



LOCATION:

**WASHOE COUNTY COMMISSION CHAMBERS
1001 E. 9th Street, Bldg. A, Reno**

**DATE Feb. 21, 2020
TIME 9:00 a.m.**

**REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY
BOARD MEETING AGENDA**

I. The Washoe County Commission Chamber is accessible to individuals with disabilities. Requests for auxiliary aids to assist individuals with disabilities should be made with as much advance notice as possible. For those requiring hearing or speech assistance, contact Relay Nevada at 1-800-326-6868 (TTY, VCO or HCO). Requests for supporting documents and all other requests should be directed to Denise Thompson at 775-348-0400 and you will receive a response within five business days. Supporting documents may also be found on the RTC website: www.rtcwashoe.com.

II. The RTC has a standing item for accepting public input on topics relevant to the jurisdiction of the RTC. Because specific items may be taken out of order to accommodate the public and/or the Commission, public input on all items will be received under Item 2. The RTC Chairman may permit public input to be taken at the time a specific agenda item is discussed. Individuals providing public input will be limited to three minutes. Individuals acting as a spokesperson for a group may request additional time. Individuals will be expected to provide public input in a professional and constructive manner. Attempts to present public input in a disruptive manner will not be allowed. Remarks will be addressed to the Board as a whole and not to individual commissioners.

III. The Commission may combine two or more agenda items for consideration and/or may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

****ROLL CALL****

PLEDGE OF ALLEGIANCE TO THE FLAG

SPECIAL RECOGNITIONS AND PRESENTATIONS:

- Recognition of the sponsors of the RTC New Year's Eve FREE Safe RIDE
- Presentation on the importance of the 2020 Census for Nevada

1. APPROVAL OF AGENDA *(For Possible Action)*

2. PUBLIC INPUT

- 2.1 Public Input - *please read paragraph II near the top of this page*
- 2.2 Accept the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees *(For Possible Action)*

3. CONSENT ITEMS

Minutes

- 3.1 Approve the minutes of the January 17, 2020, meeting *(For Possible Action)*
- 3.2 Approve the minutes of the January 17, 2020, workshop *(For Possible Action)*

Engineering

- 3.3 Acknowledge receipt of the monthly Engineering Activity Report *(For Possible Action)*

Public Transportation/Operations

- 3.4 Acknowledge receipt of the monthly Public Transportation/Operations Report *(For Possible Action)*

Planning

- 3.5 Acknowledge receipt of the monthly Planning Activity Report *(For Possible Action)*
- 3.6 Acknowledge receipt of the status update of the 2050 RTP *(For Possible Action)*

Finance

- 3.7 Acknowledge receipt of the monthly Procurement Activity Report *(For Possible Action)*
- 3.8 Acknowledge receipt of the Asset Donation Log for the third and fourth quarters of calendar year 2019. The log lists the items that were donated as outlined in RTC Management Policy P-58 effective through December 31, 2019 *(For Possible Action)*

Procurement and Contracts

- 3.9 Approve Change Order (CO) No. 07 in the amount of \$11,585 for AT&T requested work to replace three utility vaults within the limits of the Virginia Street Bus RAPID Transit (BRT) Extension Project; authorize the Interim Executive Director to execute CO No. 07 *(For Possible Action)*
- 3.10 Approve Change Order (CO) No. 08, in the amount of \$150,370 for modifications to Midtown transit stations, additional left turn striping at Plumb Lane intersection, and a safety hand rail on Tahoe Street work items on the Virginia Street Bus RAPID Transit Extension Project; authorize the Interim Executive Director to execute CO No. 08 *(For Possible Action)*
- 3.11 Approve Change Order (CO) No. 09 in the amount of \$23,960 for additional work items for foundation elements necessary to support an art structure planned by the City of Reno for the roundabout at Center Street/Mary Street and Virginia Street as part of the Virginia Street Bus RAPID Transit Extension Project; authorize the Interim Executive Director to execute CO No. 09 *(For Possible Action)*
- 3.12 Approve Change Order (CO) No. 10 in the amount of \$16,164 for additional work items on the Virginia Street Bus RAPID Transit Extension Project additional Portland cement concrete pavement along Cheney Street at the tie-in to Center Street and installation of additional signage at the intersection of Plumb Lane and South Virginia Street; authorize the Interim Executive Director to execute CO No. 10 *(For Possible Action)*
- 3.13 Approve a Professional Services Agreement (PSA) with Atkins North America, Inc. to provide design services and optional engineering during construction services for the ITS Phase 3 Project in an amount not to exceed \$266,700; authorize the Interim Executive Director to execute the agreement *(For Possible Action)*
- 3.14 Approve Amendment No. 1 to the existing Professional Services Agreement (PSA) between the RTC and Poggemeyer Design Group, Inc. for engineering during construction (EDC) services, right-of-way acquisition services and final design services for the Mill Street Complete Street Project between I-580 and McCarran Boulevard, in the amount of \$522,068, for a new total not to exceed amount of \$710,350; authorize the Interim Executive Director to execute the amendment *(For Possible Action)*
- 3.15 Approve the contract with RFI Communications & Security Systems in an amount not to exceed \$106,213, to replace, install and program closed circuit television systems (CCTV) at seven RAPID transit stations; authorize the RTC Interim Executive Director to execute the agreement *(For Possible Action)*

Inter-Agency Agreements

- 3.16 Approve the Interlocal Cooperative Agreement for reimbursement to RTC with the City of Sparks for work that has been incorporated into the plans and specifications for the E Prater Way Rehabilitation Project; authorize the Interim Executive Director to execute the agreement *(For Possible Action)*
- 3.17 Approve the Interlocal Cooperative Agreement (ICA) with NDOT to provide funding to RTC for the implementation of the ED PASS Program; authorize the Interim Executive Director to execute the agreement *(For Possible Action)*

~END OF CONSENT AGENDA~

4. PUBLIC HEARINGS

4.1 Public hearing - no earlier than 9:05 a.m. Time Certain:

Discussion and recommendation to Approve the May 2020 RTC RIDE Service Adjustment, scheduled for May 2, 2020, including implementation of the new North Valleys FlexRIDE microtransit six-month demonstration service, extension of the existing RTC FlexRIDE microtransit six-month demonstration project, changes to Route 7, 9, 13, 25, and the Virginia Rapid, and elimination of Route 17 and 25L.

1. Staff presentation
2. Public input
3. Recommendation to approve the May 2020 RTC RIDE Service Adjustment, scheduled for May 2, 2020, including implementation of the new North Valleys FlexRIDE microtransit six-month demonstration service, extension of the existing RTC FlexRIDE microtransit six-month demonstration project, changes to Route 7, 9, 13, 25, and the Virginia Rapid, and elimination of Route 17 and 25L (*For Possible Action*)

5. METROPOLITAN PLANNING ORGANIZATION (MPO)

- 5.1 Approve the Transportation Leaders Against Human Trafficking Pledge and authorize RTC Interim Executive Director to sign the pledge (*For Possible Action*)
- 5.2 Approve the Americans with Disabilities Act (ADA) Transition Plan (*For Possible Action*)

6. DIRECTOR REPORTS

- 6.1 **RTC EXECUTIVE DIRECTOR REPORT** – *verbal report - no action required*
- 6.2 **FEDERAL REPORT** - *no action required*
- 6.3 **NDOT** Monthly updates/messages from NDOT Director Kristina Swallow – *no action required*

7. PUBLIC TRANSPORTATION AND OPERATIONS

- 7.1 Receive a report on the Regional Transportation Commission's (RTC) demonstration of the double decker bus and provide direction accordingly (*For Possible Action*)

8. ENGINEERING

- 8.1 Acknowledge receipt of the Virginia Street Bus Rapid Transit (BRT) Extension monthly progress report (*For Possible Action*)
- 8.2 Acknowledge receipt of the Lemmon Valley monthly progress report (*For Possible Action*)

9. GENERAL ADMINISTRATION (*For Possible Action*)

- 9.1 **Legal Issues** - Report, discussion and possible action and/or direction to legal counsel and staff following receipt of information on legal issues. The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened.

10. PUBLIC INPUT - *please read paragraph II near the top of this page*

11. MEMBER ITEMS

12. ADJOURNMENT(*For Possible Action*)



REGIONAL TRANSPORTATION COMMISSION

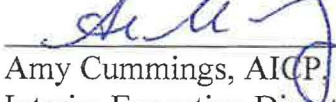
Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 2.1

TO: Regional Transportation Commission

FROM: 
Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction


Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 2.2

TO: Regional Transportation Commission

FROM: Dan Doenges, PTP, RSP
Planning Manager/Interim Director of
Planning



Amy Cummings, AICP, LEED AP
Interim Executive Director

Mark Maloney
Director of Public Transportation

Brian Stewart, P.E.
Engineering Director

SUBJECT: February 2020 Advisory Committees Summary Report

RECOMMENDATION

Accept the monthly Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees.

SUMMARY

The RTC has three advisory committees that provide input on a wide range of policy and planning issues as well as key planning documents and the RTC Budget. The committees include:

- The Citizens Multimodal Advisory Committee (CMAC) and is comprised of three individuals who use RTC RIDE, two individuals who use RTC ACCESS, five individuals who represent bicyclists/pedestrians, and five individuals who represent general multimodal transportation. The RTC Board approves appointments to this advisory committee.
- The Technical Advisory Committee (TAC) that includes local public works directors, community development directors, and staff from other key agencies.
- The Regional Road Impact Fee Technical Advisory Committee (RRIF TAC) which was created to oversee and advise the local governments regarding land use classification assumptions and the Capital Improvements Plan (CIP) used in the impact fee program. The RRIF TAC consists of three representatives from each local entity, two RTC representatives and four private sector members who are appointed by the RTC Board.

The agenda and minutes of each advisory committee are provided to the RTC Board.

This staff report summarizes comments along with any action taken by the RTC advisory committees.

FISCAL IMPACT

There is no fiscal impact associated with this agenda item.

ADDITIONAL BACKGROUND

The following describes key actions and comments received from the RTC advisory committees.

Citizens Multimodal Advisory Committee (CMAC)

The CMAC met on February 5, 2020, and received reports on the proposed RTC RIDE service change and an update of the Sparks FlexRIDE service, as well as reports on Pedestrian Safety Zones/signalized pedestrian crossings and an update on the development of the 2050 RTP.

Technical Advisory Committee (TAC)

The TAC met on February 5, 2020, and received reports on the proposed RTC RIDE service change and an update of the Sparks FlexRIDE service, as well as an update on the development of the 2050 RTP.

Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

The RRIF TAC did not meet in January and is tentatively scheduled to meet on February 20th.

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:02 A.M.

January 17, 2020

PRESENT:

**Neoma Jardon, Reno City Council Member, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Oscar Delgado, Reno City Council Member (arrived 9:13)
Ron Smith, Sparks City Council Member**

**Amy Cummings, RTC Interim Executive Director
Dale Ferguson, Legal Counsel
Kristina Swallow, Director of NDOT**

NOT PRESENT:

Bob Lucey, Washoe County Commissioner, Chairman

The regular monthly meeting, held in the Concord and Cessna rooms of the SureStay Plus Hotel, 1981 Terminal Way, Reno, Nevada, was called to order by Vice Chair Jardon. Following the roll call and the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

Item 1 APPROVAL OF AGENDA

On motion of Mayor Smith, seconded by Commissioner Hartung, which motion unanimously carried, Vice Chair Jardon ordered that the agenda for this meeting be approved.

Item 2.1 PUBLIC INPUT

Vice Chair Jardon opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

Mr. John Locke, local resident, addressed the Board to say that as a RIDE driver, he is very happy with the way things have been improving and added that the route 7/17 marriage is a really great idea.

Mr. Carlos Elizondo, local resident, addressed the Board and said that the changes to route 9 are very inconvenient and that there are a lot of missing coaches on routes 1 and 6 and passengers have to wait a very long time.

There being no one else wishing to speak, the Vice Chair closed public input.

Items 3.1 thru 3.9 CONSENT ITEMS

Minutes

- 3.1 Approve the minutes of the December 20, 2019, meeting (*For Possible Action*)**

Engineering

- 3.2 Acknowledge receipt of a report on the speed limit on Veterans Parkway (SouthEast Connector) (*For Possible Action*)**

Procurement and Contracts

- 3.3 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)**
- 3.4 Approve a Regional Road Impact Fee (RRIF) Offset Agreement between the RTC, Lennar Reno, LLC and the City of Sparks for the dedication of offset-eligible improvements for the construction of Wingfield Hills Road, a new four lane arterial roadway through Pioneer Meadows Planned Development; authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.5 Approve a Regional Road Impact Fee (RRIF) Offset Agreement between the RTC, KM2 Development, Inc. and the City of Sparks for the dedication of offset-eligible improvements for the construction of Wingfield Hills Road, a new four lane arterial roadway through Kiley Ranch North Planned Development; authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.6 Approve a Professional Services Agreement (PSA) with Jacobs Engineering Group, Inc. to provide final design, bidding services and design support during construction for the Sun Valley Boulevard Corridor Project, from 7th Avenue to Highland Ranch Parkway, in an amount not to exceed \$594,170; authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.7 Authorize the RTC Interim Executive Director to negotiate and execute an agreement for litigation related legal services with the law firm of Taft Stettinius & Hollister, LLP, in substantially the form presented to the Commission (*For Possible Action*)**
- 3.8 Approve an agreement with N/S Corporation in the amount of \$76,441 to inspect, repair and rebuild necessary components of the Villanova Bus Wash; authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**

Resolution of Condemnation

- 3.9 Approve the attached Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a temporary construction easement on the parcel known as APN 007-011-13 from Campus Reno Property Owner, LLC, a Delaware limited liability company, necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)**

On motion of Commissioner Hartung, seconded by Mayor Smith, which motion carried unanimously, Vice Chair Jardon ordered that Consent Items 3.1 through 3.9 be approved.

Item 4.1 RTC Interim Executive Director Report

Ms. Amy Cummings, RTC Interim Executive Director, wanted to just let everyone know that the following Thursday, January 23rd, there would be a public meeting on the Oddie/Wells project. The project is currently at 60% and construction should begin either the end of this calendar year or early in 2021.

Items 5.1 thru 5.2 GENERAL ADMINISTRATION

5.1 Discussion and possible action pertaining to the recruitment and interview process to fill the position of RTC Executive Director (*For Possible Action*)

Ms. Angela Reich, RTC Administrative Services Director, addressed the Board and said that this item is to discuss options for the interview process for the executive director position. She reminded the Board that HR would work independently from any RTC director staff, and in conjunction with outside legal counsel and confidential support staff throughout all steps of the recruitment process. HR and legal counsel will screen application materials and determine if applicants meet the minimum qualifications as outlined in the executive director job description. HR will be responsible for all communication to the candidates throughout the recruitment process.

Ms. Reich also provided a few options to consider as follow:

- If there are up to five (5) or six (6) qualified applicants, or a different number as directed, the Board may interview and select a finalist at a Board meeting as directed.
- If there are more than six (6) or seven (7) qualified applicants, or other number as directed, HR will assemble an interview panel consisting of subject matter experts to conduct interviews and will recommend three (3) candidates to interview with the Board. The interview panel will not include any RTC staff.
- HR will conduct a background check as directed, dependent on the interview process and number of qualified applicants the Board will interview.
- HR, or as directed, will develop interview questions and process, based on Board feedback and as directed.
- The Board will interview Executive Director candidates by the identified process or other as directed and if an Executive Director is selected, the Board will provide direction on the negotiation of an employment agreement.

Mayor Smith asked who the panel would be.

Ms. Reich said there would be no RTC staff on the panel; instead, it would be comprised of subject matter experts in the community.

Mayor Smith then asked for confirmation that there are six finalist candidates.

Mr. Zev Kaplan, RTC outside counsel for this recruitment, confirmed and said there were a total of 12 applicants and six (6) who met the minimum qualifications.

Mayor Smith thought it should be reduced to four finalist candidates for interview.

Commissioner Hartung asked what exactly the subject matter experts are experts in.

Ms. Reich gave an example of looking at staff from RTC of Southern Nevada as well as our local entities for a panel.

Commissioner Hartung said he would rather not have staff from RTC of Southern Nevada because the environment in Northern Nevada is quite different from the south, so he would prefer to have local subject matter experts. He believes RTC of Southern Nevada would feel the same if the situation were switched.

Vice Chair Jardon asked for confirmation that there would be a requirement of three yes votes on any particular motion before it could be approved.

Mr. Kaplan confirmed.

Vice Chair Jardon considered deferring the item but Commissioner Delgado arrived just then so he was brought up to speed and the item continued. She said she did not think six candidates were too many to interview, so she would be okay with interviewing them all.

Commissioner Delgado agreed but out of respect for the candidates, wants to make sure all six are advised that their names will be made public as soon as the meeting notice is posted. That will give each of them the option to decline the interview if they are uncomfortable with that aspect of the process.

Vice Chair Jardon agreed that we need to be sensitive to that while continuing to follow the transparent process we follow at the RTC.

Commissioner Hartung also agrees and does not think six is an unruly number to interview and provided the example of the process followed in a prior recruitment he was involved in. He added the idea of potentially holding a first round of questioning and if necessary, open the question and answer series back up if necessary.

Vice Chair Jardon commented that at a recruitment at the City of Reno, the candidates were quarantined prior to their interview so they could not hear the meeting and know the questions in advance. She added that you cannot mandate the quarantine but you can request it. Additionally, each interviewer had one question they asked all candidates, along with other discretionary questions. It provides at least one question for comparison in their answers.

Commissioner Hartung said that Washoe County also requested self-sequestration but they did not have consistent questions such as the vice chair mentioned.

The Vice Chair asked Ms. Reich and Mr. Kaplan if they have enough direction to move forward.

Ms. Reich asked for clarification that the Board would like to interview all six candidates at a special board meeting or would they like to have the candidates vetted down to a smaller number. Additionally, an overview of the interview question process and ballot process.

RTC Chief Legal Counsel Dale Ferguson asked for a motion on how many candidates they would like to interview and any process to be followed is to be finalized by Ms. Reich and Mr. Kaplan.

The Vice Chair said she is fine with that as long as it is in concert with the Chairman and in recognition of some of the comments made at this meeting.

Mr. Ferguson agreed.

Ms. Denise Thompson, RTC Clerk to the Board, reminded everyone that the Commission Chambers was already reserved for February 13th should the Board choose to hold a special meeting for interviews only.

Commissioner Hartung made a motion to interview the list of six applicants as found by staff. The motion was seconded by Commissioner Delgado and passed unanimously by those present.

Commissioner Hartung would also like to have Ms. Reich and Mr. Kaplan to work with Chairman Lucey and Vice Chair Jardon to finalize the process.

Mr. Kaplan was of the opinion that a meeting like that would need to be made public per open meeting laws of Nevada.

Mr. Ferguson said he has no issue with the Chair and Vice Chair providing their input, but the final process should be decided upon by Ms. Reich and Mr. Kaplan.

Mr. Kaplan agreed as long as there is nothing like a subcommittee and we need to be careful with the wording so that it is not any confusion by the public.

Commissioner Hartung then made a motion to have staff consult with the Chair and the Vice Chair about process and timing for these six candidates and to schedule a special meeting for February 13th. The motion was seconded by Mayor Smith and passed unanimously by those present.

5.2 Legal Issues - Report, discussion and possible action and/or direction to legal counsel and staff following receipt of information on legal issues. The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened.

Legal Counsel Dale Ferguson said he had no items for discussion.

Item 6 *PUBLIC INPUT*

Vice Chair Jardon opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

There being no one wishing to speak, the Chair closed public input.

Item 11 **MEMBER ITEMS**

There were no member items.

Item 12 **ADJOURNMENT**

On motion of Mayor Smith, seconded by Commissioner Delgado, which motion carried unanimously, Vice Chair Jardon ordered that the meeting be adjourned.

There being no further business to come before the Board, the meeting adjourned at 9:22 a.m.

NEOMA JARDON, Vice Chair
Regional Transportation Commission

REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA

FRIDAY

9:23 A.M.

January 17, 2020

PRESENT:

Neoma Jardon, Reno City Council Member, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Oscar Delgado, Reno City Council Member (arrived 9:13)
Ron Smith, Sparks City Council Member

Amy Cummings, RTC Interim Executive Director
Dale Ferguson, Legal Counsel
Kristina Swallow, Director of NDOT

NOT PRESENT:

Bob Lucey, Washoe County Commissioner, Chairman

The board transportation workshop, held in the Concord and Cessna rooms of the SureStay Plus Hotel, 1981 Terminal Way, Reno, Nevada, was called to order by Vice Chair Jardon to conduct the following business:

****No action was taken during this workshop other than to approve the agenda and to adjourn****

Item 1 **APPROVAL OF AGENDA**

On motion of Vice Chair Jardon, seconded by Commissioner Delgado, which motion unanimously carried, Vice Chair Jardon ordered that the agenda for this workshop be approved.

Item 2.1 **PUBLIC INPUT**

Vice Chair Jardon opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

There being no one wishing to speak, the Vice Chair closed public input.

Item 3 **DISCUSSION OF RTC PUBLIC TRANSPORTATION, INCLUDING THE FOLLOWING:**

- POTENTIAL TRANSIT SERVICE CHANGES
- LONG-RANGE TRANSIT VISION

- POTENTIAL OPTIONS FOR RTC OWNED PARCELS RELATED TO PUBLIC TRANSIT AND THE RTC AFFORDABLE HOUSING STUDY
- OTHER MATTERS RELATED TO PUBLIC TRANSPORTATION

Interim Executive Director Amy Cummings summarized the purpose of the workshop, describing all of the programs that are provided by the RTC or are contributed to by the RTC. She went on to say that the transit reserve fund levels are back up to the levels they need to be. Those are the funds that were used during the recession to keep most of the transit services running.

She then reviewed the sources of revenue for transit, stating that sales tax is the main contributor to the program but some federal funding and the passenger fares also provide revenue. Expenses in the transit program are approximately 50% for fixed route (RIDE) and 15% for paratransit. Operating expenses include fuel, labor and fringe, along with some other services and costs.

For FY 2021, the RTC has about \$2.5 million that can be potentially used for a service expansion. There has been a demonstration of the Sparks FlexRIDE program which RTC plans to continue and FlexRIDE is poised for further expansion in Lemmon Valley. To proceed with those plans, the cost is approximately \$1 million. This leaves \$1.5 million for additional services.

Commissioner Hartung said that citizens have contacted him directly to say that they were not overly impressed with the FlexRIDE service. They found that the consistency of a fixed route got them to their destination faster than with microtransit. His vision was that the service would be more like an Uber type of service. He then asked for confirmation that a ride can be reserved via computer, telephone, or smart phone app. Mark Maloney, RTC Transit and Operations Director, confirmed.

Mr. Maloney added that the old ridership on routes 25 and 26 averaged about 50 passengers per day and ridership has shot up to an average of 150 riders per weekday and 80 on weekend days, so ridership has tripled. This required adjustments to the way service was being provided which caused some delay; however, the median wait time for the month of December was 10 minutes. The prior fixed route service only arrived every 60 minutes, so this is a great improvement. The cost per passenger is about the same as fixed route. If a passenger switches to FlexRIDE from ACCESS, the agency will save \$18.11 per trip. He then explained the expansion of the service area, major destinations, etc. Changes can also be made quickly when needed vs about six months to make a change to fixed route.

Vice Chair Jardon asked what is expected of the commissioners today when the six months of data is not available yet.

Mr. Maloney said a survey is being done to provide rider input to accompany statistical data.

Ms. Cummings added that when a commissioner receives a complaint or suggestion, to please notify RTC staff so that changes can be implemented to make improvements as needed and staff can reach out to those individuals as well.

Mr. Maloney said that the program is being live-monitored by dispatch who has tools available to them to prioritize rides as needed.

Commissioner Hartung asked what happens when a passenger needs wheelchair assistance?

Mr. Maloney said the current, experienced ACCESS provider's ADA drivers and ADA vehicles are purposely being used for this service to address those exact needs.

Vice Chair Jardon asked what will happen if FlexRIDE service is expanded to other areas, such as Lemmon Valley, and the ridership is lower than anticipated. How long does the RTC give it before deciding to redirect service if needed?

Ms. Cummings said that it would be best to follow the six month model, but if there were issues early-on, the topic would be brought before the board sooner.

Mr. Maloney added that the zone area can be expanded, reduced or moved based on the needs. Ridership went up much faster than anticipated in Sparks and seems to have stabilized at this point, so it is a good model to use for expansion of the service to other areas.

Ms. Cummings said that there are also some options for enhancing existing fixed route services as follow:

- Route 5 extension to Desert Skies MS (Sun Valley) with an annual operating cost of \$300,000.
- Route 18 increase span of service (Sparks Industrial) to operate continuously throughout the day at about \$115,000 to operate.
- Route 7 increase span of service (North Valleys) and Route 3CL/CC increase span of service (West Reno). Route 3 would cost \$783,000 to operate.

The following areas are often requested for new or expanded service:

- Stead/Lemmon Valley
- Spanish Springs
- Red Rock/Cold Springs
- South Reno (Damonte Ranch)
- South Reno (Galena)
- Somerset
- Mogul
- Verdi
- Washoe Valley
- Caughlin Ranch

FlexRIDE services would be about \$500,000 each to implement. To implement or expand fixed route service would also expand ACCESS service so would be significantly more expensive to implement and operate.

There was then discussion about the different ridership needs based on socioeconomic factors, population density, medical needs, etc.

Commissioner Hartung said he doesn't believe everyone understands how the FlexRIDE system works, such as many seniors, and a great deal of education may be needed.

Vice Chair Jardon asked what the difference in driver qualifications would be for the different types of service. She also gave an example to add FlexRIDE in Cold Springs and asked how many drivers would be required.

Mr. Maloney said that driver qualifications for FlexRIDE are the same as for ACCESS and fixed route would remain the same as well. For FlexRIDE in Cold Springs, two vehicles would be required and four drivers. If fixed route is installed, it would require 2 drivers and one vehicle.

Following is an example of implementation times, operating costs, number of vehicles required, etc.:

Areas of Requested Service:	FR Ops Cost ⁽¹⁾	ADA ACCESS Service Cost ⁽³⁾	Min. No. Buses Req.	Est. Bus Stop Cost ⁽²⁾	Total 1st Year Cost (Millions)	Notes:
Stead/Lemmon Valley	\$667,000	\$178,000	2	\$300,000	\$2.85	Expansion of Existing - Route 7 (Current Frequency)
Spanish Springs	\$431,000	\$88,000	1	\$280,000	\$1.65	New Service - Headway 60-Min (x2 if 30-Min headway)
Red Rock/Cold Springs	\$1,800,000	\$189,000	2	\$380,000	\$4.07	Expansion of Existing - Route 7 (Current Frequency)
South Reno (Damonte Ranch)	\$643,000	\$96,000	2	\$480,000	\$2.92	Expansion of Existing - Route 56 (Current frequency)
South Reno (Galena)	\$1,100,000	\$150,000	2	\$810,000	\$3.76	Expansion of Existing - Route 56 (Current frequency)
Sommerset	\$799,000	\$127,000	2	\$470,000	\$3.10	Expansion of Existing - Route 4 (Current frequency)
Mogul	\$1,258,000	\$199,000	2	\$750,000	\$3.91	Expansion of Existing - Route 4 from Somersett
Verdi	\$933,000	\$169,000	2	\$660,000	\$3.46	New Service - To Verdi from Robb Dr via Mogul (60-Min Freq)
Washoe Valley	\$1,198,000	\$435,000	2	\$470,000	\$3.80	New Service - Washoe Valley Only (x2 opposite direction; 60-min Freq)
Caughlin Ranch	\$373,000	\$67,000	1	\$280,000	\$1.57	New Service - Caughlin Ranch Only (x2 opposite direction; 60-in freq)
Virginia Line to Summit Sierra	\$4,175,000	\$127,000	6	\$2,000,000	\$11.40	Expansion of Existing (currently at 12-min)

Ms. Cummings mentioned that the installation of FlexRIDE could also provide health benefits by allowing an easy way for passengers who may be shut-in to get out and socialize without having to walk to a bus stop.

Vice Chair Jardon agreed that fixed route does not work for many of the seniors she's spoken to because they are not on a set schedule or cannot easily walk to a bus stop.

Mr. Maloney added that those using the FlexRIDE app have the ability to see where their ride is and when it arrives, but there are also many riders who just walk up to the vehicle and request a ride or wait at Centennial Plaza for one of the vans to arrive.

Commissioner Hartung asked what kind of outreach is being done.

Ms. Cummings said that before FlexRIDE was implemented, there were public meetings held and the riders of fixed routes 25/26 were contacted and there was quite a bit of media information.

Commissioner Hartung asked how people knew about the public meetings.

Mr. Michael Moreno, RTC Public Affairs Manager, said that staff was out on the street helping passengers to use the service and the app and to provide training at Centennial Plaza.

Ms. Cummings said that if the Board would like to continue with the current FlexRIDE in Northeast Downtown Sparks and in Sun Valley, there would be an option of installing either fixed route or FlexRIDE in Spanish Springs, and FlexRIDE in the North Valleys.

Vice Chair Jardon said that the Northwest Reno, Mogul, Verdi area has been a “bus desert” forever and has a large senior population, so she would like that area to be considered for FlexRIDE as well.

Vice Chair Jardon then opened the item to public comment.

Ms. Laurie Rodriguez, local resident, suggested a slight rebranding of the name to North Valleys FlexRIDE instead of just Lemmon Valley. She also asked where the vehicle will be based because it could make a difference in wait times.

Mr. Maloney said the vehicles stay in the zone, so wait times should not be bad.

Ms. Dora Martinez, local resident, submitted a written comment read into the record by the Vice Chair:

She would like to make sure the FlexRIDE app is ADA accessible, she would like passenger policies and procedures posted explaining boarding/off-boarding of ACCESS vehicles, specifically so that passengers know all dogs must be on a leash, and she would like better announcements of RIDE stops, especially when there is a detour.

Mr. Steve Scott, local resident, said that the announcement of the addition of FlexRIDE could have been done a little better because it wasn't clear to him that it would only be for the one 25/26 route. However, he has learned a great deal more at this meeting. He then asked what the \$18.11 savings per ride meant.

Mr. Maloney said that the cost to the RTC for every ACCESS ride is \$32.00, so the use of FlexRIDE saves the RTC \$18.11 per ride.

Mr. Juan Martinez, local resident, said the announcements on route 21 have not been running for several months and asked if that could be fixed. Also, the ACCESS drivers are leaving the seatbelt straps latched to the floor which is dangerous for the visually impaired or anyone really.

Being no one else wishing to speak on this topic, the Vice Chair closed public comment.

Mr. Maloney then reviewed the staff recommendations to fixing route 18 between 6 and 10pm is important, the route 5 extension back up to Desert Skies Middle School is important, and implementing FlexRIDE service rather than fixed route in the expansion areas requested by the board. This would leave approximately \$1.1 million left for expansion.

Direction was given to bring information to a future meeting about spending the \$1.5 million dollars available for service enhancement to bring FlexRIDE to the Galleria/Spanish Springs and Somerset/Mogul/Verdi, as well as extending Route 5 to Desert Skies Middle School and closing the evening gap of service on Route 18. Continuing the Northeast Downtown Sparks and the North Valleys FlexRIDE demonstration areas. Vice Chair Jardon requested that the northwest area be up after the Spanish Springs FlexRIDE.

Commissioner Hartung requested that workshop presentations be included in the advance packets so they can be reviewed prior to the meeting.

Ms. Cummings then discussed the long-term, currently unfunded, transit vision included in the 2040 RTP which includes the following:

- Express bus (RAPID) on South Virginia to Summit
- Lincoln Line extension on W 4th Street
- Service to Truckee/Lake Tahoe
- Express transit service to the Tahoe Reno Industrial Center
- Larger maintenance facility for long-term expansion
- Express bus on Pyramid Highway
- Express bus service on US 395N
- Streetcar transit to connect the Reno-Tahoe International Airport to Virginia Street

Ms. Cummings then asked if there are any other suggestions or ideas the commissioners would like to see added to this list.

Commissioner Hartung asked what Express means.

Ms. Cummings said it is a route with limited stops and potentially a dedicated bus lane.

Vice Chair Jardon asked what funding the jurisdictions will help with service to Truckee/Lake Tahoe and to the Tahoe Regional Industrial Center (TRIC).

Ms. Cummings said that Carson City shares the cost of our Regional Connector, approximately ¼ of the cost, so staff would be looking for something similar with these routes.

The Vice Chair said that she would not consider anything going out to TRIC until Lyon County comes to the table with some funding. She added that the My Ride to Work buses seem to be handling that commute pretty well.

Mayor Smith said the TRIC commuters have abandoned the parking lot that was built for them and have been parking on all the city streets instead, which is a problem.

Vice Chair Jardon asked where the Double Decker bus for Virginia Street is at in the unfunded vision.

Commissioner Hartung said he would rank Express bus service on US 395 N as number one on the list of priorities.

Vice Chair Jardon asked what the streetcar transit is on the list.

Ms. Cummings responded that the streetcar was included on the current RTP but will not be on the next version of the RTP because the capital costs are exorbitant as compared to our ridership numbers.

Ms. Cummings then quickly reviewed the results of the double-decker bus demonstration, stating that additional information would be brought to the next meeting. This route would run on the RAPID line from UNR to Meadowood Mall every 10-12 minutes.

After a short break, discussion took place on the disposition of RTC owned properties.

**Unknown to the board clerk, the meeting recorder had stopped working at this point, so specific minutes after the break are not available. However, copies of all presentations are available by contacting Denise Thompson at dthompson@rtcwashoe.com. Presentation copies will also be placed on the RTC website at www.rtcwashoe.com.

Item 4 DISCUSSION ABOUT PEDESTRIAN & SCHOOL ZONE SAFETY

Please see the note above. Copies of all presentations are available by contacting Denise Thompson at dthompson@rtcwashoe.com. Presentation copies will also be placed on the RTC website at www.rtcwashoe.com.

Item 5 PUBLIC INPUT

Vice Chair Jardon opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

Mr. Carlos Elizando, local resident, spoke but did not include a specific topic on his request and was not recorded.

Mr. Steve Scott, local resident, spoke but did not include a specific topic on his request and was not recorded.

There being no one else wishing to speak, the Vice Chair closed public input.

Item 6 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 11:52 a.m.

Neoma Jardon, Vice Chair
Regional Transportation Commission

DRAFT



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction


Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.3

TO: Regional Transportation Commission

FROM: Brian Stewart, P.E.
Engineering Director


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: RTC Engineering Activity Report

RECOMMENDATION

Acknowledge receipt of the monthly Engineering Activity Report.

BICYCLE AND PEDESTRIAN IMPROVEMENTS

Bus Stop Improvement and Connectivity Program

The program is a multi-year effort to upgrade existing bus stops to comply with state and federal requirements, including the Americans with Disabilities Act (ADA). The first phase of bus stop improvements located within public Right-of-Way (13 bus stops) advertised in February. Only one bid was received for the procurement and construction is anticipated to begin later in March. The process of obtaining necessary easements for other locations within the first phase is ongoing. Once easements are acquired, another construction package will be advertised. CA Group continues to work on design for other stops and another 60% Review Package will be submitted in early March.

Center Street Cycle Track Project

The PSA with Headway Transportation was approved at the September 2019 Board Meeting. The scope of services for additional Traffic Analysis of the proposed alternative, which includes a two-way cycle track along Center Street from Cheney to 9th Street, is underway. A draft report with the results is being prepared to share with stakeholders.

Keystone Avenue at California Avenue

The project is substantially complete. Warranties are in place and project close out continues.

Mill Street (I-580 to McCarran Boulevard)

The scope of this project is to design and construct various complete street improvements along Mill Street from Terminal Way to McCarran Boulevard, as identified in the RTC Complete Streets Masterplan completed in July 2016, and the Mill/Terminal corridor study completed in March 2013. The emphasis of this project is to assess and identify improvements for pedestrians, bicyclists, and transit riders as well as motorists. Deficiencies in pedestrian access related to

Charter Schools and AACT High School in the area as well as a number of ADA deficient bus stops have been addressed. Preliminary design is complete and 90% plan comments have been received from the agencies. An Amendment to the design contract is being submitted to the Commission for approval that will split the project into two phases and provide for construction management services. Phase 1 will be from Rock Boulevard to McCarran Boulevard and Phase 2 will be on Mill Street from Terminal Way to Rock Boulevard. Right-of-way impacts have been identified and the right-of-way process for Phase 1 is beginning. It is anticipated the two phases will be constructed consecutively over a 5-year timeframe.

CAPACITY/CONGESTION RELIEF PROJECTS

ITS Pilot Project, Design of Phase 2 ITS Connectivity

This pilot project will connect traffic signal systems of the City of Reno, the City of Sparks, Washoe County, and NDOT through fiber optic communication lines. This project also includes design of Phase 2A and 2B, which will expand communication to outlying signal systems and install ITS devices to monitor and remotely adjust traffic signals to respond to special events, changing traffic conditions, provide information to drivers and traffic incidents. Construction of the Pilot Project is complete. The ITS Phase 2A Project is complete. Phase 2B is currently under construction with a tentative completion in spring 2020.

Lemmon Drive Project

The project includes widening Lemmon Drive from US 395 to Military Road from four lanes to six lanes and widening Lemmon Drive from Fleetwood Drive to Chickadee Drive from two lanes to four lanes. Professional engineering services are underway with Jacobs Engineering Group, Inc. Investigation of existing conditions is complete. Existing and future traffic demands are being verified based on the most recent traffic data. The RTC is working closely with Washoe County and the City of Reno to coordinate nearby regional improvements.

North Valleys Improvements

Package 3 constructed a new traffic signal at the Lemmon Drive/North Virginia Street intersection and it is substantially complete.

Package 3B is currently at 100% design. Package 3B includes adding capacity to the right turn lane at North Virginia Street/Business 395. This project also includes improvements to two bus stop pads located within the project area, and associated access and drainage improvements. Construction of this package is tentatively scheduled for spring of 2020, pending NDOT reviews.

Sparks Boulevard Project

The project seeks to increase safety, maintain roadway capacity, and improve bicycle and pedestrian facilities by widening Sparks Boulevard to six (6) lanes between Greg Street and Baring Boulevard. In October 2019, the RTC Board authorized the procurement for the selection of engineering design services. An anticipated Professional Services Agreement with the top-ranked firm will be presented to the RTC Board for possible action in March 2020.

Traffic Signal Timing 6 Project

Following a three year cycle schedule, the project includes review and timing optimization of approximately one-third (1/3) of the signals in the region per year. For 2020, this begins a new cycle where signals that were re-timed back in 2016, will be re-evaluated and re-timed to address the changes to traffic demand. For 2020, roughly 95 intersections will have revised timing implemented. Timing plans are developed in coordination with RTC/UNR. In the process, re-evaluation of the other settings such as vehicle passage times are calculated at each intersection to make sure it is up to current standards.

Process for signal retiming

1. Collect traffic & signal data
2. Input timings into model and evaluate existing signal timing & develop new timing
3. Implement timing in the field
4. Fine-tune timing
5. Conduct before-after studies

Corridors Scheduled for Re-Timing in 2020

1. Wells Avenue – (Ryland Street to E. 9th Street)
2. Vista Boulevard – (Eastbound I-80 Off/On Ramps to N. Los Altos Parkway)
3. Sparks Boulevard – (Greg St. to N. Los Altos Parkway)
4. N. McCarran Boulevard/Clear Acre Lane – (Sutro Street to Sullivan/N. McCarran Boulevard to Scottsdale)
5. Kietzke Ln/Mill Street – (Peckham Lane to Glendale Avenue/Kietzke Lane to Terminal Way)
6. W. McCarran Boulevard/Mae Anne – (Plumb Lane to W. 7th Street/W. McCarran to Sierra Highlands)
7. S. McCarran/Kietzke Lane/Virginia Street
 - a. On McCarran Blvd - Greensboro Drive to Mill Street
 - b. On Virginia St. – Kietzke Ln to S. McCarran Blvd
 - c. On Kietzke Ln. – S. Virginia St. to Sierra Rose Dr.
 - d. On Longley Ln – Peckham Ln to S. McCarran Blvd
8. Plumb Ln – Terminal Way to Hunter Lake – When the Midtown Portion of the BRT project is completed.
9. Virginia St – Peckham Ln to Vassar St. – When the Midtown Portion of the BRT project is completed.

Progress as of January 2020

- Sutro St/Kirman Ave (Ryland Ave to E. 9th St.) – New Timing Implemented and Completed
 - 2nd St (Kirman to Manuel St) – Completed
 - Ryland Ave (Locust St to Mill St) – Completed
 - Mill St (Kirman to Ryland) - Completed
- Oddie Blvd (12 Signals) – Sutro St to E 12th St – Re-Timing to be completed in mid-February.

Traffic Engineering (TE) Spot 8 – Package 1 Project

The project was awarded to Titan Electrical Contracting. Construction began on January 7, 2020, at the Evans Avenue and Enterprise Road intersection.

The scope of this project includes:

Flashing Yellow Arrow – East/West

Keystone Avenue at 7th Street
East Lincoln Way at Marina Gateway Drive
Mill Street at Kirman Avenue

Flashing Yellow Arrow – North/South

McCarran Boulevard at Neil Road

Battery Back-Up Systems

Mae Anne Avenue at Coit Plaza
Oddie Boulevard at I-80 Ramps (both sides)
Wells Avenue at I-80 Ramps (both sides)
Wells Avenue at 6th Street

Traffic Signal

Evans Avenue at Enterprise Road

Traffic Engineering (TE) Spot 8 – Package 2 Project

The project includes a new traffic signal at the intersection of Red Rock Road and Silver Lake Road and capacity improvements at the North McCarran Boulevard and U.S. 395 Interchange. Construction for the Red Rock/Silver Lake intersection commenced on December 2, 2019. Underground utility work was completed in January 2020. The project, including the McCarran Boulevard portion, is slated to be complete in late spring of 2020.

Traffic Engineering (TE) Spot 9 – Package 1 Project

The project includes:

- Traffic signal at the intersection of Sharlands Avenue and Mae Anne Avenue;
- Battery backup systems for signalized intersections on Sun Valley Drive from Scottsdale Road to 7th Street;
- Minor striping improvements to improve traffic flow at Pyramid Way at York Way; and
- Traffic study with potential improvement to southbound right turn lane at the intersection of Vista Boulevard and Baring Boulevard.

Design is underway with Westwood Professional Services as the design consultant. Project advertisement is scheduled for March 2020 with construction in spring/summer 2020.

Traffic Engineering (TE) Spot 9 – Package 2 Project

The project includes various traffic updates throughout the Reno/Incline area:

- Traffic signal cabinet and camera upgrades at various intersections in the Reno area;
- New traffic signal at the intersection of Rock Boulevard/Edison Way; and a
- 4th Street/Mesa/Woodland intersection study for future improvements.

Kimley-Horn & Associates is the design consultants for this project. As of January 2020, the project is at 60% of its design process.

CORRIDOR IMPROVEMENT PROJECTS

Arlington Avenue Bridges

The Arlington Avenue Bridges Project is a feasibility study to analyze possible replacement bridge types and aesthetic themes, document design and environmental criteria, improve safety and multi-modal access in the Wingfield Park area, and review flood-capacity requirements. The crossing of the Truckee River at Arlington Avenue has served the community of Reno and provided access to Wingfield Park for nearly a century. The bridges were built in the 1930's and while structurally safe to drive over they are showing signs of wear resulting from the variety of modifications over the years, their age, and the repeated exposure to flood events.

The first Public Kick-off Meeting was held on December 19, 2019 and a lot of great feedback from the community was received. The RTC and Jacobs also held the first Stakeholder Working Group meeting on February 6, 2020, where environmental and engineering design criteria and constraints were identified. This information will be further analyzed at Technical Advisory Committee (TAC) meetings anticipated in March and April. The team is working towards defining the lead agency from a funding perspective and preparing materials for upcoming TAC meetings.

Kuenzli St. Conversion Project

This project includes the conversion of Kuenzli Street from its current one-way configuration to a two-way street from Giroux Street to Kirman Avenue. The main portion of the project is summarized below:

1. Kuenzli Street from Kirman Avenue to Giroux Street
 - a. Surface treatment for preventative maintenance and striping revisions
 - b. Conversion of one-way to two-way
 - c. Signal modification associated with conversion
 - d. Potential for addition of up to four transit stop pads
 - e. Potential incorporation of conduit for City of Reno fiber optic installation. City of Reno to provide number and size of conduit desired (included as an optional task)
2. Kirman Avenue from the south end of the bridge over the Truckee River to East 2nd Street
 - a. Surface treatment for preventative maintenance and striping revisions
 - b. Striping and signal modifications to allow two-way movements on Kuenzli Street
 - c. Pedestrian ramp replacement at Kirman Avenue and Kuenzli Street intersection
 - d. Potential incorporation of conduit for City of Reno fiber optic installation. City of Reno to provide number and size of conduit desired (included as an optional task)

3. Giroux Street from Kuenzli Street to East 2nd Street
 - a. Surface treatment for preventative maintenance and striping revisions
 - b. Conversion of one-way to two-way
 - c. Striping modifications to allow two-way movements
 - d. May need modifications at roundabout.

Based on the traffic study, the project is moving forward with design with the above mention summary. The traffic signal at Kuenzli and Locust will be removed. The project is currently under 30% design.

Oddie Boulevard/Wells Avenue Improvement Project

Sixty percent (60%) design plan submission to the cities of Reno and Sparks was provided in the middle of November 2019. A public meeting was held on Thursday, January 23, 2020, at the Washoe County Senior Center in Reno.

Work on a new agreement to move forward with Final Design services and optional engineering during construction is underway. Stantec Consulting Services, Inc. was selected from the Civil Engineering Design and Construction Management Services List as a qualified firm to perform engineering, construction management and quality assurance.

Pyramid Highway and US 395 Connection

The RTC and NDOT have entered into an agreement for design of Phase 1 of the project that includes capacity and multimodal improvements on Pyramid from Queen Way to Golden View Drive. Design is ongoing and anticipated to be complete in 2022. Pending funding, construction of Phase 1 could begin in 2023. The estimated cost of Phase 1 is approximately \$56 million. Design and construction of the overall project is phased over approximately 20 years. The current estimated cost of the overall project is \$800 million and will relieve congestion on the Pyramid Highway, McCarran Boulevard and other regional roads and provide connectivity between the North Valleys, Sun Valley and Spanish Springs.

Sun Valley Boulevard Corridor Improvement Project

Seventy-five percent (75%) Design Plans for the Washoe County section between 7th Avenue and Highland Ranch Parkway is moving forward. The Plans were submitted in December 2019. The goal is to start construction by June 2020 and be complete before school starts in August 2020. A public meeting is tentatively scheduled for the mid-March 2020.

Inadequate drainage systems to handle existing storm water flow is presenting project challenges along the NDOT portion of this project between El Rancho and 7th Avenue. Discussion for a possible partnership with NDOT and Washoe County is occurring in order to address existing the drainage issues and the project design. Maintenance of the proposed new facilities may also present challenges to Washoe County, NDOT, and Sun Valley General Improvement District (GID).

Truckee River Shared Use Path Project

The proposed pathway will start at John Champion Memorial Park and continue along the south side of the Truckee River. The existing pathway in this segment of the river currently crosses to the north side of the river at the park as it continues eastward. The proposed pathway will be about 2,400 lineal feet in length, continuing below Interstate 580 (I-580) to meet up with the existing pathway located near the Walmart east of I-580. This project was included in the fiscal year (FY) 2017 Program of Projects. The design portion of this project is funded through federal funds and includes oversight by NDOT through a Local Public Agency (LPA) agreement.

Thirty percent design plans are complete. Project documents have been submitted to NDOT for environmental documentation (NEPA Process) that is required for the project. Once NEPA is complete, the RTC will begin the ROW acquisition of properties adjacent to the pathway. In addition, the RTC is anticipated submittal of an application for a 408 permit that will be required for the project as soon as NDOT has completed the NEPA review.

Virginia Street RAPID Extension

A detailed monthly progress report will be given on this project during the board meeting. Additional information can be viewed at: <http://virginiastreetproject.com/>

PAVEMENT PRESERVATION PROJECTS

2018 and 2019 Preventive Maintenance (Various Locations)

Both the 2018 and 2019 Preventive Maintenance Programs are now substantially complete. Between the two projects, approximately 300 lane miles of roads were microsurfaced including major roadways such as Vista Boulevard, Veterans Parkway, and Eagle Canyon. The Plumb Lane road diet from Arlington to Ferris completed in mid-September is functioning as intended. Punch list items have been addressed and added crack sealing have been completed.

2020 Preventive Maintenance (Various Locations)

The 2020 Preventive Maintenance program is underway with Lumos and Associates identifying candidate roads. RTC staff is working with the local agencies to prioritize those roads to fit within the available budget. This will provide patching, crack sealing, and slurry seal activities on approximately 200 lane miles of roadway. Some complete street and safety improvement opportunities are also considered in this program and include a road diet on Vassar Street from Terminal Way to Kietzke Lane and adding a southbound bike lane to Sierra Street from Ninth Street to California Avenue. It is anticipated the project will be bid in early March with construction starting in spring 2020.

Golden Valley Road Rehab Project

The project includes rehabilitation/reconstruction of Golden Valley Road from Yorkshire Drive to North Virginia Street. Lumos & Associates, Inc. is the consultant for Design and Engineering During Construction services. Final design is under agency review. The scheduled construction start date is June 2020 with a scheduled completion in mid-August 2020.

Greg Street Rehab Project

The project includes corrective maintenance of Greg Street from McCarran Boulevard to the Union Pacific Railroad Tracks. Wood Rodgers, Inc. is the consultant for Design and Engineering During Construction. Final design is under agency review. The scheduled construction start date is June 2020 with a scheduled completion in mid-August 2020.

Lakeside Drive Rehab Project

The project includes rehabilitation/reconstruction of Lakeside Drive from Evans Creek Drive to McCarran Boulevard. Eastern Sierra Engineering is the consultant for Design and Engineering During Construction Services. An internal Kick-Off Meeting occurred on July 25, 2019, and a public Open House occurred at the Bartley Ranch School House on January 14, 2020. Construction is scheduled for early June 2020 with a scheduled completion in mid-August 2020. Preliminary Design and field work is underway.

Prater Way Rehab Project

The project includes rehabilitation/reconstruction of Prater Way from Howard Drive to Sparks Boulevard. Stantec Consulting Services, Inc. is the consultant for design and engineering during construction. Construction is scheduled to start in April 2020 with a scheduled completion of October 2020. In cooperation with the City of Sparks, the project includes replacing aging sanitary sewer infrastructure, relocation of fiber for City of Sparks Police Department communications, and installation of traffic signal interconnect. A Public Kick-off meeting was held on January 9, 2020. Final design is complete and the project advertised in February. Once a contractor is awarded the project, the team will meeting with businesses along the project alignment and notify them up upcoming traffic impacts.

Reno Consolidated 19-01- Sutro Street, 1st Street, Lake Street, and State Street Project

The project includes rehabilitation/reconstruction of the following street segments: Sutro Street from Commercial Row to 4th Street and from McCarran Boulevard to 1,400' north, 1st Street from Center to Lake, Lake Street Truckee River Bridge, and State Street from Virginia to Sinclair Street. Construction is complete with the exception of the section on Sutro from McCarran to Selmi Drive. Construction of this segment is anticipated to begin in late March, concurrent with Washoe County School District's Spring Break to minimize traffic impacts around Hug High School.

Reno Consolidated 19-03 – Sierra Highlands Drive, Colbert Drive, Hammill Lane, Ralston Street, and Ohm Place Project

The Professional Services Agreement for design and engineering during construction was awarded to Eastern Sierra Engineering (ESE). The project includes rehabilitation/reconstruction of the following street segments: Sierra Highlands Drive from the NDOT right-of-way on McCarran Boulevard to Idlebury Way; Colbert Drive from Longley Lane to 300 feet northwest of Longley Lane; Hammill Lane from Kietzke Lane to the eastern terminus; Ralston Street from University Terrace to Eleventh Street; and Ohm Place from Mill Street to 500 feet south. Construction is complete and we are in the one-year warranty period.

Reno Consolidated 20-01 – Mayberry Drive, California Avenue, and First Street

The project includes rehabilitation/reconstruction of the following street segments: Mayberry Drive from Memory Lane to California Avenue, California Avenue from Westfield Avenue to Booth Street, and First Street from Arlington Avenue to Virginia Street. A Professional Services Agreement with Nichols Consulting Engineers (NCE) to provide design services and engineering during construction was approved during the September 20, 2019, RTC Board meeting. NCE is working on preliminary design and collecting field data. Construction is anticipated to occur in 2021. The project team is preparing for the first Public Information Meeting anticipated to in March.

Sparks Consolidated 19-01 – 15th Street, Franklin Way, Hulda Court, and El Rancho Sidewalk Project

The project includes rehabilitation/reconstruction of the following street segments: 15th Street from C Street to Prater Way, Franklin Way from the Rail Road crossing to East Greg Street, Hulda Court, and sidewalk improvements on El Rancho Drive from G Street to Oddie Boulevard. Construction on all streets listed above is substantially complete and the streets are open to traffic. Construction of the Rectangular Rapid Flashing Beacons (RRFB) at the Elementary Drive/El Rancho Drive intersection have been delayed due to easement acquisitions. The upgrades to the existing RRFBs between Elementary Drive and Oddie Boulevard are anticipated to be installed in late March, concurrent with Washoe County School District’s Spring Break to minimize traffic impacts around Bernice Matthews Elementary School.

REPORT ON NEGOTIATED SETTLEMENT AGREEMENTS FOR THE ACQUISITION OF PROPERTY

Project	Property Owner	Purchase Amount	Amount Over Appraisal
Virginia Street BRT Extension	Singh Family 1996 Trust	\$3,000,000	\$0
Virginia Street BRT Extension	Hotshots, Inc.	\$1,960,000	*\$140,000
Virginia Street BRT Extension	Jacksons Food Stores, Inc.	\$10,125	\$3,655
Virginia Street BRT Extension	JRK Investments, LLC	\$1,499,500	\$49,500
Virginia Street BRT Extension	Campus Reno Property Owner, LLC	\$12,135	\$0
Virginia Street BRT Extension	Board of Regents of the University of Nevada	\$32,340	\$0
Virginia Street BRT Extension	Board of Regents of the University of Nevada	\$27,385	\$0
Virginia Street BRT Extension	Board of Regents of the University of Nevada	\$5,250	\$0
Virginia Street BRT Extension	Board of Regents of the University of Nevada	\$2,336,430	\$0

***November 15, 2019 RTC Commission approved the Administrative Settlement**

CONTRACTS UNDER \$50,000

None

ENGINEERING ON-CALL WORK ASSIGNMENTS

Attachment A summarizes the work assignments on the engineering pre-qualified on-call lists. Engineering Department consultant assignments are reported after Board approval of the professional services agreement with each firm.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

On Call Consultant Summary

Civil Engineering Design and Construction Management Services			
BOARD APPROVAL DATE	FIRM	PROJECT NAME	AMOUNT
No work has been assigned this period.			

