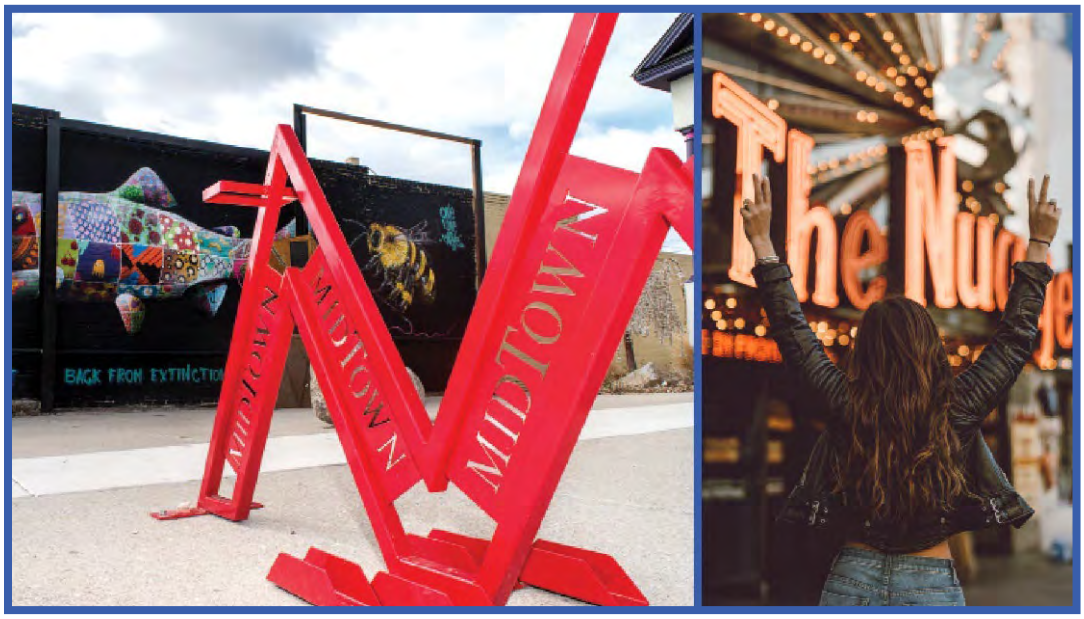
- **Sense of Community:** The integration of local artists, schools, businesses, and culture reflects a strong sense of pride within the airport.



- **Stewards of the Environment:** A commitment to environmental responsibility through conservation and sustainability practices to protect the beauty of the natural surroundings.



- **Wild at Heart:** Reflecting the city's rebellious attitude that encourages fun and freedom of expression through the arts, gaming, and outdoor excursions.



- **Uniqueness of Landscape:** Celebrating the airport's location between the mountains and the plains.



This design vision celebrates the unique community and natural beauty that sets this airport apart, creating an experience that is unique to Reno. This vision is not meant to dictate a Tenant's design decisions, but provide guidance and inspiration and a consistent design approach for the RTAA to improve both the passenger and

tenant experience. The following subsections will go more into depth regarding specific finishes and construction. All designs must be approved by the RTAA via the Project Review Committee (PRC) and the CEO. Refer to Section 1 for more information regarding the review and approval process.

4.2 APPLICABLE CODES & STANDARDS

- 2024 Northern Nevada Amendments
- 2024 International Building Codes (IBC)
- 2024 International Existing Building Code (IEBC)
- 2024 Uniform Mechanical Code (UMC) or 2024 International Mechanical Code
- 2024 Uniform Plumbing Code (UPC)
- 2023 National Electrical Code (NEC)
- 2024 International Fuel Gas Code
- 2024 International Fire Code (IFC)
- 2024 International Energy Conservation Code (IECC)
- 2010 ADA Standards for Accessible Design
- 2017 ICC A117.1 Accessible and Usable Buildings and Facilities
- 2022 ASME A17.1 Safety Code for Elevators and Escalators
- 2022 NFPA 415 Standard on Airport Terminal Buildings, Fueling Ramp Drainage, and Loading Walkways
- ASCE 7-16, Minimum Design Loads for Buildings and Other Structures
- Federal Aviation Administration Advisory Circulars (FAA ACs)
- Northern Nevada Public Health Regulations

Any variation in code or standard adoption by the City of Reno Building Department supersedes those listed above.

4.3 TEMPORARY CONSTRUCTION WALL

Temporary construction walls shall be installed on all improvement projects inside the airport terminal, in sight of the public. Exceptions may be approved based on project duration, hours of construction, and scope on a case-by-case basis.

4.3.1 DESIGN SPECIFICATIONS

- Floor to ceiling (minimum height of 8 feet)
- ½" gypsum board (public side only) over 3-5/8" metal studs (min 20 gauge) at 24" o.c., taped and finished to a Level 4 and painted white (public side only).
- Modular construction walls construction walls may also be used.
- Wall cannot protrude more than 3 feet beyond lease line. Exceptions may be approved on a case-by-case basis.

4.3.2 ACCESS

- Provide 3'x7', 20 ga steel door with standard steel frame and lockset.

- Lockset shall include keypad access and the code shall be provided to pertinent RTAA staff.
- Swing door into lease space.
- A sticky pad is required on the exterior (public side) of the door and a walk off mat is required on the interior (project side) of the door.

4.3.3 GRAPHICS

- The Project Sponsor is required to display signage in the form of a banner or vinyl graphic on the temporary construction wall.
- The content shall, at a minimum, include: the name of the business, the expected date of opening, and an approved rendering of the finished improvement. RTAA may require inclusion of a Purchase and Sale Agreement (PSA) or directions to other concession locations.
- The minimum size of the signage is 15 square feet.
- The signage must be approved by the RTAA prior to installation and must be displayed at the completion of the construction wall installation.

4.4 WALL CONSTRUCTION

Provide min. 5/8" Type X gypsum board over 3-5/8" (20 gauge) metal stud wall framing with a spacing of 16" o.c. and a Level 4 finish or higher. Three (3) studs are required at all corners and intersections. All jambs (door/window) shall have double king studs on each side.

4.5 DOORS & HARDWARE

4.5.1 MAN DOORS

- Exterior doors shall be metal:
  - Gauge – Minimum 18 gauge
  - Frame – Minimum 16 gauge, cold-rolled steel, continuously welded, mitered or coped corners

4.5.2 STOREFRONT CLOSURES

- All doors, tracks, and operating hardware shall be concealed from the concourse and integrated into the design.
- Two (2) keys shall be provided to the RTAA for storage in a centrally located Knox-Box for emergency access to the space and in the RTAA Properties key files in the event of move-out or tenant lock-out.
- Storefront closures for new spaces within New Gen A & B will utilize the MobilFlex (S-Series) storefront closure system as the standard. Updates to storefront closures in other areas of the terminal may utilize alternative storefront closure systems, subject to review and approval by the PRC.
- Acceptable storefront closures include:

- MobilFlex (S-Series) storefront closure system (preferred)
- Sliding aluminum grille with recessed track and concealed storage
- Rolling overhead aluminum grille with recessed side tracks
- Sliding glass doors

4.5.3 HARDWARE

- All locksets shall be Stanley Best Access medium duty or better with removable cores.
- Cores are ordered by RTAA F&M and paid for by the Project Sponsor.

4.6 CONCESSIONS DESIGN GUIDELINES

Concession Areas can be identified through the Overall Plan provided in Exhibit K, Concessions Design Guidelines Diagrams. Special Finish Zone guidelines for Concessions can be found in Section 4.7.5.

4.6.1 ZONES

- Mildly Restricted Zone: Indicates the primary, front of house use of a Concessions space that the Tenant occupies. Must comply with the Special Finish Zone guidelines outlined in Section 4.7.5.
- 18" Signage Zone: Indicates where Tenant signage may be placed with RTAA approval. Tenant signage shall comply with the requirements of Section 4.10.
- Buffer Zone: Intended to allow for consistent design features where a Concessions area meets elements under RTAA scope. Must comply with the Special Finish Zone guidelines outlined in Section 4.7.5.
- Back of House (BOH) Zone: A space on the concourse level that is not readily accessible or visible to the public, such as a kitchen or entrance intended for employee use. Must comply with Special Finish Zone guidelines outlined in Section 4.7.5.

4.6.2 QUICK SERVICE RESTAURANTS (QSR)

Quick Service Restaurants shall be held to the standards outlined in Exhibit K, including the Mildly Restricted and 18" Signage Zones.



An example of the Quick Service Restaurants Area in Concourse B. Rendering for reference only.

4.6.3 TRAVEL ESSENTIALS

Travel Essentials shall be held to the standards outlined in Exhibit K, including the Mildly Restricted and 18" Signage Zones.

4.6.4 COFFEE BAR

Coffee Bar Areas shall be held to the standards outlined in Exhibit K, including the Mildly Restricted and Buffer Zones.

4.6.5 MINI-TRAVEL ESSENTIALS

Mini Travel Essentials shall be held to the standards outlined in Exhibit K, including the Mildly Restricted and 18" Signage Zones.

4.6.6 CASUAL DINING & BAR

Casual Dining & Bar Areas shall be held to the standards outlined in Exhibit K, including the Mildly Restricted, Buffer, BOH, and 18" Signage Zones.

4.6.7 CONCESSIONS STORAGE

Concessions Storage refers to storage and staging areas located on the Apron level. Any sub-division of open storage spaces will require chain link fencing with padlocked gate at a minimum for secure separation between each tenant.

4.7 GAMING DESIGN GUIDELINES

Gaming areas can be identified through the Overall Plan provided in Exhibit L, Gaming Design Guidelines Diagrams. Special Finish Zone guidelines for Gaming areas can be found in Section 4.7.6.

4.7.1 GAMING

Four distinct gaming areas have been identified in the concourses, with each having unique standards outlined in Exhibit L. These zones are: 1) Pre-Security Gaming; 2) West Bend Gaming; 3) Circulation Gaming; and 4) Hub Gaming. Rendering for reference only.



4.8 GENERAL FINISHES

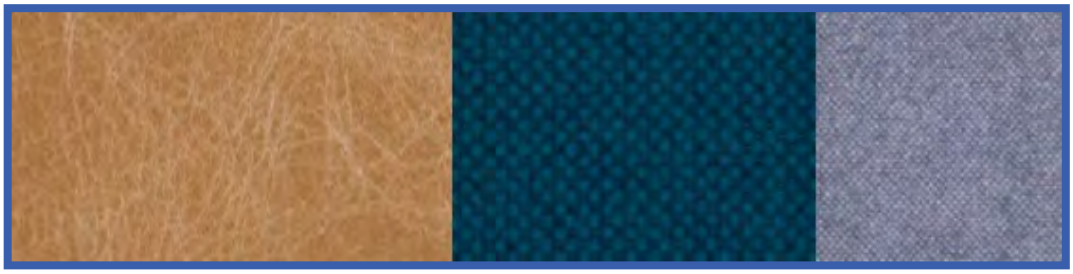
All materials and finishes shall reflect a high level of quality and be suitable for high traffic settings. All materials will be reviewed and are subject to approval by the PRC & CEO. Materials identified as acceptable or prohibited in the following sections are not necessarily all-inclusive, but intended to provide a guide to the desired look and quality the Reno-Tahoe International Airport aspires to uphold.

Aspiring to the design vision outlined at the beginning of this section, general finishes should primarily utilize natural materials, especially locally inspired materials. Providing contrast in textures and materials helps blend rustic and contemporary elements in the space, such as wood, brushed metal, stone, and weathering steel accents. Furniture should prioritize the use of earth tones and natural fabrics, and shall incorporate high-performance fabrics that have the appearance of natural materials, yet can meet the durability requirements of an airport. A natural material palette and the use of planting elements create a

connection to nature and a sense of tranquility inside the airport, easing and improving the passenger experience.







4.8.1 STOREFRONT

All exposed corners shall be protected by integral or surface applied corner guards. The walls, and specifically the base, shall consist of a durable material that can withstand abuse and maintain an attractive appearance.

Acceptable Materials:

- Corner Guards
  - Metal (blackened steel oil or brushed stainless steel) ½" x ½" inverted corner guard (preferred public side)
- Walls
  - Porcelain Tile – 24" x 48" minimum size allowed, large slab format preferred
  - Natural Stone – 24" x 48" minimum size allowed, large slab format preferred
    - Type of stone to have characteristics that resemble the local environment
    - No exotic stones allowed
  - Wood – All wood must be kiln-dried and Class A fire treated
    - Species may vary, however stains need to remain in the neutral light to medium browns. No cherry, mahogany, or the like.
  - Glass – must be laminated or tempered
  - Metal
    - Approved metals include: blackened steel plate, corrugated weathered steel, bronze, brushed stainless steel, weathered steel, and aluminum
  - Wallcoverings – must be rated for high traffic

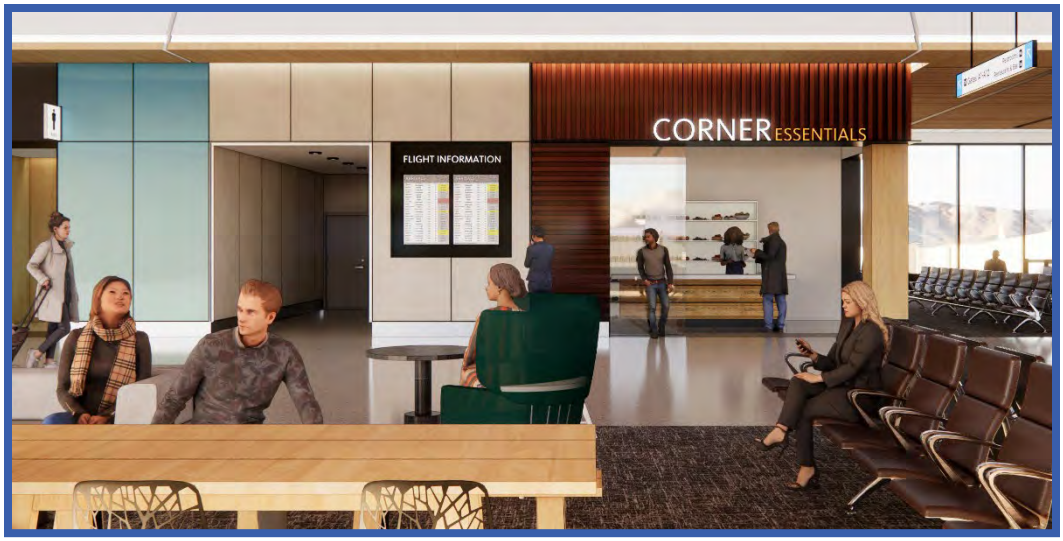
Prohibited Materials:

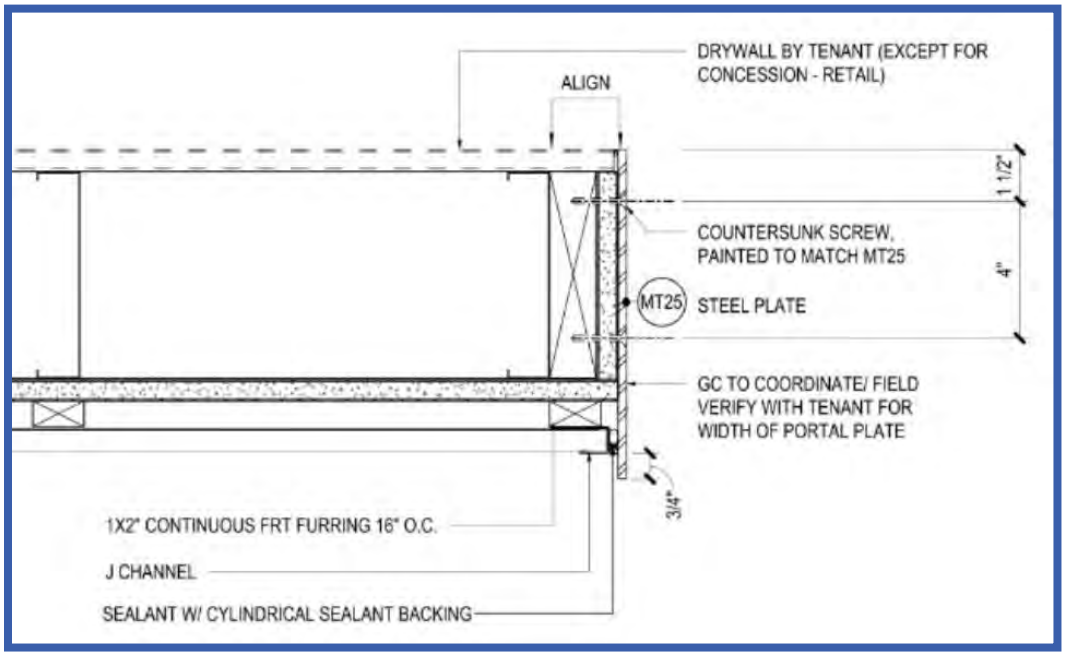
- Corner Guards
- Plastic corner guards
  - 1 ½" x 1 ½" stainless steel
- Walls
  - Large areas of painted drywall
  - Pegboard walls
  - Sharp or rough surfaces that would not be cleanable and risk passenger/employee injury
  - Stacked stone
  - River Rock

Neutral Pier

Where separate storefronts meet, a neutral pier is required to be installed at the intersection to define the spaces and create a transition between the differing finishes. The neutral pier can be use of the typical jamb, which

utilizes a blackened steel plate to capture the wall and provide durability. The front face between concessions utilizes a corrugated weathered steel material (see rendering below), but large format tile or glass are both acceptable alternates. Upon request, design intent and details can be provided for the new concessions in the future concourses as well as additional precedents that align with the goals and visioning of the concessions program moving forward.





4.8.3 WALL

This section refers to the interior walls of a leasehold.

Acceptable Materials:

- Corner Guards
  - Metal (blackened steel or stainless steel) ½" x ½" inverted corner guard (preferred public side style)
  - 1 ½" x 1 ½" stainless steel surface applied (non-public side)
- Walls
  - Porcelain Tile
    - 24" x 48" minimum size allowed, large slab format preferred
  - Natural Stone
    - 24" x 48" minimum size allowed, large slab format preferred
    - Type of stone to have characteristics that resemble the local environment
    - No exotic stones allowed
  - Ceramic Tile
    - Allowable for small field areas such as backsplashes, accent walls in restrooms, or within retail lease holds. Due to it's naturally smaller size, it should not be used in large field areas.
  - Wood
    - All wood must be kiln-dried and Class A fire treated
    - Species may vary, however stains need to remain in the neutral light to medium browns. No cherry, mahogany, or the like.
  - Glass
    - Must be laminated or tempered
  - Metal
    - Approved metals include: blackened steel plate, corrugated weathered steel, bronze, stainless steel, weathered steel, and aluminum
  - Paint
    - All paints and coatings must meet the VOC limits identified in Exhibit D.
      - Pre-approved public side paint colors are:
        - Sherwin Williams: SW 7004 Snowbound
        - Sherwin Williams: SW 7030 Anew Gray
        - Sherwin Williams: SW 7069 Iron Ore
  - Mirror
  - Display Walls
    - Slatwall
    - Recessed wall channels that allow hanging of shelves or utilizing center-mount accessory rails for hanging additional accessories such as pegs, face out rails, rails with hooks, etc.
  - Wallcovering

- Must be Type II
- Sample and glue product must be approved by RTAA

Prohibited Materials:

- Corner Guards
  - Plastic corner guards (on a case-by-case basis within offices spaces only)
- Walls
  - Field-painted aluminum
  - Pegboard walls
  - Sharp or rough surfaces that would not be cleanable and risk passenger/employee injury
  - Wallpaper products (anything that is not Type II)
  - Stacked Stone
  - River Rock

4.8.4 WALL BASE

The Project Sponsor shall provide a consistently maintained wall base at a minimum of 10"H on the public side and 6"H on the non-public side, of an appropriately durable material throughout the entire visible interior.

Acceptable Materials

- Stainless Steel
  - #4 Brushed finish
  - This is the primary wall base material throughout concourse A & B.
- Steel
  - Cold formed blackened steel plate with clear sealer
  - This is the secondary wall base material used in concourse A & B.
- Porcelain Tile
  - To be used only if the flooring material is the same porcelain material or if the wall above is the same porcelain material. If neither wall nor floor material is the same proposed porcelain material, then select one of the metal bases above.
- Stone Tile
  - To be used only if the flooring material is the same stone material or if the wall above is the same stone material. If neither wall nor floor material is the same proposed stone material, then select one of the metal bases above.
- Wood
  - Paint grade and painted to match wall above
  - All wood to be kiln-dried and Class A fire treated

Prohibited Materials

- Prefinished metals

- Plastic laminate
- Rubber or vinyl base (exception is non-public spaces)
- Stained wood

4.8.5 FLOORING

All flooring must be durable, cleanable, and maintainable that is in alignment with the airport's current custodial processes. Where tile or stone is used, a waterproof membrane is required as well as epoxy grout. On the public side, transitions between flooring materials must be flush and require a stainless-steel transition strip between materials. Reducers may only be used on the non-public side.

<u>Acceptable Materials:</u>

- Porcelain Tile
  - 24" x 48" minimum size allowed, large slab format preferred
  - Must maintain a minimum dynamic CoF of .042
- Natural Stone
  - 24" x 48" minimum size allowed, large slab format preferred
  - Must maintain a minimum dynamic CoF of 0.42
  - Stone shall be sealed, as appropriate, for the particular stone
  - Type of stone to have characteristics that resemble the local environment
  - No exotic stones allowed
- Terrazzo
  - Epoxy based with crack suppression membrane and ¼" zinc control joints
  - Polished with 220 grit and sealed with TRX sealer
  - Matrix and aggregate make up to be approved by RTAA
  - Ornamental metal inlays are prohibited
- Wood
  - Though not recommended, wood flooring may be allowed on a case-by-case basis
  - All wood must be kiln dried and Class A fire treated
- Carpet
  - Public Side: Acceptable on a case-by-case basis.
    - Must meet a TARR rating of 3.5 or higher
    - Carpet tile is preferred. Broadloom may be considered in certain applications
    - Minimum 50oz /sy
  - Non-Public Side: Acceptable within office spaces and all areas that make up an office space. Additional spaces are on a case-by-case basis
    - Must meet a TARR rating of 2.5 or higher

- Carpet tile is preferred. Broadloom may be considered in certain applications
- Minimum 40oz /sy
- Carpet must be CRI Green Label Plus
- All adhesives must meet the VOC limits identified in Exhibit D

Prohibited Materials

- Sealed Concrete (exception is in storage areas)
  - Luxury Vinyl Tile "LVT" (exception is in non-public spaces such as office spaces)
  - Rubber Tile (exception is non-public areas such as stair wells)
  - Sheet Vinyl
    Vinyl Composition Tile "VCT" (exception is Static Dissipative VCT in IT rooms)
  - Any carpet that does not meet the requirements stated above

4.8.6 CEILING

The selection of ceiling material should take accessibility above the ceiling into consideration. For this reason, oversized ACT tiles and/or panels should not be considered, as they are not easy for one person to handle when maintenance is required unless they are torsion spring and accessible by swinging down. Selecting products that offer high acoustic properties on the public side are desired and aid in passenger comfort and audibility to announcements.

Acceptable Materials

- Gypsum board
  - All paints and coatings must meet the VOC limits identified in Exhibit D.
  - Access panels within gypsum board ceilings to be seamless mud in, square corner, access down panels. (BOD Bauco Plus II)
- Acoustical gypsum board
  - Please note that some manufacturers only have one (1) standard white finish and will require a custom white finish to match existing adjacent ceilings to remain.
- Wood
  - Solid wood plank panelized acoustic systems. This is the primary ceiling over holdrooms in concourse A & B.
  - Veneer panel acoustic systems. This is the secondary ceiling lining the holdrooms in concourse A & B.
  - All wood must be kiln-dried and Class A fire treated
  - All wood systems must be plenum rated
- Suspended Metal
- Acoustical Ceiling Tile

- Tile sizes no larger than 30”x72” unless a torsion spring grid is used and approved by RTAA
- Square tegular tiles
- 9/16” slim profile grids
- Tile surface face is to have fine smooth like fissured surface.
- Exposed ceiling open to the structure will be acceptable on a case-by-case basis.

4.9 SPECIFIC FINISH ZONES

4.9.1 TICKETING

Tenant modifications in the ticketing area are limited to the following items:

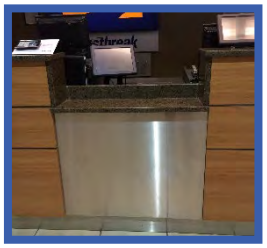
- Logos on the digital screens, mounted on the wall behind the ticket counters, may be modified, subject to RTAA approval.
- Signatory Airlines may modify the ticket counter casework, using like finishes, to accommodate Tenant equipment. When vacating the ticket counter lease hold, the casework must be returned to the original condition. Non-Signatory Airlines are not permitted to modify ticket counter casework.
- The interior of the ticket counter casework may be modified to accommodate Tenant equipment. When vacating the ticket counter lease hold, the casework must be returned to the original condition.











4.9.2 TERMINAL CAR RENTAL COUNTERS AND KIOSKS

4.9.2.1 Rental Car Counters

Tenant modifications in the car rental counter area are limited to the following:

- Logo signage can be mounted on the wall behind the car rental counters (must be reviewed and approved by the RTAA prior to installation).
- The tenant modification is not authorized to include drilling into the counter of the leasehold.
- The interior of the car rental counter casework may be modified to accommodate Tenant equipment. When vacating the ticket counter leasehold, the casework must be returned to the original condition, or a leasable condition acceptable to RTAA.
- Upon request, details can

4.9.2.2 Rental Car Kiosks

Tenant modifications in the car rental counter area are limited to the following.

- Must be placed in-line with the counter or directly in front of the counter.

- If more than one kiosk is to be installed, they will be in-line and parallel to the next kiosk.
    - If installed in the existing counters and/or modified to accommodate installation, the rental car company is responsible for restoring the counter cabinetry to its original condition prior to the installation/modification. If the original condition cannot be matched, a physical sample of the suggested replacement will be provided for RTAA's approval prior to installation/modification.
    - The number of kiosks to be installed and locations will be reviewed and approved by the RTAA.
    - Rental car companies are responsible for all power and data installations to the kiosks and will be installed per RTAA standards and direction under a TI Permit Application process. All power and data cabling to kiosks located in the queuing area will come from the counter (unless otherwise negotiated and agreed upon).
    - Rental car company is responsible to return the floor to its original condition upon removal of the kiosk(s).
    - Kiosk placement and the queuing of passengers using the kiosks will in no way impede the flow of passengers in the common use areas, including the main circulation corridor, or impede the passenger flow in the adjacent rental car queuing areas.
    - The design, colors and materials of the kiosks should match the existing décor of the terminal as much as possible, and the design will be submitted to the RTAA for review and approval prior to installation.
    - Other furnishings approved by the RTAA such as signage, etc. that are placed in the queuing area shall be charged at an appropriate size (4'x4', 2'x2', etc.) but will be at a minimum charge of 16 square feet per item and at the terminal rental rate, as it may be adjusted throughout the fiscal year. These items must fit within the queuing area in front of the rental car counter and may not protrude beyond the edge of the columns between the counters and baggage claim walkway.

4.9.3 HEADHOUSE AND CONNECTORS

Design Control Zone

- The Design Control Zone is approximately a 5 foot deep transition space, starting at the tenant lease line and extending into the concourse. The finish selection in this area is controlled by the RTAA and certain elements must be retained during any remodel of the Tenant space. Reference Exhibit K for updated Concessions Design Guidelines in this central post-security zone.

4.9.4 GATE LOUNGES

When planning and laying out gate lounges, there are a variety of elements to consider and targets to maintain. Consistency across gates is required and should only vary from these standards if directed to do so by RTAA.



- Queuing Lanes
  - These should always be parallel to the window line - variances to this may be approved on a case by case basis.
- Gate Counters and Gate Counter Back Walls
  - The gate agent back walls and gate counter shells are the property of the RTAA and only the inserts can be modified by the airline at preferential gates only.
  - These are to be located deep in the gate lounge at the window line and on the other side of the gate door, opposite the queue lanes.
  - Maintain a consistent dimension from exterior wall to back side of gate counter wall as the other existing gates that are remaining. This allows for wheelchair storage behind.

- Gate counter back walls that are adjacent to a gate door are required to have a barrier wall located behind to prevent passengers from passing through.
- Upon request, RTAA can provide details for all millwork, placement, and materials for these items design for the new concourses and intended to become the new standard to match.

- Furniture
  - Holdroom seating is owned and maintained by the RTAA and relocation of the furniture should not occur without approval from the RTAA.
  - Target furniture ratio for each gate lounge is 80/20: 80% beam seating and 20% lounge seating.
  - Lounge furniture should be located along the window line as well as in front of gate counters just beyond the clear floor space required by the desks for queuing.
  - Beam seating fills in the center portions of the gate lounge, maintaining parallel rows with the end closest to the exterior being in consistent alignment across all gate lounges. Rows should maintain 5'-0" clear unless otherwise approved by RTAA.
  - Lounge furniture should be a combination of lounge chairs, work tables, and modular sofas. These pieces have already been established as part of the airport's standards and will remain the only approved lounge pieces in gate lounges.



Flexible, communal seating arrangements in gate lounges provide comfort and delight. Provide sufficient seating and access to counters in gate lounges. Rendering for reference only.

4.9.5 CONCESSIONS

Finishes in Concessions Areas shall be determined by Zones as outlined in Section 4.6. and Exhibit K. The Zones are as follows:

4.9.5.1 Mildly Restricted Zone:

- All proposed finishes must be reviewed and approved by RTAA.
- Where applicable, finishes in this zone must coordinate and consider any adjacent art installations. Prior to submission of a Concept Board, please reach out to RTAA to inquire about any adjacent art installations.

4.9.5.2 Buffer Zone:

- The finish selection in this area is controlled by the RTAA, and certain elements must be retained during any remodel of the Tenant space. The Tenant shall maintain original finish quality and appearance.

4.9.5.3 Back of House (BOH) Zone:

- All proposed finishes must be reviewed and approved by RTAA. Representative rendering of the Casual Dining & Bar and Gaming Areas within the concourse, demonstrating the type of finishes that may be appropriate in these Areas. Rendering for reference only.



4.9.6 GAMING

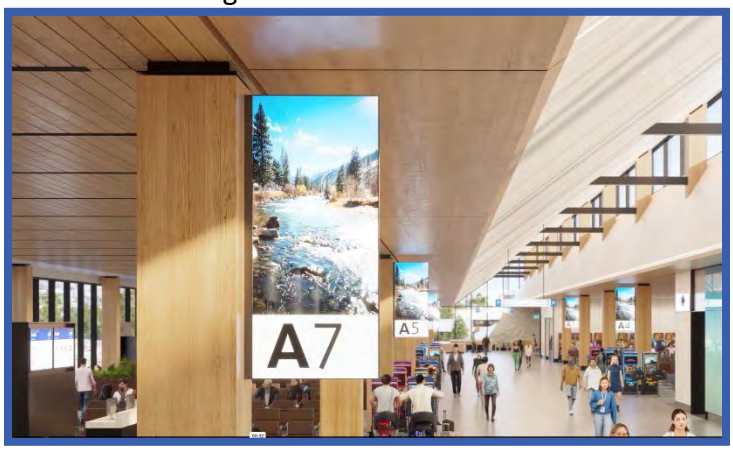
Existing finishes in Gaming Areas shall be retained during any remodel of the Gaming Area. The Tenant shall maintain original finish quality and appearance.

4.10 SIGNAGE

Existing wayfinding signage as established by RTAA shall be maintained and respected, such as blade signs on columns. Finish and font of all tenant signage shall be reviewed and approved by RTAA. The use of neon signage is prohibited.

4.10.1 GATE ID DYNAMIC DISPLAY

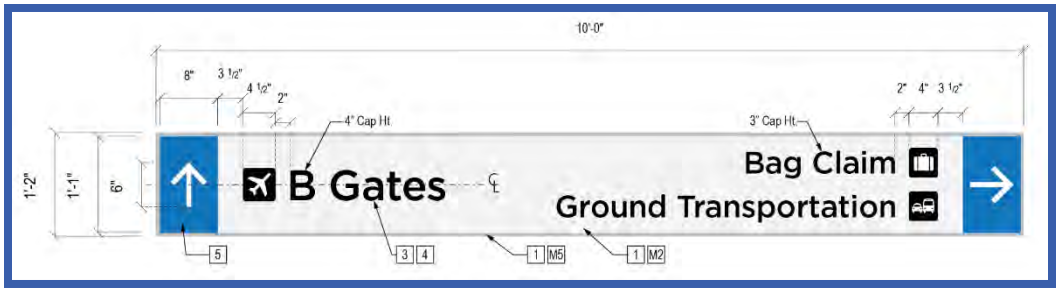
- Double-sided aluminum sign cabinet with (24) Nanolumen Direct View LED, with push through ¼" thick white translucent acrylic message panel to be flush with frame. Internal illumination through face with white LED array.
- Dynamic advertising used for monitor content, not intended to be used by airlines for flight information.