Traffic Engineering Services			
BOARD APPROVAL DATE	FIRM	PROJECT NAME	AMOUNT
No work has been assigned this period.			

Engineering Design and Construction Management Services**List valid through June 20, 2022**

Atkins North America, Inc.

CA Group, Inc.

Eastern Sierra Engineering, PC

Jacobs Engineering Group, Inc.

Lumos and Associates, Inc.

Nichols Consulting Engineers, CHTD

Stantec Consulting Services, Inc.

Wood Rodgers, Inc.

Traffic Engineering Services - Categories**List valid through April 19, 2022**

Traffic Engineering	I.T.S.
CA Group, Inc.	Atkins North America, Inc.
Headway Transportation, LLC	Headway Transportation, LLC
Kimley-Horn & Associates, Inc.	Kimley-Horn & Associates, Inc.
Westwood dba. Slater Hanifan Group, Inc.	
Stantec, Inc.	



REGIONAL TRANSPORTATION COMMISSION

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Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.4

TO: Regional Transportation Commission

FROM: Mark Maloney
Director of Public Transportation and
Operations


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: RTC Public Transportation and Operations Report

RECOMMENDATION

Acknowledge receipt of the monthly Public Transportation and Operations Report.

HIGHLIGHTS



Washoe County School District Vision Impairment Services Department tours RTC Mobility Center - RTC staff provided a tour of the Mobility Center to the Vision Impairment Services Department of the Washoe County School District. Included was a presentation regarding RTC services covering RTC RIDE, RTC ACCESS, FlexRIDE, Travel Training, and Washoe Senior Ride. The tour and presentation provided a great opportunity for the Vision Impairment Services Department to collaborate with RTC staff to ensure there are accessible and appropriate transportation options for WCSD students who are

blind or have visual impairments.

RTC RIDE

For year-end 2019, Keolis successfully transitioned the operations from MV Transportation. In the process of that transition, the year ended with Keolis ensuring that the operator workforce met the target goal of 171 employees for RTC RIDE services. A testament to the local team’s commitment to operational excellence can be noted in the fact that missed trips have been reduced to all-time lows, on-time performance continues to hover over 90%, and, the Proterra electric bus fleet has experienced the highest uptime since it was acquired.

Keolis’ local management has continued to evolve under the leadership of the General Manager and his team by integrating a multitude of processes with the RTC as a measure of leveraging the best aspects of the Public Private Partnership (PPP). A critical example of this leverage is the ability to

test scheduling metrics in a coordinated effort as was undertaken on an experimental basis in November. The net result of that experiment enabled both the RTC and the local Keolis team to achieve gains on the optimal charge frequency of the Proterra fleet as a ratio of the revenue service hours provided to the general public.

The establishment of such trust and transparency between the local team and RTC will serve as an important cornerstone as the RTC Board begins the arduous task of determining service levels.

As a measure of immersion into the local community, between July and December, the Keolis team participated and/or held the following events:

- Visited the VOICE (Vocational Opportunities for Inclusive Career Education) campus and met with teachers and students introducing them to the bus system and route maps. VOICE is a work immersion program designed to assist students with disabilities, ages 18-22, transition into employment.
- Keolis held a company clothing and shoe drive donating 6 barrels of items to the Reno Sparks Gospel Mission (RSGM is a non-profit, non-denominational organization dedicated to helping the homeless, hungry, addicted and abused in the Northern Nevada).
- Met with a disabled military veteran and interviewed him on his life experiences while serving our country and enlisted his suggestions on how Keolis operators can better service him and his fellow disabled passengers while using the bus system. The recorded interview/video was shared with Keolis operators as part of its sensitivity and awareness training.
- Conducted operator National Safe Place introduction and training.
- Worked with the Northern Nevada Sex Trafficking Task Force (NNSTTF) and showed a training video to all operators on recognizing the signs of human and sex trafficking.
- Conducted a Lyon County school district CLS (Comprehensive Live Skills) student tour of the Villanova facility and 4th Street Station.
- Held a North Valleys High School special education student tour of the Villanova facility and 4th Street Station, including a meet and greet with the Nevada State Governor and Reno Mayor.
- Participated in the Stuff-a-Bus Holiday Food Drive event held on December 12th.

RTC ACCESS

June 2019 through July 2019, all Ride-Right/MTM Transit Operators were certified/re-certified in First Aid/CPR and Wheelchair training to ensure the safety of all passengers and to be compliant with RTC ACCESS and MTM Transit standards.

In July 2020, MTM Transit welcomed Artonno (Tony) Hanks as its new Operations Manager. Tony's vast experience in Operations and prior experience as a General Manager on the East Coast led him to his first assignment and priority with the demonstration pilot of RTC FlexRIDE. General Manager, Geo Jackson led the efforts along with Tony to ensure a smooth rollout of the FlexRIDE service in November 2019. The service is tremendously valuable to the Reno/Sparks community getting passengers to and from work, school, and to medical appointments. MTM staff are anxiously anticipating the expansion of RTC's FlexRIDE service in May 2020 to the North Valleys area to contribute to the growing transportation demands of this Community.

From June 2019 to December 2019, MTM staff also completed several Safety Blitzes led by Geo Jackson, General Manager and Juanisha Mitchell, Safety Manager. Their efforts earned them 1st Place recognitions throughout all of MTM’s Transit Divisions for the months of November and December. MTM management staff also conducted a fire drill and a crisis exercise in November 2019.

Geo Jackson and Juanisha Mitchell completed the PSAT (Public Transportation Safety Certification) in August 2019, and Ms. Mitchell completed the Transit System Safety program in October 2019.

MTM staff is also collaborating with RTC and other organizations to increase awareness regarding Human Trafficking that afflicts our Community.

RTC FlexRIDE

The FlexRIDE pilot began operation last November. The demonstration is proving to be successful exceeding the previous fixed route ridership. Specifically more than doubling ridership at a cost per passenger comparable to the old routes 25 and 26. Weekday trips are averaging close to 150, while weekend trips are averaging around 80. Passengers are experiencing a median wait time of 10 minutes. The average cost per passenger trip in comparison to the average ACCESS cost per trip is approximately 41% less. See additional details below.

Sparks FlexRIDE

	Unlinked Psger Trips	Total VSH	P/VSH	Cost Per Psger	Median Ride Wait Time (rounded to the minute)	Avg Cost Per ACCESS Trip
1-Jan	74	25	2.96	\$ 20.07	8 minutes	\$ 30.29
2-Jan	172	30	5.73	\$ 10.36	10 minutes	
3-Jan	130	25	5.20	\$ 11.43	10 minutes	
4-Jan	86	15	5.73	\$ 10.36	13 minutes	
5-Jan	81	22	3.68	\$ 16.14	7 minutes	
6-Jan	163	28	5.82	\$ 10.21	9 minutes	
7-Jan	150	26	5.77	\$ 10.30	13 minutes	
8-Jan	138	29	4.76	\$ 12.48	7 minutes	
9-Jan	135	28	4.82	\$ 12.32	13 minutes	
10-Jan	123	30	4.10	\$ 14.49	12 minutes	
11-Jan	75	15	5.00	\$ 11.88	12 minutes	
12-Jan	86	25	3.44	\$ 17.27	11 minutes	
13-Jan	142	25	5.68	\$ 10.46	12 minutes	

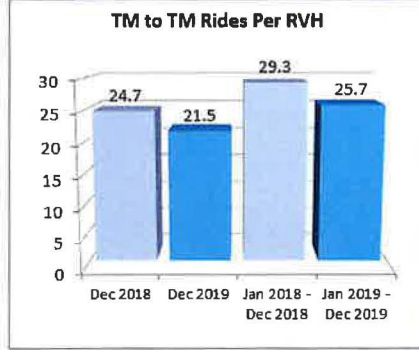
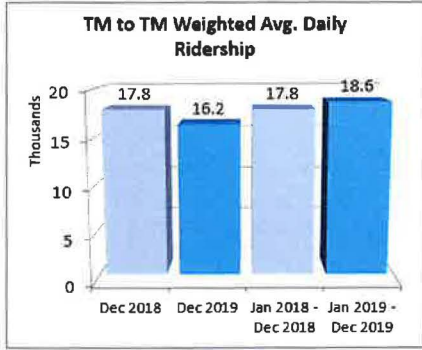
	Unlinked Psger Trips	Total VSH	P/VSH	Cost Per Psger	Median Ride Wait Time (rounded to the minute)	Avg Cost Per ACCESS Trip
14-Jan	174	32	5.44	\$ 10.93	8 minutes	
15-Jan	125	26	4.81	\$ 12.36	15 minutes	
16-Jan	148	34	4.35	\$ 13.65	13 minutes	
17-Jan	128	31	4.13	\$ 14.39	12 minutes	
18-Jan	90	18	5.00	\$ 11.88	13 minutes	
19-Jan	72	15	4.80	\$ 12.38	12 minutes	
20-Jan	102	23	4.43	\$ 13.40	11 minutes	
21-Jan	146	31	4.71	\$ 12.61	11 minutes	
22-Jan	133	34	3.91	\$ 15.19	10 minutes	
23-Jan	144	30	4.80	\$ 12.38	12 minutes	
24-Jan	143	28	5.11	\$ 11.63	9 minutes	
25-Jan	114	29	3.93	\$ 15.11	5 minutes	
26-Jan	101	20	5.05	\$ 11.76	9 minutes	
27-Jan	158	31	5.10	\$ 11.66	10 minutes	
28-Jan	150	32	4.69	\$ 12.67	9 minutes	
29-Jan	157	30	5.23	\$ 11.35	9 minutes	
30-Jan	186	34	5.47	\$ 10.86	9 minutes	
31-Jan	157	33	4.76	\$ 12.49	10 minutes	
Total/AVG	128	834	4.79	\$ 12.44		\$ 30.29

TRANSIT DEMAND MANAGEMENT (TDM) UPDATE -

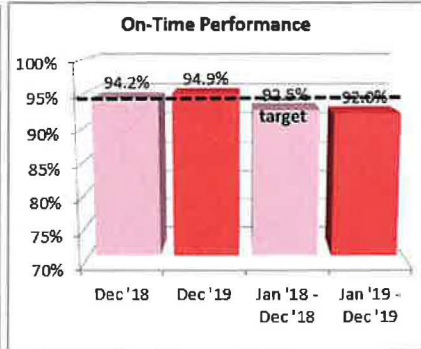
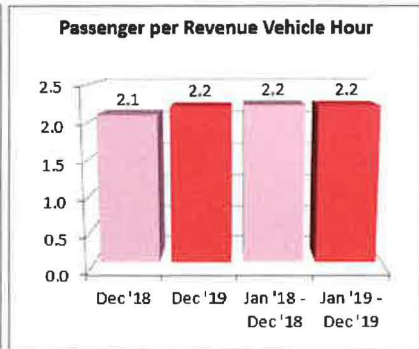
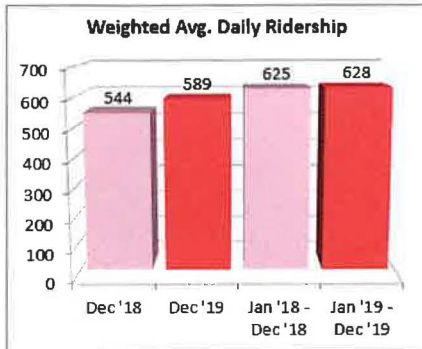
- Vanpools increased to 203 with over 120 of those serving the Tahoe Reno Industrial Center (TRIC).
- The City of Reno planning department has a draft update of its zoning code out for public comment. This draft (18.04.606(e)) contains a requirement for all employers with 50 or more employees to have a trip reduction program. RTC staff has completed the Smart Trips to Work program, which will function as the compliance part of the ordinance. The RTC Smart Trips Program information is available for download on the Smart Trips website. RTC staff is meeting with City of Reno planners this month.
- RTC staff is moving ahead with the Transportation Management Association (TMA) with a second pre-workshop meeting this month followed by a workshop in May with the TRIC employers.
- RTC staff returned to both UNR and TMCC the later part of January upon commencement of the spring semester to hand out brochures to students, faculty and staff. RTC staff will continue this outreach effort throughout the spring semester.

DECEMBER 2019 TRANSIT PERFORMANCE

RTC RIDE



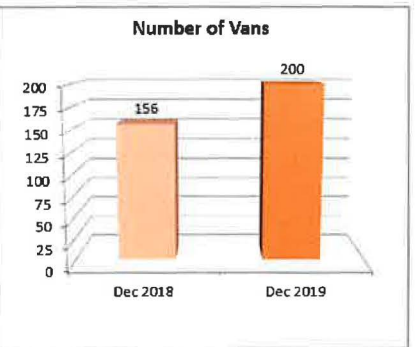
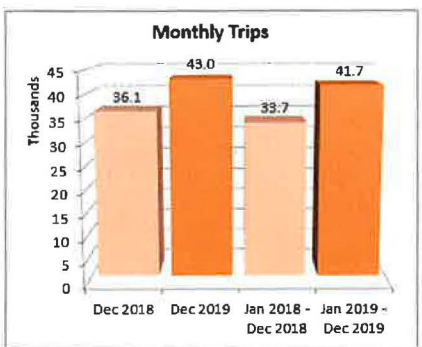
RTC ACCESS



TART

No data available for December.

RTC VANPOOL



Attachments

RTC Transit Performance Statistics¹

Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Dec 2019	Percent Change	Dec 2018	Jan 2019 - Dec 2019	Percent Change	Jan 2018 - Dec 2018
Monthly Ridership	627,301	17.7%	532,812	8,129,927	12.3%	7,241,946
Monthly Ridership (TM to TM)*	489,232	-8.2%	532,812	6,778,316	-6.4%	7,241,946
Weighted Avg. Daily Ridership	20,810	16.6%	17,842	21,118	5.5%	20,020
Weighted Avg. Daily Ridership (TM to TM)	16,234	-9.0%	17,842	18,618	4.4%	17,842
Revenue Vehicle Hours (RVH)	22,765	5.6%	21,559	263,970	6.7%	247,483
Rides Per RVH	27.6	11.5%	24.7	30.8	5.2%	29.3
Rides per RVH (TM to TM)	21.5	-13.0%	24.7	25.7	-12.2%	29.3
Revenue Vehicle Miles (RVM)	248,671	6.1%	234,327	2,892,751	3.3%	2,801,080
Complaints Per 25,000 Rides	3.83	4.5%	3.66	3.55	-24.4%	4.69
On-Time Performance ²	86.1%	-2.7%	88.5%	90.0%	0.4%	89.7%

Performance Indicator	Oct 2019	Percent Change	Oct 2018	Nov 2018 - Oct 2019	Percent Change	Nov 2017 - Oct 2018
Revenue	\$405,701	-10.7%	\$454,446	\$4,873,480	-11.5%	\$5,504,184
Farebox Recovery Ratio	14.9%	-24.5%	19.7%	15.7%	-26.2%	21.3%
Subsidy per Ride	\$3.29	12.8%	\$2.92	\$3.22	16.7%	\$2.76

¹ RTC Transit includes RTC RIDE, RTC RAPID, RTC REGIONAL CONNECTOR, SIERRA SPIRIT, and UNR Midtown Direct

² Percent of trips zero min. early and five minutes or less late

* - May 2019, the RTC started using a new passenger counting system. Previously, TransitMaster (TM) was used.

RTC ACCESS Performance Statistics

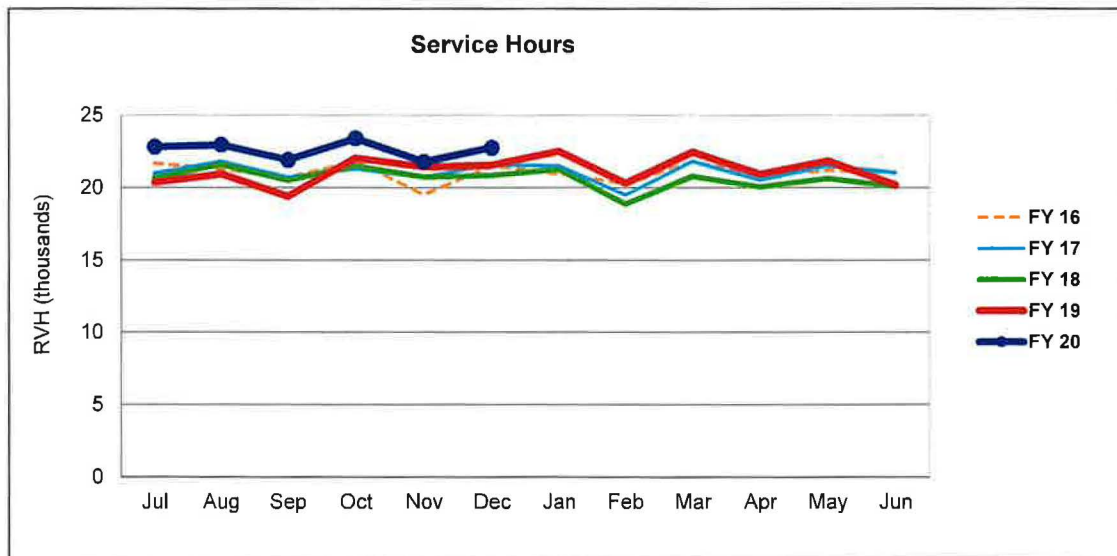
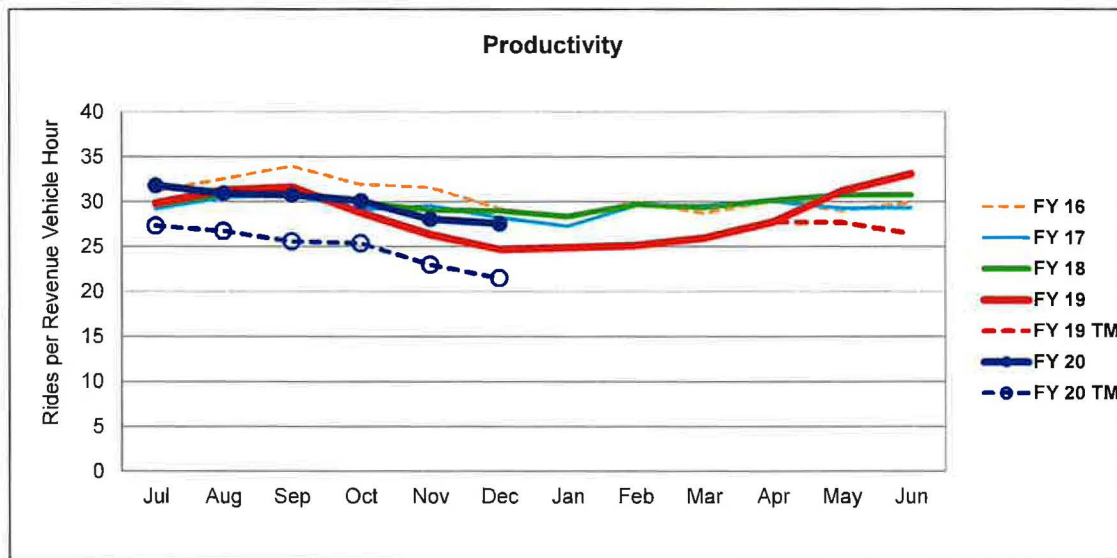
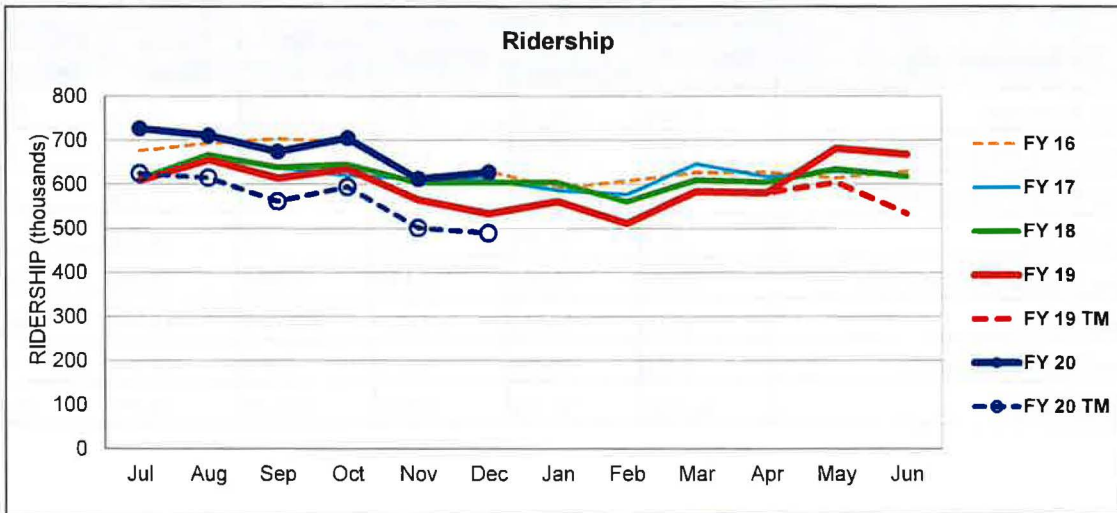
Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Dec '19	Percent Change	Dec '18	Jan '19 - Dec '19	Percent Change	Jan '18 - Dec '18
Monthly Ridership	17,537	3.3%	16,980	224,737	-7.1%	241,785
Weighted Avg. Daily Ridership	589	8.3%	544	628	0.4%	625
Revenue Vehicle Hours	8,008	6.4%	7,527	101,358	1.0%	100,355
Passenger per Revenue Vehicle Hour (does not include taxi data)	2.19	5.1%	2.08	2.21	-0.5%	2.22
Revenue Vehicle Miles (RVM)	135,529	9.5%	123,767	1,702,027	7.2%	1,587,110
Complaints per 1,000 Rides	0.46	-54.4%	1.00	0.47	-27.8%	0.65
ADA Capacity Denials	0	0.0%	0	0	0.0%	0
Other Denials	0	0.0%	0	0	-100.0%	14
Accidents per 100,000 Miles	2.21	174.0%	0.81	0.80	56.6%	0.51
On-Time Performance (does not include taxi data)	94.9%	0.7%	94.2%	92.0%	-0.6%	92.5%
Taxi On-Time Performance	0.0%	-100.0%	87.5%	7.3%	-92.1%	92.7%
Performance Indicator	June '19	Percent Change	June '18	July '18 - Jun '19	Percent Change	July '17 - Jun '18
Revenue*	\$182,571	5.5%	\$173,014	\$2,146,148	9.0%	\$1,968,426
Farebox Recovery Ratio*	24.70%	-5.18%	26.05%	24.99%	11.41%	22.43%
Subsidy per Passenger*	\$20.87	32.5%	\$15.75	\$19.04	-4.2%	\$19.88

*June 2019 data is the latest available.

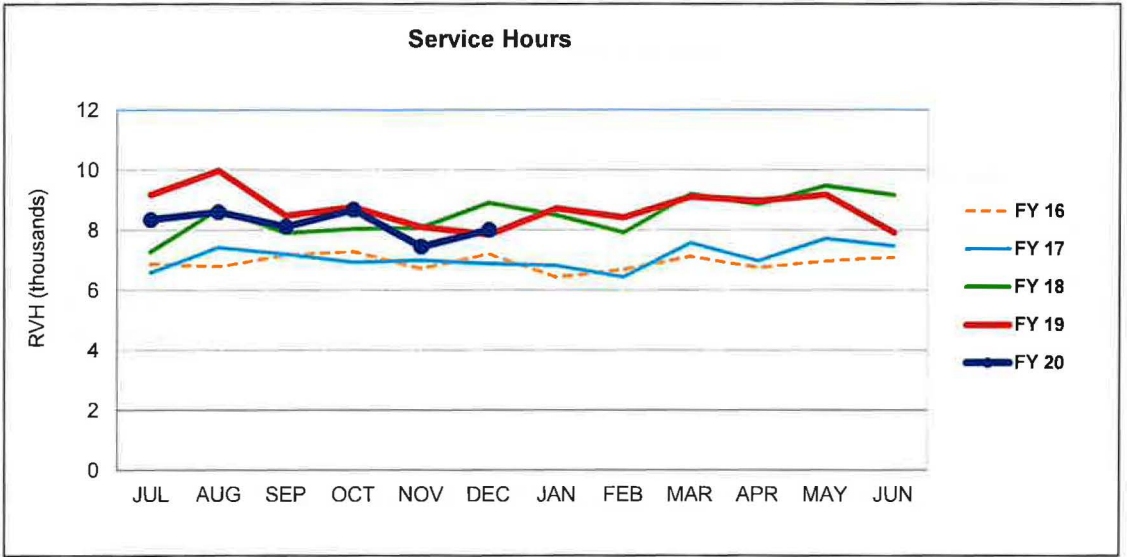
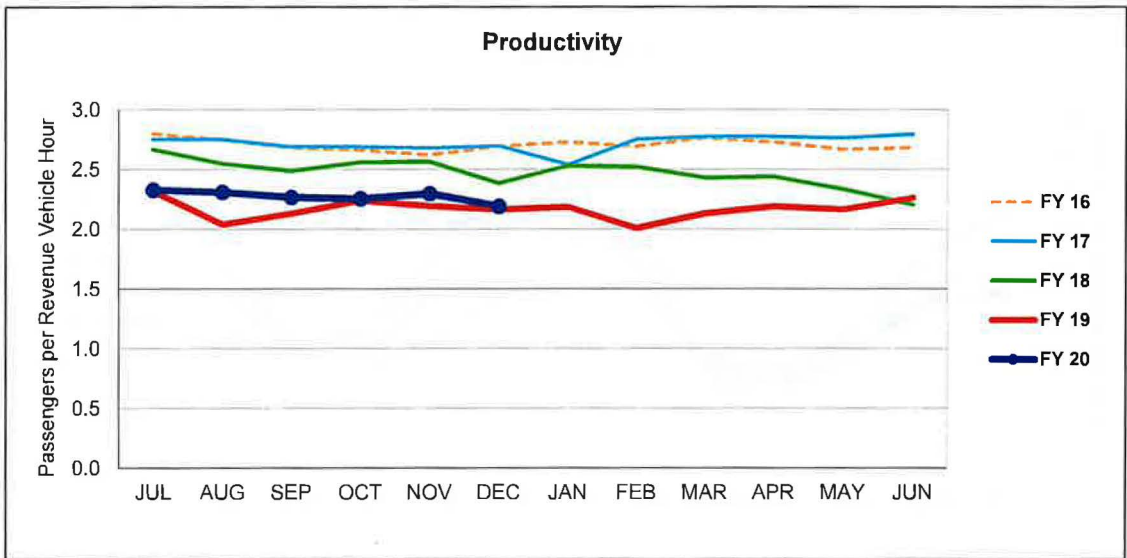
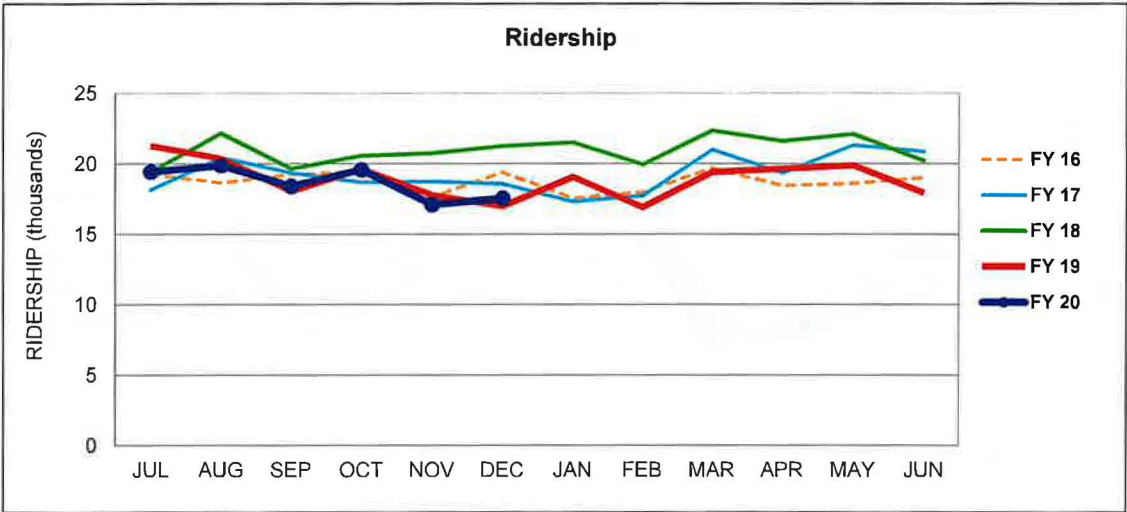
TART Performance Statistics

Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Dec 2019	Percent Change	Dec 2018	Jan 2019 - Dec 2019	Percent Change	Jan 2018 - Dec 2018
Monthly Ridership	4,036	-20.1%	5,052	43,993	-2.1%	44,938
Weighted Avg. Daily Ridership	137.1	-19.1%	169.5	122.7	-1.1%	124.0
Revenue Vehicle Hours (RVH)	392	-2.3%	401	4,475	2.3%	4,374
Rides per RVH	10.3	-18.2%	12.6	9.8	-4.3%	10.3
Revenue Vehicle Miles (RVM)	7,049	-13.8%	8,178	95,066	0.4%	94,700
Revenue	\$953	-79.6%	\$4,682	\$42,409	-15.9%	\$50,448
Farebox Recovery Ratio	2.0%	-79.7%	9.8%	7.8%	-20.4%	9.8%
Subsidy per Ride	\$11.66	36.1%	\$8.57	\$11.36	10.3%	\$10.29

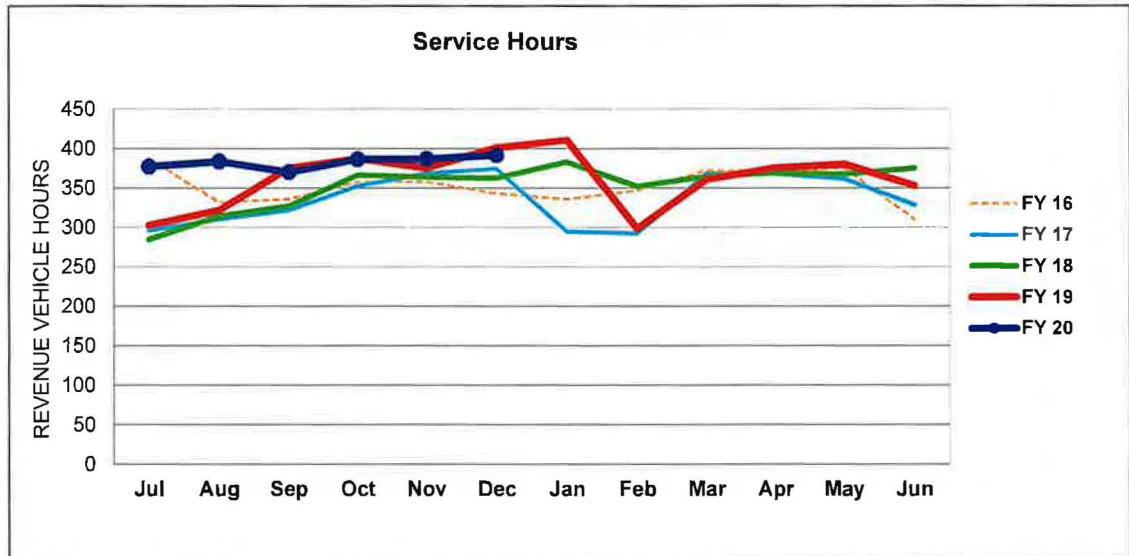
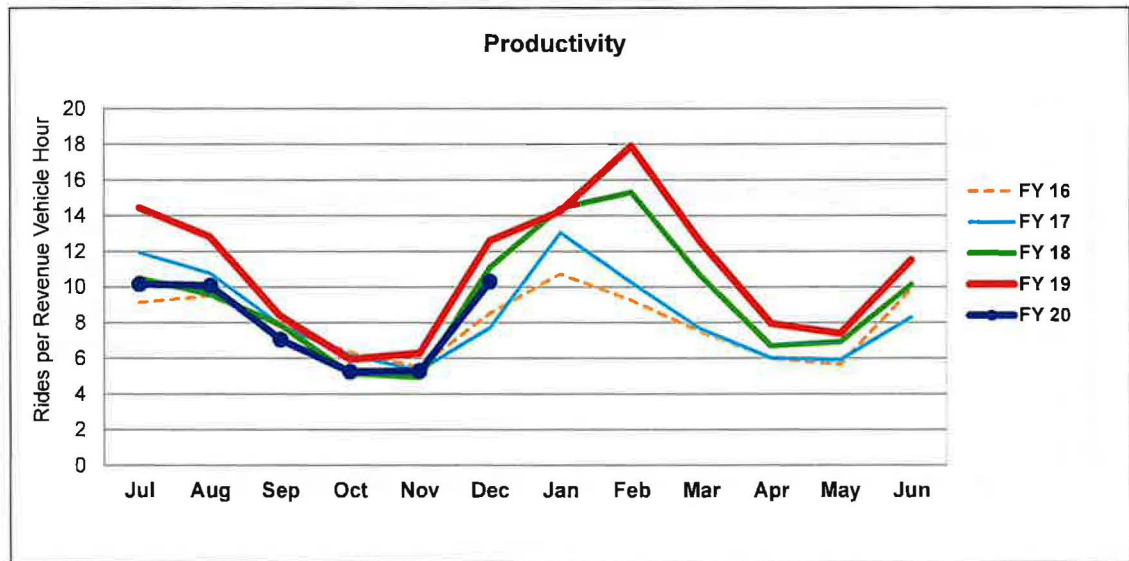
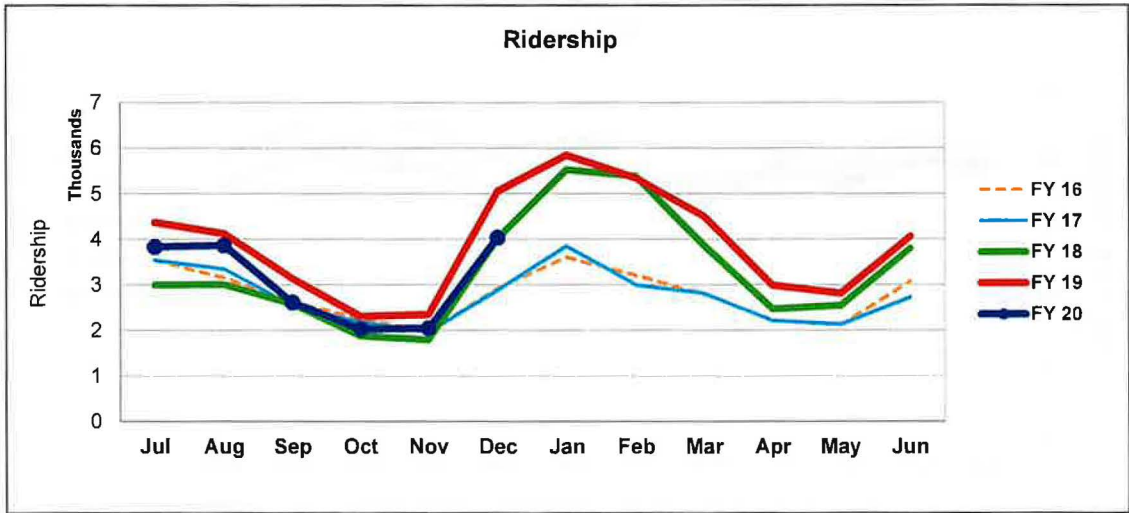
RTC Transit Fiscal Year Comparisons



RTC ACCESS Fiscal Year Comparisons



TART - Nevada Fiscal Year Comparisons





REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.5

TO: Regional Transportation Commission

FROM: Dan Doenges, PTP, RSP
Planning Manager/Interim Director
of Planning


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: RTC Planning Department Report

RECOMMENDATION

Acknowledge receipt of the monthly Planning Activity Report.

PLANNING STUDIES

Virginia Street Bus RAPID Transit Extension Project

Staff continue to support community outreach efforts and provide technical support for the Small Starts process for this project. The Virginia Street project team continues extensive outreach activities with Midtown businesses and other stakeholders, identified under community outreach activities.

South Meadows Multimodal Transportation Study

The South Meadows Multimodal Transportation Study started in December 2018 and is moving forward. This multimodal study of the South Meadows area will identify needs and transportation improvements for regional roads in the study area. The study will focus on traffic operations, safety, pedestrian and bicycle connectivity, and transit service needs. The first public meeting for the project was held on March 26th at Damonte Ranch High School. The second public meeting was held on Tuesday, November 5, 2019, at Zeppelin restaurant, located at 1445 South Meadows Parkway in Reno. RTC presented transportation improvement alternatives that addressed safety, traffic operations, and community concerns identified in the study area. RTC staff met with residents of the Curti Ranch neighborhood on December 5 to discuss their transportation concerns. The project team is developing study report. Project progress will be updated on the RTC website under Metropolitan Planning, Corridor Studies.

University Area Multimodal Transportation Study

The University Area Multimodal Transportation Study started after the approval of the Professional Services Agreement with Kimley-Horn on March 19. This study will take into account the current and future development plans slated to occur on or near the university campus in the coming years and will identify needed connectivity, safety, and access improvements for vehicle and alternative transportation modes on regional roads. In addition, it will include an in-depth analysis of land use and roadway network scenarios in the UNR Gateway District.

The project team met with staff from the University of Nevada Reno and City of Reno to discuss project details. The project Technical Advisory Committee (TAC) had a kick-off meeting on April 24th. The project team conducted Walking Audits in the study area to evaluate pedestrian walking environment and connectivity on May 2nd and 3rd. Pop-up meetings were held in front of the Joe Crowley Student Union building and in Idlewild Park for the Food Truck Friday Event to engage the community to provide their comments and concerns. The first public meeting was held on June 27th at Evelyn Mount North Northwest Community Center. An online public input survey was open until July 22nd to collect comments and concerns regarding transportation in the university area. A TAC workshop was held on September 9th to discuss future roadway network alternatives. Scenarios were reviewed on December 27th at during TAC meeting. The project team is reviewing model run results and conducting analysis on future conditions.

ADA Transition Plan Update

The ADA Transition Plan draft has been completed and is on the agenda for the February 21, 2020, RTC Board meeting for approval. The draft plan is posted on the RTC website for review.

Eagle Canyon Extension Alignment Alternatives and Planning and Environmental Linkages (PEL) Study

The purpose of the study is to enhance mobility and connectivity between the growing communities Spanish Springs and Lemmon Valley and to facilitate safe and equitable access to economic and recreational opportunities while preserving the character and heritage of the area. Goals of the study include evaluation of traffic operations and safety on the existing Eagle Canyon Drive, development of a Planning and Environmental Linkages (PEL) checklist to assist with the environmental process during future project development, and to identify a preferred alignment for the proposed new roadway. Traffic counts were conducted on Eagle Canyon Drive. In addition, drone footage was taken of traffic patterns during peak school hours in the vicinity of Spanish Springs High School and Shaw Middle School. Preliminary model runs were also developed for new roadway alignment alternatives for the Eagle Canyon Extension. A Technical Advisory Committee meeting is scheduled for February 27, and public meetings are tentatively scheduled for March 10 and 12 at Lemmon Valley Elementary School and Spanish Springs High School, respectively.

2050 Regional Transportation Plan (RTP)

A schedule and outreach plan has been developed for the 2050 RTP. Staff is currently analyzing existing conditions, evaluating financial assumptions, and developing the vision and goals for the plan. RTC staff has been meeting with staff of the local jurisdictions to discuss project needs and priorities. Staff has also compiled responses from the RTC Technical and Citizens Multimodal Advisory Committees, as well as RTC staff, as to the vision of the regional transportation system in 2050. This information will be used to guide future public outreach. The first agency working group meeting was held on January 16; and staff presented to the Washoe County Commission on February 11, Reno City Council on February 12, and is scheduled to

present to Sparks City Council on March 9. In addition, a workshop with businesses in the Sparks industrial area has been scheduled on February 26 at Baldini's, and the first public meeting for the RTP has been scheduled for February 27 at the Discovery Museum from 5-7 PM.

Bicycle and Pedestrian Planning

The RTC is collaborating with other partner agencies on several initiatives to improve bicycle and pedestrian safety & facilities:

- Bicycle and Pedestrian Count Program – The counts for the 2019 calendar year for the 40 locations have been conducted and the annual report is being completed.
- The RTC continues to partner with the Truckee Meadows Bicycle Alliance (TMBA).

Vision Zero Truckee Meadows

- Vision Zero had a task force meeting on February 13, 2020.
- The Bicycle Safety Committee met in January to hear from bicycle advocates about expanding the plan to include bicyclists.
- Partners participated in a walking audit at Wooster High School to conduct a written report about safety in the school zone. This effort was headed by NDOT.

MPO Certification Review

Staff completed the Metropolitan Planning Organization (MPO) Certification Review with the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) on September 25th. No corrective actions were received in the preliminary findings. It is anticipated that the formal results of the certification review will be presented to the Board at the April 17, 2020 meeting after the documentation has been finalized.

Sustainability Planning

The RTC continues to advance initiatives outlined in the RTC Sustainability Plan through the Green Team comprised of agency staff, such as the Sustainable Purchasing Policy and the tracking of paper usage in an effort to achieve a ten percent reduction. RTC also participates in the City of Reno Sustainability & Climate Advisory Committee and continues to be an active member in the regional SPINN Committee. Staff is finalizing the RTC Annual Report for the American Public Transportation Association (APTA) Sustainability Program, of which RTC has been recognized at a Silver-level designation.

RTC Affordable Housing Study

The project team has developed an inventory of potential candidate sites for affordable housing near transit routes, and a draft report was presented to the project Technical Advisory Committee for review and comment at their last meeting on January 15. It is anticipated that the final report will be presented to the Board at their April 17, 2020 meeting for approval.

Development Review

RTC staff routinely review development proposals from the local jurisdictions of Washoe County and the Cities of Reno and Sparks. Staff from Planning, Engineering, and Public Transportation have reviewed and commented on the following number of development proposals from each of the jurisdictions since the last Board meeting:

- Washoe County: 1
- City of Reno: 3
- City of Sparks : 4

This does not include proposals that were reviewed on which staff did not have any comments.

COMMUNITY AND MEDIA OUTREACH ACTIVITIES

RTC staff conducted the following outreach activities from January 1- February 21:

- January 3 Coffee with the Construction Team - Virginia Street Project Outreach
- January 9 City of Reno Ward 1 NAB Meeting - Virginia Street Project Outreach, California/Mayberry, California/Keystone
- January 9 Prater Way Rehabilitation Project Open House
- January 10 Meeting with Carriage Stone Apartment Residents - Virginia Street Project
- January 13 Service Change Open House at 4th Street Station Public Transit Outreach
- January 13 Human Trafficking Meeting with City of Reno Staff
- January 14 Lakeside Drive Rehabilitation Project Open House
- January 14 ASCE Presentation – RTC Programs and Projects
- January 14 Local Agency Pavement Preservation meeting
- January 15 Service Change Open House at Centennial Plaza
- January 15 Oddie/Wells Door-to-Door Outreach about Public Meeting
- January 15 Affordable Housing Study Stakeholder Meeting
- January 22 WCSD Vision Impairment Services Mobility Center Outreach - Travel Training and Public Transit Outreach
- January 23 Municipal Special Events Summit 2020 - Don't Drive Arrive Presentation
- January 23 Oddie/Wells Project Public Meeting
- January 25 RTC Virginia Street Project Briefing in Midtown with Presidential Candidate Tom Steyer - Virginia Street Project Outreach
- January 28 RTP North Valleys Meeting
- February 6 RTC Technical Advisory Committee (TAC) Meeting
- February 6 RTC Citizens Multimodal Advisory Committee (CMAC) Meeting
- February 7 Coffee with the Construction Team
- February 12 Reno + Sparks Chamber Alliance Event – RTC Informational table with updates on Virginia Street Project, Oddie Wells Project, RTP, Vision Zero and more
- February 14 CENTENNIAL PLAZA and travel training for Safe Kids 5th Graders
- February 26 2050 RTP Meeting with Sparks Industrial Roadway Network Analysis Stakeholders
- February 27 2050 RTP Visioning Public Meeting

Media Relations & Social Media

The RTC issued 8 news releases and participated in 26 media interviews on various topics, including the Virginia Street Project, Coffee with the Construction team, the proposed transit service change and open houses, the Prater Way project community meeting, human trafficking prevention and transit, how to engineer roads for safety, pedestrian safety, the Oddie Wells Project community meeting, Senator Catherine Cortez Masto's proposed pedestrian safety legislation for high school students, office closure and transit schedule information for Martin Luther King Jr. Day, FlexRIDE, the Regional Transportation Plan Sparks Industrial Roundtable meeting and more.

Social media was used to promote RTC's Road Ahead segments, New Year's Day office closures, the Virginia Street Project's upcoming detours, Coffee with the Construction Team, visiting Midtown businesses for lunch, community open houses about proposed transit changes, office closure and transit schedule information for Martin Luther King Jr. Day, the Oddie Wells Project meeting, census information, pedestrian safety information, a Virginia Street progress video, a board survey about the next executive director, and the RTC Board meeting.

Social media metrics for the month of November: 40,410 impressions on Facebook, Twitter, YouTube and Instagram.

Informational Materials and Video Production

Six topics were broadcast on KOLO-TV for The Road Ahead with RTC. Segments included a Virginia Street Project update, a See Something, Say Something safety segment, the Oddie Wells Project community meeting, RTC Vanpool information, RTC Snow Routes information and a segment about pedestrian safety.

COORDINATION WITH PARTNER AGENCIES

Truckee Meadows Regional Planning Agency (TMRPA)

The RTC continues to have coordination meetings with staff from the TMRPA as the agencies progress with the Shared Work Program. Areas for collaboration include population and employment forecasts, the Regional Plan update, affordable housing studies, and analysis of demographic and socioeconomic issues.

Nevada Department of Transportation (NDOT)

The RTC continues to have coordination meetings with staff from NDOT. Areas for collaboration include development of local public agency agreements between NDOT and RTC, maintenance of the regional travel demand model, bicycle and pedestrian improvements, transportation alternatives projects, coordination regarding funding and the State Transportation Improvement Program, One Nevada statewide plan, the I-80 and US 395 widening and improvements to the Spaghetti Bowl, and other ongoing transportation studies.

Statewide Transportation Planning

RTC meets monthly with staff from NDOT, the Federal Highway Administration (FHWA), RTC of Southern Nevada, Tahoe Regional Planning Agency, Tahoe Transportation District and the Carson Area Metropolitan Planning Organization to discuss statewide transportation planning issues. Other topics addressed include statewide data for performance measures analysis, comments on proposed rulemaking, and reauthorization of federal transportation legislation.



REGIONAL TRANSPORTATION COMMISSION

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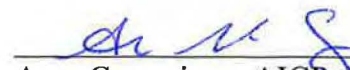
Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.6

TO: Regional Transportation Commission

FROM: Dan Doenges, PTP, RSP
Planning Manager/Interim Director
of Planning


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: 2050 Regional Transportation Plan (RTP) Transportation Update

RECOMMENDATION

Acknowledge receipt of report on the status of the 2050 RTP.

SUMMARY

The RTC is underway on the development of the 2050 Regional Transportation Plan. The purpose of the plan is to identify the long-term guiding principles and goals for the regional transportation system and to identify the projects, programs, and services that will be implemented through 2050. This plan will be based on a robust community engagement process and conducted in collaboration with partner agencies. The plan will address the safety, mobility, connectivity, and traffic operations issues that are resulting from strong population and employment growth in the region. Federal regulations require that the long range planning document be updated every four years. The current RTP approval extends through May 2021.

FISCAL IMPACT

2050 RTP development is included in the Unified Planning Work Program.

PREVIOUS ACTIONS BY BOARD

- December 20, 2019 Board received report on the 2050 RTP visioning exercise
- November 15, 2019 Board received report regarding the 2050 RTP public and agency outreach process and schedule
- August 17, 2018 Amendment No. 1 to the 2040 RTP approved
- May 21, 2017 2040 RTP approved

ADDITIONAL BACKGROUND

The RTP is the RTC's long-range transportation plan as required under Title 23, Part 450 of the Code of Federal Regulations (CFR). It contains major transportation projects and programs for Washoe County for all modes of travel. It functions as the major tool for implementing long-range transportation planning. The RTP captures the community's vision of the transportation system and identifies the projects, programs and services necessary to achieve that vision that will be implemented by RTC, member entities, and Nevada Department of Transportation (NDOT).

The RTC is continuing to review, evaluate, and update existing conditions data that is relevant to the 2050 RTP. Some of these metrics include the travel time index on the National Highway System (NHS), Level of Service (LOS) on Regional Roads, Average Annual Daily Traffic (AADT) on Regional Roads, Vehicle Miles Traveled (VMT) on all roadways in the region, Pavement Condition Index (PCI) of Regional Roads, and analysis of safety data (crash frequency, rate, and severity). In addition, the RTC is responsible for the development of national performance measures and identification of targets, which are reported to the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through NDOT. The RTC also compiles performance measures with identified targets on a regional level, which is reported directly to the Board through the Annual Report. These measures are used to inform the transportation improvement prioritization process in addition to public input received.

Staff is ramping up an ambitious public outreach schedule. The first agency working group meeting was held on January 16; and staff presented to the Washoe County Commission on February 11, Reno City Council on February 12, and is scheduled to present to Sparks City Council on March 9. In addition, a workshop with businesses in the Sparks industrial area has been scheduled on February 26 at Baldini's, and the first public meeting for the RTP has been scheduled for February 27 at the Discovery Museum from 5-7 PM.

Staff is concurrently refining revenue estimates and assumptions to ensure a fiscally constrained plan to conform with federal requirements. Additionally, staff is reviewing project cost estimates to ensure an accurate portrayal of proposed improvements to be carried forward to the 2050 RTP.

ADVISORY COMMITTEE(S) RECOMMENDATION

The Technical and Citizens Multimodal Advisory Committees acknowledged receipt of a report on the 2050 RTP at their February 5, 2020 meetings.



REGIONAL TRANSPORTATION COMMISSION

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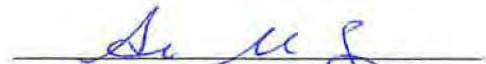
Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.7

TO: Regional Transportation Commission

FROM: Stephanie Haddock, CGFM
Director of Finance/CFO


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: RTC Procurement Activity Report

RECOMMENDATION

Acknowledge receipt of the monthly Procurement Activity Report.

PROJECTS CURRENTLY ADVERTISED

<u>Invitations for Bids (IFB)</u>	
Project	Due Date
WA-2020-135 Bus Stop ICP	February 6, 2020

Request for Proposals (RFP)

There were no RFPs.

REPORT ON BID AWARDS

Per NRS 332, NRS 338 and RTC’s Management Policy P-13 “Purchasing,” the Executive Director has authority to negotiate and execute a contract with the lowest responsive and responsible bidder on an Invitation for Bid (IFB) without Commission approval.

Project	Contractor	Award Date	Contract Amount
WA-2020-040 Virginia Street Demolition and Abatement Project	Quality Demolition Company	February 7, 2020	\$561,919.00

CHANGE ORDERS AND AMENDMENTS WITHIN EXECUTIVE DIRECTOR’S AUTHORITY

There were none.



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Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.8

TO: Regional Transportation Commission

FROM: Stephanie Haddock, CGFM
Director of Finance/CFO



Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Asset Donations – Quarterly Update

RECOMMENDATION

Acknowledge receipt of the Asset Donation Log for the third and fourth quarters of calendar year 2019.

SUMMARY

The Board has requested that it be notified quarterly of any asset donations. The attached document outlines last quarters' donations made to charity or other government agencies. Staff feels that the donation process is appropriate and that there is a benefit to the community. This quarter's donations were made to Reno Host Lions Club and Computer Corp.

Reno Host Lions Club is a non-profit and a 100% volunteer organization. Its mission is to give children a chance to be part of the 21st Century by giving them computers in their homes through their Computers for Kids program. The Reno Host Lions Club accepts donations of used computers and gives them away preloaded with Linux to underprivileged children in Northern Nevada.

Computer Corp is a non-profit organization dedicated to providing access to computer technology and skills training for under-served families, while eliminating electronic waste from our nation's landfills. Computer Corp accepts donations of used computer equipment and accessories for training and to refurbish making them available to low-income families, challenged individuals, displaced workers, seniors, and military families at little or no cost.

FISCAL IMPACT

There is no cost in connection with this agenda item.

PREVIOUS ACTIONS BY BOARD

The Commission amended RTC Management Policy P-58 in October 2018 to allow for donation of unusable or obsolete assets. The Commission directed staff to present a quarterly list of all donations.

ADDITIONAL BACKGROUND

The RTC has historically disposed of assets that have met their useful life and no longer have value through public auction. In previous auctions, the RTC provided substantial amounts of items and received almost no value back. Not only did the RTC not receive any value, but the community also lost the opportunity to use the items, as the items that were not purchased were destroyed. In addition, the RTC incurred significant staff time costs and encountered storage limitations in utilizing the auction process.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

ASSET DONATION LOG - JULY - DECEMBER 2019

Qty	Item Description	Donated To	Reason for Disposal	Year Purchased
WORKSTATION				
6	DELL OPTIPLEX 9020	RENO HOST LIONS CLUB	OBSOLETE	(1)
3	DELL OPTIPLEX 7010	RENO HOST LIONS CLUB	OBSOLETE	(1)
1	DELL OPTIPLEX 990	RENO HOST LIONS CLUB	OBSOLETE	(1)
1	DELL OPTIPLEX 380	RENO HOST LIONS CLUB	OBSOLETE	(1)
1	DELL OPTIPLEX 745	COMPUTER CORP	OBSOLETE	(1)
LAPTOP				
1	DELL XPS L521X	RENO HOST LIONS CLUB	OBSOLETE	(1)
1	DELL PRECISION M6700	RENO HOST LIONS CLUB	OBSOLETE	(1)
1	DELL LATITUDE E5440	COMPUTER CORP	OBSOLETE	(1)
1	DELL LATITUDE D630	COMPUTER CORP	OBSOLETE	(1)
1	DELL LATITUDE C640	COMPUTER CORP	OBSOLETE	(1)
1	DELL LATITUDE D610	COMPUTER CORP	OBSOLETE	(1)
1	DELL LATITUDE D520	COMPUTER CORP	BROKEN	(1)
1	DELL LATITUDE E6230	COMPUTER CORP	OBSOLETE	(1)
SERVERS				
1	DELL POWEREDGE R620	COMPUTER CORP	OBSOLETE	(1)
1	DELL POWEREDGE R410	COMPUTER CORP	OBSOLETE	(1)
1	DELL POWEREDGE 1950	COMPUTER CORP	OBSOLETE	(1)
1	DELL POWEREDGE 2950	COMPUTER CORP	OBSOLETE	(1)
PRINTER				
1	HP LASER JET 2430DTN	COMPUTER CORP	OBSOLETE	(1)
1	HP OFFICE JET 8610	COMPUTER CORP	OBSOLETE	(1)
OTHER				
2	CATALYST 3750G-POE48	COMPUTER CORP	OBSOLETE	(1)
1	24 INCH TV	COMPUTER CORP	OBSOLETE	(1)
9	MONITORS	COMPUTER CORP	OBSOLETE	(1)
4	APC UPS 700	COMPUTER CORP	OBSOLETE	(1)
1	APC UPS 250	COMPUTER CORP	OBSOLETE	(1)
LOT	MISC HARDWARE - CABLES, KEYBOARDS	COMPUTER CORP	OBSOLETE	(1)
LOT	UPS BATTERIES	COMPUTER CORP	OBSOLETE	(1)

(1) Expensed when purchased; date of purchase not tracked
 IT supplies/equipment replacement schedule is 5 years
 Printers are not replaced until broken or not cost effective



REGIONAL TRANSPORTATION COMMISSION

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Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.9

TO: Regional Transportation Commission

FROM: Jeff Wilbrecht, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Change Order No. 07 for the Virginia Street Bus RAPID Transit Extension Project (Plumb to Liberty & Maple to 15th)

RECOMMENDATION

Approve Change Order (CO) No. 07 in the amount of \$11,585 for AT&T requested work to replace three utility vaults within the limits of the Virginia Street Bus RAPID Transit (BRT) Extension Project; authorize the Interim Executive Director to execute CO No. 07.

SUMMARY

AT&T has requested additional work of the RTC and its contractor, Sierra Nevada Construction, to replace three utility vaults within the limits of the project. These changes will result in no change to the performance period and ultimate completion schedule for this contract. The cost is \$11,585. AT&T will fully reimburse RTC for the cost of the work pursuant the existing reimbursement agreement established during the Utility Phase of the project.

The changes are further detailed in Attachment A.

FISCAL IMPACT

CO No. 07 results in an increase of \$11,585 to the Sierra Nevada Construction contract. The revised total Sierra Nevada Construction contract amount approved with this change order is \$48,134,535. This amount is fully reimbursable to the RTC.

PREVIOUS ACTIONS BY BOARD

December 20, 2019 Approved Change Order No. 05 and 06 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project

- November 15, 2019 Approved Change Order No. 01, 02, 03, and 04 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- October 24, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for additional utility conduits on Virginia Street during construction of the South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- August 16, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for Requested Enhancements to South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Construction Agreement between RTC and SNC (CMAR) for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Professional Services Agreement between RTC and Atkins North America (Atkins) for Construction Support Services on Phase 2 of the Virginia Street Bus RAPID Transit Extension Project.
- March 15, 2019 Approved Interlocal Corporative Agreement between RTC and City of Reno to transfer funds to the City of Reno for the selection, procurement, and installation of benches and bike racks in Midtown.
- July 20, 2018 Approved a Professional Services Agreement with Atkins for the Construction Management Services for the utility construction phase. Approved an Agreement with SNC for the construction of the early work utility construction phase. Authorized the finalization and execution of five utility relocation and reimbursement agreements into the agreement for early construction work.
- June 15, 2018 Approved an Amendment to the CMAR Pre-Construction Agreement between the RTC and SNC for the Virginia Street Bus RAPID Extension Project
- May 21, 2018 Approved a Request for Proposals (RFP) for Construction Services for the Virginia Street Bus RAPID Transit Extension Project.
- June 17, 2016 Approved the Final Rankings of the Proposers and Selection of a Contractor for Construction Manager at Risk (CMAR) for Pre-Construction Services and authorized the Executive Director to

execute a Pre-Construction Services Agreement with SNC for the Virginia Street RAPID Extension Project.

- March 18, 2016 Approved the RFP for the CMAR method of project delivery for the Virginia Street Bus RAPID Transit Extension Project.
- March 18, 2016 Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Virginia Street Bus RAPID Transit Extension Project.
- October 16, 2015 Acknowledged receipt of an update on the Virginia Street Bus RAPID Transit Extension Project and approve the local preferred alternative.
- August 21, 2015 Acknowledged receipt of an update and provided direction on the alternative selection for the Virginia Street Bus RAPID Transit Extension Project.
- October 17, 2014 Approved the selection of NCE for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.
- July 25, 2014 Approved the RFP for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

Project No. 211003 **CONTRACT CHANGE ORDER (C.O.) NO. 07** Sheet 1 of 1
 Change Order Requested By: Jeff Wilbrecht Date 1/6/20

To Sierra Nevada Construction (SNC), Contractor for the Virginia St. Bus Rapid Transit Extension, Ph. 2 Project. You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract.

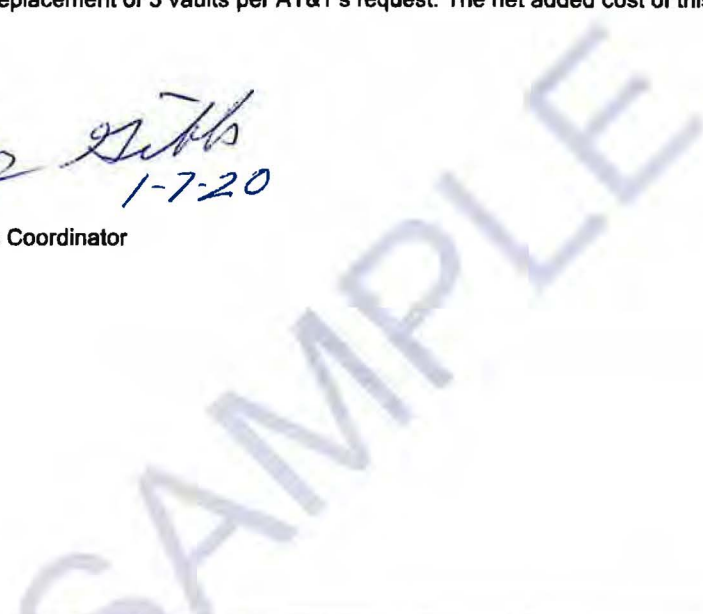
RTC FINANCE APPROVAL, AVAILABILITY OF FUNDS
 Date: _____
 Finance Manager: _____

Unless noted otherwise, incorporated herein are description and costs associated with Changes in the Work directed by the RTC in accordance with the Agreement for Construction with Sierra Nevada Construction Inc. (SNC) for Phase 2 of the Virginia St. Bus RAPID Transit Extension Project approved by the RTC Board of Commissioners on May 20, 2019 and signed by the RTC Executive Director on June 3, 2019. The additional costs or cost reductions for the items of work below are per the attached Potential Change Order(s). The net change order amount includes all labor, equipment, and materials necessary to complete the work in accordance with the plans, specifications, and permits.

No contract days will be added to the contract duration as a result of this change.

6.001 Replacement of AT&T Vaults
 This change is for replacement of 3 vaults per AT&T's request. The net added cost of this item is \$11,585.07.


Signed: 
 1-7-20
 Larry Gibbs
 AT&T Public Works Coordinator



RTC CONTRACT COMPLIANCE OFFICER APPROVAL
 Date: _____
 Compliance Manager: _____

Original Contract Amount: \$ 47,222,952.28
 Previously Approved C.O. Amounts: \$ 899,997.37
 Net Increase from this C.O.: \$ 11,585.07
 Total Revised Contract Amount: \$ 48,134,534.72
 Total Percent Change all C.O.'s: 1.93 %

Contract time prior to this C.O.: 121
 Net increase resulting from this C.O.: 0
 New Contract Time with this C.O.: 121

Contractor Acceptance:
 Accepted Date: January 10, 2020
 By (Print Name): Emma Crossman
 Signature: 

RTC Approval:
 Recommended by (RTC Project Manager): _____ Date: _____
 Department Director: _____ Date: _____
 Chief Finance Officer: _____ Date: _____
 Executive Director: _____ Date: _____

NOTE: This Change Order is not effective until approved by Executive Director, RTC.



Member of the SNC-Lavalin Group

Atkins North America, Inc.
10509 Professional Circle, Suite 102
Reno, NV 89521-4883

Telephone: +1.775.828.1622
Fax: +1.775.851.1687

www.atkinsglobal.com/northamerica

January 6, 2020

Mr. Jeff Wilbrecht
Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Subject: Virginia Street Bus Rapid Transit Extension; Phase 2
PCO 7.001 Replacement of AT&T Vaults

Dear Mr. Wilbrecht:

Please find the enclosed cost for replacement of three AT&T vaults.

Replacement of AT&T Vaults.....\$11,585.07

SNC has not requested and will not receive any working days added to the contract duration for this change. If you have any questions, please call me at (775) 745-7026.

Sincerely,

George Jordy, P.E.
Sr. Resident Engineer

Enclosed: Copy of Sierra Nevada Construction's cost for replacement of three AT&T vaults.

DAILY EXTRA WORK REPORT

Regional Transportation Commission					Contract: 211003			Billing Number 32.0		
Contractor Job: 11311 - RTC Virginia Street Phase 2					Cost Code: 800-070			Report Date 10/17/2019		
Work Performed By: Sierra Nevada Construction, Inc.								Perform Date 7/20/2019		
Description of Work: 14238 Install New ATT Vault Plumb & So Virg										
Labor Charges									Labor Charges	
Labor ID	Employee Name	RT Hrs	OT Hrs	Subs Units	RT Rate	OT Rate	Subs Rate	Extended	RT Labor	0.00
L01	HAGERN		4.50		63.990			287.955	OT Labor	800.25
L02	JEALOU		3.50		62.490			218.715	SC 21.34%	170.77
L03	LOPBON		3.50		41.940			146.790	Subtotal Labor	971.02
L04	GUIFIL		3.50		41.940			146.790	Subsistence	0.00
O01	Other Expense							247.470	Other Expenses	247.47
									MU 10.00%	121.85
									Labor Total	1,340.34
Equipment Charges									Equipment Charges	
Equipment ID	Description	RT Hrs	OT Hrs		RT Rate	OT Rate	Delay Factor	Extended	Subtotal	431.11
E01	9799		4.50		13.710			61.695	MU 10.00%	43.11
E02	9853		4.50		2.890			13.005	Equipment Total	474.22
E03	9858		4.50		62.960			283.320		
E04	R40375		4.50		16.240			73.080		
									Activity Total	1,814.56
									Bill Surcharge	
									CMAR 6.30%	114.32
									Work Total	1,928.88
									Bill Subtotal	1,928.88
									Bill Total +	1,928.88



Sierra Nevada Construction, Inc.
 2055 E. Greg Street, Sparks, NV 89431
 Phone: 775-355-0420 Fax: 775-355-0535



SIERRA NEVADA CONSTRUCTION, INC.

P.O. BOX 50760 • SPARKS, NV 89435-0760
PH (775) 355-0420 • FAX (775) 355-0635
NV LIC. #25565 CA LIC. #593393

14238

JOB NUMBER: 11311/800-770

DATE: 7/26/19

Saturday

CUSTOMER: RTZ | ZME


DESCRIPTION OF WORK: excavate around existing ATT FIBRE to demo existing p48 box and install NEW min vault.

LOCATION: plm 3 30 Virginia St RISK REGISTER #66 ATT

Name	Labor	Type	Straight Time		Overtime		Amount
			Hours	Rate	Hours	Rate	
E. Hasler		Foreman		42.00	3.5	67.99	4.5
L. Jenkins		OPR		41.00	3.5	62.49	3.5
B. Lopez		LAB		27.90	3.5	41.94	3.5
F. Miller		LAC		27.90	3.5	41.94	3.5
Sub-Total							
Equipment		Attachments/Rental	Number	Hours	Rate	Amount	
F-250 Foreman TK			9799	4.5	13.71	4.5	
Foreman TK			9853	4.5	2.89	4.5	
SD 544 LD			9858	4.5	62.90	4.5	
SD min EX SD27		Rental	RA0375	4.5	10.24	4.5	
Sub-Total							
Subs, Supplies, or Materials			Quantity	Unit	Price	Amount	
Sub-Total							

TOTAL AMOUNT _____

SUPERVISOR _____ INSPECTOR 

FOREMAN Ernest P Hasler  32

DAILY EXTRA WORK REPORT

Regional Transportation Commission Contractor Job: 11311 - RTC Virginia Street Phase 2 Work Performed By: Sierra Nevada Construction, Inc. Description of Work: 14241 Exc & Install Att Vault								Contract: 211003 Cost Code: 800-070		Billing Number 33.0 Report Date 10/17/2019 Perform Date 7/23/2019	
Labor Charges								Labor Charges			
Labor ID	Employee Name	RT Hrs	OT Hrs	Subs Units	RT Rate	OT Rate	Subs Rate	Extended	RT Labor	1,168.08	
L01	HAGERN EP Hagler, Jr.	4.00	0.50		42.660	63.990		202.635	SC 21.34%	249.27	
L02	MURMIT M Murphy	8.00			40.800			326.400	OT Labor	94.91	
L03	BARREM R Barraza	8.00	1.50		27.960	41.940		286.590	SC 21.34%	20.25	
L04	LOPBON B Lopez	8.00			27.960			223.680	Subtotal Labor	1,532.51	
L05	GUIFIL F Guillen	8.00			27.960			223.680	Subsistence	0.00	
001	Other Expense Fringe Benefits							543.510	Other Expenses	543.51	
Equipment Charges								Equipment Charges			
Equipment ID	Description	RT Hrs	OT Hrs		RT Rate	OT Rate	Delay Factor	Extended	MU 10.00%	207.60	
E01	9799 Ford F250 Utility Crew Truck	4.50			13.710			61.695	Labor Total	2,283.62	
E02	9853 2009 Wc Foreman Trailer	4.50			2.890			13.005	Equipment Charges		
E03	9664 2013 Dodge Ram 3500	9.50			14.800			140.600	Subtotal	848.91	
E04	9858 JD 544 Loader RPO	8.00			62.960			503.680	MU 10.00%	84.89	
E05	R40375 JD 27 Mini EX20	8.00			16.240			129.920	Equipment Total	933.80	
Material/Specialist Work/Lump Sum or Unit Price Payment								Material Charges			
Number	Date	Vendor Name and Description			Units	Unit Price	Extended	Subtotal	131.54		
M01	QUOTE	4/11/2019	CEMEX / Concrete			1.000	131.54000	131.54	MU 10.00%	13.15	
Subcontract/Specialist Work								Material Total			
Number	Date	Vendor Name and Description			Units	Unit Price	Extended	Material Total	144.69		
S01	327791	7/23/2019	Sierra Rental And Transport Co. Inc. / Trucking			1.000	1,064.00	1,064.00	Subcontract Charges		
								Subtotal		1,064.00	
								Subcontract Total		1,064.00	
								Activity Total		4,426.11	
								Bill Surcharge			
								CMAR 6.30%		278.84	
								Work Total		4,704.95	
								Bill Subtotal		4,704.95	
								Bill Total +		4,704.95	



Sierra Nevada Construction, Inc.
 2055 E. Greg Street, Sparks, NV 89431
 Phone: 775-355-0420 Fax: 775-355-0535



SIERRA NEVADA CONSTRUCTION, INC.

P.O. BOX 50760 • SPARKS, NV 89435-0760
PH (775) 355-0420 • FAX (775) 355-0535
NV LIC. #25565 CA LIC. #593393

14241

JOB NUMBER: 11311/800-070

DATE: 7/23/19

CUSTOMER: RTZ/EMG

DESCRIPTION OF WORK: Excavate and install new 4ft min vaults

LOCATION: SO. Virginia St Reno, NV

Name	Labor Type	Straight Time		Overtime		Amount
		Hours	Rate	Hours	Rate	
E. Hagler	Foreman	89.5	42.00	.5		9.45
M. Murphy	OPR	8	40.80			8
R. Barrazza	LAB	8	27.90	1.5		9.5
B. Lopez	LAB	8	27.90			8
F. Guillen	LAB	8	27.90			8
Sub-Total						
Equipment		Attachments/Rental	Number	Hours	Rate	Amount
F-250 Ford			9799	4.5	13.71	
Foreman HR			9853	4.5	2.89	
Crew HR			9664	9.5	14.80	
SD LD 544			9858	8	62.70	
SD 27 min		Rental	R4875	8	16.24	
Sub-Total						
Subs, Supplies, or Materials		Quantity	Unit	Price	Amount	
SRT 10W + K # 159		8 HR			102.4	
Instances 44 vaults @ STA 17+10 and 13+20						
one yard of concrete		7 yard		121.50+tax		
Sub-Total						

TOTAL AMOUNT

SUPERVISOR

INSPECTOR

FOREMAN

Ernest Hagler

[Signature]

DAILY EXTRA WORK REPORT

Regional Transportation Commission Contractor Job: 11311 - RTC Virginia Street Phase 2 Work Performed By: Sierra Nevada Construction, Inc. Description of Work: 200012 ATT Boxes @ 13+30 And 23+60								Contract: 211003 Cost Code: 800-070		Billing Number 43.0 Report Date 11/19/2019 Perform Date 8/20/2019		
Labor Charges								Labor Charges				
Labor ID	Employee Name	RT Hrs	OT Hrs	Subs Units	RT Rate	OT Rate	Subs Rate	Extended	RT Labor			
L01	AGUBON	8.00			27.960			223.680	SC	21.34%	404.54	
L02	BARREM	8.00	0.50		27.960	41.940		244.650	OT Labor			
L03	GUIFIL	8.00			27.960			223.680	SC	21.34%	4.47	
L04	GUZABE	8.00			27.960			223.680	Subtotal Labor			
L05	HAGERN	8.00			42.660			341.280	Subsistence			
L06	JEALOU	8.00			41.660			333.280	Other Expenses			
L07	MURMIT	8.00			40.800			326.400	MU	10.00%	319.19	
O01	Other Expense							866.270	Labor Total			
Equipment Charges								Equipment Charges				
Equipment ID	Description	RT Hrs	OT Hrs		RT Rate	OT Rate	Delay Factor	Extended	Subtotal			
E01	9664	8.50			14.800			125.800	MU	10.00%	104.24	
E02	9799	8.00			13.710			109.680	Equipment Total			
E03	9853	8.00			2.890			23.120				
E04	9858	8.00			62.960			503.680				
E05	9877	8.00			35.020			280.160				
								Material Charges				
								Activity Total 4,657.80				
								Bill Surcharge				
								CMAR 6.30% 293.44				
								Work Total 4,951.24				
								Bill Subtotal 4,951.24				
								Bill Total + 4,951.24				



Sierra Nevada Construction, Inc.
 2055 E. Greg Street, Sparks, NV 89431
 Phone: 775-355-0420 Fax: 775-355-0535

Daily Time and Materials (T&M) Report

200012

Date: 8/20/2019
 Foreman: HAGLER, JR., ERNEST P (HAGERN)
 Sierra Nevada Construction, Inc.

11311 - RTC - VIRGINIA ST. CMAR PHASE 2 - NVPW

800-070 - ATT BOXES @ 13+30 and 23+60

Quantity: 0 LS

Labor	Hours	Overtime Hours	Total Hours
AGUBON - AGUIRRE-LOPEZ, BONIFACIO	27.90	0	8
BARREM - BARRAZA, REMEDIOS	27.90	0.5	8.5
GUIFIL - GUILLEN, FILIBERTO	27.90	0	8
GUZABE - GUZMAN, ABEL	27.90	0	8
HAGERN - HAGLER, JR., ERNEST P	42.60	0	8
JEALOU - JEAKINS, LOUIS K	41.60	0	8
MURMIT - MURPHY, MITCHELL	40.80	0	8

Total Labor Hours: 56.5

Equipment	Hours
9864 - 2013 DODGE RAM 3500	14.80
9799 - 2017 FORD F250 4X4 UTILITY	13.71
9853 - INTERSTATE FOREMAN TRAILER	2.89
9858 - JD 544 LOADER RPO	62.90
9877 - 2005 FORD F850 XL 5 YD BOBTAIL	35.02

Total Equipment Hours: 40.5



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction


Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.10

TO: Regional Transportation Commission

FROM: Jeff Wilbrecht, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Change Order No. 08 for the Virginia Street Bus RAPID Transit Extension Project (Plumb to Liberty & Maple to 15th)

RECOMMENDATION

Approve Change Order (CO) No. 08, in the amount of \$150,370 for modifications to Midtown transit stations, additional left turn striping at Plumb Lane intersection, and a safety hand rail on Tahoe Street work items on the Virginia Street Bus RAPID Transit Extension Project; authorize the Interim Executive Director to execute CO No. 08.

SUMMARY

This change order is for the inclusion of glass panels at the backs of two of the midtown BRT stations that was discussed during an update to the RTC Board of the Midtown BRT station design. Also included in this change order is additional striping in the Plumb Lane intersection and adding a safety handrail on Tahoe Street. The cost is \$150,370. These changes result in no change to the performance period and ultimate completion schedule for this contract.

The changes are further detailed in Attachment A.

FISCAL IMPACT

CO No. 08 results in an increase of \$150,370 to the Sierra Nevada Construction contract. The revised total Sierra Nevada Construction contract amount approved with this change order is \$48,293,605. This amount is fully reimbursable to the RTC.

PREVIOUS ACTIONS BY BOARD

December 20, 2019 Approved Change Order No. 05 and 06 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project

- November 15, 2019 Approved Change Order No. 01, 02, 03, and 04 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- October 24, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for additional utility conduits on Virginia Street during construction of the South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- August 16, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for Requested Enhancements to South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Construction Agreement between RTC and SNC (CMAR) for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Professional Services Agreement between RTC and Atkins North America (Atkins) for Construction Support Services on Phase 2 of the Virginia Street Bus RAPID Transit Extension Project.
- March 15, 2019 Approved Interlocal Corporative Agreement between RTC and City of Reno to transfer funds to the City of Reno for the selection, procurement, and installation of benches and bike racks in Midtown.
- July 20, 2018 Approved a Professional Services Agreement with Atkins for the Construction Management Services for the utility construction phase. Approved an Agreement with SNC for the construction of the early work utility construction phase. Authorized the finalization and execution of five utility relocation and reimbursement agreements into the agreement for early construction work.
- June 15, 2018 Approved an Amendment to the CMAR Pre-Construction Agreement between the RTC and SNC for the Virginia Street Bus RAPID Extension Project
- May 21, 2018 Approved a Request for Proposals (RFP) for Construction Services for the Virginia Street Bus RAPID Transit Extension Project.
- June 17, 2016 Approved the Final Rankings of the Proposers and Selection of a Contractor for Construction Manager at Risk (CMAR) for Pre-Construction Services and authorized the Executive Director to

execute a Pre-Construction Services Agreement with SNC for the Virginia Street RAPID Extension Project.

- March 18, 2016 Approved the RFP for the CMAR method of project delivery for the Virginia Street Bus RAPID Transit Extension Project.
- March 18, 2016 Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Virginia Street Bus RAPID Transit Extension Project.
- October 16, 2015 Acknowledged receipt of an update on the Virginia Street Bus RAPID Transit Extension Project and approve the local preferred alternative.
- August 21, 2015 Acknowledged receipt of an update and provided direction on the alternative selection for the Virginia Street Bus RAPID Transit Extension Project.
- October 17, 2014 Approved the selection of NCE for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.
- July 25, 2014 Approved the RFP for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

Project No. 211003 **CONTRACT CHANGE ORDER (C.O.) NO. 08** Sheet 1 of 1
 Change Order Requested By: Jeff Wilbrecht Date 1/7/20

To Sierra Nevada Construction (SNC), Contractor for the Virginia St. Bus Rapid Transit Extension, Ph. 2 Project. You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract.

Unless noted otherwise, incorporated herein are description and costs associated with Changes in the Work directed by the RTC in accordance with the Agreement for Construction with Sierra Nevada Construction Inc. (SNC) for Phase 2 of the Virginia St. Bus RAPID Transit Extension Project approved by the RTC Board of Commissioners on May 20, 2019 and signed by the RTC Executive Director on June 3, 2019. The additional costs or cost reductions for the items of work below are per the attached Potential Change Order(s). The net change order amount includes all labor, equipment, and materials necessary to complete the work in accordance with the plans, specifications, and permits.

No contract days will be added to the contract duration as a result of this change.

8.001 Plumb Lane Striping

This change is for additional striping at the intersection of S. Virginia Street and Plumb Lane. The net added cost of this item is \$3,200.00.

8.002 Transit Station Revisions

This change is for revisions to Regency Way and Liberty Street transit stations. The net added cost of this item is \$150,369.79.

8.003 Handrail on Tahoe Street

This change is for a handrail to be installed on Tahoe Street. The net added cost of this item is \$5,500.00.

RTC FINANCE APPROVAL, AVAILABILITY OF FUNDS
Date: _____
Finance Manager: _____

RTC CONTRACT COMPLIANCE OFFICER APPROVAL
Date: _____
Compliance Manager: _____

Original Contract Amount: \$ 47,222,952.28
 Previously Approved C.O. Amounts: \$ 911,582.44
 Net Increase from this C.O.: \$ 159,069.79
 Total Revised Contract Amount: \$ 48,293,604.51
 Total Percent Change all C.O.'s: 2.27 %

Contract time prior to this C.O.: 121
 Net increase resulting from this C.O.: 0
 New Contract Time with this C.O.: 121

Contractor Acceptance:

Accepted Date: January 10, 2020

By (Print Name): Emma Crossman

Signature: Emma Crossman

RTC Approval:

Recommended by (RTC Project Manager):
 _____ Date: _____

Department Director:
 _____ Date: _____

Chief Finance Officer:
 _____ Date: _____

Executive Director:
 _____ Date: _____

NOTE: This Change Order is not effective until approved by Executive Director, RTC.



Member of the SNC-Lavalin Group

Atkins North America, Inc.
10509 Professional Circle, Suite 102
Reno, NV 89521-4883

Telephone: +1.775.828.1622
Fax: +1.775.851.1687

www.atkinsglobal.com/northamerica

January 6, 2020

Mr. Jeff Wilbrecht
Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Subject: Virginia Street Bus Rapid Transit Extension; Phase 2
PCO 8.001 Plumb Intersection Striping

Dear Mr. Wilbrecht:

Please find the enclosed cost for Plumb intersection striping.

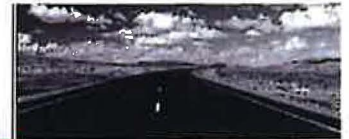
Plumb Intersection Striping.....\$3,200.00

SNC has not requested and will not receive any working days added to the contract duration for this change. If you have any questions, please call me at (775) 745-7026.

Sincerely,

George Jordy, P.E.
Sr. Resident Engineer

Enclosed: Copy of Sierra Nevada Construction's cost for Plumb intersection striping.



SIERRA NEVADA CONSTRUCTION, INC.

November 19, 2019

Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Mail PO Box 50760
Sparks, NV 89435-0760

Yard 2055 East Greg Street
Sparks, NV 89431

Phone 775.355.0420
Fax 775.355.0535

NV lic 25565 CA lic 593393

Project: Virginia St. RAPID Extension Phase 2
Subject: **Potential Change Order 023 – Plumb Intersection Striping**

Attn: Jeff Wilbrecht

Sierra Nevada Construction is providing pricing for 8" thermoplastic skip lines at the intersection of Plumb and Virginia St. Pricing is for the Southbound thru lanes at Plumb and Virginia. This is approximately 93 LF of 8" thermoplastic markings and 1 EA R4-7C traffic sign. Pricing also includes traffic control of the intersection. The pricing has assumed that this work will need to be performed at night.

Total Cost: \$3,200.00

If you have any questions, please feel free to contact me at (775) 432-8219.

Sincerely,

Emma Crossman
Project Manager
Sierra Nevada Construction, Inc.



Member of the SNC-Lavalin Group

Atkins North America, Inc.
10509 Professional Circle, Suite 102
Reno, NV 89521-4883

Telephone: +1.775.828.1622
Fax: +1.775.851.1687

www.atkinsglobal.com/northamerica

January 6, 2020

Mr. Jeff Wilbrecht
Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Subject: Virginia Street Bus Rapid Transit Extension; Phase 2
PCO 8.002 Transit Station Changes

Dear Mr. Wilbrecht:

Please find the enclosed cost proposal for revisions to Regency Way and Liberty Street transit stations, to install glazing and LED lighting.

Transit Station Changes.....\$150,369.79

SNC has not requested and will not receive any working days added to the contract duration for this change. If you have any questions, please call me at (775) 745-7026.

Sincerely,

George Jordy, P.E.
Sr. Resident Engineer

Enclosed: Copy of Sierra Nevada Construction's cost proposal for transit station changes.



November 25, 2019

Regional Transportation Commission
 1105 Terminal Way
 Reno, NV 89502

Mail PO Box 50760
 Sparks, NV 89435-0760

Yard 2055 East Greg Street
 Sparks, NV 89431

Phone 775.355.0420
Fax 775.355.0535

NV lic 25565 **CA lic** 593393

Project: Virginia St. RAPID Extension Phase 2
Subject: Potential Change Order 018 – Transit Station Changes

Attn: Jeff Wilbrecht

Sierra Nevada Construction is pleased to provide pricing for the changes to the transit stations on the South Virginia portion of the project. Pricing is based on plans with revision dated 8/20/19. Please see attached backup documentation.

Bid Item	Bid Item Description	Quantity	Unit	Unit Price	Extended Price
S3	Store Front Glazing Regency	1,000	EA	\$ 44,928.97	\$ 44,928.97
S3	Store Front Glazing Liberty	1,000	EA	\$ 44,928.97	\$ 44,928.97
S3	Lighting Modifications	2,000	EA	\$ 25,800.00	\$ 51,600.00
					\$ -
Sub Total					\$141,457.94
CMAR FEE					\$8,911.85
Total					\$150,369.79

*Changes do NOT include glazing or glass at the LaRue station

*Please note that these changes added 12 weeks of lead time to the glass material which cannot be ordered until steel structure is erected and field measurements can be taken. At this time, this is not a critical path delay however we will incorporate the time into the schedule for the transit stations.

*The electrical boxes in the slab also have a 12-week lead time. At this time, this is not a critical path delay however we will incorporate the time into the schedule for the transit stations.

If you have any questions, please feel free to contact me at (775) 432-8219.

Sincerely,

Emma Crossman
 Project Manager
 Sierra Nevada Construction, Inc.



Quote

667 Spice Island Dr. #10
 Sparks, NV 89431
 P: (775) 336-2881
 F: (775) 356-7543

NV License C-8 #0073992 CA License #950746

Quote # 182333
Project Name: RTC VIRGINIA STREET BUS RAPID TRANSIT EXTEN
Quote Name: SOV - Progress Billing 182333
Salesperson: Bryan S Hunderman

Contractor PO:

This quote is valid for 30 days from the creation date

Created Date: 11/21/2019

Billing Information:

Sierra Nevada Construction, Inc.
 PO Box 50760
 Sparks NV 89435
 775-355-0420

Shipping Information:

RTC VIRGINIA STREET BUS RAPID TRANSIT EXTENSION PI
 NORTH VIRGINIA STREET CORRIDOR
 1105 TERMINAL WAY
 RENO NV 89502
 Emma Crossman 775-355-0420

Line#	Quantity	Room	Description
-------	----------	------	-------------

Bid Item # 6 LARUE STATION FRAMING AND GLAZING

1 ALUMINUM STOREFRONT FRAMING
 ARCADIAAP450 SERIES STOREFRONT
 OFFSET FRONT SET GLAZING
 2 X 4 1/2" FRAMING
 CLEAR ANODIZED
 1/2" GLAZING

2 1/2" SPECIAL GLAZING, INFILL FOR FRAM
 1/2" TEMPERED GLAZING
 BENDHEIM LOW IRON OBERON DOUBLE SIDED SATIN TECH ETCHED GLASS

3 FABRICATION LABOR

4 INSTALLATION LABOR

5 EXCLUSIONS

THIS BID EXCLUDES:

LED LIGHTING SYSTEM OR LABOR TO INSTALL. WE CANNOT HANDLE ELECTRICAL WIRING OR HOOKUPS. WE CAN COORDINATE ON ELECTRICIANS NEEDS FOR LOCATION OF WIRING INTO FRAMES.

Continued...

Line#	Quantity	Room	Description
End of Bid item			LIBERTY STATION FRAMING AND GLAZING

Bid Item : 7 LIBERTY STATION FRAMING AND GLAZING

- 1 1.0000 ALUMINUM STOREFRONT FRAMING
ARCADIAAF450 SERIES STOREFRONT
OFFSET FRONT SET GLAZING
2 X 4 1/2" FRAMING
CLEAR ANODIZED
1/2" GLAZING
- 2 1.0000 1/2" SPECIAL GLAZING, INFILL FOR FRAM
1/2" TEMPERED GLAZING
BENDHEIM LOW IRON OBERON DOUBLE SIDED SATIN TECH ETCHED GLASS
- 3 1.0000 FABRICATION LABOR
- 4 1.0000 INSTALLATION LABOR
- 5 EXCLUSIONS
THIS BID EXCLUDES:
LED LIGHTING SYSTEM OR LABOR TO INSTALL. WE CANNOT HANDLE ELECTRICAL WIRING OR HOOKUPS. WE CAN COORDINATE ON ELECTRICIANS NEEDS FOR LOCATION OF WIRING INTO FRAMES.

End of Bid item	LIBERTY STATION FRAMING AND GLAZING	44,928.97
------------------------	--	------------------

Bid Item : 8 REGENCY STATION FRAMNG AND GLAZING

- 1 1.0000 ALUMINUM STOREFRONT FRAMING
ARCADIAAF450 SERIES STOREFRONT
OFFSET FRONT SET GLAZING
2 X 4 1/2" FRAMING
CLEAR ANODIZED
1/2" GLAZING
- 2 1.0000 1/2" SPECIAL GLAZING, INFILL FOR FRAM
1/2" TEMPERED GLAZING
BENDHEIM LOW IRON OBERON DOUBLE SIDED SATIN TECH ETCHED GLASS

Continued...

Line#	Quantity	Room	Description
3	1.0000		FABRICATION LABOR
4	1.0000		INSTALLATION LABOR
5			EXCLUSIONS

THIS BID EXCLUDES:

LED LIGHTING SYSTEM OR LABOR TO INSTALL. WE CANNOT HANDLE ELECTRICAL WIRING OR HOOKUPS. WE CAN COORDINATE ON ELECTRICIANS NEEDS FOR LOCATION OF WIRING INTO FRAMES.

End of Bid Item	REGENCY STATION FRAMNG AND GLAZING	44,928.97
------------------------	---	------------------

SAMPLE

Continued...

Line#	Quantity	Room	Description	
			TOTAL	89,857.94
			PAYMENTS MADE	
			BALANCE DUE	89,857.94

**All credit card charges will be charge a 2.9% fee on top of contract amount.
 To make credit card charges please call our accounting department at 775-336-2881.**

All material to be as specified in above quote as to quantity, size, color, shape, glazing operation, and product. If quote includes labor, labor will be completed in a professional workmanlike manner. Any alteration or deviation from the specifications set forth will be executed only upon written orders, with additional costs being listed and accepted by both parties. When signed, this proposal becomes a legal contract between both parties. Be sure you have read and thoroughly understand all the terms and conditions, then sign and return to us along with any down payment that may be required. *****ALL SALES ARE FINAL NO RETURNS. IN THE EVENT OF NON PAYMENT THE ABOVE SIGNER WILL INDEMNIFY NVISION GLASS INC. OF ANY AND ALL COSTS ASSOCIATED WITH COLLECTIONS BUT NOT LIMITED TO COLLECTIONS COST, ATTORNEY FEES, AND COURT COSTS. INTEREST WILL ACCRUE AT 1.5% PER MONTH *****
 Deposits are non-refundable.

Minimum 50% deposit required on all orders. All Will Call orders must be paid 100% at time of order.

The above prices, specifications, terms and conditions of this quote are satisfactory and are hereby accepted.

Initial all that apply: Color _____ Glass _____ Grids _____
 Hardware _____ Jamb Size _____

***** By initialing all items are approved as quoted. Any changes will be at customer cost. *****

Signature: _____ Date: _____

Printed Name: _____

Billing Address _____ City _____ State __ Zip _____

Thank you for purchasing from nvision Glass.



Regency & Liberty Transit Station Led Lighting-Change Order #13

Washoe County, Nevada

Bid Prepared for

Contractor: Sierra Nevada Construction

Address: PO Box 50760
Sparks, NV 89431

Phone No: (775) 355-0420

Fax No: (775) 355-0535

Contact: Emma Crossman

Date: 11/22/2019

Time: 2:41PM

Project Scope

Provide and Install the Material Necessary to Complete the Electrical Scope of the Work

Exclusions

- 1 Permits, Fees and Bonds
- 2 Concrete or AC cutting or Patching
- 3 Any striping or permanent signage not on signal pole
- 4 Material Testing, Surveying or Traffic Control

Bid Pricing

Bid Item #	Pay Item Number	Bid Item Description	Bid Quantity	Unit	Unit Price	Bid Amount
0	0	Regency & Liberty Transit Stations- Additional Led Lighting Package	2	Each	\$ 25,800.00	\$ 51,600.00
Total						\$ 51,600.00

Please do not hesitate to call me at 351-5135 with any questions.

Respectfully Submitted
Titan Electrical Contracting

Bart Black
Project Manager

CHANGE ORDER DESCRIPTION	MATERIAL	DRILLING	STD. LABOR HRS.	MOBILIZATION	OFF HAUL/DELIVERY	LABOR	MATERIAL	DRILLING	MOBILIZATION	OFF HAUL/DELIVERY	TOTAL
Regency & Liberty Transit Station Additional LED Lighting Package	31772		150			\$12,750.00	\$31,772.00	\$0.00	\$0.00	\$0.00	\$44,522.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$12,750.00	\$31,772.00	\$0.00	\$0.00	\$0.00	\$44,522.00
										MOB/OFF HAUL	\$0.00
										MATERIAL	\$31,772.00
										LABOR	\$12,750.00
										DRILLING	\$0.00
										TOTAL	\$44,522.00
										*10% PROFIT	\$4,452.20
										TAX	\$2,625.96
										GRAND TOTAL	\$51,600.16

SAMPLE



Member of the SNC-Lavalin Group

Atkins North America, Inc.
10509 Professional Circle, Suite 102
Reno, NV 89521-4883

Telephone: +1.775.828.1622
Fax: +1.775.851.1687

www.atkinsglobal.com/northamerica

January 6, 2020

Mr. Jeff Wilbrecht
Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Subject: Virginia Street Bus Rapid Transit Extension; Phase 2
PCO 8.003 Handrail Tahoe Street

Dear Mr. Wilbrecht:

Please find the enclosed cost proposal for a handrail at Tahoe Street.

Handrail at Tahoe Street.....\$5,500.00

SNC has not requested and will not receive any working days added to the contract duration for this change. If you have any questions, please call me at (775) 745-7026.

Sincerely,

George Jordy, P.E.
Sr. Resident Engineer

Enclosed: Copy of Sierra Nevada Construction's cost proposal for a handrail at Tahoe Street.



SIERRA NEVADA CONSTRUCTION, INC.

December 18, 2019

Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Mail PO Box 50760
Sparks, NV 89435-0760

Yard 2055 East Greg Street
Sparks, NV 89431

Phone 775.355.0420
Fax 775.355.0535

NV lic 25565 CA lic 593393

Project: Virginia St. RAPID Extension Phase 2
Subject: **Potential Change Order 028 – Tahoe Handrail**

Attn: Jeff Wilbrecht

Sierra Nevada Construction is pleased to provide pricing for a hot-dipped, galvanized handrail at the west corner of Tahoe St. This was requested by the owner due to the steep slope next to his driveway. Work includes removing and replacing rip-rap landscaping as necessary, constructing handrail footings, and fabricating and installing steel handrail. Handrail will be approximately 7'4" long and 3'6" tall with rectangular tube steel. For a more detailed drawing please see attached.

Total Cost \$5,500.00

If you have any questions, please feel free to contact me at (775) 432-8219.

Sincerely,

Emma Crossman
Project Manager
Sierra Nevada Construction, Inc.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

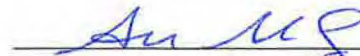
Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.11

TO: Regional Transportation Commission

FROM: Jeff Wilbrecht, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Change Order No. 09 for the Virginia Street Bus RAPID Transit Extension Project (Plumb to Liberty & Maple to 15th)

RECOMMENDATION

Approve Change Order (CO) No. 09 in the amount of \$23,960 for additional work items for foundation elements necessary to support an art structure planned by the City of Reno for the roundabout at Center Street/Mary Street and Virginia Street as part of the Virginia Street Bus RAPID Transit Extension Project; authorize the Interim Executive Director to execute CO No. 09.

SUMMARY

The City of Reno is planning to install a large piece of art in the center of the roundabout planned in Midtown. This change order adjusts the RTC plans for the area to accommodate the art by installing necessary underground support infrastructure in advance of constructing surficial concrete elements associated with the roundabout. The cost for this change is \$23,960. These changes result in no change to the performance period and ultimate completion schedule for this contract.

The changes are further detailed in Attachment A.

FISCAL IMPACT

CO No. 09 results in an increase of \$23,960 to the Sierra Nevada Construction contract. The revised total Sierra Nevada Construction contract amount approved with this change order is \$48,317,565.

PREVIOUS ACTIONS BY BOARD

December 20, 2019 Approved Change Order No. 05 and 06 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project

- November 15, 2019 Approved Change Order No. 01, 02, 03, and 04 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- October 24, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for additional utility conduits on Virginia Street during construction of the South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- August 16, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for Requested Enhancements to South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Construction Agreement between RTC and SNC (CMAR) for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Professional Services Agreement between RTC and Atkins North America (Atkins) for Construction Support Services on Phase 2 of the Virginia Street Bus RAPID Transit Extension Project.
- March 15, 2019 Approved Interlocal Corporate Agreement between RTC and City of Reno to transfer funds to the City of Reno for the selection, procurement, and installation of benches and bike racks in Midtown.
- July 20, 2018 Approved a Professional Services Agreement with Atkins for the Construction Management Services for the utility construction phase. Approved an Agreement with SNC for the construction of the early work utility construction phase. Authorized the finalization and execution of five utility relocation and reimbursement agreements into the agreement for early construction work.
- June 15, 2018 Approved an Amendment to the CMAR Pre-Construction Agreement between the RTC and SNC for the Virginia Street Bus RAPID Extension Project
- May 21, 2018 Approved a Request for Proposals (RFP) for Construction Services for the Virginia Street Bus RAPID Transit Extension Project.
- June 17, 2016 Approved the Final Rankings of the Proposers and Selection of a Contractor for Construction Manager at Risk (CMAR) for Pre-Construction Services and authorized the Executive Director to

execute a Pre-Construction Services Agreement with SNC for the Virginia Street RAPID Extension Project.

- March 18, 2016 Approved the RFP for the CMAR method of project delivery for the Virginia Street Bus RAPID Transit Extension Project.
- March 18, 2016 Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Virginia Street Bus RAPID Transit Extension Project.
- October 16, 2015 Acknowledged receipt of an update on the Virginia Street Bus RAPID Transit Extension Project and approve the local preferred alternative.
- August 21, 2015 Acknowledged receipt of an update and provided direction on the alternative selection for the Virginia Street Bus RAPID Transit Extension Project.
- October 17, 2014 Approved the selection of NCE for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.
- July 25, 2014 Approved the RFP for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment



Project No. 211003 **CONTRACT CHANGE ORDER (C.O.) NO. 09** Sheet 1 of 1
 Change Order Requested By: Jeff Wilbrecht Date 1/14/20

To Sierra Nevada Construction (SNC), Contractor for the Virginia St. Bus Rapid Transit Extension, Ph. 2 Project. You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract.

RTC FINANCE APPROVAL, AVAILABILITY OF FUNDS
 Finance Manager: _____ Date: _____

Unless noted otherwise, incorporated herein are description and costs associated with Changes in the Work directed by the RTC in accordance with the Agreement for Construction with Sierra Nevada Construction Inc. (SNC) for Phase 2 of the Virginia St. Bus RAPID Transit Extension Project approved by the RTC Board of Commissioners on May 20, 2019 and signed by the RTC Executive Director on June 3, 2019. The additional costs or cost reductions for the items of work below are per the attached Potential Change Order(s). The net change order amount includes all labor, equipment, and materials necessary to complete the work in accordance with the plans, specifications, and permits.

No contract days will be added to the contract duration as a result of this change.

9.001 Art Foundation Mary Roundabout

This change is for an art foundation at the Mary Street roundabout. The net added cost of this item is \$23,960.02.



RTC CONTRACT COMPLIANCE OFFICER APPROVAL
 Compliance Manager: _____ Date: _____

Original Contract Amount: \$47,222,952.28
 Previously Approved C.O. Amounts: \$1,070,652.23
 Net Increase from this C.O.: \$23,960.02
 Total Revised Contract Amount: \$48,317,564.53
 Total Percent Change all C.O.'s: 2.32 %

Contract time prior to this C.O.: 121
 Net increase resulting from this C.O.: 0
 New Contract Time with this C.O.: 121

Contractor Acceptance:
 Accepted Date: January 17, 2020

By (Print Name): Emma Crossman

Signature: *Emma Crossman*

RTC Approval:
 Recommended by (RTC Project Manager): _____
 Date: _____

Department Director: _____
 Date: _____

Chief Finance Officer: _____
 Date: _____

Executive Director: _____
 Date: _____

NOTE: This Change Order is not effective until approved by Executive Director, RTC.



Member of the SNC-Lavalin Group

Atkins North America, Inc.
10509 Professional Circle, Suite 102
Reno, NV 89521-4883

Telephone: +1.775.828.1622
Fax: +1.775.851.1687

www.atkinglobal.com/northamerica

January 14, 2020

Mr. Jeff Wilbrecht
Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Subject: Virginia Street Bus Rapid Transit Extension; Phase 2
PCO 9.001 Art Foundation Mary Roundabout

Dear Mr. Wilbrecht:

Please find the enclosed cost proposal for an art foundation at the Mary Street roundabout.

Art Foundation Mary Roundabout..... \$23,960.02

SNC has not requested and will not receive any working days added to the contract duration for this change. If you have any questions, please call me at (775) 745-7026.

Sincerely,


George Jordy, P.E.
Sr. Resident Engineer

Enclosed: Copy of Sierra Nevada Construction's cost proposal for an art foundation at the Mary Street roundabout.



SIERRA NEVADA CONSTRUCTION, INC.

November 21, 2019

Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Mail PO Box 50760
Sparks, NV 89435-0760

Address 2055 East Greg Street
Sparks, NV 89431

Phone 775.355.0420
Fax 775.355.0535

NV Lic 25565 CA Lic 593393

Project: Virginia St. RAPID Extension Phase 2
Subject: Potential Change Order 024 – Roundabout Foundation

Attn: Jeff Wilbrecht

Sierra Nevada Construction is pleased to provide pricing for the roundabout artwork foundation located in the center of the Mary/Center Street roundabout. Pricing is based on plans dated 8/23/19.

Bid Item Description	Quantity	Unit	Unit Price	Extended Price
Excavate Foundation	1.000	LS	\$1,806.00	\$1,806.00
Install Concrete Foundation				
-Buy Materials	1.000	LS	\$9,772.00	\$9,772.00
-Form Footing & Template	1.000	LS	\$1,805.00	\$1,805.00
-Place Rebar	1.000	LS	\$2,525.00	\$2,525.00
-Pour Footing	1.000	LS	\$1,971.00	\$1,971.00
-Form & Pour Pedestal	1.000	LS	\$2,184.00	\$2,184.00
-Strip & Clean	1.000	LS	\$850.00	\$850.00
Backfill Foundation	1.000	LS	\$1,627.00	\$1,627.00
			Sub Total	\$22,540.00
			CMAR FEE	\$1,420.02
			Total	\$23,960.02

Special Conditions

- If changes are made in the issued for construction set of plans pricing may need to be adjusted
- Pricing excludes any over excavation
- Pricing excludes dewatering
- Price assumes foundation will be poured on top of existing subgrade material
- Pricing assumes native material can be used as backfill

If you have any questions, please feel free to contact me at (775) 432-8219.

Sincerely,

Emma Crossman
Project Manager
Sierra Nevada Construction, Inc.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction


Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.12

TO: Regional Transportation Commission

FROM: Jeff Wilbrecht, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Change Order No. 10 for the Virginia Street Bus RAPID Transit Extension Project (Plumb to Liberty & Maple to 15th)

RECOMMENDATION

Approve Change Order (CO) No. 10 in the amount of \$16,164 for additional work items on the Virginia Street Bus RAPID Transit Extension Project additional Portland cement concrete pavement along Cheney Street at the tie-in to Center Street and installation of additional signage at the intersection of Plumb Lane and South Virginia Street; authorize the Interim Executive Director to execute CO No. 10.

SUMMARY

The Portland cement concrete pavement area needs to be increased to match existing joint pattern of Center Street. Additional signage was added to the Plumb Lane intersection to prevent U-turns from southbound to northbound within the project limits. The cost is \$16,164. These changes result in no change to the performance period and ultimate completion schedule for this contract.

The changes are further detailed in Attachment A. Following Board approval of this change order, RTC will execute the change order with Sierra Nevada Construction.

FISCAL IMPACT

CO No. 10 results in an increase of \$16,164 to the Sierra Nevada Construction contract. The revised total Sierra Nevada Construction contract amount approved with this change order is \$48,333,729.

PREVIOUS ACTIONS BY BOARD

December 20, 2019 Approved Change Order No. 05 and 06 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project

- November 15, 2019 Approved Change Order No. 01, 02, 03, and 04 to the Sierra Nevada Construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- October 24, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for additional utility conduits on Virginia Street during construction of the South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- August 16, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for Requested Enhancements to South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Construction Agreement between RTC and SNC (CMAR) for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Professional Services Agreement between RTC and Atkins North America (Atkins) for Construction Support Services on Phase 2 of the Virginia Street Bus RAPID Transit Extension Project.
- March 15, 2019 Approved Interlocal Corporate Agreement between RTC and City of Reno to transfer funds to the City of Reno for the selection, procurement, and installation of benches and bike racks in Midtown.
- July 20, 2018 Approved a Professional Services Agreement with Atkins for the Construction Management Services for the utility construction phase. Approved an Agreement with SNC for the construction of the early work utility construction phase. Authorized the finalization and execution of five utility relocation and reimbursement agreements into the agreement for early construction work.
- June 15, 2018 Approved an Amendment to the CMAR Pre-Construction Agreement between the RTC and SNC for the Virginia Street Bus RAPID Extension Project
- May 21, 2018 Approved a Request for Proposals (RFP) for Construction Services for the Virginia Street Bus RAPID Transit Extension Project.
- June 17, 2016 Approved the Final Rankings of the Proposers and Selection of a Contractor for Construction Manager at Risk (CMAR) for Pre-Construction Services and authorized the Executive Director to

execute a Pre-Construction Services Agreement with SNC for the Virginia Street RAPID Extension Project.

- March 18, 2016 Approved the RFP for the CMAR method of project delivery for the Virginia Street Bus RAPID Transit Extension Project.
- March 18, 2016 Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Virginia Street Bus RAPID Transit Extension Project.
- October 16, 2015 Acknowledged receipt of an update on the Virginia Street Bus RAPID Transit Extension Project and approve the local preferred alternative.
- August 21, 2015 Acknowledged receipt of an update and provided direction on the alternative selection for the Virginia Street Bus RAPID Transit Extension Project.
- October 17, 2014 Approved the selection of NCE for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.
- July 25, 2014 Approved the RFP for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

Project No. 211003
Change Order Requested By:
Jeff Wilbrecht

CONTRACT CHANGE ORDER (C.O.) NO. 10

Sheet 1 of 1
Date 1/16/20

To Sierra Nevada Construction (SNC), Contractor for the Virginia St. Bus Rapid Transit Extension, Ph. 2 Project. You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract.

Unless noted otherwise, incorporated herein are description and costs associated with Changes in the Work directed by the RTC in accordance with the Agreement for Construction with Sierra Nevada Construction Inc. (SNC) for Phase 2 of the Virginia St. Bus RAPID Transit Extension Project approved by the RTC Board of Commissioners on May 20, 2019 and signed by the RTC Executive Director on June 3, 2019. The additional costs or cost reductions for the items of work below are per the attached Potential Change Order(s). The net change order amount includes all labor, equipment, and materials necessary to complete the work in accordance with the plans, specifications, and permits.

No contract days will be added to the contract duration as a result of this change.

10.001 Cheney Street Tie-In

This change is for additional PCCP at the Cheney Street tie-in to S. Center Street. The net added cost of this item is \$15,414.35.

10.002 No U-turn Sign at Plumb Lane

This change is for installation of a no U-turn sign at the intersection of S. Virginia Street and Plumb Lane. The net added cost of this item is \$750.00.

RTC FINANCE APPROVAL, AVAILABILITY OF FUNDS
Date: _____
Finance Manager: _____

RTC CONTRACT COMPLIANCE OFFICER APPROVAL
Date: _____
Compliance Manager: _____

Original Contract Amount: \$47,222,952.28
Previously Approved C.O. Amounts: \$1,094,612.25
Net Increase from this C.O.: \$16,164.35
Total Revised Contract Amount \$48,333,728.88
Total Percent Change all C.O.'s: 2.35 %

Contract time prior to this C.O.:	<u>121</u>
Net increase resulting from this C.O.:	<u>0</u>
New Contract Time with this C.O.:	<u>121</u>

Contractor Acceptance:

Accepted Date: January 17, 2020

By (Print Name): Emma Crossman

Signature: *Emma Crossman*

NOTE: This Change Order is not effective until approved by Executive Director, RTC.

RTC Approval:

Recommended by (RTC Project Manager):

Date: _____

Department Director:

Date: _____

Chief Finance Officer:

Date: _____

Executive Director:

Date: _____



Member of the SNC-Lavalin Group

Atkins North America, Inc.
10509 Professional Circle, Suite 102
Reno, NV 89521-4883
Telephone: +1.775.828.1622
Fax: +1.775.851.1687
www.atkinsglobal.com/northamerica

January 16, 2020

Mr. Jeff Wilbrecht
Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Subject: Virginia Street Bus Rapid Transit Extension; Phase 2
PCO 10.001 Cheney Street Tie-In

Dear Mr. Wilbrecht:

Please find enclosed cost proposal for additional PCCP at the Cheney Street tie-in to S. Center Street.

Cheney Street Tie-In.....\$15,414.35

SNC has not requested and will not receive any working days added to the contract duration for this change. If you have any questions, please call me at (775) 745-7026.