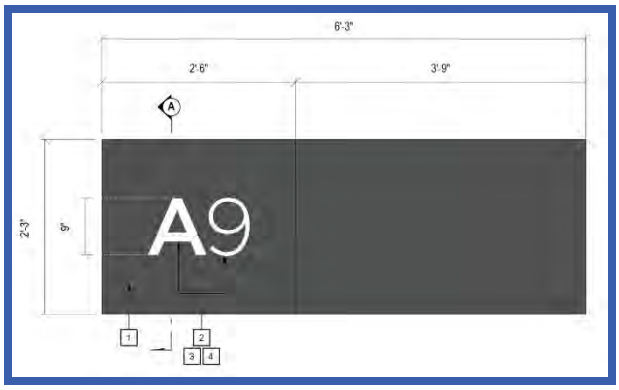
4.10.2 WAYFINDING

- Ticketing Hall and Concourses A and B have implemented new standard for wayfinding. Any new work shall conform to materiality (ie. backlit translucent acrylic/glass), black font typeface: Gotham Medium, arrow & symbol graphics



4.10.3 PBB GATE SIGNAGE

- Fabricated aluminum sign cabinet and frame. Fit and finish to be aligned with adjacent panels.
- Static white lettering gate number, ¼" acrylic painted white all sides, typeface: Gotham Medium (Concourse Letter), Gotham Light (gate number)
- Alternate: Display Screen Bracket Mount Blocking - existing power/data are available for future incorporation of monitors.





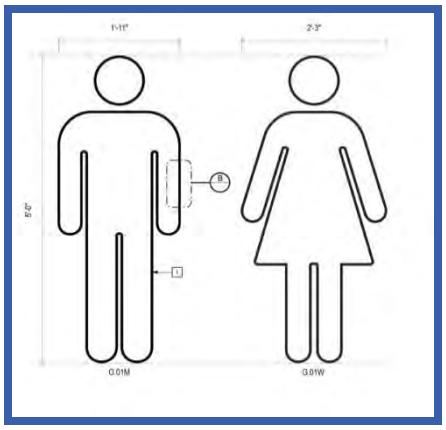
4.10.4 CONCESSIONS

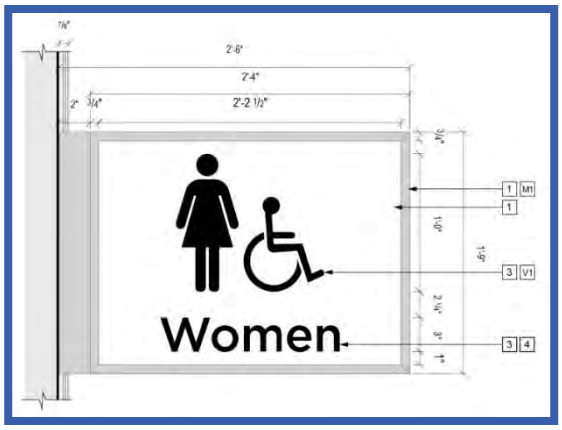
- Signage is required to comply with the Concessions Design Guidelines outlined in Section 4.6, including the 18" Signage Zone demonstrated in Exhibit K. Rendering is for reference only.



4.10.5 RESTROOMS

- The new concourses have implemented new standard types for restroom graphic wayfinding: 1) blade signage and 2) pictogram.
- Blade Signage – double faced internally illuminated cabinet. Each sign to be white translucent acrylic with applied opaque and transparent
- Pictogram - clear 1" acrylic (m1)) painted black on all sides. Attached flush to wall with stud mounts and clear silicone adhesive.

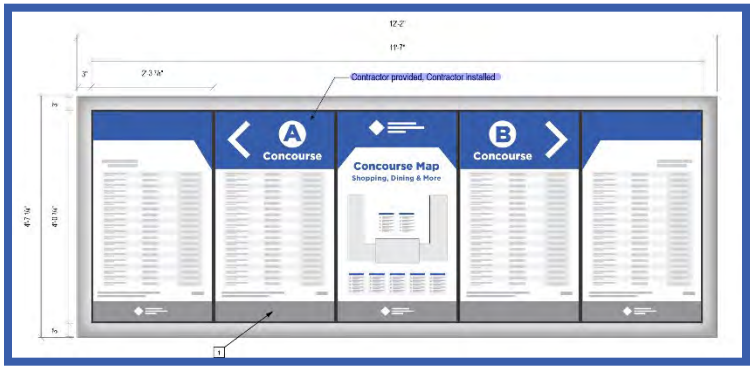


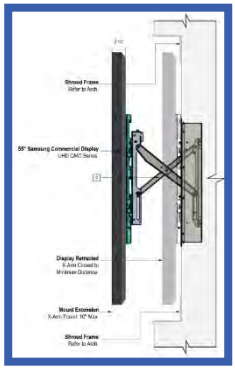




4.10.6 FLIGHT INFORMATION DISPLAY SCREENS (FIDS)

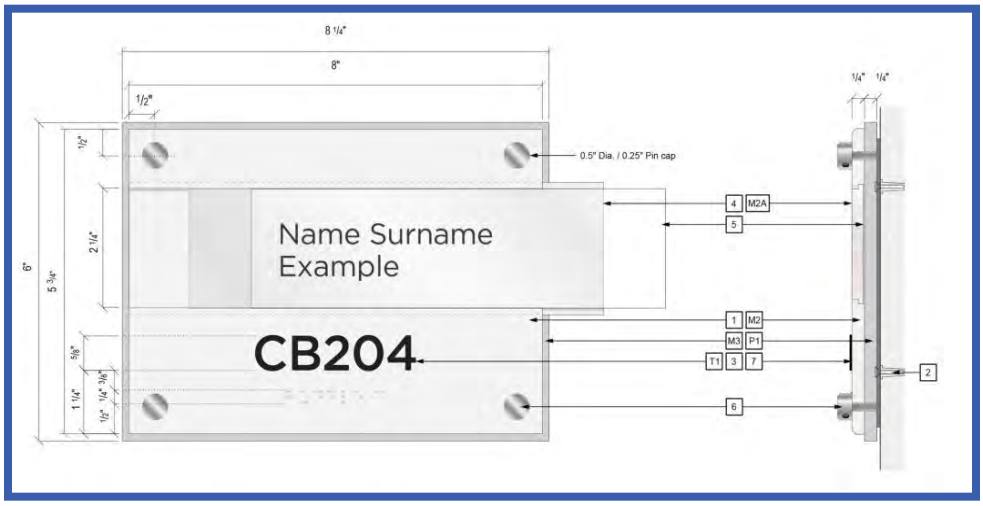
- 55” Samsung commercial displays, slim bezel / low profile 4K UHD display (QMC Series), provided by owner.
- All power and data sources for displays to be concealed from public view.
- Cove with steel plate surround built into wall, in lieu of mounted on the front face of the wall and projecting out into the circulation zone.





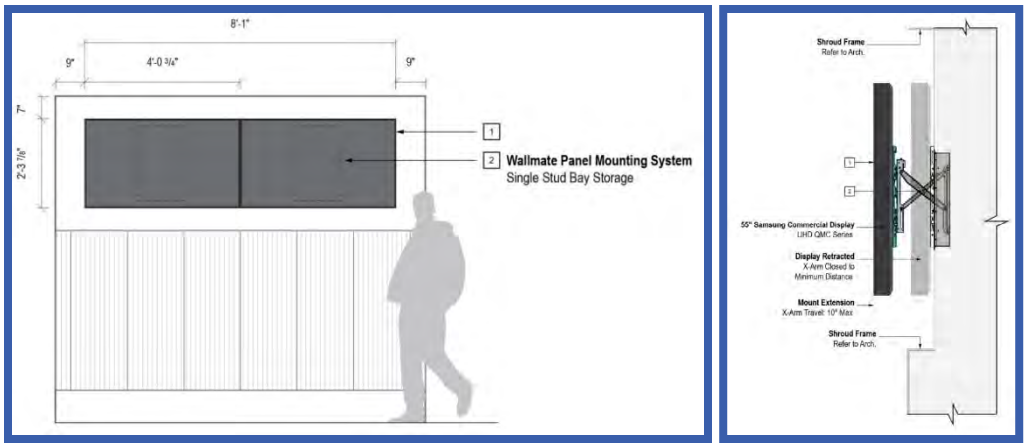
4.10.7 BACK OF HOUSE (BOH) SIGNAGE

- Second surface painted white (P@) ¼” frosted acrylic (M2) attached flush to ¼” aluminum backer (M3) painted metallic silver (P1) panel mounted with full coverage double sided adhesive.
- Aluminum backr attached flush to wall with stud mounts ,VHB and clear silicone adhesive.
- Typeface: Gotham Medium



4.10.8 AIRLINES GATE INFORMATION DISPLAY SYSTEM (GIDS)

- Airlines have access to provide content for the two provided back wall digital display monitors shown below (screens provided owner furnished)
- Permanent signage is not permitted at gates or ticketing areas.
- Temporary signage can be displayed during the duration of an active flight.
- 55” Samsung commercial displays, slim bezel / low profile 4K UHD display (QMC Series), provided by owner.
- All power and data sources for displays to be concealed from public view.
- Cove with steel plate surround built into wall, in lieu of mounted on the front face of the wall and projecting out into the circulation zone.



4.11 ROOF

4.11.1 EQUIPMENT

- Project Sponsor rooftop equipment shall be installed directly over the associated leasehold, unless it is not physically possible, and must be set back from the edge of the roof by a minimum of 6 feet.
- Grease pad frame system and pads are required to be installed around all rooftop kitchen exhaust fans.
- Design shall be conducted in conformance with requirements contained in Section 7.14 – ROOF.
- Rooftop equipment shall be screened, if RTAA deems to be visible from a prominent view angle. Corrugated and perforated metal panels attached to vertical posts were utilized for the new concourses and were painted to match the primary metal panels.

4.11.2 ANTENNAS

- Antennas shall be installed per the attached Exhibit E. Upon request, RTAA can provide mounting detail used for new concourses for attachment of antenna supports. There is additional room on the concourse antenna farms available for other future tenants, but there may be restrictions for air band for airlines. However, ground 2-way band should be acceptable.
- Antennas must be labeled with the tenant's name and the purpose of the antenna.
- RTAA must approve placement of all antennas.
- Obstruction Evaluations / Airport Airspace Analyses (OE/AAA) will need to be filed via the FAA website (refer to section 5.2.2 for more information) for the installation of any equipment:
    - Which will emit frequencies and do not meet the conditions of the FAA Co-Location Policy or
    - Which will emit frequencies and are in proximity to a navigational facility or navigational aid.

- Antennas located at the concourses shall be installed on the antenna supports located on the roof of each concourse. Radios shall be installed in the apron-level Radio Room for that concourse. A secured cabinet compartment will be allocated by RTAA for the tenant's radio equipment. Optical fiber and Category 6a cables are provided to connect to the tenant's remote radio head in the tenant's leased space.

4.12 STRUCTURAL

- Seismic restraints are required on all walls, ceilings, light fixtures, conduit, plumbing, and other ceiling suspended equipment or fixtures, in accordance with the appropriate construction code. Structural bracing must be installed on all studs over 12 feet long.
- Modifications to structural elements of the building, including framing, braces, floor decks, roof diaphragms, and shear walls require RTAA and City of Reno review and approval.
- Floor and roof live loads beyond the maximum assumed values of the structural loading diagrams require RTAA and City of Reno review and approval. Recommend the use of pads as necessary to spread concentrated loads appropriately.
- Scan slab on metal deck to avoid existing reinforcement when anchoring to it.
- Seismic joints separate the Concourses from the HUB between Gridlines 13A' and 13B' at both concourses. Avoid adding any bridging elements that rigidly attach to both sides of the joint as they will likely be damaged in a seismic event.
- At the concourse level, new slab penetrations are acceptable up to 10" x 10" provided the floor is scanned with GPR and existing slab reinforcement and structural framing are not impacted.
- At the Roof, new deck penetrations are acceptable up to 6" x 6" provided only one rib is interrupted.
- Direct attachments to the roof deck are prohibited. Hung loads should be made concentrically from roof beams and impart only vertical shear. Maximum hung load due to art installations is 400lb per beam and the attachment shall be made directly at an intersection of existing roof framing beams.
- Avoid attachments to protected zones of Buckling-Restrained Braces (steel core of braces and elements such as gusset plates connecting the steel core to the surrounding beams and columns).

4.13 ELECTRICAL

4.13.1 ELECTRICAL REQUIREMENTS

- All work shall be done in accordance with the currently adopted edition of the National Electrical Code (NEC), including all applicable Northern Nevada Amendments.
- A New Electrical Installation Form shall be completed for all new electrical (Exhibit F).
- All circuits must be labeled, per the format indicated on the New Electrical Installation Form.
- Project Sponsor's Engineer must perform due diligence and field verification during design.
- All new light fixtures shall be LED fixtures. Exceptions may be made for decorative lighting. The use of neon lighting is prohibited.
- Depending on the size and scope of the project, some Project Sponsors will be required to set sub-meters for power, gas, and water.
- No MC cable is allowed, except for equipment and lighting whips less than 6 feet.
- All electrical wire shall be copper.
- All transformers shall have copper windings.
- All exposed wiring that is not in use shall be removed (above or below grade). If the wiring is in use, it shall be installed in conduit.
- All abandoned conductors and conduits shall be removed back to the source.
- Transformers shall be rated to meet or exceed bus rating of panel boards.
- All electrical conduits shall have a separate (green) ground wire. An equipment ground wire shall be pulled with all new circuits.
- All wiring shall be installed in conduit and identified (e.g., telephone, electrical, paging, EMS, etc.). Refer to color chart in section 4.10.2.
- All fittings shall be steel compression type. Die Cast fittings and set screw fittings are not allowed.
- Flex cable is allowed in cabinetry and existing wall retrofits. Coordinate with RTAA Project Manager.
- All underground electrical over 600 volts shall be identified on the drawings in conduit and encased in red colored concrete.
- Rigid Steel conduit and fittings shall be used for all exposed exterior conduits. All conduits shall be installed with insulated ground bushings and rigidly supported using approved conduit hangers, unistrut, or all thread as required.
- Exposed wiring trays or conduit will only be permitted under specific approval.
- EMT conduit and fittings shall be used for conduit inside of walls or above the ceiling.
- Underground conduits shall be PVC (schedule 40) electrical conduit.
- No conduit shall be run within the building slab. For slab on grade, conduits shall be run at a minimum of 12" below slab.
- The minimum size diameter for all conduits is 3/4".

- Minimum conductor size shall be #12AWG. Branch circuit conductors exceeding 75 feet from the source panel shall be increased to allow for voltage drop. Maximum allowable voltage drop for branch circuit conductors is 3%.
- The installation of circuit breakers in a panel board that would result in less than 25% available future spare pole spaces is prohibited (Does not apply to RTAA projects). New panel boards and associated transformers shall be installed under these circumstances at the Project Sponsor's expense. Panel boards shall be 3 phase 42 pole space min. (208/120volt 200amp, 480/277volt 400amp) or as directed by the RTAA.
- Telephone installation shall not have any components in common with the power or lighting installation.
- Telephone boards shall be A-C grade or better, void-free plywood, 2.4m (8 ft.) high with a minimum thickness of 19mm (3/4 trade size). The plywood shall be installed with the "C" surface facing the wall. The plywood shall left unpainted with a fire-rated stamp showing. Securely fasten the plywood to wall-framing members.
- Single overhead conduit runs shall be supported with a minimum ¼ all-thread and a conduit hanger. Screw anchors shall be used in concrete and pan deck. Shot pins are not permitted. For multiple overhead runs utilize trapeze method. Provide 25% spare room in trapeze for future. Batt wings not permitted.
- All new electrical panels to be double hinged.
- All new electrical panels and/or panels that have had additional circuits added must have a new ARC flash rating warning attached as per NFPA 70E.
- All electrical equipment designations shall follow existing airport naming conventions.
- All electrical equipment identification nameplates shall be engraved plastic laminate.
- For panel identification nameplates: Identify equipment designation, identify voltage rating, source, and room location of the source. Both panels in a double tub application shall be labeled.
- For transformer identification nameplates: Identify equipment designation, primary / secondary voltages, primary source and location and secondary load and location.
- Panelboard directories: Typed directories for panelboards shall be covered with clear plastic and shall have a metal frame. Room number on directories shall be Owner's numbers, not Plan numbers unless Owner so specifies. Do not use panel schedules within contract documents as finalized typed directories installed within panelboards.
- All conduit to be mounted as high as possible above ceiling and in exposed drive area soffits.
- Provide flexible section in conduit when crossing an expansion joint.

- Fire-stopping is required at all penetrations through fire rated walls, so that the rating is maintained, using 3M Fire Seal or approved equal.
- All suspended equipment, lighting fixtures, panelboards, switchgear, and conduit runs over 2" shall be seismically braced.
- All wiring devices shall be 20A, specification grade, color to match adjacent existing devices. Devices connected to emergency circuits shall be red in color.
- All device plates in finished areas shall be nylon, color to match adjacent existing devices/cover plates. Devices in non-finished areas (i.e. equipment rooms, storage rooms, etc.) and kitchens shall be stainless steel. Devices/cover plates in RAC counter areas may be fashioned to match the RAC backwall, but will be replaced with a color to match the adjacent existing devises/cover plates if the RAC vacates the leasehold.
- All device cover plates (switches and receptacles) shall be provided with a self-adhesive label indicating the panel and circuit the device is fed from.
- All major pieces of electrical equipment (i.e. panelboards, switchboards, transformers, etc.) shall be of the same manufacturer.

4.13.2 ELECTRICAL CONDUIT COLOR CODES

- All conduit shall be identified in accordance with the RTAA Electrical Conduit Color Codes.
- Red is not to be used for anything other than Fire Alarm.
- Conduits with non-current carrying conductors such as Data, Phone, Radio, WiFi and such will be white with a stripe as indicated in the following table.
- All terminations and pull boxes to be marked with the system type and Owner.
- Conduits to be marked within 12 inches of every pull box, every 10 feet, and on each side of a wall.

Building System	Color	Notes
Fire Alarm	Red	
Building Controls	Blue	
PA System	Orange	
ACAMS	Green	
ACAMS/Cameras	Green w/ Black Stripe	
ACAMS/Fiber	Yellow w/ Blue Stripe	
CCTV	Green w/ Black Stripe	
Data/Phone-Cat. Cable	White	Small runs to be white w/ written Owner ID
Data-Fiber	White w/ Orange Stripe	
800 MHz/P25	White w/ Blue Stripe	
Verizon DAS	White w/ Black Stripe	
WiFi	White w/ Green Stripe	
IGT	White w/ Purple Stripe	
TSA	White w/ Yellow Stripe	

4.14 DATA/TELECOM

4.14.1 EQUIPMENT

- Project Sponsor communication equipment (i.e. network switching, router, radio, wire hub, data patch panels, connection field, line buffer, media converter, power backup units, etc.) may be permitted to be located in RTAA IDF Rooms, subject to approval by RTAA TIS and availability of floor/wall space. All equipment that is not wall mounted shall be rack mounted. Variances by locations (ie. new concourses versus the terminal) are documented and can be provided by RTAA upon request.
- Project Sponsor equipment that is large and/or heat producing (i.e. server, telephone system, etc), shall be located within the Project Sponsor's lease space. For the new concourses, technology rooms are designed for the additional heat loads and are an exception allowed by RTAA, which also limits unauthorized cabling within the apron level suites. Server racks located on the first floor are to have equipment mounted a minimum of 18" above finish floor.
- There shall be no active electronic devices installed above the ceiling. Exceptions will be at the RTAA's discretion on a case by case basis.
- For Project Sponsor leased space located in the concourses a secured colocation cabinet compartment located in the tenant side of the TR serving the area will be assigned by RTAA TIS. Lease charges based off compartment size (21/22 RU (2-compartment colocation cabinet) vs 13/14RU (3-compartment colocation cabinet) is at the discretion of RTAA.

4.14.2 WI-FI

- Project Sponsor shall adhere to an RF plan if they rollout Wi-Fi. For the new concourses, common cabling is provided for all wireless locations (the exception being if a concessionaire wants their own within the concessions footprint) – will require a Tenant Improvement request to get a wireless access point dropped.

4.14.3 FIBER OPTIC CABLING

- RTAA can provide fiber optic cabling from the Main Technology Room (MTR) or the Building Entrance Facility (EF) to the Technology Room (TR) closest to the Project Sponsor's improvement area, at a rental rate of $0.05 per pair of strands, per square foot of the improvement area.
- The project Sponsor, at its sole cost, is required to provide any needed connectivity into their improvement area from the Technology Room closest to their area. For the new concourses, empty conduits are provided from these spaces to colocation cabinet compartments in the Technology Rooms. Common cabling is also provided to all the apron-level office spaces, which will

require a Tenant Improvement be submitted for new cables to be installed or to activate cabling that is already installed but not active in the tenant's cabinet/compartment.

4.14.4 VACATING A SPACE

- Any fiber optic cable installed shall be retained for use by RTAA.
- Ceiling mounted speakers shall be retained for use by RTAA.
- All other equipment, wiring, and cables shall be removed back to the source, unless noted otherwise by the RTAA
- New concourses were designed with speaker/strobes for EVAC notifications in the tenant spaces. RTAA to verify whether any systems were removed that need to be provided again with any new tenant.

4.15 ACCESS CONTROL & SECURITY SURVEILLANCE

- The Project Sponsor shall be responsible for the cost to relocate, reprogram, add any new equipment, and/or purchase additional licenses for the access control and security surveillance systems if affected by their project.
- The Project Sponsor's A/E shall identify the RTAA surveillance camera locations on the construction documents for coordination and verification of sight lines.

4.16 MECHANICAL

4.16.1 MECHANICAL REQUIREMENTS

- Project Sponsor's Engineer must perform due diligence and field verification during design.
- If an existing HVAC system is to be modified or retrofitted, the Contactor shall provide an air balance report of the final condition to the RTAA Project Manager at the completion of the project. Air balance shall be performed by an AABC Certified Air Balance Contractor.
- All duct construction and installation shall be per the latest SMACNA standards.
- All piping shall be identified with pipe markers.
- All equipment outside of the immediate lease space shall be clearly marked with the equipment usage and name of Project Sponsor/owner.
- Project Sponsor's mechanical equipment located on the roof shall be installed directly above their lease space, when possible, and minimum of 6 feet from the edge of roof.
- Flexible duct can only be used for the last 5 feet of a duct run and cannot be used as an elbow in the middle of a duct run.
- All new HVAC controls shall be as manufactured by Delta Controls, Inc. and shall interface with the Airport's existing Delta DDC system, unless approved otherwise in writing by the RTAA.

- Fiberglass duct is not allowed.
- Round duct must be spiral.
- Quadrant locking devices are acceptable for use on dampers of square duct only for all other applications, ensure shaft to control damper is raised to avoid damage to surrounding insulation.
- Locate remote condensers for kitchen equipment on the roof, a minimum of 6 feet from edge of roof.
- All supply ductwork must be installed with insulation. It shall be internal to duct or it shall be foil faced if it is on the exterior of the duct.
- Ceiling level access panels are required at relief valves, mixing valves, isolation valves, Fire-stopping is required at all penetrations through fire rated walls, so that the rating is maintained, using 3M Fire Seal or approved equal.
- Specialty equipment, including kitchen exhaust hoods and Ansul fire suppression systems, shall conform to the current building codes and Health Department requirements.

4.17 PLUMBING

4.17.1 PLUMBING REQUIREMENTS

- A New Plumbing Installation Form shall be completed for all new plumbing connections (Exhibit G).
- Saddle taps are not permitted.
- Water heaters shall have drain pans with drains piped to an approved receptacle. No hot water is provided and must be provided by the tenant, if required.
- All piping shall be identified with pipe markers.
- All food service piping shall be epoxy coated cast iron to match concourse specification.
- The use of PVC or other plastic piping shall not be allowed.
- All new floor drains must include installation of a trap primer with access panel where required
- Cold water piping below slab shall be type K soft copper with no joints below slab.
- All above ground copper piping shall be Type L or heavier with soldered or brazed joints only. Type M is permitted only for condensate drainage.
- Metal jacketing shall be used on plumbing of exterior of building. Any plumbing on the exterior of the building shall be heat traced where risk of freezing is present.
- Kitchen drains to be tied to grease interceptors.
- When tapping into existing utilities, a future stub and valve shall be supplied.
- All trenches shall be compacted at 95%.

- All hot and cold water lines are to be insulated with minimum 4 lb density fiberglass insulation. Minimum insulation thickness: cold water = ½", hot water = 1".
- Fire-stopping is required at all penetrations through fire rated walls, so that the rating is maintained, using 3M Fire Seal or approved equal.
- Domestic hot water piping, domestic cold water piping, and waste piping below ADA accessible plumbing fixtures shall be insulated with "Truebro" Lav Guard Protective Pipe Covers, molded closed cell vinyl pipe covers, with vandal resistant snap-clip fasteners and ASTM E-84 flame/smoke test rating of 25/450.
- Access panels are required at relief valves, mixing valves, isolation valves, dampers, filters, and any other piece of equipment that requires maintenance.
- Depending on the size and scope of the project, some Project Sponsors will be required to set sub-meters for power, water, and gas (headhouse and pre-security only).

4.18 PROPRIETARY SYSTEMS

4.18.1 LIFE SAFETY & FIRE ALARMS

Only Western States Fire Protection can add, modify, or remove devices on the existing RTAA life safety system. The software and hardware associated with the system is proprietary.

Western States Fire Protection	Darrin Tuxon (775) 359-0396 (office) (775) 313-6592 (cell)

4.18.2 BUILDING AUTOMATION CONTROLS

Only Johnson Controls and EMCOR can add to or modify the existing RTAA building automation control system. The software and hardware associated with the system is proprietary.

EMCOR Services	Peter Sellman (775) 895-0584

4.18.3 PUBLIC ADDRESS (PA) SYSTEM

Only Com Net, Inc. can add, modify, or remove devices on the existing RTAA public address system. The software and hardware associated with the system is proprietary.

Com Net, Inc.	Stephen Rohrig (937) 247-2624 (office) (937) 609-2016 (cell) Stephen.rohrig@sita.aero

4.19 FIRE & LIFE SAFETY

4.19.1 PORTABLE FIRE EXTINGUISHERS

The Project Sponsor is required to provide their own portable fire extinguishers within the contracted lease space. The quantity, type, and location must be in compliance with NFPA 10.

4.20 AIRLINE KIOSK STANDARDS

Any passenger self check-in ticketing kiosk, self bag-tag kiosk, cash conversion kiosk, or any other type of airline kiosk that is not incorporated into the existing ticket counters and is a stand-alone type of equipment will be installed at the sole expense of airline and will either be placed:

- Directly in front of a ticket counter position(s), in a “pod” formation emanating from the ticket counter, or oriented in an east/west configuration in the airline’s queuing area(s) no less than 6 feet from the face of the ticket counters and no closer than 4 feet from the main circulation corridor.
- If more than one kiosk is to be installed, they will be in-line and parallel to the next kiosk.
- If installed in the existing ticket counters and/or modified to accommodate installation, the airline is responsible for restoring the ticket counter cabinetry to its original condition prior to the installation/modification.
- The number of kiosks to be installed and locations will be reviewed and approved by the RTAA.
- Airlines are responsible for all power and data installations to the kiosks and will be installed per RTAA standards and direction under a Tenant Improvement Permit process. All power and data cabling to kiosks located in the ticket lobby queuing area will come from the ticket counter (unless otherwise negotiated and agreed upon).
- If kiosks are not immediately placed in front of the existing counters or in a “pod” formation, airline will install all power and data which will be placed in conduit and inset into the lobby floor below surface grade and terminated into a receptacle that will be flush with the floor finish or no more than 1/4" above surface grade. Airline is responsible to return the lobby floor to its original condition upon removal of the kiosk(s).
- Locations of stand-alone kiosks in the queuing areas will not block or impede access to the ticket counter bag scales.
- Kiosk placement and the queuing of passengers using the kiosks will in no way impede the flow of passengers in the common use areas, including the main circulation corridor, or impede the passenger flow in the adjacent airline queuing areas.

- The design, colors and materials of the kiosks should match the existing décor of the ticketing area/terminal as much as possible, and the design will be submitted to the RTAA for review and approval prior to installation.
- Other furnishings approved by the RTAA such as tables, waste receptacles, etc. that are placed in the Airline Ticket Counter queuing area shall be charged at an appropriate size (4'x4', 2'x2', etc.) and at the Airline Ticket Counter rental rate, as it may be adjusted throughout the fiscal year.
- Cash conversion kiosks shall be placed with the ticket hall vending or as otherwise directed by RTAA staff, and the airport reserves the right to have these removed if RTAA chooses to bid for this service.

SECTION 5: PERMITS & APPROVALS

5.1 PERMITS

5.1.1 CITY OF RENO BUILDING DEPARTMENT PERMIT

A City of Reno Building Department Permit is required for improvements including, but not limited to:

- Structural modifications
- Roof modifications
- Electrical modifications
- Mechanical modifications
- Plumbing modifications
- Life safety system modifications (change of use/occupancy)
- New walls
- Existing wall modifications
- New openings
- Existing opening modifications
- Elements suspended from the ceiling/structure
- Major demolition

5.1.2 HOT WORK PERMIT

An RTAA Hot Work Permit is required for any operation involving open flames or producing heat and/or sparks. This includes, but is not limited to: Brazing, Cutting, Grinding, Soldering, Thawing Pipes, and Welding.

Obtaining A Permit:

- The Contractor must notify the RTAA Project Manager no less than 24 hours prior to any hot work being performed.
- The RTAA representative will meet the Contractor onsite and perform an inspection of the required precautions found on the permit application (Exhibit B).
- When the RTAA representative is satisfied that the site meets all the required precautions, they will issue a Hot Work Permit.
- The permit is only good for 24 HOURS and must be returned to the RTAA representative at the end of that time period.
- If the work was not able to be completed within the permitted 24 hours, then a new permit must be issued.

5.1.3 CONFINED SPACE PERMIT

A Contractor's Confined Space Permit is required to be submitted to the RTAA PM when an individual is entering a space that has limited or restricted means of exit or entry and is not designed for continuous occupancy. Confined spaces include, but are not limited to: tanks, vessels, silos, storage bins, hoppers, vaults, pits, manholes, tunnels, equipment housings, ductwork, pipelines, etc.

Submitting a Permit:

- The permit submitted to the RTAA PM, no less than 24 hours in advance.
- The permit is only good for 12 HOURS and must be resubmitted at the end of that time period.

Communicating Entry:

- The Contractor is required to contact RTAA Airport Communications at 775-328-6600 prior to entering and after exiting the confined space.

5.1.4 DUST CONTROL PERMIT

Dust Control Plans and Permit are required for any surface **disturbance of 1 or more acres.**

Obtaining A Permit:

- Dust Control Permits are obtained through the Northern Nevada Public Health Air Quality Management Division.
- An application and conditions of the permit can be found at: www.nnph.org/programs-and-services/air-quality/Dust.php
- The permit is valid for 18 months from the date of approval

5.1.5 NPDES STORM WATER DISCHARGE PERMIT

National Pollutant Discharge Elimination System (NPDES) storm water discharge permit is required for discharges from construction activities that **disturb 1 or more acres.**

Obtaining A Permit:

- NPDES Permits are obtained through the Nevada Division of Environmental Protection (NDEP).
- An application and conditions of the permit can be found at: ndep.nv.gov/water/water-pollution-control/permitting/stormwater-discharge-permits
- The permit requires the development of a Storm Water Pollution Prevention Plan (SWPPP) prior to construction activity beginning.

5.2 AGENCY APPROVALS

5.2.1 NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) APPROVALS

Any new on-airport construction or paving project, generally with the exception of interior-only projects, will require approval by the FAA under the National Environment Policy Act of 1969.

- The Project Sponsor must contact the RTAA Planning Division to determine if and/or what level of NEPA documentation and approvals are required by the FAA.
- If NEPA documentation is required for a project, the minimum level of documentation is a Categorical Exclusion (Cat Ex).

- An application must be submitted to the FAA for approval and can be found at: http://www.faa.gov/airports/central/environmental/catex/

5.2.2 NOTICE OF PROPOSED CONSTRUCTION OR ALTERATION (FAA FORM 7460-1)

Any proposed construction of a new building or structure, including antennas, as well as temporary construction equipment and activities, such as cranes, concrete pumps, etc., must have a completed Federal Aviation Administration (FAA) form 7460-1 "Notice of Proposed Construction or Alteration" for the project.

- A 7460-1 is not required for projects that are interior remodels only.
- Application may be filed electronically at the FAA's Obstacle Evaluation website: https://oeaaa.faa.gov/oeaaa/external/portal.jsp
- The FAA typically takes a minimum of three months to process a 7460-1 form and issue a determination.