Sincerely,



George Jordy, P.E.
Sr. Resident Engineer

Enclosed: Copy of Sierra Nevada Construction's cost proposal for additional PCCP at the Cheney Street tie-in to S. Center Street.



SIERRA NEVADA CONSTRUCTION, INC.

December 4, 2019

Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Mail PO Box 50760
Sparks, NV 89435-0760

Yard 2055 East Greg Street
Sparks, NV 89431

Phone 775.355.0420
Fax 775.355.0535

NV lic. 25565 CA lic. 593393

Project: Virginia St. RAPID Extension Phase 2
Subject: Potential Change Order 027 – Cheney and Center Street Tie-in

Attn: Jeff Wilbrecht

Per response to RFI 94 the limits of the Cheney Street and Center Street tie-in were extended by 456 SF. In order to complete this pour now, it must be performed in two parts to maintain traffic on Center Street. Please see below for the additional costs associated with this work.

Bid Item	Bid Item Description	Quantity	Unit	Unit Price	Extended Price
S5	Remove PCC Pavement	456	SF	\$4.57	\$2,083.92
S98	Place 12" PCC Pavement	456	SF	\$27.23	\$12,416.88
				Sub Total	\$14,500.80
				CMAR FEE	\$913.55
				Total	\$15,414.35

If you have any questions, please feel free to contact me at (775) 432-8219.

Sincerely,

Emma Crossman
Project Manager
Sierra Nevada Construction, Inc.



Member of the SNC-Lavalin Group

Atkins North America, Inc.
10509 Professional Circle, Suite 102
Reno, NV 89521-4883

Telephone: +1.775.828.1622
Fax: +1.775.851.1687

www.atkinsglobal.com/northamerica

January 16, 2020

Mr. Jeff Wilbrecht
Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Subject: Virginia Street Bus Rapid Transit Extension; Phase 2
PCO 10.002 No U-Turn Sign at Plumb Lane

Dear Mr. Wilbrecht:

Please find enclosed cost proposal for installation of a no U-turn sign at the intersection of S. Virginia Street and Plumb Lane.

No U-turn Sign Plumb Lane.....\$750.00

SNC has not requested and will not receive any working days added to the contract duration for this change. If you have any questions, please call me at (775) 745-7026.

Sincerely,


George Jordy, P.E.
Sr. Resident Engineer

Enclosed: Copy of Sierra Nevada Construction's cost proposal for installation of a no U-turn sign at the intersection of S. Virginia Street and Plumb Lane.



SIERRA NEVADA CONSTRUCTION, INC.

January 13, 2020

Regional Transportation Commission
1105 Terminal Way
Reno, NV 89502

Mail PO Box 50760
Sparks, NV 89435-0760

Yard 2055 East Greg Street
Sparks, NV 89431

Phone 775.355.0420
Fax 775.355.0535

NV lic 25565 CA lic 593393

Project: Virginia St. RAPID Extension Phase 2
Subject: Potential Change Order 030 – Plumb Lane U-Turn Sign Replacement

Attn: Jeff Wilbrecht

Sierra Nevada Construction is pleased to provide pricing to remove the existing U-turn sign at Plumb lane and to furnish and install a R73-6 CA. This proposal includes traffic control.

Total Cost \$750.00

If you have any questions, please feel free to contact me at (775) 432-8219.

Sincerely,

Emma Crossman
Project Manager
Sierra Nevada Construction, Inc.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.13

TO: Regional Transportation Commission

FROM: Blaine Petersen, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Professional Services Agreement (PSA) for the Intelligent Transportation System (ITS) Phase 3 Project

RECOMMENDATION

Approve a Professional Services Agreement (PSA) with Atkins North America, Inc. to provide design services and optional engineering during construction services for the ITS Phase 3 Project in an amount not to exceed \$266,700; authorize the Interim Executive Director to execute the agreement.

SUMMARY

This Agreement (see Attachment A) with Atkins North America, Inc. is for professional design services for the ITS Phase 3 Project in the amount of \$150,980, and optional engineering during construction services (EDC) in the amount of \$115,720. The Project includes installation of new fiber optic communication lines and other ITS infrastructure.

Atkins North America, Inc. was selected from the Traffic Engineering Services List as a qualified firm to perform engineering, construction management and quality assurance. Negotiation of Atkin’s scope, schedule and budget indicated the amount for design services is within the appropriated budget.

FISCAL IMPACT

2020 ITS Project appropriations are included in the approved FY 2020 Budget and Program of Projects as part of the Capacity and Congestion Relief Program.

PREVIOUS ACTIONS BY BOARD

- April 19, 2019 Approved the Qualified Consultant List for Traffic Engineering Design and Construction Management Services
- January 18, 2019 Approved the FY 2020 Program of Projects

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this report.

Attachment

**AGREEMENT
FOR
PROFESSIONAL SERVICES**

This agreement (this "Agreement") is dated and effective as of February 24, 2020, by and between the Regional Transportation Commission of Washoe County ("RTC") and Atkins North America, Inc. ("CONSULTANT").

WITNESSETH:

WHEREAS, RTC has selected CONSULTANT from the Traffic Engineering (TE) Shortlist to perform Engineering Design and Construction Services in connection with ITS Phase 3 (the "Project"); and

NOW, THEREFORE, RTC and CONSULTANT, in consideration of the mutual covenants and other consideration set forth herein, do hereby agree as follows:

ARTICLE 1 – TERM AND ENGAGEMENT

- 1.1. The term of this Agreement shall be from the date first written above through December 31, 2021, unless terminated at an earlier date, or extended to a later date, pursuant to the provisions herein.
- 1.2. CONSULTANT will promptly, diligently and faithfully execute the work to completion in accordance with applicable professional standards subject to any delays due to strikes, acts of God, act of any government, civil disturbances, or any other cause beyond the reasonable control of CONSULTANT.
- 1.3. CONSULTANT shall not proceed with work until both parties have executed this Agreement and a purchase order has been issued to CONSULTANT. If CONSULTANT violates that prohibition, CONSULTANT forfeits any and all right to reimbursement and payment for that work and waives any and all claims against RTC, its employees, agents, and affiliates, including but not limited to monetary damages, and any other remedy available at law or in equity arising under the terms of this Agreement. Furthermore, prior to execution and issuance of a purchase order, CONSULTANT shall not rely on the terms of this Agreement in any way, including but not limited to any written or oral representations, assurances or warranties made by RTC or any of its agents, employees or affiliates, or on any dates of performance, deadlines, indemnities, or any term contained in this Agreement or otherwise.

ARTICLE 2 - SERVICES OF CONSULTANT

2.1. SCOPE OF SERVICES

The scope of services consist of the tasks set forth in Exhibit A.

2.2. SCHEDULE OF SERVICES

Tasks and subtasks shall be completed in accordance with the schedule in Exhibit A. Any change(s) to the schedule must be approved by RTC's Project Manager.

2.3. CONTINGENCY

Contingency line items identified in the scope of services are for miscellaneous increases within the scope of work. Prior to the use of any contingency amounts, CONSULTANT shall provide a letter to RTC's Project Manager detailing the need, scope, and not-to-exceed budget for the proposed work. Work to be paid for out of contingency shall proceed only with the RTC Project Manager's written approval.

2.4. OPTIONS

RTC shall have the right to exercise its option(s) for all or any part of the optional tasks or subtasks identified in Exhibit A. CONSULTANT will prepare and submit a detailed scope of services reflecting the specific optional services requested, a schedule for such services, and a cost proposal. RTC will review and approve the scope of services and RTC and CONSULTANT will discuss and agree upon compensation and a schedule. CONSULTANT shall undertake no work on any optional task without written notice to proceed with the performance of said task. RTC, at its sole option and discretion, may select another individual or firm to perform the optional tasks or subtasks identified in Exhibit A.

2.5. ADDITIONAL SERVICES

CONSULTANT will provide additional services when agreed to in writing by RTC and CONSULTANT.

2.6. PERFORMANCE REQUIREMENTS

Any and all design and engineering work furnished by CONSULTANT shall be performed by or under the supervision of persons licensed to practice architecture, engineering, or surveying (as applicable) in the State of Nevada, by personnel who are careful, skilled, experienced and competent in their respective trades or professions, who are professionally qualified to perform the work, and who shall assume professional responsibility for the accuracy and completeness of documents prepared or checked by them, in accordance with appropriate prevailing professional standards. Notwithstanding the provision of any drawings, technical specifications, or other data by RTC, CONSULTANT shall have the responsibility of supplying all items and details required for the deliverables required hereunder.

Any sampling and materials testing shall be performed by an approved testing laboratory accredited by AASHTO or other ASTM recognized accrediting organization in the applicable test methods. If any geotechnical or materials testing is performed by a sub-consultant, that laboratory shall maintain the required certification. Proof of certification shall be provided to RTC with this Agreement. If certification expires or is removed during the term of this Agreement, CONSULTANT shall notify RTC immediately, and propose a remedy. If an acceptable remedy cannot be agreed upon by both parties, RTC may terminate this Agreement for default.

CONSULTANT shall provide only Nevada Alliance for Quality Transportation Construction (NAQTC) qualified personnel to perform field and laboratory sampling and testing during the term of this Agreement. All test reports shall be signed by a licensed NAQTC tester and notated with his/her license number.

2.7. ERRORS AND OMISSIONS

CONSULTANT shall, without additional compensation, correct or revise any deficiencies, errors, or omissions caused by CONSULTANT in its analysis, reports, and services. CONSULTANT also agrees that if any error or omission is found, CONSULTANT will expeditiously make the necessary correction, at no expense to RTC. If an error or omission was directly caused by RTC, and not by CONSULTANT and RTC requires that such error or omission be corrected, CONSULTANT may be compensated for such additional work.

ARTICLE 3 - COMPENSATION

3.1. CONSULTANT shall be paid for hours worked at the hourly rates and rates for testing in Exhibit B. RTC shall not be responsible for any other costs or expenses except as provided in Exhibit B.

3.2. The maximum amount payable to CONSULTANT to complete each task is equal to the not-to-exceed amounts identified in Exhibit B. CONSULTANT can request in writing that RTC's Project Manager reallocate not-to-exceed amounts between tasks. A request to reallocate not-to-exceed amounts must be accompanied with a revised fee schedule, and must be approved in writing by RTC's Project Manager prior to performance of the work. In no case shall CONSULTANT be compensated in excess of the following not-to exceed amounts:

Total Services (Tasks 1 to 4)	\$135,980
Design Contingency (Task 5)	\$15,000
<u>Optional Services (Task 6)</u>	<u>\$115,720</u>
Total Not-to-Exceed Amount	\$266,700

3.3. For any work authorized under Section 2.4, "Additional Services," RTC and CONSULTANT will negotiate not-to-exceed amounts based on the standard hourly rates and rates for testing in Exhibit B. Any work authorized under Section 2.4, "Additional Services," when performed by persons who are not employees or individuals employed by

affiliates of CONSULTANT, will be billed at a mutually agreed upon rate for such services, but not more than 105% of the amounts billed to CONSULTANT for such services.

- 3.4. CONSULTANT shall receive compensation for preparing for and/or appearing in any litigation at the request of RTC, except: (1) if such litigation costs are incurred by CONSULTANT in defending its work or services or those of any of its sub-consultants; or (2) as may be required by CONSULTANT's indemnification obligations. Compensation for litigation services requested by RTC shall be paid at a mutually agreed upon rate and/or at a reasonable rate for such services.

ARTICLE 4 - INVOICING

- 4.1. CONSULTANT shall submit monthly invoices in the format specified by RTC. Invoices must be submitted to accountspayable@rtcwashoe.com. RTC's payment terms are 30 days after the receipt of the invoice. Simple interest will be paid at the rate of half a percent (0.5%) per month on all invoices approved by RTC that are not paid within thirty (30) days of receipt of the invoice.
- 4.2. RTC shall notify CONSULTANT of any disagreement with any submitted invoice for consulting services within thirty (30) days of receipt of an invoice. Any amounts not in dispute shall be promptly paid by RTC.
- 4.3. CONSULTANT shall maintain complete records supporting every request for payment that may become due. Upon request, CONSULTANT shall produce all or a portion of its records and RTC shall have the right to inspect and copy such records.

ARTICLE 5 - ACCESS TO INFORMATION AND PROPERTY

- 5.1. Upon request and without cost to CONSULTANT, RTC will provide all pertinent information that is reasonably available to RTC including surveys, reports and any other data relative to design and construction.
- 5.2. RTC will provide access to and make all provisions for CONSULTANT to enter upon RTC facilities and public lands, as required for CONSULTANT to perform its work under this Agreement.

ARTICLE 6 - OWNERSHIP OF WORK

- 6.1. Plans, reports, studies, tracings, maps, software, electronic files, licenses, programs, equipment manuals, and databases and other documents or instruments of service prepared or obtained by CONSULTANT in the course of performing work under this Agreement, shall be delivered to and become the property of RTC. Software already developed and purchased by CONSULTANT prior to the Agreement is excluded from this requirement. CONSULTANT and its sub-consultants shall convey and transfer all copyrightable interests, trademarks, licenses, and other intellectual property rights in such materials to

RTC upon completion of all services under this Agreement and upon payment in full of all compensation due to CONSULTANT in accordance with the terms of this Agreement. Basic survey notes, sketches, charts, computations and similar data prepared or obtained by CONSULTANT under this Agreement shall, upon request, also be provided to RTC.

- 6.2. CONSULTANT represents that it has secured all necessary licenses, consents, or approvals to use the components of any intellectual property, including computer software, used in providing services under this Agreement, that it has full legal title to and the right to reproduce such materials, and that it has the right to convey such title and other necessary rights and interests to RTC.
- 6.3. CONSULTANT shall bear all costs arising from the use of patented, copyrighted, trade secret, or trademarked materials, equipment, devices, or processes used on or incorporated in the services and materials produced under this Agreement.
- 6.4. CONSULTANT agrees that all reports, communications, electronic files, databases, documents, and information that it obtains or prepares in connection with performing this Agreement shall be treated as confidential material and shall not be released or published without the prior written consent of RTC; provided, however, that CONSULTANT may refer to this scope of work in connection with its promotional literature in a professional and commercially reasonable manner. The provisions of this subsection shall not apply to information in whatever form that comes into the public domain. The provisions of this paragraph also shall not restrict CONSULTANT from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency, or other entity with proper jurisdiction, or if it is reasonably necessary for CONSULTANT to defend itself from any suit or claim.

ARTICLE 7 - TERMINATION

7.1. CONTRACT TERMINATION FOR DEFAULT

If CONSULTANT fails to perform services in the manner called for in this Agreement or if CONSULTANT fails to comply with any other provisions of this Agreement, RTC may terminate this Agreement for default. Termination shall be effected by serving a notice of termination on CONSULTANT setting forth the manner in which CONSULTANT is in default. CONSULTANT will only be paid the contract price for services delivered and accepted, or services performed in accordance with the manner of performance set forth in this Agreement.

If it is later determined by RTC that CONSULTANT had an excusable reason for not performing, such as a fire, flood, or events which are not the fault of or are beyond the control of CONSULTANT, RTC, after setting up a new performance schedule, may allow CONSULTANT to continue work, or treat the termination as a termination for convenience.

7.2. CONTRACT TERMINATION FOR CONVENIENCE

RTC may terminate this Agreement, in whole or in part, at any time by written notice to CONSULTANT when it is in RTC's best interest. CONSULTANT shall be paid its costs, including contract closeout costs, and profit on work performed up to the time of termination. CONSULTANT shall promptly submit its termination claim to RTC to be paid CONSULTANT. If CONSULTANT has any property in its possession belonging to RTC, CONSULTANT will account for the same, and dispose of it in the manner RTC directs.

ARTICLE 8 - INSURANCE

- 8.1. CONSULTANT shall not commence any work or permit any employee/agent to commence any work until satisfactory proof has been submitted to RTC that all insurance requirements have been met.
- 8.2. In conjunction with the performance of the services/work required by the terms of this Agreement, CONSULTANT shall obtain all types and amounts of insurance set forth in Exhibit C, and shall comply with all provisions set forth therein.

ARTICLE 9 - HOLD HARMLESS

- 9.1. CONSULTANT's obligation under this provision is as set forth in Exhibit C. Said obligation would also extend to any liability of RTC resulting from any action to clear any lien and/or to recover for damage to RTC property.

ARTICLE 10 - EQUAL EMPLOYMENT OPPORTUNITY

- 10.1. During the performance of this Agreement, CONSULTANT agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, age, disability, or national origin. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, color, religion, sex, age, disability, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by RTC setting forth the provisions of this nondiscrimination clause.
- 10.2. CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of CONSULTANT, state that well qualified applicants will receive consideration of employment without regard to race, color, religion, sex, age, disability, or national origin.

- 10.3. CONSULTANT will cause the foregoing provisions to be inserted in all sub-agreements for any work covered by this Agreement so that such provisions will be binding upon each sub-consultant.

ARTICLE 11 - RESOLUTION OF CLAIMS AND DISPUTES

11.1. NEGOTIATED RESOLUTION

In the event that any dispute or claim arises under this Agreement, the parties shall timely cooperate and negotiate in good faith to resolve any such dispute or claim. Such cooperation shall include providing the other party with all information in order to properly evaluate the dispute or claim and making available the necessary personnel to discuss and make decisions relative to the dispute or claim.

11.2. MEDIATION

If the parties have been unable to reach an informal negotiated resolution to the dispute or claim within thirty (30) days following submission in writing of the dispute or claim to the other party, or such longer period of time as the parties may agree to in writing, either party may then request, in writing, that the dispute or claim be submitted to mediation (the "Mediation Notice"). After the other party's receipt or deemed receipt of the Mediation Notice, the parties shall endeavor to agree upon a mutually acceptable mediator, but if the parties have been unable to agree upon a mediator within ten (10) days following receipt of the Mediation Notice, then each party shall select a mediator and those two selected mediators shall select the mediator. A mediator selected by the parties' designated mediators shall meet the qualification set forth in as provided in Rule 4 of Part C., "Nevada Mediation Rules" of the "Rules Governing Alternative Dispute Resolutions adopted by the Nevada Supreme Court." Unless otherwise agreed to by the parties, in writing, the mediator shall have complete discretion over the conduct of the mediation proceeding. Unless otherwise agreed to by the parties, in writing, the mediation proceeding must take place within thirty (30) days following appointment of the mediator. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in Washoe County, Nevada, unless otherwise agreed to by the parties, in writing. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

11.3. LITIGATION

In the event that the parties are unable to settle and/or resolve the dispute or claim as provided above, then either party may proceed with litigation in the Second Judicial District Court of the State of Nevada, County of Washoe.

11.4. CONTINUING CONTRACT PERFORMANCE

During the pendency of any dispute or claim the parties shall proceed diligently with performance of this Agreement and such dispute or claim shall not constitute an excuse or defense for a party's nonperformance or delay.

ARTICLE 12 – PROJECT MANAGERS

- 12.1. RTC's Project Manager is Blaine Petersen, P.E., PTOE or such other person as is later designated in writing by RTC. RTC's Project Manager has authority to act as RTC's representative with respect to the performance of this Agreement.
- 12.2. CONSULTANT' Project Manager is David Dodson, P.E. or such other person as is later designated in writing by CONSULTANT. CONSULTANT's Project Manager has authority to act as CONSULTANT's representative with respect to the performance of this Agreement.

ARTICLE 13 - NOTICE

- 13.1. Notices required under this Agreement shall be given as follows:

RTC: Amy Cummings
Interim Executive Director
Blaine Petersen, P.E., PTOE
RTC Project Manager
Regional Transportation Commission
1105 Terminal Way
Reno, Nevada 89502
(775)335-1871

CONSULTANT: David Dodson, P.E.
Project Director
10509 Professional Circle, Suite 102
Reno, Nevada 89521
(775)789-9820

ARTICLE 14 - DELAYS IN PERFORMANCE

- 14.1. TIME IS OF THE ESSENCE

It is understood and agreed that all times stated and referred to herein are of the essence. The period for performance may be extended by RTC's Executive Director pursuant to the process specified herein. No extension of time shall be valid unless reduced to writing and signed by RTC's Executive Director.

14.2. UNAVOIDABLE DELAYS

If the timely completion of the services under this Agreement should be unavoidably delayed, RTC may extend the time for completion of this Agreement for not less than the number of days CONSULTANT was excusably delayed. A delay is unavoidable only if the delay is not reasonably expected to occur in connection with or during CONSULTANT's performance, is not caused directly or substantially by acts, omissions, negligence or mistakes of CONSULTANT, is substantial and in fact causes CONSULTANT to miss specified completion dates, and cannot adequately be guarded against by contractual or legal means.

14.3. NOTIFICATION OF DELAYS

CONSULTANT shall notify RTC as soon as CONSULTANT has knowledge that an event has occurred or otherwise becomes aware that CONSULTANT will be delayed in the completion of the work. Within ten (10) working days thereafter, CONSULTANT shall provide such notice to RTC, in writing, furnishing as much detail on the delay as possible and requesting an extension of time.

14.4. REQUEST FOR EXTENSION

Any request by CONSULTANT for an extension of time to complete the work under this Agreement shall be made in writing to RTC. CONSULTANT shall supply to RTC documentation to substantiate and justify the additional time needed to complete the work and shall provide a revised schedule. RTC shall provide CONSULTANT with notice of its decision within a reasonable time after receipt of a request.

ARTICLE 15 - GENERAL PROVISIONS

15.1. SUCCESSORS AND ASSIGNS

RTC and CONSULTANT bind themselves and their successors and assigns to the other party and to the successors and assigns of such party, with respect to the performance of all covenants of this Agreement. Except as set forth herein, neither RTC nor CONSULTANT shall assign or transfer interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating a personal liability on the part of any officer or agent or any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than RTC and CONSULTANT.

15.2. NON TRANSFERABILITY

This Agreement is for CONSULTANT's professional services, and CONSULTANT's rights and obligations hereunder may not be assigned without the prior written consent of RTC.

15.3. SEVERABILITY

If any part, term, article, or provision of this Agreement is, by a court of competent jurisdiction, held to be illegal, void, or unenforceable, or to be in conflict with any law of the State of Nevada, the validity of the remaining provisions or portions of this Agreement are not affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held invalid.

15.4. RELATIONSHIP OF PARTIES

CONSULTANT is an independent contractor to RTC under this Agreement. Accordingly, CONSULTANT is not entitled to participate in any retirement, deferred compensation, health insurance plans or other benefits RTC provides to its employees. CONSULTANT shall be free to contract to provide similar services for others while it is under contract to RTC, so long as said services and advocacy are not in direct conflict, as determined by RTC, with services being provided by CONSULTANT to RTC.

15.5. WAIVER/BREACH

Any waiver or breach of a provision in this Agreement shall not be deemed a waiver of any other provision in this Agreement and no waiver is valid unless in writing and executed by the waiving party. An extension of the time for performance of any obligation or act shall not be deemed an extension of time for the performance of any other obligation or act. This Agreement inures to the benefit of and is binding upon the parties to this Agreement and their respective heirs, successors and assigns.

15.6. REGULATORY COMPLIANCE

A. CONSULTANT shall comply with all applicable federal, state and local government laws, regulations and ordinances. CONSULTANT shall be responsible for obtaining all necessary permits and licenses for performance of services under this Agreement. Upon request of RTC, CONSULTANT shall furnish RTC certificates of compliance with all such laws, orders and regulations.

B. CONSULTANT represents and warrants that none of the services to be rendered pursuant to this Agreement constitute the performance of public work, as that term is defined by Section 338.010(17) of the Nevada Revised Statutes. To the extent CONSULTANT does engage in such public work, CONSULTANT shall be responsible for paying the prevailing wage as required by Chapter 338 of the Nevada Revised Statutes.

15.7. EXCLUSIVE AGREEMENT

There are no verbal agreements, representations or understandings affecting this Agreement, and all negotiations, representations and undertakings are set forth herein with

the understanding that this Agreement constitutes the entire understanding by and between the parties.

15.8. AMENDMENTS

No alteration, amendment or modification of this Agreement shall be effective unless it is in writing and signed by both parties.

15.9. CONTINUING OBLIGATION

CONSULTANT agrees that if, because of death or any other occurrence it becomes impossible for any principal or employee of CONSULTANT to render the services required under this Agreement, neither CONSULTANT nor the surviving principals shall be relieved of any obligation to render complete performance. However, in such event, RTC may terminate this Agreement if it considers the death or incapacity of such principal or employee to be a loss of such magnitude as to affect CONSULTANT's ability to satisfactorily complete the performance of this Agreement.

15.10. APPLICABLE LAW AND VENUE

The provisions of this Agreement shall be governed and construed in accordance with the laws of the State of Nevada. The exclusive venue and court for all lawsuits concerning this Agreement shall be the Second Judicial District Court of the State of Nevada, County of Washoe, and the parties hereto submit to the jurisdiction of that District Court.

15.11. ATTORNEYS' FEES

In the event of a dispute between the parties result in a proceeding in any Court of Nevada having jurisdiction, the prevailing party shall be entitled to an award of costs and a reasonable attorneys' fees.

15.12. CERTIFICATION REQUIRED BY NEVADA SENATE BILL 27 (2017)

CONSULTANT expressly certifies and agrees, as a material part of this Agreement, that it is not currently engaged in a boycott of Israel. CONSULTANT further agrees, as a material part of this Agreement, it will not engage in a boycott of Israel for the duration of this Agreement. If, at any time during the formation or duration of this Agreement, CONSULTANT is engaged or engages in a boycott of Israel, it will constitute a material breach of this Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first above written.

APPROVED AS TO LEGALITY AND FORM

By: _____
Adam Spear
RTC Director of Legal Services

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By: _____
Amy Cummings, Interim Executive Director

Atkins North America

By: _____
Roger Philippi, P.E., Vice President

SAMPLE

EXHIBIT A
SCOPE OF SERVICES

INTRODUCTION

CONSULTANT will provide engineering services for the ITS Phase 3 Project.

The scope of ITS Phase 3 will cover both design and construction services at various intersections in the Reno/Sparks region. The project will install conduit, fiber optic communication cable, road weather information sensors (RWIS), and Gridsmart Performance Package to improve traffic capacity at the following project limits / locations:

1. Conduit and Fiber Optic Cable
 - a. Lake Street from 1st Street to 2nd Street
 - b. Lemmon Drive from N. Virginia Street to US 395
 - c. Rock Boulevard from Greg Street to Prater Way
2. Road Weather Information Sensors (RWIS)
 - a. Sharlands Avenue at Robb Drive
3. Gridsmart Performance Package
 - a. 20 locations

The scope of services will generally consist of the following tasks:

1. PROJECT MANAGEMENT

1.1. Project Management

CONSULTANT will provide project management services for the duration of the ITS Phase 3 Project including closeout activities.

Project management includes project setup and administration, including preparation and execution of Subconsultant agreements; monthly budget monitoring and invoicing; monthly preparation and reporting of project progress (including work completed and documentation of any changes, actual and anticipated, in scope, schedule, and budget); risk management; preparation and monthly project schedule updates; management of Subconsultants, oversight of quality assurance on deliverables; file management; project closeout; and general project administration.

CONSULTANT Project Manager will serve as the Regional Transportation Commission (RTC)'s single point of contact and will have primary responsibility for coordinating the efforts of the project team and subconsultants.

1.2. Project Coordination

CONSULTANT Project Manager will keep the RTC Project Manager informed of

progress with bi-weekly informal briefings via email or phone call. CONSULTANT Project Manager will participate in a project kickoff meeting as well as 50%, 90%, and 100% design review meetings, and up to three (3) coordination meetings with the RTC and participating agencies.

Deliverables – Meeting agendas and minutes; Invoicing and progress reports.

1.3. Project Management Plan (PMP)

CONSULTANT will prepare a Project Management Plan (PMP) that will include: Project Instructions, Risk Management Plan, Communications Protocols; Project Directory, Scope, Schedule, and Budget, File and Information Sharing and Storage Protocols, and the Safety Plan. The PMP will be distributed to the CONSULTANT team, including Subconsultants, and will be updated as needed throughout the project duration.

1.4. Quality Management Plan (QMP)

CONSULTANT will prepare a Quality Management Plan (QMP) specific to the ITS Phase 3 Project. A Quality Manager will be assigned who be responsible for the development and implementation of the plan. The QMP will apply to both prime and Subconsultant team members. An independent quality review will be performed on each design deliverable including the 50%, 90%, 100%, and Final milestone packages.

2. PRELIMINARY DESIGN

2.1. Investigate Existing Conditions and Field Inventory

CONSULTANT will obtain and review as-built plans from City of Reno, City of Sparks, NDOT, and/or RTC for existing interconnect systems or related infrastructure improvements projects within the project area. NDOT as-built plans will be used, if necessary, to establish a centerline and right-of-way on the encroachment permit plan set.

CONSULTANT will visually evaluate and document existing pull box locations, verify conduit routing, and other interconnect systems within the project area.

2.2. Topographic and Right-of-Way Mapping

CONSULTANT will obtain aerial photography and other relevant layers from the RTC and Washoe County GIS. The aerials from Washoe County are controlled by Washoe County Modified State Plane Coordinate System. The project will be controlled off of this coordinate system. Aerial photography will be used in lieu of ground survey for the ITS plan development.

If additional ground survey is required, CONSULTANT will provide field survey to verify utilities, and as other needs arise. This will be added scope of work.

CONSULTANT will research ownerships and Assessor's Parcel Numbers (APNs) within the project limits, as well as obtain copies of any recorded maps that identify road rights-of-way and boundary lines.

CONSULTANT will provide control line and right-of-way mapping based on field survey of centerline monuments, section corners, and record maps. Existing right-of-way and APN's will be shown on the project plans.

Deliverables – Record Right of Way in electronic CADD format.

2.3. Utility Investigation / Depiction

Utility Depiction: CONSULTANT will investigate and generally locate utilities within the roadway right-of-way and areas reasonably affected by the project improvements. Utility and infrastructure layout will be based on as-builts and mapping provided by the respective utility agencies.

Deliverables – Depiction of general subsurface utility location on applicable plan sheets developed under Section 3.1.

Utility Coordination: Based on field investigation, CONSULTANT will provide RTC a list of utility companies whose utilities are likely to be reasonably affected by the project. RTC will issue the initial notification to the utility agencies on the list and CONSULTANT will coordinate with the utility agencies for upcoming work, facility relocation and new installation, and to insure utilities likely affected by the project are drawn on the applicable plan sheets.

Utility Pothole Exploration: Should insufficient information be available from existing records to determine whether or not conflicts between the proposed work and existing utilities will occur, the CONSULTANT will not pothole locations to make such a determination. This will be added scope of work.

There will be no conduit proofing services of existing conduit completed during the design process. These services will be performed during construction by the contractor.

2.4. Identification of Right-of-Way Acquisition Areas

CONSULTANT will review the preliminary plan layout and identify areas, if any, that could require right-of-way acquisition. These areas will be reviewed with the RTC to determine if changes in the Scope of Services are necessary to eliminate the need for right-of-way acquisition or if additional survey and research is necessary and needs to be authorized by the RTC to further define the existing right-of-way. This scope of service provides limited right-of-way research. Acquisition services are not included as part of this Scope of Services. Final right-of-way needs will be identified at the 50% design level.

Deliverables – 11"x17" right-of-way exhibit(s) and an electronic copy in PDF format to the RTC.

3. FINAL DESIGN

3.1. Prepare Final Plans and Specifications

Prepare Final Construction Plans, Contract Documents and Technical Specifications suitable for construction bid advertisement in accordance with RTC standards and requirements. RTC will provide the boilerplate on disk in MS Word format. The RTC, Local Entity and Quality Control review comments will be incorporated into the final Plans and Specifications.

The final construction plans will be on 22" x 34" size sheets (scalable to 11"x17") and will show all relevant elements of the project construction. The final plan set will include, as a minimum:

- Cover Sheet
- Abbreviation, Symbols and General Notes Sheets
- Interconnect Plan Sheets (at 1"=40' scale)
- Detail Sheets including trenching and fiber optic splices (scales as noted).

Depths of existing sanitary sewer and storm drain utilities will be checked and noted on the plans if conflicts are anticipated due to vertical clearances. All located, existing underground utilities shown on the Plan Sheets will be accompanied with the following "Note: Subsurface utilities are depicted by their Quality Levels in accordance American Society of Civil Engineers Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data (CI/ASCE 38-02). All utility information shown hereon is depicted to Quality Level "C", unless otherwise noted."

The Contract Documents and Technical Specifications will reference the latest edition of Standard Specifications for Public Works Construction (Orange Book) for standard construction items. Technical provisions will be prepared for approved deviations from the Orange Book and unique construction items not adequately covered in the Orange Book. The final plans and specifications will be signed and sealed by a Nevada Registered Professional Civil Engineer in responsible charge of preparation. Plans and specifications will be submitted to the RTC, City of Reno, City of Sparks and other affected parties for review at the 50%, 90%, and 100% stages of completion.

CONSULTANT will submit the 50% Design as summarized:

RTC:

- Electronic 11" x 17" Format 50% Design plans
- 1 copy Engineer's opinion of probable construction cost estimate

Local Entities:

- Electronic 11" x 17" Format 50% Design plans
- 1 copy Engineer's opinion of probable construction cost estimate

Utility Agencies:

- 1 copy 11" x 17" 50% Design plans

CONSULTANT will submit the 90% Design as summarized:

RTC:

- Electronic 11" x 17" Format 90% Design plans
- 1 copy Engineer's opinion of probable construction cost estimate
- 1 copy Technical Specifications
- 1 Electronic Distribution of Review and Comment Form and 50% submittal responses

Local Entities:

- Electronic 11" x 17" Format 90% Design plans
- 1 copy Technical Specifications
- 1 Electronic Distribution of Review and Comment Form and 50% submittal responses

Utility Agencies:

- 1 copy 11" x 17" 90% Design plans
- 1 copy Technical Specifications
- 1 Electronic Distribution of Review and Comment Form and 50% submittal responses

NDOT District 2:

- 6 copies color coded 11" x 17" 90% Design plans
- 6 copies Technical Specifications
- 1 copy Engineer's opinion of probable construction cost estimate

CONSULTANT will submit the 100% Design as summarized:

RTC:

- 3 copies 11" x 17" 100% Design plans
- 1 copy Engineer's opinion of probable construction cost estimate
- 1 copy Technical Specifications
- 2 CDs with 22" x 34" .pdf of 90% Design plans; engineer's estimate; and technical specifications
- 1 Electronic Distribution of Review and Comment Form and 90% submittal responses

Local Entities:

- 2 copies 11" x 17" 100% Design plans

- 1 copy Engineer's opinion of probable construction cost estimate
- 1 copy Technical Specifications
- 2 CDs with 22" x 34" .pdf of 90% Design plans; engineer's estimate; and technical specifications
- 1 Electronic Distribution of Review and Comment Form and 90% submittal responses

Utility Agencies:

- 1 copy 11" x 17" 100% Design plans
- 1 copy Technical Specifications
- 1 Electronic Distribution of Review and Comment Form and 90% submittal responses

Independent Checker

An independent checker will check, initial and date each plan sheet. A quality control review of the plans, contract documents and technical specifications will be performed which will focus on technical aspects of the plans and specifications and will ensure that all items of work are adequately covered.

Utility Agency Coordination

Design review submittals (50% and 90%) will be provided to utility agencies that have facilities that are anticipated to be impacted by the project. Utilities will only be depicted on the plans if a conflict is anticipated. RTC will be provided a list of utility agencies provided design review submittals and Utility Agency review comments.

Final Sealed Construction Plan Submittal

CONSULTANT will submit final sealed plans to the RTC and Local Entities as follows:

- RTC: One (1) 22"x34" Mylar Title Sheet
- RTC and Local Entities: One (1) 11"x17" bond plan set
- RTC and Local Entities: One (1) CD containing a PDF copy of the final plans and AutoCAD drawing files

Final Specification Document Submittal

CONSULTANT will provide one (1) hard copy and one (1) copy in MS Word format of the Contract Documents and Technical Specifications to the RTC and one hard copy to the Local Entities.

Final Engineer's Opinion of Probable Construction Costs and Time.

Provide a final Engineer's opinion of probable construction costs for the project based

on the final design and any alternatives or options. The cost opinion will be in the same format as the bid proposal form included in the contract documents. A quality control review of the cost opinion will be performed by the CONSULTANT. The CONSULTANT will also estimate the number of working or calendar days, as appropriate, for the construction of the projects.

3.2. Nevada Department of Transportation Encroachment Permit

CONSULTANT will prepare and process an encroachment permit package through the Nevada Department of Transportation for the portions of the project.

CONSULTANT will participate in a pre-permit meeting before submitting the permit application. Any revisions required by NDOT will be made on the plans before finalizing the permit. The RTC and the local agency will be the co-applicants on the permit and will provide all applicant fees, signatures and submittal documentation needed by the CONSULTANT to process the permit.

4. BIDDING SERVICES

4.1. Plan Set and Specification Distribution

CONSULTANT will provide RTC with final plans and specifications, including addenda, in Portable Document Format (PDF), for use in the Procurement system.

4.2. Pre-bid Meeting

CONSULTANT will be available during the bidding process to respond to Requests for Information (RFIs) and will attend the RTC hosted pre-bid meeting. All questions and responses will be documented and provided to the RTC, and prepare and provide any addenda, if required. All questions regarding legal aspects of the contract documents will be referred directly to the RTC. CONSULTANT will prepare and provide a summary of the pre-bid meeting, as directed by the RTC.

4.3. Bid Opening

CONSULTANT will attend the bid opening, review the bids received for irregularities, and provide a recommendation for award. CONSULTANT will tabulate bid results into a MS Excel spreadsheet to verify the quantities and costs of the bid items.

5. DESIGN CONTINGENCY

This is a contingency for miscellaneous increases within the scope of this contract in performance of services under Task 1 through Task 6. If CONSULTANT determines that it is necessary to perform work outside of the scope covered in Task 1 through Task 4, CONSULTANT shall provide a letter detailing the need, scope, and not-to-exceed budget for any proposed work. Work under this task shall proceed only with the RTC Project Manager's written approval.

6. OPTIONAL CONSTRUCTION SERVICES (Sole Option and Discretion of RTC)

The RTC and CONSULTANT shall review Optional Construction Services following the completion of final design to determine their appropriateness to the project. Upon receiving authorization from the RTC, the CONSULTANT will prepare a detailed scope of work for the Construction Support Services, along with a detailed estimate of fees for these services. Optional fee will be reviewed and amended when the RTC authorizes the CONSULTANT for these services.

SAMPLE

EXHIBIT A-2
SCHEDULE OF SERVICES FOR ITS PHASE 3 PROJECT

Project Milestones

Project Notice to Proceed	NTP
Project Kick-off Meeting	NTP + 7 Calendar Days
Topography and ROW Mapping	NTP + 45 Calendar Days
Phase 3 50% Design	NTP + 90 Calendar Days
Phase 3 90% Design	30 Calendar Days from Receipt of 50% Design Comments
Phase 3 100% Design	30 Calendar Days from Receipt of 90% Design Comments
Phase 3 Final Design	15 Calendar Days from Receipt of 100% Design Comments

Typical review time for agencies is assumed to be 3 weeks. NDOT encroachment permit review time is assumed to be 6 weeks.

Exhibit B

Compensation

SAMPLE

Exhibit "B"

Exhibit B - Schedule of Services

TASK	DESCRIPTION	Personnel										Hours Subtotal	Direct Expenses	Lump Sum Task Amounts		
		Project Director	Design Lead	Quality Manager	Engineer II	Engineer I	CAD Tech	Survey Group Manager/PL5	2-Man Survey Crew	Resident Engineer	Senior Inspector					
Staff Rate	David Dodson	Venu Parimi	Danya Pelegr	Henry Schlerkamp	Bryan Carden	Linda Stiglitz-Heckendgrf	Eric Christianson	Vernon	George Jordy	Ian Chamberlain						
1	PROJECT MANAGEMENT															
1.1	Project Management	12	12											24	\$0.00	\$5,760.00
1.2	Project Coordination	14	14											40	\$250.00	\$8,500.00
	Subtotal Hours	26	26	0	12	0	0	0	0	0	0	0	64			
	Subtotal Fee	\$6,240.00	\$6,240.00	\$0.00	\$1,620.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$250.00	\$14,350.00	
2	PRELIMINARY DESIGN															
2.1	Investigate Existing Conditions and Field Inventory	2	8		8	4								22	\$250.00	\$4,210.00
2.2	Topographic and ROW Mapping				40	24		24	32					96	\$0.00	\$16,040.00
2.3	Utility Investigation / Depiction	2			20	24								46	\$0.00	\$8,050.00
2.4	Identification of ROW Acquisition Areas	2	4		16									22	\$0.00	\$3,600.00
	Subtotal Hours	6	13	0	84	28	0	24	32	0	0	0	186			
	Subtotal Fee	\$1,440.00	\$2,880.00	\$0.00	\$11,340.00	\$3,360.00	\$0.00	\$4,560.00	\$6,080.00	\$0.00	\$0.00	\$0.00		\$250.00	\$29,910.00	
3	FINAL DESIGN															
3.1	50% Design Plans & Cost Estimate		6	4	63	36	54	6						168	\$50.00	\$21,735.00
3.1	90% Design Plans		8	4	84	48	72							216	\$50.00	\$27,150.00
3.1	80% Specifications & Cost Estimate		16	2	16									34	\$50.00	\$6,490.00
3.1	100% Design Plans		4	4	43	24	36							110	\$50.00	\$14,040.00
3.1	100% Specifications & Cost Estimate		8	2	8									18	\$50.00	\$3,490.00
3.1	Final Design Plans, Specifications & Cost Estimate		4	4	21	12	18							57	\$50.00	\$7,485.00
3.2	NDOT Encroachment Permits	2	4		16	24								46	\$50.00	\$6,530.00
	Subtotal Hours	2	48	20	259	144	180	8	0	0	0	0	650			
	Subtotal Fee	\$480.00	\$11,520.00	\$4,400.00	\$33,780.00	\$17,280.00	\$18,000.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00		\$350.00	\$88,920.00	
4	BIDDING SERVICES															
4.1	Plan Set and Specification Distribution		2		2	4								4	\$50.00	\$800.00
4.2	Pre-Bid Meeting / Bid Support	2	8		4	4								18	\$50.00	\$3,470.00
4.3	Bid Opening	2												2	\$50.00	\$500.00
	Subtotal Hours	4	10	0	6	4	0	0	0	0	0	0	24			
	Subtotal Fee	\$960.00	\$2,400.00	\$0.00	\$810.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$150.00	\$4,800.00	
5	DESIGN CONTINGENCY															
5.1	Design Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0	\$15,000.00	\$15,000.00
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0		
	Subtotal Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$15,000.00	\$15,000.00	
	Total Basic Services Hours	38	96	20	352	176	180	30	32	0	0	0	924			
	Total Basic Services Fee	\$9,120.00	\$23,040.00	\$4,400.00	\$47,520.00	\$21,120.00	\$18,000.00	\$5,700.00	\$6,080.00	\$0.00	\$0.00	\$0.00		\$15,000.00	\$150,980.00	
6	Optional Construction Services															
6.1	Administration/Inspector/Testing/As-Built	0								40	640	688			\$100,720.00	
6.2	Construction Contingency												0	\$18,000.00	\$18,000.00	
	Subtotal Hours	0	0	0	0	0	0	0	0	40	640	688				
	Subtotal Fee	\$1,920.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,200.00	\$85,000.00	\$0.00		\$15,000.00	\$116,720.00	
	Total Hours	48	96	20	352	176	180	30	32	40	640	688	1612			
	Total Cost	\$11,040.00	\$23,040.00	\$4,400.00	\$47,520.00	\$21,120.00	\$18,000.00	\$5,700.00	\$6,080.00	\$9,200.00	\$89,600.00	\$0.00		\$256,700.00		

EXHIBIT B - 2019/2020 HOURLY RATE FEE SCHEDULE



OFFICE PERSONNEL

Project Principal	\$260.00/hr.
Project Director/Design Manager	\$240.00/hr.
Senior Project Manager	\$230.00/hr.
Quality Manager	\$220.00/hr.
Project Manager	\$200.00/hr.
Senior Engineer III	\$190.00/hr.
Senior Engineer II	\$180.00/hr.
Senior Engineer I	\$155.00/hr.
Senior Public Information Officer	\$150.00/hr.
Engineer III	\$145.00/hr.
Senior Landscape Architect	\$140.00/hr.
Engineer II	\$135.00/hr.
Engineer I	\$120.00/hr.
Landscape Architect	\$115.00/hr.
Designer	\$110.00/hr.
CADD Technician II	\$100.00/hr.
Public Information Specialist	\$85.00/hr.
CADD Technician	\$85.00/hr.
Clerical	\$80.00/hr.
Intern	\$65.00/hr.

CONSTRUCTION MANAGEMENT PERSONNEL

Scheduler/Estimator	\$200.00/hr.
Senior Inspector	\$140.00/hr.
Office Engineer	\$130.00/hr.
Office Administrator	\$100.00/hr.
Inspector	\$100.00/hr.

SURVEY PERSONNEL

Survey Group Manager	\$190.00/hr.
Professional Land Surveyor	\$130.00/hr.
Senior Party Chief	\$110.00/hr.
Senior Survey Technician	\$100.00/hr.
Survey Technician	\$75.00/hr.
1 Person Survey Crew	\$140.00/hr.*
2 Person Survey Crew	\$190.00/hr.*
3 Person Survey Crew	\$250.00/hr.*

* Survey crew rates include vehicle mileage and all standard survey equipment

MISCELLANEOUS

CM and Inspector's Company Vehicle	NTE \$70.00/work day
Inspector's Mobile Phone and Computer	100.00/month
Mileage	GSA rate
Subcontracted Services	Cost Plus 5%

NOTES:

Overtime for CM field staff and time spent on projects in litigation, in depositions and/or providing expert testimony will be charged at the standard rate times 1.5. Personnel rates shown apply to project charges during calendar year 2019 and 2020. On January 1st of each subsequent year, labor rates invoiced will be increased to reflect annual cost of labor increases not to exceed 3%.

Exhibit C

Indemnification and Insurance Requirements

SAMPLE

INDEMNIFICATION AND INSURANCE REQUIREMENTS FOR
PROFESSIONAL SERVICE AGREEMENTS
[NRS 338 DESIGN PROFESSIONAL]

2019-11-11 Version

1. INTRODUCTION

IT IS HIGHLY RECOMMENDED THAT CONSULTANTS CONFER WITH THEIR INSURANCE CARRIERS OR BROKERS TO DETERMINE THE AVAILABILITY OF THESE INSURANCE CERTIFICATES AND ENDORSEMENTS IN ADVANCE OF PROPOSAL SUBMISSION. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT RTC'S FINANCE DIRECTOR AT (775) 348-0400.

2. INDEMNIFICATION

CONSULTANT agrees to save and hold harmless and fully indemnify RTC, Washoe County, City of Reno and City of Sparks including their elected officials, officers, employees, and agents (hereafter, "Indemnitees") from and against any and all claims, proceedings, actions, liability and damages, including reasonable attorneys' fees and defense costs incurred in any action or proceeding (collectively "Damages") arising out of the:

- A. Negligence, errors, omissions, recklessness or intentional misconduct of CONSULTANT or CONSULTANT's agents, employees, officers, directors, subconsultants, or anyone else for whom CONSULTANT may be legally responsible, which are based upon or arising out of the professional services of CONSULTANT; and
- B. Violation of law or any contractual provisions or any infringement related to trade names, licenses, franchises, patents or other means of protecting interests in products or inventions resulting from the use by the Indemnitees of any materials, devices, processes, equipment, or other deliverable (including software) supplied by CONSULTANT under or as a result of this Agreement, but excluding any violation or infringement resulting from the modification or alteration by the Indemnitees of any materials, devices, processes, equipment, or other deliverable (including software) not consented to by CONSULTANT.

CONSULTANT further agrees to defend, save and hold harmless and fully indemnify the Indemnitees from and against any and all Damages arising out the negligence, errors, omissions, recklessness or intentional misconduct of CONSULTANT or CONSULTANT's agents, employees, officers, directors, subconsultants, or anyone else for whom CONSULTANT may be legally responsible, which are not based upon or arising out of the professional services of CONSULTANT.

The Damages shall include, but are not limited to, those resulting from personal injury to any person, including bodily injury, sickness, disease or death and injury to real property or personal property, tangible or intangible, and the loss of use of any of that property, whether or not it is physically injured.

If the Indemnitees are involved in defending actions of CONSULTANT or anyone else for whom CONSULTANT is legally responsible, CONSULTANT shall reimburse the Indemnitees for the time spent by such personnel at the rate of the Indemnitees pay or compensation for such services.

If an Indemnitee is found to be liable in the proceeding, then CONSULTANT'S obligation hereunder shall be limited to the proportional share of the liability attributed to CONSULTANT.

In determining whether a claim is subject to indemnification, the incident underlying the claim shall determine the nature of the claim.

In the event of a violation or an infringement under paragraph 2.B above and the use is enjoined, CONSULTANT, at its sole expense, shall either (1) secure for the Indemnitees the right to continue using the materials by suspension of any injunction or by procuring a license or licenses for the Indemnitees; or (2) modify the materials so that they become non-infringing. This covenant shall survive the termination of the Professional Services Agreement.

The provisions of this Agreement are separate and severable and it is the intent of the Parties hereto that in the event any provision of this Agreement should be determined by any court of competent jurisdiction to be void, voidable or too restrictive for any reason whatsoever, the remaining provisions of this Agreement shall remain valid and binding upon said Parties. It is also understood and agreed that in the event any provision should be considered, by any court of competent jurisdiction, to be void because it imposes a greater obligation on CONSULTANT than is permitted by law, such court may reduce and reform such provisions to limitations which are deemed reasonable and enforceable by said court.

3. GENERAL REQUIREMENTS

Prior to the start of any work on a RTC project, CONSULTANT shall purchase and maintain insurance of the types and limits as described below insuring against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by CONSULTANT, its subconsultants, or their employees, agents, or representatives. The cost of all such insurance shall be borne by CONSULTANT.

4. VERIFICATION OF COVERAGE

CONSULTANT shall furnish RTC with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth herein, on forms acceptable to RTC. All deductibles and self-insured retentions requiring RTC approval shall be shown on the certificate. All certificates and endorsements are to be addressed to RTC's Finance Director and be received and approved by RTC before work commences. CONSULTANT agrees that RTC has the right to inspect CONSULTANT'S and the Sub's insurance policies, or certified copies of the policies, at any reasonable time. Copies of applicable policy forms or endorsements confirming required additional insured, waiver of subrogation and notice of cancellation provisions are required to be provided with any certificate(s) evidencing the required coverage.

5. NOTICE OF CANCELLATION

CONSULTANT or its insurers shall provide at least thirty (30) days' prior written notice to RTC prior to the cancellation or non-renewal of any insurance required under this Agreement. An exception may be included to provide at least ten (10) days' written notice if cancellation is due to non-payment of premium. CONSULTANT shall be responsible to provide prior written notice to RTC as soon as practicable upon receipt of any notice of cancellation, non-renewal, reduction in required limits or other material change in the insurance required under this Agreement.

6. SUBCONSULTANTS & SUBCONTRACTORS

CONSULTANT shall include all Subcontractors and Subconsultants (referred to collectively as "Subs") as insureds under its liability policies OR shall cause Subs employed by CONSULTANT to purchase and maintain separate liability coverages and limits of the types specified herein. If any Subs maintain separate liability coverages and limits, each shall include the RTC, Washoe County, City of Reno and City of Sparks as additional insureds under its commercial general liability policy, subject to the same requirements stated herein, without requiring a written contract or agreement between each of the additional insureds and any sub-consultant or sub-contractor. Any separate coverage limits of liability maintained by Subs shall be at least **\$1,000,000** per occurrence and at least **\$2,000,000** for any applicable coverage aggregates or the amount customarily carried by the Sub, whichever is GREATER. If any Subs provide their own insurance with limits less than required of the Contractor, Contractor shall include Subs in their coverage up to the full limits required of the Contractor. When requested by RTC, CONSULTANT shall furnish copies of certificates of insurance evidencing coverage for each subconsultant. CONSULTANT need not require its non-design subcontractors to carry Professional Errors and Omissions Liability insurance.

7. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductibles or self-insured retentions that exceed \$5,000 per occurrence or claim must be declared to and approved by RTC's Finance Director prior to signing this Agreement. RTC is entitled to request and receive additional documentation, financial or otherwise, prior to giving its approval of the deductibles and self-insured retentions. Any changes to the deductibles or self-insured retentions made during the term of this Agreement or during the term of any policy must be approved by RTC's Finance Director prior to the change taking effect.

8. ACCEPTABILITY OF INSURERS

Required insurance is to be placed with insurers with a Best's rating of no less than A-VII and acceptable to RTC. RTC may accept coverage with carriers having lower Best's ratings upon review of financial information concerning CONSULTANT and the insurance carrier. RTC reserves the right to require that CONSULTANT'S insurer(s) be licensed and admitted in the State of Nevada or meet any applicable state and federal laws and regulations for non-admitted insurance placements.

9. OTHER CONDITIONS

- A. Failure to furnish the required certificate(s) or failure to maintain the required insurance may result in termination of this Agreement at RTC's option.
- B. If CONSULTANT fails to furnish the required certificate or fails to maintain the required insurance as set forth herein, RTC shall have the right, but not the obligation, to purchase said insurance at CONSULTANT's expense.
- C. Any waiver of CONSULTANT's obligation to furnish such certificate or maintain such insurance must be in writing and signed by an authorized representative of RTC. Failure of RTC to demand such certificate or other evidence of full compliance with these insurance requirements or failure of RTC to identify a deficiency from evidence that is provided shall not be construed as a waiver of CONSULTANT's obligation to maintain such insurance, or as a waiver as to the enforcement of any of these provisions at a later date.
- D. By requiring insurance herein, RTC does not represent that coverage and limits will necessarily be adequate to protect CONSULTANT, and such coverage and limits shall not be deemed as a limitation on CONSULTANT's liability under the indemnities granted to RTC in this contract.
- E. If CONSULTANT'S liability policies do not contain the standard ISO separation of insureds condition, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

10. COMMERCIAL GENERAL LIABILITY

CONSULTANT shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than **\$2,000,000** each occurrence. If such CGL insurance contains a general aggregate limit, it shall be increased to equal twice the required occurrence limit or revised to apply separately to this project.

CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

RTC and any other Indemnitees listed in Section 2. INDEMNIFICATION of this Agreement shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 07/04 or CG 20 33 07/04 or a substitute providing equivalent coverage, and under the commercial umbrella, if any.

This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to RTC or any other Indemnitees under this Agreement.

CONSULTANT waives all rights against RTC and any other Indemnites listed in section 2. INDEMNIFICATION of this Agreement for recovery of damages to the extent these damages are covered by the commercial general liability or commercial umbrella liability insurance maintained pursuant to this agreement. CONSULTANT's insurer shall endorse CGL policy to waive subrogation against RTC with respect to any loss paid under the policy.