SECTION 6: CONSTRUCTION PROCESS

6.1 CUSTOMER SERVICE IMPACT PLAN (CSIP)

- Prior to the commencement of construction, a CSIP must be created by the RTAA Project Manager assigned to the project and approved by RTAA Executives. RTAA to include Commercial in the review/approval of the CSIP, especially for any concessions development to ensure an adequate level and continuity of service during construction/development.
- A CSIP is a document that outlines the operation details, potential issues, and corrective action items of a project.
- In order for the RTAA Facilities PM to complete the CSIP, they will need the following information from the Project Sponsor/Contractor:
  - Contractor Name
  - Project Schedule
  - Phasing
  - Any Operational Impacts and/or Continuity of Service

6.2 MEETINGS

6.2.1 PRE-CONSTRUCTION MEETING

The pre-construction meeting is the final step for approval of the Tenant Improvement Permit Application and issuance of a Notice to Proceed.

Required Attendees Include:

- Project Sponsor Representative
- General Contractor and Sub-Contractor Representatives
- Airport Representatives

Items to be discussed include:

- Project Scope
- Schedule
- Airport Safety & Security
- Required Documents (See Item 6.3 for list)
- Project Specific Concerns
- Work Hours
- Noise & Dust Control
- Contractor Haul Routes & Staging Areas

6.2.2 PROGRESS MEETINGS

The frequency of progress meetings could vary depending on the size, scope, and time frame of the project. Typically they occur weekly.

Items to be discussed include:

- Schedule
- Safety, Environmental, Operations, & Security
- Submittals
- RFI's
- Old Business
- New Business

6.3 REQUIRED DOCUMENTS

The following documents shall be submitted to the RTAA Project Manager prior to issuance of a Notice to Proceed:

- Project Schedule
- Safety Plan
- 24-Hour Telephone List
- Copies of Permits
- Performance & Payment Bonds
- Insurance Certificates
- Project Close-out Deposit

6.4 PERFORMANCE & PAYMENT BONDS

Before commencing any construction, site development, or demolition, the Project Sponsor shall furnish to the RTAA, performance and payment bonds, approved as to form and surety by the RTAA, with Project Sponsor's Contractor(s) as principals.

- Each bond shall be in a sum not less than 100% of the amount of the Project Sponsor's construction/vendor contract(s), securing the Project Sponsor's completion of the work in accordance with the plans and specifications approved in writing by the RTAA.
- The bonds shall also guarantee the payment of employees' wages and benefits, subcontractor's contracts, materials, supplies and equipment used in the performance of the work, and shall protect the RTAA from liability, losses, or damages arising therefrom.
- Project Sponsor shall ensure that the RTAA is an additional obligee of its principal and surety under such bonds.

6.5 INSURANCE REQUIREMENTS

The chart on the following page is a simplified outline of the RTAA design and construction insurance requirements. An exhibit outlining the full requirements will be provided by the assigned RTAA point of contact.

The Contractor will provide the following insurance coverage for himself, all sub-contractors, suppliers, material, men, and any and all others accessing the project on the Contractor's behalf:

	LANDSIDE (RNO / RTS)		
	construction/non const.	*construction*	*construction*
Risk Assessment	*low risk*	*medium risk*	*high risk*
(A) COMMERCIAL GENERAL LIABILITY Limits: per occurrence / general aggregate	**$1M/$2M**	**$5M/$5M**	**$10M/$10M**
(B) BUSINESS AUTOMOBILE COVERAGE Limits: per occurrence	**$1M**	**$2M**	**$5M**
(C) PROFESSIONAL LIABILITY (A/E Only) Limits: per claim / per location aggregate	**$1M/$2M**	**$5M/$5M**	**$10M/$10M**
(D) POLUTION LEGAL LIABILITY (Contractor's Only) Limits: per claim / per location aggregate	**$1M/$2M**		
(E) BUILDER'S RISK (Contractor's Only)	**Limit equal to the full insurable value or maximum probable loss**		
(F) WORKER'S COMPENSATION/ EMPLOYER'S LIABILITY	**Minimum statutorily required limits/$1M minimum per occurrence**		

	TERMINAL AIRSIDE (RNO Only)		
	non-construction	*construction/non const.*	*construction*
Risk Assessment	*low risk*	*medium risk*	*high risk*
(A) COMMERCIAL GENERAL LIABILITY Limits: per occurrence / general aggregate	**$2M/$3M**	**$5M/$5M**	**$10M/$10M**
(B) BUSINESS AUTOMOBILE COVERAGE Limits: per occurrence	**$1M**	**$2M**	**$5M**
(C) PROFESSIONAL LIABILITY Limits: per claim / per location aggregate	**$2M/$3M**	**$5M/$5M**	**$10M/$10M**
(D) POLUTION LEGAL LIABILITY (Contractor's Only) Limits: per claim / per location aggregate	**$1M/$2M**		
(E) BUILDER'S RISK (Contractor's Only)	**Limit equal to the full insurable value or maximum probable loss**		
(F) WORKER'S COMPENSATION/ EMPLOYER'S LIABILITY	**Minimum statutorily required limits/$1M minimum per occurrence**		

LOW RISK: LIMITED TO NO EXPOSURE TO THE PUBLIC, LIMITED TO NO INTERACTIONS WITH AIRPLANES, GENERALLY SMALLER DOLLAR PROJECTS/SERVICES AND/OR WITH FEWER EXTENUATING RISKS / CIRCUMSTANCES TO RTAA

MEDIUM RISK: LIMITED EXPOSURE TO THE PUBLIC, LIMITED INTERACTIONS WITH AIRPLANES, GENERALLY MID-SIZE DOLLAR PROJECTS/SERVICES AND/OR WITH FEWER EXTENUATING RISKS / CIRCUMSTANCES TO RTAA

HIGH RISK: HIGH EXPOSURE TO PUBLIC, POTENTIAL HIGHER EXPOSURE TO INTERACTIONS WITH AIRPLANES, GENERALLY LARGER DOLLAR PROJECTS/SERVICES AND/OR WITH MORE EXTENUATING RISKS / CIRCUMSTANCES TO RTAA

NOTES:	The Insurance company must have an A.M. Best rating of A-VII or better
	The Reno-Tahoe Airport Authority, its Board of Trustees, Engineer/Architect, and Authority's officers, agents, employees, and related entities shall be named as additional insured on the Contractor's general liability and automobile liability insurance policies, using a separate additional insured endorsement to the policy
	With respect to Worker's Compensation and Employer's Liability, such coverage shall waive rights of subrogation in favor of the RTAA, Its Board of Trustees, Engineer/Architect, and Authority's officers, agents, and employees, using an endorsement to the policy

6.6 PROJECT CLOSE-OUT DEPOSIT

Prior to RTAA issuing a Notice to Proceed (NTP) for construction, the Project Sponsor must submit a project close-out deposit. The deposit will be in the amount of $7,500 or 10% of the Project value, whichever is greater. The deposit shall be in the form of Cashier's Check or Bond. The deposit will be returned to the Project Sponsor in full once the following items have been completed:

- Punch list items corrected & accepted by RTAA Project Manager
- Record drawings submitted & approved by RTAA
- Airport badges returned & verification that payment is not outstanding

6.7 SUBMITTALS

The Contractor shall submit at least 4 copies of each shop drawing and product data to the Project Sponsor's A/E and RTAA Project Manager, or submit electronically, with copies provided upon request.

6.8 CONSTRUCTION PROGRESS PHOTOGRAPHS

6.8.1 GENERAL

The Contractor shall take photographs using the maximum range of depth of field, and that are in focus, to clearly show the work. Photographs with blurry or out of focus areas will not be accepted.

6.8.2 DIGITAL IMAGES

Submit digital images as recorded in the digital camera, without alteration, editing, or modifications using image-editing software. Include date and time in filename for each image. Provide images in uncompressed TIFF or Jpeg format, produced by a digital camera with minimum sensor size of 4.0 mega-pixels, and at an image resolution of not less than 1024 by 768 pixels.

6.8.3 PRECONSTRUCTION PHOTOGRAPHS

Before starting construction, take photographs of the project site and existing conditions, including items to be removed during construction, from different vantage points.

6.8.4 PERIODIC CONSTRUCTION PHOTOS

Take five (5) digital photographs daily, for each day that occurs on the site. Photographs should illustrate the progress of the work, ongoing and completed construction, special project conditions or procedures, and items to be concealed in the work.

6.8.5 FINAL CONSTRUCTION PHOTOGRAPHS

Take ten (10) digital photographs after date of substantial completion.

6.8.6 SUBMITTAL REQUIREMENTS

Submit photographs for informational purposes on a weekly basis during the course of the project. Submit all photographs as a part of Record documents with the Project Close-out Documents.

6.9 PUNCH LIST

Prior to the RTAA performing a punch walk of the project, the Contractor shall have completed their contract work and performed internal quality control. The Contractor shall provide a punch list of any incomplete items at the time of the RTAA punch walk to the RTAA Project Manager for reference.

6.10 FINAL ACCEPTANCE

Once the RTAA Project Manager is satisfied that all the items on the punch list have been addressed, they will issue a Notice of Completion. This signifies the Airport Authority's final acceptance of the project. Some projects may also require a Certificate of Occupancy from the City of Reno Building Department before occupancy can take place.

6.11 RECORD DOCUMENTS

6.11.1 DOCUMENT REQUIREMENTS (Level 2 projects only)

The Contractor shall maintain, on site, a set of contract documents showing all deviations from original design. These marked-up Red-Line documents shall be incorporated into the original contract documents at the end of the project.

<u>The documents shall be prepared as follows:</u>

- Remove all deltas and clouds
- Remove all previous entries in the Revision Block and type in "Record Drawings" at the bottom of the Revision Block
- Update the date in the Revision Block to reflect the date of preparation

6.11.2 SUBMITTAL REQUIREMENTS (Level 2 projects only)

The Project Sponsor shall submit the record documents to the RTAA Project Manager within **90 days after substantial completion**. The Project Sponsor shall submit one set of conformed Record Documents in pdf format. Combine all individual files into one single pdf file. The Project Sponsor shall submit conformed CAD drawings. CAD files must conform to section 3.2.2 of this document.

SECTION 7: CONSTRUCTION REQUIREMENTS

7.1 PROFESSIONAL REQUIREMENTS

7.1.1 CONSTRUCTION SERVICES

- All construction work at Reno-Tahoe International Airport must be performed by a State of Nevada licensed Contractor with the appropriate classification for the proposed project.
- Complete work as outlined in the TI Permit Application and advise CB or Facilities & Maintenance when the work is finished.
- Issue Notice of Completion.

7.2 AIRPORT SAFETY

7.2.1 EMERGENCY CONTACT

The Airport's 24-hour emergency service phone number is **328-6999, NOT 911**. Emergency fire and medical services are available onsite.

7.2.2 HOSPITAL

Location of the nearest hospital: Renown Regional Medical Center, 1155 Mill St. (1.9 miles), or Sierra Medical Center, 6500 Longley Ln (2.7 miles).

7.2.3 MSDS SHEETS

The Contractor is required to maintain up-to-date MSDS sheets at the jobsite location where the material is being used. See section 7.11.1 for more details.

7.2.4 FIRE EXTINGUISHERS

The Contractor is responsible for providing an adequate number of portable fire extinguishers, current on inspection and readily accessible at the jobsite.

7.2.5 FIRST AID KITS

The Contractor is responsible for providing an adequate number of first aid kits readily accessible at the jobsite.

7.2.6 FALL PROTECTION

All personnel shall wear and use personal fall protection equipment (safety harnesses/belts and lanyards) when working in the following conditions:

- At heights of more than six (6) feet above grade
- Operating powered manlifts (boom truck, lift truck, etc.)
- On scaffolding and platforms that do not meet the minimum OSHA requirements for walking and working surfaces,

7.2.7 PROHIBITED ITEMS

- **No Smoking** - Smoking (including vaping) is not allowed on the jobsite. Smoking is only allowed on Airport property in designated smoking areas.
- **No Weapons** - Weapons are not allowed on Airport property. Weapons are not allowed in personal or company vehicles parked on Airport property.
- **No Alcohol** - Alcohol is not allowed on Airport property. Alcohol not allowed in personal or company vehicles parked on Airport property.
- **No non-service animals** - Dogs or pets are not allowed on Airport property. Non-service animals are not allowed in personal or company vehicles parked on Airport property.

7.3 AIRPORT SECURITY

7.3.1 GENERAL

- The Federal Government has established strict and detailed security requirements that all air carriers and airport operators must comply with to guard against terrorist acts and other threats to civil aviation security.
- Airport Security personnel, Transportation Security Administration (TSA) officials, Reno-Tahoe Airport Authority Police Officers, Airport Operations personnel, Construction Administration personnel, Airport Maintenance personnel and Airport Facilities personnel monitor airport Contractor activities**; however, it is the responsibility of the Contractor, and the designated Chief of Security if applicable, to ensure compliance with these requirements**. The Contract Manager, Airport Security, and Airport Operations will insist on the total adherence to all applicable Federal, State, City and Airport rules and regulations.

7.3.2 PERIMETER FENCE

- Airport Security approval, in the form of an approved temporary Airport Security Plan (ASP) amendment, is required for any proposed modifications to the airport perimeter security system. Security fencing and/or gate construction shall be in conformity with applicable Transportation Security Regulations (TSRs) and Federal Aviation Administration (FAA) Advisory Circular(s) that are available at the Airport Operations Division. Integrity of the perimeter fence and gate system shall be strictly maintained at all times. There shall be no exceptions.
- The ASP amendment will be submitted to the TSA for final approval, which typically takes one week.
- Spaces between gate end posts to fence support posts shall not exceed two inches. Spaces from fence end posts to adjacent building structures shall not exceed three inches. Spaces beneath fencing shall not exceed two inches from the bottom of the fence fabric to surface grade. A four foot clear zone must be maintained on both sides of the perimeter fence. The clear zone applies to temporary storage of equipment, material, supplies, and vehicles, as well.
- See Exhibit H for construction details.

7.3.3 GATE SECURITY

- If the project requires access through the airport perimeter fence, the Contractor:
  - Shall use only designated perimeter access gates and follow a pre-approved travel route.
  - May be issued and responsible for badges allowing access to pre determined and approved gates.
- Contractor provided gate guards, if required, will be approved by Airport Security and trained by Airport Operations.
- Gates shall be locked when not manned by a gate guard.

7.3.4 DOORWAY SECURITY

- The Contractor shall:
  - Never allow a security access door to be propped open unless a guard is posted at the door to prevent unauthorized access. Guards must be approved by Airport Security.
  - Notify Airport Communications (AirComm) of the need to prop open a door, requesting to disable the alarm, and providing information on what badged person will remain in escort of the door and what time the door will be closed. At completion, the Contractor shall contact AirComm again to re-arm the door.
  - Not modify a security access door closure device or automatic locking mechanism except as provided under the terms of any resulting agreement. All security access doors must close and lock automatically.
  - Never use an emergency exit (alarmed door) for access, unless authorized by Airport Security or Airport Operations.
  - Complete a Tool Control Form (Exhibit I) when working within a sterile area (i.e., within the terminal buildings, beyond the security screening checkpoint), for all prohibited items entering and exiting the sterile area. This inventory shall be made available to Airport Security or Airport Operations (or a designated representative) for verification of compliance.

7.3.5 AIRPORT IDENTIFICATION BADGES

- <u>General</u>
  - Airport security identification badges are required for individuals to be allowed unescorted access to the restricted, secured areas of the Reno-Tahoe International Airport. All individuals accessing or moving within the restricted, secured areas must either possess and properly display a valid picture RNO ID Badge or be under approved escort AT ALL TIMES while in these areas.
  - There shall be at least one Contractor supervisor/foreman with a picture RNO ID Badge in each work area at all times.

- Escort means to accompany or supervise an individual who does not have unescorted access authority to areas restricted for security purposes, as defined in the Airport Security Program, in a manner sufficient to take action should the individual engage in activities other than those for which the escorted access is granted. The escort or other authorized individual can take responsive actions.
- RNO ID Badges are issued to specific individuals and are not transferable. Random ID checks may be made at any time by Airport Authority Police, Airport Security, Airport Operations, and TSA.

- <u>Obtaining A Badge</u>
  - A picture RNO ID Badge is authorized by Airport Security. The Airport Badging Office (ABO) will issue badges.
  - Go to http://www.renoairport.com/airport-authority/badging to download the appropriate Airport Badge Application Form.
  - Contractor may be required to designate at least one, but no more than three individual(s) to serve as an Authorized Signatory for badging purposes. These individuals are required to meet the requirements for badging and must also undergo additional Authorized Signatory training.
  - A Fingerprint-Based Criminal History Access Investigation and a Security Threat Assessment are required for all picture RNO ID Badge applicants. Investigations will be performed by Airport Security at a current cost to the Contractor of seventy-five dollars ($75.00) per applicant. Additionally, Contractor is responsible for the following supplementary ID costs: twenty-five dollars ($25.00) for interactive training and fifty dollars ($50.00) for the RNO ID badge. Total badging cost is $150.00 per applicant. Costs may be updated from time-to-time in the airport's Master Fee Resolution.
  - PAYMENT IS DUE AT THE TIME OF BADGE PICK-UP. Excludes capital projects with security deposit included in contract.
  - When the Contractor submits an application for a RNO ID Badge, the Contractor is certifying to the best of their knowledge and judgment that:
    - To the best of their knowledge, there are no discrepancies between what the applicant stated versus what the Access Investigation may reveal; and
    - The applicant is eligible to have unescorted access to restricted areas of the airport and is not a security risk.
  - Security training and testing is required for all picture RNO ID Badge applicants. Security education consists of an interactive electronic training program.
  - Renewal of an ID badge is required annually and costs between $25.00 and $75.00 (depending on access level).
  - The current replacement fee for a lost or misplaced badge is $50.00.

- Costs may be updated from time-to-time in the airport's Master Fee Resolution.

- Wearing A Badge
  - When working in restricted areas of the airport, continuous display of a valid RNO ID Badge is MANDATORY for all personnel. The only exception is personnel who are working under the direct supervision of a badged individual or are under escort.
  - The badge shall be worn on an individual's outermost garment, at waist level or above, so as to be readily visible by casual observation. The ID badge shall not be covered by other identification or clothing.

- Surrendering A Badge
  - All RNO ID Badges shall be surrendered at the completion of the project, or at the direction of Airport Security, Airport Operations, or the project or contract manager.
  - Companies that fail to return RNO ID badges at the conclusion of a project will be charged an additional $150 by the RTAA and are liable for up to $10,000 in civil penalties from the TSA. Costs may be updated from time-to-time in the airport's Master Fee Resolution or by TSA.
- Challenge Procedures
  - Complying with approved challenge procedures is the responsibility of ALL individuals issued a RNO ID Badge. All Contractor personnel issued a RNO ID Badge, not just foremen and supervisors, shall challenge anyone in restricted areas of the airport not properly displaying a RNO ID Badge, or under approved escort. Challenge procedures are explained in the security-training program.

7.3.6 DRIVING ON AIR OPERATIONS AREA (AOA)

- Vehicle Identification & Markings
  - All vehicles that are operated without escort on the Air Operations Area (AOA) shall be marked so as to be readily identifiable. The Contractor's Company logo, name or other distinctive markings, as approved by Airport Security or Airport Operations, shall be visible from both sides of the vehicle at all times while on the AOA. Magnetic decals or painted logos are acceptable to comply with this requirement. Homemade paper, cardboard or hand-printed signs/logos are not acceptable and do not comply with this requirement.
  - Yellow rotating rooftop beacons are required for any Contractor vehicle operating on the AOA at night, or in inclement weather.
- Vehicle Control
  - Properly authorized vehicles having official business on the airport may operate within specified areas of the AOA. Vehicles shall not be operated

upon any movement area unless authorized and escorted by Airport Operations.

- Vehicles are restricted to the Contractor's work location and within the prescribed travel (haul) route. All vehicles shall follow the prescribed travel route and the identified Vehicle Service Roads. All traffic control signs and instructions shall be adhered to at all times.

- AOA Driver Training
  - All individuals who operate any type of vehicle on the AOA, with the exception of those under escort, MUST possess a valid RNO AOA Driver endorsement. Individuals requesting the privilege to drive a vehicle on the AOA must be authorized by Airport Security and Airport Operations. All AOA driver applicants must successfully complete an approved AOA driver training program administered by Airport Security or Airport Operations. AOA driver applicants will be tested on their knowledge of AOA driving rules and regulations. Successful applicants will be issued a RNO AOA Driver endorsement on their RNO ID Badge at the ABO. Airport Security and/or Airport Operations may revoke AOA driving privileges at any time.
  - **The operator of any vehicle, who drives onto a movement area without authorization from Airport Operations, is in violation of a major safety/security rule and will have their driving privileges permanently revoked.**

7.3.7 ESCORTING VEHICLES

- Vehicle escort procedures are as follows:
  - The driver of the vehicle performing the escort shall have a picture RNO ID Badge and a RNO AOA Driver endorsement.
  - Approved escort procedures shall apply to the driver and the vehicle being escorted at all times, as authorized by Airport Security or Airport Operations.
  - The definition of a vehicle escort is: in view and under the positive control of those responsible for the escort at all times. A concessionaire riding in a vehicle is not considered an escort.
  - The movement, positioning and parking of exceptionally large, tall, or slow vehicles (i.e. a large crane, vehicles carrying an oversize load, backhoes, Earth movers, dump trucks, etc.) shall be coordinated with and authorized by Airport Operations.

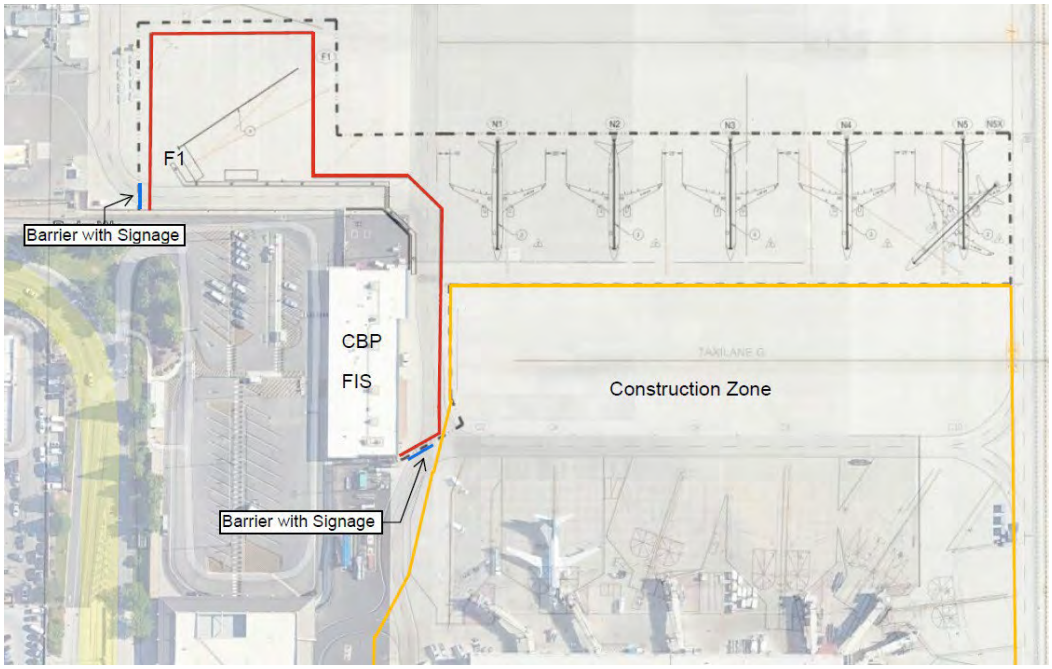
7.3.8 PENALITES/FINES

Each violation of the RNO Airport Security Program subjects the Contractor to a potential civil penalty assessment by the TSA. Civil penalties are assessed at a minimum of ten thousand dollars ($10,000) for each violation occurrence. Fines levied against RNO due to the actions of a Contractor, or any of its employees or subcontractors, will be withheld from the Contractor's final payment or reimbursed to RNO by the Contractor, as appropriate.

7.4 CUSTOMS & BORDER PROTECTION FEDERAL INSPECTION STATION

7.4.1 PROCEDURES

- The CBP FIS is located between the new Concourse B and Cargo Buildings.
- Red lines painted on the pavement around the F1 pad (after Q3 2026) and the area in front of the CBP FIS is designated a “PROHIBITED ZONE”.
- When CBP is processing an international flight, the PROHIBITED ZONE may not be breached, either on foot or in a vehicle.
- Barriers with signage, placed on the vehicle service road, are visual cues that the PROHIBITED ZONE is in effect and no one may enter the area without knowledge and permission of the CBP Port Director.
- Upon completion of new Concourse B, final condition (ie. footprint) and apron striping will be updated in this document accordingly.



7.4.2 PENALTIES/FINES

- Failure to adhere to the documented procedure can result in fines up to ten thousand dollars ($10,000) to you and/or your company, in addition to the following:
  - **First Violation:** Revocation of RNO security access badge for 24 hours.
  - **Second Violation:** Revocation of RNO security access badge for 72 hours.
  - **Third Violation:** Permanent revocation of RNO security access badge.

7.5 PARKING

- A limited number of company vehicles will be permitted to park airside. The location will be identified by the RTAA Project Manager during the pre-construction meeting. Due to space constraints, parking is not guaranteed.
- All company vehicles shall comply with section 7.3.6.1.

- No Personally Owned Vehicles (POV) are permitted on airside.
- All other vehicles will be required to be parked in an assigned staging area.
- Parking in the Vendor Parking Lot is only permitted with prior RTAA approval for small jobs (1 or 2 vehicles) or off-hour construction activities in the Terminal. Vehicles in the Vendor Parking Lot must include a company decal on the vehicle and contact information on the vehicle or placed on the dashboard.

7.6 STAGING AREA

- No storage of personal items will be allowed on the Terminal front or in other public areas of the airport except those areas designed for that purpose.
- If a company is contracted by an airline or other tenant to perform a service, it is the responsibility of the contracting tenant to provide necessary storage for their contractor's personal belongings, stock, or other materials within their leased area.
- At the Contractor's request, an assigned staging area will be identified by the RTAA Project Manager during the pre-construction meeting. The RTAA Project Manager will have the sole discretion of determining the need and availability for a staging area.
- The Contractor is responsible for placing his lock on the gate, if one exists, and giving an access key to the RTAA Project Manager.
- The Contractor shall be responsible for dust control of the area during construction and restoration of the area to pre-construction conditions, after project completion.
- The Contractor is responsible for the cleanliness of the area both during and after construction. Because of adjacency to the flight operations area, FOD (Foreign Object Debris) is a very sensitive issue and the Contractor will maintain the lot free of blowing debris and loose products which have any potential of reaching the flight line.
- Staging area must be cleaned and vacated within 7 days of project completion, or as otherwise directed by RTAA Project Manager.

7.7 BARRICADES & TEMPORARY CONSTRUCTION WALLS

- Temporary construction walls shall be built in accordance with section 4.3 of this document. No deviations will be allowed without a formal written request, detailing the reason for deviation, and RTAA approval.
- Anything within public view inside the terminal must be properly barricaded. Yellow caution tape and/or construction tape is not permitted. Any work done within the terminal that may cause conflict with passenger movement must be approved by the RTAA Project Manager. Exceptions may be approved, based on project duration, hours of construction, and scope.
- Inside the terminal, barricades shall include either temporary construction walls or use of stanchions that comply with the airport standards. The RTAA

Project Manager will determine the acceptable barricade for the individual project.

7.8 DUST CONTROL

7.8.1 EXTERIOR

- The Contractor shall comply with all federal, state, and local air quality standards during construction.
- The Contractor shall be responsible for dust mitigation on the project site and assigned staging area, as well as application of palliative if needed.
- Northern Nevada Health (NNPH) dust control requirements and permits may apply to certain projects. Refer to section 5.1.4 above for more information.

7.8.2 INTERIOR

- Work performed inside the terminal shall be barricaded so dust cannot escape the work area.
- The Contractor shall provide a sticky pad on the exterior (public side) of the temporary construction wall door, and walk off mat on the interior (project side) of the door to prevent dust and foot prints leaving the construction site. The Contractor shall provide cleanup throughout the shift of any footprints.
- The Contractor shall cover HVAC supply and return air ducts in the work site during dust generating activities.

7.9 TEMPORARY CONSTRUCTION WAYFINDING

- Project Sponsor shall provide temporary RTAA approved wayfinding and signage for projects that disrupt passenger flow.
- It is at the discretion of the RTAA to supplement, change, or completely handle all temporary signage.

7.10 FLOOR COVERING PROTECTION

It is the responsibility of the Contractor to protect the existing floor finish, in and adjacent to the construction area, from any damage or soiling during the entire duration of the construction activity. Floor protection begins immediately during the preparation for construction, regardless of the level of activity anticipated.

7.10.1 CARPET

- Temporary Carpet Removal
  - The Contractor has the option to remove the carpet tiles from the construction zone.
  - The RTAA is available to remove, store, and reinstall the carpet tiles with a formal request through the RTAA Project Manager. The

Contractor is responsible for paying the labor costs for the RTAA staff (Exhibit J).

- Plastic Barrier
  - Plastic barrier may only be used in areas within the barricaded work site.
  - A plastic barrier of minimum 14 mils shall be secured to the carpet to guard against dust, debris, and staining.
  - The tape is strongly recommended to be a gaffers tape that does not leave an adhesive residue.
  - It is the Contractor's responsibility to ensure the integrity of the protective barrier, remediate any breaches immediately, and clean any soiled areas at the end of the daily shift.

7.10.2 POST-CONSTRUCTION CONDITIONS

- At the conclusion of construction, the existing floor finish must be returned to service in the same condition as prior to construction beginning.
- Any cleaning required is the responsibility of the Contractor.
- Pre-construction conditions must be identified by the RTAA PM and the Contractor prior to the start of the project, or it will be the responsibility of the Contractor to correct any deficiencies before closing out the contract.

7.11 RESTRICTED HOURS OF OPERATON

- Loud noise and vibration producing work on the interior of the building is limited to the hours of 12:00am to 5:00am.
- Loud noise and vibration producing work on the exterior, like concrete demolition, is limited to the hours of 8:00am to 5:00pm.

7.12 HAZARDOUS MATERIALS

7.12.1 ENVIRONMENTAL SAFETY

- The Project Sponsor shall be responsible for maintaining an environmentally safe area during construction.
- The Contractor shall submit Material Safety Data Sheets (MSDS) to the RTAA Project Manager for ALL chemicals to be used on site. No chemicals will be offloaded until the appropriate MSDS has been to the Fire & Safety Specialist or the Shift Supervisor.
- It is the responsibility of the Contractor to dispose of all chemicals and their by-products as per state and federal regulations. It is also the Contractor's responsibility to assure that all containers are labeled in accordance with DOT, NFPA, and /or OSHA standards, whichever is applicable.
- During construction of projects, any unanticipated hazardous materials, waste or contaminated soils encountered during demolition or construction shall be

immediately brought to the attention of the RTAA Project Manager. The materials shall not be disturbed until proper designation has been determined.

7.12.2 SAMPLING

- The Project Sponsor shall be responsible for sampling and testing for hazardous materials.
- The Project Sponsor shall provide a copy of the results to the RTAA PM before any further construction work can commence.

7.12.3 ABATEMENT

- The Project Sponsor shall be responsible for the contracting and cost of abatement of any hazardous material found within their leasehold.
- Abatement may only be performed by a Contractor licensed by the State of Nevada to perform hazardous material abatement and demolition.

7.13 DEMOLITION REQUIREMENTS

7.13.1 MATERIAL DISPOSAL

- The Contractor shall be responsible for providing and servicing dumpsters or transporting recyclables and debris off airport.
- Dumpsters are required to be covered at all times.
- Placement of dumpsters and debris haul routes will be identified by the RTAA Project Manager during the pre-construction meeting.
- Public elevators are not permitted for the movement of construction debris.

7.13.2 LANDFILL DIVERSION

- To the maximum extent practicable, Contractors are encouraged to divert construction waste from the landfill by utilizing salvage, reuse, and recycling.
- At a minimum, Contractors shall collect the following for diversion:
    - Metal (studs, backing, etc.)
    - Cardboard
    - Wood
    - Concrete
- The Contractor shall designate a specific area at or near the construction site for the segregated collection of recyclable materials.
- The Contractor is required to track and report the recycling efforts to the RTAA Project Manager throughout the construction process.
    - Quantities are typically reported in weight (tons) in the form of Recycling/disposal receipts.

7.14 FLOOR PENETRATIONS

- When the Project Sponsor's design requires floor penetrations to bring additional service to the space, it is the responsibility of the Project Sponsor

and their Contractor to verify the area below is free from obstructions or other utilities running under the slab and there is no reduction of structural integrity. Relocation of obstructions, if approved by RTAA, will be done at the Project Sponsor's expense.

- If the Project Sponsor or their Contractor damages buried conduit, rebar, or anything else found in or below the slab, they are responsible for the engineering and repairs, as well as costs due to loss of services and other impacts.
- All penetrations and patches must meet the minimum floor fire rating.

7.15 ROOF

7.15.1 ACCESS

- Any work requiring access to the roof must be approved by the RTAA Project Manager.
- Prior to entering the roof, the Airport Communication (775-328-6600) must be notified via phone of the following:
    - Who/How many
    - Purpose
    - Duration

7.15.2 GENERAL

- All roofs shall be watertight at the end of each shift.
- Penetrations or attachments to the cap flashing are not allowed.
- Walkway pads shall be installed to all equipment and under all conduit supports.
- All penetrations shall have a roof penetration boot and required flashing (minimum height of 8"), per manufacturer recommendations.
- All cables shall be installed in rigid conduit and weather proof boxes.
- Conduits shall not be laid directly on the roofing membrane. Conduits shall be installed using rubber conduit supports.

7.15.3 EQUIPMENT

- The use of a crane to install the rooftop equipment will require the submittal of a Form 7460-1 to the FAA. The approval process can take 6 to 8 weeks. The Contractor shall coordinate with the RTAA Project Manager with the following information:
    - Maximum height of boom
    - Location on site
    - Duration of use

7.15.4 ROOFING SYSTEMS

- The Terminal roof systems are all Sarnafil single-ply PVC thermoplastic roof membrane, 80 mil fabric reinforced.
- All penetrations or modifications to the roofing system shall be performed in accordance with manufacturer's requirements and must be reviewed by the RTAA Insurance provider, AIG.

7.16 CONTRACTOR DAMAGE

- Any damage incurred to RTAA property by the Contractor shall be the responsibility of the Project Sponsor/Contractor to repair at their cost.
- Repairs for critical items, such as communications systems, electrical power, water leaks, etc. shall be done immediately, or within the duration approved by RTAA Facilities.
- Other less critical repairs must be completed within **14 days** of occurrence.
- If repair is not completed within the specified timeframe, the RTAA shall back charge the Project Sponsor.
    - See Exhibit J for RTAA Labor & Equipment Rate Sheet.

SECTION 8: SUSTAINABILITY PRACTICES & POLICIES

8.1 WATER EFFICIENCY & CONSERVATION

The following water efficiency and conservation practices and policies were developed to proactively improve water efficiency by reducing or eliminating potable water use indoors, in heating and cooling, and in construction practices, with the use of efficient fixtures and recycled water.

8.1.1 GENERAL PRACTICE

- Decrease the demand for large volumes of water which could result in decreased overall maintenance and life-cycle costs, as well as reduced costs through lower water usage and lower sewage charges.
- Pressure test new plumbing systems and fixtures at a stage in construction when plumbing lines are easily inspected and leaks can be readily repaired.

8.1.2 FIXTURES

- Reduce indoor water consumption for specified fixtures and fittings, including faucets, toilets, and urinals below code requirements.
    - The following table summarizes the maximum flow rates for indoor water fixtures in the United States per the U.S. Energy Policy Act of 1992, in gallons per flush (gpf), gallons per minute (gpm), and per square inch (psi):

Fixture	Maximum Flow Rate
Toilet	1.6 gpf
Urinal	1.0 gpf
Faucet	2.5 gpm at 80 psi 2.2 gpm at 60 psi
Showerhead	2.5 gpm at 80 psi 2.2 gpm at 60 psi

    - All newly installed toilets, urinals, faucets, and showerheads that are eligible shall be WaterSense labeled fixtures.

8.1.3 HOT WATER SUPPLY

- Use local generation of domestic hot water (i.e., tankless, on-demand hot water heating), as much as possible, to eliminate long piping runs associated with recirculation piping, unless connecting to an existing hot water recirculating system.
- Domestic hot water for general plumbing fixtures shall be designed for a temperature range between 120° F and 140° F.

8.1.4 GROUND DISTURBANCE, DEMOLITION, & CONSTRUCTION

- Use reclaimed water on construction routes and other disturbed areas subject to surface dust generation. Reclaimed water supply is available on Airport property, for use by Contractors.

8.2 ENERGY EFFICIENCY & CONSERVATION

The following energy efficiency and conservation practices and policies were developed to maximize the energy efficiency of building systems through equipment technology, fuel efficiency, and building controls.

8.2.1 GENERAL PRACTICE

- Energy efficiency and conservation can be achieved by a combination of good building design and sensible building management and operational practices.

8.2.2 EQUIPMENT

- Use energy efficient equipment, which meets or exceeds the following:
  - National Electrical Manufacturers Association (NEMA) premium efficiency motors.
  - Variable speed systems for all fans, pumps, and motors
  - ENERGY STAR® products.
- Comply with Federal Energy Management Program (FEMP)levels for commercial products not rated by ENERGY STAR®.

8.2.3 LIGHTING

- Use lighting systems that consume less than one (1) watt/square foot for ambient lighting.
- Use Energy Star® approved and/or FEMP-designated energy efficient products or products that meet or exceed Department of Energy standards.
- Use daylight dimming and occupancy sensors on light fixtures where appropriate (i.e. in public areas).

8.3 MATERIAL CONSERVATION & RESOURCE EFFICENCY

The following material conservation and resource efficiency practices and policies were developed to reduce environmental impacts related to construction materials by minimizing use of virgin materials, increasing use of recycled materials, using rapidly renewable materials, using durable materials and looking for opportunities to reuse materials.

8.3.1 GENERAL PRACTICE

- Promote more efficient and effective construction phasing and staging, minimize construction duration, improve work zone safety, and minimize

traffic and mobility impacts, resulting in a reduction of petroleum consumption and air emissions.

- Purchase and/or use materials and products in a way that reduces the amount of waste that is disposed of at landfills.
- Give preference to locally harvested, processed, and manufactured materials. Aim for procurement within 500 miles of the project site.
- Design with flexibility and longevity in mind.

8.3.2 MATERIAL REUSE

- Reuse existing building stock and site infrastructure wherever possible.

8.3.3 RECYCLED MATERIALS

- Incorporate materials with recycled content and increase market demand for building materials and products that incorporate recycled content.
- Recycle cardboard, metals, brick, acoustic tile, concrete, plastics, clean wood, glass, gypsum wallboard, carpet and insulation.

8.3.4 RENEWABLE MATERIALS

- Utilize wood materials certified under the Forest Stewardship Council's Principles and Criteria (FSC).
- Utilize products made from rapidly renewable plants harvested within a 10-year cycle.

8.3.5 DURABLE MATERIALS

- Evaluate potential of more durable, longer lasting materials and finishes to extend material life and reduce maintenance requirements.

8.4 INDOOR ENVIRONMENTAL QUALITY

The following indoor environmental quality practices and policies were developed to create an indoor environment that protects and enhances the health and comfort of the occupants of airport facilities.

8.4.1 GENERAL PRACTICE

- Indoor environmental quality principally addresses issues associated with indoor air quality, in particular good air circulation; suppression of dust, mold and other contaminants; and good temperature and humidity control—all of which benefit the health and well-being of building occupants.

8.4.2 BUILDING MATERIALS

- Achieve the threshold level of compliance with emissions and content standards for the product categories provided in Exhibit D.

- Use composite wood products certified as having no-added formaldehyde (NAF) based resins or ultra- low emitting formaldehyde (ULEF) resins.
- Protect absorptive materials from moisture damage when stored on site and after installation.

8.4.3 CONDITIONED/OCCUPIED SPACE

- Assure acoustic privacy and comfort by employing sound-absorbing material and equipment isolation.
- Consider thermal comfort with a maximum degree of personal control over temperature and airflow, wherever possible.
- Consider daylighting to maximize occupant comfort.

8.4.4 VENTILATION

- Supply an adequate quantity and quality of ventilation and intake of outside air to ensure acceptable indoor air quality.
- Control and manage indoor humidity to prevent airborne bacteria, mold and other fungi.
- Control disturbing odors through contaminant isolation and removal.
- During construction, filtration media with a minimum efficiency reporting value (MERV) of 8 shall be installed by the Contractor at each return grille within the construction area.
- Immediately prior to occupancy, the Contractor shall replace filtration media at each return grille with a product that has a MERV of 13.

8.5 SOCIAL RESPONSIBILITY

The following social responsibility practices and policies were developed to promote and enrich the airport's relationship with its community and region.

8.5.1 GENERAL PRACTICE

- Airport improvements should aim to improve interactions with all stakeholders, including passengers, employees, airlines, and residents of neighboring areas. The category includes stakeholder relationships, employee practices and procedures, transportation practices, indoor environmental quality, and the well-being of employees and passengers.

8.5.2 SENSE OF PLACE

- Incorporate and promote a "sense of place" for airport patrons, ideally one that is recognizable in the context of the built environment.
    - "Sense of place" can be defined as, a unique collection of qualities and characteristics 'visual, cultural, social, and environmental' that provide meaning to a location. It is what makes one city or town different from another, and what makes our physical surroundings worth caring about.

- Integrate the local environment and increase the airport's value as an attractive destination.

SECTION 9: RESOURCES & EXHIBITS

RENO-TAHOE AIRPORT AUTHORITY
RENO -TAHOE INTERNATIONAL AIRPORT · RENO STEAD AIRPORT

EXHIBIT A - TENANT IMPROVEMENT PERMIT

For Internal Use Only

Permit #_____

Tenant Name: _____

MINIMUM CONDITIONS OF APPROVAL

1. Tenant must submit a Scope of Work Statement to the RTAA for review. Upon acceptance, an Approval in Concept will be issued.
2. Tenant must submit Construction Documents to the RTAA for review. Upon final acceptance of design, an Authorization Letter will be issued.
3. Tenant/Contractor must comply with the RTAA Airport Improvement Guidelines (AIG) and must submit a signed Acknowledgement prior to Notice to Proceed.
4. Contractor must submit insurance certificate(s) including separate endorsement naming the Reno-Tahoe Airport Authority (RTAA), its trustees, employees, agents and officers as additional insured (see Contractor's Insurance Requirements for full details).
5. Contractor must obtain and provide RTAA with copies of all City, County, Regional, State and Federal required permits prior to starting work.
6. Tenant and Contractor must attend a pre-construction meeting prior to starting work. Contact the RTAA assigned Project Manager to schedule the meeting.
7. Contractor must obtain RTAA Notice of Non Responsibility, provided by RTAA Airport Economic Development Department, which must be posted at the jobsite for the duration of the project along with approved RTAA Tenant Improvement Permit and any external permits.
8. Notice to Proceed shall be issued upon compliance with conditions of approval and any additional RTAA requirements. No Work is authorized without the RTAA Notice to Proceed.

CONTRACTOR'S INSURANCE REQUIREMENTS

Due to the complexity of any and all airport related projects, insurance requirements may change based on a wide variety of circumstances. Therefore all projects will be reviewed and the appropriate level of insurance requirements will be established, for each individual project.

1. Modified Occurrence or Claims Made coverage is not acceptable.

2. Insurance Carrier must have a rating of AM Best of A V or higher.

3. Additional Insured Requirement: Reno-Tahoe Airport Authority, its Trustees, Officers, Agents and Employees are to be listed as Additional Insureds for the project, with a separate Additional Insured Endorsement.

Certificate Holder/Additional Insured Address

Reno-Tahoe Airport Authority, 2001 E. Plumb Lane, Reno, NV 89502

RENO-TAHOE AIRPORT AUTHORITY
RENO-TAHOE INTERNATIONAL AIRPORT · RENO STEAD AIRPORT

TENANT IMPROVEMENT PERMIT

THIS PORTION MUST BE COMPLETED BY TENANT	
Date:	**Permit No:**
Tenant:	**Project Location:**
Tenant Contact Name:	**Phone:**
Tenant Address:	**E-mail:**
Architect/Designer:	**Architect/Designer's Address:**
Anticipated Start Date:	**Anticipated Completion Date:**
Project Description (attach additional information, as necessary):	

CONTRACTOR'S INFORMATION	
General:	**Nevada State Contractor's License #:**
Address:	**Phone:**
	E-mail:
Subcontractor:	**Nevada State Contractor's License #:**
Address:	**Phone:**
	E-mail:
Subcontractor:	**Nevada State Contractor's License #:**
Address:	**Phone:**
	E-mail:
Tenant's Signature:	**Date:**
Contractor's Signature:	**Date:**

RENO-TAHOE AIRPORT AUTHORITY
RENO-TAHOE INTERNATIONAL AIRPORT · RENO STEAD AIRPORT

TENANT IMPROVEMENT PERMIT

THIS SECTION TO BE COMPLETED BY RTAA STAFF ONLY		
Executed Lease Date:		
Contractor's Insurance Required	**Received by:**	**Date:**
Proof of SIIS Coverage	**Received By:**	**Date:**
Bonds Required	**Received by:**	**Date:**
Permits Required	**Received by:**	**Date:**
AIG Acknowledgement	**Received by:**	**Date:**
Notice of Non-responsibility	**Received by:**	**Date:**
Plans and Specifications on file in Engineering	**Received by:**	**Date:**
AED Approval By:	**Title:**	**Date:**
Project Description:		**Permit No:**
Permit Approved By:	**Title:**	**Date:**

Reno-Tahoe Airport Authority

EXHIBIT B
HOT WORK PERMIT

This Hot Work Permit is required for any operation involving open flames or producing heat and/or sparks. This includes, but is not limited to: Brazing, Cutting, Grinding, Soldering, Thawing Pipes, and Welding. This Hot Work permit must be completed by a Hot Work Supervisor.

HOT WORK BEING DONE BY:

◊ Airport Employee _____
◊ Contractor _____
◊ Other personnel working _____
_____
_____

START DATE:_____ TIME:_____ PERMIT #: _____

BUILDING NAME, BLDG #, ROOM #, LOCATION:

_____

NATURE OF JOB:

_____

NAME AND PHONE NUMBER OF THE HOT WORK SUPERVISOR

_____

I verify the above location has been examined, the precautions checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work. Permission is granted for this work.

HOT WORK APPROVED BY:
Inspector signature:_____

Permit Expires	Date	Time	AM / PM

_____

Fire Detection Disabled	Reactivated
Date/Time:_____	_____
Initial: _____	_____

THIS PERMIT SHALL BE POSTED IN A VISIBLE LOCATION WITHIN HOT WORK SITE

HOT WORK PERMIT

CAN THIS JOB BE DONE WITHOUT HOT WORK, OR IN THE SHOP?
IF NOT, ENSURE PRECAUTIONS ARE IN PLACE!
MAKE SURE SPRINKLERS ARE IN SERVICE AND FIRE EXTINGUISHERS ARE READILY AVAILABLE!

This Hot Work Permit is required for any operation involving open flames or producing heat and/or sparks.
This includes, but is not limited to, Brazing, Cutting, Grinding, Soldering, Thawing Pipe, Torch-Applied Roofing, and Welding.

Note: The Required Precautions are not optional. They are required for fire-safe hot work. Please explain all "No" responses below.

Instructions

The Permit-Authorizing Individual must:

a) Verify precautions listed at right (or do not proceed with the work)
b) Complete and retain this page
c) Give the second page to the person doing the work.

Who, When, and Where?

Hot Work Being Done By

☐ Employee
☐ Contractor

Date	**Job/Work Order No.**

Location/Building and Floor

Nature of Job/Object

Name of Person(s) Doing Hot Work

I verify the above location has been examined, the precautions checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.

Signature of Permit-Authorizing Individual

Permit Expiration

Expiration Date	**Expiration Time**	☐ **AM** ☐ **PM**

Name of AssignedFIRE/SAFETY Watch

EMERGENCY 328-6999

THIS PERMIT IS GOOD FOR 24 HOURS ONLY!

Required Precautions Checklist

☐ Available Sprinklers in Normal Automatic mode and valve open.
☐ Hot Work equipment in good repair.

Assess 35 ft radial "sphere" of work for potential fire hazards:

☐ Floors, work level and below, cleaned or protected.
☐ All other combustibles removed or shielded from sparks.
- Clean horizontal surfaces (e.g. building structures, equipment, ducts, cable trays, etc.) above and below where possible.
- Remove flammable liquids, dust, lint, combustible waste, oil deposits, etc., where possible.
- If removal/cleaning is impractical, protect with fire-retardant covers, or shield with fire-retardant guards and/or curtains.

☐ Transmission or conveying of sparks to adjacent areas eliminated or protected.
- Tightly cover wall/floor openings with fire-retardant material.
- Where openings cannot be sealed, suspend fire-retardant tarpaulins to help protect areas beneath.
- Isolate or shut down fans and conveyors to prevent the capturing and conveying sparks to other areas.

☐ Explosive atmosphere eliminated or potential not present.

Work on walls, ceilings or enclosed equipment:

☐ Construction materials verified as noncombustible and without combustible covering or insulation.
☐ Combustibles on other side of walls relocated or protected.
☐ Enclosed equipment cleaned and protected from all combustibles.
☐ Containers purged of flammable liquids/vapors.

Safety/Fire watch/hot work area monitoring requirements:

☐ Continuous Safety watch provided during and for *at least 30 minutes* after hot work, including all breaks.
☐ Safety watch supplied with suitable extinguishers/hoses and communications means.
☐ Safety watch trained in the use of fire equipment and sounding alarm.
☐ Area to be monitored hourly for a *minimum 6 hours* after job is completed, or longer if required.

Other precautions that may be required:

☐ Safety watch provided for adjoining areas, above, or below.
☐ Confined Space or Lock-Out-Tag-Out required/used.
☐ Area smoke or heat detection disabled to eliminate false trip.

Other: _____

Comments:

_____

_____

_____

EXHIBIT C - CONFINED SPACE PERMIT

RENO-TAHOE AIRPORT AUTHORITY
PERMIT-REQUIRED CONFINED SPACE ENTRY

PERMIT #

DATE & TIME OF PERMIT

SPACE #	LOCATION OF SPACE	SPACE DESCRIPTION	EXPIRATION DATE & TIME OF PERMIT

HOT WORK PERMIT (IF REQUIRED) O YES O NO
MSDS'S ATTACHED (IF REQUIRED) O YES O NO
ARE PERSONNEL TRAINED/QUAILIFIED O YES O NO
RESCUE STAND-BY REQUIRED O YES O NO
PRE-ENTRY BRIEFING CONDUCTED O YES O NO

WORK TO BE PERFORMED UNDER THIS PERMIT

ATENDANTS	AUTHORIZED ENTRANTS	RESCUE PERSONNEL
_____ _____	_____ _____	_____
_____ _____	_____ _____	_____

PRE-ENTRY PROCEDURES

SPACE HAZARDS

O FLAMMABLE	O GAS OR VAPOR	O WELDING
O IRRITANT	O SLIPPERY SURFACES	O GRINDING
O CORROSIVE	O SHARP SURFACES	O SCRAPING
O TOXIC	O LOW OVERHEAD	O CUTTING
O DUST	O VERTICAL DROP(S)	O CHIPPING
O ASBESTOS	O TEMP: HIGH/LOW	O SPRAY CLEANING
O SOLID	O SLOPE OF INTERIOR	O PAINTING
O LIQUID	O OTHER_____	O OTHER_____

SPACE ISOLATION

PIPING	O LOCKOUT / TAGOUT	O BLANK	O BLOCK & BLEED	
HYDRAULIC(S)	O LOCKOUT / TAGOUT	O DISCONNECT LINES	O LOCK PUMP & BLEED	
PNEUMATIC(S)	O LOCKOUT / TAGOUT	O DISCONNECT LINES	O LOCK COMPRESSOR & BLEED	
ELECTRICAL	O LOCKOUT / TAGOUT	O BLANK	O BLOCK & BLEED	
MECHANICAL	O DISCONNECT	O BLOCK LINKAGES		
OTHER	O _____			

PERSONAL PROTECTIVE EQUIPMENT O COVERALLS O HARDHAT O SAFETY SHOES O LEATHER GLOVES O CHEMICAL GLOVES O EAR PLUGS/MUFFS O SLASH SUIT O GOGGLES O FACESHIELD O OTHER_____ O OTHER_____

RESPIRATORY PROTECTION APR: O HALF-FACE O FULL-FACE CARTRIDGE TYPE: O ORGANIC O ACID O DUST/MIST O HEPA O OTHER_____ O SCBA O SUPPLIED AIR RESPIRATOR O PORTABLE AIR UNIT O AIR LINES O SPARE SCBA BOTTLES

VENTILATION EQUIPMENT O FAN (S) O 8" DUCTING O SADDLE VENT O 90° ELBOW(S) O POWER PLANT O POWER CORDS O OTHER_____
*ALL EQUIPMENT SHALL BE EXPLOSION PROOF & EQUIPPED WITH GFIC

LIGHTING EQUIPMENT O FLASHLIGHT(S) O CORD LIGHT(S) O HELMET LIGHT O POWER PLANT O POWER CORDS O OTHER_____
*ALL EQUIPMENT SHALL BE EXPLOSION PROOF & EQUIPPED WITH GFIC

ENTRY EQUIPMENT O AIR MONITOR/CGI O CLASS III HARNESS O TRIPOD O FALL PROTECTION O WINCH O LADDER O ROPE O PASS DEVICE

COMMUNICATIONS O RADIO O HARDLINE O VERBAL O VISUAL O HAND SIGNALS O OATH (ROPE LINE) O OTHER_____

DEPARTMENT SUPERVISOR'S APPROVAL		ENTRY SUPERVISOR'S APPROVAL	

ENTRY INFORMATION

AIR MONITOR NAME		ATMOSPHERIC MONITORING	O2	LEL	CO	H2S	DISPATCH NOTIFICATION	
AIR MONITOR SERIAL #		PRE- ENTRY					ENTRY	EXIT
"ZERO SPAN" CALIBRATION PERFORMED: O YES O NO		RE-TEST (AFTER VENTILATION)					@ _____ HRS	@ _____ HRS

ATMOSPHERIC MONITORING – CONTINUOUS (RECORD READINGS EVERY 1/2 HOUR)

TIME																		
O_2																		
LEL																		
CO																		
H_2S																		

VENTILATION	SUPPLIED AIR RESPIRATOR USE							
CFM REQUIRED	ESCAPE PACKS		CASCADE AIR SYSTEM		USED BY		ON AIR	OFF AIR
# OF FANS USED: O1 O2 O3	SAR #1	PSI	BOTTLE #1	PSI				
TYPE: O SUPPLY O EXHAUST	SAR #2	PSI	BOTTLE #2	PSI				
START TIME	SAR #3	PSI	BOTTLE #3	PSI				
END TIME	SAR #4	PSI	BOTTLE #4	PSI				

TERMINATION OF ENTRY AND/OR RESCUE

VERIFY: O PERSONNEL/EQUIPMENT OUT OF SPACE O SPACE SECURED/CLOSED O AIR-COMM NOFITIED OF CLOSURE O DOCUMENTATION COMPLETED

ENTRY SUPERVISOR'S SIGNATURE	DATE & TIME	EHS OFFICER'S SIGNATURE	DATE & TIME

ORIGINAL – POST CONSPICUOUSLY CANARY – FILE WITH EHS OFFICER PINK – FILE WITH DEPARTMENT SUPERVISOR

EXHIBIT D: VOC Limits

Product Type	Referenced Standard	VOC Limit (g/L minus water)
Interior Flat Coating	Green Seal GS-11, 1993	50
Interior Non-Flat Coating	Green Seal GS-11, 1993	150
Anti-Corrosive/Anti-Rust Paint	Green Seal GC-03, 2nd Edition, 1997	250
Clear Wood Finish: Lacquer	SCAQMD Rule 1113, 2004	550
Clear Wood Finish: Sanding Sealer	SCAQMD Rule 1113, 2004	350
Clear Wood Finish: Varnish	SCAQMD Rule 1113, 2004	350
Clear Brushing Lacquer	SCAQMD Rule 1113, 2004	680
Floor Coatings	SCAQMD Rule 1113, 2004	100
Primers, Sealers, and Undercoaters	SCAQMD Rule 1113, 2004	200
Shellac: Clear	SCAQMD Rule 1113, 2004	730
Shellac: Pigmented	SCAQMD Rule 1113, 2004	550
Stain	SCAQMD Rule 1113, 2004	250
Concrete Curing Compounds	SCAQMD Rule 1113, 2004	350
Faux Finishing Coatings	SCAQMD Rule 1113, 2004	350
Magnesite Cement Coatings	SCAQMD Rule 1113, 2004	450
Pigmented Lacquer	SCAQMD Rule 1113, 2004	550
Waterproofing Sealers	SCAQMD Rule 1113, 2004	250
Waterproofing concrete/ Masonry Sealers	SCAQMD Rule 1113, 2004	400
Wood Preservatives	SCAQMD Rule 1113, 2004	350
Low-Solids Coatings	SCAQMD Rule 1113, 2004	120*
Indoor Carpet Adhesives	SCAQMD Rule 1168, 2005	50
Carpet Pad Adhesives	SCAQMD Rule 1168, 2005	50
Wood Floor Adhesives	SCAQMD Rule 1168, 2005	100
VCT Adhesives	SCAQMD Rule 1168, 2005	50
Cove Base Adhesives	SCAQMD Rule 1168, 2005	50
Drywall & Panel Adhesives	SCAQMD Rule 1168, 2005	50

*Measured in grams oc VOC per liter of material, including water.

EXHIBIT E: Antenna Mounting Detail

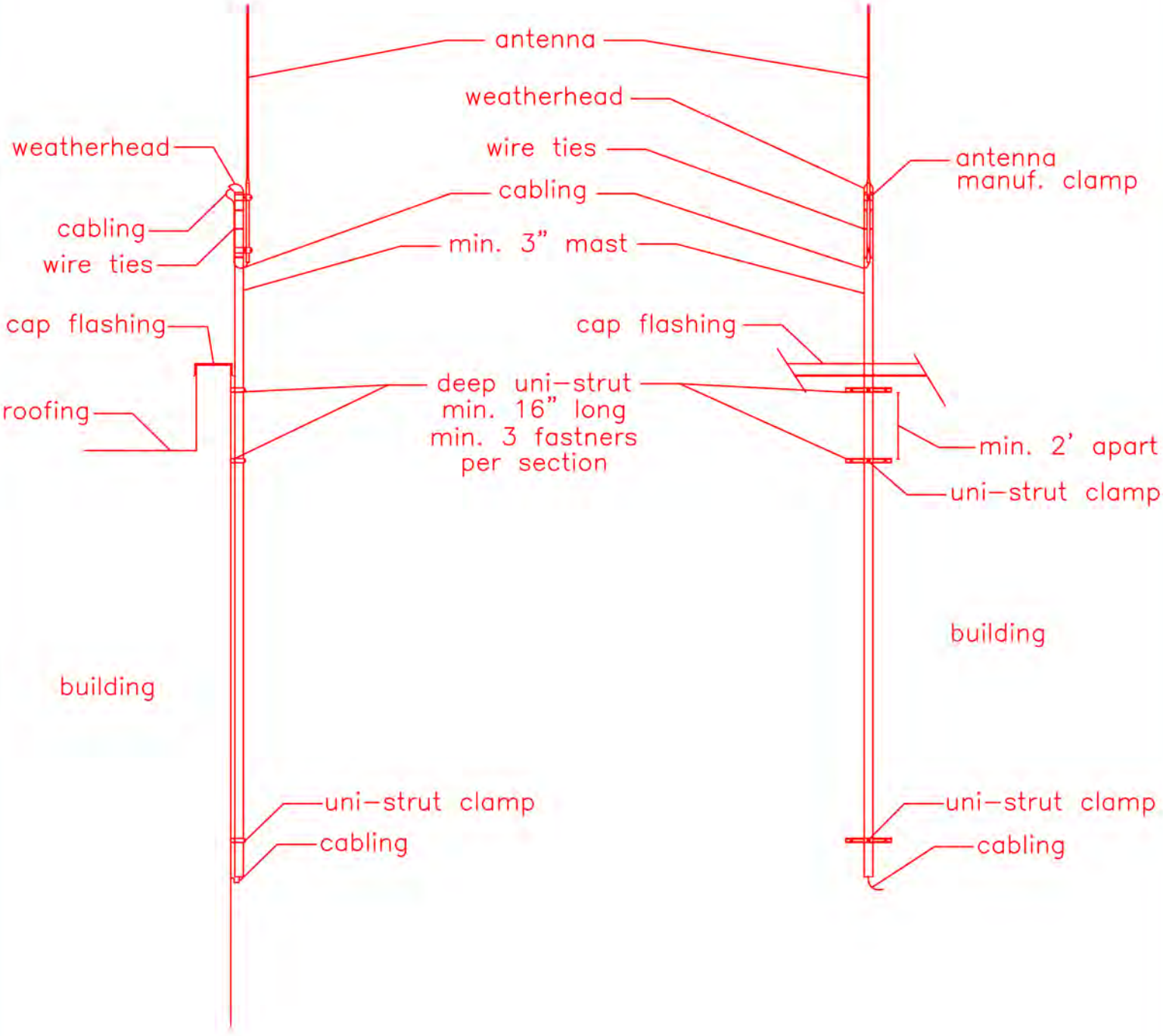




EXHIBIT F
New Electrical Installation Form

Please provide us with as much information as possible so our computer records can be kept up to date.

Company/Contractor name: _____

Date / /

Name of Distribution Board you will be adding circuits or equipment to: ☐

Type of equipment or circuit Receptacles ☐ Lighting ☐ Sub-Panel ☐

Signs ☐ Heating ☐ Cameras ☐

Computer Equipment ☐

Other (Please Describe) _____

Please indicate Circuit Breakers/Switch numbers used

	Number	Phases	Amps	Existing	New	Equipment Connected
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

All circuits must be labeled!

Please Label all circuits or equipment as shown below.
Example: If you connected a receptacle to Circuit Breaker 12 on Distribution Board 7P1 you would mark the receptacle plate for each receptacle connected to that circuit **7P1-12.**

EXHIBIT G

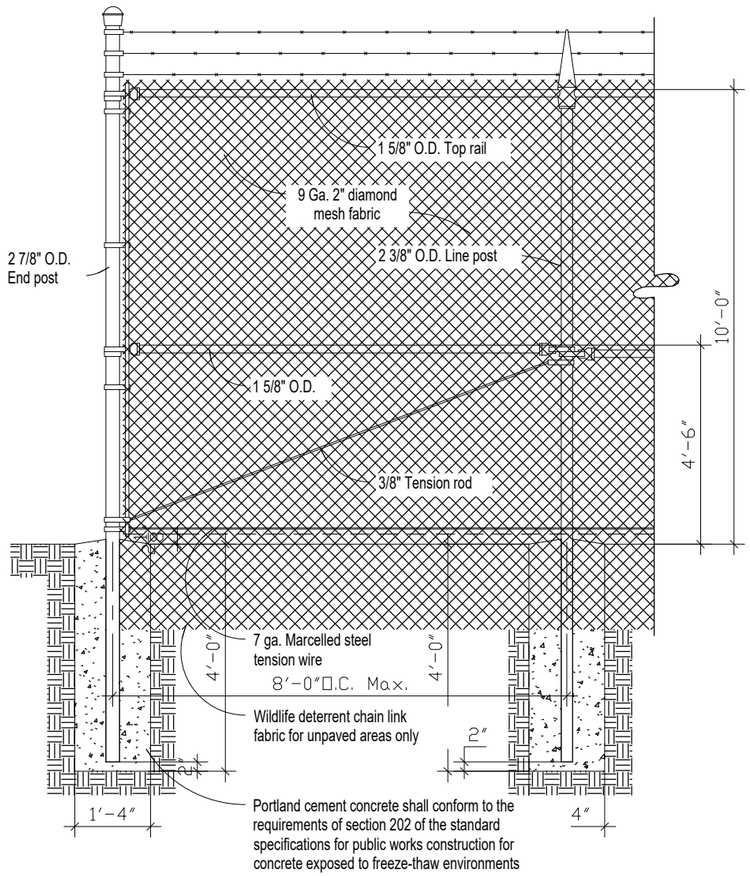
New Plumbing Installation Form

Please provide us with as much information as possible so our electronic records can be kept up to date.