11. COMMERCIAL AUTOMOBILE LIABILITY

CONSULTANT shall maintain automobile liability and, if necessary, commercial umbrella liability insurance with a limit of not less than **\$1,000,000** each accident. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).

Coverage shall be written on ISO form CA 00 01, CA 00 05, CA 00 25, or a substitute form providing equivalent liability coverage for all owned, leased, hired (rented) and non-owned vehicles (as applicable). RTC may agree to accept auto liability for non-owned and hired (rented) vehicles under the CGL if CONSULTANT does not own or operate any owned or leased vehicles.

CONSULTANT waives all rights against RTC, its officers, employees and volunteers for recovery of damages to the extent these damages are covered by the automobile liability or commercial umbrella liability insurance obtained by CONSULTANT pursuant to this Agreement.

12. INDUSTRIAL (WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY) INSURANCE

It is understood and agreed that there shall be no Industrial (Worker's Compensation and Employer's Liability) Insurance coverage provided for CONSULTANT or any subconsultants by RTC. CONSULTANT, and any subconsultants, shall procure, pay for and maintain the required coverages.

CONSULTANT shall maintain workers' compensation and employer's liability insurance meeting the statutory requirements of the State of Nevada, including but not limited to NRS 616B.627 and NRS 617.210. The employer's liability limits shall not be less than **\$1,000,000** each accident for bodily injury by accident or **\$1,000,000** each employee for bodily injury by disease.

CONSULTANT shall provide a Final Certificate for itself and each subconsultant evidencing that CONSULTANT and each subconsultant maintained workers' compensation and employer's liability insurance throughout the entire course of the project.

If CONSULTANT, or any subconsultant is a sole proprietor, coverage for the sole proprietor must be purchased and evidence of coverage must appear on the Certificate of Insurance and Final Certificate.

CONSULTANT waives all rights against RTC, its elected officials, officers, employees and agents for recovery of damages to the extent these damages are covered by the workers compensation and employer's liability or commercial umbrella liability insurance obtained by Tenant pursuant to this

agreement. CONSULTANT shall obtain an endorsement equivalent to WC 00 03 13 to affect this waiver.

13. PROFESSIONAL ERRORS AND OMISSIONS LIABILITY

CONSULTANT shall maintain professional liability insurance applying to liability for a professional, error, act, or omission arising out of the scope of CONSULTANT'S services provided under this Agreement with a limit of not less than **\$1,000,000** each claim and annual aggregate. CONSULTANT shall maintain professional liability insurance during the term of this Agreement and, if coverage is provided on a "claims made" or "claims made and reported" basis, shall maintain coverage or purchase an extended reporting period for a period of at least three (3) years following the termination of this Agreement.

14. NETWORK SECURITY AND PRIVACY LIABILITY

If CONSULTANT will have access to RTC computer or network systems for any reason and/or data including personal information (as defined in NRS 603A.040) or confidential information, CONSULTANT shall maintain network security and privacy liability insurance insuring against loss resulting from (1) privacy breaches [liability arising from the loss or disclosure of confidential information] (2) system breach (3) denial or loss of service (4) introduction, implantation, or spread of malicious software code (5) unauthorized access to or use of computer systems and (6) system failure. Coverage shall be provided with a limit of not less than **\$1,000,000** per claim and annual aggregate.

15. CRIME INSURANCE

If CONSULTANT will have care, custody or control of RTC money, securities or other property, CONSULTANT shall maintain crime insurance including coverage for the loss of money, securities and other property by employees or other parties with a limit not less than **\$1,000,000** per occurrence. Coverage shall be endorsed to include coverage for loss of RTC money, securities and other property in the care, custody or control of CONSULTANT.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

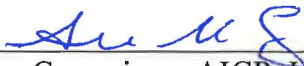
Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.14

TO: Regional Transportation Commission

FROM: Scott Gibson, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Amendment No. 1 to the PSA between the RTC and Poggemeyer Design Group, Inc. for the Mill Street Complete Street Project

RECOMMENDATION

Approve Amendment No. 1 to the existing Professional Services Agreement (PSA) between the RTC and Poggemeyer Design Group, Inc. for engineering during construction (EDC) services, right-of-way acquisition services, and final design services for the Mill Street Complete Street Project, between I-580 and McCarran Boulevard, in the amount of \$522,068, for a new total not to exceed amount of \$710,350; authorize the Interim Executive Director to execute the amendment.

SUMMARY

Poggemeyer Design Group was awarded a contract by the Executive Director for design of the Mill Street Complete Street Project in December 2017. Originally envisioned as “just” a sidewalk project, the complexity and scope of the project became clearer through the design development process. The construction is now planned to occur in two phases, with Phase 1 from Rock Boulevard to McCarran Boulevard (including the Rock Boulevard and Mill Street Intersection), and Phase 2 from Terminal Way to Rock Boulevard (including the Terminal Way and Mill Street Intersection).

This amendment will add \$93,148 of design services to repackage the design into the two phases, develop legal descriptions for right-of-way acquisition, and provide design support services during construction. In addition, the amendment will add \$428,920 of EDC services that were optional services in the original PSA. The term of the PSA will be extended through completion of construction. Pending completion of right-of-way acquisition, construction is anticipated to begin in late 2020.

Amendment 1 and the associated fee schedule are included as Attachment A.

FISCAL IMPACT

Project appropriations are included in the Board approved FY 2020 Budget.

PREVIOUS ACTIONS BY BOARD

December 15, 2017 Approved the PSA with Poggemeyer Design Group for design services and authorized the Executive Director execute a PSA.

ADDITIONAL BACKGROUND

The scope of this project includes providing complete street improvements along Mill Street from I-580 to McCarran Boulevard, as identified in the RTC Complete Streets Masterplan completed in July 2016 and the Mill Terminal corridor study completed in March 2013. Although this roadway segment has had some existing complete street treatments, more improvements have been identified to conform to the RTC masterplan. The emphasis of this project is to assess and identify improvements for pedestrians, bicyclists, and transit riders as well as motorists. Deficiencies in pedestrian access related to Charter Schools and AACT High School in the area as well as a number of ADA deficient bus stops have been identified.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this agenda item.

Attachment

AMENDMENT NO. 1
AGREEMENT
BETWEEN
REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY
AND
POGGEMEYER DESIGN GROUP, INC.

The Regional Transportation Commission of Washoe County (“RTC”) and Poggemeyer Design Group, Inc. (“CONSULTANT”), entered into an agreement dated March 6, 2018 (the “Agreement”). This Amendment No. 1 is dated and effective as of February 24, 2020.

RECITALS

WHEREAS, pursuant to the Agreement, CONSULTANT performed engineering and design services (the “Original Services”) in conjunction with the Mill Street Complete Street Project between I-580 and McCarran Boulevard (the “Project”); and

WHEREAS, according to Sec. 1.3 of the Agreement the Agreement was to expire on December 31, 2018, but the parties have been continuing to perform under the Agreement since that time; and

WHEREAS, during completion of the Original Services, the Project was split into two phases over two construction seasons due to higher than expected construction cost estimates for the Project; and

WHEREAS, the parties have determined that there is a need to amend the Agreement in order for CONSULTANT to provide additional design services to split the Project into two phases, and to provide right-of-way acquisition services (the “Additional Services”); and

WHEREAS, the parties have negotiated and agreed upon a scope of services, compensation and a schedule for the optional construction management services identified as Task F in the Agreement (the “Construction Management Services”).

NOW, THEREFORE, in consideration of the mutual promises of the parties and other good and valuable consideration, the parties do agree as follows:

1. Sec. 1.3 of the Agreement is replaced in its entirety with the following:

The term of this Agreement shall be from the date first written above through December 31, 2022, unless terminated at an earlier date, or extended to a later date, pursuant to the provisions herein.

2. Exhibit A of the Agreement (Scope of Services) is replaced in its entirety with the version of Exhibit A attached hereto.

3. Exhibit B of the Agreement (Schedule of Services) is replaced in its entirety with the version of Exhibit B attached hereto.
4. Sec. 5.1 of the Agreement is replaced in its entirety with the following:

CONSULTANT's fee for the work described in Section 2.1, "Scope of Services," will be based upon actual time and effort for the completion of each separate task at the hourly rates and rates for testing in Exhibit B. The maximum amount payable to CONSULTANT to complete each task is equal to the not-to-exceed amounts identified in Exhibit B. CONSULTANT can request in writing that RTC's Project Manager reallocate not-to-exceed amounts between tasks. A request to reallocate not-to-exceed amounts must be accompanied with a revised fee schedule, and must be approved in writing by RTC's Project Manager prior to performance of the work. In no case shall CONSULTANT be compensated in excess of the following not-to exceed amounts:

Original Services (Tasks 2.1.A to 2.1.E)	\$188,282.00
Additional Services (Tasks 000, 100, 200, 300, 400, 500, 600)	\$93,148.00
<u>Construction Management Services (Task 700)</u>	<u>\$428,920.00</u>
Total	\$710,350.00

5. All other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have made and executed this amendment.
APPROVED AS TO LEGALITY AND FORM:

Adam Spear, RTC Director of Legal Services

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By: _____
Amy Cummings, Interim Executive Director

POGGEMEYER DESIGN GROUP, INC.

By: _____
Bill Hoffman, P.E.
Northern Nevada Operations Manager

EXHIBIT A

SCOPE OF SERVICES **FOR THE** **MILL STREET COMPLETE STREETS PROJECT**

A. Preliminary and General Items (Project Management):

1. Coordination with RTC project manager and staff will be ongoing throughout the project. Project management and coordination meetings or conference calls will be held with the RTC and other parties as appropriate. CONSULTANT will coordinate kick-off meeting and hold progress meetings during course of project.
2. Coordination with Utilities and appropriate agencies will be ongoing throughout the project. Coordination with property owners will also be done throughout this project to keep owners apprised of the project and access to their personal sites.
3. CONSULTANT is anticipating conducting a workshop once during preliminary design to key stakeholders. CONSULTANT will also conduct meeting with the Citizens Multi Modal Advisory Committee.

B. Preliminary Design (30%)

1. Project segment will be surveyed to locate right of way limits and improvements that exist throughout the alignment.
2. Supplemental Topography. Obtain cross-sections at critical locations within the length of project.
3. Mapping. Provide field topo survey or aerial photography in a digitized format for plan view at a scale of 1"=40' along the length of the project to provide for consideration of improvements and grade continuity behind the curb. As an option, topography at 1-foot contour intervals will be added.
4. Boundary Survey. Provide field reconnaissance to determine location of monuments, control ties or other physical features or evidence that may affect the boundary of the PROJECT. Conduct field measurements necessary to relate the position of physical evidence pertinent to the boundaries of the PROJECT and make computations to verify the correctness of field data acquired. Establish the points and lines necessary to define the boundary of the PROJECT. For this survey, we will NOT set parcel corners or file a Record of Survey, the boundary information will be used and placed on the topographic map

5. Design Survey. Obtain measurements locating physical features over and adjacent to the PROJECT including: (1) center of crown and edge of pavement locations on 50-foot intervals and at grade breaks; (2) top back of curb and lip of gutter locations on 50-foot intervals and at grade breaks; (3) top of adjacent block wall footing locations (if exposed) and block wall heights on 50-foot intervals and steps; (4) pad elevations for directly adjacent developments; (5) sign support locations; (6) manhole rims (if any exist), flow lines, direction of flow and pipe sizes; (7) water valve lids and fire hydrants; (8) power poles and street lights; (9) vaults and meter locations; (10) and other surface evidence of utilities locations.
6. Subsurface Utilities: CONSULTANT will investigate and locate subsurface utilities within the roadway right-of-way, and areas reasonably effected, in accordance with the American Society of Civil Engineers Standard guideline for the Collection and Depiction of Existing Subsurface Utility Data, Quality Level C. Additionally, CONSULTANT will coordinate with Utility Owners to remove lids of surface features and document depth of utility device, or invert of pipe, within such surface features. Deliverables will include: Depiction of subsurface utilities on plan sheets developed under Section 2.1.B, Preliminary Design. An inventory of subsurface utility surface features by Owner, type, location, and depth of feature or pipe invert.
7. Utility coordination: Based on field investigation, CONSULTANT will provide RTC a list of utility company whose utilities are likely to be within the project limits or reasonably affected by the project. RTC will issue the initial notification to the utility agencies on the list and CONSULTANT will coordinate with the utility agencies for upcoming work, facility relocation and new installation, and to insure utilities likely affected by the project are drawn on the plan and profile, evaluate potential conflicts through field investigation, investigate conflict resolution strategies.
8. Utility Pothole Exploration: Should insufficient information be available from existing records to determine whether or not conflicts between the proposed work and existing utilities will occur, the CONSULTANT will not pothole locations to make such a determination. This will be an added scope of work.

C. Preliminary Design (70%)

1. Prepare 70% Plans and Specifications
 - a. Plans and Specifications. Prepare preliminary Plans, an outline of Technical Specifications, and a preliminary cost estimate suitable for RTC and Local Government review. Construction plans shall cover an area sufficient for contractor's later use as a base for traffic control plans, e.g., coverage should include traffic control taper areas across

intersections. Curb, gutter, and sidewalk that are deficient according to both RTC and local entity standards shall be identified.

- b. CONSULTANT will perform a project walk through to evaluate that every aspect of the project scope has been captured.

D. Preliminary Design (90%)

1. Prepare 90% Plans and Specifications

- a. Plans and Specifications. Prepare preliminary Plans, an outline of Technical Specifications, and a preliminary cost estimate suitable for RTC and Local Government review. Construction plans shall cover an area sufficient for contractor's later use as a base for traffic control plans, e.g., coverage should include traffic control taper areas across intersections. Curb, gutter, and sidewalk that are deficient according to both RTC and local entity standards shall be identified.
- b. CONSULTANT will perform a project walk through to evaluate that every aspect of the project scope has been captured.

E. Final Design

1. Prepare Final Plans and Specifications

- a. Prepare Final Construction Plans, Contract Documents and Technical Specifications suitable for construction bid advertisement for the approved alignment in accordance with RTC standards and requirements. RTC will provide the boilerplate on disk in MS Word format. The RTC, Local Entity and Quality Control review comments will be incorporated into the final Plans and Specifications.

The final construction plans will be on 22" x 34" size sheets and will show all elements of the project construction, including plan/profile view, right-of-way lines, cross-sections and construction/slope limits. The final plan set will include, as a minimum:

- Cover Sheet
- Plan/Profile Sheets (at 1"=20' scale)
- Cross-section Sheets (at 1"=20' scale)
- Intersection and Signal Layout Plan Sheets (at 1"=10' scale)
- Striping Plan Sheets (at 1"=20')
- Detail Sheets (scales as noted).

Depths of existing sanitary sewer and storm drain utilities will be checked and noted on the plans if there is any reason to expect

conflict due to vertical clearances. All located, existing underground utilities will be shown on the Plan Sheets accompanied with the following “Note: Subsurface utilities are depicted by their Quality Levels in accordance American Society of Civil Engineers Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data (CI/ASCE 38-02). All utility information shown hereon is depicted to Quality Level “C”, unless otherwise noted.”

The Contract Documents and Technical Specifications will reference the latest edition of Standard Specifications for Public Works Construction (Orange Book) for standard construction items. Technical provisions will be prepared for approved deviations from the Orange Book and unique construction items not adequately covered in the Orange Book. The final plans and specifications will be signed and sealed by a Nevada Registered Professional Civil Engineer in responsible charge of preparation. Plans and specifications will be submitted to the RTC, City of Reno, utility agencies and other affected parties for review at the 50%, 90%, 100%, and final stages of completion per the following:

- 50% & 90% Plans – One 11” x 17” set to RTC, six 11”x17” sets to City of Reno, and one 11”x17” set each to utility agencies and other affected parties.
 - 90% Specifications – One set each to RTC and City of Reno.
 - 100% Plans – One 11”x17” each to RTC and City of Reno.
 - 100% Specifications – One set each to RTC and City of Reno.
 - Final Working Plan Set – One 22”x34” set to RTC, one 11”x17” set each to RTC and City of Reno.
 - Final Working Specification Document – One set each to RTC and City of Reno, one copy in MS Word format of the Contract Documents and Technical Specifications to RTC.
- b. Independent Checker. An independent checker will check, initial and date each plan sheet. A quality control review of the plans, contract documents and technical specifications will be performed which will focus on technical aspects of the plans and specifications and will ensure that all items of work are adequately covered.
- c. Utility Agency Coordination. Distribute design review submittals (50% & 90%) to utility agencies for review and comment, and provide RTC a list of utility agencies provided design review submittals and Utility Agency review comments

2. Bidding Services

- a. Plan Set and Specification Distribution. CONSULTANT will provide RTC with final plans and specifications, including addenda, in Portable Document Format (PDF), for use in the Ebid system.
- b. Pre-bid Meeting. CONSULTANT will be available during the bidding process to answer technical questions and will hold the pre-bid meeting. All questions and responses will be documented and provided to RTC. CONSULTANT will prepare and provide PDF addenda, if required. All questions regarding legal aspects of the contract documents will be referred directly to RTC. CONSULTANT will prepare and provide a PDF summary of the pre-bid meeting, as directed by the RTC.
- c. Bid Opening. CONSULTANT will attend the bid opening and review the bids received for irregularities and provide a recommendation for award. CONSULTANT will tabulate bid results into a MS Excel spreadsheet and check multiplication and addition of bid items.

F. Optional Construction Services (Sole Option and Discretion of RTC)

The RTC and CONSULTANT shall review Optional Construction Services following the completion of final design.

ADDITIONAL SERVICES

100 Develop and Analyze Phasing Alternatives

This work includes working with RTC to develop a conceptual phasing plan and construction drawing analysis for the two phases. We're anticipating approximately 2 weeks to complete this work. Estimated review time by RTC is 2.5 weeks. The bulk of the CAD efforts will be performed later in Task 400 Prepare Plans, Specs, and Estimates (PS&E).

200 Provide Right of Way Exhibits, Title Reports and Legal Descriptions

Based on work to date, there are 22 parcels with Temporary Construction Easements (TCE's), 12 parcels with Permanent Easements (PE's) and 11 parcels with Permission to Construct (PTC's). Much of the exhibit work is complete. We anticipate this work to take approximately 8 weeks, with an RTC review time of approximately 2.5 weeks. PDG will perform the following subtasks:

- QC/QA efforts on the exhibits and
- perform legal description work and
- provide title reports for each of the affected properties.

300 Right of Way Acquisition

PDG acknowledges that property acquisition is critical and will work closely with RTC in developing an efficient and effective method to help expedite the team's property acquisition efforts. The Delivery Schedule attached assumes a conservative duration of 12 months for RM/ Acquisition. Prioritizing Phase 1 R/W Acquisitions allows Design Support for Phase 1 (Pre-Bid) to complete before the 2021 paving season, realizing a schedule improvement of 4 weeks.

400 Prepare Final PS&E

This work will include preparing two phases of plans, specs and estimates. It also includes minor revisions to the 90% submittal review and selected phasing alternatives described above. PDG anticipates 4 weeks to complete this task for each phase. RTC review time was estimated at 4 weeks and the City of Reno review time was estimated at 2 weeks for each phase.

500 Parking Analysis for Parcel at SE corner Mill Street & Terminal Way

Due to building improvements to the parcel on the SE corner of Mill Street and Terminal Way, we've discussed performing a parking analysis & circulation study to safely and efficiently get vehicles into and out of the property. We approximate this work to take 4 weeks to allow discussions and negotiations to take place between the RTC and the property owner. We anticipate the timing to overlap with Task 300 R/W Acquisitions and Task 400 Final PS&E. Estimated review time by RTC is 2.5 weeks.

600 Provide Continued Design Support Services for Phases 1 & 2

This work will consist of providing design/engineering support to RTC for each of the two phases of the project. This can include helping answer RFI's, field changes, utility coordination, and project closeout efforts. We're assuming the duration of work for each of the two phases to be approximately 8 months. We're anticipating a five-month construction duration with 1.5 months at the beginning for assistance with pre-bidding work and 1.5 months on the back end for closeout efforts.

700 Construction Management Services (Phase 1 & 2)

This work will consist of providing construction management services, including project management, construction inspection/documentation, materials testing and document control for each phase. Through these services, we will also provide utility and permitting coordination, surveying and any other construction management services deemed necessary for the project and agreed to by the RTC.

SAMPLE

Exhibit "B"

Exhibit B - Schedule of Services

TASK	DESCRIPTION	Project Director	Project Manager	Senior Engineer	PE/PLS	Engineering Intern	Project Representative	Survey Crew	POSITION	POSITION	Hours Subtotal	Direct Expenses	Lump Sum Task Amounts
		\$180	\$163	\$141	\$130	\$103	\$85	\$160	\$1	\$1			
A	PRELIMINARY AND GENERAL ITEMS												
	Project Management								0	0	0	\$0.00	\$0.00
	Kick-Off Meeting and Progress Meetings (1 + 4 hours 3 months - 4 hours per month)	4	22		12		12		0	0	50	\$0.00	\$6,886.00
	Utility and Agency Coordination		4		24	38	8		0	0	72	\$0.00	\$8,160.00
	Project Permits								0	0	0	\$0.00	\$0.00
	Property Owner Coordination		4		26		18		0	0	48	\$0.00	\$5,682.00
	Meetings - 2 workshops and Comm Presentation		10		6		8				24	\$0.00	\$3,080.00
	Subtotal Hours	4	40	0	68	36	46	0	0	0	170		
	Subtotal Fee	\$720.00	\$6,620.00	\$0.00	\$9,840.00	\$3,708.00	\$3,910.00	\$0.00	\$0.00	\$0.00		\$0.00	\$23,698.00
B	30% DESIGN PHASE												
	Survey												
	Horizontal Control								0	0	0	\$0.00	\$0.00
	Vertical Control								0	0	0	\$0.00	\$0.00
	Control Survey		4		10			30	0	0	44	\$0.00	\$6,452.00
	Boundary Survey		4		10	12			0	0	26	\$0.00	\$3,188.00
	Record of Survey				2	20	4		0	0	26	\$0.00	\$2,660.00
	Survey Control Plan		4		8	24	6		0	0	42	\$0.00	\$4,674.00
	Survey Monument Inventory				4			4	0	0	8	\$0.00	\$1,120.00
	Design Topographic Survey		6		9	54		12	0	0	81	\$0.00	\$8,510.00
	Right-of-Way					20			0	0	20	\$1,036.00	\$3,096.00
	Records Review, Information Research and Analysis of Data								0	0	0	\$0.00	\$0.00
	Subsurface Utility Engineering		4			16		10	0	0	30	\$3,776.00	\$7,576.00
	Traffic Engineering								0	0	0	\$20,000.00	\$20,000.00
	30% Design Phase Submittal												
	30% Design Phase Plans		20		80	128	6		0	0	236	\$0.00	\$27,524.00
	30% Project Inventory and Analysis		8		20	32	2		0	0	62	\$0.00	\$7,370.00
	30% Walk Through		4		2				0	0	6	\$0.00	\$912.00
	Overall Project Scope, Schedule and Budget Review		4		16		4		0	0	24	\$0.00	\$3,072.00
	Subtotal Hours	0	58	0	161	306	24	66	0	0	605		
	Subtotal Fee	\$0.00	\$9,454.00	\$0.00	\$20,930.00	\$31,618.00	\$2,048.00	\$5,400.00	\$0.00	\$0.00		\$24,812.00	\$97,154.00
C	70% DESIGN PHASE												
	70% Design Phase Submittal												
	70% Project Inventory and Analysis		4		12				0	0	16	\$0.00	\$2,212.00
	70% Design Phase Plans		16		56	72	8		0	0	152	\$0.00	\$17,984.00
	70% Design Phase Construction Cost Estimate		4		24				0	0	28	\$0.00	\$3,772.00
	70% Design Phase Special Provisions		12		32				0	0	44	\$0.00	\$6,116.00
	70% Walk Through		4		2				0	0	6	\$0.00	\$912.00
	Subtotal Hours	0	40	0	126	72	8	0	0	0	246		
	Subtotal Fee	\$0.00	\$6,520.00	\$0.00	\$16,380.00	\$7,416.00	\$880.00	\$0.00	\$0.00	\$0.00		\$0.00	\$30,996.00
D	90% DESIGN PHASE												
	90% Design Phase Submittal												
	90% Project Inventory and Analysis		4		12				0	0	16	\$0.00	\$2,212.00
	90% Design Phase Plans		16		48	64	8		0	0	136	\$0.00	\$18,120.00
	90% Design Phase Construction Cost Estimate		4		24				0	0	28	\$0.00	\$3,772.00
	90% Design Phase Special Provisions		12		32				0	0	44	\$0.00	\$6,116.00
	90% Walk Through		4		2				0	0	6	\$0.00	\$912.00
	Subtotal Hours	0	32	0	98	64	8	0	0	0	202		
	Subtotal Fee	\$0.00	\$5,216.00	\$0.00	\$12,740.00	\$6,692.00	\$680.00	\$0.00	\$0.00	\$0.00		\$0.00	\$25,228.00

Contract No :

Exhibit "B"

TASK	DESCRIPTION									Hours Subtotal	Direct Expenses	Lump Sum Task Amounts	
		Project Director	Project Manager	Senior Engineer	PE/PLS	Engineering Intern	Project Representative	Survey Crew	POSITION				POSITION
E	100% DESIGN PHASE												
	100% Design Phase Submittal												
	100% Design Phase		12				4		0	0	16	\$0.00	\$2,296.00
	100% Pre-Final Submittal		4		16	24	2		0	0	46	\$0.00	\$5,374.00
	100% Final Submittal		4		8	8	12		0	0	32	\$0.00	\$3,526.00
	Subtotal Hours	0	20	0	24	32	18		0	0	84		
	Subtotal Fee	\$0.00	\$3,260.00	\$0.00	\$3,120.00	\$3,296.00	\$1,530.00	\$0.00	\$0.00	\$0.00		\$0.00	\$11,206.00
F	Optional Construction Services												TBD
	Total Basic Services Hours	4	190	0	477	510	104	56	0	0	1,317		
	Total Basic Services Fee	\$720.00	\$30,970.00	\$0.00	\$62,010.00	\$62,530.00	\$8,840.00	\$8,400.00	#REF!	#REF!		\$24,612.00	\$188,282.00

SAMPLE

Exhibit "B"

Exhibit B - Schedule of Services
(Additional Services)

TASK	DESCRIPTION	Project Manager	Senior Engineer	PE/PLS	Eng. Intern	CADD Tech	Project Coord.	Survey Crew	Project Inspector	*Project Tester	Doc. Control	Hours Subtotal	Direct Expense	Hourly Expense
		\$188.00	\$172.00	\$156.00	\$126.00	\$130.00	\$92.00	\$256.00	\$112.00	\$105.00	\$78.25			
Design Services														
000	PROJECT MANAGEMENT AND GENERAL ITEMS													
001	Project Management/Stakeholder Coordination	16	0	0	0	0	0	0	0	0	0	16		\$3,008.00
002	Project Meetings	4	0	0	10	0	15	0	0	0	0	29		\$3,382.00
003	Utility Coordination	4	0	4	0	0	8	0	0	0	4	20		\$2,425.00
100	PHASING ALTERNATIVES													
101	Develop, analyze phasing alternatives	6	16	0	26	4	0	0	0	0	0	52		\$7,610.00
200	R/W Exhibits													
201	Easement Exhibits & Legal Descriptions	6	8	80	40	0	10	0	0	0	0	144		\$20,904.00
201	Title Reports												\$ 25,000	
300	Right of Way Acquisition													
301	Design Support	2	4	4	4	0	0	0	0	0	4	18		\$2,501.00
400	Prepare Final PS&E													
401	Final P, S & E - Phase 1	4	6	0	12	12	5	0	0	0	4	43		\$5,497.00
402	Final P, S & E - Phase 2	4	6	0	12	12	5	0	0	0	4	43		\$5,497.00
500	Parking Analysis													
501	Parking Lot analysis for parcel at SE corner of Mill & Terminal	4	12	0	10	0	0	0	0	0	0	26		\$4,066.00
600	Design Support													
601	Continued Design Support Services - Phase 1	8	4	4	8	0	0	0	0	0	4	28		\$4,129.00
602	Continued Design Support Services - Phase 2	8	4	4	8	0	0	0	0	0	4	28		\$4,129.00
603	Design Contingency												\$ 5,000	
	Total Professional Services Hours	66	60	96	130	28	43	0	0	0	24	447		
	Total Professional Services Fee	\$12,408.00	\$10,320.00	\$14,976.00	\$16,250.00	\$3,360.00	\$3,956.00	\$0.00	\$0.00	\$0.00	\$1,878.00		\$ 30,000	\$63,148.00
	Total Design Fees													\$93,148.00

* - Includes Testing Equipment & Vehicle

Construction Management Services														
700	Construction Management Services													
701	CM Services - Phase 1	200	0	0	40	0	0	80	600	600	80	1,600		\$199,460.00
702	CM Services - Phase 2	200	0	0	40	0	0	80	600	600	80	1,600		\$199,460.00
703	Construction Contingency												\$ 30,000	
	Total Professional Services Hours	400	0	0	80	0	0	160	1,200	1,200	160	3,200		
	Total Professional Services Fee	\$75,200.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$40,800.00	\$134,400.00	\$126,000.00	\$12,520.00		\$ 30,000	\$398,920.00
	Total Construction Management Fees													\$428,920.00

Project Totals														
	Total Professional Services Hours	466	60	96	210	28	43	160	1,200	1,200	184	3,647		
	Total Professional Services Fee	\$87,608.00	\$10,320.00	\$14,976.00	\$26,250.00	\$3,360.00	\$3,956.00	\$40,800.00	\$134,400.00	\$126,000.00	\$14,398.00		\$ 50,000	\$462,068.00
	Total Professional Service Fees													\$522,068.00



REGIONAL TRANSPORTATION COMMISSION

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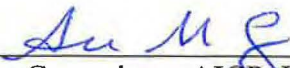
Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.15

TO: Regional Transportation Commission

FROM: Rob Reeder
Administrator Security/Safety



Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: RTC Virginia Street Station System CCTV Upgrade

RECOMMENDATION

Approve the contract with RFI Communications & Security Systems in an amount not to exceed \$106,213, to replace, install and program closed circuit television systems (CCTV) at seven RAPID transit stations; authorize the RTC Interim Executive Director to execute the agreement.

SUMMARY

The existing eight RAPID transit stations contain CCTV systems. Five of the eight CCTV systems have failed due to age and environmental conditions (leaking electrical enclosures, water, dust, dirt, insect intrusion and heat). Two CCTV systems are performing but subject to the same conditions. One CCTV system is performing well and not subject to environmental problems (replaced in 2017). The CCTV systems monitor station platforms and boarding or alighting activities. The project proposal is to replace seven of eight CCTV systems including electrical enclosures, digital video recorders, switches and camera bubbles. Replace the electrical enclosures with robust environmental tolerant boxes, heat tolerant networked video recorders, wireless interfaces with monitoring and remote management software and new camera bubbles. The cellular links and remote monitoring and management software includes two year Verizon data subscription fees. The remote monitoring and management software (Claris360) is proprietary to RFI Communication & Security Systems.

Bid pricing:

Lump sum price for the CCTV system upgrade at seven RAPID stations\$76,350
Lump sum price for option cellular link and access at seven RAPD stations.....\$29,863
Total for CCTV upgrade and option.....\$106,213

The pricing proposal, including terms and conditions, are based on **State of Nevada NASPO ValuePoint Master Agreement #3407.**

The project, once approved, will begin with an equipment ordering and mobilization period of approximately 45 days. Removal of old equipment, installation of new equipment and programming will take approximately one week per station.

FISCAL IMPACT

Funding for this project is included in the FY 20 Board approved budget.

PREVIOUS ACTIONS BY BOARD

There were no previous actions by the Board on this matter.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

NV Contractor's License 0021814A | Limit \$10,000,000 | ACO753

February 26, 2019

Regional Transportation Commission
 Rob Reeder
 1105 Terminal Way, Suite 108
 Reno, NV 89502

Subject: **RTC Virginia Street Rapid Station CCTV System Upgrade**
 Reference: **RFI Proposal No. 450-1900677**

Dear Mr. Reeder:

RFI is pleased to offer for your consideration the following proposal to provide the necessary equipment and labor to upgrade existing CCTV systems at Virginia Street Rapid Stations.

Our proposal is representative of the necessary skills and future responsibilities to effectively serve Regional Transportation Commission with the highest regard to quality in products and installation workmanship. All terms and conditions are based on **State of Nevada NASPO ValuePoint Master Agreement #3407**.

SCOPE OF WORK

RFI will provide and install the following equipment and services at seven (7) Rapid Stations:

CCTV System Equipment and Services at Each Rapid Station:

1. One (1) 24"X24"X10" NEMA 4 Lockable enclosures
2. Removal of existing enclosure
3. One (1) Dell rugged network video recorder with Avigilon Enterprise Software
4. Three (3) Avigilon Enterprise camera licenses
5. One (1) Comnet hardened network POE switch with Din rail mount
6. One (1) Comnet hardened 5 amp power supply
7. Replace three (3) Existing Axis lower dome covers/bubbles
8. One (1) Ubiquiti Wireless access point
9. Necessary rewiring and electrical work inside the enclosure
10. Necessary programming of NVR and system testing required to complete the install

Option: Cellular Link and Data Usage at Rapid Station:

1. One (1) NetCloud Cellular link package with wireless WAN connectivity
2. One (1) NetCloud Power supply
3. One (1) Verizon Wireless SIM card
4. One (1) Verizon 6GB data service for one (1) connected device per month for 24 months
5. This will service will provide NVR access from remote location

SCHEDULE OF VALUES

Lump sum price for the **CCTV System Upgrade at Seven (7) Rapid Stations** scope of work is:

Seventy six thousand three hundred fifty and No/100 Dollars..... \$76,350.00

Lump sum price for the **Option: Cellular Link and Access at Seven (7) Rapid Stations** scope of work is:

Twenty nine thousand eight hundred sixty three and No/100 Dollars\$29,863.00*

*The cellular link and access at seven (7) Rapid Stations price includes 2 Year Verizon data subscription fees. 3rd year data subscription fee will be re-negotiated at the time of renewal based on data rate at the time of renewal. Annual cellular data subscription service fee for seven (7) sites are \$5,040.00 at today's rate (6GB per month per site with one (1) connected device).

CLARIFICATIONS

1. All work shall be performed during normal business hours (8:00 am to 4:30 pm) and normal working conditions.
2. RFI shall provide qualified supervisory labor at the job site. Idle time incurred by RFI employees due to absence of required escorts, clearances, inability to enter the workspace, or other factors beyond our control, shall be considered a change to the contract.
3. Customer shall provide access to all areas, including escorted areas such as computer, telephone, equipment and fabrication rooms.
4. All permits, licenses if required, and fees shall be obtained and paid for by others.
5. RFI assumes no responsibility for equipment supplied by others.
6. RFI will utilize existing camera and network cabling to complete the install. No new cables will be installed.

EXCLUSIONS

1. Bonds and Permits.
2. All 110VAC.
3. Cabling.
4. Cameras.
5. Network configuration and backbone infrastructure.

SYSTEM PERFORMANCE MONITORING

If applicable, RFI will install the Claris360™ remote system management agent onto your system, at no additional charge for a period of 90-days from the date of installation. The Claris360™ agent will allow us to evaluate the overall performance of your equipment, provide recommended Windows OS patches and provide remote support/remediation as necessary. Note: To take advantage of the Claris360™ agent, we will require an outbound network connection.

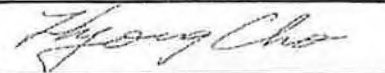
FOR TERMS AND CONDITIONS, WARRANTY, PAYMENT

Please reference State of Nevada NASPO ValuePoint Master Agreement #3407.

We look forward to maintaining a trusted, long term business relationship. If you have any questions regarding this proposal or any other matter, please feel free to contact me directly at 775.852.3555, via fax at 775.852.6633, or via email at hcho@rfi.com.

The above proposal # 450-1900677 submitted by:

RFI Communications & Security Systems



Authorized Signature

Hyong Cho

Print Name

February 26, 2019

Date

Account Manager

Title

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted.

PO #:

Customer: RTC

Authorized Signature

Print Name

Date

Title



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.16

TO: Regional Transportation Commission

FROM: Judy L. Tortelli, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Interlocal Cooperative Agreements for Reimbursement Related to the E Prater Way Rehabilitation Project

RECOMMENDATION

Approve the Interlocal Cooperative Agreement for reimbursement to RTC with the City of Sparks for work that has been incorporated into the plans and specifications for the E Prater Way Rehabilitation Project; authorize the Interim Executive Director to execute the agreement.

SUMMARY

The Regional Transportation Commission (RTC) is finalizing design and preparing to advertise the E Prater Way Rehabilitation Project. The project limits include E Prater Way from Howard Drive to Sparks Boulevard. The project will include removal and replacement of the roadway structural section, mill and fill, sidewalk, curb and gutter replacement as necessary, correction of localized drainage deficiencies, reconstruction of existing handicapped ramps, reconstruction of driveways, and other incidentals necessary for the rehabilitation and/or reconstruction of the street within the Project limits.

During design of the project it was determined the condition of sanitary sewer infrastructure within the project limits warrant replacement. The new design of sanitary sewer created conflict with Sparks Police Department fiber optic conduit. In lieu of delaying the project, the City of Sparks' sanitary sewer infrastructure improvements and Sparks Police Department fiber optic relocation have been incorporated into the project plans and specifications.

The City of Sparks will reimburse RTC for the cost of improvements associated with sanitary sewer and Sparks Police Department fiber optic infrastructure. Reimbursable costs include direct bid item construction costs plus any additional amounts of contract change orders.

The agreement requires the City of Sparks (see Attachment A) to pay actual costs of their portion of the RTC project estimated at 90% to be \$4,934,000. Costs for the improvements are based on Engineer's Opinion of Probable Cost at 90% design. The reimbursement amount included in the agreement includes actual costs and a contingency amount. The estimated cost to be included in reimbursement agreement is \$1,152,000.

Actual agreement costs may vary slightly depending on amount of contingency, bid unit prices, and construction change orders. The total reimbursable amount to the RTC for the sanitary sewer improvements is 23 percent of the total estimated construction cost of the project.

The agreement has been negotiated and developed in cooperation between RTC and City of Sparks, with review by legal counsel. The forms of the negotiated agreements are attached hereto.

FISCAL IMPACT

All costs incurred by the RTC related to the above discussed work are fully reimbursable under the terms of the Interlocal Cooperative Agreement.

PREVIOUS ACTIONS BY BOARD

- | | |
|------------------|---|
| July 19, 2019 | Approved a Professional Services Agreement (PSA) with Stantec Consulting Services, Inc. to provide design and engineering during construction services for the E Prater Way Rehabilitation Project. |
| June 20, 2019 | Approved the Qualified Consultant List for Engineering Design and Construction Management Services |
| January 18, 2019 | Approved the FY 2020 Program of Projects |

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

**INTERLOCAL COOPERATIVE AGREEMENT
FOR REIMBURSEMENT**

This Agreement, made and entered into this _____ day of _____, 2020, by and between the **CITY of Sparks, Nevada**, (hereinafter called "**CITY**") and the **Regional Transportation Commission**, (hereinafter called "**RTC**").

WITNESSETH:

WHEREAS, agreements between **RTC** and public entities are authorized under Chapter 277 of the Nevada Revised Statutes for the work described herein; and

WHEREAS, **RTC** is undertaking a project, referred to as East Prater Way Rehabilitation Project for the purpose of rehabilitating East Prater Way from Howard Drive to Sparks Boulevard (hereinafter called "**PROJECT**"); and

WHEREAS, the **CITY** desires to construct specific improvements, (hereinafter called "**IMPROVEMENTS**"), described as rehabilitation of portions of sewer infrastructure and surface improvements related to utility work, that are within and/or adjacent to the **PROJECT**. The **IMPROVEMENTS**, as requested by the **CITY**, are described in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, **RTC** is willing to incorporate the **IMPROVEMENTS** into the **PROJECT** drawings, details, and specifications and subsequently cause the improvements to be constructed;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, it is mutually agreed by and between the parties as follows:

RTC AGREES:

1. To provide drawings, details and specifications, and construction, including but not limited to, inspection, quality assurance testing, administration and **PROJECT** management of the **IMPROVEMENTS**. Drawings, details and specifications for the **IMPROVEMENTS** shall be subject to review and approval by the **CITY**.
2. To prepare solicitation documents for the **PROJECT** that include the **IMPROVEMENTS** and, following receipt of bids, award a construction contract in accordance with Chapter 338 of Nevada Revised Statutes.
3. To provide **CITY**, upon determination of the apparent low bidder, the total cost of the **IMPROVEMENTS** outlined in Exhibit A. The total cost submitted by the low bidder shall not be exceeded unless the **CITY** agrees that the actual quantity of the **IMPROVEMENTS** exceeds the estimated quantity of the **IMPROVEMENTS** or the parties mutually agree to an additional sum.

4. To allow the **CITY** or its authorized agents to review and approve contract change orders associated with the construction of the IMPROVEMENTS.
5. To execute change orders upon written approval from the **CITY** or its authorized agents.
6. To invoice the **CITY** at the completion of the PROJECT, for the actual costs associated with the IMPROVEMENTS, not to exceed that portion of the awarded bid amount that relates to the IMPROVEMENTS unless otherwise agreed to by the Parties.

CITY AGREES:

1. To provide an initial description of the IMPROVEMENTS for RTC's use in estimation of the costs of the IMPROVEMENTS and the costs for incorporation of the IMPROVEMENTS into the drawings, details and specifications prepared by **RTC** and its agents.
2. To invoke any authority available under State law, existing permits, existing agreements, or any other authority to have impacted utilities relocated at the utility owner's expense.
3. To direct all questions or requests pertaining to the IMPROVEMENTS to the **RTC** Project Manager and designate a representative to assist **RTC** Project Manager in the administration of all issues relating to the IMPROVEMENTS.
4. To timely review and provide **RTC** Project Manager with prompt input relating to the approval, modification or disapproval of contract change orders related to the IMPROVEMENTS and to reimburse the **RTC** for costs that result from the approved contract change orders. For purposes of this Agreement, actual costs include, but are not limited to, additional engineering, change orders and compensable delays caused by conditions related to such change orders.
5. To reimburse the **RTC** for the actual costs associated with the IMPROVEMENTS not to exceed that portion of the awarded bid amount that relates to the IMPROVEMENTS unless otherwise agreed to by the Parties. The reimbursable costs include, but are not limited to, those costs reasonably incurred during construction as described in Exhibit A attached.
6. That the costs of the IMPROVEMENTS, including those referred to in item 6 above, are estimated (see Exhibit A attached) and that the **CITY** will reimburse **RTC** for all actual costs not to exceed the awarded bid amount unless otherwise agreed to by the Parties.
7. To remit payment within thirty (30) calendar days following receipt of an invoice from **RTC** and, if not timely paid, to pay interest as provided in NRS 99.040.

IT IS MUTUALLY AGREED:

1. That each party will cooperate with the other party to this Agreement and their agents in carrying out their respective responsibilities under this Agreement.
2. That each party will assist the other party in communicating with the public regarding the provisions of this Agreement.

3. That all communications/notices required or permitted pursuant to the Agreement shall be given as hereinafter provided, unless written notice of a new designee is sent by certified or registered mail, to the other party, as follows:

RTC: Brian Stewart, P.E.
Engineering Director
Regional Transportation Commission
1105 Terminal Way, Suite 108
Reno, Nevada 89502
(775) 335-1880

CITY: John Martini, P.E.
{Sparks} Assistant City Manager
City of Sparks
P.O. Box 857
Sparks, Nevada 89432-0857
(775) 353-2330

4. Subject to the limitations of NRS Chapter 41, each party agrees to indemnify, defend and hold harmless the other party from and against any liability including, but not limited to, property damage and personal injury or death, proximately caused by the negligent acts or omissions of its officers, agents and employers arising out of the performance of this Agreement.

5. That the laws of the State of Nevada shall be applied in interpreting and construing this Agreement.

6. That the illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement.

7. That this Agreement constitutes the entire contract between the parties and shall not be modified unless in writing and signed by the parties.

8. That it is not intended, and this Agreement shall not be construed, to provide any person or entity not a party to this Agreement, with any benefits or cause of action or to obligate the parties to this Agreement to any entity or person not a party to this Agreement.

9. That in the event either party initiates litigation to enforce the terms of this Agreement, the prevailing party shall be entitled to recover its costs, including attorney fees that would be reasonably charged by attorneys in private employment.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their authorized officers the day and year first above written.

APPROVED AS TO LEGALITY AND FORM:

BY: _____
RTC Chief Counsel

**REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY**

BY: _____
Amy Cummings, Interim Executive Director

CITY COUNCIL OF SPARKS, NEVADA

By: _____
Ronald E. Smith, Mayor

ATTEST:

APPROVED AS TO FORM AND CONTENT:

BY: _____
Sparks City Clerk

BY: _____
Sparks City Attorney

EXHIBIT A

Description of IMPROVEMENTS:

Sewer rehabilitation, Sparks Police Department fiber optic relocation, curb and gutter replacement, and surface overlay work as requested by the City of Sparks in accordance with the drawings and specifications for the PROJECT.

**Estimated costs of IMPROVEMENTS:

Construction:	\$1,047,000.00
Contingency	\$105,000.00
TOTAL ESTIMATED AMOUNT:	\$1,152,000.00

**Based on Engineer's Opinion of Probable Cost at 90% Design, included as Exhibit A-1. Costs include estimates for direct bid item construction costs associated with the IMPROVEMENTS

SAMPLE

EXHIBIT A-1

**EAST PRATER WAY REHABILITATION PROJECT
RTC PROJECT NO. 0222028
City of Sparks Quantities for Reimbursement**

STANTEC 90% OPINION OF PROBABLE CONSTRUCTION COST 1-10-2020

Item No.	Roadway Construction Item and Description	Unit	Engineer's Estimate				
			Unit Cost	SSWR	Rest of Project	Quantity	Total
3	Remove Existing and Construct Type 1 PCC Curb and Gutter	LF	\$36.00	900	0	900	\$32,400.00
13	Remove Bituminous Surface by Cold Milling (2-1/2" Minimum)	SY	\$4.50	2,611	0	2,611	\$11,749.50
18	Remove Existing and Install 10-inch PVC Pipe (Sanitary Sewer)	LF	\$240.00	33	0	33	\$7,920.00
19	Remove Existing and Install 15-inch PVC Pipe (Sanitary Sewer)	LF	\$300.00	1,986	0	1,986	\$595,800.00
20	Remove Existing and Install 48-inch Type 1 Manhole	EA	\$8,000.00	1	0	1	\$8,000.00
21	Remove Existing and Install 60-inch Type V Manhole	EA	\$10,000.00	9	0	9	\$90,000.00
34	Place 3.5-inch Plantmix Bituminous Pavement (Trench in Mill)	SY	\$37.00	879	0	879	\$32,523.00
35	Place 2.5-inch Plantmix Bituminous Pavement	SY	\$20.00	2,611	0	2,611	\$52,220.00
51	Install 2-3-Inch Interconnect Conduit	LF	\$40.00	2,118	3,581	5,699	\$113,980.00
57	Install #7 Extended Traffic Rated Pull Box	EA	\$1,650.00	3	7	10	\$8,250.00
58	Install #9 Extended Traffic Rated Pull Box	EA	\$2,000.00	1	1	2	\$2,000.00
59	Install Fiber Optic Cable	LF	\$15.00	4,078	8,194	12,272	\$92,040.00
TOTAL							\$1,046,882.50

10% Contingency \$104,688.25
Total Reimbursement **\$1,152,000.00**

Description and Assumptions (J Tortelli)

Qtys and cost are based on 90% Design and will be updated with Final EE and after Contract is Awarded

- 3 C&G - reimburse all cost of 900 LF C&G qty along SS replacement limits (North side of Prater approx STA 2+50 to 20+00)
- 13 Reimburse all cost to mill north half of Prater from McCarran to Howard (approx STA 1+05 to 9+60)
- 18-21 Reimburse all cost of SS replacement from McCarran to Greenbrae (approx STA 1+16 to 20+06)
- 34-35 Reimburse all cost to place AC in SS trench and overlay north half of Prater from McCarran to Howard
- 51 Reimburse half of cost for trenching from McCarran to Sparks to relocate SPD Fiber Line and install TS Interconnect (approx STA 1+05 to 49+50)
- 57-58 Reimburse half of cost for Pull Boxes associated with SPD Fiber Line and TS Interconnect
- 59 Reimburse half of cost for Fiber Optic cable associated with SPD Fiber Line and TS Interconnect

IN PROVIDING OPINIONS OF PROBABLE COST, IT IS RECOGNIZED THAT NEITHER THE CLIENT NOR STANTEC HAS CONTROL OVER THE COSTS OF LABOR, EQUIPMENT OR MATERIALS, OR OVER THE CONTRACTOR'S METHODS OF DETERMINING PRICES OR BIDDING. THE OPINION OF PROBABLE COSTS IS BASED ON STANTEC'S REASONABLE PROFESSIONAL JUDGMENT AND EXPERIENCE AND DOES NOT CONSTITUTE A WARRANTY, EXPRESS OR IMPLIED, THAT THE CONTRACTOR'S BIDS OR THE NEGOTIATED PRICE OF THE WORK WILL NOT VARY FROM THE CLIENT'S BUDGET OR FROM ANY OPINION OF PROBABLE COST PREPARED BY STANTEC.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 3.17

TO: Regional Transportation Commission

FROM: Scott Miklos
Trip Reduction Analyst
Public Transportation and
Operations


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Interlocal Cooperative Agreement for implementation of the ED PASS Program

RECOMMENDATION

Approve the Interlocal Cooperative Agreement (ICA) with NDOT to provide funding to RTC for the implementation of the ED PASS Program; authorize the Interim Executive Director to execute the agreement.

SUMMARY

This authorization will allow the RTC to receive funding for the implementation of the ED PASS Program. The current Transportation Act provides funding for all modes of transportation under which the ED PASS Program is eligible for ninety-five percent (95%) federal funds and five percent (5%) RTC funds. This agreement authorizes the state to utilize \$160,000 in CMAQ funds to reimburse the RTC for 95% of program related expenses. The remaining 5% of the expenses are paid by the RTC as the required local match for these federal funds. The project is included in the current Regional Transportation Improvement Program (RTIP).

FISCAL IMPACT

The reimbursable not to exceed amount is \$160,000 for two years through September 30, 2021.

PREVIOUS ACTIONS BY BOARD

There has been no previous Board action on this item.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

COOPERATIVE AGREEMENT

This Agreement is made and entered into on _____, 2020, by and between the State of Nevada, acting by and through its Department of Transportation, hereinafter called the "DEPARTMENT", and Regional Transportation Commission of Southern Nevada, hereinafter called the "RTC".

WITNESSETH:

WHEREAS, a Cooperative Agreement is defined pursuant to Nevada Revised Statutes (NRS) 277.110 as an agreement between two or more public agencies for the joint exercise of powers, privileges, and authority; and

WHEREAS, pursuant to the provisions contained in Chapter 408 of the Nevada Revised Statutes, the Director of the DEPARTMENT may enter into those agreements necessary to carry out the provisions of the Chapter; and

WHEREAS, NRS 277.110 authorizes any two or more public agencies to enter into agreements for joint or cooperative action; and

WHEREAS, the parties to this Agreement are public agencies and authorized to enter into agreements in accordance with NRS 277.080 to 277.110, inclusive; and

WHEREAS, the purpose of this Agreement is to provide funding to RTC for the implementation of the ED PASS Program, hereinafter called the "PROJECT;" and

WHEREAS, the current Transportation Act provides funding for all modes of transportation under which this PROJECT is eligible for ninety-five percent (95%) federal funds and five percent (5%) RTC funds; and

WHEREAS, the PROJECT has been approved for Federal CMAQ funds, Catalog of Federal Domestic Assistance (CFDA) Number CFDA 20205; and

WHEREAS, the ED PASS Program services to be provided by the RTC will be of benefit to the DEPARTMENT, the RTC, and to the people of the State of Nevada; and

WHEREAS, the parties hereto are willing and able to perform the services described herein.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, it is agreed as follows:

ARTICLE I - RTC AGREES

1. To provide the DEPARTMENT with quarterly invoices for actual costs (with supporting documentation).
2. To bill the DEPARTMENT upon completion of the PROJECT for actual PROJECT costs not to exceed One hundred sixty thousand and 0/100 Dollars (\$160,000.00). The RTC will provide supporting documentation to be audited to confirm that work performed conforms to DEPARTMENT and Federal Highway Administration guidelines.

3. During the performance of this Agreement, the RTC, for itself, its assignees, and successors in interest agrees as follows:

a. Compliance with Regulations: The RTC shall comply with all of the regulations relative to nondiscrimination in federally-assisted programs of 49 CFR Part 21 as they may be amended from time to time (hereinafter "Regulations"), which are herein incorporated by reference and made a part of this Agreement.

b. Nondiscrimination: The RTC, with regard to the professional services performed by it during the Agreement, shall not discriminate on the grounds of race, color, age, religion, sex, creed, disability/handicap, national origin, or low income status in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The RTC shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when this Agreement covers a program set forth in Appendix B of the Regulations.

c. Solicitations for Subcontracts, Including Procurement of Materials, and Equipment: In all solicitations either by competitive bidding or negotiation made by the RTC for professional services to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the RTC of the subcontractor's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, age, religion, sex, creed, disability/handicap, national origin, or low income status.

d. Information and Reports: The RTC shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its facilities as may be determined by the DEPARTMENT or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of the RTC is in the exclusive possession of another who fails or refuses to furnish this information, the RTC shall so certify to the DEPARTMENT, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.

e. Sanctions for Noncompliance: In the event of the RTC's noncompliance with the nondiscrimination provisions of this Agreement, the DEPARTMENT shall impose such Agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

1. Withholding of payments to the RTC under this Agreement until the RTC complies, and/or

2. Cancellation, termination or suspension of this Agreement, in whole or in part.

f. Agreements with subcontractors will include provisions making all subcontractor records available for audit by the DEPARTMENT and/or the FHWA.

g. Incorporation of Provisions: The RTC will include the provisions of Paragraphs (a) through (f) above in every subcontract, including procurement of materials and leases of equipment, unless exempt by Regulations, order, or instructions issued pursuant thereto. The RTC will take such action with respect to any subcontract or procurement as the DEPARTMENT or the FHWA may direct as a means of enforcing such provisions, including sanctions for non-compliance. In the event the RTC becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the RTC may request the DEPARTMENT to enter into such litigation to protect the interests of the DEPARTMENT, and the

RTC may request the United States to enter into such litigation to protect the interests of the United States.