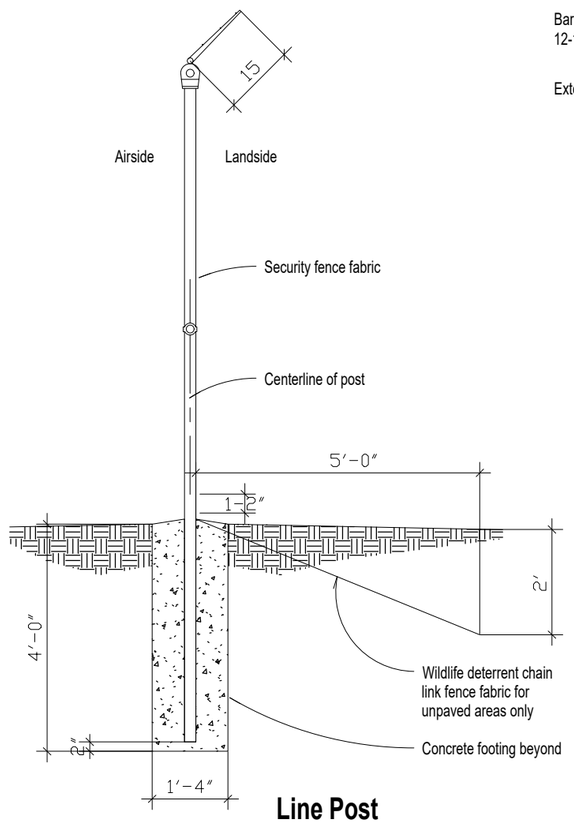
Today's Date: Click here to enter a date.		
CONTRACTOR INFORMATION		
Company:		
Address:		
City:	State:	ZIP Code:
Business Phone (include area code) ( ) -	Fax (include area code) ( ) -	Cell Phone (include area code) ( ) -

BRANCH CONNECTION INFORMATION		
Room number where branch connection was made:	Size of branch:	☐ Hot ☐ Cold ☐ Sanitary Sewer
Room number where branch connection was made:	Size of branch:	☐ Hot ☐ Cold ☐ Sanitary Sewer
Room number where branch connection was made:	Size of branch:	☐ Hot ☐ Cold ☐ Sanitary Sewer

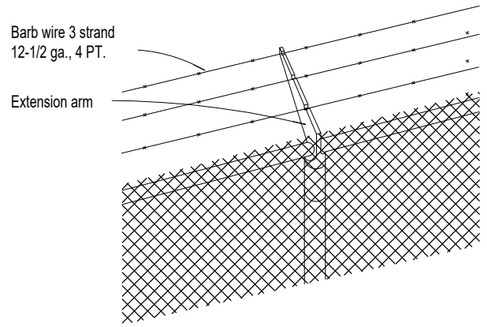
TYPE OF FIXTURES INSTALLED							
Fixture	Quantity	Type	Model	Fixture Units	Supply Line Size	S.S. Size	Other
Water Closet							
Urinal							
Sink							
Flush Valve							
Faucet							
Grease Trap							
Sand Oil Interceptor							
Other:							
Other:							
Other:							
Comments:							



Note:
The contractor at his option can use (e) salvaged fence fabric for the wildlife deterrent.



Line Post



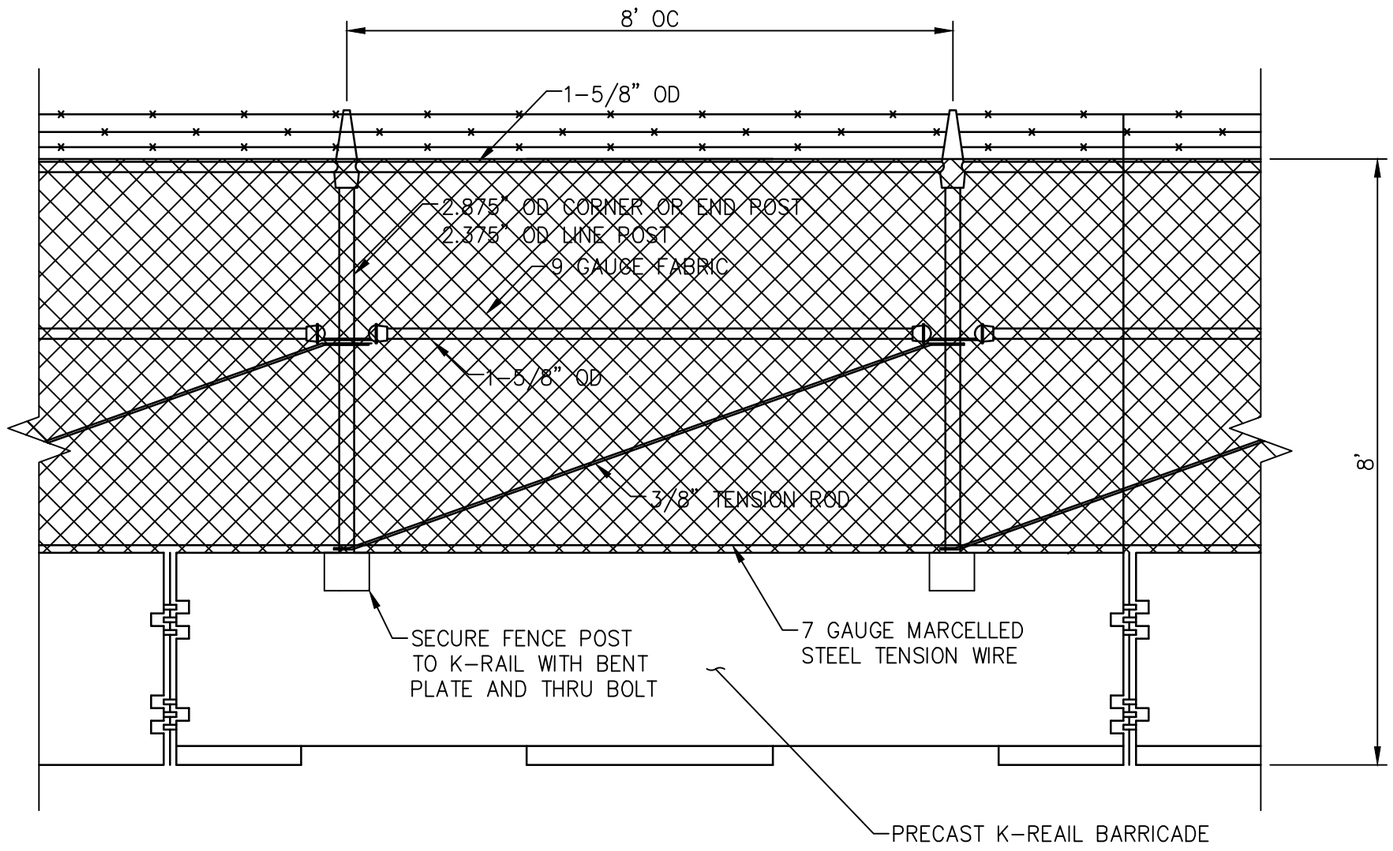
Extension Arm & Barb Wire:

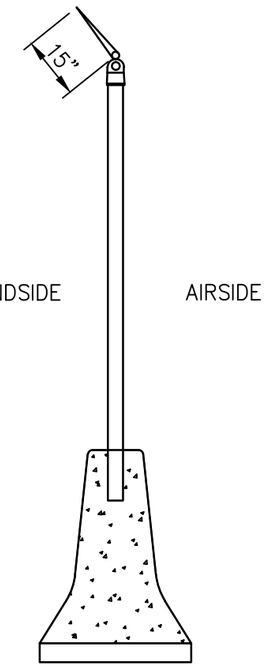
NOTES

1. FENCE HEIGHT MUST MATCH EXISTING OR ADJACENT FENCE HEIGHT, AND CANNOT BE LESS THAN 8' TALL.
2. FENCING SHALL BE CHAIN LINK AND CONSIST OF GALVANIZED CHAIN LINK FABRIC ON STEEL POSTS.
3. ALL POST TOPS SHALL BE FITTED WITH SUITABLE FINIALS.
4. FABRIC SHALL BE FASTENED TO LINE POSTS WITH FABRIC BANDS SPACED APPROXIMATELY 14" APART AND TO TOP RAIL AND BOTTOM TENSION WIRE WITH HOG RINGS OR TIE WIRE SPACED APPROXIMATELY 24" APART.
5. ALL POST TOPS SHALL BE SET IN CONCRETE.
6. GATE FRAMES SHALL MEET THE MINIMUM REQUIREMENTS OF ASTM F900 1.90" NOMINAL (ROUND). GATE FRAMES SHALL BE WELDED CONSTRUCTION OR ASSEMBLED USING HEAVY FITTINGS.

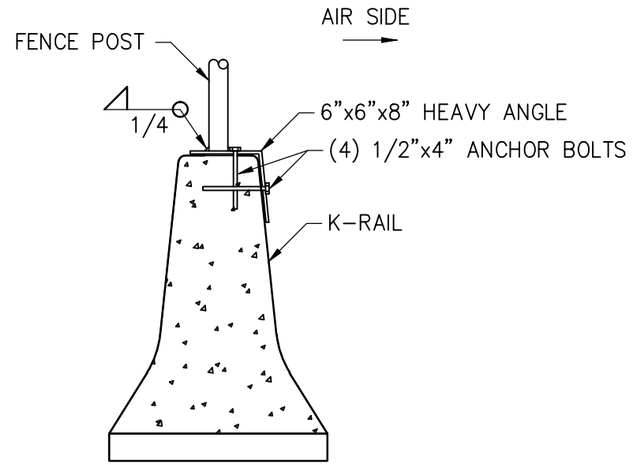
EXHIBIT H–a: AOA SECURITY FENCE

N.T.S.

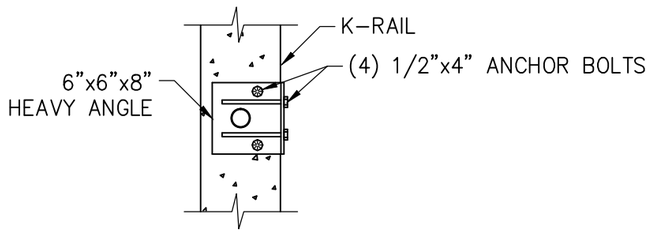




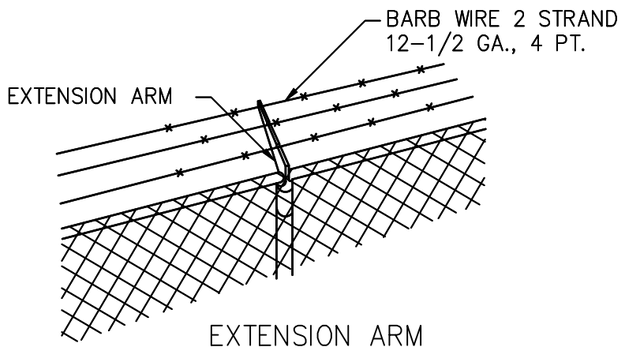
SECTION
N.T.S.



SECTION
N.T.S.



TOP VIEW
N.T.S.



EXTENSION ARM & BARBED WIRE
N.T.S.

EXHIBIT H-b: TEMPORARY AOA SECURITY FENCE

N.T.S.

NOTES

1. FENCE HEIGHT MUST MATCH EXISTING OR ADJACENT FENCE HEIGHT, AND CANNOT BE LESS THAN 8' TALL.
2. FENCING SHALL BE CHAIN LINK AND CONSIST OF GALVANIZED CHAIN LINK FABRIC ON STEEL POSTS.
3. ALL POST TOPS SHALL BE FITTED WITH SUITABLE FINIALS.
4. FABRIC SHALL BE FASTENED TO LINE POSTS WITH FABRIC BANDS SPACED APPROXIMATELY 14" APART AND TO TOP RAIL AND BOTTOM TENSION WIRE WITH HOG RINGS OR TIE WIRE SPACED APPROXIMATELY 24" APART.

Reno-Tahoe International Airport
P.O. Box 12490 • Reno, NV 89510-2490 • (775) 328-6400 • (775) 328-6510

EXHIBIT I
TOOL CONTROL

All contractors and their subcontractors and their employees performing work in the sterile areas of the Reno-Tahoe International Airport shall be responsible for control and custody of all hand tools used in the performance of their work.

It is also understood that contractors and subcontractors and their employees will not be allowed through the security check points with tools in their possession. All access to the sterile areas while in possession of tools will be via ramp access and under escort.

Control and custody means having all hand tools under surveillance at all times unless said tools are under lock-and-key in a tool box or other storage unit that would not be accessible to anyone other than the contractor or his subcontractor.

Sterile areas of the airport are defined as any area of the terminal building that is beyond the security checkpoints.

I have read and agree to comply with the above statements.

_____

Employee (Printed Name and Signature)

EXHIBIT J: RTAA Labor, Materials, & Equipment Rates

The following rates will be charged to tenants, contractors, and vendors for work covered in current agreements or contracts:

Building Maintenance Technician or Maintenance Worker……..$75.00/hour

Building Services Janitor……$60.00/hour

FM Building/Airfield Maintenance Supervisor……$90.00/hour

FM Project Manager…….$125.00/hour

Man-lift……$85.00/hour

Forklift……$85.00/hour

Pick-up Truck……$55.00/hour

Miscellaneous Equipment……$100.00/hour

Heavy Equipment (Airfield Sweeper, etc.)……$175.00/hour

A standard "time and a half" overtime rate may apply depending on the scheduling request. It is the requestor's responsibility to inquire as to the rates for their particular request. Only person's authorized by the tenant to contractually obligate funds are allowed to schedule these work requests.

All equipment furnished shall only be used and /or operated by RTAA employees and their labor will be charged in addition to the equipment rate.

Some materials are available for use by a contractor. The RTAA must be reimbursed for any materials supplied by the RTAA for installation by a contractor.

Any and all material, rental, contractor, or subcontractor used by the RTAA at the tenants request will be charged at 15% above RTAA cost.

A minimum of one (1) hour will be charged and increments of ½ hours after that.

All work must be approved in writing by an approved Supervisor of the tenant or vendor prior to work being performed.

EXHIBIT K

RENO-TAHOE INTERNATIONAL AIRPORT

CONCESSIONS DESIGN GUIDELINES DIAGRAMS

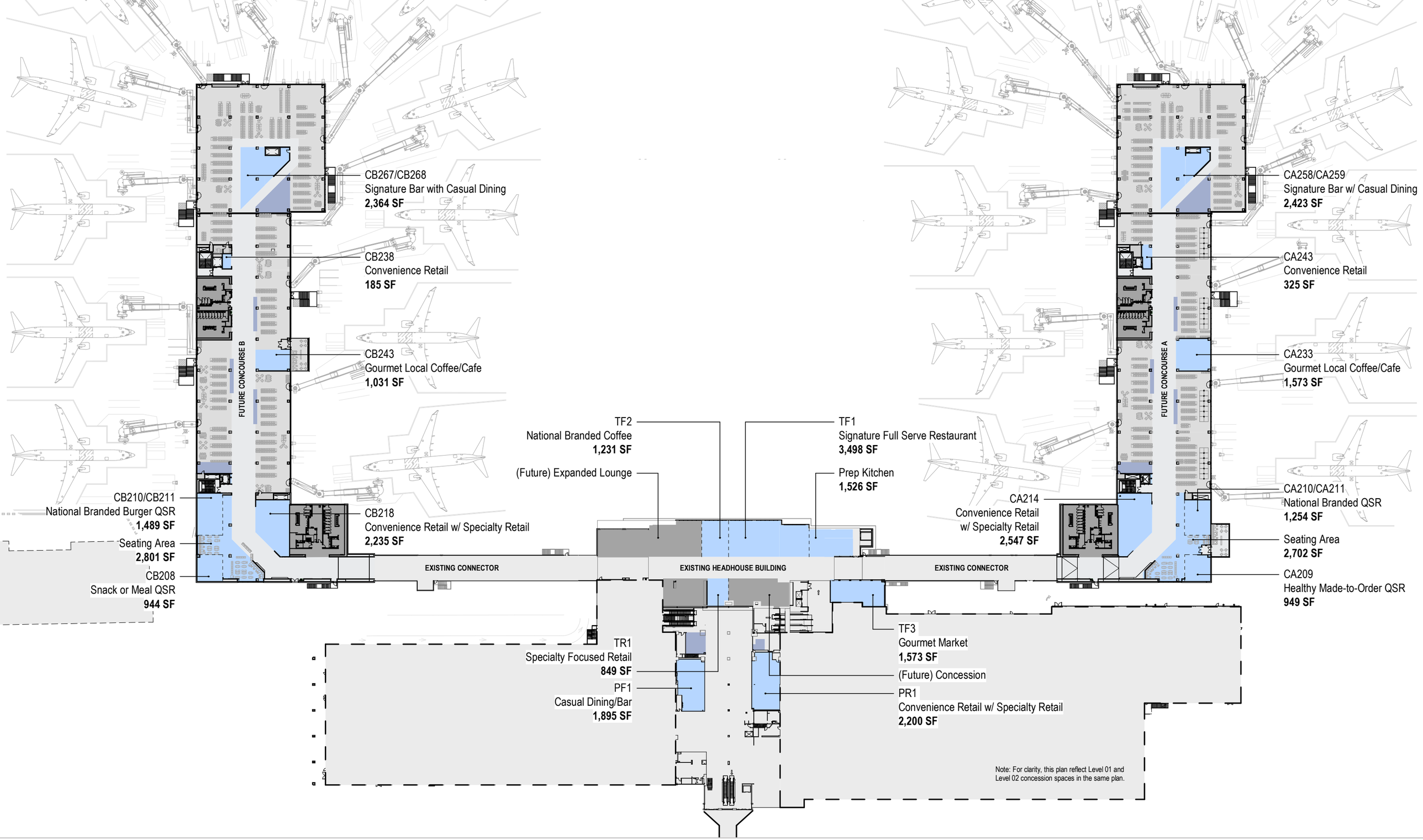
May 2026

Gensler



Reno-Tahoe International Airport

OVERALL PLANS



Overall Key Plan

Airport Concession Program

LEGEND:

Concession

Gaming

0 30 60 120 240

Gensler

CA214
Convenience Retail w/ Specialty Retail
2,547 SF

CA243
Convenience Retail
325 SF

CA258/CA259
CSignature Bar w/ Casual Dining
2,423 SF

Seating Area
2,702 SF

CA209
Healthy Made-to-Order QSR
949 SF

CA210/CA211
National Branded QSR
1,254 SF

CA233
Gourmet Local Coffee/Cafe
1,573 SF

GATE A1
GATE A2
GATE A3
GATE A4
GATE A5
GATE A6
GATE A7
GATE A8
GATE A9
GATE A10
GATE A11
GATE A12

GAMING

Concourse Level Plan

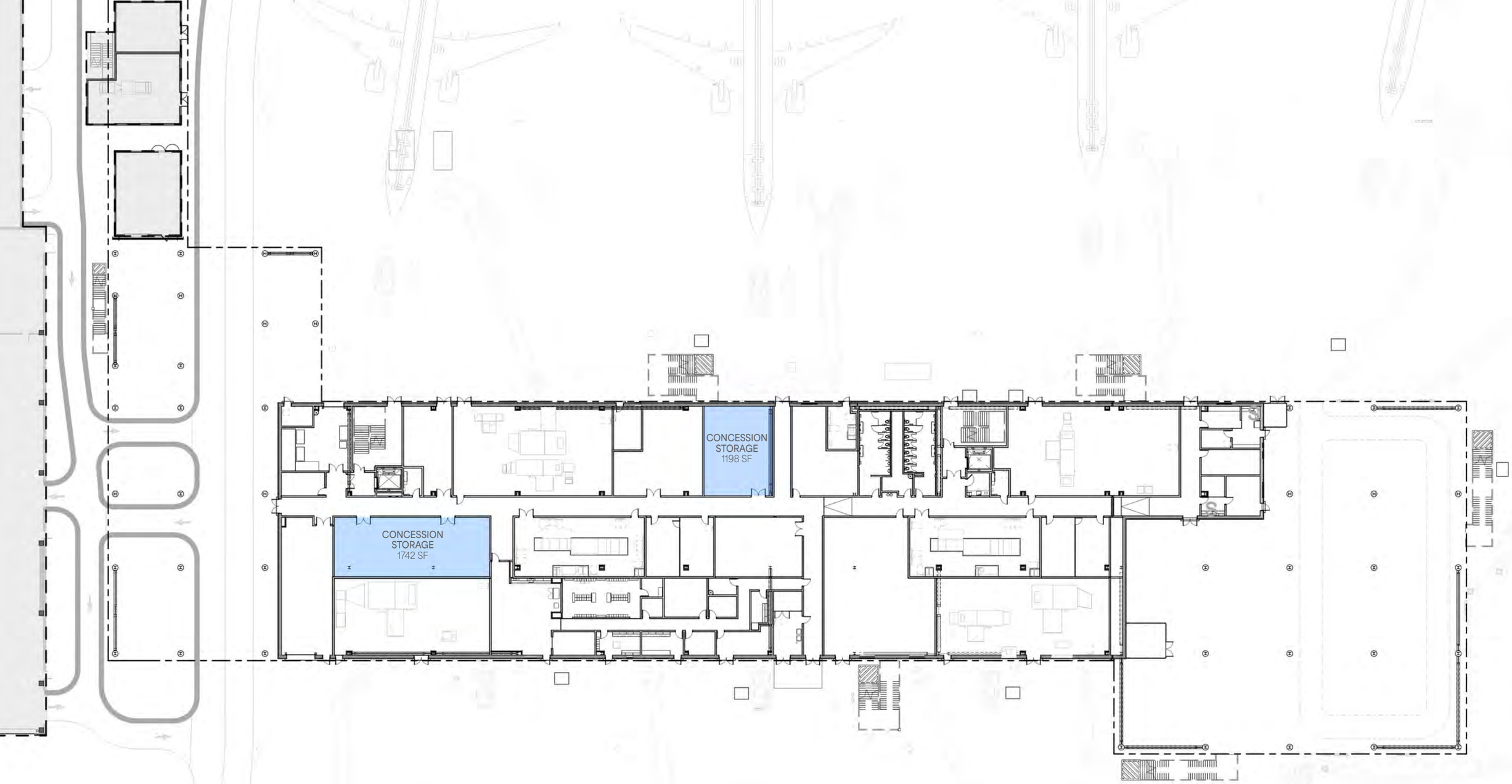
Concourse A - New Gen A&B

LEGEND:

Concession
Gaming

0 10 20 40 80

Gensler



Apron Level Plan

Concourse A - New Gen A&B

LEGEND:

Concession

0 10 20 40 80

Gensler

CB208
Snack or Meal QSR
944 sf

CB210/CB211
National Branded Burger QSR
1,489 SF

CB218
Convenience Retail w/ Specialty Retail
2,235 SF

CB238
Convenience Retail
185 SF

CB267/CB268
Signature Bar w/ Casual Dining
2,364 SF

Seating Area
2,801 SF

CB243
Gourmet Local Coffee/Cafe
1,031 SF

GATE B1
GATE B2
GATE B3
GATE B4
GATE B5
GATE B6
GATE B7
GATE B8
GATE B9
GATE B10
GATE B11
GATE B12

GAMING

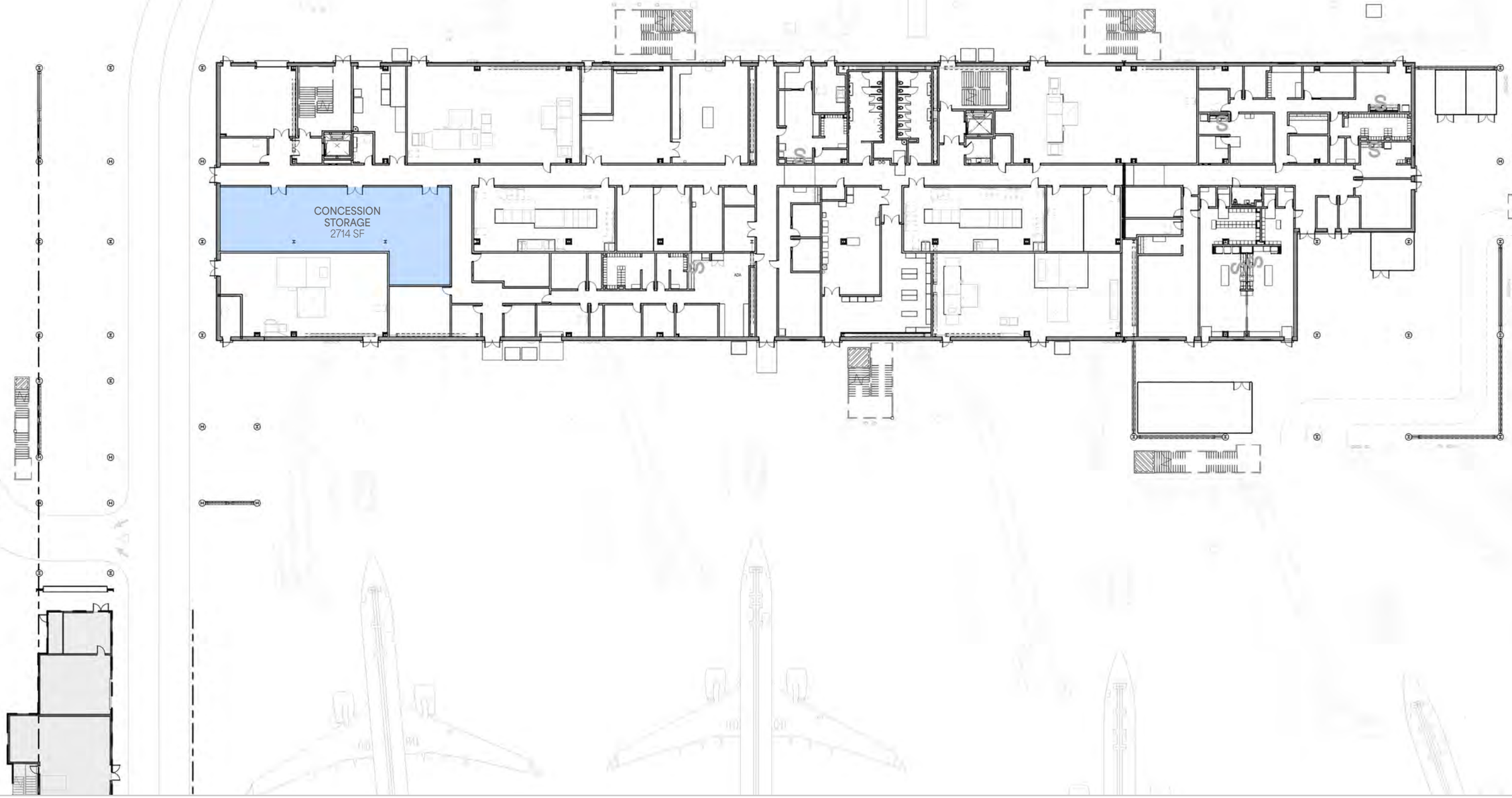
Concourse Level Plan

Concourse B - New Gen A&B

LEGEND:
Concession
Gaming

0 10 20 40 80

Gensler



Apron Level Plan

Concourse B - New Gen A&B

LEGEND:

Concession

0 10 20 40 80

Gensler

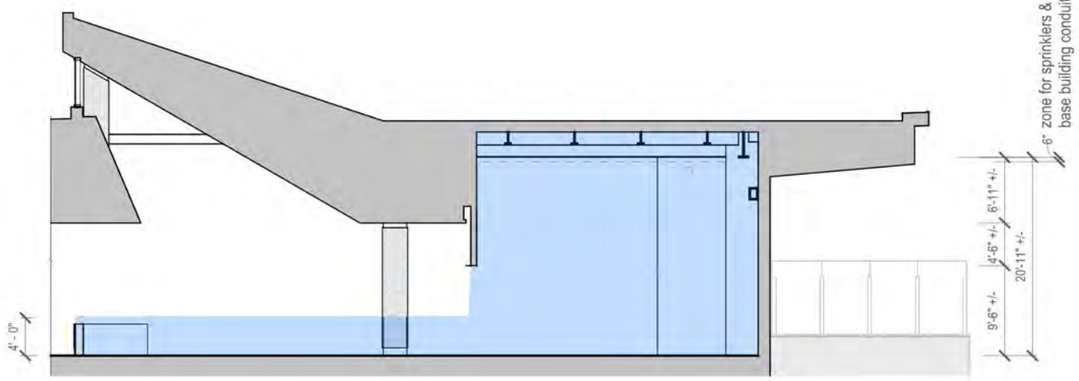


Reno-Tahoe International Airport

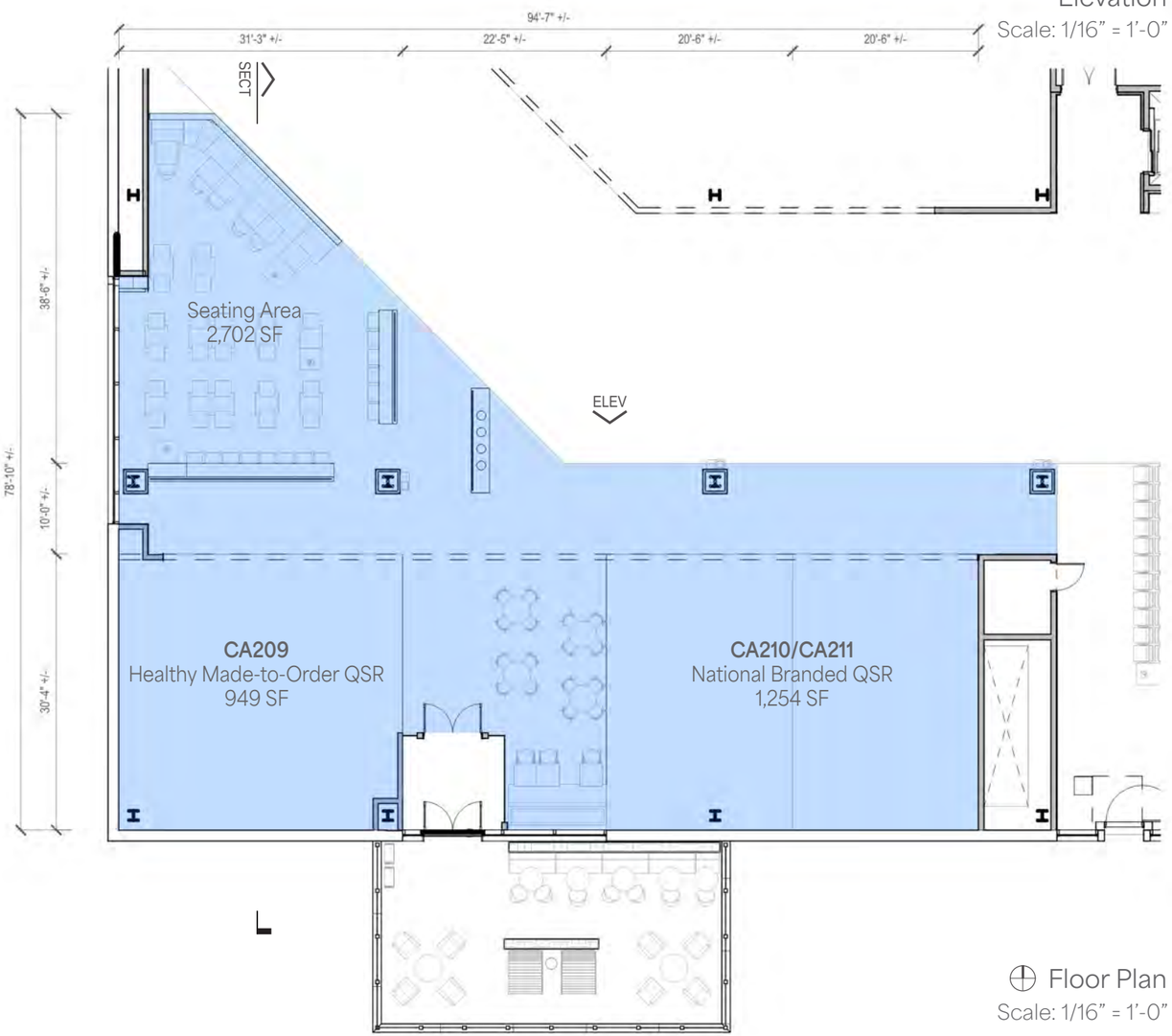
CONCOURSE A



Elevation
Scale: 1/16" = 1'-0"



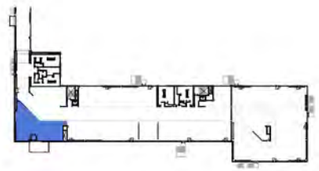
Section
Scale: 1/16" = 1'-0"

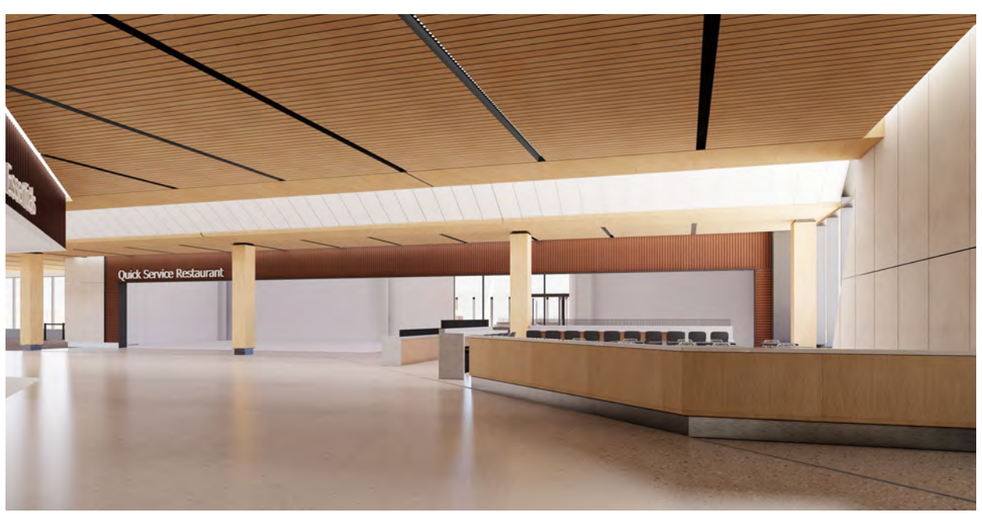


Floor Plan
Scale: 1/16" = 1'-0"