ARTICLE II - DEPARTMENT AGREES

1. To fund Ninety-five percent (95%) of the PROJECT with CMAQ funds, estimated to be and not to exceed One Hundred Sixty Thousand and 0/100 Dollars (\$160,000.00).
2. To establish and maintain a budget for the ED PASS Program PROJECT. This budget will be maintained by the Transportation Multimodal Planning Division of the DEPARTMENT, and all invoices shall be submitted to the Transportation Multimodal Planning Division for approval and reimbursement.

ARTICLE III - IT IS MUTUALLY AGREED

1. The term of this Agreement shall be from the date first written above through and including the 30th day of September, 2021.
2. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.
3. This Agreement may be terminated by either party prior to the date set forth above, provided that a termination shall not be effective until thirty (30) calendar days after a party has served written notice upon the other party. This Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason Federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired.
4. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT: Kristina L. Swallow, P.E., Director
Attn.: Sondra Rosenberg, Assistant Director, Planning
Nevada Department of Transportation
Program Development Division
1263 South Stewart Street
Carson City, Nevada 89712
Phone: (775) 888-7440
Fax: (775) 888-7202
Email: srosenberg@dot.nv.gov

FOR RTC: Bob Lucey, Chairman
Attn: Amy Cummings, Interim Executive Director
Regional Transportation Commission of Washoe
County
1105 Terminal Way
Reno, NV 89502
Phone: (775) 335-1825
Fax: (775) 348-1067
Email: acummings@rtcwashoe.com

5. The RTC's match will be calculated as the applicable percent of the total PROJECT costs eligible for Federal funding, plus all costs not eligible for Federal funding.

6. Should this Agreement be terminated by the RTC prior to completion of the PROJECT, the RTC will reimburse the DEPARTMENT for all improvement costs incurred up to the point of Agreement termination and all costs incurred by the DEPARTMENT because of this Agreement's termination.

7. The RTC agrees to pay actual PROJECT costs whether they be greater than or less than the estimates shown herein.

8. The RTC will ensure that any reports, materials, studies, photographs, negatives, drawings or other documents prepared in the performance obligations under this Agreement shall be the exclusive, joint property of the RTC and the DEPARTMENT. The RTC will ensure any subconsultant will not use, willingly allow or cause to have such documents used for any purpose other than performance of obligations under this Agreement without the written consent of both the RTC and the DEPARTMENT. The RTC shall not utilize (and shall ensure any subconsultant will not utilize) any materials, information, or data obtained as a result of performance of this Agreement in any commercial or academic publication or presentation without the express written permission of the DEPARTMENT. The RTC (and any subconsultant) shall not reference an opinion of an employee or agent of the DEPARTMENT obtained as a result of performance of this Agreement in any publication or presentation without the written permission of the employee or agent to whom the opinion is attributed, in addition to the written permission of the DEPARTMENT.

9. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitations, earthquakes, floods, winds or storms. In such an event, the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

10. To the fullest extent of NRS Chapter 41 liability limitations, each party shall indemnify, hold harmless, and defend, not excluding the other's right to participate, the other from and against all liability, claims, actions, damages, losses, and expenses, including, but not limited to, reasonable attorneys' fees and costs, caused by the negligence, errors, omissions, recklessness, or intentional misconduct of its own officers, employees, and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described herein. This indemnification obligation is conditioned upon the performance of the duty of the party seeking indemnification (indemnified party) to serve the other party (indemnifying party) with written notice of an actual or pending claim, within thirty (30) calendar days of the indemnified party's notice of such actual or pending claim or cause of action. The indemnifying party shall not be liable for reimbursement of any attorney's fees and costs incurred by the indemnified party due to said party exercising its right to participate with legal counsel.

11. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any DEPARTMENT breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

12. Failure to declare a breach or the actual waiver of any particular breach of this Agreement or any of its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach, including a breach of the same term.

13. An alteration ordered by the DEPARTMENT, which substantially changes the services provided for by the expressed intent of this Agreement will be considered extra work and shall be specified in a written amendment which will set forth the nature and scope thereof. The method of payment for extra work shall be specified at the time the amendment is written.

14. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada state district courts for enforcement of this Agreement.

15. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement, and this Agreement shall be construed as if such provision did not exist. The unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

16. Except as otherwise expressly provided within this Agreement, all or any property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

17. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

18. Each party agrees to keep and maintain under generally accepted accounting principles full, true, and complete records and documents pertaining to this Agreement and present, at any reasonable time, such information for inspection, examination, review, audit, and copying at any office where such records and documentation are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

19. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is, and shall be, a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

20. Neither party shall assign, transfer or delegate any rights, obligations, or duties under this Agreement without the prior written consent of the other party.

21. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

22. Pursuant to NRS 239 information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

23. Each party shall keep confidential all information, in whatever form, produced, prepared, observed, or received by that party to the extent that such information is confidential by law or otherwise required to be kept confidential by this Agreement.

24. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

25. This Agreement constitutes the entire agreement of the parties and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

RTC of Washoe County

State of Nevada, acting by and through its
DEPARTMENT OF TRANSPORTATION

Director

Name and Title (Print)

Approved as to Legality and Form:

Deputy Attorney General

Approved as to Form:

Attorney

Board of Examiners



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 4.1

TO: Regional Transportation Commission

FROM: James Gee
Manager of Service Planning
and Innovation



Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Public Hearing – May 2020 RTC RIDE Service Adjustment

RECOMMENDATION

Approve the May 2020 RTC RIDE Service Adjustment, scheduled for May 2, 2020, including implementation of the new North Valleys FlexRIDE microtransit six-month demonstration service, extension of the existing RTC FlexRIDE microtransit six-month demonstration project, changes to Route 7, 9, 13, 25, and the Virginia RAPID, and elimination of Route 17 and 25L.

SUMMARY

The spring service adjustment, scheduled for May 2, 2020, is highlighted by a proposed second microtransit demonstration project in the North Valleys area with associated adjustments to existing fixed routes. Other routes are proposed to be adjusted based upon safety and ridership factors. Below is a full list of the proposals associated with the May service change:

- Implement a six-month FlexRIDE pilot project in the North Valleys currently served by Route 7 and 17. Associated with this improvement are:
 - Modification of Route 7 routing to travel Virginia Street between Golden Valley Road and Lemmon Drive to support employment trips and add an additional AM trip for passengers.
 - Discontinue Route 17
- Extension of the existing microtransit FlexRIDE pilot in the Sparks area for an additional six months
- Route 25 – Modify the end of route direction for the loop around McCarran, Prater, Howard, and Lincoln Way for safety reasons
- Route 25L – Discontinue Route 25L
- Route 9 – Expand coverage on Route 9 to serve Renown Hospital
- Virginia Line RAPID – Increase frequency from every twelve minutes to every ten minutes Monday through Friday
- Route 13 – Modify the end of route direction for the loop around Kietzke, Plumb, Harvard, and Grove for safety reasons

- Various time-table adjustments to reflect actual travel times and improve on-time performance

RTC Management Policy P-18 (Public Involvement for Modifications to Transit Service or Fares) requires the RTC to hold a public hearing to solicit public comment for any major service reduction defined as:

- a reduction or increase of 10% or more of system-wide service hours;
- the elimination or expansion of any existing service that affects:
 - 25% or more of the service hours of a route
 - 25% or more of the route's ridership (defined as activity at impacted bus stops).

FISCAL IMPACT

The projected annual cost to implement the recommended changes is \$210,561. Funding for this service is included in the current FY 2020 budget and will be included in the draft FY 2021 budget.

PREVIOUS ACTIONS BY BOARD

- | | |
|---------------|--|
| July 19, 2019 | Approval of Fall 2019 RTC Service Adjustment including implementation of a six-month microtransit demonstration project. |
| Feb 15, 2019 | Acknowledged receipt of the report on the proposed Microtransit Pilot Project. |

ADDITIONAL BACKGROUND

RTC RIDE continually looks to provide the best service by improving on-time performance, shortening passenger's travel times, and offering innovative services. RTC RIDE is committed to performing two service changes per year to ensure the latest innovations and services are available to the passengers and the public. The next service change is scheduled for May 2, 2020 and is proposed to contain the following changes:

North Valleys Service

RTC RIDE is planning to implement a second microtransit, or FlexRIDE, pilot project in the North Valleys of the Truckee Meadows (Figure 1). The FlexRIDE service will have zones that will include these major areas: Lemmon Drive from Buck to Deodar, Military Road, the Raleigh Heights area, and the community just north of Parr Boulevard. Transfer points will be available to transfer to Route 7 and will include the Bonanza Casino, North Virginia Street with the Raleigh Heights area, and Walmart on Sky Vista Drive. Various points-of-interest will be available to FlexRIDE passengers and they will include North Valleys High School, Walmart, Raley's, Washoe County Sheriff's Department (WCSO), and others.

Although Route 17 has been in place for a number of years, ridership along this route is typically low. Similar to the analysis for the Sparks FlexRIDE service, RTC's microtransit planning consultant agreed the North Valleys would be a great candidate for a microtransit program. The FlexRIDE program will cover all of the existing areas of Route 17 plus add additional geographic coverage. The current cost to operate Route 17 is enough to fund the FlexRIDE program in the North Valleys. Therefore, staff is recommending Route 17 to be discontinued.

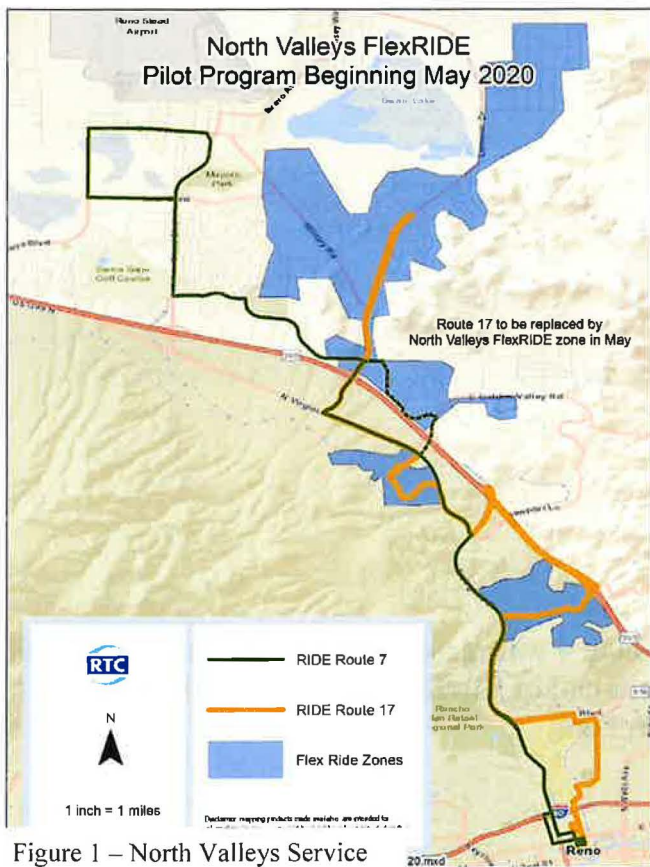


Figure 1 – North Valleys Service

To support the North Valleys area and ensure adequate coverage, there will also be changes to Route 7. RTC will re-align this route to serve North Virginia Street up to Lemmon Drive, which will allow for continued fixed-route service to Amazon and other warehouses located near the North Virginia Street and Lemmon Drive intersection. Therefore, Route 7 will no longer turn on to Golden Valley Road to North Hills Drive to Buck Avenue to Sky Vista. The new alignment will be North Virginia Street to Lemmon Drive to Sky Vista. There will be transfer points to Route 7 from FlexRIDE at the Bonanza Casino, on North Virginia Street, within the Raleigh Heights area, and at Walmart on Sky Vista.

In anticipation of increased passenger load on Route 7 and to support growing employment in the area, RTC will add one additional morning trip at 5:45 AM to provide 30-minute frequency through the morning peak hours.

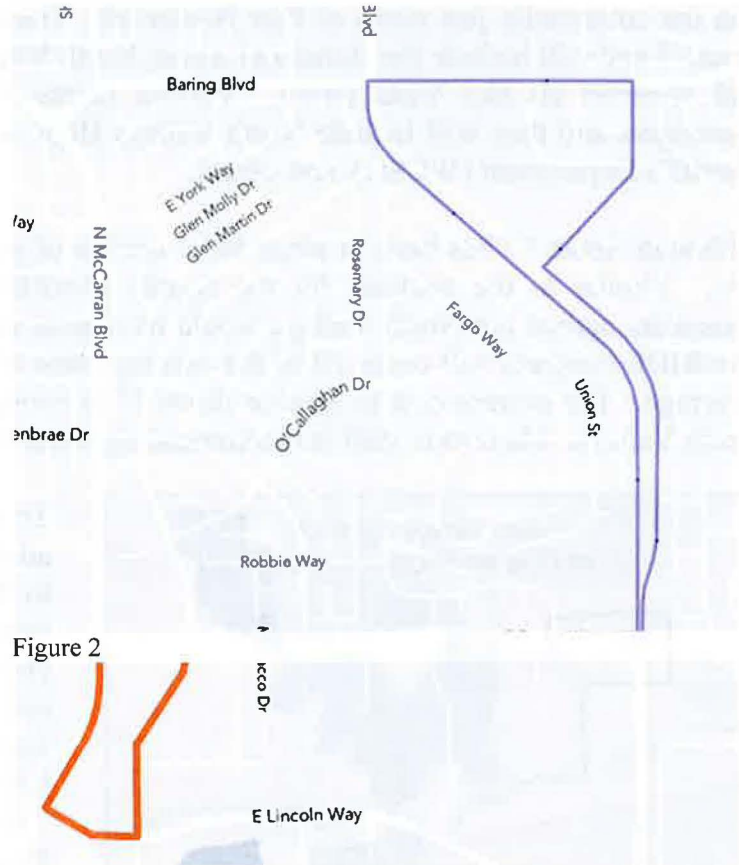
Additionally, for the afternoon peak service, RTC will authorize Keolis to provide boosted service.

The funding for this additional service will come from the remaining dollars from the discontinuation of Route 17 and in the implementation of FlexRIDE.

Route 25 / Route 25L

The route change proposal for Route 25 is a response to a safety issue presented by our bus operators. The current routing at the end of the route (Figure 2 in orange) is a clockwise loop around Prater, Howard, Lincoln Way, and McCarran. According to our drivers, the right hand turn from Prater to Howard is difficult in a 40 foot bus when there is traffic in the area. In response, we propose to switch the direction of this end of the route from clockwise to counter-clockwise.

Route 25L (Figure 2 in purple) is a single round trip in the AM paired with a single PM round trip designed to serve the bell times of Reed High School. With the implementation of the FlexRIDE in the Sparks area, there was concern students would not utilize the new service to access the high school as well as a concern the FlexRIDE service could be overwhelmed by students going to or from Reed HS. Thus, the 25L was retained to serve the Reed High School students. Although the service is being utilized, data collection indicates that there are only 4 people are using the Route 25L to travel to or from the high school. Instead, students are using the FlexRIDE and that the service has capacity for additional students. Therefore, staff recommends that the 25L route be discontinued.



Route 9

As part of the November 2, 2019 service change, Route 9 was reconfigured to operate from the El Rancho Lincoln Line – RAPID station to the southern end of Kietzke Lane via the Virginia Line – RAPID station at South Virginia Street and Peckham Lane.

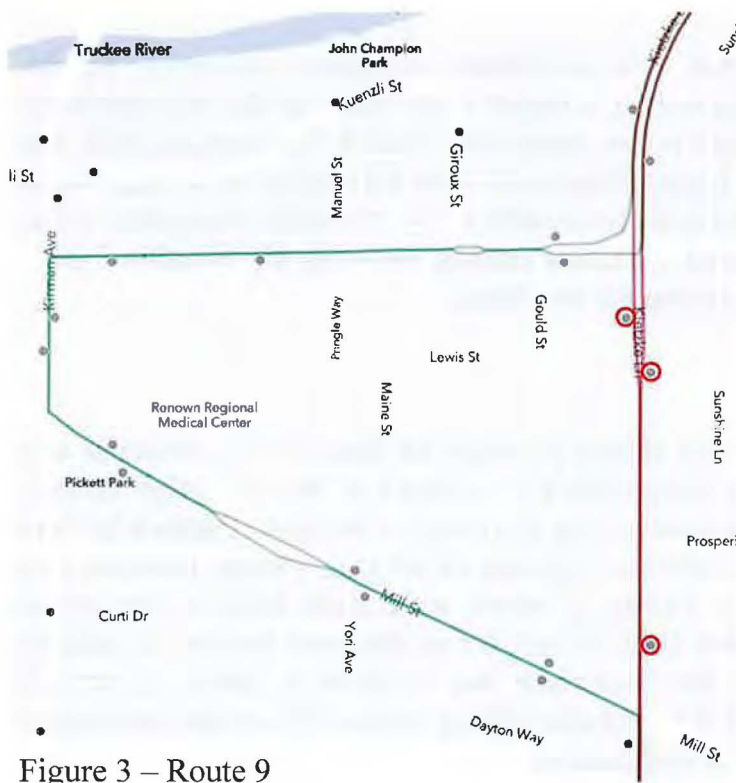


Figure 3 – Route 9

When the reconfiguration was planned, staff had discussions about diverting to encompass the Renown Medical Complex. However, the decision was made to remain on Kietzke Lane. Subsequent to the change staff has received comments indicating a high desire to have easier access to Renown. Based on this feedback, staff will recommend that Route 9 be configured to serve Renown. This service will have the route leave Kietzke Lane onto 2nd Street to Kirman Avenue to Mill Street to provide the necessary service to Renown (see Figure 3 in green). The route will reverse on the northbound trip of the service. Due to the added time to make this loop, the frequency will have to be adjusted from every 30-minutes to every 35-minutes.

	Current Route 9	Proposed Route 9	% Difference
Population	11,889	13,187	+ 10.9%
Jobs	15,086	18,630	+23.5%
% in poverty	23.6%	23.8%	+ 0.8%
% minority	63.6%	61.9%	- 2.7%
% seniors (65+)	10.6%	10.9%	+ 2.8%
% youth	24.4%	23.9%	- 2.0%
% LEP	12.2%	10.8%	-11.5%
% disabled	16.8%	16.9%	+ 0.6%
% no vehicle	21.1%	21.1%	NC

Virginia Line – RAPID

In the midst of the economic boom in the Truckee Meadows, RTC RIDE and its operations contractor began having difficulty hiring and retaining bus operators. The effects of this on the RTC RIDE service was a loss of scheduled transit trips due to the lack of operators. The loss of trips has affected ridership, the reliability of the service, and on-time performance.

The RTC, in an effort to assist the contractor, reduced some service to meet the pool of available operators. One of these cuts was to reduce the level of service on the Virginia Line – RAPID from 10-minute frequency to 12-minute frequency and re-optimize the vehicle schedule. The result of these two actions allowed the Virginia Line to be operated with only 5 buses instead of 7 buses, resulting in the savings of at least four operator positions. This change was implemented in January 2018.

Since that implementation, RTC has contracted with a different operations contractor, Keolis. Through a number of different mechanisms, especially a higher wage scale for the bus operators, Keolis has increased their employment levels and is now adequately staffed. Furthermore, RTC has embarked on the Virginia Street Bus RAPID Transit Extension to the University of Nevada, Reno project. One of the requirements of this project is the restoration of the 10-minute frequency of the Virginia Line – RAPID service. Therefore, staff is recommending restoring the Virginia Line – RAPID service to 10-minute frequency and restoring the two buses.

Route 13



Figure 4 – Route 13

The route change proposal for Route 13 is a response to a safety issue related to students at Wooster High School. The current routing at the end of the route (Figure 4 in blue) is a clockwise loop around Kietzke, Plumb, Harvard, and Grove. During a recent walk audit held in January at Wooster High School, it was observed that the 15 students using the fixed-route bus to travel to school jaywalked across Harvard after exiting the bus. This is despite a recent tragedy that happened late last year where a student was fatally injured jaywalking in the same location. As a result, RTC proposes to switch the direction of this end of the route from clockwise to counter-clockwise which will allow the students to exit on the same side of the street as the school and reduce jaywalking in the area.

Miscellaneous Time Adjustments

To ensure a high level of quality service, there is an on-going effort to review and adjust the run-times of each individual route. This review is based upon ridership, on-time performance, changes in the community, and feedback from drivers and passengers. Therefore, staff will be making limited specific segment run-time adjustments that will slightly change the time-tables for certain routes.

ADVISORY COMMITTEE(S) REPORT

The proposed service change concepts discussed above were presented to the Technical Advisory Committee and Citizens Multimodal Advisory Committee at their February 5, 2020, meetings.

North Valleys Service

RTC RIDE is planning to implement a second microtransit, or FlexRIDE, pilot project in the North Valleys of the Truckee Meadows (Figure 1). The FlexRIDE service will have zones that will include these major areas: Lemmon Drive from Buck to Deodar, Military Road, the Raleigh Heights area, and the community just north of Parr Boulevard. Transfer points will be available to transfer to Route 7 and will include the Bonanza Casino, North Virginia Street with the Raleigh Heights area, and Walmart on Sky Vista Drive. Various points-of-interest will be available to FlexRIDE passengers and they will include North Valleys High School, Walmart, Raley's, Washoe County Sheriff's Department (WCSO), and others.

Although Route 17 has been in place for a number of years, ridership along this route is typically low. Similar to the analysis for the Sparks FlexRIDE service, RTC's microtransit planning consultant agreed the North Valleys would be a great candidate for a microtransit program. The FlexRIDE program will cover all of the existing areas of Route 17 plus add additional geographic coverage. The current cost to operate Route 17 is enough to fund the FlexRIDE program in the North Valleys. Therefore, staff is recommending Route 17 to be discontinued.

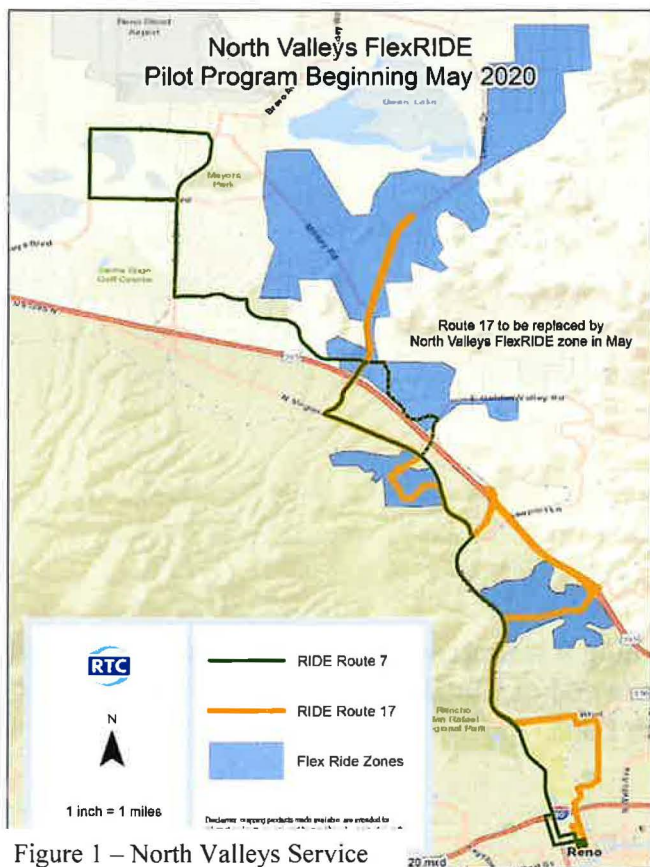


Figure 1 – North Valleys Service

To support the North Valleys area and ensure adequate coverage, there will also be changes to Route 7. RTC will re-align this route to serve North Virginia Street up to Lemmon Drive, which will allow for continued fixed-route service to Amazon and other warehouses located near the North Virginia Street and Lemmon Drive intersection. Therefore, Route 7 will no longer turn on to Golden Valley Road to North Hills Drive to Buck Avenue to Sky Vista. The new alignment will be North Virginia Street to Lemmon Drive to Sky Vista. There will be transfer points to Route 7 from FlexRIDE at the Bonanza Casino, on North Virginia Street, within the Raleigh Heights area, and at Walmart on Sky Vista.

In anticipation of increased passenger load on Route 7 and to support growing employment in the area, RTC will add one additional morning trip at 5:45 AM to provide 30-minute frequency through the morning peak hours.

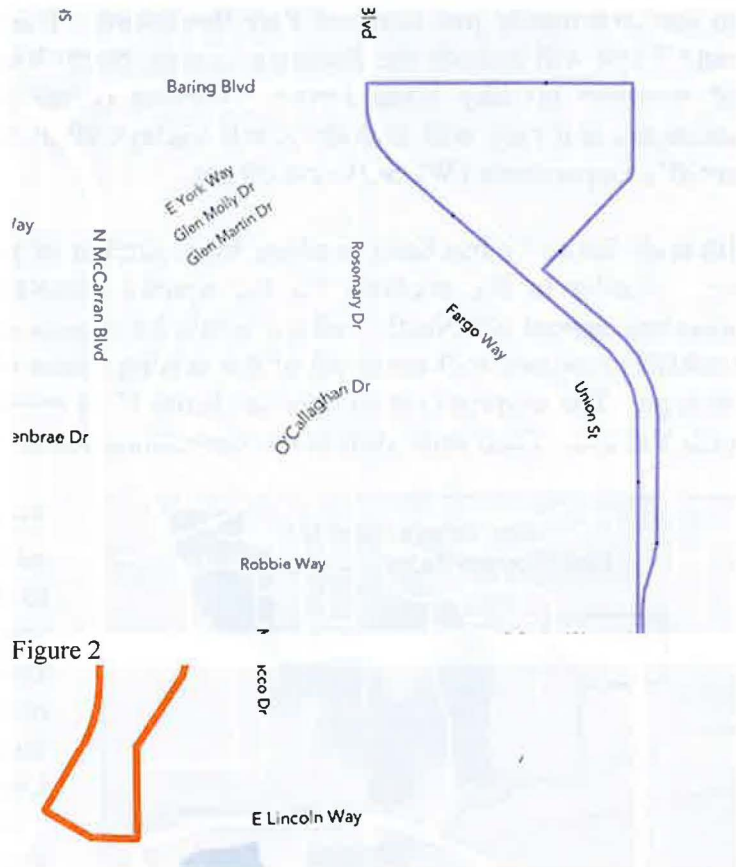
Additionally, for the afternoon peak service, RTC will authorize Keolis to provide boosted service.

The funding for this additional service will come from the remaining dollars from the discontinuation of Route 17 and in the implementation of FlexRIDE.

Route 25 / Route 25L

The route change proposal for Route 25 is a response to a safety issue presented by our bus operators. The current routing at the end of the route (Figure 2 in orange) is a clockwise loop around Prater, Howard, Lincoln Way, and McCarran. According to our drivers, the right hand turn from Prater to Howard is difficult in a 40 foot bus when there is traffic in the area. In response, we propose to switch the direction of this end of the route from clockwise to counter-clockwise.

Route 25L (Figure 2 in purple) is a single round trip in the AM paired with a single PM round trip designed to serve the bell times of Reed High School. With the implementation of the FlexRIDE in the Sparks area, there was concern students would not utilize the new service to access the high school as well as a concern the FlexRIDE service could be overwhelmed by students going to or from Reed HS. Thus, the 25L was retained to serve the Reed High School students. Although the service is being utilized, data collection indicates that there are only 4 people are using the Route 25L to travel to or from the high school. Instead, students are using the FlexRIDE and that the service has capacity for additional students. Therefore, staff recommends that the 25L route be discontinued.



Route 9

As part of the November 2, 2019 service change, Route 9 was reconfigured to operate from the El Rancho Lincoln Line – RAPID station to the southern end of Kietzke Lane via the Virginia Line – RAPID station at South Virginia Street and Peckham Lane.

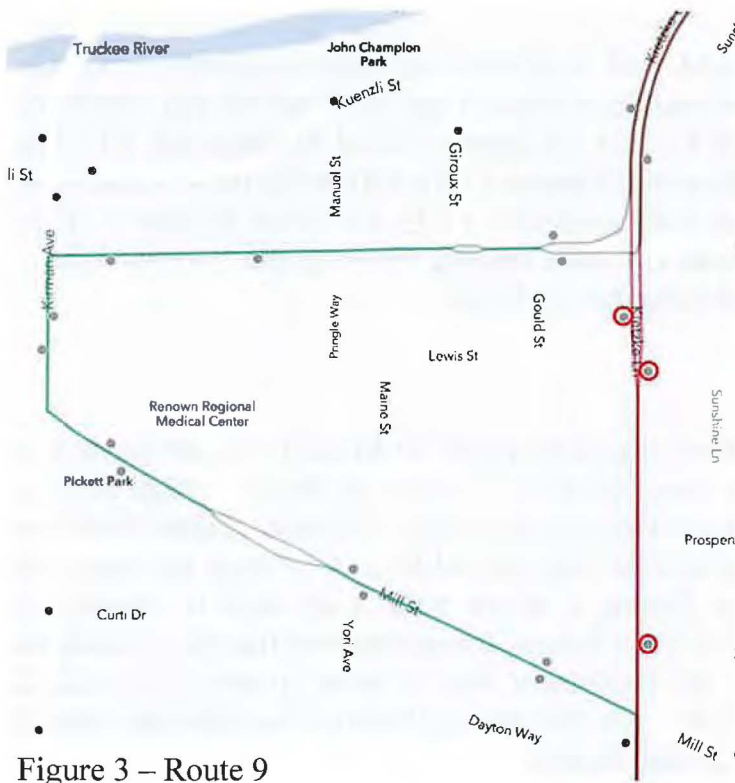


Figure 3 – Route 9

When the reconfiguration was planned, staff had discussions about diverting to encompass the Renown Medical Complex. However, the decision was made to remain on Kietzke Lane. Subsequent to the change staff has received comments indicating a high desire to have easier access to Renown. Based on this feedback, staff will recommend that Route 9 be configured to serve Renown. This service will have the route leave Kietzke Lane onto 2nd Street to Kirman Avenue to Mill Street to provide the necessary service to Renown (see Figure 3 in green). The route will reverse on the northbound trip of the service. Due to the added time to make this loop, the frequency will have to be adjusted from every 30-minutes to every 35-minutes.

	Current Route 9	Proposed Route 9	% Difference
Population	11,889	13,187	+ 10.9%
Jobs	15,086	18,630	+23.5%
% in poverty	23.6%	23.8%	+ 0.8%
% minority	63.6%	61.9%	- 2.7%
% seniors (65+)	10.6%	10.9%	+ 2.8%
% youth	24.4%	23.9%	- 2.0%
% LEP	12.2%	10.8%	-11.5%
% disabled	16.8%	16.9%	+ 0.6%
% no vehicle	21.1%	21.1%	NC

Virginia Line – RAPID

In the midst of the economic boom in the Truckee Meadows, RTC RIDE and its operations contractor began having difficulty hiring and retaining bus operators. The effects of this on the RTC RIDE service was a loss of scheduled transit trips due to the lack of operators. The loss of trips has affected ridership, the reliability of the service, and on-time performance.

The RTC, in an effort to assist the contractor, reduced some service to meet the pool of available operators. One of these cuts was to reduce the level of service on the Virginia Line – RAPID from 10-minute frequency to 12-minute frequency and re-optimize the vehicle schedule. The result of these two actions allowed the Virginia Line to be operated with only 5 buses instead of 7 buses, resulting in the savings of at least four operator positions. This change was implemented in January 2018.

Since that implementation, RTC has contracted with a different operations contractor, Keolis. Through a number of different mechanisms, especially a higher wage scale for the bus operators, Keolis has increased their employment levels and is now adequately staffed. Furthermore, RTC has embarked on the Virginia Street Bus Rapid Transit Extension to the University of Nevada, Reno project. One of the requirements of this project is the restoration of the 10-minute frequency of the Virginia Line – RAPID service. Therefore, staff is recommending restoring the Virginia Line – RAPID service to 10-minute frequency and restoring the two buses.

Route 13

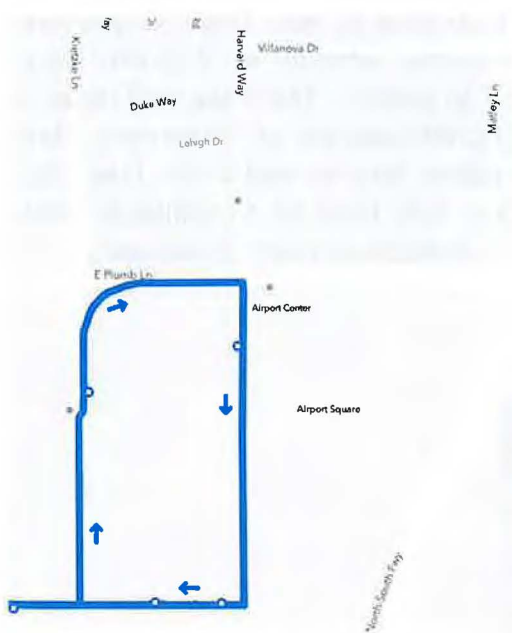


Figure 4 – Route 13

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ADVISORY COMMITTEE(S) REPORT

The proposed service change concepts discussed above were presented to the Technical Advisory Committee and Citizens Multimodal Advisory Committee at their February 5, 2020, meetings.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 5.1

TO: Regional Transportation Commission

FROM: Daniel Doenges
Interim Director of Planning


for Amy Cummings, AICP LEED AP
Interim Executive Director

SUBJECT: Transportation Leaders Against Human Trafficking Pledge

RECOMMENDATION

Approve the Transportation Leaders Against Human Trafficking Pledge and authorize RTC Interim Executive Director to sign the pledge.

SUMMARY

The Transportation Leaders Against Human Trafficking Pledge is part of an initiative by the U.S. Department of Transportation to combat human trafficking. The program is designed to raise public awareness about the problem, educate transportation sector employees about how to identify the signs of human trafficking and how to respond, and to share data.

The RTC has joined the Northern Nevada Sex Trafficking Task Force, participating on both the Enforcement and Outreach committees. Because traffickers may use bus stops or stations as recruiting areas or to transport victims, RTC transit operators, customer service representatives, and other staff interacting with the public are able to be part of the solution by identifying the signs of trafficking and coordinating with both law enforcement and victim services providers. The RTC is currently working with local law enforcement on appropriate training measures. The RTC is also developing materials to support public education and awareness about the issue and how to respond.

According to the U.S. Department of Transportation, as many as 24.9 million men, women, and children are held against their will and trafficked into forced labor and prostitution. This problem is particularly significant in Nevada, including the Northern Nevada region. Information provided by Awaken, a local non-profit dedicated to this issue, indicates that at least 5,016 individuals are trafficked in an average month in Nevada. Nevada's number of trafficked individuals per capita is 63% larger than the next largest state of New York, and more than twice as many as in California.

Additional training materials being used by RTC and available to the public can be found at <https://truckersagainstrafficking.org/bus-training/>. Anyone seeking help or identifying potential trafficking victims or activities is encouraged to call the human trafficking hotline at 888-3737-888 or the BeFree text line at 233733.

FISCAL IMPACT

There is no fiscal impact related to this item.

PREVIOUS ACTIONS BY BOARD

There has been no previous Board action or direction on this matter.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachments



TRANSPORTATION LEADERS AGAINST HUMAN TRAFFICKING PLEDGE

The U.S. Department of Transportation's Transportation Leaders Against Human Trafficking initiative calls on all transportation industry leaders to join us in our commitment to employee education, raising public awareness, and measuring our collective impact by signing this voluntary pledge.

We pledge with one voice as national leaders to join with partners across the transportation industry to work together and end human trafficking by:

- * Educating our employees and organizational members on how to recognize and report signs of human trafficking
- * Raising awareness among the traveling public on human trafficking issues by utilizing common messaging in targeted outreach campaigns
- * Measuring our collective impact on human trafficking by tracking and sharing key data points

By uniting our efforts across the transportation sector, we will see greater progress in reaching our ultimate goal of eliminating human trafficking.

Signature, Date

Name, Title

Organization/Address

Phone

Email

By signing this Pledge, you affirm that you are authorized to make this voluntary commitment on behalf of your organization, and you acknowledge and agree to grant USDOT permission to publicly reference that your organization is a TLAHT pledge signatory.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction


Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 5.2

TO: Regional Transportation Commission

FROM: Daniel Doenges, PTP, RSP
Planning Manager/Interim Director
of Planning



Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Americans with Disabilities Act (ADA) Transition Plan

RECOMMENDATION

Approve the Americans with Disabilities Act (ADA) Transition Plan

SUMMARY

The Americans with Disabilities Act (ADA) (1990) Department of Justice Implementing Regulations (28 CFR 35) requires government entities with 50 or more employees to designate an ADA Coordinator, develop and post an ADA Policy Statement, develop and post Grievance Procedures/Complaint Procedures, complete a self-evaluation of current services, policies, and practices, and develop a Transition Plan.

Under Title II, State & Local Governments (28 CFR Part 35) the basic requirement states that the agency must ensure that individuals with disabilities are not excluded from programs, services, and activities (pedestrian facilities are an example of a program). The ADA Transition Plan encompassed the following goals:

- Improve accessibility for all citizens
- Encourage participation from public and disabled community
- Educate RTC staff and the public on the requirements of the ADA
- Develop a list of barriers
- Provide an outline of methods to remove barriers
- Provide a realistic schedule with cost projections for the removal of barriers

The updated Plan complemented the 2011 ADA Transition Plan by incorporating its previous action items and expanding the scope of the plan. The ADA Transition Plan addresses physical obstacles in areas that are open to the public in the six RTC buildings and at 360 RTC transit stops. The ADA Transition Plan update also included the provision of a schedule for implementing the access modifications, and identification of a position and official who is responsible for implementing the ADA Transition Plan.

The ADA Transition Plan Update included the collection of data at 360 transit stops. Transit stops that do not have sidewalks were excluded from the data collection because they are already identified as non-ADA compliant.

FISCAL IMPACT

Funding for the development of the ADA Transition Plan updated was included in FY 2020-2021 Unified Planning Work Program (UPWP).

PREVIOUS ACTIONS BY BOARD

May 17, 2017	Approved the FY 2018-2019 UPWP
May 18, 2017	Approved the Professional Services Agreement (PSA) for the ADA Transition Plan Update
Sept. 21, 2018	Received report on the ADA Transition Plan Update
May 20, 2019	Approved the FY 2020-2021 UPWP

Monthly updates on this project have been included in the Planning Activity Report.

ADDITIONAL BACKGROUND

Previous milestones completed for this study are provided below:

- An internal kick-off meeting was held in July 2018, and monthly meetings with the internal staff team were held from August 2018 through April 2019, with an additional meeting in October 2019.
- Presentation at the RTC Board Meeting on September 21, 2018.
- Presentation to the RTC Technical and Citizens Multimodal Advisory Committees (TAC and CMAC) on September 5, 2018, and September 4, 2019.
- External Stakeholder meetings were held on September 21, 2018; February 12, 2019; and November 1, 2019.
- Presentation at the Reno Access Advisory Committee on September 25, 2018.
- Open house meetings were held September 19, 2018, and October 24, 2019.

ADVISORY COMMITTEE(S) RECOMMENDATION

The Technical and Citizens Multimodal Advisory Committees acknowledged receipt of a report on the ADA Transition Plan Update at their September 4, 2019, meetings.

Attachment



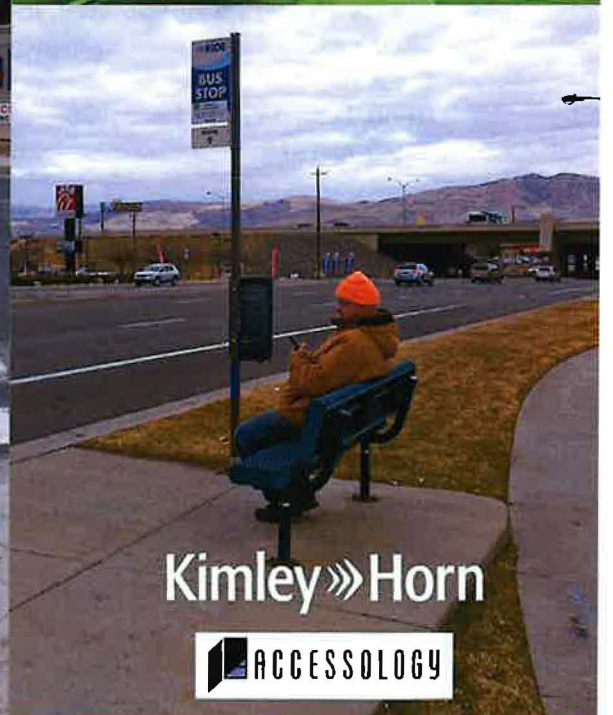
January 2020

[ADA Transition Plan]

Volume 1 of 2

RTC 17-15

Kimley-Horn Project No. 092528009



Kimley»Horn



[ADA Transition Plan

VOLUME 1 OF 2

FOR

ADA TRANSITION PLAN

Prepared for:



Regional Transportation Commission of Washoe County
Planning
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Please contact the RTC Metropolitan Planning Division at 775-348-0480 to obtain Volume 2.

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ACKNOWLEDGEMENTS

The Regional Transportation Commission of Washoe County Technical Advisory Committee members were instrumental in the development, review and refinement of this ADA Transition Plan. The Regional Transportation Commission and Kimley-Horn and Associates, Inc. would like to express their appreciation to the Technical Advisory Committee members and their supporting staff for their participation and contributions.

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ADA Transition Plan

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LIST OF ACRONYMS

ADA	Americans with Disabilities Act
ADAAG	Americans with Disabilities Act Accessibility Guidelines
AIDS	Acquired Immune Deficiency Syndrome
ATI	Associated Transit Improvement
BFOQ	Bona Fide Occupational Qualification
BUILD	Better Utilizing Investments to Leverage Development Transportation Discretionary Grants
CDBG	Community Development Block Grants
CFR	Code of Federal Regulations
CID	Community Improvement District
CIP	Capital Improvement Projects
CMAC	Citizen's Multimodal Advisory Committee
CMAQ	Congestion Mitigation and Air Quality Improvement Program
DOJ	United States Department of Justice
DOT	United States Department of Transportation
DME	Durable Medical Equipment
EIT	Electronic and Information Technology
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FEMA	Federal Emergency Management Agency
HSIP	Highway Safety Improvement Program
ICP	Improvement and Connectivity Program
INFRA	Infrastructure for Rebuilding America Discretionary Grant Program
MPO	Metropolitan Planning Organization
NHPP	National Highway Performance Program
NHTSA 405	National Priority Safety Programs (Nonmotorized safety)
NUCP	Nevada Unified Certification Program
PROWAG	Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way
Services	Programs, Services, and Activities
RAAC	Reno Access Advisory Committee

ADA Transition Plan

RRIF	Regional Road Impact Fee
RTC	Regional Transportation Commission of Washoe County
RTP	Regional Transportation Plan
SPR	Statewide Planning and Research
STBG	Surface Transportation Block Grant Program
TA	Transportation Alternatives Set-Aside
TAC	Technical Advisory Committee
TAD	Tax Allocation District
TIF	Tax Increment Financing District
TIFIA	Transportation Infrastructure Finance and Innovation Act (loans)
TRZ	Transportation Reinvestment Zone
U.S.	United States
WCAG	Web Content Accessibility Guidelines

Please contact the RTC Metropolitan Planning Division at 775-348-0480 to obtain Volume 2.



1. INTRODUCTION

Achieving equity and environmental justice in the provision of transportation projects and services is an important goal of the Regional Transportation Commission of Washoe County (RTC). The RTC strives to serve the transportation needs of all residents and visitors in the planning area without discrimination based on age, income, race, language, ethnicity, or ability. The RTC complies with the federal policies and requirements listed below:

- Title VI of the Civil Rights Act of 1964: No person in the United States (U.S.) shall, on the basis of race, color, or national origin, be excluded from participation in, denied benefits of, or subjected to discrimination under any program receiving federal funding. The RTC is required to take steps to ensure that no discrimination on the basis of race occurs. Title VI requires reporting about how transit services are implemented and what measures the RTC is taking to provide equal access to public transportation.
- Americans with Disabilities Act (ADA) of 1990: Requires that disabled persons have equal access to transportation facilities. This includes wheelchair accessible accommodations in the transit system.
- Executive Order on Environmental Justice: Executive Order 12898 requires the identification and assessment of disproportionately high and adverse impacts on minority and low-income populations.

It is the RTC's priority to make travel safe and accessible for all users. This plan evaluates RTC facilities and property and identifies a path forward to improve accessibility for the traveling public. This plan builds on the 2011 ADA Transition Plan that prioritizes sidewalk needs on regional roads.

1.1. Americans with Disabilities Act

The ADA of 1990 provides comprehensive civil rights protections to qualified individuals with disabilities. The ADA prohibits discrimination in access to jobs, public accommodations, government services, public transportation, and telecommunications. A primary goal of the ADA is to ensure equal participation in public life for all Americans with disabilities. Title II of the ADA also requires that all programs, services, and activities (services) of public entities provide equal access for individuals with disabilities. This means that people with disabilities are entitled to all of the rights, privileges, advantages, and opportunities that others have when participating in civic activities. Throughout this document, programs, services, and activities will be referred to as services.

Under Title II, a public entity may not deny the benefits of its services to individuals with disabilities by maintaining inaccessible facilities, which house these services. The services of the RTC, when viewed in their entirety, must be made accessible to and usable by individuals with disabilities, except where to do so would result in a fundamental alteration in the nature of the program; result in undue financial and administrative burden or threaten or destroy the historical significance of a historic property.

Section §35.150 requires that each program, service, or activity conducted by a Title II entity, when viewed in its entirety, be readily accessible to and usable by individuals with disabilities. The regulation is clear, however, that an entity is not required to make each of its existing facilities accessible (§35.150(a)(1)), unlike Title III of the ADA, which requires public accommodations to remove architectural barriers where such removal is "readily achievable," or to provide goods and services through alternative methods, where those methods are "readily achievable." Title II

[ADA Transition Plan

requires an entity to make its programs accessible in all cases, except where to do so would result in a fundamental alteration in the nature of the program or cause an undue financial and administrative burden. The U.S. Congress intended the "undue burden" standard in Title II to be significantly higher than the "readily achievable" standard in Title III. Thus, although Title II may not require removal of barriers in some cases where removal would be required under Title III, the program access requirement of Title II should enable individuals with disabilities to participate in and benefit from the programs, services, or activities in all but the most unusual cases.

To comply with the Title II requirements for accessibility to RTC services, this Transition Plan:

- Evaluates existing policies, procedures, and practices as they pertain to the RTC programs, services, and activities;
- Provides findings and recommendations about policies, procedures, and practices;
- Assesses the extent of architectural barriers to program accessibility with respect to transit stops and within the facilities operated by the RTC;
- Describes in detail the methods that will be used to make the facilities accessible;
- Estimates costs for barrier removal;
- Specifies the steps necessary to achieve compliance;
- Provides a schedule for barrier removal;
- Sets priorities for barrier elimination; and
- Indicates the official responsible for the implementation of the plan.

Per 28 Code of Federal Regulations (CFR), Part 35; Subpart D – Program Accessibility; §35.150 – Existing Facilities; (d) Transition Plan (1): The RTC shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. To satisfy this requirement and to gain the perspective of individuals with disabilities, a public information meeting was held on Wednesday, September 19, 2018, with another public meeting on October 24, 2019.

1.2. Section 504 of the Rehabilitation Act

Section 504 of the Rehabilitation Act of 1973 (Section 504) was the first disability civil rights law to be enacted in the United States and guarantees rights to individuals with disabilities. Section 504 prohibits discrimination against qualified individuals with disabilities in all services that receive federal financial assistance. Section 504 provides guidance for legislation on behalf of individuals with disabilities, such as the ADA of 1990.

1.3. ADA Self-Evaluation and Transition Plan Development Requirements and Process

The RTC is obligated to observe all requirements of Title I in its employment practices; Title II in its services; any parts of Titles IV and V that apply to the RTC and its programs, services, or facilities; and all requirements specified in the 2010 ADA Standards and 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) that apply to facilities and other physical holdings.

Title I of the Americans with Disabilities Act prohibits private employers, State and local governments, employment agencies and labor unions from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions, and privileges of employment. The ADA

ADA Transition Plan

covers employers with 15 or more employees, including State and local governments. It also applies to employment agencies and to labor organizations.

Title II has the broadest impact on the RTC. Included in Title II are administrative requirements for all government entities employing more than 50 people. These administrative requirements are:

- Completion of a Self-Evaluation;
- Development of an ADA complaint procedure;
- Designation of at least one person who is responsible for overseeing Title II compliance (the ADA Coordinator); and
- Development of a Transition Plan to schedule the removal of the barriers uncovered by the Self-Evaluation process. The Transition Plan shall become a working document until all barriers have been addressed.

This document describes the process developed to complete the evaluation of the RTC's services, including six RTC-owned buildings, and 360 of more than 1,000 transit stops. After evaluation, this document provides possible solutions to remove programmatic barriers, and presents a Transition Plan for the modification of facilities and transit stops to improve accessibility. This document is intended to guide the planning and implementation of necessary program and facility modifications over the next 20 years. The ADA Self-Evaluation and Transition Plan is significant in that it establishes the RTC's ongoing commitment to the development and maintenance of services and facilities that accommodate all users. The remaining transit stop evaluations will be completed in additional project phases (approximately 650 transit stops). The RTC anticipates updating the ADA Transition Plan and transit stop evaluation every five years in coordination with the Transit Stop Improvement and Connectivity Program (ICP).

1.4. Discrimination and Accessibility

Program accessibility means that, when viewed in its entirety, each program is readily accessible to and usable by individuals with disabilities. Program accessibility is necessary not only for individuals with mobility needs, but also to individuals with sensory and cognitive disabilities.

Accessibility applies to all aspects of a program or service, including but not limited to physical access, advertisement, orientation, eligibility, participation, testing or evaluation, provision of auxiliary aids, transportation, policies, and communication.



The following are examples of elements that should be evaluated for barriers to accessibility. It is important to note that the following lists are not exhaustive.

Physical Barriers

- Parking
- Path of travel to, throughout, and between buildings and amenities
- Doors

ADA Transition Plan

- Service counters
- Restrooms
- Drinking fountains
- Public telephones
- Path of travel along sidewalk corridors within the public right-of-way
- Access to pedestrian equipment at signalized intersections

Programmatic Barriers

- Building signage
- Customer communication and interaction
- Non-compliant sidewalks or curb ramps
- Emergency notifications, alarms, and visible signals
- Participation opportunities for RTC sponsored events



1.5. RTC Approach

The purpose of the Transition Plan is to provide the framework for achieving equal access to the RTC's services within a reasonable timeframe. Accommodating persons with disabilities is essential to good customer service, ensures the quality of life residents seek to enjoy, and guides future improvements. This Transition Plan has been prepared after careful study of select RTC services, and evaluations of a number of RTC transit stop facilities.

The RTC should make reasonable modifications in services when the modifications are necessary to avoid discrimination based on disability, unless the RTC can demonstrate that making the modifications will fundamentally alter the nature of the service. The RTC will not place surcharges on individuals with disabilities to cover the cost involved in making services accessible.

1.5.1. Efforts to Date

In 2011, the RTC completed an ADA Transition Plan. The Transition Plan surveyed over 150 miles of sidewalk along regional roads in areas with a high density of government offices, schools, libraries, medical facilities, major retail centers, major employment centers, and transit stops. Prioritization was provided for the locations. This update is to build upon the 2011 Self-Evaluation and Transition Plan. A copy of the 2011 Self-Evaluation and Transition Plan is provided in **Volume 2 Appendix A**.

1.5.2. Ongoing Accessibility Improvements

To comply with the ADA, the RTC will continue to evaluate, on an ongoing basis, the services and facilities evaluated during the Self-Evaluation. The ADA Transition Plan will be revised on an ongoing basis to account for changes that have been or will be completed since the initial Self-Evaluation. An action log has also been included in **Volume 2 Appendix H** to help the RTC track

their progress with respect to implementation of the plan. The Transition Plan will be posted on the RTC's website for review and consideration by the public.

2. PUBLIC AND AGENCY INVOLVEMENT

This section describes the outreach of the project team in developing the Transition Plan to both local agencies as well the general public. Work on the Transition Plan began in July 2018 and will be completed by December 2019. **Table 1** provides a summary of the public and agency involvement meetings.

Table 1 – Summary Public and Agency Involvement Meetings

Public and Agency Meeting Number	Topics Covered
Meeting #1	Project introduction and obtain feedback on transit locations for data collection
Meeting #2	Present findings of Services Evaluation, and Facilities and Transit Evaluation
Meeting #3	Present Draft Final Transition Plan

2.1. Project Team Meetings

A Project Team was developed to help guide the project and obtain feedback from the RTC. The following departments were represented on the Project Team:

- Administrative Services
- Engineering
- Executive
- Finance
- Planning
- Public Transportation

Meetings were held throughout the project with the Project Team to gain feedback on potential locations of transit stop data collection, identify the final list of locations for transit stop data collection, obtain input on the improvement prices, receive updates on project progress, and review the Transition Plan.

2.2. Public Information Meetings

Two Public Information Meetings were held as part of the Transition Plan process.

- Wednesday, September 19, 2018
- Thursday, October 24, 2019

The first Public Information Meeting was conducted on September 19, 2018, to introduce the project, provide information on ADA Transition Plans, and gather input from attendees on locations for transit stop data collection. A copy of the presentation boards and comments received at the meeting are included in **Volume 2 Appendix B**.

The second Public Information Meeting was held on October 24, 2019, to summarize the project, present the recommendations and Draft Transition Plan, and gather any additional feedback from

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meeting attendees. A copy of the public meeting presentation and comments received at the meeting are included in **Volume 2 Appendix B**.

2.3. Stakeholder Meetings

Three Stakeholder Meetings were held as part of the Transition Plan process.

- Tuesday, September 11, 2018
- Tuesday, February 12, 2019
- Friday, November 1, 2019

Types of stakeholders invited to the meetings included contacts that the RTC has with local organizations that work with persons with disabilities as well as seniors who need affordable transportation options to healthcare and other community-based services, such as the Neighbor Network of Northern Nevada, Seniors in Service, Sanford Center, Washoe County Senior Services, etc.



The first Stakeholder Meeting was conducted on September 11, 2018, to introduce the project, provide information on ADA Transition Plans, and gather input from attendees on locations for transit stop data collection. A copy of the presentation and comments received at the meeting are included in **Volume 2 Appendix B**.

A second Stakeholder Meeting was held on February 12, 2019, to present the preliminary findings from the Self-Evaluation, and answer any questions. A copy of the presentation and comments received at the meeting are included in **Volume 2 Appendix B**.

A third Stakeholder Meeting was held on Friday, November 1, 2019 in conjunction with the regularly scheduled Senior Coalition meeting, to summarize the project, present the recommendations and Draft Transition Plan, and gather any additional feedback from meeting attendees. A copy of the presentation and comments received at the meeting are included in **Volume 2 Appendix B**.

2.4. RTC Technical Advisory Committee (RTC TAC) and Citizen Multimodal Advisory Committee (CMAC)

Three presentations were made at the RTC TAC and RTC CMAC Meetings as part of the Transition Plan process.

- Wednesday, September 5, 2018
- Wednesday, February 6, 2019

- Wednesday, September 4, 2019

The first presentations at the RTC TAC and RTC CMAC Meetings were conducted on September 5, 2018, to introduce the project, provide information on ADA Transition Plans, and gather input from attendees on locations for transit stop data collection. A copy of the presentation and comments received at the meeting are included in **Volume 2 Appendix B**.

A second presentation was made to the RTC TAC and RTC CMAC on February 6, 2019, to present the preliminary findings from the Self-Evaluation, and answer any questions. A copy of the presentation and comments received at the meeting are included in **Volume 2 Appendix B**.



A third presentation to the RTC TAC and RTC CMAC was held on September 4, 2019, to summarize the project, present the recommendations, and gather any additional feedback from meeting attendees. A copy of the presentation and comments received at the meeting are included in **Volume 2 Appendix B**.

2.5. Reno Access Advisory Committee (RAAC)

A presentation was made at the RAAC on September 25, 2018 to introduce the project, provide information on ADA Transition Plans, gather input from attendees on locations for transit stop data collection, and encourage attendees to participate in the planning process.

3. SELF-EVALUATION AND SUMMARY OF FINDINGS

The RTC's ADA Transition Plan reflects the results of a review of select services provided to employees and the public. The review identifies programmatic barriers to individuals with disabilities interested in accessing the services offered by the RTC.

3.1. Regional Roads

As a Metropolitan Planning Organization (MPO), the RTC does not own roads or sidewalk facilities. Roads and sidewalk facilities are under the control of the jurisdiction in which they reside (Reno, Sparks, Washoe County, or the NDOT). Although, the RTC does not own roads or sidewalk facilities, the RTC provides pavement preservation and new roadway construction projects for regional roads under the jurisdiction of Reno, Sparks, and Washoe County. The RTC works with these jurisdictions to focus on regional roadways, streets that service large numbers

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of vehicle trips (greater than 5,000 average daily trips), transit routes, and roads that provide connectivity between jurisdictions and across major geographic barriers.

In 2011, the RTC completed an ADA Transition Plan. The Transition Plan surveyed over 150 miles of sidewalk along regional roads in areas with a high density of government offices, schools, libraries, medical facilities, major retail centers, major employment centers, and transit stops. Common findings included the following:

- Curb ramps
 - Steep curb ramps
 - Steep gutter returns
 - Missing detectable warnings
 - Absence of curb ramps
- Sidewalk obstructions
 - Vertical displacement
 - Utility poles or sign posts placed without adequate passing width
 - Overhanging tree limbs
 - Intermittent sidewalks
 - Narrow sidewalks
 - Open utility covers/holes
 - Surface deterioration
- Driveways
 - Inaccessible cross slope
- Transit Stops
 - Lack of clear floor space



Prioritization was provided for the locations. This update compliments the 2011 Self-Evaluation and Transition Plan. A copy of the 2011 Self-Evaluation and Transition Plan is provided in **Volume 2 Appendix A**.

Since the 2011 ADA Transition Plan, the RTC has implemented regional ADA improvements, including the following:

- 631 curb ramps
- 30 miles of sidewalk

Specific corridor improvements include the following projects:

- Sutro Street – 4th Street to McCarran Boulevard
- Silverada Boulevard – 9th Street to Fantastic Drive
- Moana Lane – Kietzke Lane to Neil Road
- Southeast McCarran Boulevard – Airway Drive to Greg Street
- Pyramid Way and McCarran Boulevard Intersection – on Pyramid: Richards Way to Farr Lane, on McCarran Boulevard: Rock Boulevard to 4th Street
- 4th and Prater – Evans Avenue to Pyramid Way
- Harvard Way – Linden Street to Villanova Drive

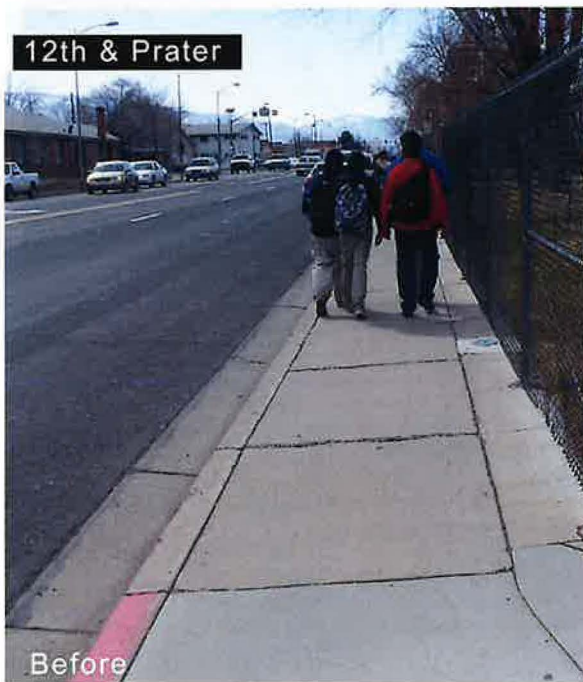
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- Keystone Avenue and California Avenue – on California: Booth Street to Newlands Avenue, on Keystone Avenue: Foster Drive to California Avenue
- North McCarran Boulevard and North Virginia Street Intersection
- North Valleys Projects
 - Stead Boulevard/Silver Lake Road
 - Silver Lake Road east of Stead Boulevard
 - Lemmon Drive and Surge Street
 - Stead Boulevard and Ural Street

The RTC is responsible for developing a Regional Transportation Plan (RTP) which identifies the long-term investments needed in the regional road network. The RTP is the region's 20-year long range plan. The 2040 RTP was adopted on May 18, 2017 and amended in August 2018. When projects are conducted along regional roads, the RTC provides ADA improvements to transit stops, sidewalks, and curb ramps along the corridors. Following are examples of before and after photographs of the types of projects that are included in the RTP. **Figure 1** provides a summary of projects included in the 2040 RTP.



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Figure 1 – 2040 Regional Transportation Plan Projects

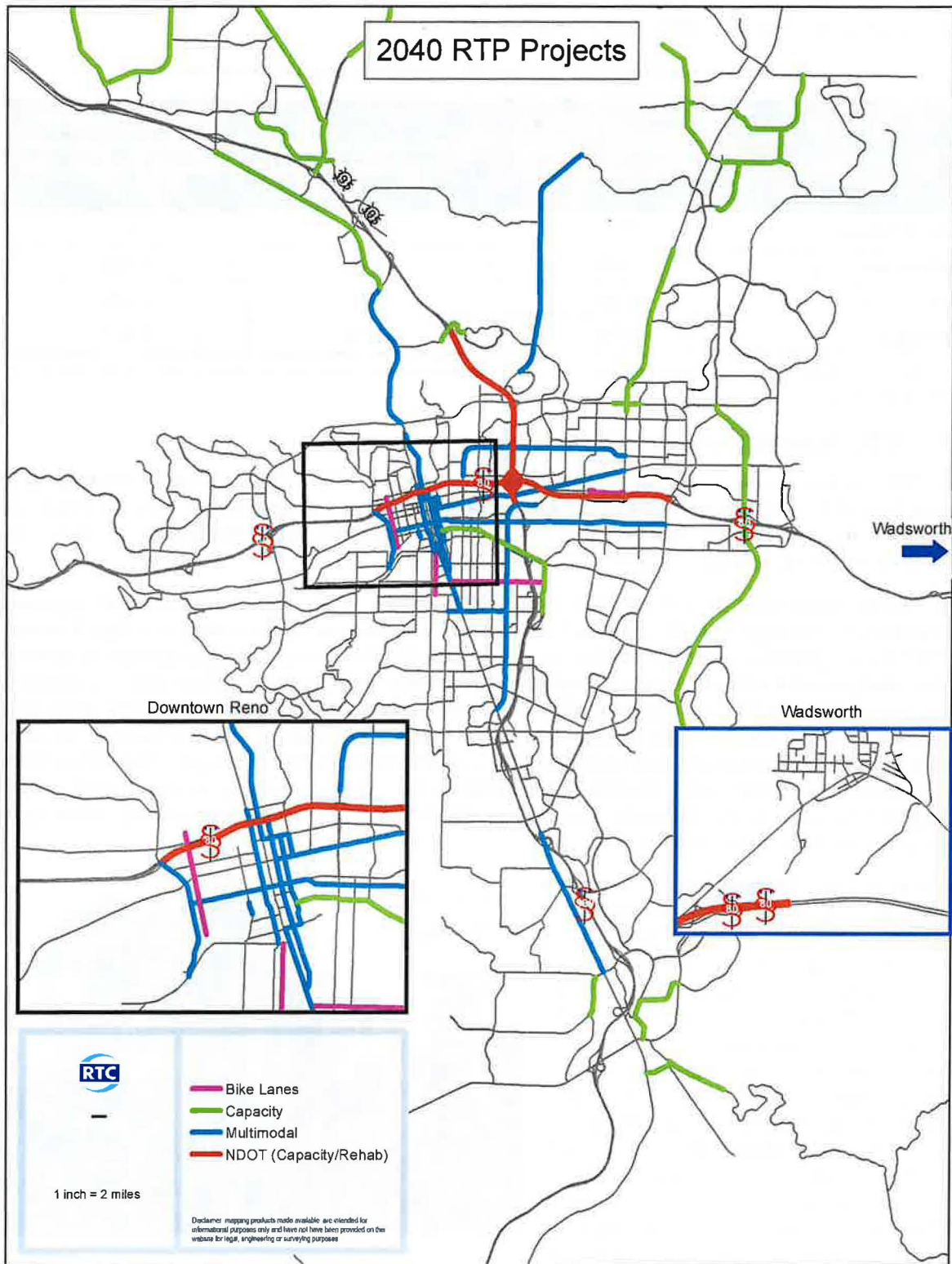


Table 2 provides a summary of the inventory from the 2011 Transition Plan along with the remaining facilities to be upgraded as of the time this document was prepared along with the facilities left to be upgraded after the RTP is completed.

Table 2 – Summary of Sidewalk Inventory from Corridors

Facility	2011 ADA Transition Plan Inventory	Remaining Facilities to be Upgraded	Remaining Facilities to be Upgraded after Implementation of the RTP
Miles of Sidewalk	159.2	140.9	100.7
Curb Ramps	2,964	2,490	1,788
Obstructions	3,265	2,749	1,996
Driveways	2,269	1,920	1,423

Note: Does not include RTC Spot Improvement Projects, which may take place on non-regional roads where transit connectivity needs are identified.

3.2. RTC Transit Stop Facilities Review

The RTC maintains over 1,000 transit stops within the region. The RTC is currently working on a Transit Stop ICP, and a project to add transit stop ADA signage and markers for visually impaired customers. As described in **Section 3.1**, the RTC also provides ADA improvements to transit stops located along roadway projects included in the RTP.

The Transit Stop ICP is a multi-year program to make ADA improvements and improve connectivity in the region. Non-compliant transit stop improvements are being prioritized based on the following factors: overall operational safety, boarding/alighting activity (particularly among seniors and persons with disabilities), available right-of-way and frequency of service. To achieve progress quickly, the RTC is focusing first on locations with minimal design constraints (drainage deficiencies, utility issues, right-of-way limitations, etc.). The goal of the program is to cost effectively improve existing transit stops and accessibility to those transit stops. The transit stop ICP includes ADA pad and access improvements at various existing active transit stops throughout the community. Approximately 150 to 180 transit stops will be improved over the next three years as part of this project.

The transit stop ADA signage project plans to install ADA-accessible information placards on the pole of every bus stop to inform riders that they can use a NextBus app to find the arrival times of the next bus. These would also act as markers to let visually impaired riders know that the poles are bus stop poles (as opposed to stop signs, no parking signs, etc.). The project is expected to enhance convenience and accessibility for transit especially for the visually impaired, and addresses a comment received during the outreach portion of the project from the National Federation of the Blind of Northern Nevada.



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As part of the ADA Transition Plan, 360 transit stops maintained by the RTC were evaluated. The following methodology was utilized to determine locations to collect transit stop data:

- Any transit stop that received a public comment during the public comment period was included for evaluation.
- Any transit stop that received a comment from transit operators during the public comment period was evaluated.
- Transit stops included in the preliminary Transit Stop ICP list that did not receive comments were not considered, as the RTC is planning to make improvements at these locations in the near future.
- Transit stops along roadways that are in the 2017-2021 RTP that did not receive a public comment were not considered, as upgrades will be made to these transit stops when projects are implemented.
- Transit stops recently analyzed by the RTC for ADA compliance that did not receive a public comment were not considered.
- Transit stops exclusively along Routes 17, 26, and the Sierra Spirit were not included.
- Transit stops denoted as being on private property in the RTC's database were not included.
- Transit stops that did not receive public comment and did not contain a pad were not evaluated, as there was no need to collect data at transit stops without a pad, as they are known to be non-compliant.

Additional stops will be evaluated through future updates of the ADA Transition Plan. It is anticipated that this plan will be updated every five years and will continue to provide transit stop accessibility data for use in the Transit Stop ICP.

Figure 2 illustrates all of the RTC transit stops and methodology for data collection, and **Figure 3** contains the transit stops where data was collected as part of this ADA Transition Plan.



Figure 2 – RTC Transit Stops

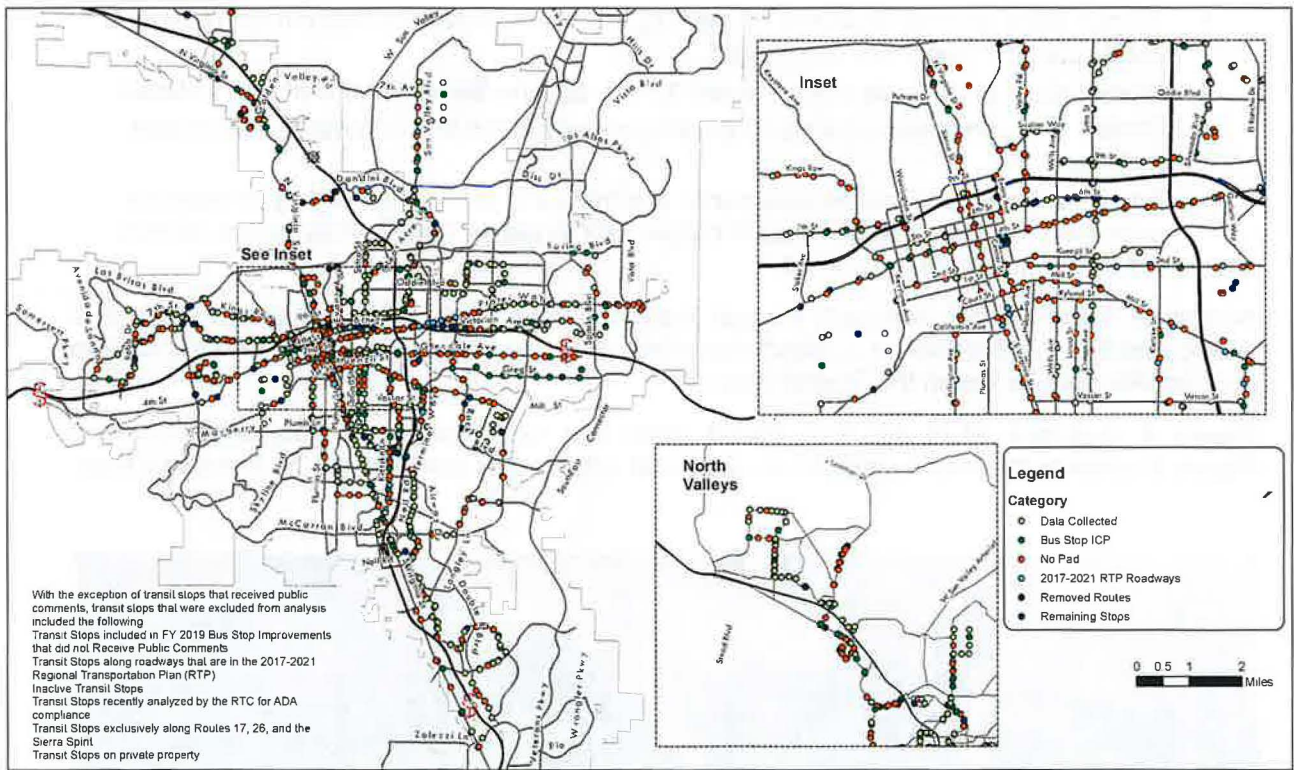
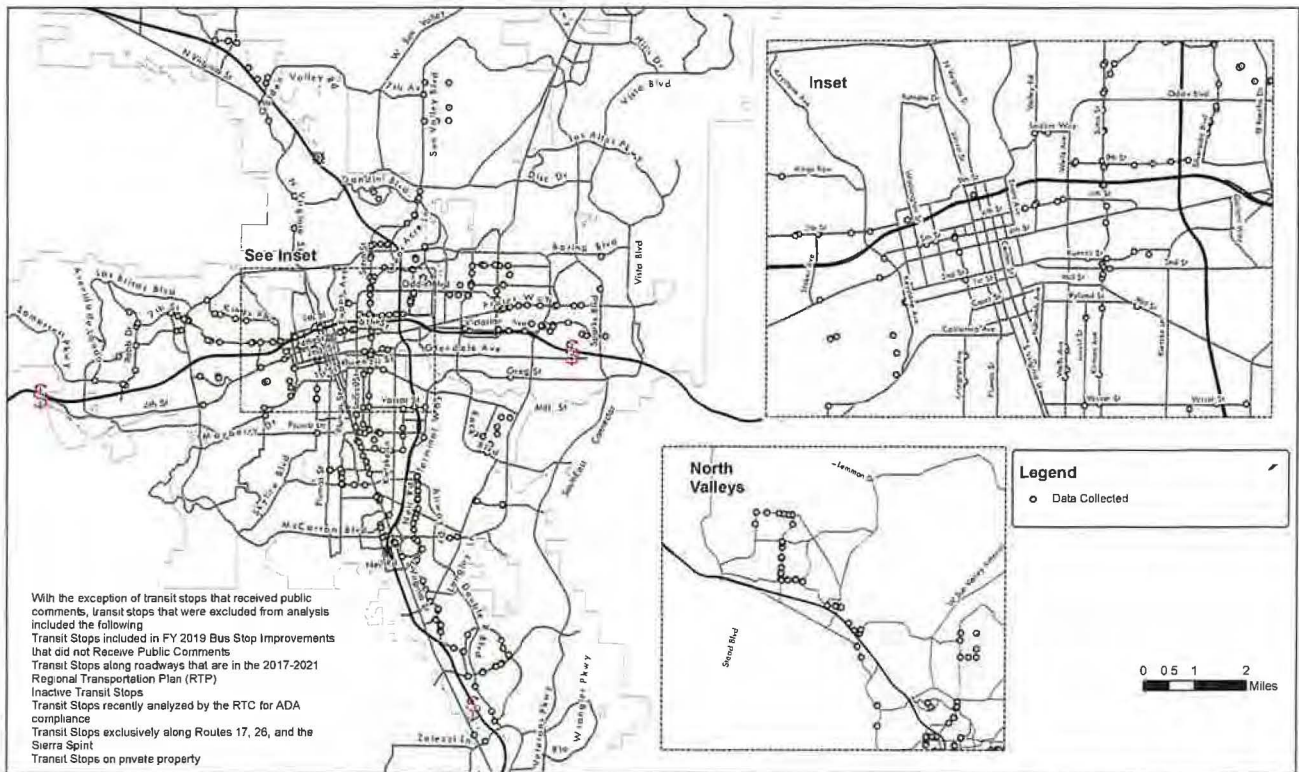


Figure 3 – 360 Transit Stops where ADA Data was Collected



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Transit stop evaluations at the 360 locations included documentation of the conditions and measurements within the boarding areas, the adjacent sidewalk network, the transit stop sidewalk areas, and any transit stop amenities.

The RTC must have accessible services, including transit services. Service accessibility means that, when viewed in its entirety, each service is readily accessible to and usable by individuals with disabilities. In addition to physical barriers at each transit stop, access to each transit stop was also documented. Specifically, the presence of sidewalks connecting the transit stop boarding and alighting area to the nearest public right-of-way sidewalk or nearest cross street.

Transit Stop Signage: Self-Evaluation Findings

Transit stop signage was evaluated per PROWAG Section R410 Visual Characters on Signs. A computer-aided design and drafting file of the sign template was not available, so measurements were taken using the sign Portable Document Format files provided by the RTC. These measurements were assumed to be representative of all transit stop signage.

A few notable items affecting the transit stop signage include:

- “RIDE” transit stop signage text character height is generally too small for the height at which the signs are mounted (7 feet).
- “NextBus” sign text character is generally too small for the height at which the signs are mounted.
- Mounting transit stop signage at a lower height impacts the character height ADA requirement thresholds and should be considered as an alternative solution to printing signs with increased character text heights. If mounting heights are to be adjusted for signs within pedestrian circulation paths, requirements for post-mounted objects must be maintained per PROWAG Section R402 Protruding objects.

Transit Stop Signage: Possible Solutions

- The RTC should update the transit stop sign template so that all text meets the guidelines in PROWAG Section R410 Visual Characters on Signs.
- The transit stop ADA signage project plans to install ADA-accessible information placards on the pole of every bus stop to inform riders that they can use a NextBus app to find the arrival times of the next bus. These would also act as markers to let visually impaired riders know that the poles are bus stop poles (as opposed to stop signs, no parking signs, etc.). The project is expected to enhance convenience and accessibility for transit especially for the visually impaired, and addresses a comment received during the outreach portion of the project from the National Federation of the Blind of Northern Nevada

Transit Stop: Self-Evaluation Findings

Common transit stop issues included non-compliant transit stop signage, no flush transitions at connections with the boarding area, boarding areas with insufficient lengths, and excessive boarding area and shelter clear space running slopes. A summary of the transit stop issues identified during the self-evaluation are located in **Table 3**.

Table 3 – Summary of Transit Stop Issues

Transit Stop Element	Number Evaluated *	Number Compliant	Percent Compliant
Boarding Area			
Transition at connection to the curb is ≤ 0.25 "	353	131	37%
Boarding area length is ≥ 96 "	353	161	46%
Boarding area running slope is $\leq 2\%$	353	201	57%
No heaving/sinking/cracking present in the boarding area	353	287	81%
Boarding area cross slope is $\leq 2\%$. Where adjacent street grade is at least 2.0%, boarding area cross slope is \leq adjacent street grade	353	308	87%
Boarding area width is ≥ 60 "	353	345	98%
Boarding area has a paved connection to the street and adjacent sidewalk network	353	347	98%
No temporary obstructions (>0.25 " in boarding area)	353	348	99%
No ponding present in the boarding area	353	348	99%
No permanent obstructions (>0.25 " in boarding area)	353	351	99%
Transit Stop Sidewalk			
Transit stop signage is compliant	357	0	0%
Stand-alone bench clear space running slope is $\leq 2\%$	205	131	64%
Shelter clear space width is ≥ 30 "	68	50	74%
Stand-alone bench clear space cross slope is $\leq 2\%$. Where adjacent street grade is at least 2.0%, bench clear space cross slope is \leq adjacent street grade	205	170	83%
Shelter clear space running slope is $\leq 2\%$	68	59	87%
Shelter clear space cross slope is $\leq 2\%$ and greater than grade of adjacent roadway	68	61	90%
Stand-alone bench clear space width is ≥ 30 "	205	195	95%
Shelter clear space length is ≥ 48 "	68	65	96%
Stand-alone bench clear space length is ≥ 48 "	205	196	96%
Clear space is present under shelter	70	68	97%
Clear space is present adjacent to stand-alone bench	210	205	98%
Transit stop signage is present	360	357	99%
Shelter opening clear width is ≥ 32 "	70	70	100%

* Note: 360 total transit stops have been evaluated to date. Certain elements did not exist at various transit stops, and the total number evaluated in the table above represents the number of instances where the element exists. For example, there were only 353 evaluated transit stops that had a paved boarding area and only 68 evaluated transit stops that had a shelter.

The following locations that were evaluated did not have access provided to the transit stop boarding and alighting area from the nearest public right-of-way sidewalk or nearest cross

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street. However, there is not a one size fits all solution on how to best provide access to the transit service and each location should be reviewed independently by the RTC.

- West side of Lupin Dr north of 6th Ave (Transit Stop ID 252)
- North side of Merchant St east of Sullivan Ln (Transit Stop ID 1614)
- North side of Sharlands Ave west of Robb Dr (Transit Stop ID 1674)
- East side of North Hills Blvd north of Beckwourth Dr (Transit Stop ID 1987)

Transit Stop: Possible Solutions

- A list of possible solutions can be found in the transit stop reports provided in **Volume 2 Appendix D**.

3.2.1. Prioritization Factors for Transit Stops

Transit stops were prioritized on a 5-point scale, which is defined in **Table 4**. This prioritization methodology was developed to aid in determining which transit stops should be prioritized for improvements over other transit stops based on the severity of non-compliance with ADA.



Table 4 – Prioritization Factors for Transit Stops

Priority	Criteria
1 (high)	<ul style="list-style-type: none"> ▪ No connection from transit stop to adjacent sidewalk ▪ Transitions at connections between the boarding area, transit stop sidewalk, and/or sidewalk network is greater than 0.25" ▪ Heaving/sinking/cracking in the boarding area, transit stop sidewalk, or sidewalk network that connects to the transit stop with level changes greater than 0.25", or gaps over 0.5" ▪ Boarding area does not exist
2 (high)	<ul style="list-style-type: none"> ▪ Boarding area length less than 48" ▪ Boarding area width less than 36" ▪ Boarding area running slope exceeds 5% ▪ Permanent obstruction (>0.25") in boarding area, transit stop sidewalk, or sidewalk network ▪ Transition at connection to the curb is greater than 0.25" ▪ Clear space width under shelter or adjacent to a stand-alone bench is less than 30"
3 (medium)	<ul style="list-style-type: none"> ▪ Sidewalk network or transit stop sidewalk cross slope is over 3.5% ▪ No clear space adjacent to bench under shelter ▪ Clear space cross slope under shelter or adjacent to a stand-alone bench is greater than 3.5% ▪ Clear space running slope under shelter or adjacent to a stand-alone bench is greater than 3.5%; Clear space length under shelter or adjacent to a stand-alone bench is less than 42" ▪ Shelter opening clear width is less than 30"
4 (medium)	<ul style="list-style-type: none"> ▪ Boarding area length is 48" – 76.9" ▪ Boarding area width is 36" – 47.9" ▪ Boarding area running slope is 3.1% - 5% ▪ Ponding in the boarding area, transit stop sidewalk, or sidewalk network ▪ Temporary obstruction (>0.25") in boarding area, transit stop sidewalk, or sidewalk network ▪ Sidewalk network connecting to the transit stop is 46.1" – 47.9" wide ▪ Sidewalk network cross slope is between 2.1% to 3.5% ▪ No transit stop signage ▪ Non-compliant transit stop signage ▪ No clear space adjacent to stand-alone bench ▪ Clear space cross slope under shelter or adjacent to a stand-alone bench is 2.1% - 3.5% ▪ Clear space running slope under shelter or adjacent to a stand-alone bench is 2.1% - 3.5% ▪ Clear space length under shelter or adjacent to a stand-alone bench is 42" – 45.9" ▪ Shelter opening clear width is between 30" and 32"
5 (low)	<ul style="list-style-type: none"> ▪ Boarding area length is 72" - 95.9" ▪ Boarding area width is 48" - 59.9" ▪ Boarding area running slope is 2.1% - 4.9% ▪ Clear space length under shelter or adjacent to a stand-alone bench is 46" – 47.9"

Table 5 provides summaries of the prioritization classifications for transit stops. It is important to note that 360 transit stops were evaluated as part of this plan, and there are other transit stops that were not evaluated. Of those not evaluated, it is known that 418 do not have pads, and the condition of the remaining 274 transit stops is unknown. These will be evaluated in future ADA Transition Plan updates.

Table 5 – Prioritization Summary for Transit Stops

Priority	Number of Transit Stops Evaluated
0 (compliant)	0
1 (high)	76
2 (high)	189
3 (medium)	12
4 (medium)	83
5 (low)	0
Unknown	
Total	360

3.3. RTC Owned Building Facilities Review

Six (6) buildings were evaluated. All buildings included in the evaluation are listed in **Table 6**.

Table 6 – Summary of Buildings Reviewed

Buildings	
RIDE Maintenance Facility	2050 Villanova
Administrative Offices	1105 Terminal Way
ACCESS Maintenance Facility	600 Sutro Street
Centennial Plaza	1421 Victorian Avenue
4 th Street Station	200 E. 4 th Street
6 th Street Bus Storage Yard	1301 E. 6 th Street

Buildings: Self-Evaluation Findings

Areas that were evaluated for each building included parking lots, path of travel from the parking lot to the building, access into the building, signage, drinking fountains, telephones, bathrooms, and counter heights. A complete list of findings are provided in the building facility reports (see **Volume 2 Appendix E**). Common issues identified at the RTC facilities included:

- Non-compliant accessible parking
- Non-compliant exterior accessible routes
- Non-compliant transaction counters
- Non-compliant restrooms and drinking fountains

Buildings: Possible Solutions

- A complete list of possible solutions is provided in the building facility reports (see **Volume 2 Appendix E**).

3.3.1. Prioritization Factors for RTC Building Facilities

Buildings were prioritized on a 12-point scale, which is defined in **Table 7**. This prioritization methodology was developed by the Consultant Team to aid the RTC in determining how the buildings should be prioritized for improvements based on the severity of non-compliance with ADA. **Table 8** provides summaries of the prioritization classifications for RTC building facilities. As shown in **Table 8**, the most severe issues are a higher priority along with access to the building from the exterior.

Table 7 – Prioritization Factors for Buildings

Priority	Criteria
1 (high)	Complaint known or imminent danger present
2 (high)	<ul style="list-style-type: none"> ▪ Element is more than twice the allowable requirement. No known complaint. ▪ AND (for exterior conditions) location is near a hospital, school, transit stop, government building, or other pedestrian attractor.
3 (high)	<ul style="list-style-type: none"> ▪ Element is more than twice the allowable requirement. No known complaint. ▪ AND (for exterior conditions) location is not near a hospital, school, transit stop, government building, or other pedestrian attractor.
4 (high)	Issues with parking or exterior conditions Department of Justice (DOJ) level 1) – moderately out of compliance
5 (medium)	Issues with access to goods and services (DOJ level 2) – severely out of compliance
6 (medium)	Issues with: <ul style="list-style-type: none"> ▪ Access to goods and services (DOJ level 2) – moderately out of compliance; ▪ Parking or exterior conditions (DOJ level 1) – minimally out of compliance; OR ▪ Restrooms (DOJ level 3) – severely out of compliance
7 (medium)	Issues with: <ul style="list-style-type: none"> ▪ Access to goods and services (DOJ level 2) – minimally out of compliance; ▪ Restrooms (DOJ level 3) – moderately out of compliance; OR ▪ Drinking fountains or public phones (DOJ level 4 and 5) – severely out of compliance
8 (medium)	Issues with drinking fountains or public phones (DOJ level 4 and 5) - moderately out of compliance
9 (low)	Issues with restrooms (DOJ level 3) – minimally out of compliance
10 (low)	Issues with drinking fountains or public phones (DOJ level 4 and 5) - minimally out of compliance
11 (low)	<ul style="list-style-type: none"> ▪ Client is a Title II agency; AND ▪ Elements out of compliance, but may be able to be handled programmatically or do not need to be handled unless or until the agency hires a person with a disability
12 (low)	Element is fully compliant with an older standard (safe-harbored), but will need to be brought into compliance with current standards if altered

Table 8 – Prioritization Summary for RTC Buildings

Priority	Number of Barriers by Facility					
	RIDE Maintenance Facility	Admin Office	ACCESS Maintenance Facility	Centennial Plaza	4th Street Station	6th Street Bus Storage Yard
1 (high)	0	0	0	0	0	0
2 (high)	3	1	11	0	0	0
3 (high)	0	0	0	0	0	0
4 (high)	7	0	1	0	0	0
5 (medium)	1	37	8	0	1	0
6 (medium)	6	21	10	12	1	0
7 (medium)	1	13	9	0	6	0
8 (medium)	0	0	0	0	0	0
9 (low)	0	19	15	6	14	0
10 (low)	0	1	1	3	1	0
11 (low)	66	14	76	32	26	3
12 (low)	0	0	0	0	0	0
Total	84	106	131	53	49	3

3.4. Programs, Procedures, and Policies Review

Under the ADA, the RTC is required to complete a Self-Evaluation of the RTC's facilities, programs, policies, and practices. A full review is provided in **Volume 2 Appendix F** along with sample documents provided in **Volume 2 Appendix G**.

In addition to identifying and modifying physical barriers, Title 28 CFR Part 35, *Non-Discrimination on the Basis of Disability in State and Local Government Services*, requires that a public entity evaluate its policies, procedures, and practices. The Self-Evaluation identifies and provides possible solutions to those policies and practices that are inconsistent with Title II requirements. To be compliant, the Self-Evaluation should consider all the RTC's services, as well as the policies and practices the RTC uses to implement its various programs and services.

It is recommended that the RTC periodically evaluate such policies, procedures, and practices pertaining to communication, auxiliary aides and services, emergency response, publications, determination for undue burden, public activities, employment, and new construction of facilities, in addition to physical accessibility to RTC facilities.

To comply with requirements of the plan, the RTC must take corrective measures to address issues identified in the assessment to achieve program accessibility through several methods, including, but not limited to:

- Relocation of programs to accessible facilities;

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- Modifications to existing programs so they are offered in an accessible manner;
- Structural methods such as altering an existing facility;
- Policy modifications to ensure nondiscrimination; and
- Auxiliary aids provided to produce effective communication.

When choosing a method of providing program access, the RTC should attempt to give priority to the method that promotes inclusion among all users, including individuals with disabilities.

Services offered by the RTC to the public must be accessible. Accessibility applies to all aspects of a service, including advertisement, orientation, eligibility, participation, testing or evaluation, physical access, provision of auxiliary aids, transportation, policies, and communication.

However, the RTC does not have to take any action that will result in a fundamental alteration in the nature of a program or activity, create a hazardous condition for other individuals, or result in an undue financial and/or administrative burden. This determination can only be made by the ADA/504 Coordinator and/or an authorized designee of the RTC, such as the RTC Director or his designee, and must be accompanied by a written statement detailing the reasons for reaching the determination.

The determination of undue burden must be based on an evaluation of all resources available for use. If a barrier removal action is judged unduly burdensome, the RTC must consider all other options for providing access that will ensure that individuals with disabilities receive the benefits and services of the program or activity. This process must be fully documented, and it is recommended that it be stored with all ADA related documentation.

3.4.1. Departmental Surveys and Interviews

The interactive survey process was conducted following the review of the RTC's website. The services questionnaires were submitted to each RTC department. The questionnaires were tailored to the services offered by each department and used to finalize the determination of ADA compliance for each department's services. The responses were reviewed, and possible solutions for issues identified have been integrated throughout the ADA Transition Plan. The following RTC departments were surveyed.

- Administrative Services
- Engineering and Construction
- Executive
- Finance
- Metropolitan Planning
- Public Transportation and Operations

All applicable ADA policies and practices provided by the RTC and located on the RTC website were evaluated. No RTC department was found to intentionally discriminate when conducting services.

The ADA Transition Plan document also provides guidance on each service offered by the RTC, including information on:

- Reasonable accommodation policies and procedures;
- Reasonable modification policies and procedures;
- Service animal guidance for reasonable accommodations;
- Service animal guidance for reasonable modifications in public places;

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- ADA grievance procedure for Section 508 and grievance form;
- ADA appeals process for Section 508;
- Retaliation or Coercion Policy;
- Non-discrimination Statement Policy;
- Non-discrimination Clause Policy;
- Public notice requirements under the ADA;
- Title II ADA/504 ADA assurance requirements;
- Alternate format policy and procedure;
- Responsibility/Acceptance Policy for Other Entities' Links, Forms, Documents and Videos;
- Sub-recipient monitoring requirements under the ADA.

Each of the topics listed above are addressed in the Transition Plan document. The RTC is dedicated to the full implementation of the plan. Staff training and coordination will be implemented to ensure each department has the tools to implement the overall plan.

The RTC has established an ADA Liaison Committee comprised of representatives involved in the development of the Transition Plan. These individuals will work closely with the ADA/504 Coordinator to resolve issues regarding the needs of their departments and the programs under their management. The RTC's ADA/504 Coordinator will work closely with the ADA Liaison Committee to coordinate the implementation of plans, programs, policies, and procedures. It is recommended that this become a permanent group which meets regularly until all facets of the ADA Transition Plan are realized.

3.4.2. Documents, Forms, and Videos Reviewed

To best understand the current status of the RTC's programs, services, and activities the Consultant Team reviewed and made specific recommendations on each document, forms, and videos that were either provided by the RTC or found on the RTC website.

Through this evaluation, it was determined several key policies that ensure ADA compliance were missing, such as a policy on requesting alternate formats and a policy on placing responsibility and acceptance for ADA Compliance regarding another entity's link, forms or videos on the RTC website. In reviewing documents provided and the RTC website, several versions of a non-discrimination statement were discovered, and it is recommended that one RTC-wide statement is developed and used consistently.

3.4.3. Contracts and Leases

As part of an ADA Transition Plan all public entities must ensure that no qualified individuals with disabilities shall be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program, service, or activity administered by that entity. In doing so, public entities should provide a statement in contracts with the RTC to ensure non-discrimination for both parties and clarify accessibility obligations.

3.4.4. RTC Wide ADA Training Program

The review process uncovered some departments attend training on ADA requirements. However, it is recommended that the RTC develop an RTC-wide ADA training program for RTC employees. Other specific training should be provided for each department that directly or indirectly interacts with the RTC citizens.

3.4.5. RTC's Boards and Programs

The RTC website provides various information regarding the RTC's boards, commissions, committees, and councils. These groups are listed below:

- RTC Board
- RTC TAC
- RTC CMAC
- Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)
- Nevada Unified Certification Program (NUCP) Committee
- RTC Investment Committee

3.4.6. Website Compliance

Section 504 of the Rehabilitation Act of 1973 requires that no qualified individual with a disability, on the basis of a disability, be excluded from participation in or be denied the benefits of any service that is federally funded. The DOJ considers the RTC's website to be a program or service that is offered to the public. Therefore, the website program or service must be in ADA compliance with web accessibility guidelines.

3.4.7. Non-Discrimination Language for Contracts, Agreements, and Waivers

All public entities must ensure that no qualified individual with disabilities be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any service administered by that entity. In doing so, public entities should provide a statement in all agreements and contracts with the RTC to ensure non-discrimination for both parties and to clarify accessibility obligations.

3.4.8. Effective Communication Efforts and Policy

The ADA requires that all Title II entities communicate effectively with people who have communication disabilities by providing auxiliary aids and services. The goal is to ensure that communication with individuals with disabilities is equally effective as communication with people without disabilities.

Auxiliary aids and services are ways to communicate with individuals with disabilities. The type of auxiliary aids and services are assessed on a case-by-case basis. Auxiliary aids and services must be provided free of charge and provided in accessible formats, in a timely manner, and must be provided in a way that ensures individual privacy and independence. Examples of auxiliary aids and services include, but are not limited to:

- Sign Language Interpreters
- Written materials
- Closed Captioning
- Real-time captioning
- Audio recordings
- Materials and displays in Braille
- Large print materials
- Accessible Electronic and Information Technology (EIT)
- Assistive listening devices and systems

3.4.9. Paratransit

The Department of Justice (DOJ) Americans with Disabilities Act (ADA) regulations apply to both public and private operators of transportation service to the general public. If the private entity is providing service under a contract or other arrangement with a public entity, the private entity “stands in the shoes” of the public entity under 49 C.F.R. Section 37.23 and is subject to the requirements applicable to the public entity. While a public entity may hire contractors, it may not “contract away” its ADA responsibilities.

Table 9 provides a summary of the self-evaluation findings of the RTC’s facilities, programs, policies, and practices. Additional details are provided in **Volume 2 Appendix F**.

ADA Transition Plan

Table 9 – Summary Self-Evaluation Findings of Programs, Procedures, and Policies

Accessibility Item	ADA Required	Recommended Best Practice	Existing Condition	Compliance Actions			Reference Link
				Needs Improvement	Needs to Be Developed	Should be Developed	
ADA/504 Coordinator's Information (Title I)		X	Exists				
ADA/504 Coordinator's Information (Title II)	X		Exists				https://www.ada.gov/pca/Toolkit/hap2toolkit.htm
Roles and Responsibilities of the ADA/504 Coordinator		X	Does not exist - Consultant drafted			X	https://www.ada.gov/pca/Toolkit/hap2toolkit.htm
ADA Liaison Committee		X	Does not exist			X	
ADA Grievance Policy, Procedure, and Form with Appeals Process (Title I)	X		Does not exist		X		https://www.ada.gov/ada_title_I.htm
ADA Grievance Policy, Procedure, and Form with Appeals Process (Title II)	X		Generally compliant but needs minor adjustments	X			https://www.ada.gov/pca/Toolkit/hap2toolkit.htm
Reasonable Accommodation Request Policy, Procedure, and Form	X		Generally compliant but needs minor adjustments	X			https://www.eeoc.gov/policy/docs/accommodation.html
Service Animal Guidance for Reasonable Accommodations		X	Exists but needs minor adjustments	X			https://www.ada.gov/service_animals_2010.htm
Service Animal Guidance for Reasonable Modifications	X		No guidance exists		X		https://www.ada.gov/service_animals_2010.htm
Reasonable Modification Request Policy, Procedure, and Form	X		Compliant but needs minor adjustments	X			https://www.ada.gov/regs2010/titleII_2010/title_ii_primer.html#policies

ADA Transition Plan

Accessibility Item	ADA Required	Recommended Best Practice	Existing Condition	Compliance Actions			Reference Link
				Needs Improvement	Needs to Be Developed	Should be Developed	
ADA Grievance Policy, Procedure, and Form with Appeal Process for Section 508 of the Rehabilitation Act		X	No policy and procedure exists			X	https://www.access-board.gov/guidelines-and-standards/communications-and-it/518-questions-answers-about-section-508-of-the-rehabilitation-act-amendments-of-1998
Retaliation or Coercion Policy		X	Exists				https://www.eeoc.gov/laws/guidance/retaliation-guidance.cfm
Non-Discrimination Language for non-Federal Contracts, Agreements, and Waivers		X	Language in contract does not exist			X	https://www.ecfr.gov/cgi-bin/text-idx?SID=a7d72f6d3eac802b0638f495f5e96ccc&mc=true&node=se49.1.27_19&rqn=div8
Non-Discrimination Contract Clause	X		Does not exist		X		https://www.ecfr.gov/cgi-bin/text-idx?SID=a7d72f6d3eac802b0638f495f5e96ccc&mc=true&node=se49.1.27_19&rqn=div9
Non-Discrimination Statement Policy The following ADA Non-Discrimination Statement Policy should contain the entity's non-discrimination statement and policy for implementation for information that is distributed from the entity.		X	Found several types of statements but none are consistent RTC-wide and does not have all language that is recommended.			X	https://www.ada.gov/regs2010/title1_2010/title1_2010_regulations.htm#a35106
Title II/504 ADA Assurance	X		ADA Assurances do not exist		X		https://www.ecfr.gov/cgi-bin/text-idx?SID=3ce5e4f9aea8f1ee8c2be58cf9c67a8f&mc=true&node=se49.1.27_19&rqn=div8

ADA Transition Plan

Accessibility Item	ADA Required	Recommended Best Practice	Existing Condition	Compliance Actions			Reference Link
				Needs Improvement	Needs to Be Developed	Should be Developed	
Responsibility / Acceptance Disclaimer for other Entities' Links, Forms, Documents and Videos		X	No disclaimer exists			X	
Public Notice Under the Americans with Disabilities Act	X		Public Notice does not exist		X		https://www.ada.gov/pca toolkit/c hap2 toolkit.htm
Alternate Format Policy, Procedure, and Request Form		X	No alternate format policy and procedure exists			X	https://www.ada.gov/pca toolkit/c hap3 toolkit.htm
Effective Communications efforts and policies	X		No guidance or policy and procedure exists		X		https://www.ada.gov/pca toolkit/c hap3 toolkit.htm
Policies and Procedures for Purchasing		X	Does not exist			X	
Policies and Procedures for ADA Transition Plan Updates and Corrections (Title I)		X	No guidance or policy and procedure exists			X	
Employment Practices Review	X				X		https://www.eeoc.gov/laws/practices/index.cfm
Job Descriptions Review		X				X	https://www.eeoc.gov/eeoc/foia/letters/2005/titlevii_ada_job_requirements_descriptions.html
Emergency Management Plan Review (Employee Evacuation Plan and Emergency Operations Plan)	X		Exists but needs minor adjustments	X			https://www.ada.gov/pca toolkit/c hap7 emergency mgmt.htm
Previous ADA Complaints Review (Title I and Title II) within the last 5 years		X	X				

ADA Transition Plan

Accessibility Item	ADA Required	Recommended Best Practice	Existing Condition	Compliance Actions			Reference Link
				Needs Improvement	Needs to Be Developed	Should be Developed	
Boards, Commissions, Committees, and Councils Review	X		Review needed by RTC	X			https://www.ada.gov/ada_title_II.htm
Documents, Forms, and Videos Review	X		Review needed by RTC	X			https://www.ada.gov/ada_title_II.htm
Employee Training		X	Does not exist			X	-
Facility Compliant Checklists		X	Does not exist			X	https://www.adachecklist.org/
Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) Adoption Memorandum		X	Does not exist			X	http://www.access-board.gov/prowac/guide/prowguide.htm

4. IMPLEMENTATION

4.1. Facilities Cost Projection Overview

To identify funding sources and develop a reasonable implementation schedule, cost projection summaries for the facilities evaluated were developed for each facility type. To develop these summaries, Consultant Team experience with similar types of projects along with input from the RTC, were the basis for the unit prices used to calculate the improvement costs. A contingency percentage (20%) was added to the subtotal to account for increases in unit prices in the future, in addition to an engineering design percentage (15%). All costs are in 2019 dollars. **Table 10** provides a summary of the estimated costs to bring each facility into compliance, not including right-of-way costs.

Table 10 – Summary of RTC Facility Costs

RTC Facilities Inventoried in 2019				
Facility Type	Priority			
	High	Medium	Low	Total
Buildings	\$39,623	\$266,361	\$218,869	\$484,853
Transit Stops Evaluated (360) *	\$1,104,600	\$93,200	\$0	\$1,197,800
Transit Stops not Evaluated (Signs Only) (692) **	\$0	\$276,800	\$0	\$276,800
Subtotal	\$1,144,223	\$636,361	\$218,869	\$1,959,453
All Remaining RTC Facilities				
Facility Type	Priority			
	High	Medium	Low	Total
Transit Stops without Pads (418) ***	\$4,180,000	\$0	\$0	\$4,180,000
Transit Stop Improvements and Connectivity Program (ICP) (150-180)	~\$3,000,000	\$0	\$0	\$3,000,000
Remaining Transit Stops (34 – 64) ****	\$0	\$0	\$640,000	\$640,000
Subtotal	\$7,180,000	\$0	\$640,000	\$7,820,000
Total	\$8,324,223	\$636,361	\$858,869	\$9,779,453

*Note: Costs are for 360 transit stops that were evaluated as part of this Transition Plan.

**Note: Costs are for signs only at 692 transit stops. (692 transit stops at \$400 per sign.)

***Note: Per meetings with the RTC the cost of pads was determined to be \$10,000. Does not include right-of-way or sidewalk connectivity costs.

****Note: Assumes 64 transit stops at \$10,000. Does not include right-of-way or sidewalk connectivity costs.

The RTC has planned projects within the 2017-2021 RTP. As part of these projects, transit stops, sidewalks, and curb ramps will be improved. Approximately 60 transit stops are located along the 2017-2021 RTP roadway network. **Table 11** contains a summary of the ADA improvements and connectivity anticipated as part of the 2017-2021 RTP.

Table 11 – 2017-2021 RTP Projects on Regional Roads with ADA Improvements and Connectivity

	Total Project Costs	ADA Improvements and Connectivity
2017 – 2021 Regional Transportation Projects (RTP)	\$871,900,000	\$43,595,000

4.2. Implementation Schedule

Table 12 details the barrier removal costs and proposed implementation schedule by facility type for the RTC-owned facilities evaluated. This 20-year plan will serve as the implementation schedule for the Transition Plan. The RTC reserves the right to change the barrier removal priorities on an ongoing basis to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, and changes in RTC programs.

The RTC has identified \$1 million annually towards ADA accessibility improvements for the period of 2017-2021 system-wide based on the Transition Plan. In addition, the RTC Board allocated approximately \$1 million annually for the next three years for the Transit Stop ICP to bring existing transit stops to meet ADA and provide connectivity to transit stops.

It is the intent of the RTC to have its ADA Coordinator work together with department heads and budget staff to determine the funding sources for barrier removal projects. Once funding is identified, the ADA Coordinator will facilitate the placement of the projects in the Capital Improvement Program (CIP) to be addressed on a fiscal year basis.

Table 12 – Implementation Schedule

Facility Type	Estimated Cost	Implementation Schedule (years)	Approximate Annual Budget
Buildings	\$484,853	0 - 10	\$48,485
Transit Stops Evaluated as Part of this Project *	\$1,197,800	0 - 10	\$119,780
Transit Stops not Evaluated (Signs Only) **	\$276,800	0 - 10	\$27,680
Transit Stops without Pads (418) ***	\$4,180,000	0 - 10	\$418,000
Transit Stop Improvements and Connectivity Program (ICP)	~\$3,000,000	0 - 10	\$300,000
RTC Total (year 1 – 10)	\$9,139,453		
Total Annual Budget (Year 1 – 10)			\$913,945
Remaining Transit Stops****	\$640,000	10 - 20	\$64,000
RTC Total (Year 11 – 20)	\$640,000		
Total Annual Budget (Year 10 – 20) Excluding Sidewalk and Connectivity Improvements – Prices to be Determined in Future Phases			\$64,000

*Note: Costs are for 360 transit stops that were evaluated as part of this Transition Plan.

**Note: Costs are for signs only at 692 transit stops. (692 transit stops at \$400 per sign.)

***Note: Per meetings with the RTC the cost of pads was determined to be \$10,000. Does not include right-of-way or sidewalk connectivity costs.

****Note: Assumes 64 transit stops at \$10,000. Does not include right-of-way or sidewalk connectivity costs.

4.3. Funding Opportunities

Several alternative funding sources are available to the RTC to complete the improvements in this Transition Plan. The funding opportunities include applying for resources at the federal and state level, consideration of local options, and leveraging private resources. The following sections detail some different funding source options.

4.3.1. Federal and State Funding

Table 13 depicts the various types of federal and state funding available for the RTC to apply for funding for various improvements. The following agencies and funding options are represented in the chart.

- Better Utilizing Investments to Leverage Development Transportation Discretionary Grants (BUILD)
- Community Development Block Grants (CDBG)
- Infrastructure for Rebuilding America Discretionary Grant Program (INFRA)
- Transportation Infrastructure Finance and Innovation Act (loans) (TIFIA)
- Federal Transit Administration (FTA) Capital Funds
- Associated Transit Improvement (ATI) (1% set-aside of FTA)
- Congestion Mitigation and Air Quality Improvement Program (CMAQ)
- Highway Safety Improvement Program (HSIP)
- National Highway Performance Program (NHPP)
- Surface Transportation Block Grant Program (STBG)
- Transportation Alternatives (TA) Set-Aside (formerly Transportation Alternatives Program)
- Statewide Planning and Research (SPR)
- National Priority Safety Programs (Nonmotorized safety) (NHTSA 405)

Most of these programs are competitive type grants; therefore, the RTC is not guaranteed to receive these funds. It will be important for the RTC to track these programs to apply for the funds. Federal-aid funding programs have specific requirements that projects must meet, and eligibility must be determined on a case-by-case basis.

Table 13 – Funding Opportunities

Activity	BUILD	INFRA	TIFIA	FTA	ATI	CMAQ	HSIP	NHPP	STBG	TA	PLAN	NHTS
Access enhancements to public transportation	X	X	X	X	X	X		X	X	X		
ADA/504 Self-Evaluation/Transition Plan									X	X	X	
Bus shelters and benches	X	X	X	X	X	X		X	X	X		
Coordinator positions (state or local)						X			X	X		
Crosswalks (new or retrofit)	X	X	X	X	X	X	X	X	X	X		
Curb cut and ramps	X	X	X	X	X	X	X	X	X	X		
Paved shoulders for pedestrian use	X	X	X			X	X	X	X	X		
Pedestrian plans				X					X	X	X	
Recreational trails	X	X	X						X	X		
Shared use paths/transportation trails	X	X	X	X	X	X	X	X	X	X		
Sidewalk (new or retrofit)	X	X	X	X	X	X	X	X	X	X		
Signs/signals/signal improvements	X	X	X	X	X	X	X	X	X	X		
Signed pedestrian routes	X	X	X	X	X	X		X	X	X		
Spot improvement programs	X	X	X	X			X	X	X	X		
Storm water impacts related to pedestrian projects	X	X	X	X	X		X	X	X	X		
Trail bridges	X	X	X			X	X	X	X	X		
Trail/highway intersections	X	X	X			X	X	X	X	X		
Trailside and trailhead facilities	X	X	X						X	X		
Training						X	X		X	X	X	X
Tunnels/undercrossings for pedestrians	X	X	X	X	X	X	X	X	X	X		

Adapted from Federal Highway Administration (FHWA) Pedestrian and Bicycle Funding Opportunities, Revised August 9, 2018: https://www.fhwa.dot.gov/environment/bicycle_pedestrian/funding/funding_opportunities.cfm

4.3.2. Local Funding

There are several local funding options for the RTC to consider, including:

- Motor vehicle fuel tax – Road projects, reconstruction projects including ADA, multimodal improvements
- Public transportation sales tax – Road projects and transit projects, including ADA improvements
- RTC Regional Road Impact Fees (RRIF) – Capacity improvements which could include intersection improvements that incorporate ADA.