ZONES:

Mildly Restricted
18" Signage Zone

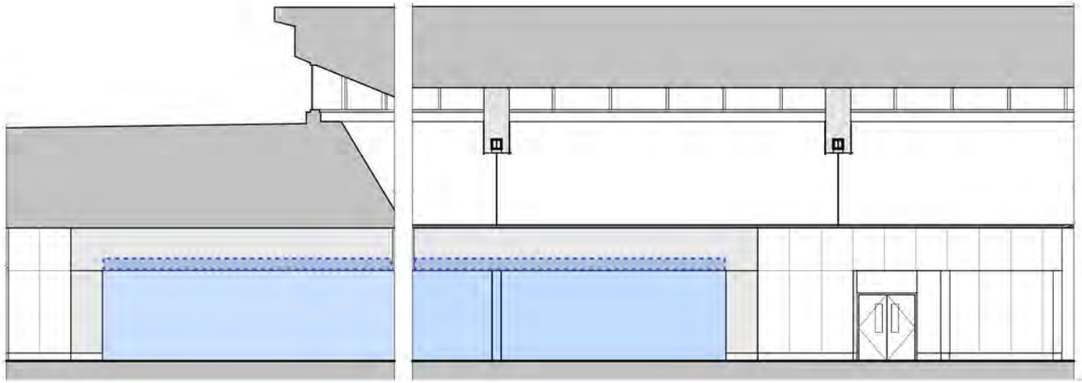




CA209: Healthy Made-to-Order QSR; **CA210/CA211:** National Branded QSR

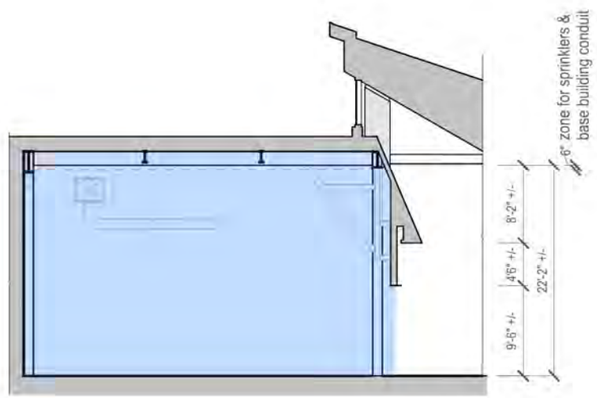
Concourse A - New Gen A&B

Gensler

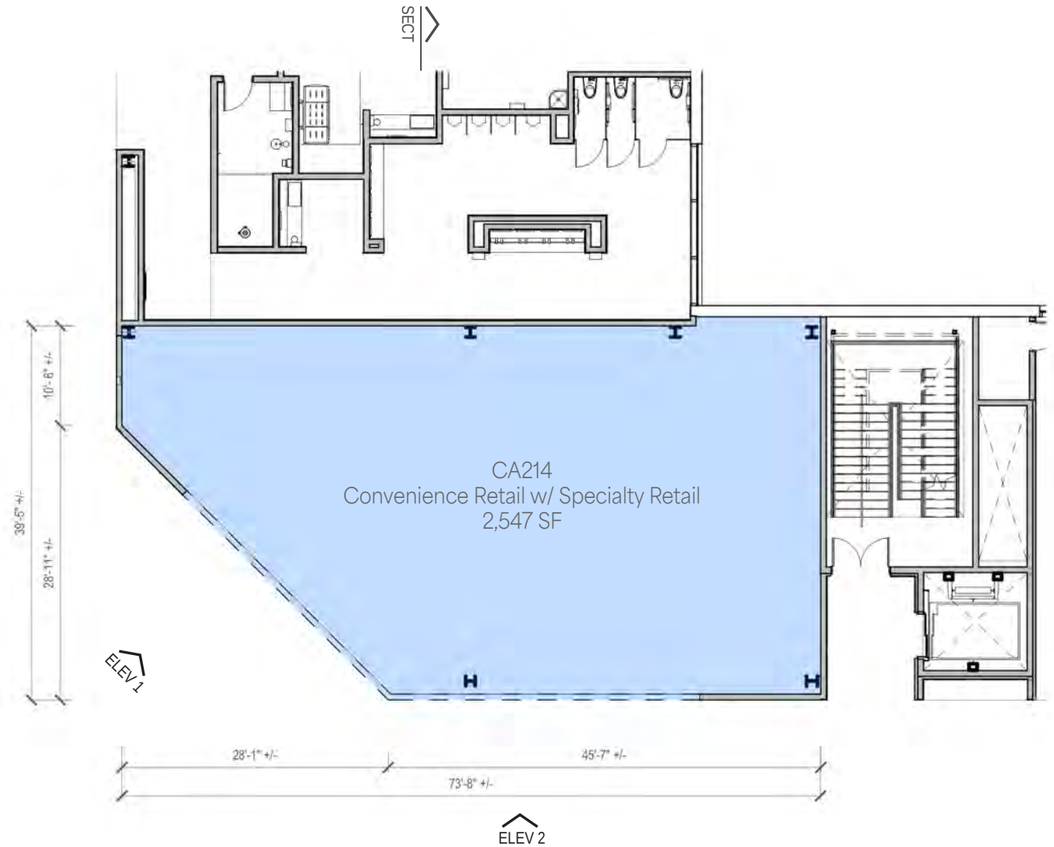


Elevation 1
Scale: 1/16” = 1’-0”

Elevation 2
Scale: 1/16” = 1’-0”



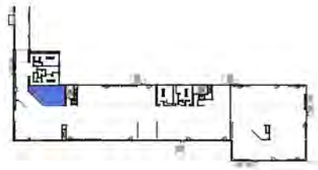
Section
Scale: 1/16” = 1’-0”

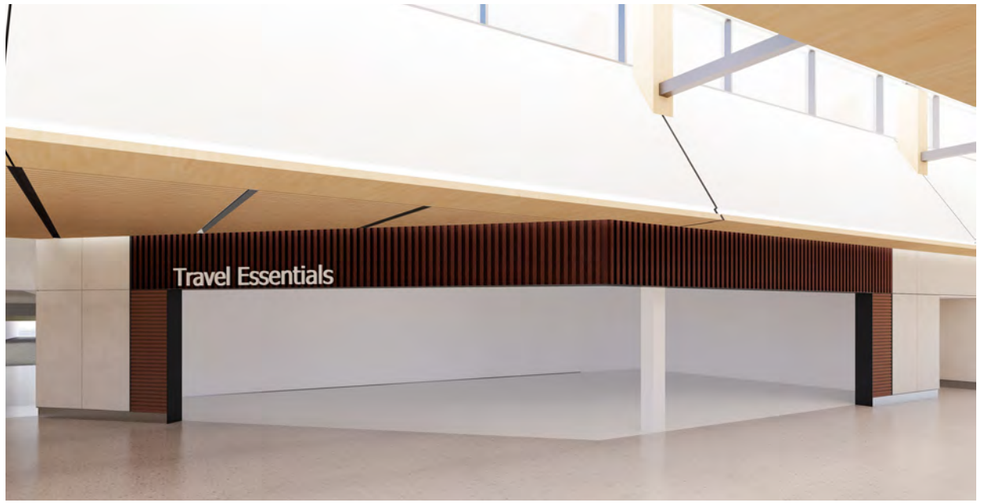


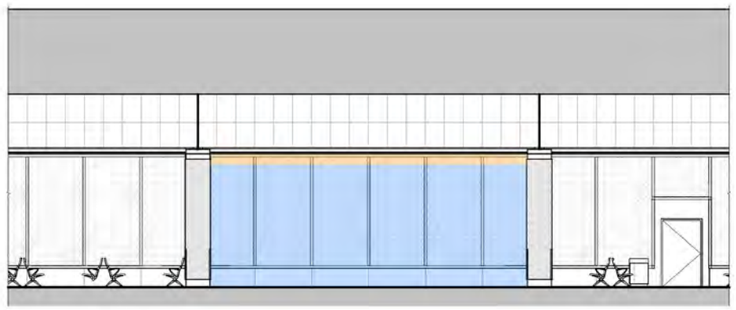
Floor Plan
Scale: 1/16” = 1’-0”

ZONES:

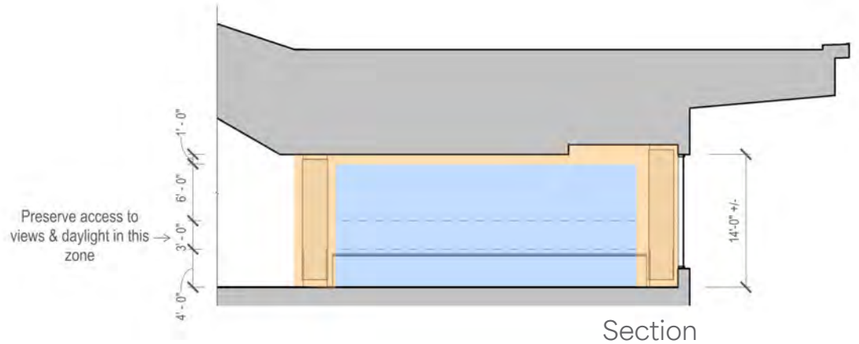
Mildly Restricted
18” Signage Zone



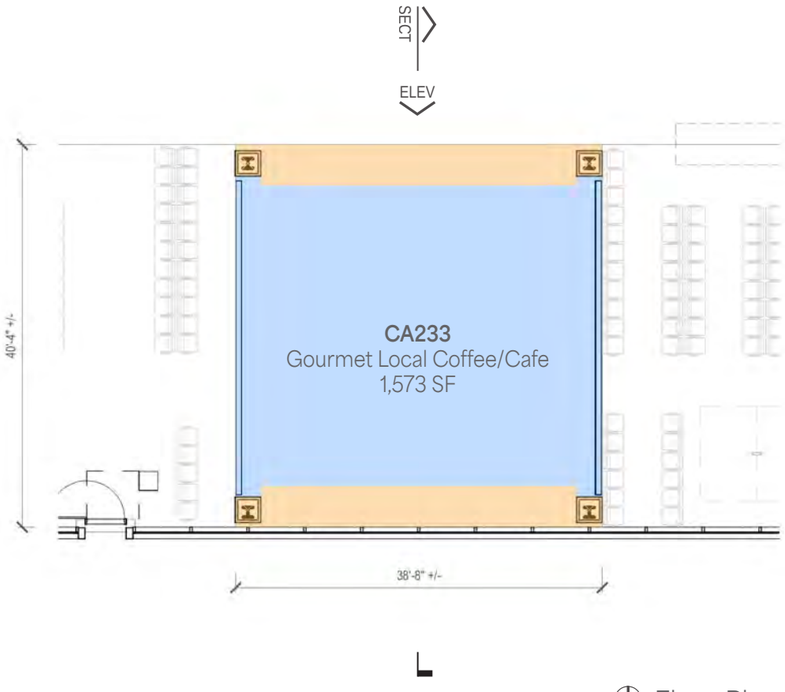




Elevation
Scale: 1/16” = 1’-0”



Section
Scale: 1/16” = 1’-0”

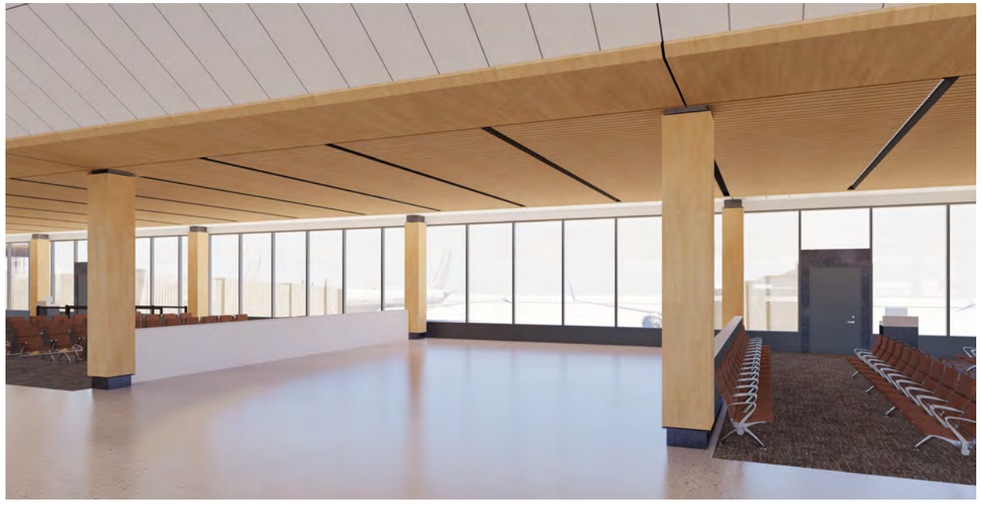


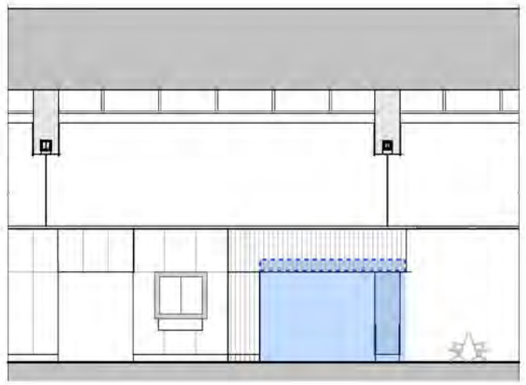
Floor Plan
Scale: 1/16” = 1’-0”

ZONES:

Mildly Restricted
Buffer

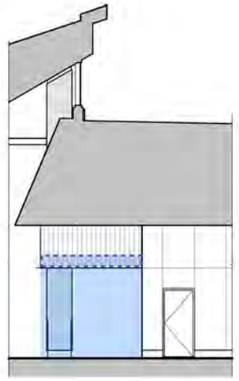






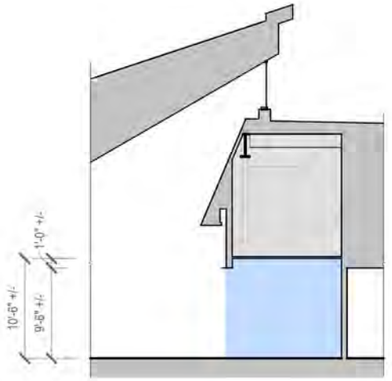
Elevation 1

Scale: 1/16” = 1’-0”



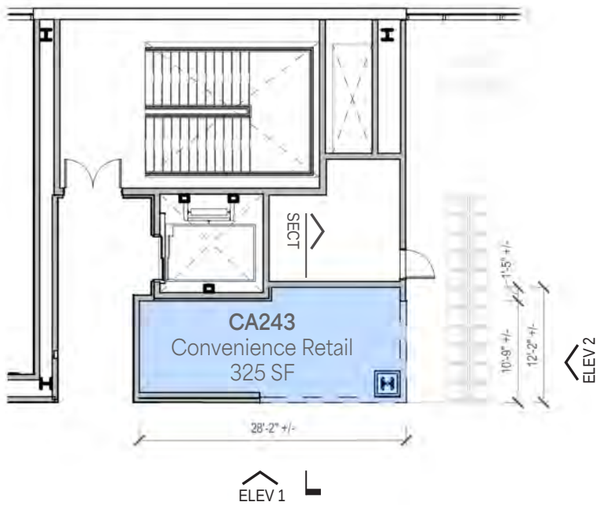
Elevation 2

Scale: 1/16” = 1’-0”



Section

Scale: 1/16” = 1’-0”



Floor Plan

Scale: 1/16” = 1’-0”

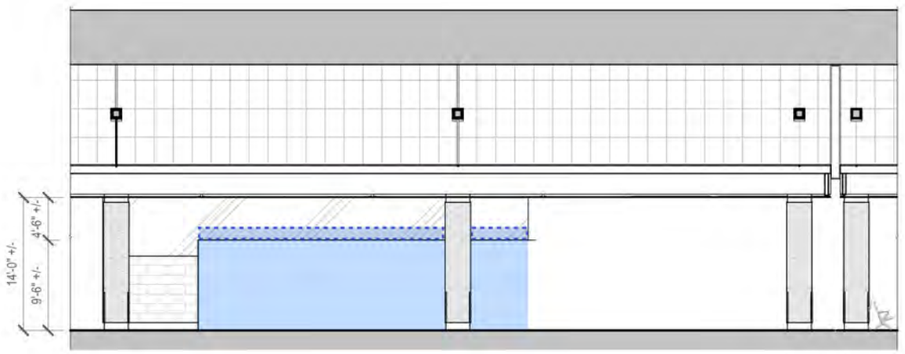
ZONES:

Mildly Restricted

18” Signage Zone

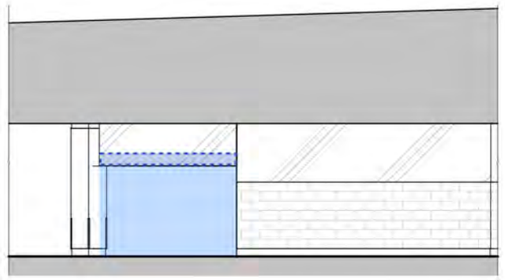






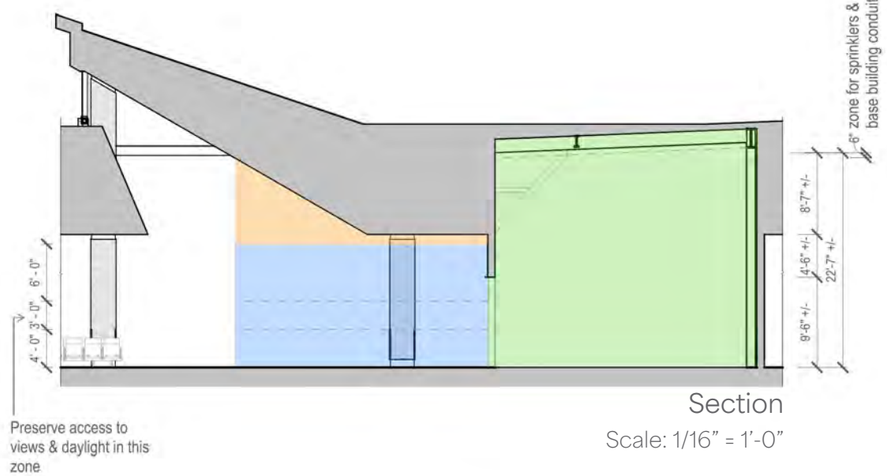
Elevation 1

Scale: 1/16" = 1'-0"



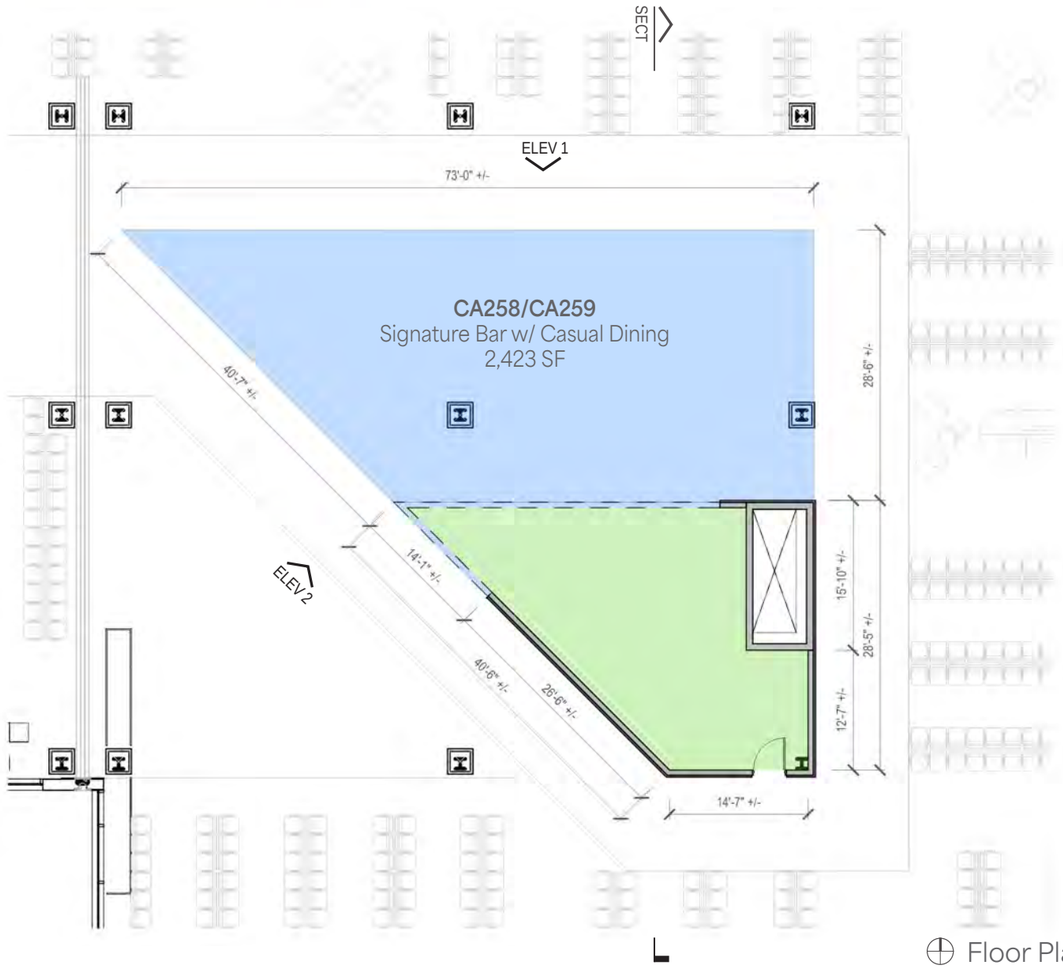
Elevation 2

Scale: 1/16" = 1'-0"



Section

Scale: 1/16" = 1'-0"

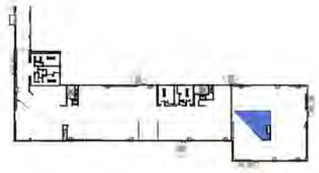


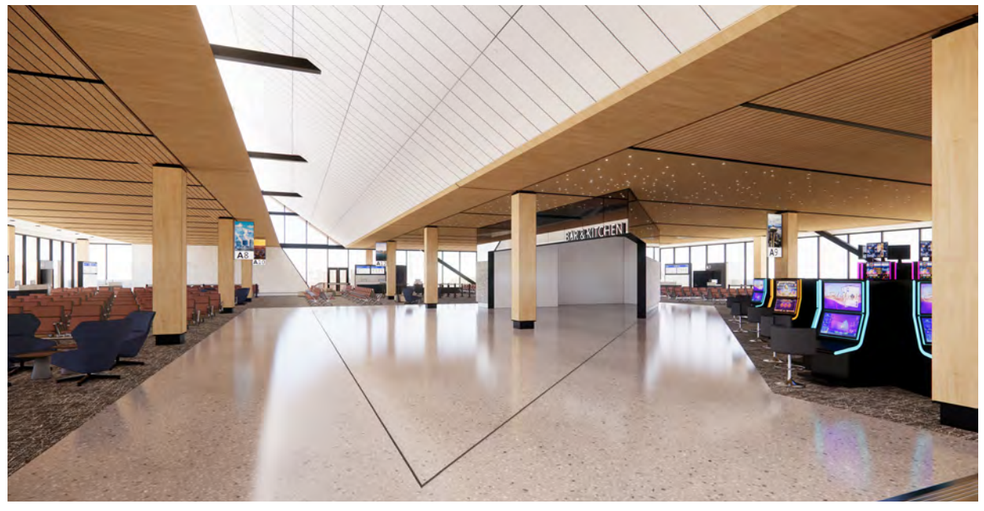
Floor Plan

Scale: 1/16" = 1'-0"

ZONES:

- Mildly Restricted
- Buffer
- BOH
- 18" Signage Zone





CA258/CA259: Signature Bar w/ Casual Dining

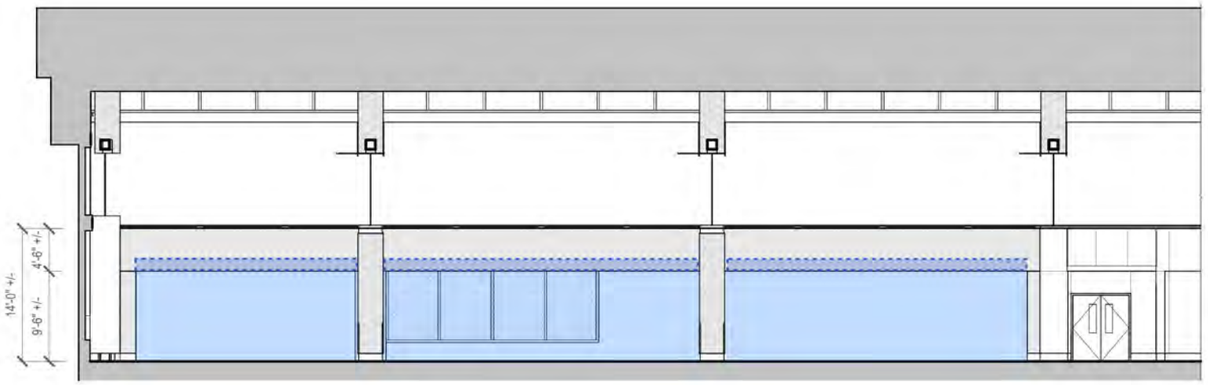
Concourse A - New Gen A&B

Gensler

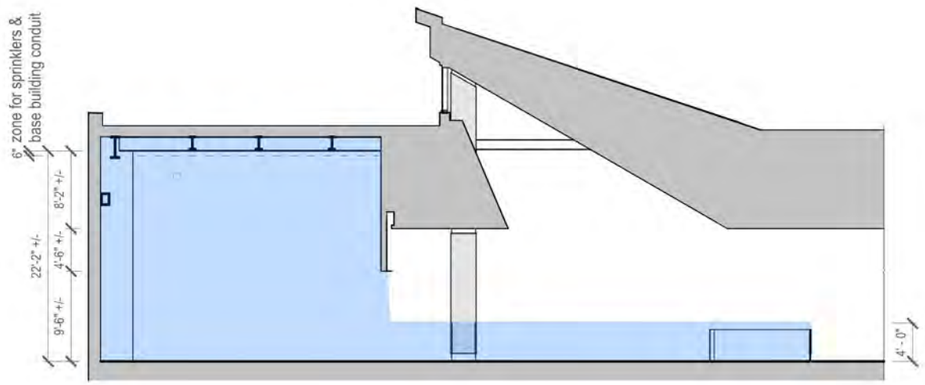


Reno-Tahoe International Airport

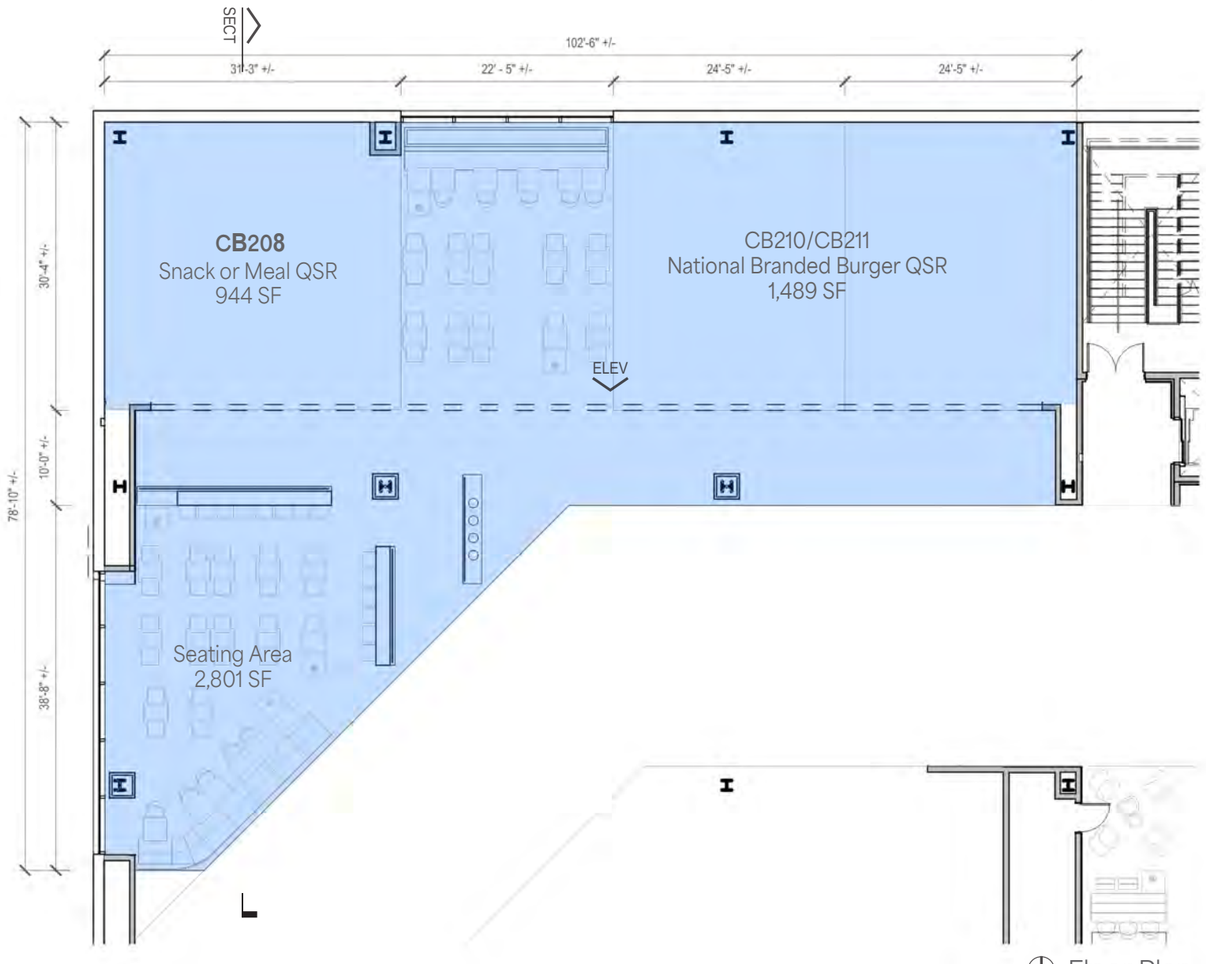
CONCOURSE B



Elevation
Scale: 1/16" = 1'-0"



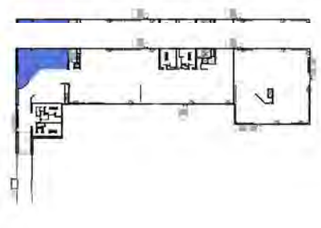
Section
Scale: 1/16" = 1'-0"



Floor Plan
Scale: 1/16" = 1'-0"

ZONES:

Mildly Restricted
18" Signage Zone

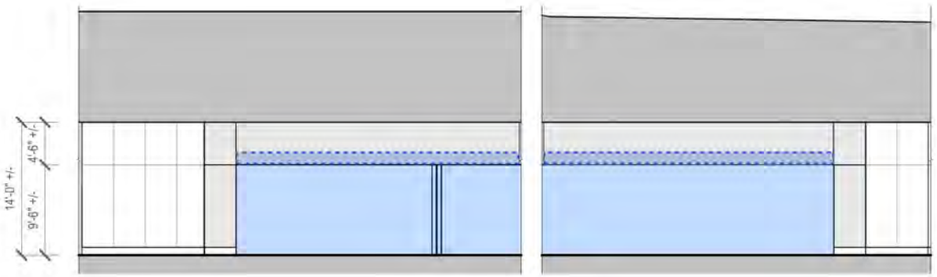




CB208: Snack or Meal QSR; **CB210/CB211:** National Branded Burger QSR

Concourse B - New Gen A&B

Gensler

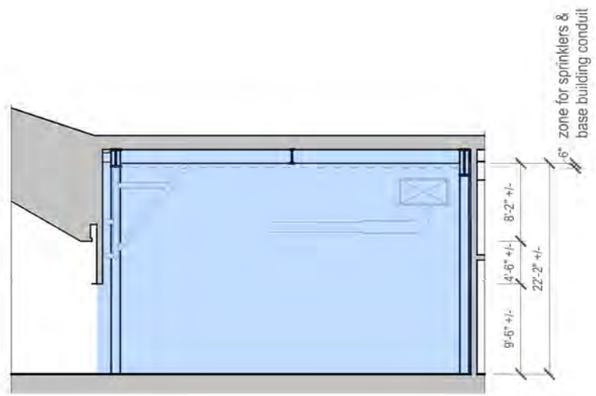


Elevation 1

Scale: 1/16" = 1'-0"