There are also funding options available to the local jurisdictions (Reno, Sparks, and Washoe County) for ADA improvements, including:

- Community Improvement District (CID) – A geographically defined district in which commercial property owners vote to impose a self-tax. Funds are then collected by the taxing authority and given to a board of directors elected by the property owners.
- General fund (sales tax and bond issue)
- Scheduled/funded CIP projects that are funded through bonds
- Sidewalk or Access Improvement Fee
- Special tax districts – A district with the power to provide some governmental or quasi-governmental service and to raise revenue by taxation, special assessment, or charges for services.
- Tax Allocation District (TAD) – A defined area where real estate property tax monies gathered above a certain threshold for a certain period of time (typically 25 years) is to be used for a specified improvement. The funds raised from a TAD are placed in a tax-free bond (finance) where the money can continue to grow. These improvements are typically for revitalization and especially to complete redevelopment efforts.
- Tax Increment Financing District (TIF) – A TIF allows cities to create special districts and to make public improvements within those districts that will generate private-sector development. During the development period, the tax base is frozen at the predevelopment level. Property taxes continue to be paid, but taxes derived from increases in assessed values (the tax increment) resulting from new development either go into a special fund created to retire bonds issued to originate the development, or leverage future growth in the district.
- Transportation Reinvestment Zone (TRZ)
- Transportation User Fee/Street Maintenance Fee

4.3.3. Private Funding

Private funding may include local and national foundations, endowments, private development, and private individuals. While obtaining private funding to provide improvements along entire corridors might be difficult, it is important for the local jurisdictions to require private developers to improve pedestrian facilities to current ADA requirements, whether it by new development or redevelopment of an existing property.

5. CONCLUSION

This document serves as the ADA Transition Plan for the RTC. In developing the Transition Plan, services were reviewed for compliance with ADA guidelines and a Self-Evaluation was conducted on the following facilities:

- Six buildings; and
- 360 transit stops.

The possible solutions were prioritized, and an implementation plan was developed to provide guidance for the RTC's improvement projects in the coming years. Public outreach was also conducted to aid in the development of the plan.

The RTC is taking the actions and will continue to look for and remedy, barriers to access to ensure that Washoe County citizens who are disabled are given access to the RTC's services. The RTC will start by addressing ADA requirements outlined in **Table 9** and then address recommended best practices.

To confirm follow-up on corrective actions required under the Transition Plan, the RTC will institute an ADA Action Log, documenting its efforts at compliance with the ADA. At a minimum, the Action Log will identify items that are not ADA compliant and will include anticipated completion dates. After the adoption of the Transition Plan by the governing body of the RTC, the ADA Action Log will be updated on an annual basis. The ADA Action Log should be available upon request. An example of the ADA Action Log that was developed based on the building and transit stops evaluated as part of this Transition Plan is located in **Volume 2 Appendix H**.

5.1. Next Steps

The RTC will continue internal coordination to address the programmatic barriers identified in the Transition Plan.

The RTC will develop a fiscally constrained RTP to include the next 20 fiscal years. Projects identified in the ADA Transition Plan will be programmed within the 20-year Plan based on prioritization provided in this document and other factors determined by the RTC, such as how barrier removal can be incorporated into existing RTC projects identified for capital improvements.

In future years, the RTC should plan to evaluate and make improvements at their remaining transit stops (approximately 650 transit stops) and evaluate remaining sidewalks along regional roads that were not included in the 2011 ADA Transition Plan.

The RTC also intends to adopt the PROWAG to enable RTC enforcement of these guidelines throughout the design and construction process of pedestrian facilities in the public right-of-way.

The RTC should establish a formal plan review and inspection process for new construction and alterations to verify compliance with PROWAG and the 2010 ADA Standards for Accessible Design.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 6.1

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Director's Report

Monthly verbal update/messages from RTC Interim Executive Director Amy Cummings – *no action will be taken on this item.*



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 6.2

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Federal Report

Monthly update/messages from RTC Interim Executive Director Amy Cummings – *no action will be taken on this item.*

**Federal Update for RTC of Washoe County
Prepared by Cardinal Infrastructure and Thompson Coburn
February 21, 2020 Board Meeting**

State of the Union Address

President Trump delivered his third State of the Union Address to Congress. The President highlighted the economic achievements attained during his first term, including sustained growth, low unemployment, and the passage of the United States-Mexico-Canada trade agreement. He touted the Opportunity Zones provisions of the Tax Cut and Jobs Act, highlighting how the new economic development tool is improving the lives of residents and business owners.

On infrastructure, he declared, "We must also rebuild America's infrastructure. I ask you to pass Senator John Barrasso's highway bill [the highway portion of the FAST Act reauthorization] to invest in new roads, bridges, and tunnels across our land." Senate Environment and Public Works Committee Chairman John Barrasso echoed the President's call for Congress to pass his bill, the America's Transportation Infrastructure Act of 2019.

FY 2021 Appropriations

Congressional offices have requested the submission of Fiscal Year (FY) 2021 appropriations requests. The deadline to make submissions is February 28, 2020. The request should include information on the specific program, funding level requested, as well as draft report and bill language. It is helpful to provide information on the program's impact on local infrastructure or economic development, what jobs are created or supported by the program, the program impact on the environment, and any additional persuasive information.

Grant Solicitation Announcements

Low or No Emission (Low-No) Program

The FTA released its notice of funding opportunity (NOFO) for \$130 million under the FY 2020 Low-No grant program. Applications are due by March 17, 2020. The NOFO differs from the FY 2019 solicitation by encouraging applicants to include features that incorporate "innovative technologies or practices in support of FTA's Accelerating Innovative Mobility (AIM) initiative," which includes "integrated fare payments systems...[or]...advancements to propulsion systems." Innovation is also defined as new "operational models, financial or procurement arrangements, or value capture."

Buses and Bus Facilities Program

The FTA announced the availability of \$454.6 million for the FY 2020 Buses and Bus Facilities grant program. Applications are due by March 30, 2020. As in the Low-No grant solicitation, FTA encourages innovative technologies and practices. Innovative practices may include new public transportation operational models, financial or procurement arrangements, value capture, or streamlining of fare collection systems into a single network.

House Democrats' Infrastructure Proposal

On January 29th, House Democrats released principles of their infrastructure proposal, 'Moving Forward Framework,' which proposes to invest \$760 billion over a five-year period; investing in roads, bridges, transit systems, railways, airports, ports, inland waterways, wastewater, drinking water systems, brownfields, broadband, and electric grid infrastructure.

The transit investments (\$105 billion) portion focuses on investing in zero emission buses; reforms the Capital Investment Grant program; increases bus and bus infrastructure funding alongside procurement reforms; reforms Buy America; and advances mobility on demand projects. The highway investments portion (\$319 billion) focuses on investing in alternative fuel infrastructure, requires States to measure greenhouse gas pollution; deploy smart infrastructure and new technologies, and invest in workforce development programs.

The proposal includes:

- \$434 billion to surface transportation (\$319 billion for highway investments, \$105 billion in transit investments, \$10 billion to safety investments).
- \$55 billion to rail transportation.
- \$30 billion to airport and airway infrastructure.
- \$19.7 billion to harbor maintenance trust fund.
- \$10 billion to water resources investments.
- \$50.5 billion to clean water investments (\$47.1 billion for water investments, \$3.4 billion for regional investments).
- \$2.7 billion to brownfields restoration and reinvestment.
- \$59.7 billion to clean drinking water and clean energy (\$25.4 billion for drinking water investments, \$34.3 billion for clean energy investments).
- \$98 billion for broadband and communications.

Of the \$34.3 billion for clean energy investments, \$1.5 billion will go towards electric vehicle infrastructure and \$850 million for smart communities' infrastructure. The \$850 million will be provided via technical assistance, grants, and training. As part of the clean energy investments, \$300 million will support expanded development of alternative fuel infrastructure and \$925 million to support transportation electrification.

House Republicans' Infrastructure Proposal

House Transportation and Infrastructure Committee Ranking Member Sam Graves and Highways and Transit Subcommittee Ranking Member Rodney Davis released Republican infrastructure and FAST Act reauthorization principles. Several of the priorities (streamlining project delivery, and rural infrastructure needs) reflect what the Administration proposed in February 2018 - streamlining permitting and \$50 billion for a Rural Infrastructure Program.

Priorities include: addressing the long-term sustainability of the Highway Trust Fund, incorporating innovative developments in technology to improve our infrastructure, streamlining the project delivery process to maximize available funding, addressing the infrastructure needs of America's rural communities, prioritizing core programs and functions of existing federal surface transportation programs, and ensuring state flexibility.

House Ways and Means Examines Infrastructure Financing

The House Ways and Means Committee held a hearing, "Paving the Way for Funding and Financing Infrastructure Investments." Prior to the hearing, the Joint Economic Committee released a report to provide a number of options for infrastructure funding and financing. The report discusses the Highway Trust Fund, tax-exempt financing for public infrastructure, Qualified Opportunity Zones, vehicle miles traveled (VMT), tolling, infrastructure banks, public-private partnerships, as well as expired and repealed provisions, including advance refunding of bonds.

Committee Chairman Neal discussed application of dynamic scoring (which is the measure of the impact the bill would have on the budget deficit and economy), as it relates to infrastructure investment, anticipating that it will lead to substantial economic growth.

Joung Lee, Director of Policy and Government Relations, American Association of State Highway and Transportation Officials outlined three categories for increasing Highway Trust Fund (HTF) funding:

- Raising the rate of taxation or fee rates of existing federal revenue streams into the HTF (e.g., motor fuel taxes on gasoline and diesel (including indexing), user fees on heavy vehicles, and sales taxes on trucks, trailers, and truck tires).
- Identifying and creating new federal revenue sources for the HTF (e.g., mileage-based user fee, per-barrel oil fee, and freight user fee).
- Redirecting current revenues (and possibly increasing the rates) from other federal sources into the HTF (customs duties, income taxes, and other revenues from the general fund).

D.J. Gribbin, the previous special assistant to the President on infrastructure, testified that there are two "behavioral inefficiencies;" that "federal infrastructure funding is supplemental to local and state funding...[and] federal infrastructure funding results in communities delaying increased investment in infrastructure hoping federal funding will be available instead." If provided federal funding, Gribbin says "state and local governments reduce their own, planned expenditures on infrastructure after having received federal grants."

FY 2021 Administration Budget Proposal

On February 10th, the White House released its FY 2021 Budget Request, 'A Budget for America's Future.' The budget includes supplemental documents, including an infrastructure section, 'Historic Investment in America's Infrastructure.' The budget provides, "In the coming months, the Administration will release the details of its reauthorization proposal."

Notable portions of the budget for U.S. DOT include:

- 10-year, \$810 billion reauthorization of surface transportation programs (no pay-fors mentioned).
- \$190 billion for additional infrastructure investments, across a range of sectors, for a total of \$1 trillion in infrastructure investment.
- \$21.6 billion in discretionary budget authority for 2021, a \$3.2 billion or 13% decrease from the 2020 enacted level.
- Eliminates the required set-aside for the Transportation Alternatives program; provides additional flexibility to use resources within Surface Transportation Block Grant.
- 8% increase in 2021 for highway and transit formula programs from the level provided in the last year of the FAST Act.
- \$1 billion to the Better Utilizing Investments to Leverage Development (BUILD) program.
- \$1 billion to the Infrastructure for Rebuilding America (INFRA) program.
- \$168 million for Buses and Bus Facilities formula grants.
- \$170 million for Buses and Bus Facilities discretionary grants.
- \$75 million for Low-No grants.

NEPA Proposed Rulemaking

The White House Council on Environmental Quality (CEQ) announced a notice of proposed rulemaking "to modernize and clarify regulations to facilitate a more efficient, effective, and timely NEPA review process." Comments should be submitted on or before March 10, 2020. APTA is accepting comments by February 28, 2020.

The NPRM would, among other things:

- Establish presumptive time limits of two years for completion of environmental impact statements (EISs) and one year for completion of environmental assessments (EAs).
- Require joint schedules, a single EIS, and a single record of decision (ROD), where appropriate, for EISs involving multiple agencies.
- Provide direction regarding the threshold consideration of whether NEPA applies to a particular action.
- Clarify that “reasonable alternatives” requiring consideration must be technically and economically feasible.
- Reduce duplication by facilitating use of documents required by other statutes or prepared by State, Tribal, and local agencies to comply with NEPA.
- Allow agencies to establish procedures for adopting other agencies’ categorical exclusions.

Accelerating Innovative Mobility

FTA Acting Administrator Jane Williams announced an upcoming NOFO for the Accelerating Innovative Mobility (AIM) initiative. The AIM initiative, according to the FTA’s press release, “encourages innovation throughout the industry by promoting forward-thinking approaches to improve transit system design, service, and financing.” The \$11 million challenge will “help transit agencies experiment with new ways of doing business, such as exploring new service models that provide more efficient and frequent service.”

Zero Emission Buses and Infrastructure

Senator Catherine Cortez Masto (D-NV), a member of the Senate Banking Committee, sent letters to APTA and AASHTO, among other stakeholders (Apple, Google, Uber, Lyft) to discuss their respective roles in lowering transportation emissions.

The letter to APTA/AASHTO specifically requests feedback on:

- How can federal policy best support efforts by state DOTs and transit operators in ensuring adequate infrastructure for ZEVs exists?
- What challenges do state DOTs or transit operators face when coordinating efforts across state lines?
- How are your member departments and operators working with local utilities, energy providers, and charging companies to address these challenges?
- Are there federally imposed direct, or indirect, barriers to building out charging and refueling infrastructure that would be useful to reexamine?
- Would an overarching federal strategy be useful for departments in setting ZEV attainment goals?



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 6.3

TO: Regional Transportation Commission

FROM: Kristina Swallow, Director NDOT

SUBJECT: Nevada Department of Transportation

Monthly verbal update/messages from NDOT Director Kristina Swallow – *no action will be taken on this item.*



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction


Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2019

AGENDA ITEM 7.1

TO: Regional Transportation Commission

FROM: David Carr
Fleet/Facilities Manager
Public Transportation and Operations


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Double Decker Bus Demonstration Analysis

RECOMMENDATION

Receive a report on the Regional Transportation Commission's (RTC) demonstration of the double decker bus and provide direction accordingly.

SUMMARY

Keolis Transit conducted a pilot test of an Alexander Dennis (AD) double decker bus in December 2019. The bus was in revenue service for two weeks on the Regional Connector, Lincoln Line and routes 5, 7 and 12. Staff assessed the bus using feedback from the public and internal stakeholders. 158 customers participated in the survey and feedback was generally positive.

The following have been identified as potential courses of action:

- 1.) Delay any purchases until a 100% electric version of this vehicle becomes available and a pilot test could be conducted.
- 2.) Identify funding and purchase a small number of electric double decker buses for use in existing BRT routes when available.
- 3.) Identify funding and purchase a large number of electric double decker buses for use in existing BRT routes when available.
- 4.) Decide not to purchase double decker buses.

The double decker was rated the highest, averaging 4.70 out of 5.00 on a scale of poor to excellent. The New Flyer articulated bus came in 2nd. The Proterra RAPID/RIDE/REGIONAL CONNECTOR/LINCOLN LINE electric bus came in 3rd followed closely by the Gillig Hybrid.

Staff carefully considered the benefits and challenges associated with operating the bus. The main benefits identified through the assessment were the increased seating capacity compared to the existing RIDE fleet and padded reclining seats with overhead lighting and individual stop announcements. The main challenges would be ensuring safe operations with overhanging objects on streets, inadequate clearances for some of the facilities at the Jerry L. Hall Maintenance and Operations Facility located at 2050 Villanova Drive, and safe operations with passengers moving around inside the bus. The bus comes with unique operational differences. Some of these are challenges, which staff would have to resolve. Others are only differences, which staff would have to recognize and adjust standard procedures in order to accommodate.

The passenger capacity of the bus includes nearly 100 seats available. Currently, there are no routes requiring this size of equipment to support passenger demand; however, the Virginia Street RAPID Bus Rapid Transit (BRT) route could possibly reach this demand sometime after the UNR expansion is completed. That project is underway and once completed is anticipated to be a productive route. This route could be well served by the large capacity size of this bus, but the boarding and unloading times would be adversely impacted by the delays associated with passengers climbing up to and down from the upper deck. An additional bus would be required in order for schedules to stay on time if all the buses on this line were double decker. It's important to note that the RTC's agreement with the FTA requires this route to be 100% electric and the only available double decker buses currently on the market are diesel versions. An electric bus is currently under development, with the first expected for delivery at Foothill Transit later this year.

FISCAL IMPACT

There is no budgetary/fiscal impact associated with this report. The estimated cost to purchase a diesel version of a Double-Decker vehicle from Alexander Dennis is \$1,000,000, and the cost of the electric version currently in development is \$1.5 million dollars. The RTC is currently purchasing hybrid electric buses for just over \$800,000 and electric double decker buses would each cost about \$700,000 more to purchase.

BACKGROUND/RATIONALE

Pilot Operations

Pilot operations were conducted in December 2019. The bus was assigned to routes 5, 7, 12, the Regional Connector and the Lincoln Line. The bus operated for 11 days and went on each of these routes every day. On one of the days the bus was detoured and included taking the high-wind alternative route for the Regional Connector from Reno to Carson City. The bus operated well and only had a few issues: the bus does not fit in the bus wash and had to be washed at a local truck wash. The fuel pumps at Villanova are located in the bus wash area so fueling had to be done in the alleyway next to the building which is challenging for the Service Attendants. The route announcements were not loud enough for passengers to hear and a speaker was added to the bus. Otherwise the pilot went well and most comments and feedback were positive.

Passenger Feedback

The novelty of the bus's second floor generated many positive comments, about half the riders did not go upstairs due to having packages, disabilities/age-related issues or were getting off the bus soon and did not want to miss their stop. Passenger comments from those who did go upstairs included: "that they liked the view from the upper deck, so cool able to see the landscape, the bus was very comfortable, futuristic, reminded them of London, fun idea, looks cool, love the scenery view, super cool, and brings me fun memory," were just a few samples of the positive comments. Multiple passengers commented on the view and many said it would be great for tourists. There were a few negative comments: "the low ceiling height of the second floor, the bus felt giant for a small city, bus driver cannot see people (upstairs) and if there is a fight.., prefer not to go up, 5'7" headroom needs work, and stairwell narrow".

Internal Feedback

Operators -

Strengths: Vehicle drivers all liked driving the bus. Easy to handle, smooth ride and maneuvers, and turned well. Most transit information systems, and bus controls operate the same as controls on existing buses.

Challenges: Camber (tilt) of the bus made it susceptible to impacts from signs, branches (particular wet and/or snow-laden branches). The upper deck area is susceptible to possible illegal or unsafe activities occurring out of sight of the operator. For safety the operators have to wait extra time for passengers to complete climbing up and down the stairs before starting to move the bus. One operator commented it would be unsafe to operate due to the issues with the second floor.

Maintenance -

Strengths: Diesel technology is the same as existing aging bus fleet and easy to work on and is accessible. Cost and availability of diesel parts are comparable to RTC's current diesel fleet. Mechanics saw little to no difference in vehicle systems compared to current RTC fleet. A Proterra powered electric version of this bus would be very similar to the RTC fleet of electric vehicles and would be familiar to the mechanics.

Challenges: Cleaning the second floor would present challenges. (Presenting slip hazards when mopping the floors, washing out spills, and cleaning/containing biohazards.) Any collisions with over hangs, sign or tree limbs would cause significant damage. Operations at the Villanova Bus Maintenance facility would be restricted to several of the main bays and driving into a short bay by mistake could cause major damage to the vehicle and to the building. The bus is too tall to fit into bus wash for cleaning, post trip inspections, and fueling. The stop announcements were not loud enough for some of the passengers to hear and new speakers were added. A coolant pump developed a leak requiring repairs at the local Cummins dealer.

Costs: According to the data collected by Keolis on their operations of Double Decker diesel buses in Las Vegas the double decker cost per mile (parts only) is between \$.5764 and \$.5169 which is comparable to articulated buses currently in RTC operation at \$.49 per mile and 40' diesel buses at \$.40 per mile.

Training –

Training the drivers went very smoothly with the only issue being maintaining awareness and vigilance with the height of the bus and avoiding overhead obstructions. The maintenance of the diesel engine and mechanical components are very similar to the RTC's existing fleet of diesel buses.

Planning – Staff considered the following:

Strengths: This bus would be ideally suited for a route with high passenger volumes and low frequency of stops such as a BRT or an intercity commuter route. RTC RAPID Routes would be the best fit for a vehicle of this type but due to FTA funding agreements this route must be 100% electric.

Challenges: High-frequency stops would delay operations with the loading and unloading of upper deck passengers. The RTC agency goals for future vehicle purchases is for 100% alternative-fuel vehicle fleet by 2035. Our sustainability commitment to the reduction of carbon and greenhouse gas emissions is moving us away from vehicles that consume only fossil fuels and moving towards hybrid-energy systems, electric vehicles and other zero-emissions vehicles.

Safety –

The height of this bus provides a higher risk of impact from overhanging objects and would subject the passengers to possible injury. The stairwell leading to the upper floor poses a significant fall hazard. This could cause evacuation delays in the event of an accident or a fire. The upper floor would no longer be under direct observation of the driver who would have to rely on the cameras to observe and communicate with passengers. Observing the upper floor while operating this size vehicle could be a distraction and therefore dangerous.

Observations –

Climbing up and down the stairs was a main cause for concern as many of the passengers were not interested in using the stairs. Many passengers with groceries, packages and/or small children were not willing to climb the stairs and preferred to ride below. Many seniors and disabled passengers (about half of our demographic) were disinterested in climbing up and down the stairs. There is limited standee space as compared to an articulated bus. The aisle on the first floor was wide and it was easier to maneuver wheel chairs.

Conclusion

Strengths – Higher passenger capacity, similar maintenance and performance to existing diesel fleet along with the novelty of a double decker bus makes this an attractive bus for passengers and could encourage locals and tourists to ride transit. The availability of an all-electric version of this vehicle is expected in 2021 and could be a better fit to align with RTC goals for alternatively fueled and sustainable vehicles.

Challenges – The height of the bus adds a significant degree of risk for the operators. A high profile vehicle could adversely be affected by high winds between Reno and Carson City (the Regional Connector Route). The lack of staff on the second deck would make maintaining surveillance difficult and distracting to the operator to monitor passenger behavior. The greater passenger capacity of the second deck and the negotiation of the stairwell would result in increased schedule time passenger loading and unloading and would necessitate the addition of an extra bus to maintain current headways. The stairs also limits the number of seats available to disabled, seniors and those passengers with loads of groceries, luggage or small children.

Next Steps and Procurement

A 100% Electric pilot version of this bus is due for delivery to Foothill Transit in summer of 2020. Their experience with the bus as well as a possible demonstration bus could be used to determine if there would be an electric version of this vehicle available to test and possibly deploy on the extended RAPID route.

A request for information (RFI) could be developed to research zero-emissions double decker bus availability in the coming future. A request for proposal (RFP) could be developed thereafter if the market for a suitable bus was determined to exist and a procurement could be done to purchase a suitable number of buses to meet RTC's fleet replacement schedule.

ALTERNATIVES ANALYSIS







The articulated buses currently in service provide a similar passenger carrying capacity and similar operating costs. Their operational characteristics are different but the operators have been trained and have extensive experience with operating these buses over the last 10 years. While they do not have the novel appeal of a double decker bus, they have proven to be reliable and safe as well as easy to load and unload. The buses currently in service carry nearly 90 passengers and have ample room for additional standees. They are scheduled to be replaced with 40' standard buses in coming years as their additional passenger capacity is not expected to be required on any of our BRT routes for the foreseeable future. A report of San Francisco MTA double decker pilot program indicated that the average dwell time of a double decker bus was 29 seconds per stop compared to an articulated bus with three doors at 18-second stops. An additional factor that could contribute to an even longer time is the operators would have to wait until passengers on the 2nd floor are seated in order to depart.

ADVISORY COMMITTEE(S) RECOMMENDATION

There were no advisory committee recommendations pertaining to this agenda item.

Attachment

QG 2: Copy of 1. Please circle how you feel about the double-decker bus.

Copy of 1. Please circle how you feel about the double-decker bus.	Rated 1	Rated 2	Rated 3	Rated 4	Rated 5	Totals	Mean	
							1	5
1) Enviro double-decker bus 1st floor	0.0 0.0%	5.0 3.4%	10.0 6.8%	21.0 14.4%	110.0 75.3%	146.0 100.0%		
2) Enviro double-decker bus 2nd floor	1.0 0.8%	0.0 0.0%	10.0 7.6%	16.0 12.1%	105.0 79.5%	132.0 100.0%		
3) RTC New Flyer Articulated RAPID bus	0.0 0.0%	3.0 2.2%	13.0 9.6%	29.0 21.3%	91.0 66.9%	136.0 100.0%		
4) RTC Gillig Hybrid Diesel bus	3.0 2.3%	3.0 2.3%	20.0 15.2%	28.0 21.2%	78.0 59.1%	132.0 100.0%		
5) RTC Proterra Electric bus	3.0 2.2%	4.0 3.0%	16.0 11.9%	28.0 20.9%	83.0 61.9%	134.0 100.0%		
Whole Group	1.5 0.9%	3.7 2.3%	15.8 10.0%	26.9 17.1%	110.1 69.7%	158.0 100.0%		

Q6: 2. Please list some of your likes or dislikes with the Enviro double-decker bus 1st floor

2. Please list some of your likes or dislikes with the Enviro double-decker bus 1st floor

- I like the comfort and view in 2nd floor. It's a good option for tourism.
- Seemed confined - just a new experience.
- None, other than very few WiFi options, but very clean and nice inside. Stairs are a bit tricky and wide.
- Futuristic - even though - birth control info's and assistance could have a better environmental impact.
- like it all
- I like this bus, because it's very clean and safe.
- Feels like riding any other bus.
- It has comfortable seats, and it looks nice.
- I have no dislikes. I like it.
- It was very warm and clean. I had a great time!
- It's something new.
- Clean and spacious.
- I like that there's music.
- It is good.
- Very comfortable.
- Very clean and lots of room. Need more stop ? pulling
- Like seats, and seats are far enough away to let bags of food.
- Spacious, plenty of seats, warm, the lights above the seats are very convenient. Looks well equipped for the physically disabled.
- It's a very fun idea, and it does look pretty safe. With there being a 2nd floor, how do they know everyone who needs to get off is off?
- Is all good.
- It looks cool
- I love the scenery view.
- I love view.

- Reminds me of the double decker buses in England.
- I like it. It was comfortable.
- Easy access, comfortable seats, clean.
- I love the view, a lot more room for more passengers, needs WiFi
- New and clean
- So far so good, comfort is what I'm looking for
- No dislikes
- Doesn't go far enough?
- Good bus
- Bus driver good driver yup!! The gentleman was kind-hearted, great customer service. They were sweet, offered my husband and I two free rides as well, the bus driver too.
- Likes: safe ?, accessible, charging ports, ? wheelchairs, nice layout. Good driver, very smooth, friendly people
- Nice amenities, lights, AC directional vents, stop buttons. Very nice. Feels cheap. Can hear all the plastic flexing.
- Lots of room for disabled and our equipment. Beautiful windows. Lots of room. Love it
- I love the seats.
- Like more room, more seating.
- It has lots of room.
- Comfortable
- I like everything about it
- Clean, spacious, mass transit feel like a plane or Amtrak
- Very nice
- Feel comfortable
- It was clean
- The stairs should be padded. We need a time clock. I really like the double decker but dislike dirty buses.
- like
- super cool
- Spacious and comfortable
- I like the seat and the windows
- I don't have any dislikes so far
- Seats are comfy. The aisle is narrow.
- It's wonderful, I like it a lot
- Like the ride
- I love the bus. It's more seats for everyone to sit. I have no dislikes.
- Reminds me of Europe.
- Ok
- It had more room
- Everything is new and clean. Excellent.
- New idea.
- Very clean and comfortable. Perfect especially on the 7 route, because usually very busy.
- Very comfortable.
- Comfy
- Nice ride! Comfortable, clean, convenient.
- I enjoyed the most comfortable seats, friendly, respectful RTC driver (12/16//2019 12:45 PM)
- I like it for its cleanliness
- Clean, smooth, not much standing space, wide doors.
- Same as rest of buses, a lot more quiet.
- comfortable seats
- It's 2 floors clean and it was free
- Clean
- It's very nice and comfy, way better than any other bus.
- Very nice
- I like that it's double decker
- I like it a lot
- It is nice, clean, and brings me fun memory.
- Too warm and very comfortable
- Warm
- Clean
- Very comfortable
- The comfortable and flexible
- It's enjoyable
- Very good ride

- Uniqueness
- No dislikes
- Like seats, amount of seating, smooth.
- I love it
- Love the seats. Facing people kind of sucks. Some people are wierd.
- Warm
- Like the top decker bus. It's cool.
- Looks cool
- It's cool
- Excellent
- It's just great.
- Pretty comfortable
- Very convenient. No dislikes. Very spacious.
- Very clean and smooth
- I liked it
- Seats really comfy. Good heater. Many seats.
- Low ceiling.
- I like
- Small stop buttons. Clean nice seats.
- Clean, nice seats
- It's clean. Comfortable seats, and the ride is smooth.
- Feels ok
- It's very spacious and comfortable.
- Love the look. The idea is awesome. Not sure cost effective.
- Super comfortable and clean.
- Comfortable, luxury
- Love the whole thing
- I like it very much
- The space
- Very respectful
- I like the bus
- It was clean. On time.
- Very spacious. Comfortable seating. ?
- Clean and new
- Love view, big windows
- On the first floor it's like any other bus.
- First time riding, no dislikes
- Nothing to complain about.
- Everything was very nice.
- Comfortable and warm in winter.
- Really good service
- It's really pretty, but there are a lot of people who have problems boarding

Q7: 3. Please list some of your likes or dislikes with the Enviro double-decker bus 2nd floor

3. Please list some of your likes or dislikes with the Enviro double-decker bus 2nd floor

- The comfort seat and view. I feel it giant for a small city.
- Would hate to have bags, kids, etc. on stairs. Obviously a different ride. 3 teens onboard very well behaved. Was actually a super experience.
- Very low ceiling but great front view. My kids enjoyed the ride very much.
- Like how you can control air flow.
- So cool able to see the landscape. Bus driver cannot see people, and if there is a fight.
- I've always really liked double (decker) buses and nice seats.
- The 2nd floor is cool and roomy.
- It was fun!
- I'm 6 foot 4 in.

- More room. Has air conditioning. lighting. Not sure if it's electrical. (I hope so!)
- I like the lights and AC controls.
- It is great bus.
- Very clean and ? lot or leg room
- I like how many people it seats without standing in aisles. Like the outlets to plug in phones, radio above seats, seats lean back. Good view of city, fun, fan, and reading light like a tour bus. Semi dislike, can't stand upright at 5'10" tall.
- Spacious
- I like the bus.
- Question security on top floor? Like the seating, plenty of room. I am 6'5" 200 lbs.
- Nice and clean.
- I like it, because there is 2 decks.
- A lot of people can get a seat on the bus, needs WiFi
- Very excellent
- Prefer not to go up
- Pretty good.
- I sat in the top 2nd floor right side, front view was amazing. I am very new to the state, staying with family then Hawaii next . Safe feel
- Likes: the view, comfort of back seat, minimum sway, accessible rails. Dislikes: front window seats don't recline, low air flow, windows well kept, stairs are steep, nauseous
- It looks very cool so far.
- I don't have any dislikes.
- Nice amenities, lights, AC directional vents, stop buttons. Very nice. Seats are comfortable. Very cool to sit up front.
- I enjoyed looking out the window.
- Extra space.
- Lots of seats and roomy. Needs things to grab on.
- Everything is good
- More space
- It was comfortable
- We need a time clock. I like a lot. Foot space, lights, window, seat handles, stop button. Dislike is AC ? don't move. 5'7" headroom needs work
- Spacious and comfortable
- I don't have any dislikes so far
- Beautiful
- I like the views. One thing it's the trees in the way.
- I like it a lot.
- Ok
- Great view! Fun ride. Soft seats. Very comfy! Adjustable open feeling. More privacy. Nicer than "My Ride to Work" shuttle.
- It had more room
- I like it.
- Very clean ?
- Great view.
- Great view
- Neat, I really liked it!!!
- Rode once on top, very good view, very comfortable. Pressed stop button overhead, it did not work, told driver. I got lucky people were waiting at my stop.
- Don't hire crazy bus drivers for this bus.
- I like it for its cleanliness
- Nice view
- Great views, lights, vents, comfortable seats, clean, quiet.
- Might take long or miss stop if you're on this floor.
- It's awesome, great space maximizer
- Clean, view, fun. Should have more protection in front seats
- I love the 2nd floor. Very quiet ride.
- Stairwell narrow
- Comfortable seats
- Very clean
- Likes double decker
- There (is) nothing wrong with (it)
- I like 2nd floor

- Comfortable and quiet
- Very nice
- The views
- The comfortable and flexible
- Very comfortable
- Very fun, a lot of room.
- No dislikes
- Amazing
- Amazing
- Too short
- Fine
- Pretty comfortable
- No dislikes
- Spacious
- Cool view
- Some seats facing toward each other.
- If a driver had to slam on the brakes, passengers could be dead at front window, second floor. Low ceiling and plus passengers may fall on stairs.
- Love the view. Comfortable seats. No dislikes at all.
- Excellent view.
- Awesome view
- It's clean. Comfortable seats, and the ride is smooth.
- Very luxury bus, like tour bus.
- Super clean
- Love them all
- I like it very much. Very clean
- Seats are comfortable
- Too high up
- Clean
- Too small staircase, perhaps too difficult to emerge in an emergency!!
- I like being up high and so many more can ride. Clean and comfy.
- I love the second floor. The bus is real smooth. It's a good ride.
- Nothing to complain about.
- Comfortable and warm in winter.
- It has really modern individual heaters
- It's comfortable
- I like everything, comfortable
- There's less passengers because of the 2nd floor, excellent

Q8: 4. How safe do you feel on the 2nd floor?

4. How safe do you feel on the 2nd floor?			
	Counts	Percents	Percents
			0 100
1) Very safe	67	69.1%	
2) Safe	26	26.8%	
3) Unsafe	3	3.1%	
4) Very unsafe	1	1.0%	
Totals	97	100.0%	

Q9: 5. How do you feel using the stairs to the 2nd floor when loading/unloading at stops?

5. How do you feel using the stairs to the 2nd floor when loading/unloading at stops?

- Good, it's fine.
- Will slow service but for me was ok. Drunks though?
- A bit scary.
- good
- Love them like Amtrak
- Sooo cool. Feel like I'm in London.
- No problem.
- Moderate.
- I feel it's safe as long as people take their time.
- Safe.
- safe
- All right, pretty safe.
- It's very easy to get around.
- It (is) very nice.
- Good
- Too high
- Leery
- Ok
- Safe feel, use rail doors are good, seats comfortable feel
- very good, quick, easy, safe, little steep, but it's clean
- I probably wouldn't feel safe.
- I feel confident.
- It's fine.
- They seem steep.
- It's ok
- Safe.
- Big and roomy.
- Normal.
- Like it
- Good
- Great
- I like that there is more space, but the bus takes longer at each stop.
- Ok
- is fine
- A little steep but mostly good
- I feel at ease
- Steps look a little steep
- Narrow but ok
- Great, no problems
- Safe and secure
- Ok
- They seem to be placed correctly.
- Narrow but ok. I'm slender.
- Safe
- Good
- Disabled, won't use it.
- It's steep but ok
- No problem.
- Little smell but ok
- Excellent
- They are conveniently minimal
- I love it
- Ok
- Just have to plan ahead and go down early, safe.

- Comfortable
- It might be a little hectic when full, but it's ok
- Narrow
- I am too big and old
- Easy
- ? safe
- Ok
- Safe
- Too steep
- No problems
- Good
- Very nice
- Good
- Bit slow but it's easy
- I feel safe.
- It's ok for me; not for disabled or older.
- Very safe
- Stop all the way correctly
- Fine
- Kinda tight.
- I would be okay if I had to.
- really good, secure
- They're safe
- safe
- Uncomfortable due to my health (on my knees)

Q10: 6. Please list some of your likes or dislikes with the RTC New Flyer Articulated RAPID bus

6. Please list some of your likes or dislikes with the RTC New Flyer Articulated RAPID bus

- It is fine but with little bike facility.
- Going to the rear there is a space about 4 average steps with no handhold. Very always when driver moves the bus.
- Loved the RAPID speed.
- It's very dirty.
- I like how much more room it had.
- It's very fast and punctual.
- It's getting job done.
- It's always full. Sometimes, I take a regular bus, and it's not environmentally friendly.
- I like sitting in the middle. I like how smooth the ride is.
- I like the new RTC brand New Flyer.
- Like the comfort.
- Very clean and ? easy to use.
- Dislike when bus is crowded. Hard to get in and out.
- The back end is rather crowded and dark/dank?, but it's got room elsewhere and drives smoothly.
- I like how it's long and can curve around corners. I like how there are stops it needs to make, makes it easy to not miss it.
- is ok ?
- It's look is awesome.
- I love how long it is.
- Love
- I like it's comfortable
- Good access, good service.
- Very narrow walking space
- Comfortable
- Always ride the RAPID, love it.
- Ok

- I like I only waited 10 mins. Fair time 1 min. 2nd bus double decker. 1st day to mall then downtown to food ? a date out amazing adventures so I am happy.
- Enjoyed the smooth ride.
- Extra room.
- Fast at transporting. Bike rack sucks. Could be bigger.
- All good
- The seats are nice
- Like it
- I use buses daily, so I like all the buses.
- It get(s) you there fast when you have to get somewhere
- Overall, the buses are good for a lot of people, but I don't like how much the bus rocks in the middle of the bus.
- like
- Like it
- people kind
- Love the spaciousness!
- I like all the items inside RAPID bus
- I like everything so far, no complaints
- Nice
- Like it a lot too
- Like all
- I like it. Fast on time.
- I like it
- It's different
- Ok
- I enjoy sitting next to where it pivots.
- Feels closed in. Awkward
- Has more room than the electric bus.
- Very efficient to go to Meadowood Mall and big enough to take more passengers.
- Good
- Nice
- Like it, comes often, wish it were all night.
- On time.
- Fast and safe
- Great!
- Very efficiently time lined.
- All ok
- Meh
- Ok
- Sometimes dirty. Driver last time left about 1 foot gap between bus and station. Usually emits lots of black exhaust. High capacity.
- It was different, but overall great experience. Fun.
- It's fast and runs a lot
- Very good bus
- Very clean
- It's a new look
- It's ok
- Buses are mostly on time.
- I really like it and pretty awesome
- Fast
- Ok
- All good
- Not a lot of room
- Noisy buses
- Excellent service
- I like the space it can hold.
- Great
- Big, long
- Great bus. Rides smooth
- Fine
- Great
- No dislikes

- Comfortable
- Very nice
- I like it. No dislikes
- Many seats, so much room. Very long so feeling is a little rocky.
- Unloading and loading would be much faster than the double decker.
- The bike area is not safe, and the articulator needs to be lubed more often (squeaks)
- Crowded ?
- I've ridden the bus only once, but it seems alright to me.
- Is very fast
- Like being able to get up and down a route faster. Sometimes distance is too far apart from where I need to be.
- Old and not comfortable.
- Fast, efficient, spacious
- Too crowded
- It's ok
- On time most of the time. Clean.
- Would like windows open
- I like the ride.
- I have no issues with the RAPID bus.
- It's okay.
- I like it, because it can transport a lot of people
- It feels real good
- I think they should have seatbelts on some of the seating

Q11: 7. Please list some of your likes or dislikes with the RTC Proterra Electric bus

7. Please list some of your likes or dislikes with the RTC Proterra Electric bus

- It's good shape. It's not easy to carry bicycles.
- Give your operators braking lessons. Atrocious.
- OMG this is going to be the future.
- I like it clean.
- Breaks down sometimes.
- I liked how much nicer the seats were.
- Same conveniences as the RAPID. It's great!
- Electricity is the way of a healthier future.
- I like that there's USB ports to use to charge your phone.
- I like the brand new electric bus. They should all the RTC Proterra Electric.
- Like comfort.
- Very fast and clean. Had lots of room.
- Phone charger. Quieter than regular bus.
- everything's good
- It great
- Smooth
- I like it, it's fast
- Quiet, good access.
- Very little seating
- Too slow
- Great good comfort.
- Love it
- Clean
- My dislike was the floors wouldn't be clean.
- The electricity smell.
- Enjoyed the seats.
- Safe for environment.
- They're not the best at going up hill. Like the idea of green.
- All good

- Like it
- Eco-friendly, sometimes dirty
- They are quiet
- I like the space and sitting on these bus(es). Dislike they run out of power.
- like
- Different, holds more people
- Always seems to be low on battery life
- Window too dark
- Like that it is electric
- Ok
- Like all
- I like it. No problems
- I like it
- Saves the environment
- Ok
- The quietness
- Runs low on power too fast. Back doors hard to get closed. They won't if someone is too close.
- It was nice
- Too small.
- I like this bus, because it's very convenient to take from Sparks to downtown Reno.
- Don't like electric.
- It's quiet and helps the environment.
- Smooth.
- Time for charging
- Great!
- Sometimes mechanical glitches doors auto engine stops are time consuming
- 2 different times bus stopped and had to wait for mechanics
- They suck. Card reader is inconsistent.
- Love it
- Ok
- Sometimes loud at high speeds. Quiet. Rear window lets light in. Good for environment.
- Need lighting at rear door
- Earth friendly
- I think RTC in general has always been great.
- Have too many break downs
- Plenty of room
- Very clean
- It electric that why I like (it)
- Ok
- I did not know it is electric bus. They are good.
- I really like it, and no problems
- Ok
- Nice
- Seems slower
- All good
- Not a lot of room to sit
- Too many people.
- I like how often it comes and how convenient it is.
- Great bus
- Fine
- Great
- Like
- Smooth
- I like it. No dislikes
- Very ecofriendly. Not many seats.
- Noise is bad. Sounds like bus is falling apart.
- Quiet, comfortable, safe. Nice back window, smooth ride, nice innovation, clean air, no lie!
- No problems
- I like the electric bus a lot. I like that it's energy efficient.
- It's adequate
- Love the electric buses. Quiet. They could be bigger.
- Very efficient and clean.

- Clean, fast, comfortable
- Far out
- Very nice
- Love it. Fast.
- It's ok
- Quiet
- No emission
- Fast fuel up.
- I don't like this bus as it's real rough riding. The drivers hate driving them!
- No complaints.
- I like it. Very nice.
- Got a lot of problems in cold weather. Cold inside the bus in winter. Late on schedule.
- I love everything. It's spectacular


Q12: 8. Please list some of your likes or dislikes with the RTC Gillig Hybrid Diesel bus

8. Please list some of your likes or dislikes with the RTC Gillig Hybrid Diesel bus





- The seats uncomfortable. The bus is good.
- Very fine service.
- Next best thing to electric (bus?)
- Dirty.
- Seats and ride were nicer.
- We have a great transportation system. No complaints.
- Is diesel powered, and can be filthy.
- They're really convenient.
- I like the bus.
- Like the quiet sound.
- Very safe and clean.
- Open, clean, a typical bus experience with the rough bumps but nothing to the electric, it is not feasible.
- I consider it reliable and easy to use though it does seem to fill up quick these days.
- It's a hybrid so that's good for Earth
- They take too long.
- Good service.
- Too much gas in the community air
- Ok
- Seats could be more comfortable, more leg room
- Don't like the smell
- Regular bus fine
- The seats were very nice.
- Great.
- No dislikes. It does it's job very well.
- Normal
- 1
- Efficient, eco-friendly, sometimes dirty
- Good service
- They are ok, just too small on the busier routes like Routes 1, 7, 12, 15, and 4.
- like
- Ok
- Ok, I like
- Like all
- Comfortable
- I like it. No problems.
- It's ok
- It's cool
- Ok
- It's all good!

- Hard seats. Stinky exhaust. Fumes in cabin. Very unhealthy.
- Too small when on busy routes. Most of the time you have to stand up.
- Very clean bus. No pollution.
- Open.
- Leg room is good
- Nothing wrong with it
- Fun, great, excellent
- Always engine dependable, heaters not always, comfortable.
- Some bus seats uncomfortable
- It's good
- Ok
- Better for environment.
- Ok
- All RTC is great, wonderful drivers and most of the time clean.
- It's ok
- Good bus, leg room
- I like it a lot
- Ok
- I like it. No complaints
- Ok
- Not bad
- All good
- Too small
- Brake squeak
- Very quiet
- Old, they need to go.
- Slow. Takes forever to get to mall.
- Great bus. Good for environment.
- Fine
- Like
- Energy saver
- Nice
- I like it. No dislikes
- Enough room. Not too closed or open.
- Noise is bad. Sounds like bus is falling apart.
- Rough! Smoggy. Outdated!!!
- Crowded but always there when you need it.
- I have no problems with the bus.
- It is okay
- Love the clean look.
- Clean and quiet
- Quiet, clean
- Cool
- Slow.
- Too crowded
- It's ok
- Quiet and clean
- Fast
- It's ok
- No complaints.
- I'd like them to use more of them.



Q13: 9. What is your fare category?

9. What is your fare category?			
	Counts	Percents	Percents
			0 100
1) Adult	75	49.7%	

[Continuing table]

9. What is your fare category?			
	Counts	Percents	Percents
			0 100
4) Disabled	37	24.5%	
3) Senior	29	19.2%	
2) Youth	8	5.3%	
5) US Veteran	2	1.3%	
Totals	151	100.0%	

Q14: 10. What is your gender?

10. What is your gender?			
	Counts	Percents	Percents
			0 100
2) Male	88	62.4%	
1) Female	53	37.6%	
3) Other	0	0.0%	
Totals	141	100.0%	

Q15: 1) Enviro double-decker bus demo

1) Enviro double-decker bus demo			
	Counts	Percents	Percents
			0 100
Rated 1	0	0.0%	
Rated 2	0	0.0%	
Rated 3	0	0.0%	
Rated 4	0	0.0%	
Rated 5	0	0.0%	
Totals	0	100.0%	

Q16: 2) RTC New Flyer Articulated RAPID bus

2) RTC New Flyer Articulated RAPID bus			
	Counts	Percents	Percents
			0 100
Rated 1	0	0.0%	

[Continuing table]

2) RTC New Flyer Articulated RAPID bus			
	Counts	Percents	Percents
			0 100
Rated 2	0	0.0%	
Rated 3	0	0.0%	
Rated 4	0	0.0%	
Rated 5	0	0.0%	
Totals	0	100.0%	

Q17: 3) RTC Gillig Hybrid Diesel bus

3) RTC Gillig Hybrid Diesel bus			
	Counts	Percents	Percents
			0 100
Rated 1	0	0.0%	
Rated 2	0	0.0%	
Rated 3	0	0.0%	
Rated 4	0	0.0%	
Rated 5	0	0.0%	
Totals	0	100.0%	

Q18: 4) RTC Proterra Electric bus

4) RTC Proterra Electric bus			
	Counts	Percents	Percents
			0 100
Rated 1	0	0.0%	
Rated 2	0	0.0%	
Rated 3	0	0.0%	
Rated 4	0	0.0%	
Rated 5	0	0.0%	
Totals	0	100.0%	



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 21, 2020

AGENDA ITEM 8.1

TO: Regional Transportation Commission

FROM: Jeff Wilbrecht, P.E.
Engineer II


Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Virginia Street Bus RAPID Transit Extension Monthly Progress Update - Plumb to Liberty & Maple to 15th

RECOMMENDATION

Acknowledge receipt of the Virginia Street Bus RAPID Transit (BRT) Extension monthly progress report.

SUMMARY

South Virginia (Midtown) Roadway Reconstruction and BRT Project:

Construction is well underway and on schedule in the South Virginia-Midtown segment of the project. The project is approximately 40 percent complete through Midtown.

The majority of construction work on the Project, since the last update to the RTC Board in December 2019, has focused on the section north of Mt. Rose Street. This work included opening pedestrian sidewalks on both sides of South Virginia Street between Mt. Rose Street and Vassar Street. Demolition of curb, gutter, and sidewalk continued northward on the east side of the roadway northward towards Stewart Street. This allows the contractor to work on replacement of those items and installation of street lighting and irrigation infrastructures. Work also progressed near the roundabout with the removal of concrete and pavement in this area to allow for necessary re-configuration associated with the new traffic pattern.

The overall project is progressing well and is on schedule with some activates ahead of schedule.

North Virginia (UNR) Roadway Reconstruction and BRT Project

An invitation for bids was issued for the abatement and demolition of the structures along North Virginia Street (east side) between 8th and 9th Streets. It is anticipated abatement and demolition construction activities will begin in early March 2020.

Outreach Activities:

During the month of November, the outreach effort continued with the project team goal of encouraging the community to support Midtown by continuing to patronize the area.

The project team provided updates to the Midtown community by inviting businesses, residents, and stakeholders to a Coffee with the Construction team. The event was a sort-of open house for people interested in learning more about the project the opportunity to come ask the construction team questions about the project. The event was open for a longer period to provide a casual and informal environment for people to visit.

The project team provided an update of the project and schedule to the City of Reno Ward 1 Neighborhood advisory board on January 9, 2020.

The project team has continued its communications efforts as part of our strategic approach to keep stakeholders informed of construction activity, project updates, and listen to and address concerns and questions they may have.

Press releases were shared with stakeholders regarding major work activities on both mainline South Virginia Street and side streets.

The RTC has also continued the regular project-update videos that started last March to provide the public with visual information in a new format. The videos are posted on social media sites, YouTube, the project website and in our weekly stakeholder updates.

The community is encouraged to continue to share their positive Midtown experiences on social media using the hashtag #VirginiaStreetProject for an opportunity to receive a gift card to a participating Midtown business.

Supporting the project team's goal of strong and extensive outreach and community awareness, there have been a number of media stories published and broadcast about the project that illustrate the accessibility to Midtown and progress of construction. Much of the coverage has been positive underscoring construction is not as bad as was expected by many of the businesses, and in some cases business has increased or remained steady. Additionally, the Lyft 50 percent discount up to \$10 has helped transport visitors to Midtown.

Project information continues to be communicated weekly through the Project Stakeholder Update that is electronically distributed to subscribers.

FISCAL IMPACT

Appropriations are included in the FY 20 Budget and FY 20 Program of Projects and are included in the current approved RTC budget. There is no additional cost in connection with this agenda item.

PREVIOUS ACTIONS BY BOARD

- November 15, 2019 Approved Change Order No. 01, 02, 03, and 04 to the SNC construction contract for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- October 24, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for additional utility conduits on Virginia Street during construction of the South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- August 16, 2019 Approved Interlocal Cooperative Agreement with the City of Reno for Requested Enhancements to South Virginia Street during Construction of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Construction Agreement between RTC and SNC (CMAR) for Phase 2 of the Virginia Street Bus RAPID Transit Extension Project
- May 20, 2019 Approved the Professional Services Agreement between RTC and Atkins North America (Atkins) for Construction Support Services on Phase 2 of the Virginia Street Bus RAPID Transit Extension Project.
- March 15, 2019 Approved Interlocal Corporative Agreement between RTC and City of Reno to transfer funds to the City of Reno for the selection, procurement, and installation of benches and bike racks in Midtown.
- July 20, 2018 Approved a Professional Services Agreement with Atkins for the Construction Management Services for the utility construction phase. Approved an Agreement with SNC for the construction of the early work utility construction phase. Authorized the finalization and execution of five utility relocation and reimbursement agreements into the agreement for early construction work.
- June 15, 2018 Approved an Amendment to the CMAR Pre-Construction Agreement between the RTC and SNC for the Virginia Street Bus RAPID Extension Project
- May 21, 2018 Approved a Request for Proposals (RFP) for Construction Services for the Virginia Street Bus RAPID Transit Extension Project.

- June 17, 2016 Approved the Final Rankings of the Proposers and Selection of a Contractor for Construction Manager at Risk (CMAR) for Pre-Construction Services and authorized the Executive Director to execute a Pre-Construction Services Agreement with SNC for the Virginia Street RAPID Extension Project.
- March 18, 2016 Approved the RFP for the CMAR method of project delivery for the Virginia Street Bus RAPID Transit Extension Project.
- March 18, 2016 Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Virginia Street Bus RAPID Transit Extension Project.
- October 16, 2015 Acknowledged receipt of an update on the Virginia Street Bus RAPID Transit Extension Project and approve the local preferred alternative.
- August 21, 2015 Acknowledged receipt of an update and provided direction on the alternative selection for the Virginia Street Bus RAPID Transit Extension Project.
- October 17, 2014 Approved the selection of NCE for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.
- July 25, 2014 Approved the RFP for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.



REGIONAL TRANSPORTATION COMMISSION

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February 21, 2020

AGENDA ITEM 8.2

TO: Regional Transportation Commission

FROM: Dale Keller, P.E.
Engineer II



Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Lemmon Drive Monthly Progress Report

RECOMMENDATION

Acknowledge receipt of the Lemmon Drive monthly progress report.

SUMMARY

The project includes widening Lemmon Drive from US 395 to Military Road from four lanes to six lanes and widening Lemmon Drive from Fleetwood Drive to Chickadee Drive from two lanes to four lanes.

Investigation of existing conditions is ongoing. The Project Team obtained traffic data to verify the existing and future traffic demands along Lemmon Drive. In addition, engineers continue to review the current crash data to identify existing hot spots and/or trends for special design consideration.

The RTC is working closely with Washoe County and the City of Reno as the Swan Lake recovery plan continues, and long-term mitigation alternatives are prepared and vetted. The RTC is streamlining the preliminary roadway design and collaborating with local agencies in the overall program to improve conditions around Swan Lake.

In February, the RTC will establish a technical advisory committee (TAC) comprised of staff from Washoe County, the City of Reno, and other appropriate parties. The TAC will begin a qualitative evaluation of alternatives at a conceptual level.

FISCAL IMPACT

Appropriations are included in the FY 20 Budget and FY 20 Program of Projects and are included in the FY 20 Board approved RTC budget. There is no additional cost in connection with this agenda item.

PREVIOUS ACTIONS BY BOARD

September 20, 2019	Approved the Professional Services Agreement (PSA) with Jacobs Engineering for the design of the Lemmon Drive Project
May 20, 2019	Approved the Procurement for the Selection of Engineering Professional Services for Design the Lemmon Drive Project
April 19, 2019	Received an update on the project

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.



REGIONAL TRANSPORTATION COMMISSION

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February 21, 2020

AGENDA ITEM 9.1

TO: Regional Transportation Commission

FROM: 
Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Legal Counsel Report

The monthly Regional Transportation Commission (RTC) agenda includes a standing item for staff and legal counsel to provide information on any legal issues facing the RTC. This allows the Board to discuss such issues and provide direction to staff or take action as necessary.

The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened.



REGIONAL TRANSPORTATION COMMISSION


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February 21, 2020

AGENDA ITEM 10

TO: Regional Transportation Commission

FROM: 
Amy Cummings, AICP, LEED AP
Interim Executive Director

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.