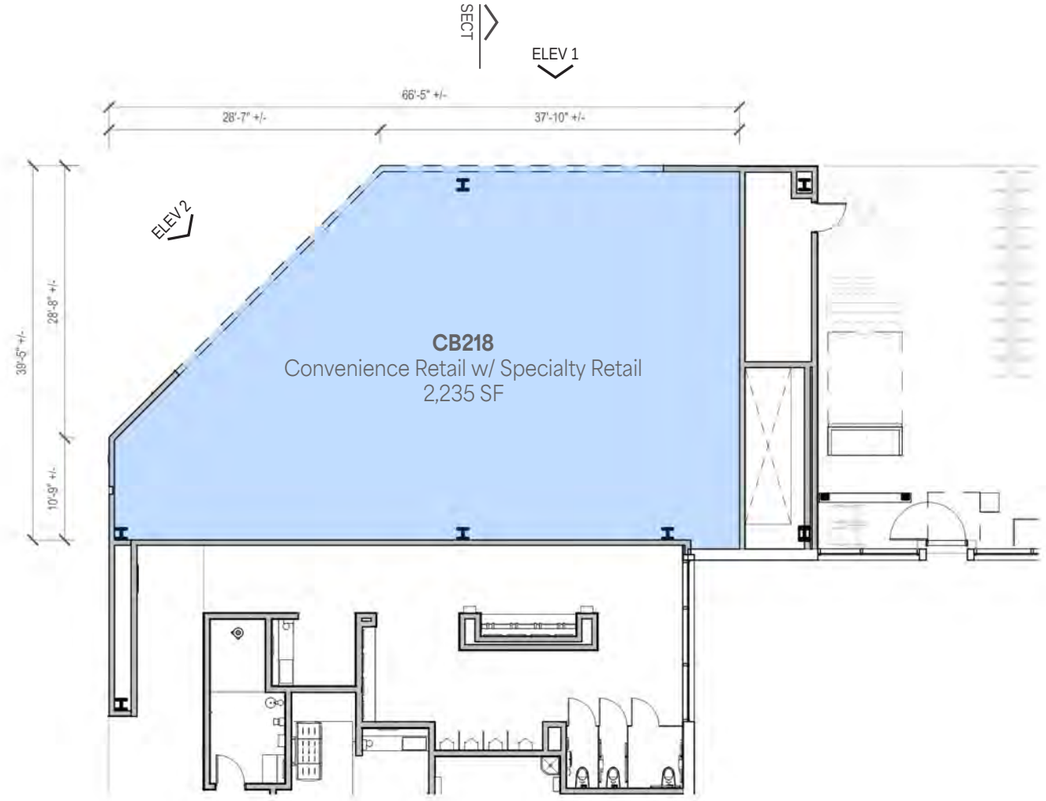
Elevation 2

Scale: 1/16" = 1'-0"



Section

Scale: 1/16" = 1'-0"



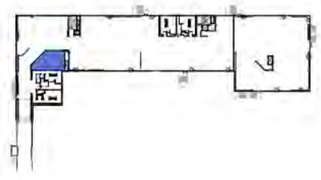
Floor Plan

Scale: 1/16" = 1'-0"

ZONES:

Mildly Restricted

18" Signage Zone

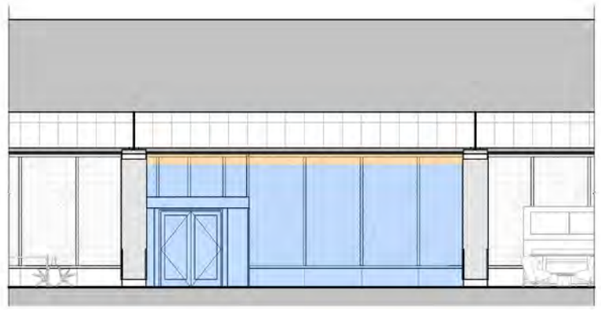




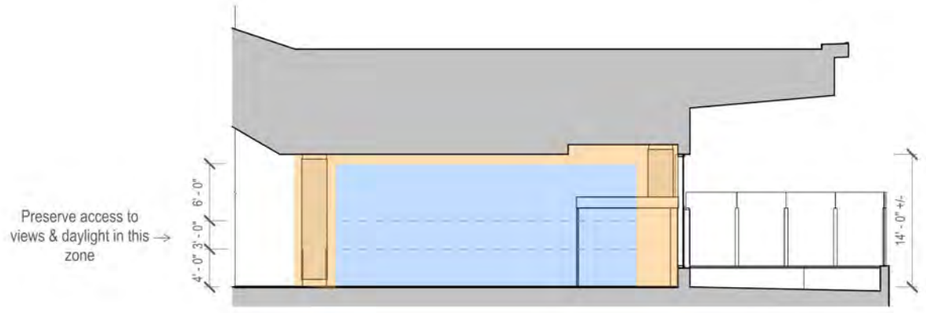
CB218: Convenience Retail w/ Specialty Retail

Concourse B - New Gen A&B

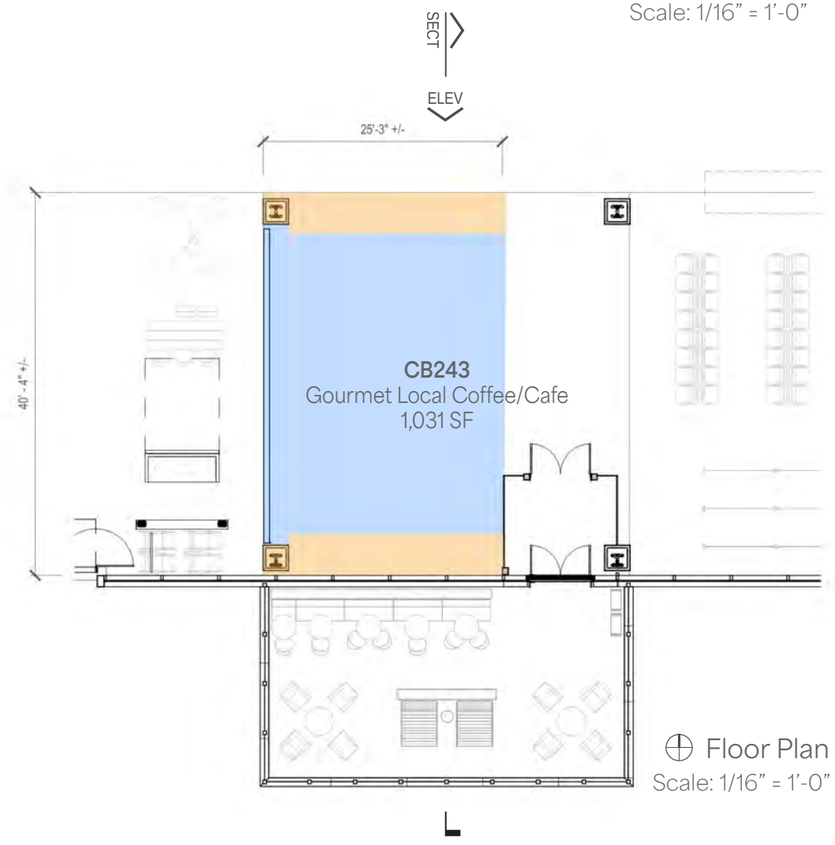
Gensler



Elevation
Scale: 1/16” = 1’-0”



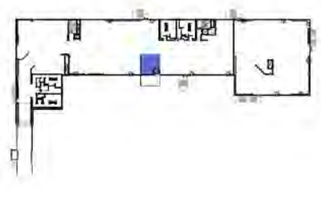
Section
Scale: 1/16” = 1’-0”



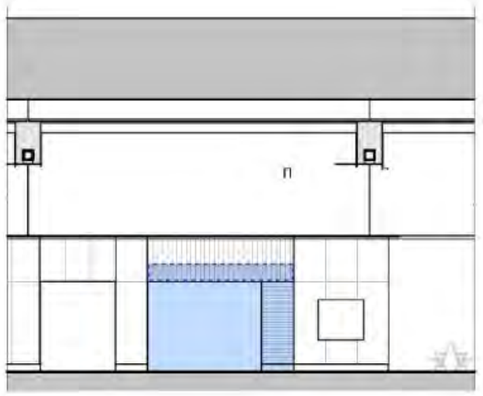
Floor Plan
Scale: 1/16” = 1’-0”

ZONES:

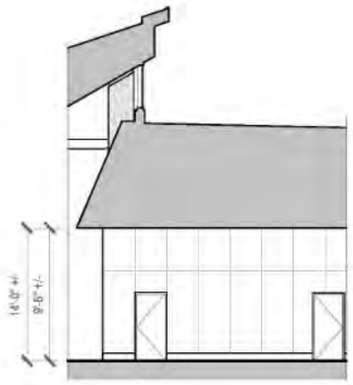
Mildly Restricted
Buffer



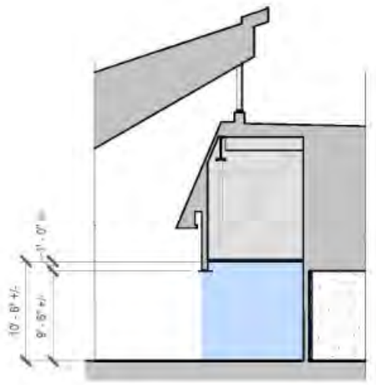




Elevation 1
Scale: 1/16” = 1’-0”



Elevation 2
Scale: 1/16” = 1’-0”



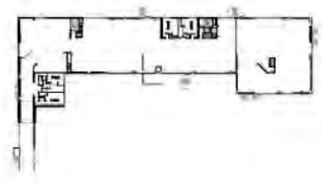
Section
Scale: 1/16” = 1’-0”



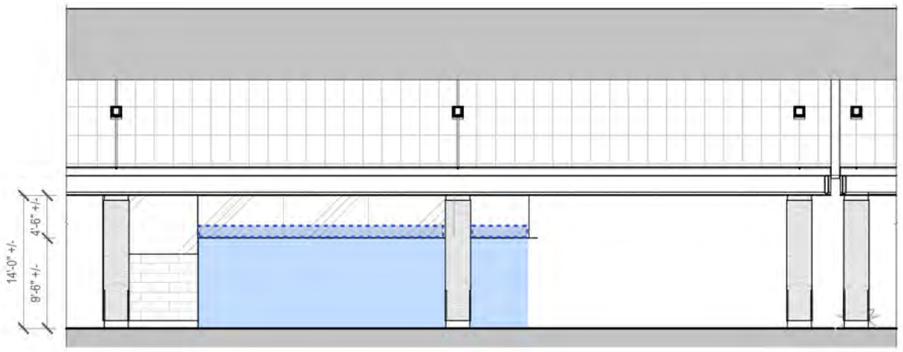
Floor Plan
Scale: 1/16” = 1’-0”

ZONES:

Mildly Restricted
18” Signage Zone

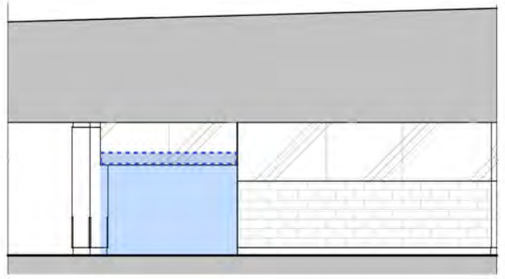






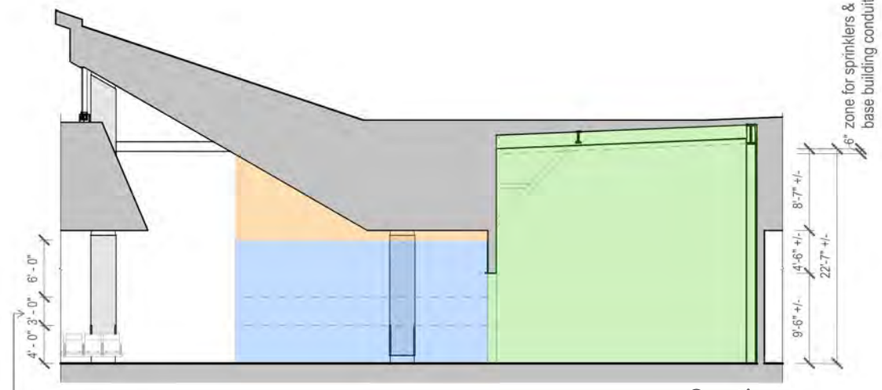
Elevation 1

Scale: 1/16" = 1'-0"



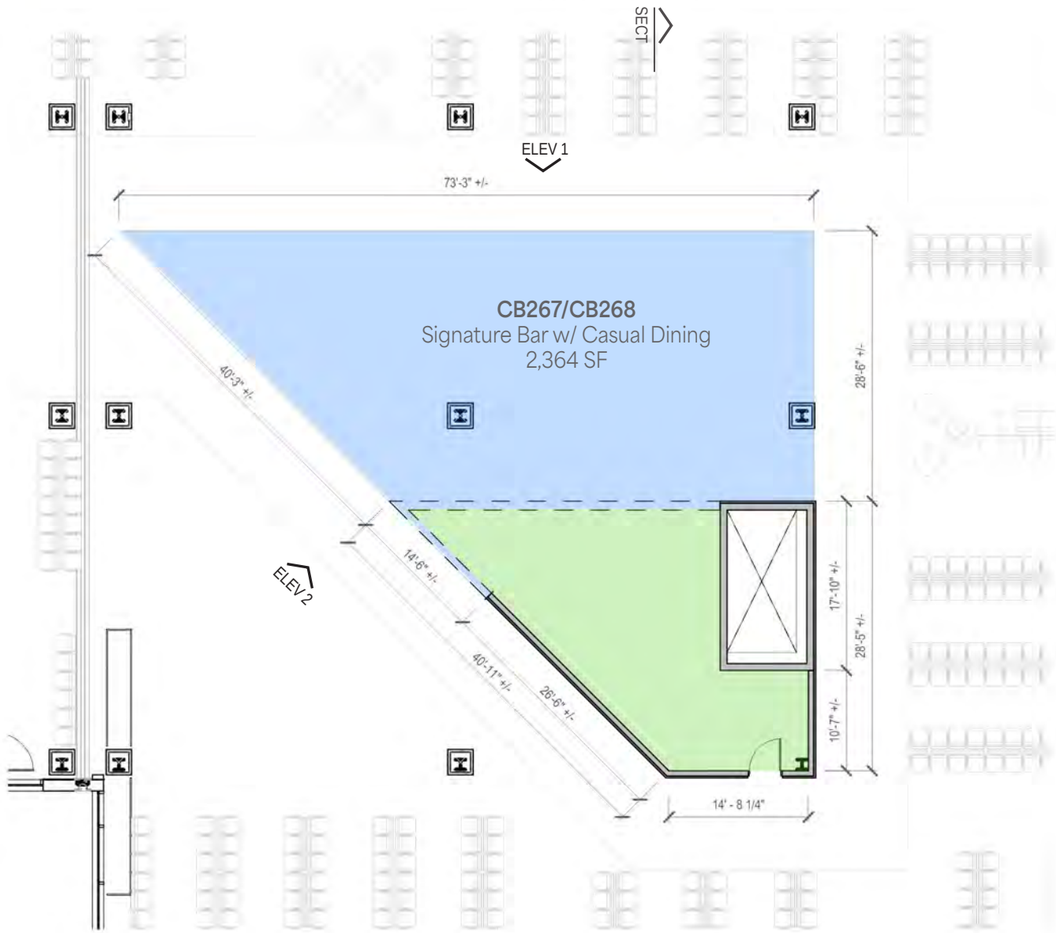
Elevation 2

Scale: 1/16" = 1'-0"



Section

Scale: 1/16" = 1'-0"



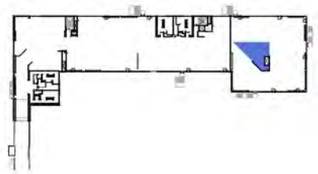
AREA: **2,364 SF**

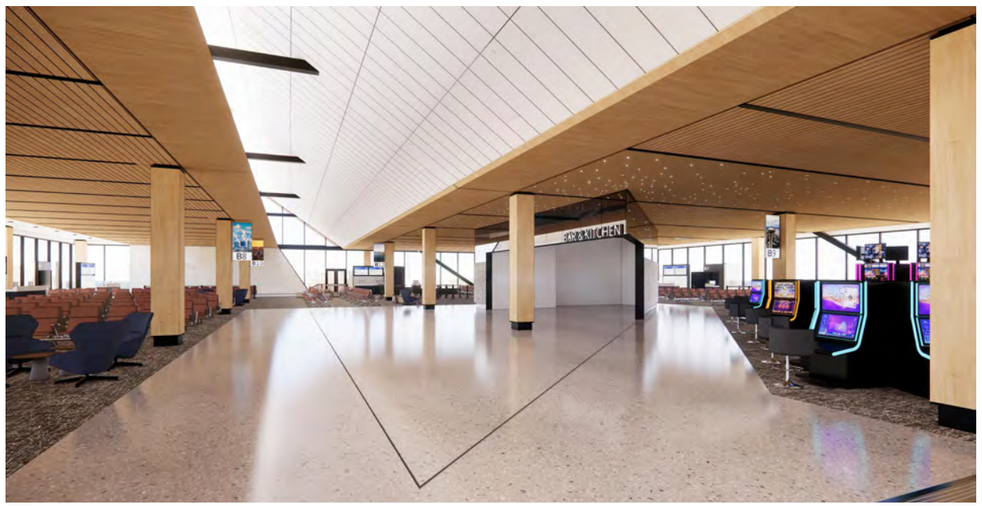
Floor Plan

Scale: 1/16" = 1'-0"

ZONES:

- Mildly Restricted
- Buffer
- BOH
- 18" Signage Zone





CB267/CB268: Signature Bar w/ Casual Dining

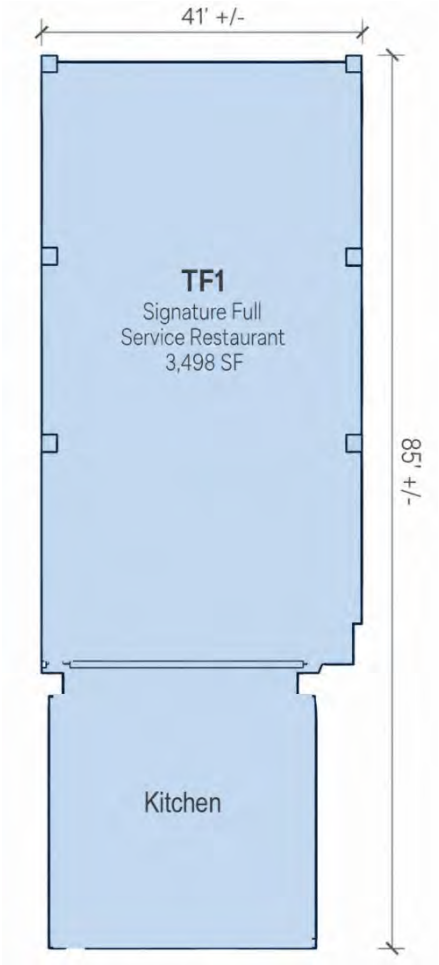
Concourse B - New Gen A&B

Gensler



Reno-Tahoe International Airport

TERMINAL CONNECTOR







AREA: **3,498 SF**

TF1: Full-Service Restaurant
Terminal Connector

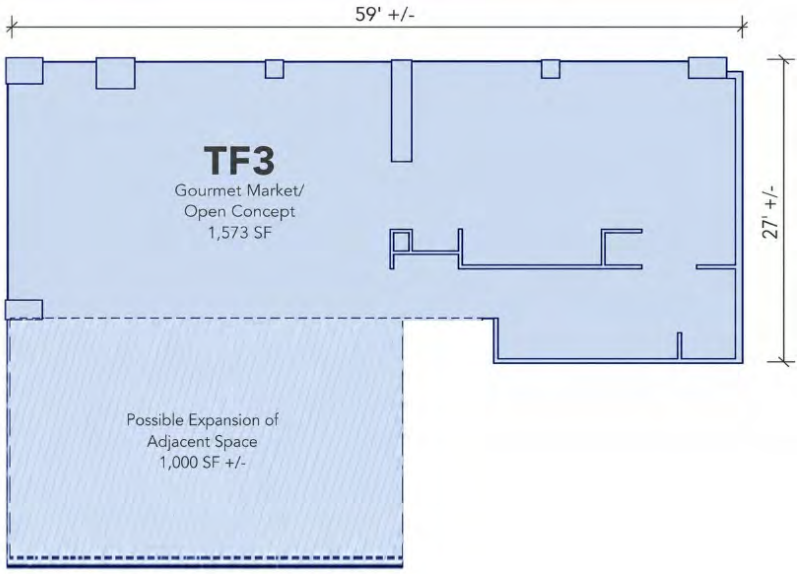




AREA: **1,231 SF**

TF2: National Brand Gourmet Coffee

Terminal Connector

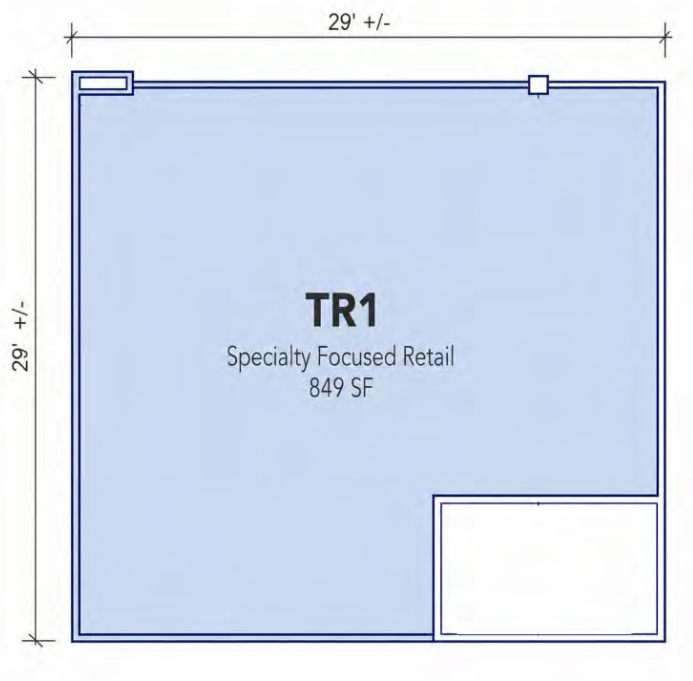






AREA: **1,573 SF**

TF3: Gourmet Market
Terminal Connector





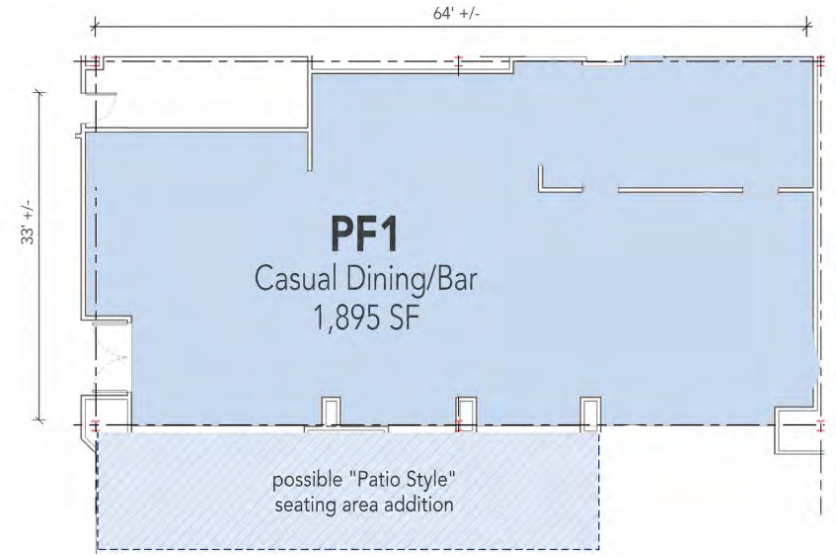
AREA: **849 SF**

TR1: Specialty Focused Retail
Terminal Connector



Reno-Tahoe International Airport

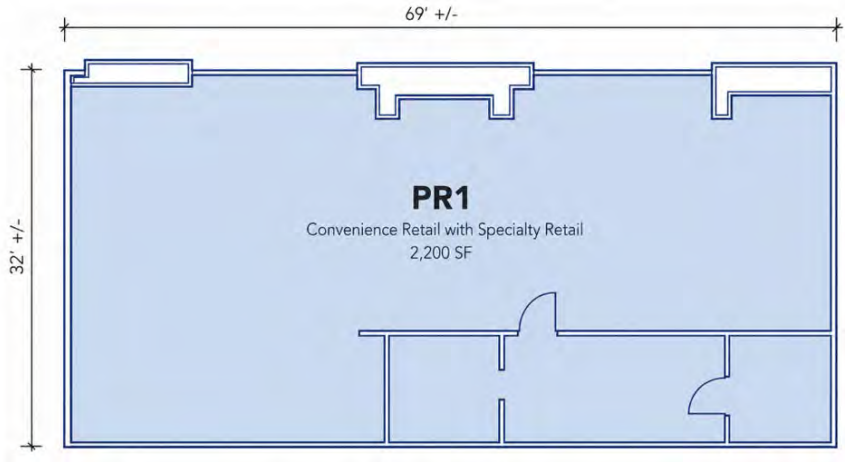
PRE-SECURITY





AREA: **1,895 SF**

PF1: Casual Dining/Bar
Pre-Security





AREA: **2,200 SF**

PR1: Convenience Retail/Specialty Retail

Pre-Security

EXHIBIT L

RENO-TAHOE INTERNATIONAL AIRPORT

GAMING DESIGN GUIDELINES DIAGRAMS

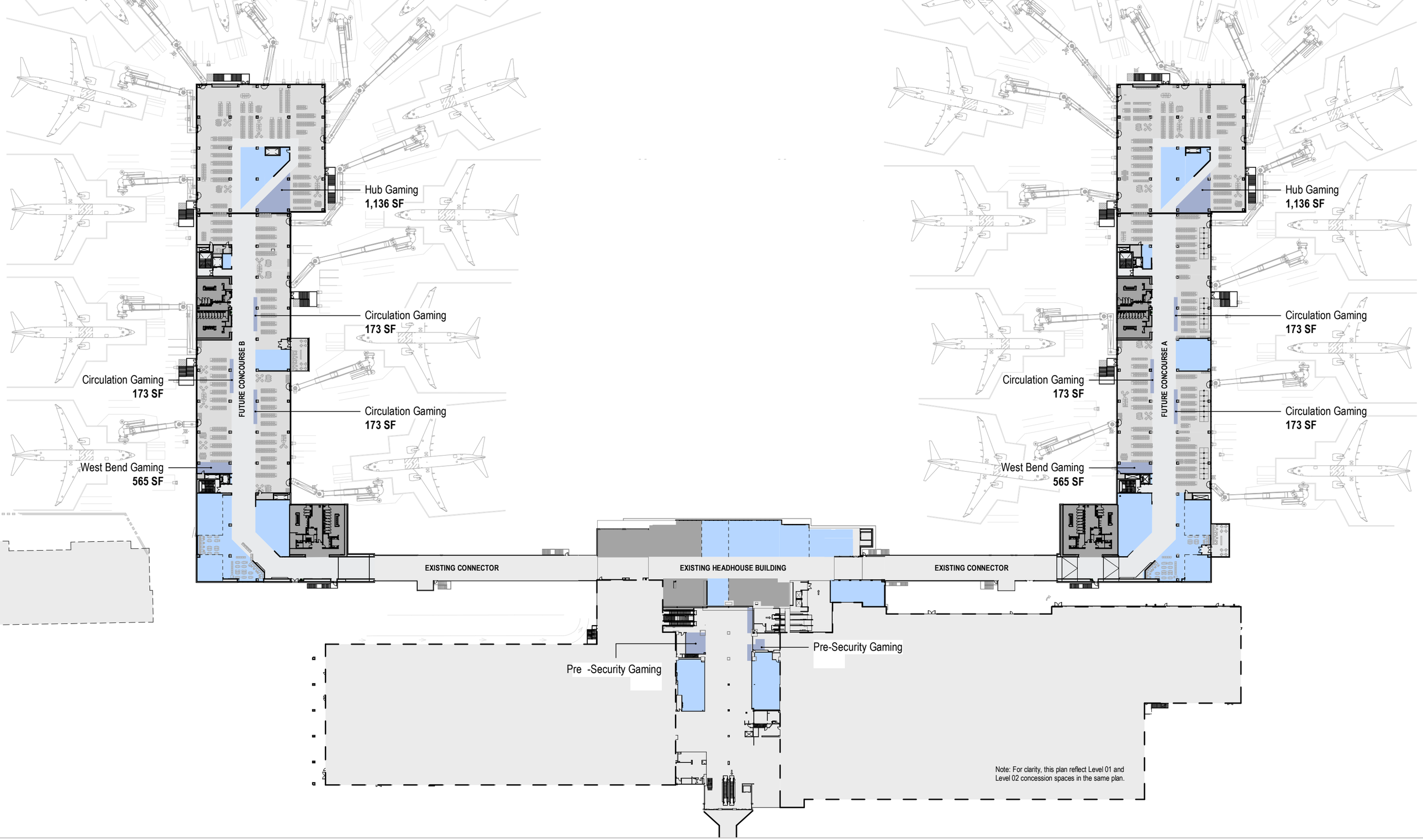
August 2026

Gensler



Reno-Tahoe International Airport

OVERALL PLANS



Overall Key Plan

Airport Gaming Program

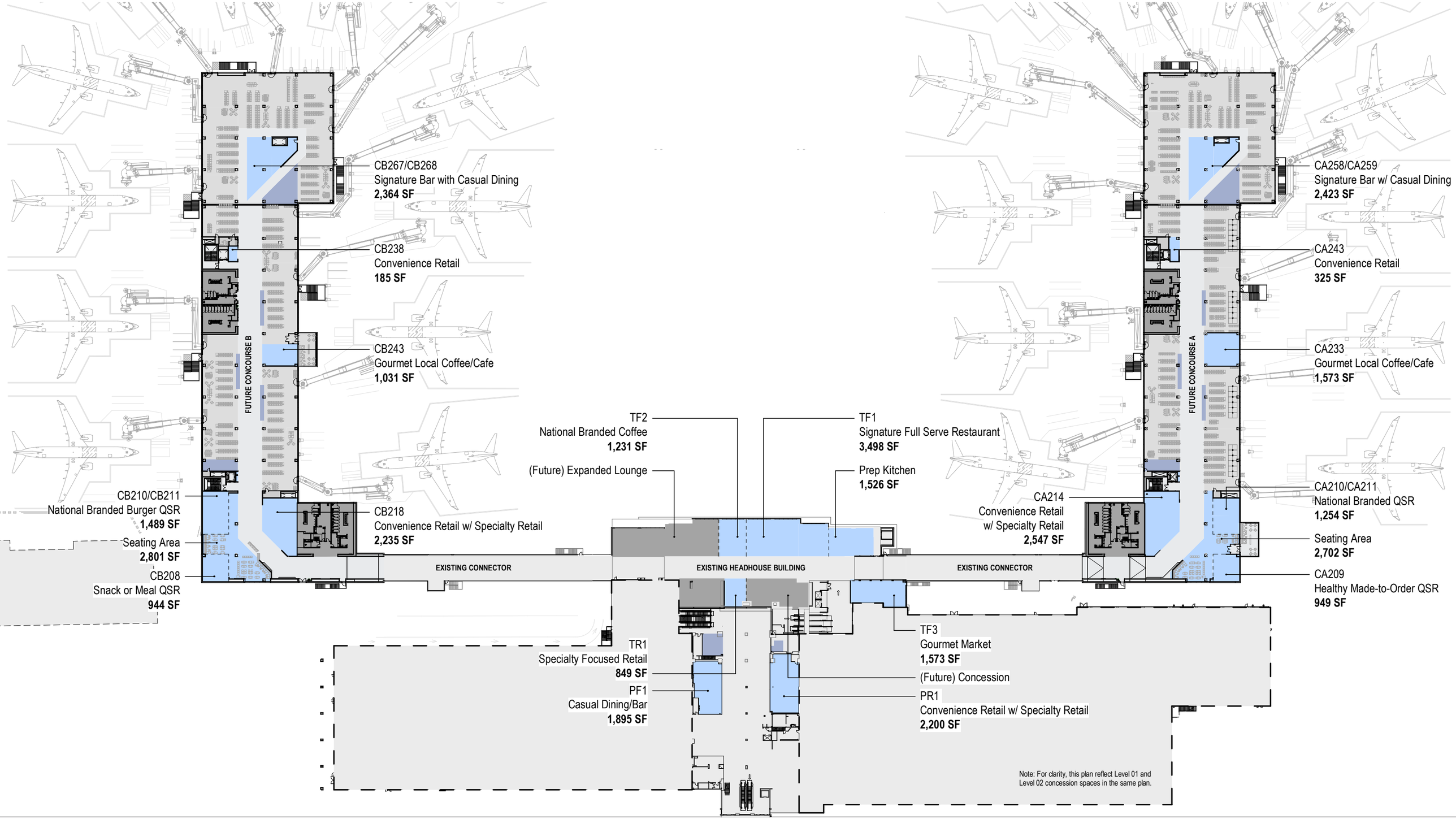
LEGEND:

Concession

Gaming

0 30 60 120 240

Gensler



NEW GEN A & B

Food, Beverage, & Retail Program Plan

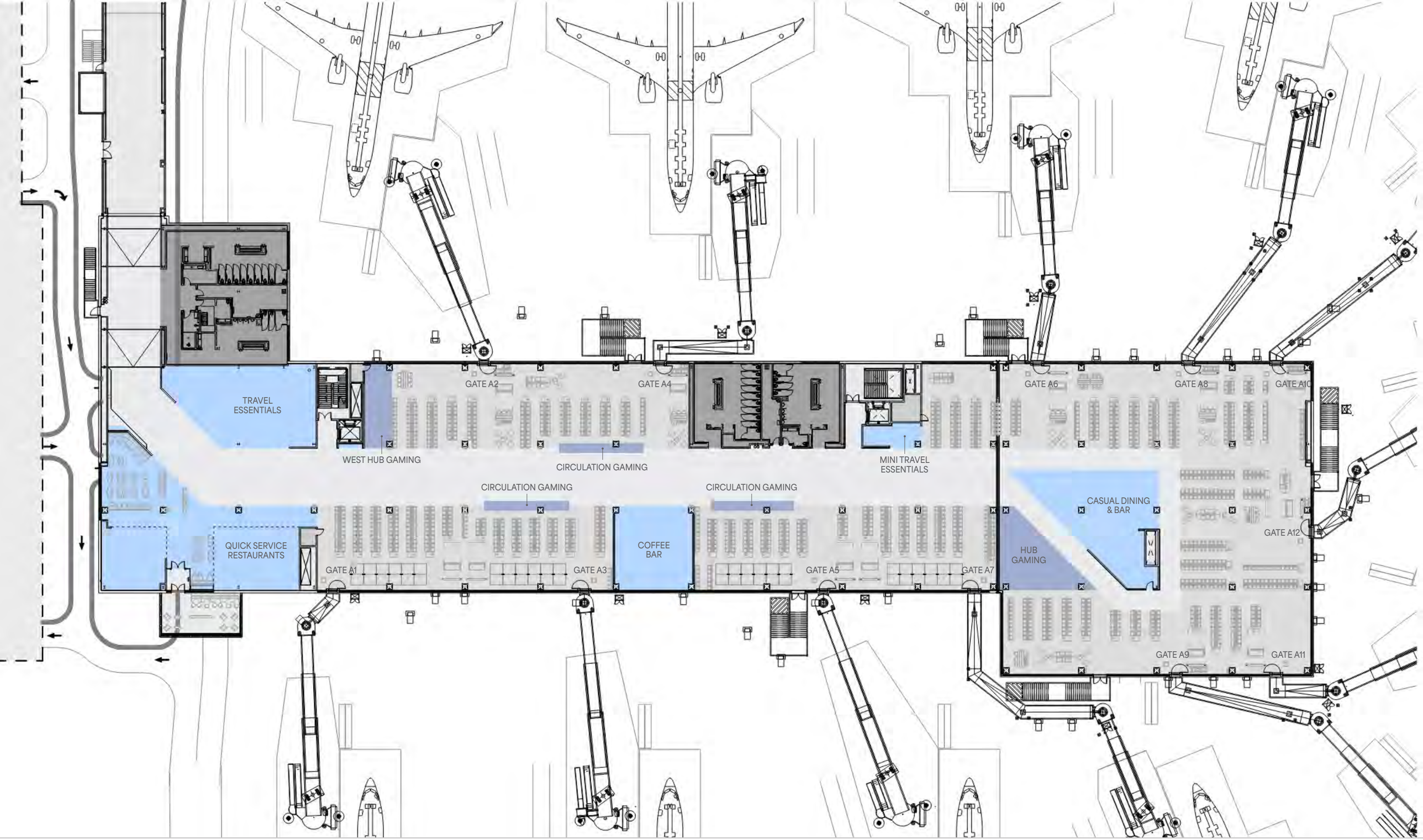
LEGEND:

Concession

Gaming

0 30 60 120 240

Gensler



CONCOURSE PLAN

CONCOURSE A

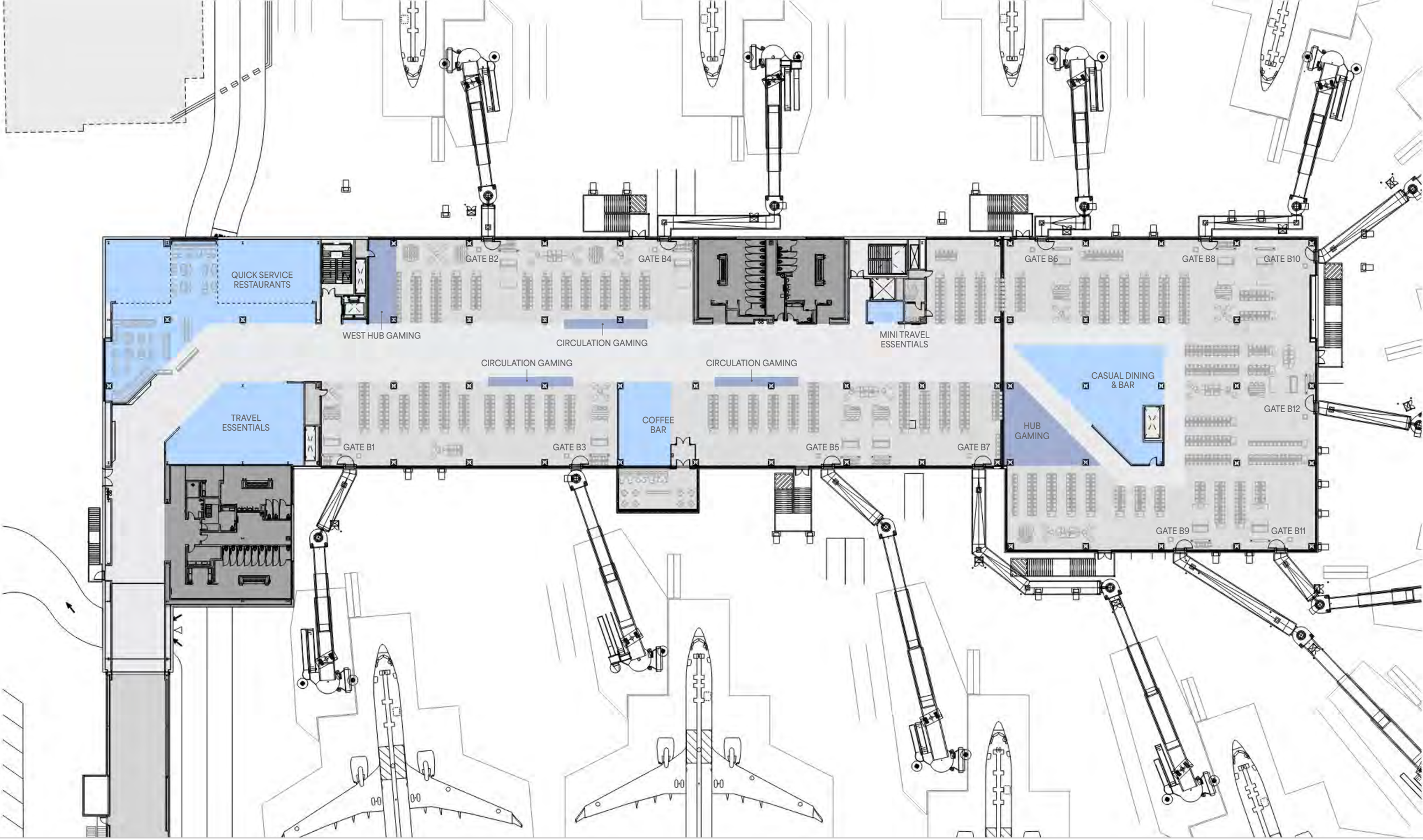
LEGEND:

Concession Areas

Gaming Areas

0 10 20 40 80

Gensler



CONCOURSE PLAN

CONCOURSE B

LEGEND:

Concession Areas

Gaming Areas

0 10 20 40 80

Gensler

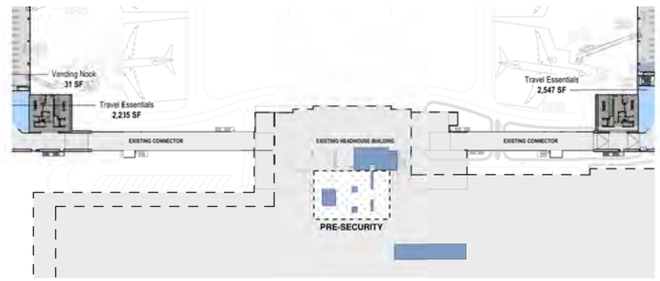


Reno-Tahoe International Airport

HEADHOUSE & CONNECTORS



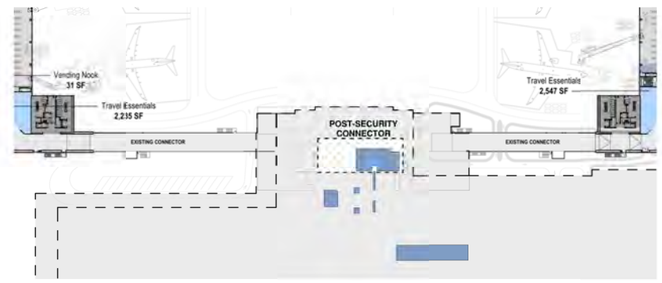
DENOTES GAMING PREMISES LOCATION(S) AND/OR EXTENTS



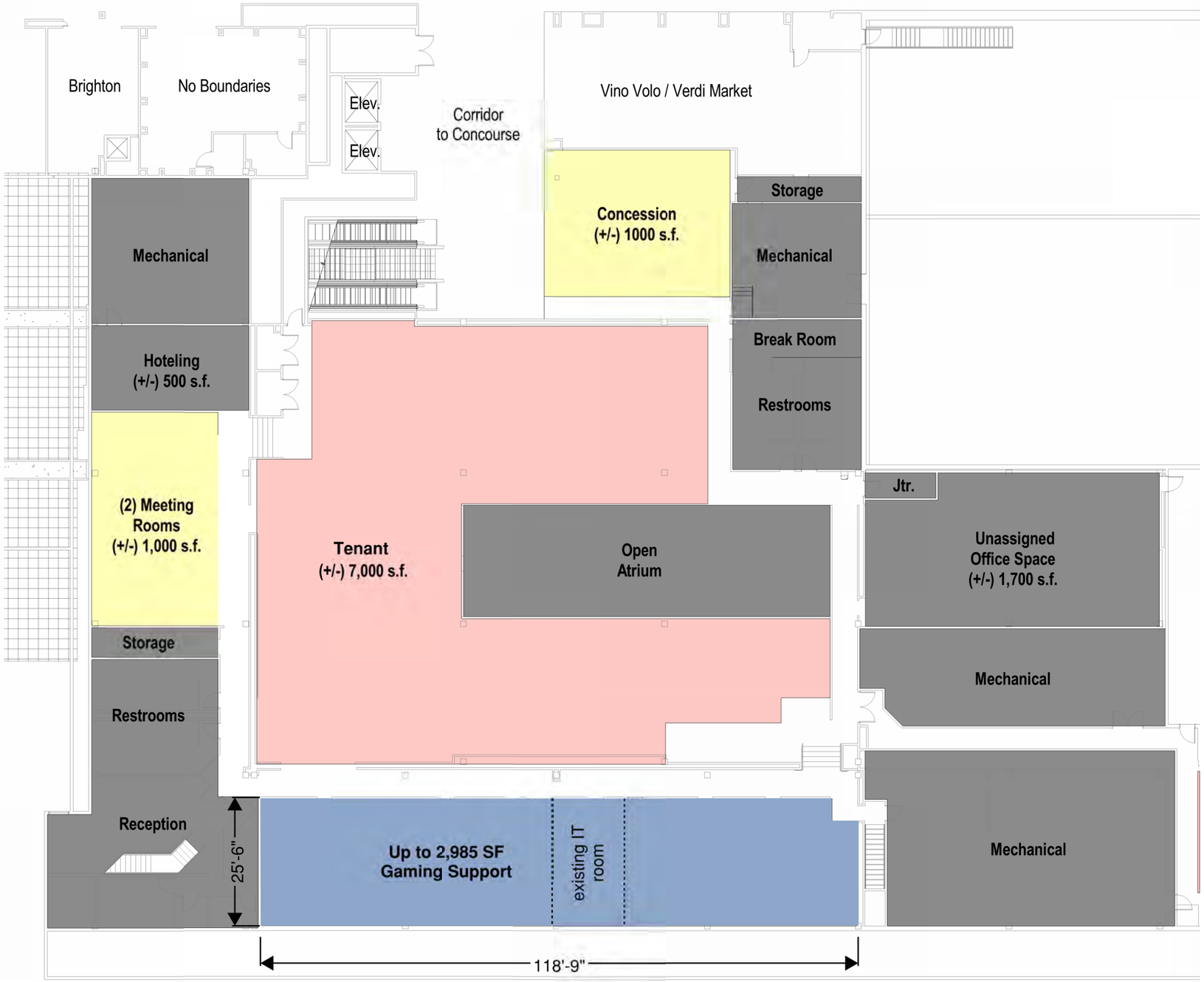
PRE-SECURITY



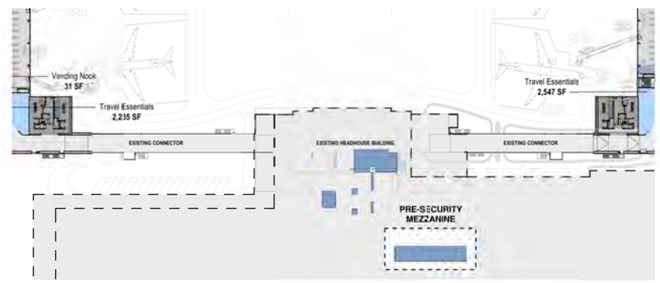
DENOTES "OPTIONAL" AVAILABLE GAMING PREMISES



POST-SECURITY | CONNECTOR



DENOTES AVAILABLE BACK OFFICE SUPPORT PREMISES



PRE-SECURITY | MEZZANINE



Reno-Tahoe International Airport

CONCOURSE A

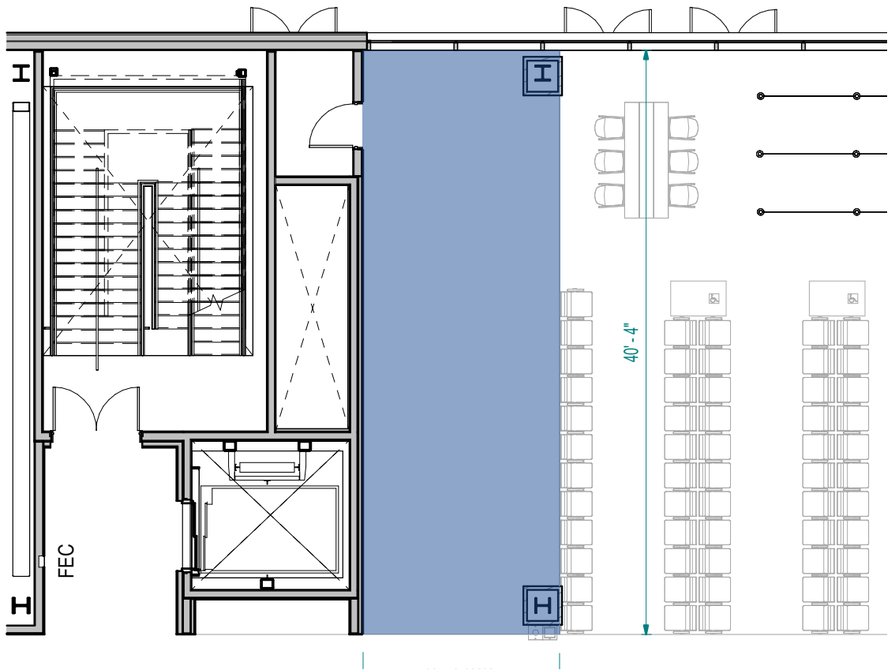
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3. ORIENTATION: The back of the gaming machine shall not be exposed to passengers.

4. BRANDING: Any proposed branding and/or signage shall be approved by RTAA.

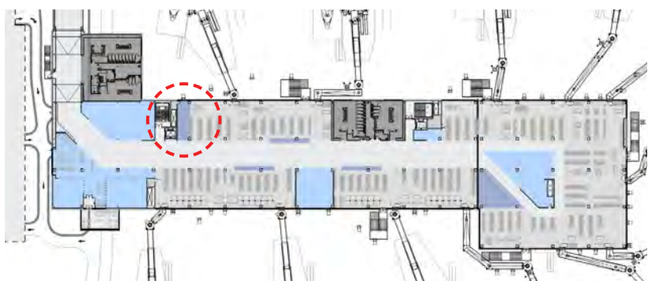
RTAA reserves the right for fnal approval of all elements within Gaming Areas.



Floor Plan
Scale: 1” = 5’-0”



Rendering for reference only



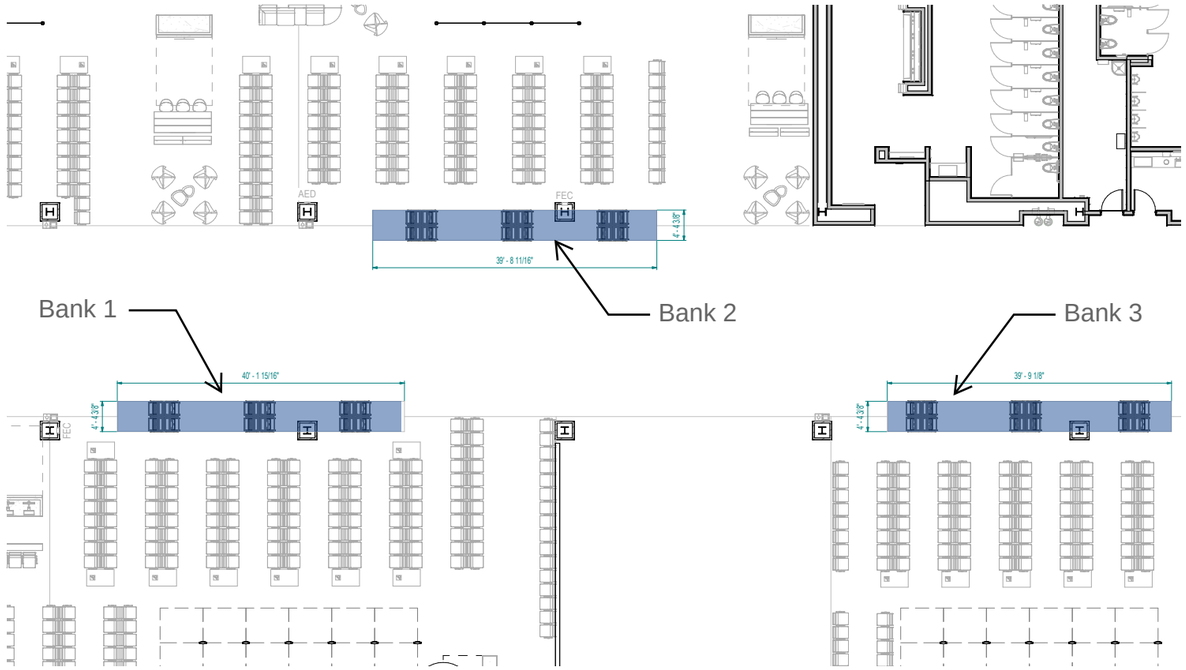
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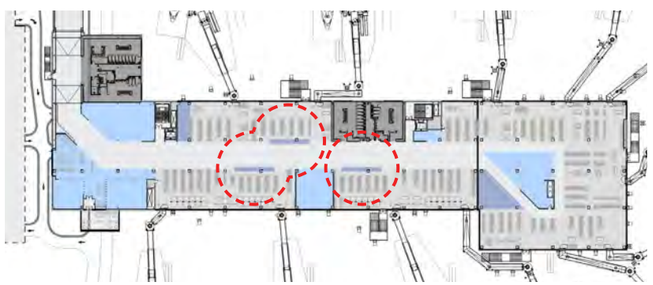
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Floor Plan
Scale: 1” = 10’-0”



Rendering for reference only



CIRCULATION GAMING
CONCOURSE A

Gensler

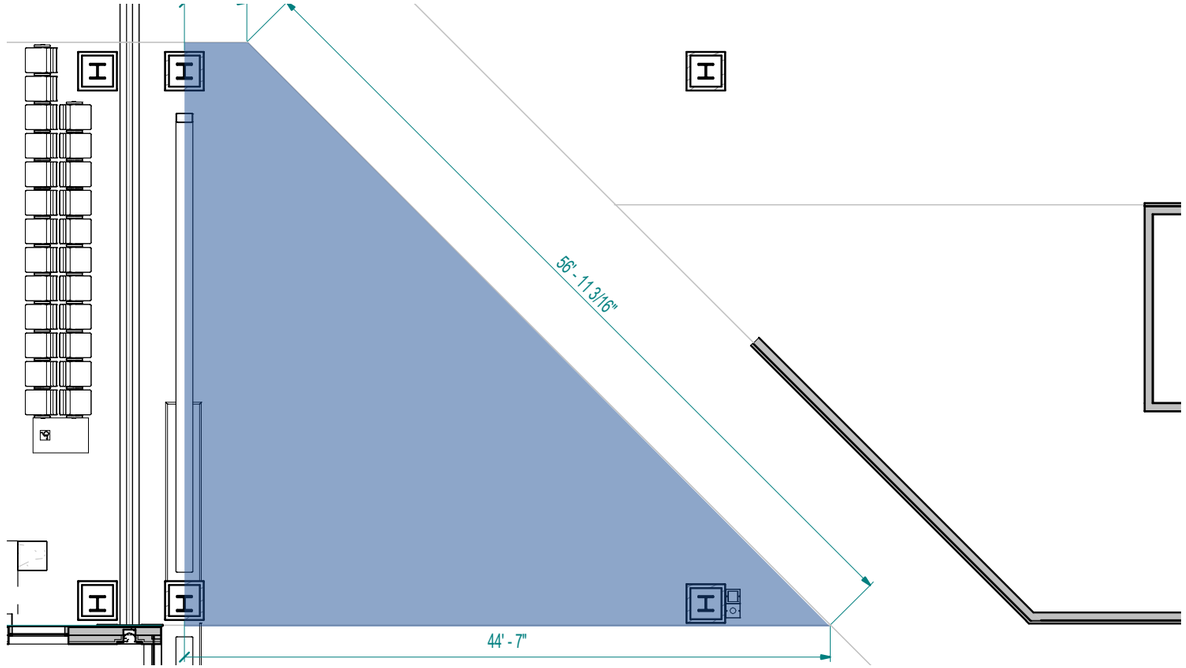
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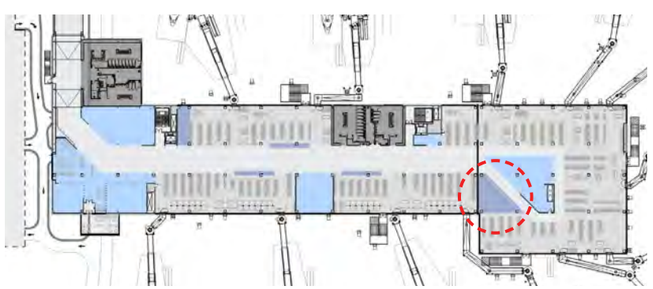
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Floor Plan
Scale: 1” = 5’-0”



Rendering for reference only





Reno-Tahoe International Airport

CONCOURSE B

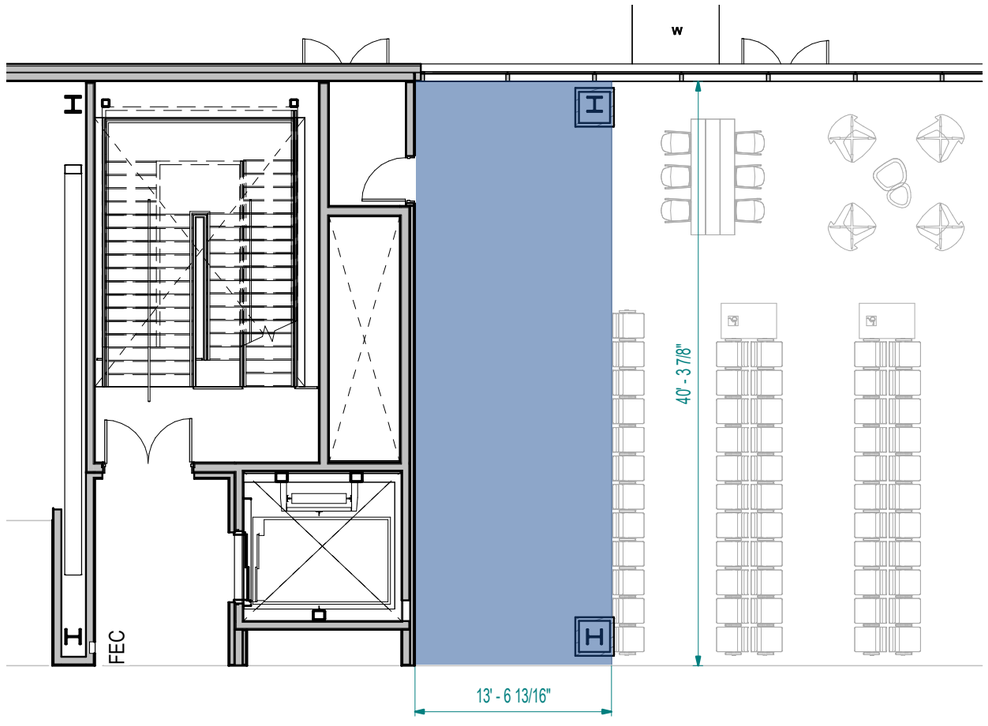
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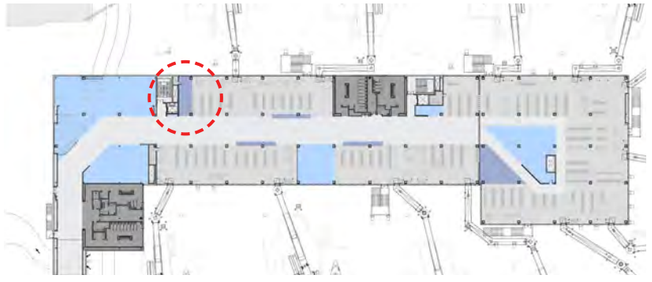
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Floor Plan
Scale: 1” = 5’-0”



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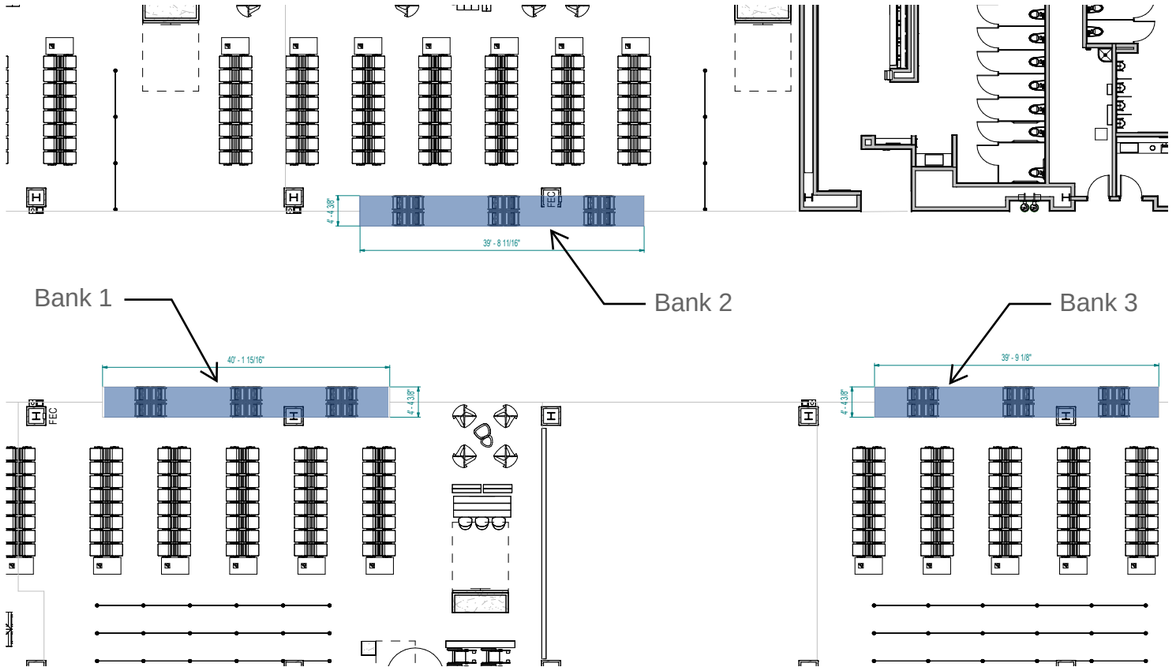


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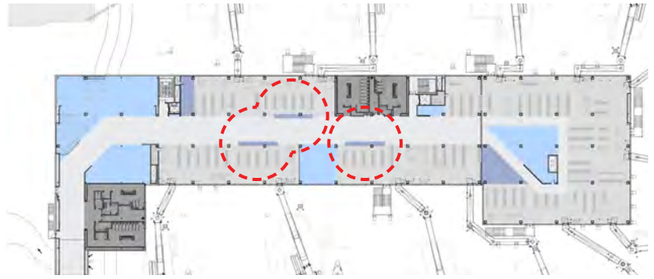
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Floor Plan
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Rendering for reference only



CIRCULATION GAMING
CONCOURSE B

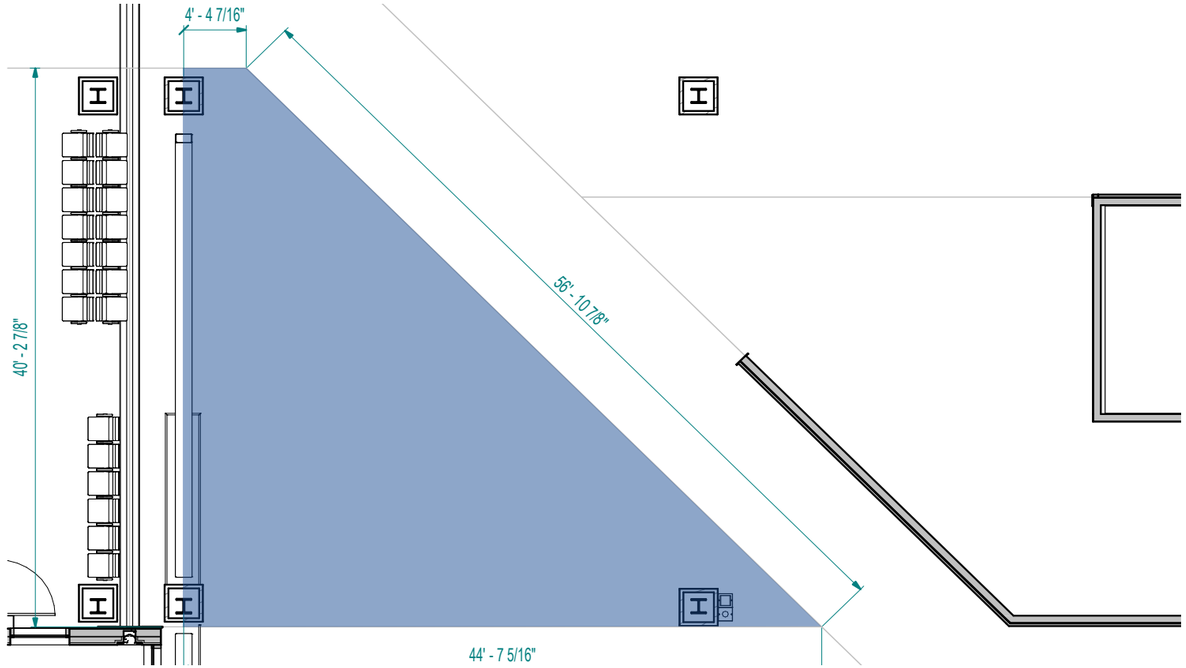
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